



SHIRE OF MT MARSHALL

AGENDA

Notice is hereby given that the next Ordinary Meeting of Council will be held at 3:00pm in Council Chambers, 71 Monger St, Bencubbin on Tuesday 21 June 2022.

John Nuttall
Chief Executive Officer

This page has intentionally
been left blank



SHIRE OF MT MARSHALL

QUESTION TIME FOR THE PUBLIC

❖ {Please Write Clearly}

DATE: _____

NAME: _____

TELEPHONE: _____

ADDRESS: _____

QUESTIONS TO THE PRESIDENT:-

❖ {GENERAL QUESTION / QUESTION RELATED TO THE AGENDA}

❖ {Strike out unnecessary words}

ITEM NO: _____

PAGE NO: _____

PLEASE PASS TO THE CHIEF EXECUTIVE OFFICER FOR REFERRAL TO THE PRESIDENT BY 9:30AM ON THE DAY OF THE MEETING AT THE SHIRE OF MT MARSHALL OFFICE, MONGER STREET, BENCUBBIN.

Agenda for the Ordinary Meeting of the Shire of Mt Marshall to be held in Council Chambers, 71 Monger St, Bencubbin on Tuesday 21 June 2022, commencing at 3:00pm.

AGENDA

DISCLAIMER

**MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH
AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

**John Nuttall
Chief Executive Officer**

TABLE OF CONTENTS

1. Declaration of Opening / Announcement of Visitors
2. Record of Attendance / Apologies / Approved Leave of Absence
3. Public Questions
 - 3.1 Response to Previous Public Questions Taken On Notice
 - 3.2 Public Question Time
4. Applications for Leave of Absence
5. Declarations of Interest
6. Confirmation of Minutes of Previous Meetings
 - 6.1 Minutes of the Ordinary Meeting held on Tuesday 17 May 2022

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 17 May 2022 be confirmed as a true and correct record of proceedings.

7. Announcements by Presiding Person Without Discussion
8. Reports of Councillors
 - 8.1 President

The President represented the Shire at the following meetings and training opportunities from 18 May 2022 to 21 June 2022.

18/05/2022	Shire of Mt Marshall Facilities and Services Committee Meeting, Beacon, with CEO John Nuttall, CDO Rebecca Watson and other members of the Committee.
31/05/2022	North Eastern Wheatbelt Regional Organisation of Councils (NEWROC) Meeting, Trayning, with CEO John Nuttall
8/06/2022	Corporate Information Session and Road Asset Review, Council Chambers and Bus Trip around Shire Roads, with Deputy President Cr Nick Gillett, Cr Megan Beagley, Cr Tanya Gibson, Cr Leeanne Gobbart, Cr Ian Sanders, CEO John Nuttall and Works Supervisor Aaron Wootton.
15/06/2022	Shire of Mt Marshall Budget Discussions, with Deputy President Cr Nick Gillett, Cr Megan Beagley, Cr Tanya Gibson, Cr Leeanne Gobbart, Cr Stuart Putt, CEO John Nuttall, Acting FAM Rhona Hawkins and CDO Rebecca Watson.
15/06/2022	Wheatbelt Operational Area Support Group, Microsoft Teams.
16/06/2022	WALGA Great Eastern Country Zone (GECZ) Executive Meeting, Teleconference.
16/06/2022	Wheatbelt District Emergency Management Committee Meeting, Microsoft Teams.
20/06/2022	New Centralized Duty Child Protection Process – Wheatbelt Information Session, Microsoft Teams.
21/06/2022	Town Planning Scheme and Strategy Discussions with Hames Sharley, CEO John Nuttall, Deputy President Cr Nick Gillett, Cr Stuart Putt, Cr Megan Beagley, Cr Tanya Gibson, Cr Leeanne Gobbart, Cr Ian Sanders and RO Jordan Bairstow.
 - 8.2 Councillors

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

- 9. Petitions / Deputations / Presentations / Submissions**
Nil
- 10. Reports of Committees**
 - 10.1 Facilities and Services Committee**
 - 10.1.1 Minutes of Facilities and Services Committee Meeting held 18 May 2022**
 - 10.2 Local Emergency Management Committee**
 - 10.2.1 Minutes of Local Emergency Management Committee Meeting held 10 May 2022**
- 11. Reports of Officers**
 - 11.1 Chief Executive Officer**
 - 11.1.12 Arrangement for Management of Volunteer Bush Fire Brigades**
 - 11.1.13 NEWROC Regional Subsidiary Proposal**
 - 11.1.14 Revocation of Outstanding Council Resolutions**
 - 11.2 Works Supervisor**
 - 11.2.2 Works Report May 2022**
 - 11.2.3 Regional Road Group – Change of Funding Request**
 - 11.3 Executive Assistant**
 - 11.3.8 Status Report May 2022**
 - 11.3.9 Minutes of NEWROC Council Meeting held 29 May 2022**
 - 11.3.10 Freedom of Information Statement Review 2022**
 - 11.4 Finance and Administration Manager**
 - 11.4.14 Accounts Paid to 31 May 2022**
 - 11.4.15 Statement of Financial Activity to 31 May 2022**
 - 11.4.16 Schedule of Fees and Charges 2022/2023**
 - 11.5 Community Development Officer**
 - 11.6 Regulatory Officer**
 - 11.7 Development**
 - 11.8 Environmental Health Officer**
- 12. Elected Members' Motions of Which Previous Notice Has Been Given**
- 13. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 14. Next Meeting – Tuesday 19 July 2022 commencing at 3:00pm in Council Chambers, 80 Monger St, Bencubbin**
- 15. Closure of Meeting**

10.1 Reports of Committees

10.1 Facilities and Services Committee

10.1.1 Minutes of Facilities and Services Committee Meeting Held 18 May 2022

File No:	4.0514
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	10.1.1 - Minutes of Facilities and Services Committee Meeting held 18 May 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire's Facilities and Services Committee was established at the August 2021 ordinary meeting of Council:

2021/7-003 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Subject to Local Government Act 1995, Section 5.8 establish a new committee to be called 'Facilities and Services Committee'*
- 2. Subject to Local Government Act 1995, Section 5.9 direct that the 'Facilities and Services Committee' has the following membership:*
 - Councillor Representative x2*
 - Community Representative x4*
- 3. Subject to Local Government Act 1995, Section 5.10 resolve that the Councillor representatives on the 'Facilities and Services Working Group' be as follows:*
 - Cr. ARC Sachse*
 - Cr. TM Gibson*
- 4. Direct that the four community representatives at this time be chosen from the Beacon Community as the initial focus of the committee will be to fulfil Governance & Leadership Item 1 (Work with groups from across the community to address their concerns regarding equity in facilities and services) of the Corporate Business Plan*

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

5. *Direct the Chief Executive Officer to present a recommendation to the next Ordinary Council Meeting of the names of Beacon community members to sit on the committee*

*Moved Cr SR Putt
Absolute Majority*

Seconded Cr TM Gibson

Carried 6/0

The Committee's purpose is to work with groups from across the community to address their concerns regarding equity in facilities and services.

Consultation:

Nil

Statutory Environment:

Local Government Act (1995)

Section 5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Relevant Plans and Policy:

Nil

Financial Implications:

Nil from this report.

Risk Assessment:

Failure to have Council endorse the minutes of a Council appointed committee would be a breach of the *Local Government Act 1995*.

Community & Strategic Objectives:

Governance and Leadership

Work with groups from across the community to address their concerns regarding equity in facilities and services.

Comment:

The minutes of the Facilities and Services Committee meeting held on Wednesday 18 May 2022 are submitted for Council endorsement. The next meeting is scheduled for Wednesday 17 August 2022.

OFFICER RECOMMENDATION:

The minutes of the Facilities and Services Committee Meeting held 18 May 2022 be endorsed.

SHIRE OF MT MARSHALL



Facilities and Services Committee

**Minutes of the
Mt Marshall Facilities and Services
Committee Meeting held on Wednesday 18
May 2022 in CWA House,
Rowlands St, Beacon
commencing at 6:08pm.**

Attachment 10.1.1

Chairperson

**This page has
been left blank
intentionally**

DISCLAIMER

MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022

TABLE OF CONTENTS

1. Declaration of Opening
2. Record of Attendance / Apologies
3. Standing Orders
4. Confirmation of Minutes of Previous Meetings
 - 4.1 Minutes of the Facilities & Services Committee meeting held on Wednesday 16 February 2022
5. Reports of Officers
6. General Business
7. Next Meeting
8. Meeting Closure

**Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022**

1.0 Declaration of Opening / Announcement of Visitors

The Chairperson welcomed committee members to the meeting and declared the meeting open at 6:08pm.

2.0 Record of Attendance / Apologies

Attendance

Mrs Krista Lancaster	Committee Member / Chairperson
Cr ARC Sachse	Councillor / Committee Member
Cr TM Gibson	Councillor / Committee Member
Mr Michael Carr	Committee Member
Mr Nigel Beagley	Committee Member

Mr John Nuttall	Chief Executive Officer
Miss Rebecca Watson	Community Development Officer

Apologies

Mrs Sue Munns	Committee Member
---------------	------------------

3.0 Standing Orders

FASC2022/003 COMMITTEE DECISION:

That Standing Order number 9.2 - Limitation of Number of Speeches be suspended for the duration of the meeting to allow for greater debate on items in the agenda.

Moved: Cr TM Gibson Seconded: Mr Michael Carr Carried 5/0

4.0 Confirmation of Minutes

**4.1 Minutes of the Facilities & Services Committee meeting held on
Wednesday 16 February 2022**

FASC2022/004 COMMITTEE DECISION:

That the minutes of the Facilities & Services Committee meeting held on Wednesday 16 February 2022 be confirmed as a true and correct record of proceedings with the following amendments:

- 1. Correct Spelling of Mrs Krista Lancaster in item 7.0***
- 2. Inclusion of Cr Gibson comment about unpowered sites at Beacon Caravan Park in item 5.0***

Moved: Cr TM Gibson Seconded: Mr Nigel Beagley Carried 5/0

Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022

5.0 Reports of Officers

Beacon Caravan Park

The project is still waiting for Western Power to provide the quote for the power upgrade at the Beacon Caravan Park. The funds for the power upgrade and campers kitchen will now be carried over to the 22/23 financial year.

Currently still waiting on quotes for the campers kitchen.

On a positive note, new caretakers have been appointed to commence early June and have committed to work through until the end of October 2022. This will be beneficial for the Park to be covered throughout the peak tourist season and provide weekend availability of accommodation to visitors and contractors.

Lucas Street Footpath

Waiting on the quote to be able to get this completed hopefully in the next six weeks Site meetings have been held with the affected business owners and a plan in place to suit all stakeholders.

Cr Gibson asked if we have considered locating the path on the southern side of the road. This option has been explored however it has been decided that the footpath will remain on the northern side of the road.

Beacon Recreation Centre

An inspection was held at the Beacon Recreation Centre with Chris Kirby from the Beacon Community Recreation Council. A list of items were discussed, some minor maintenance and other larger projects.

To be completed this year is the retaining wall around the tennis courts and back filling of the area to prevent water running onto the courts. The damaged posts of the shelter at the tennis club will also be replaced. Blocks will be arriving in the first week of June. Funds to pave this area will be requested in the 22/23 budget to complete the project. The other major capital project identified for the 22/23 budget was the replacement of the roof. On the southern end of the building there are many water leaks causing damage to ceilings inside the building. The roof has been patched and repaired for many years and with continued issues it is felt that replacement is the best option. This will then ensure any repairs or internal work completed on the building will not be compromised in the future.

The Roof and Wall Doctor has already inspected the building and provided costings for the project.

Nigel raised the issue of the leach drains. No issues with the water backing up since the roots were removed from the drain last year. Plans to have the drains inspected and any

Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022

further removal of roots will be conducted before the Central Wheatbelt Preliminary Final fixture being held at the facility in August.

Krista requested that the two existing bins at the hockey grounds to be replaced and another additional bin be added near the home dug out. This will be requested within the 22/23 maintenance budget.

Cr Gibson also raised about the condition of the cricket nets. These will be inspected to determine any required repairs to the nets.

Flood Damaged Roads

Funding has been approved by Department of Fire and Emergency Services to repair a series of roads in the northern end of the Shire that experienced significant flood damage in February 2021. It is hopeful that the work will commence in June to repair the roads. The Shire will advertise the affected roads locally so the community are aware of any possible disruptions to road use during the repair period.

Beacon Community Park

At the previous meeting it was asked that the Committee engage in some community consultation to determine a priority list of what the project will involve. Krista reported that the following:

1. A BBQ and Shade area for the community to gather for events and occasions
2. A water park
3. Nature play area for children

The community has indicated that they would like the park area located at the Beacon Recreation Complex to be able to utilise existing facilities such as toilets within the concept.

The community also indicated that the War Memorial should remain as a separate project and remain in its current location at the front of the Beacon Men's Shed.

The Committee discussed a staged approach to the facility and it was agreed that the project would be done in the following stages based on the community consultation undertaken.

Stage 1

Redevelopment of the entry to the Beacon Recreation Centre to incorporate a community park space to include a bbq, shelter/shade, seating, landscaping and disabled access to the Beacon Complex. The proposed area to be developed is along the northern end of the Beacon Complex.

Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022

Stage 2

A water park similar to that located in Menzies and Sandstone

Stage 3

A nature play/park area for children. Exact details on this area will need to be determined with further community consultation.

Chief Executive Officer, Mr John Nuttall has spoken with the company who installed the Menzies and Sandstone water parks to ascertain an estimate for a similar water park facility to be built in Beacon. The parks in Menzies and Sandstone cost around \$400,000.00, however the company revealed that with the Department of Health regulation changes in regards to water parks and an increase in material costs, to construct a similar water park facility in Beacon would cost in the vicinity of \$700,000.00.

It was also discussed that we would need to perform soil testing on the site to ensure that the location would be suitable for a water park.

6.0 General Business

Water Disruptions at Cleary

Cr Gibson indicated that her property along with quite a few others have been impacted by a pipe burst in the area. She enquired about if the Shire was able to provide any support to these farmers and residents to be able to access water until the repairs are complete and the water is restored.

Chief Executive Officer, Mr John Nuttall explained the situation with current restrictions and regulations enforced by Water Corporation regarding standpipes located within the Shire. The Shire is unable to unlock these for people to be able to access without incurring massive fees including roughly an annual \$150,000 standpipe fee and water being charged at a rate of \$8/kl. The Shire would need to charge close to \$15/kl to recoup the cost of the commercial rate for the standpipes and water usage and cover the increased cost of water. John informed Cr Gibson that the only available standpipes are the community ones that unfortunately release water at such a slow rate that it will not be much use to someone wanting to take a large amount of water.

Cr Gibson may be able to look at several tanks in the area to secure water for her property.

Rowlands Street Drainage

Mr Nigel Beagley raised that each time it rains leaves are blocking the small drains since the footpath was installed along Rowlands Street. This is causing water to then flood out across the footpath and road. The Shire will investigate what can be done to be able to rectify the issue.

Minutes of the Facilities and Services Committee held on
Wednesday 16 February 2022

Advertising for Beacon Cleaner Position

Concerns are being raised in the community regarding the wording on a previous advert for the Beacon Cleaner Position. The concern being that the advert stated that the applicant can be based in other towns and does not have to reside in Beacon. CEO, John Nuttall explained that the original advert for this position was run for approximately four weeks and not one enquiry about the position was received from Beacon residents or otherwise. The advert was modified to encourage possible applicants to fill the position from surrounding communities in an attempt to fill the position. Finding staff to fill positions is proving difficult in the current times. It was also noted that the position has now been filled by a person residing in the Beacon townsite.

7.0 Next Meeting – Wednesday, 17 August 2022 at 6pm in the CWA House, Beacon

8.0 Closure of Meeting

The Chairperson declared the meeting closed at 7:32pm.

These Minutes were confirmed by the Facilities and Services Committee at its meeting held

Date

Chairperson

10.2 Local Emergency Management Committee

10.2.1 Minutes of the Local Emergency Management Committee Meeting held Tuesday 10 May 2022

File No:	4.0071
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	10.2.1 – Minutes of the Local Emergency Management Committee Meeting held 10 May 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	N/A

Background:
Nil

Consultation:
Nil

Statutory Environment:

Local Government Act (1995)

Section 5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Relevant Plans and Policy:

Local Emergency Management Arrangements

Financial Implications:

Nil

Risk Assessment:

Emergency Management is a core responsibility of local government and failure to comply with the legislation would find it in breach of the *Local Government Act 1995*.

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Comment:

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 10 May 2022 are submitted for Council information.

OFFICER'S RECOMMENDATION:

The minutes of the Local Emergency Management Committee meeting held on Tuesday 10 May 2022 be endorsed.

SHIRE OF MT MARSHALL



Local Emergency Management Committee

**Minutes of the Mt Marshall Local Emergency
Management Committee meeting held in Council
Chambers, 80 Monger St, Bencubbin on Tuesday 10
May 2022,
commencing at 4.00pm.**

Attachment 10.2.1

Cr ARC Sachse Chairman

This page has
been left blank intentionally

DISCLAIMER

MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022

TABLE OF CONTENTS

- 1. Declaration of Opening**
- 2. Record of Attendance/Apologies/Approved Leave of Absence**
- 3. Confirmation of Minutes of Previous Meetings**
 - 3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held on Tuesday 15 February 2022.**
- 4. Reports of Officers**
- 5. Other Reports**
- 6. General Business**
- 7. New Business of an Urgent Nature Introduced by Decision of the Meeting**
- 8. Next Meeting – Tuesday 9 August 2022, commencing at 4.00pm**
- 9. Meeting Closure**

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022**

1.0 Declaration of Opening / Announcement of Visitors

Cr Sachse welcomed committee members to the meeting and declared the meeting open at 4:00pm.

2.0 Record of Attendance / Apologies

In Attendance

Cr Anthony Sachse	Shire President/Chair
Mr John Nuttall	Chief Executive Officer
Mr Peter Geraghty	SJA Co-ordinator Kununoppin SC
Miss Rebecca Watson	Community Development Officer
Sgt David Tapscott	WAPOL
Miss Jordan Bairstow	Regulatory Officer
Ms Lisa Malatesta	Principal – Bencubbin PS
Mr Phil Epps	Principal – Beacon PS
Simon Bell	DFES

Apologies

Sandra Sutton	Beacon Silver Chain RAN
Sue Scully	Bencubbin Silver Chain RAN
Ms Jo Spadaccini	DESO – Dept of Communities
Cr Leeanne Gobbart	Councillor
Mr Damian Tomas	Chief Bushfire Control Officer
Ms Yvette Grigg	District Emergency Management Advisor

3.0 Confirmation of Minutes

3.1 Minutes of the Mt Marshall Local Emergency Management Committee Meeting held Tuesday 15 February 2022 be confirmed as a true and correct record of proceedings

LEMC2022/003 OFFICER RECOMMENDATION / COMMITTEE DECISION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 15 February 2022 be confirmed as a true and correct record of proceedings.

Moved: P Geraghty

Seconded: D Tapscott

Carried 8/0

4.0 Reports of Officers

4.1 Regulatory Officer

Appointment of new Regulatory officer, Jordan Bairstow. Jordan is new to Local Government with experience in fleet management, finance, and administration. Jordan attended an Emergency Management for Local Government course which was held at WALGA head office (West Leederville) on April 4th 2022.

Miss J Bairstow discussed the following topics from previous minutes;

- Aerial at Beacon airstrip which allows pilot activated lighting to the airstrip has been booked for replacement. Specialised works are required by the company who installed the system with a cost of \$9,556.91 accepted. Works at the airstrip will commence in 3-4 weeks (mid June 2022.)
- Date for LEMC exercise in Beacon suggested as Friday 22 July 2022. Attendance will be required by Beacon Primary School, St John Ambulance, WA Police, Shire of Mt Marshall, Bush Fire Volunteers as well as Department of Communities and Silver Chain.

Sgt David Tapscott informed the following;

- LEMC exercise will be held in Trayning on Friday 24 June 2022 at 12 noon. Committee members encouraged to attend the exercise as the Shire is hoping to replicate a similar scenario. Sgt D Tapscott also suggested a meeting on Friday June 30 2022 to debrief after the above mentioned exercise in Trayning. This meeting will be arranged and confirmed by Sgt D Tapscott.

4.1.2 Information for the Committee

Notification of Changes to Restricted Burning Times

- Cr Sachse advised that Council endorse an amendment to Policy FC.2.2 Prohibited and Restricted Burning Times to reflect a change in restricted burning times being 1st March to 31st March annually whereby permits are required during this time.
- Cr Sachse requested clarification on options to bring restricted burning times forward (end restricted burning periods early) should it be requested. Mr Simon Bell, DFES, confirmed that restricted burning dates can be brought forward by 14 days or extended for 14 days at the discretion of the Chief Bush Fire Officer.
- Mr S Bell confirmed that the change to Prohibited and Restricted Burning times will need to be gazetted. Shire to arrange.

5.0 Other Reports

- Cr Sachse discussed the requirement for Local Governments to share resources in emergency situations. It has been suggested that a contact list be generated as a point of contact for those who would be able to assist with

Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022

workloads in an emergency. This includes accommodation, cleaning, outdoor crew as well as administration Shire staff as required. To be discussed further with WALGA.

5.1 Chief Bush Fire Control Officer

Nil.

5.2 St John Ambulance Services

- Mr Peter Geraghty has confirmed that volunteers and trainers attending St John Ambulance training are required to have rapid antigen tested prior to each session. They have also decided to limit the amount of trainers at each session to avoid all trainers being exposed to potential COVID cases at the same time.

5.3 Department of Fire & Emergency Services

Delivery and handover of Welbungin 4.4

- Mr Simon Bell, DFES confirmed there might be a delay with delivering the new vehicle to Welbungin Bush Fire Brigade. It had been decided that the vehicle would be delivered on 10 June 2022. Mr S Bell will advise Miss Jordan Bairstow as soon as possible should there be any changes.

Area Officer Upper Wheatbelt

- After the departure of Mr Daniel Hendriksen in the role, Mr Simon Bell has been acting in the position. Mr S Bell has confirmed that a new person will be appointed to the role within the coming week.

Plastic Tarps

- Following Cyclone Seroja, approximately 40 tarps were issued within the community by DFES. To date, no tarps have been returned. Mr S Bell has asked that we notify the community of the requirement to return the tarps. All tarps can be dropped at the Shire Works Depot.

5.3.1 Bushfires

Nil.

5.3.2 Emergency Management

Wheatbelt District Advisor Report
May/June 2022

LEMA

Congratulations everyone! At the moment, all Wheatbelt LEMA are current and compliant. We do have a few due in 2022, but not until later in the year.

WALGA together with DFES will shortly begin a review to look at the functionality, purpose, and any issues with the current LEMA model. It is a legislated requirement

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022**

of the EM Act, however there is scope to enhance and update it to ensure it remains contemporary and hopefully streamlined and simplified.

Whatever the changes, you will not be required to make any alterations to your existing LEMA until it is due for its 5-year review.

You will hear more shortly, as your input and guidance will be sought during the review.

Wheatbelt District Emergency Management Strategy

A Wheatbelt district EM strategy document was tabled at the last meeting of the DEMC.

It has the following focus areas;

1. To embed more contemporary strategies and practices into our current EM work, with a focus on resilience, capability, and risk reduction.
2. To strengthen the relationship between DEMCs and LEMCs and explore the role of the district in supporting small local governments.
3. To give LEMCs and DEMC a clear and practical direction that outlines a valued purpose that will clearly assist their communities and be obvious in its intent.
4. To research and consult with LGs on ways to develop some more practical approaches, to enable LGs to meet their EM obligations in a simpler manner that is not so resource intensive.
5. To encourage partnerships and engagement across LG boundaries, between agencies, and the community to ensure integrated and coordinated approaches.
6. To ensure our communities have a comprehensive understanding about hazards and possible impacts, including who is exposed and who is the most vulnerable.
7. Increase recovery knowledge and capacity in the district.

The implementation of the strategy is in its infancy however I am working towards a process to

- Review frequency and content of LEMC meetings
- Improve and simplify EM grants applications.
- Facilitate more cross boundary, multi-LG and agency EM activities and exercises.
- Develop a LEMC/Local EM guide with a suite of tools attached
- Improve relevancy and usefulness of LEMC meetings by developing relevant themes and provide discussion points/presentations/agenda items to Local Governments on a regular basis to use as they wish for LEMC agendas. ie “Climate change and likely impacts on EM in our district”, “communications during recovery”, “what are the key aspects of a resilient community? “.... or anything else you’d like to see.

Establishment of a District Recovery Coordination Group for the Shackleton Complex and Narrogin East Bushfires.

Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022

The Minister for Emergency Services, the Hon Stephen Dawson MLC, announced in March the establishment of a District Recovery Coordination Group (DRCG) for the Shackleton Complex and Narrogin East Bushfires; and the appointment of Rob Cossart, the CEO of the Wheatbelt Development Commission as the District Recovery Coordinator and Chair of the DRCG. The DRCG has been established to provide coordinated and targeted support for the communities impacted by, and recovering from, the recent Wheatbelt fires.

The DRCG will:

- Provide a forum for affected Local Government Authorities and State Government agencies to come together to share and learn from each other's approaches to, and challenges in, the fire recovery.
- Link local communities and State Government agencies and/or recovery partners where necessary to assist impacted communities.
- Facilitate cross Government discussions to ensure the timely resolution of recovery actions.
- Identify and leverage further assistance where required to assist in the recovery process.
- Develop an understanding of emerging issues, key challenges and provide situational awareness and reporting to the State Recovery Coordinator.

The DRCG will complement existing Local and State Government recovery responsibilities.

It is important to note that the function of the DRCG is to provide coordinated and targeted support and link local communities with State Government and/or recovery partners they may not have easy access to. It in no way undermines the responsibilities or authority of local governments in their recovery effort.

This is a new initiative for the state and is acting as a pilot study. If accepted by the state as a permanent addition to the state recovery arrangements it has the potential to be very beneficial to the Wheatbelt should we have an event such as Tropical Cyclone Seroja or the 2011 Wheatbelt storms, where large numbers of small LGs were affected at once.

Yvette Grigg

District EM Advisor Wheatbelt

29 April 2022

New member of Mt Marshall LEMC

- Cr Sachse has requested the inclusion of Mr Dylan Tarr from Trayning. As agreed upon by members present, Mr D Tarr will be invited to join the next meeting and forwarded any relevant correspondence going forward.

5.4 Department of Communities – Emergency Services Unit

District Emergency Services Officer – Wheatbelt Update: May 2022

As we move into the 'Living With COVID' space and adjust our responses in line with the changing directions, I would like to thank the Local Governments in the Wheatbelt for their support in assisting with the provision of welfare support to their communities. Including picking up orders from the local store and delivering them as I have not been able to deliver them myself.

COVID-19 Community Supports

The Department of Communities internal State Welfare Incident Coordination Centre [SWICC] manages requests for welfare supports related to COVID-19 via **13 COVID [13 26843] Option 4, Option 2**

Where there is an assessed hardship, SWICC can support people with isolation or quarantine accommodation and/ or food and personal requisites.

Communities would like to find out if there are any local support services within your Shire that we may be able to link in with for the delivery of essential items [food and medications] to community members, if required.

If these services are available, please send through to the Great Southern and Wheatbelt SWICC Team at GSWBWelfareResponse@communities.wa.gov.au or get in touch if you have any questions or would like further information.

Emergency Welfare Support Training and Exercises

Planning for the provision of training for Local Government as well as support agencies and groups is underway. The type and method of training is being revised to ensure it can be presented within COVID protocols while remaining effective.

If you would like to be involved please email me joanne.spadaccini@communitites.wa.gov.au.

Changes to LG contacts

If there are any changes to the contact numbers or details from those listed on the LEWP, could you please advise any changes to joanne.spadaccini@communitites.wa.gov.au

If you would like any further information please call my mobile 0429 102 614 or email joanne.spadaccini@communities.wa.gov.au.

Jo Spadaccini
District Emergency Services Officer - Wheatbelt
Department of Communities - Emergency Services Unit

5.5 Bencubbin Police

- Sgt David Tapscott confirmed that on 4 June 2022, the Bencubbin Police will see the arrival of Snr Constable Craig Angus.

Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022

- Sgt D Tapscott would like to arrange a time for Mr Peter Geraghty, St John Ambulance and Miss Jordan Bairstow, Regulatory Officer Shire of Mt Marshall to attend Waddouring Dam to assess access points. It has been suggested that an evacuation exercise be carried out in the near future.
- Cr Sachse discussed the temporary Electronic Speed Limit Signs that were provided by WALGA. Discussion indicated that the cost to supply these signs would need to be funded by the Shire. Research into the cost and operational upkeep of signs requested.

5.6 Acting Operations Manager Eastern WACHS

Nil

5.7 Silver Chain Nursing Association

Letter from Ms Sandra Sutton, Clinical Nurse Manager

Unfortunately we have been unable to source any relief staff to cover leave for Beacon and Bencubbin. Despite advertising for 6 weeks to find an agency from more than one agency service.

The pandemic is impacting Health Services across the state.

Therefore both clinics will be closed from today Thursday the 5th of May.

As you are aware I have been supporting the GP's clients, while he has been off for the past two weeks. As we need to work together to continue to provide support and services.

GP services at both clinics are able to continue even though Sue and I are not there, I have given the information to Kununoppin Doctors Surgery and how to access our clinics.

There will be an agency nurse Kevin Brown coming to Beacon from Thursday the 19th to 26th May to provide services to the community.

Sue will be returning on May the 24th and I will be returning to my substantive position as the Primary Remote Area Nurse for Beacon from the 30th May.

We are still actively sourcing a replacement and will be in touch if anything changes

Thank you for your understanding.

5.8 Education Department

- Ms Lisa Malatesta, Principal of Bencubbin Primary School advised the committee of the completion of and updated incident management plan. Ms L Malatesta also confirmed the start of term with full numbers.

**Minutes of the Mt Marshall Local Emergency Management Committee Meeting
held on Tuesday 10 May 2022**

- The Chair welcomed Mr Phil Epps to the LEMC Committee as the new Principal of the Beacon Primary School.

5.9 Community Development

COVID Community Welfare and Support Service

- We have had a couple of people utilize this service and will continue to offer the service to the community over the coming months.

WAORRA

- Race is planned to run over the WA Day long weekend 4-5 June. Slightly different format this year doing a point to point track between Bencubbin and Gabbin. Track is set, road closure management plan complete. Need to get plans to event organisers and ensure event & emergency contact lists are up to date and get out to all stakeholders. Food and bar are organised. Hoping to have a spectator point organised. Still working on this.

Generator – Beacon Hall

- Order has been approved and will be happening in the coming weeks. This will allow the building to be used in an emergency when power outages occur.

Beacon Emergency Kits

- Still a work in progress. Will be a June/July project.

5.10 Beacon Volunteer Emergency Services Brigade

Nil.

6.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil.

7.0 Next Meeting – Tuesday 9 August 2022 commencing at 4.00pm in Council Chambers, 80 Monger Street, Bencubbin

8.0 Closure of Meeting

There being no further business the meeting closed at 5:02pm

These Minutes were confirmed at the Local Emergency Management Committee Meeting held on Tuesday 9 August 2022.

Date

Cr ARC Sachse

Chair

11.0 Reports of Officers

11.1 Chief Executive Officer

11.1.12 Arrangement for Management of Volunteer Bush Fire Brigades

File No:	4.0551
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	11.1.12a - WALGA Info Page on Proposed Advocacy Position on Arrangements for Management of Volunteer Bush Fire Brigades 11.1.12b - WALGA Discussion Paper: Proposed Advocacy Position on Arrangements for Management of Volunteer Bush Fire Brigades
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

WALGA have prepared a proposed advocacy position paper (**11.1.12b**) relating to the ongoing management of volunteer bush fire brigades. This is a difficult issue as a number of changes have occurred recently, in particular, related to the Work Health and Safety Legislation (which covers volunteers) and the vaccine mandate imposed by the State Government.

Whilst 'local management' may be seen to be the best model may not always be the case. Mt Marshall, and many other Shires do not employ people with specialist knowledge relating to the running of bush fire brigades. Additionally, much time is required to ensure that all volunteers are up to date with training, PPE requirements etc.

No longer is it appropriate or feasible that people attend fires in the capacity of a Shire bush fire volunteer without the appropriate training and equipment.

There are a number of Shires who are looking to divest themselves of the management responsibilities involved in the running of, often, multiple bush fire brigades. At the most recent meeting of the Bush Fire Advisory Committee the topic was raised as a preliminary discussion point.

Consultation:

This is consultation being undertaken by WALGA on behalf of local governments in Western Australia.

Statutory Environment:

Nil

Relevant Plans and Policy:

The Shire has a number of policies relating to emergency management and bush fires.

Financial Implications:

Depending which model is ultimately chosen the financial responsibility for bush fire volunteers could remain with local governments or be passed to the State Government.

Risk Assessment:

Risk is a particular concern in this area. Volunteers are dealing with incredibly difficult and dangerous fires and it is an extreme risk should they be doing so without the appropriate training or equipment.

Community & Strategic Objectives:

Community

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

Comment:

WALGA have prepared the discussion paper with four (4) options to choose:

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories

Given the issues raised within the body of this report it is respectfully suggested that the best option would be option 3 – Hybrid Model.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Having considered the Proposed Advocacy Position paper prepared by WALGA determine that Option 3 – Hybrid Model is the appropriate option***
- 2. Direct the Chief Executive Officer to write to WALGA indicating Council's preference for Option3 – Hybrid Model***

To: All Local Governments **From:** Susie Moir, Resilient Communities Policy Manager

Date: 20 May 2022

Reference: 05-024-02-0059SM **Priority:** High

Subject: Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades

Operational Area:	CEO, Emergency Management
Key Issues:	<ul style="list-style-type: none"> The Association is consulting the Local Government sector on a proposed Advocacy Position on the arrangements for management of volunteer Bush Fire Brigades. Responses to the proposed Advocacy Position Paper are requested by 8 July 2022. Sector feedback will inform a final position to be considered by WALGA State Council in September 2022.
Action Required:	<ul style="list-style-type: none"> Local Governments are encouraged to provide a written response or submit a response through the survey. A formal Council resolution will assist the Association understand the sentiment of the sector.

Background

Western Australian Local Governments have extensive roles and responsibilities embedded in the State Emergency Management Framework across the emergency management spectrum of prevention, preparedness, response, and recovery. Under the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs). 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers.

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

The State Government is currently drafting the *Consolidated Emergency Services Act* (CES Act), which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill for consultation in early 2023.

The introduction of the *Work Health and Safety Act 2020* has also shone a spotlight on Local Government responsibilities for managing volunteer BFBs.

Comment

The development of the CES Act represents a important and timely opportunity for the sector to determine its position on the management of volunteer BFBs. An endorsed advocacy position will guide the Association in its engagement with the State Government on this issue.

WALGA has prepared the attached proposed Advocacy Position for the sector's consideration.

An six week period for sector consultation is designed to enable Local Governments to engage with relevant stakeholders, including volunteers, and for Councils to consider their position. Feedback on the proposed position will be reviewed and inform a final position to be considered by WALGA State Council in September 2022.

Further information

Please contact WALGA's Resilient Communities Policy Manager, Susie Moir smoir@walga.asn.au or 9213 2058.

Attachment 11.1.12a

Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position

May 2022

Attachment 11.1.12b




Table of Contents

Table of Contents	1
Executive Summary	2
How to Comment on This Paper	2
Introduction	3
Background	4
Current Arrangements in WA	5
Considerations for Future Bush Fire Brigade Management Arrangements	5
<i>Local Government Views</i>	5
<i>Recommendations of Previous Reviews</i>	6
<i>Work Health and Safety Act 2020</i>	6
<i>Volunteer Insurance</i>	7
<i>Sector Capacity, Capability and Resourcing</i>	7
<i>Bush Fire Service and Volunteerism</i>	7
Options for future management of BFBs	8
Proposed Position	8
Management of Bush Fire Brigades	9
How to Provide a Response to this Paper and Proposed Position	10
APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements	11

Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elder's past, and present. WALGA acknowledges the continuing knowledge and cultural practices that they bring to the Local Government and Emergency Management sectors to support resilient and sustainable land management on WA landscapes.



Executive Summary

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

This Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act* which is expected to be released for stakeholder consultation in early 2023.

How to Comment on This Paper

Local Governments are encouraged to provide a written response to this Paper or to complete the [survey](#). Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

The Paper outlines the proposed Advocacy Position, followed by the background and rationale for the new position.

Questions are provided at the end of the Paper to guide feedback.

For further information please contact WALGA's Resilient Communities Policy Manager, Susie Moir via 9213 2058 or smoir@walga.asn.au

Feedback should be provided in response to the questions via email to em@walga.asn.au by **5pm Friday 8 July 2022**.

Introduction

This Paper seeks Local Government's views on a new WALGA Advocacy Position on the management of volunteer bush fire brigades (BFBs).

WALGA Advocacy Positions guide WALGA's policy, advocacy and capacity building activities and support a consistent and whole-of-sector approach.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. Therefore consultation on a new Advocacy Position with respect to management of BFBs is timely.

In 2012, 2019 and 2021, WALGA undertook comprehensive consultation with Local Government in relation to emergency management matters.

In 2021 WALGA undertook a comprehensive [Local Government Emergency Management Survey](#) to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey. Responses were provided by:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

As part of the survey Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

These Survey responses reinforce that it is timely to engage with the sector on this issue.

WALGA has been undertaking a process to update our Advocacy Positions, and as a result has prepared eight new Advocacy Position Statements relating to Emergency Management, which will be considered at the July 2022 State Council meeting, as listed in Appendix 1. These new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

A comprehensive Advocacy Position regarding the *Consolidated Emergency Services Act*, is outlined in Appendix 1, Advocacy Position 8.4.

Background

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards¹. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.

Around Australia:

- WA is the only State in Australia in which Local Governments manage bushfire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government².
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria³.
- In South Australia, the *Fire and Emergency Services Act 2005* (SA) provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services⁴.
- In Queensland, the *Fire and Emergency Services Act 1990* (Qld) provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades⁵.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*⁶, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency⁷ and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*⁸. The Minister appoints members of the Bushfires Council and regional bushfires committees.

¹ <https://www.dfes.wa.gov.au/site/about-us/corporate-information/corporate-history/corporate-history.html>

² <https://www.rfs.nsw.gov.au/about-us/history>

³ <https://www.cfa.vic.gov.au/about-us/who-we-are>

⁴ [Part B 2015 South Australian Country Fire Service.pdf \(audit.sa.gov.au\)](#)

⁵ [Fire and Emergency Services Act 1990 \(legislation.qld.gov.au\)](#)

⁶ [TFSAnnualReport2021.pdf \(fire.tas.gov.au\)](#)

⁷ [Emergencies Act 2004 | Acts](#)

⁸ [Legislation Database \(nt.gov.au\)](#)

Current Arrangements in WA

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers⁹.

The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES also manages some BFBs. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions, under Memorandums of Understanding (MOU) with relevant Local Governments which make DFES responsible for the day-to-day management of the BFB and all response activities, excluding in relation to land tenure managed by the Department of Biodiversity, Conservation and Attractions.

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

The Local Government Grants Scheme (LGGS) Manual ([Appendix 1](#)) outlines five different 'profiles' for Bush Fire Brigades, as follows:

- Farmer Response Rural Brigades
- Pastoral Emergency Management
- Rural Brigades
- Settlement Brigades (Rural/Semi Rural)
- Urban Brigades (Defensive/Structural/Breathing Apparatus).

Considerations for Future Bush Fire Brigade Management Arrangements

Local Government Views

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

⁹ DFES Volunteering, April 2022

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Recommendations of Previous Reviews

Over the years there have been many calls for transformational change to the State Emergency Management Framework, in particular rural fire management.

The [Ferguson Report](#) on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services. In 2017 the State Government hosted a bushfire mitigation summit at which a number of options were considered by stakeholders: a rural fire service operated within DFES; a rural fire service operated within DFES with autonomy; and a dedicated rural fire service that operated independently. Options to transfer the management of all BFBs under one umbrella – DFES or other – were also explored.

The 2017 [Economic Regulation Authority Review of the Emergency Services Levy \(ESL\)](#) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service, although it was outside the terms of reference for the ERA to examine the merits of a rural fire service or form a view on the best model of a rural fire service¹⁰. A number of Local Governments provided submissions to the ERA Review that supported the creation of a rural fire service¹¹.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents, and funding mechanisms (LGGS) for BFB operations and capital equipment.

DFES has a role as the lead fire and emergency services agency in WA for preparing training resources and standard operating procedures. DFES is currently developing additional resources suited to each of the above BFB 'profiles', specifically the management and training of BFBs. These additional resources will be discussed further with the sector in the coming months.

Whether the management structure for BFBs could be aligned to reflect the current operations of different brigade 'profiles', as provided in the LGGS Manual and outlined on Page 5 of this Paper, would require further discussion between DFES and the Local Government sector. This could allow for scalability of BFBs depending on location, resources and capabilities.

¹⁰ [ERA Review of the ESL, 2017, pg 185](#)

¹¹ [ERA ESL Review – summary of submissions to issues paper and draft report](#)

Volunteer Insurance

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer, and it is expected that this trend will continue¹².

Sector Capacity, Capability and Resourcing

Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements¹³.

By way of overview, Local Governments in Western Australia:

- vary in size from less than 1.5 to over 370,000 square kilometres;
- have populations of just over 100 to more than 220,000 people;
- employ fewer than 10 to over 1000 staff; and
- have revenue (2019-20) ranging from just over \$2 million to just over \$225 million¹⁴.

Bush Fire Service and Volunteerism

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangements, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to manage BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

¹² Data provided by LGIS, 17 May 2022

¹³ 2021 Local Government Emergency Management Capability report - SEMC

¹⁴ [Department of Local Government, Sport and Cultural Industries](#)

Options for future management of BFBs

Four options are identified for the future management of BFBs:

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to **support a hybrid model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

Based on the previous commentary, the following Advocacy Position is proposed:

Management of Bush Fire Brigades

- 1. The Association advocates that the State Government must provide for:**
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;**
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;**
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and**
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.**
- 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).**
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.**

How to Provide a Response to this Paper and Proposed Position

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

Responses can be provided by way of written submission or by completion of the online [survey](#).

Please provide written submissions by **5pm Friday 8 July 2022** to em@walga.asn.au (Subject line: Bush Fire Brigade Advocacy Position).

WALGA will review the feedback received and prepare a report for consideration by WALGA Zones and State Council in September 2022.

APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements

(Positions to be considered at July 2022 State Council Meeting)

8 Emergency Management

Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a few challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.

8.1 Emergency Management Principles

1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia.
2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework.
3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities.

8.2 State Emergency Management Framework

Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:

1. Protecting people, the economy, and the natural environment from disasters;
2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;
3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders;
4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and
5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management.

8.3 Sustainable Grant Funding Model for Emergency Management

Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:

1. empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery;

2. supports the resilience of local communities through capacity-building activities and programs;
3. is responsive to the variations in Local Government resourcing and context
4. develops the skills, capacity and capability of the emergency management workforce; and
5. is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive.

8.4 Consolidated Emergency Services Act

1. The Association advocates for the development of a Consolidated Emergency Services Act to provide a comprehensive and contemporary legislative framework to support the effective delivery of emergency services in Western Australia. The Legislation should clearly define the roles and responsibilities of all emergency management stakeholders including Local Government.
2. The Local Government sector seeks ongoing engagement in the scoping and co-design of the Act and associated Regulations and supporting materials such as Guidelines and fact sheets.
3. The Association advocates for DFES to undertake a full costing analysis of the new Act and to provide to Local Government details of the cost implications prior to the release of any Exposure Draft Bill.
4. Any new or increased responsibilities placed on Local Government by the Consolidated Emergency Services Act must be accompanied by funding and resource support to enable Local Governments to adequately discharge those responsibilities.
5. The Association recognises that in addition to the Consolidated Emergency Services Act, the Regulations and other supporting materials that are developed to support it provide a key resource for Local Governments in understanding and discharging their legislative obligations.
6. The Association advocates for the Act to provide clear guidelines for the process for transferring responsibility for bushfire incident response from Local Government to DFES.

8.5 Resource Sharing

Local Governments and the Association support resource sharing across the Local Government Sector for the purpose of emergency management, to support Local Governments to undertake effective and timely response and recovery to emergencies as well as conduct business as usual. The Association will endeavour to facilitate support to the sector in undertaking resource sharing arrangements.

8.6 Lessons Learnt Management

The Association advocates for the implementation of a transparent and contemporary assurance framework for emergency management lessons management overseen by the State Emergency Management Committee. Findings from inquiries and reviews, and progress on implementation of recommendations, should be publicly reported regularly and consistently.

8.7 Emergency Services Levy

Local Government requests the implementation of the recommendations from the 2017 Economic Regulation Authority (ERA) Review of the Emergency Services Levy, which supported increased transparency and accountability in the administration and distribution of the ESL through:

1. Expansion of the ESL to fund Local Government emergency management activities across prevention, preparedness and response.
2. Administration of the ESL by an independent organisation that is funded through consolidated revenue, with regular independent reviews of expenditure and assessment of the effectiveness of ESL funding expenditure to support prevention, preparedness and response activities.
3. The ESL administration fee should recompense Local Governments for the complete cost of administering the ESL.
4. Public disclosure of the allocation and expenditure of the ESL.
5. Public disclosure by the State Government on the progress of implementation of each of the ERA Review recommendations.
6. A review of the role, responsibilities and reporting arrangements of the Community Emergency Services Manager (CESM) Program.

8.8 Local Government Grants Scheme (LGGS)

Local Government supports:

1. A full, independent review of the LGGS to investigate and analyse how ESL funds are allocated to Local Government via the LGGS;
2. A redesign of the LGGS to remove the ineligible and eligible list and create a sustainable, modern, equitable grants program that funds Local Government emergency management activities across prevention, preparedness and response
3. An audit of existing buildings, facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES) to inform the preparation of a Comprehensive Asset Management Plan and to guide future funding requests;
4. in the interim, an immediately increase in the quantum of State Government funding to enable the provision of funding of operating and capital grant applications in full, to provide all resources necessary for the safe and efficient operation of Local Government Bushfire Brigades, in accordance with obligations of the Work Health and Safety 2020 legislation.

8.9 Expansion of the Community Emergency Services Manager (CESM) Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:

1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

8.10 Management of Bush Fire Brigades

To be developed.

11.1.13 NEWROC Regional Subsidiary Proposal

File No:	4.0550
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
	11.1.13a - NEWROC Regional Subsidiary Q and A for Member Councillors
Attachments:	11.1.13b - NEWROC Regional Subsidiary Business Plan 2022 – 2023
	11.1.13c - NEWROC Draft Regional Subsidiary Charter
	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The North Eastern Wheatbelt Region of Councils (hereafter referred to as NEWROC) was established in 1994, and is led by Councillors from the Shires of Nungarin, Koorda, Mt Marshall, Mukinbudin, Trayning, Wyalkatchem and Dowerin. NEWROC was established to provide the seven (7) member Councils a united voice advocating, promoting and marketing the communities as a great place to live, work and invest.

The State Government is currently poised to make amendments to the Local Government Act 1995 (hereafter referred to as the Act). The NEWROC have advocated for changes to the ACT to enable the NEWROC to form a Regional Subsidiary as the current Act and regulations are not suitable. If the changes to the Act are sufficient, the NEWROC will be prepared and will subsequently submit its Regional Subsidiary Charter to the Minister.

Prior the NEWROC being in a position to apply to the Minister for the establishment of a Regional Subsidiary the following is required:

- Prepare and advertise a business plan in each Shire of the NEWROC for comment by the communities;
- Respond to submission / comments from the community; and
- Draft a Charter for the subsidiary.

Consultation:

As per the recommendation, the relevant Regional Subsidiary documentation will be workshopped with the community and advertised for submissions / comments.

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Currently the membership fee for NEWROC is \$13,000 per year. It is anticipated this will remain the same with the creation of a Regional Subsidiary.

Risk Assessment:

Not being a member of the proposed Regional Subsidiary would place the Shire at a disadvantage with potential devastating impacts on the Shire and community.

Community & Strategic Objectives:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community

Comment:

A regional subsidiary will allow its member local governments to pool their resources and cooperate more closely.

In addition to increasing the efficiency of existing services, a regional subsidiary may increase the viability of new services which local governments want to and are required to provide. It may also form a mechanism for groups of local governments to come together to deal with region-specific issues.

A regional subsidiary is:

- Similar to a Voluntary Regional Association of Councils (VROC), but is more binding on its members; and
- Similar to a regional council but has more flexibility and fewer reporting requirements.

The regional subsidiary is predominantly governed by its charter, which can be individually tailored to suit the subsidiary's activities and role in the community. Under its current voluntary organisation of Councils structure, the NEWROC experiences the following challenges:

- A lead local government is required for projects, shared resources and grant applications which is additional administration for the lead local government as well as compliance and financial management;
- MoU guides the voluntary Region of Councils but requires good faith as its underlying principle;
- No legal entity to apply for grants;
- Chair and CEO positions rotate every two (2) years with a 'host' Council;
- Regional shared equipment requires a 'host' Council to purchase the asset and for it to be shown on their asset management register; and
- NEWROC initiatives and projects are limited by the MoU and the 'host' Council commitments.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Endorse the following NEWROC Regional Subsidiary documents for community consultation, with the closing date for submission / comments being 31 July 2022:***
 - Business Plan***
 - Communications Plan***
 - Charter***
- 2. Request the Chief Executive to arrange community workshops (one to be held in Beacon and one in Bencubbin) to discuss the documents listed in (1.) above***
- 3. Request the Chief Executive Officer to invite submissions on the documents listed in (1.) above by:***
 - Advertising on the Shire website;***
 - Advertising on the Shire Facebook page and;***
 - Advertising in the Beacon Bulletin and the Gimlet Newspapers***
- 4. Request that any feedback received from the above consultation be brought back to the next available meeting of Council for a final decision relating to endorsement to be made.***

Q AND A FOR MEMBER COUNCILLORS

NEWROC REGIONAL SUBSIDIARY

1. What is a Regional Subsidiary?

In 2016, the Local Government Act 1995 was amended to allow two or more local governments to establish a statutory corporation known as a regional subsidiary.

2. Are there any Regional Subsidiary's in Western Australia?

There are no subsidiaries established to-date due to the compliance obligations in the current regulations. WALGA and the NEWROC have been advocating to amend the regulations to balance regulatory oversight with flexibility.

3. When will the NEWROC form a Regional Subsidiary?

The State Government is currently poised to make amendments to the Local Government Act 1995. The NEWROC have advocated for changes to the Act to enable the NEWROC to form a Regional Subsidiary as the current Act and regulations are not suitable. The NEWROC anticipates that changes to the Act will take place in the second half of 2022. If the changes are sufficient, the NEWROC will be prepared and will subsequently submit its Regional Subsidiary Charter to the Minister.

4. Why does the NEWROC want to form a Regional Subsidiary?

A regional subsidiary is designed to be a convenient way for local governments to pool their resources and cooperate more closely.

In addition to increasing the efficiency of existing services, a regional subsidiary may increase the viability of new services which local governments want to provide. It may also form a mechanism for groups of local governments to come together to deal with region-specific issues.

A regional subsidiary is:

- similar to a Voluntary Regional Association of Councils (VROC), but is more binding on the participants
- similar to a regional council but has more flexibility and fewer reporting requirements.

The regional subsidiary is predominantly governed by its Charter, which can be individually tailored to suit the subsidiary's activities and role in the community. Under its current voluntary organisation of Councils structure, the NEWROC experiences the following challenges:

- A lead local government is required for projects, shared resources and grant applications which is additional administration for the lead local government as well as compliance and financial management
- MoU guides the voluntary ROC but requires good faith as its underlying principle

- No legal entity to apply for grants
- Chair and CEO positions rotate every two years with a 'host' Council
- Regional shared equipment requires a 'host' Council to purchase the asset and for it to be shown on their asset management register
- NEWROC initiatives and projects are limited by the MoU and 'host' Council commitments

5. What can a Regional Subsidiary do?

Examples of what a regional subsidiary can potentially be formed to carry out include:

- service provision
- community support
- facility management
- shared office services
- standardised procurement and tender processes
- local road management
- regional advocacy
- tourism
- local implementation of State or federal initiatives
- community events and engagement.

The NEWROC would like to establish a Regional Subsidiary to undertake projects in energy, waste, tourism and other strategic priorities. The NEWROC Regional Subsidiary would like to work towards these objectives:

- a) Provide a means for the Constituent Councils, to assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis under the themes of advocacy, community, economy, environment and governance, without the rationalisation of jobs
- b) Promote, initiate, undertake, manage and facilitate under the themes of advocacy, community, economic, environment and governance
- c) Provide a means for the constituent Councils to attract specialist skills and create employment opportunities across the members
- d) To take an active interest in all matters affecting the communities of the constituent Councils with the view to improving, promoting and protecting them
- e) To develop, encourage, promote, foster and maintain consultation and cooperation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;

6. What work has been undertaken by the NEWROC to get to this point?

The NEWROC has undertaken the following activities:

- Assessment of various governance models available and relevant to the NEWROC in order to progress strategic priorities (incorporated association / regional subsidiary)
- Internal workshopping by the NEWROC members on the benefits and costs of a regional subsidiary including the development of draft charter and communications plan
- Correspondence to Minister Templeman and in person meeting with him in March 2019
- NEWROC representation to the Department of Local Government in 2019 to discuss the regulations and present our position

- NEWROC representation to Minister Carey and senior policy advisors on two occasions (late 2021)
- Meetings with DLGSC senior policy advisors in 2021 and 2022
- Closely working with WALGA throughout the process – advice, guidance and updates

7. Who will be the members of the NEWROC Regional Subsidiary and will NEWROC in its current structure continue to exist?

Members of the Regional Subsidiary will be the Participant Councils - Shires of Dowerin, Koorda, Trayning, Wyalkatchem, Mt Marshall, Mukinbudin and Nungarin.

Members of the Regional Subsidiary will be the Participant Councils and they will nominate either a CEO or Councillor to be on the Board of the Regional Subsidiary.

NEWROC in its current form (MoU) will dissolve and transition into a Regional Subsidiary.

8. Before the NEWROC forms a regional subsidiary, what is required?

1. Preparing and advertising a business plan in each Shire of the NEWROC for comment by the communities
2. Responding to submissions / comments from the communities of the NEWROC
3. Drafting a Charter for the subsidiary
4. Submitting the Charter and business plan to the Minister for approval

9. How much will it cost to form a NEWROC Regional Subsidiary?

It is anticipated there will be minimal cost to form a Regional Subsidiary apart from the time by the Participant Council CEOs, Presidents and NEWROC Executive Officer.

The preparation of a business plan will be completed by the NEWROC Executive Officer and there may be some cost associated with community engagement.

The current assets of the NEWROC will be transferred to the Regional Subsidiary.

10. What will be the annual membership fee of the NEWROC Regional Subsidiary?

Any membership fees will be determined by the Board. Any levies will be determined by the Board, recommended to Constituent Councils and must be agreed to by them.

It is anticipated that annual membership fees will remain at the same amount, as the current NEWROC structure (\$13,000).

11. How long does the Regional Subsidiary exist for?

Membership of the NEWROC Regional Subsidiary will commence upon signing of the Charter.

Once a subsidiary is established, it will continue to operate as a separate legal entity until:

- it is wound up in accordance with the Charter or
- the Minister revokes the subsidiary's approval.

12. Can a Participant Council leave the NEWROC Regional Subsidiary?

Yes they can, however they must notify the Regional Subsidiary members between 1 July and 31 December of the current financial year to leave on the 1 July the following financial year. Additionally, all Participant Councils must agree to the member withdrawing.

A dispute resolution clause is included in the Charter to prevent such occurrences.

If a Participant Council withdraws, it does not extinguish the liability of that Participant Council to contribute to any loss or liability incurred by the NEWROC Regional Subsidiary at any time before or after such withdrawal in respect of any act or omission by the Subsidiary prior to such withdrawal. And the withdrawal of any Participant Council does not exclude them from the liability of any borrowings or commitments to projects, activities, an activity, services etc agreed to by the Participant Council or Constituent Councils during their time of membership.

13. Will the NEWROC Regional Subsidiary have the ability to borrow money?

Yes the NEWROC Regional Subsidiary will have the ability to borrow money, however in the NEWROC Charter it will be proposed that the Regional Subsidiary must present the case to borrow to each Constituent Council for their approval and then approved by an absolute majority of all Participant Councils of the Subsidiary.

Additionally the NEWROC Regional Subsidiary will have the power to borrow however it must have the ability to service the debt as measured by the Debt Service Cover Ratio (greater than or equal to two) as outlined in the *Department of Local Government Operational Guidelines*.

14. Who will administer the NEWROC Regional Subsidiary?

A Board will meet regularly to administer the Regional Subsidiary. Currently the CEOs of the NEWROC meet 6 times a year and the Presidents of the NEWROC member Councils between 5-6 times a year. The Board will have a Chairperson and Deputy Chairperson.

The Board will engage an employee or subcontractor to perform the Executive Officer duties.

The Board will be responsible for:

- a) The formulation of strategic plans, annual business plans, financial plans and broad strategies aimed at achieving the purpose, objects and improving the activities of the Subsidiary
- b) To provide input, direction, approval and monitoring of policies of the Subsidiary
- c) Appointing, monitoring, overseeing and evaluating the performance of the Executive Officer of the Subsidiary
- d) Ensuring all activities undertaken by the Subsidiary are in line with relevant legislation, regulations and policies;
- e) Ensuring that the activities of the Subsidiary are undertaken in an open and transparent manner
- f) Represent the interests of the Participant Councils in performing their roles and responsibilities
- g) Participate in the decision-making process of the Subsidiary
- h) Ensuring the Subsidiary has sound financial management policies and practices
- i) Anticipating and reducing risks on the Subsidiary and Constituent Councils
- j) Engaging in professional development to ensure the Board has the necessary skills to achieve the objectives of the subsidiary

15. What financial governing instruments will be used to manage the NEWROC Regional Subsidiary?

The Regional Subsidiary will be required to keep proper books of its accounts, have two bank signatories, undertake an annual audit and at each meeting present a statement of comprehensive income; Statement of financial position; A Cashflow statement; A Budget v Actuals; and Statement of Changes in Equity.

16. Can Councillors of the Participant Councils attend a NEWROC Regional Subsidiary meeting?

Yes, they can as observers.

17. Will the Regional Subsidiary be required to report to each Constituent Council?

Yes. The NEWROC Regional Subsidiary must submit to the Constituent Councils, at least once in each operating year and prior to 31 August of the subsequent financial year, a report on the work and operations of the Subsidiary detailing achievement of the aims and objectives of its Strategic Plan, Business Plan and incorporating the audited Financial Statements of the Subsidiary and any other information or report as required by the Constituent Councils. Additionally the NEWROC Regional Subsidiary must hold an Annual General Meeting.

Further Details:

NEWROC President - Cr Gary Shadbolt
E crshadbolt@mukinbudin.wa.gov.au

NEWROC CEO - Dirk Sellenger
E ceo@mukinbudin.wa.gov.au

NEWROC Executive Officer - Caroline Robinson
E caroline@newroc.com.au
M 0403 225 900
www.newroc.com.au



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Regional Subsidiary

BUSINESS PLAN

2022 - 2023

OPEN FOR PUBLIC COMMENT

Member Local Governments:

Shire of Dowerin
Shire of Wyalkatchem
Shire of Koorda
Shire of Mt Marshall
Shire of Trayning
Shire of Mukinbudin
Shire of Nungarin

www.newroc.com.au
E caroline@newroc.com.au
M 0403 225 900

1. Forward

The NEWROC Regional Subsidiary will be formed under XX of the Local Government Act.

The current members of the NEWROC have been working together for over 25yrs as a voluntary organisation of Councils. Currently under the voluntary organisation of Council structure, one member is the lead for grant applications and regional services, with a rotating 'host' Council. This presents a number of challenges. The regional subsidiary will provide a formal governance structure for member local governments to help them achieve their strategic priorities and progress large scale projects that will benefit communities within the region.

The proposed Regional Subsidiary is required to have a Business Plan and Budget each financial year. The Business Plan continues in force for the period specified in the plan or until a new Plan is adopted. It must be reviewed annually.

The Business Plan of a Regional Subsidiary may be seen as similar in role to a Council's Strategic Plan and Corporate Business Plan combined.

The value of the NEWROC is in regional collaboration on services, events and infrastructure projects that benefit NEWROC communities, a united voice for member local governments keen to advocate and sharing of resources. There currently are a number of initiatives where member local governments are considering what type of governance and planning is required to assist them in meeting the priorities of their communities and this is where the NEWROC Regional Subsidiary can provide an entity to progress them.

NEWROC President

Cr Gary Shadbolt

Our Vision

Enabling and creating progressive, healthy and prosperous communities.

Our Mission

Through regional collaboration to champion opportunities for our communities.

NEWROC Commitments

- **Regional Commitment:** We will make decisions and deliver services that achieve regional goals that couldn't be achieved individually.
- **Community Focus:** We will ensure that everything we do benefits the people that live and work in our region.
- **Accountability:** We will be open and accountable in everything we do, by involving stakeholders in decisions that affect them and by using effective engagement and communication techniques.
- **Innovation:** We are committed to continually working together to improve the local government services we provide and projects we deliver by being prepared to share, listen, learn and use technology where this delivers positive outcomes for our communities.
- **Collaboration:** Councils will work together for the good of the region and encourage business and community groups to also work together to provide a supportive environment where our people prosper.

Member Local Government Information:

Criteria	Dowerin	Koorda	Mt Marshall	Mukinbudin	Nungarin	Trayning	Wyalkatchem
Area (Sq km's)	1867	2662	10,134	3414	1145	1632	1743
Sealed Roads (km)	196	245	307	204	249	181	175
Unsealed Roads (km)	773	840	1440	732	390	594	508
Population	697	414	550	555	240	423	523
No of Dwellings	410	298	350	315	134	255	332
No of Employees	34	19	27	27	10	14	14

Our History

Established in the early 90s, the NEWROC members have worked together on a number of initiatives. Some examples of the types of projects that have benefited member local governments are as follows:

- Shared resources in **natural resource management and tourism**
- Construction and marketing of the **\$1.9m Wheatbelt Way self-drive route**
- Construction of a **\$1m telecommunications service (internet)** across member communities
- Delivery of the **Kununoppin Bonded Medical Scholarship** to attract and retain 3 GPs in the member communities
- **Collective advocacy** on priority areas including health, agriculture, transport and education
- **Sharing** of templates, information and equipment
- **Mentoring** amongst the group members and member local government staff

The NEWROC currently meets every month, once as a group of CEOs and the following month as Presidents of the member local governments. As a Regional Subsidiary the NEWROC will continue to meet monthly but as a Board. Our longest serving NEWROC delegate was Cr Eileen O'Connell (Shire of Nungarin).

2. Regional Subsidiary Governance

A regional subsidiary is designed to be a convenient way for local governments to pool their resources and cooperate more closely.

A regional subsidiary is:

- similar to a Voluntary Regional Association of Councils (VROC), but is more binding on the participants
- similar to a regional council but has more flexibility and fewer reporting requirements.

The regional subsidiary is predominantly governed by its Charter. Under its current voluntary organisation of Councils structure, the NEWROC experiences the following challenges:

- A lead local government is required for projects, shared resources and grant applications which is additional administration for the lead local government as well as compliance and financial management
- MoU guides the voluntary ROC but requires good faith as its underlying principle
- No legal entity to apply for grants
- Chair and CEO positions rotate every two years with a 'host' Council
- Regional shared equipment requires a 'host' Council to purchase the asset and for it to be shown on their asset management register
- NEWROC initiatives and projects are limited by the MoU and 'host' Council commitments

2.1 Our Purpose for forming a Regional Subsidiary

1. Provide a means for the member local governments, to assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis under the themes of advocacy, community, economy, environment and governance, without the rationalisation of jobs
2. Promote, initiate, undertake, manage and facilitate under the themes of advocacy, community, economic, environment and governance
3. Provide a means for the member local governments to attract specialist skills and create employment opportunities across the members
4. To take an active interest in all matters affecting the communities of the member local governments with the view to improving, promoting and protecting them
5. To develop, encourage, promote, foster and maintain consultation and cooperation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community.

2.2 Membership and Fees

The Regional Subsidiary will include:

Member local government	Annual membership fee (ex GST)
Shire of Nungarin	\$11,000
Shire of Mukinbudin	\$11,000
Shire of Trayning	\$11,000
Shire of Koorda	\$11,000
Shire of Mt Marshall	\$11,000
Shire of Wyalkatchem	\$11,000
Shire of Dowerin	\$11,000

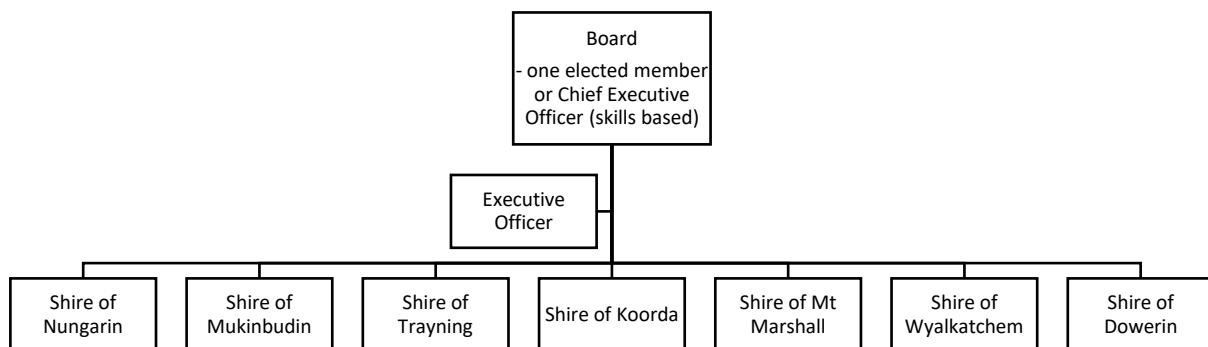
2.3 Proposed Function

The Regional Subsidiary shall have powers, functions and duties assigned to it under the Charter by the member local governments. They shall include:

- becoming a member of or co-operating with any other association or organisation whether or outside the area of the member local governments which have similar objects and purposes
- entering into contracts or arrangements with any Government agency or authority which are incidental or conducive to the attainment of the objects and exercise of the powers of the Regional Subsidiary

- appointing, employing, remunerating, removing or suspending officers, managers, employees and agents of the Regional Subsidiary
- entering into contracts for the acquisition of goods and services
- raising revenue through subscriptions and fees
- printing and publishing information
- establishing such committees as it deems necessary and to define the terms of reference of such committees which may include to steer projects or to pursue geographic or functional interests of the Regional Subsidiary
- acquiring goods and services relevant to the purpose for which the Regional Subsidiary is established
- opening and operating bank accounts
- establishing reserve accounts for future purposes
- doing all other things that are necessary or incidental or conducive to the attainment of the objects and purposes, the furtherance of the interests and the exercise, performance or discharge of the powers of the Regional Subsidiary.

2.4 Regional Subsidiary Organisation Structure

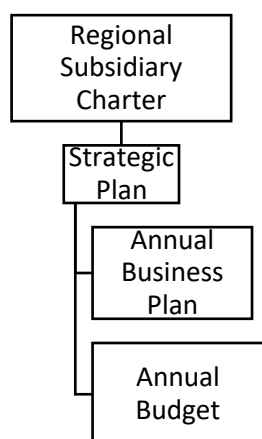


2.5 Business Plan Term

1 July 2022 – 30 June 2023.

A rolling business plan will be required on 1 July 2023 as per the Regional Subsidiary Charter. This Business Plan has been prepared in line with the Regional Subsidiary regulations.

2.6 Regional Subsidiary Hierarchy of Documents



2.7 Reporting

A report of actual achievements against the annual key actions will be presented at each Board meeting providing a progress report on the Regional Subsidiary's Strategic Plan.

The Board shall compare the Annual Business Plan against performance targets at least twice every operating year and in consultation with the member local governments review the contents of the Annual Business Plan. The Regional Subsidiary will also consult with the member local governments prior to amending the Annual Business Plan.

At least once in each operating year and prior to 31 August of the subsequent financial year, a report on the work and operations of the Regional Subsidiary shall be prepared, detailing achievement of the aims and objectives of its Strategic Plan, Business Plan and incorporating the audited Financial Statements of the Subsidiary and any other information or report as required by the member local governments.

3. Business Plan

The major challenges for the region are identified as:

- Attracting and retaining transient and permanent populations
- Restricted Mobile Communications due to geography and the very slow rollout of new towers into the region
- Reliable energy supply and the drive to clean/alternative energy
- The growing impact of Climate change on communities and agribusinesses
- Health facilities and service provision in an aging population base
- Volunteer fatigue particularly for emergency services and local sports and service clubs
- Member local government reliance on Rates as the primary source of revenue

Key focus areas of the Regional Subsidiary in this Business Plan:

- i. Reliable power supply to NEWROC communities
- ii. Improved waste infrastructure and management
- iii. Activating town centres
- iv. Supporting local businesses
- v. Improving telecommunications

3.1 Annual Action Plan and Targets

Strategic Priority	Business Plan Actions	Target 1 July 2022 to 30 June 2023	To Be Measured By
Partner with NEWTRAVEL to promote the region as a great place to visit through effective planning and marketing of attractions and events	Regular engagement with NEWTravel	NEWTravel presentation to NEWROC	NEWROC is aware of NEWTravel priorities and projects
Identify opportunities and strategies for attracting new businesses and expanding existing businesses by promoting the availability of accessible land, the community spirit and high-speed communications network available within the region.	Implement the NEWROC Workforce Plan	BRRR Funding secured	Increased awareness of lifestyle and job / business opportunities in the district
	Efficiencies explored in local government procurement	Preferred suppliers list through the Wheatbelt Business Network Business Directory	Number of small business workshops delivered and attendance Adoption of NEWROC Procurement Policy
	Wheatbelt Town Team Builder	Trayning Do Over delivered One initiative delivered in each NEWROC community	Number of Town Teams and initiatives in each NEWROC community
	Investigation into a DAMA	Participation in a DAMA if it proceeds	NEWROC members, communities and businesses support the DAMA
Advocate for solutions to mobile blackspots and expansion of the NEWROC telecommunications network	Collaboration with key stakeholders for solutions to mobile blackspots, power to mobile towers and internet services	Additional internet towers erected in Yorkrakine, North Gabbin, North Koorda, Talgomine	Improved internet services in NEWROC communities Key stakeholders aware of black spots in the NEWROC communities
Attract and retain health professionals and aged care providers in a co-ordinated manner within the region.	Identify strategies in the NEWROC Health Plan	TBC	Retention of health services in the NEWROC communities
Advocate and seek funding for a renewable power / emergency power / micro-grid that will compliment current power supplies and improve sustainability within the region.	Solution identified for a NEWROC community	Successful acquittal of REDS grant	Solution pitched for further funding
Determine the best location and design for a regional waste facility or improved	Identify waste management infrastructure required across communities	External funding attracted to upgrade local waste facilities	Improved user experience

waste management services and local infrastructure.			
Work together to advocate on issues and opportunities that have an impact on our communities	Advocate and present the views of member local governments		The number of representations made on behalf of Member local governments
Review the delivery of Local Government services and projects across the region to identify opportunities to resource share, and attract and retain LG professionals	Member local governments support each other to deliver services and projects as required	Member local governments work together as required	Positive member to member relationships
Continue to review regional subsidiary legislation and prepare for the opportunity	Member Councillors are informed about Regional Subsidiary governance	Charter and Business Plan submitted to Minister	Regional Subsidiary instated

3.2 Calendar of Key Events

Every 2yrs, the Board will undertake a:

- i. Strategic Plan review
- ii. Regional Subsidiary Charter review

	ANNUAL
<i>July</i>	Committee Meeting Financials Presented Audit process commences Nominations for the Board called
<i>August</i>	Annual General Meeting Board Elections Chair Election Audit Presentation Annual Report Annual Financial Report
<i>September</i>	Committee Meeting Financials Presented Insurance renewals
<i>October</i>	Board Meeting Financials Presented Business Plan review against targets
<i>November</i>	Committee Meeting Financials Presented
<i>December</i>	Board Meeting Financials Presented
<i>January</i>	Committee Meeting Financials Presented
<i>February</i>	Board Meeting Financials Presented
<i>March</i>	Committee Meeting Financials Presented Business Plan review against targets and update, communication to members Budget Preparation and submission to members
<i>April</i>	Board Meeting Financials Presented EO Performance Review Business Plan adopted Budget adopted
<i>May</i>	Committee Meeting Financials Presented
<i>June</i>	Board Meeting Financials Presented

4. Finances

4.1 Annual Budget

The following budget is prepared using the framework of the current annual budget of NEWROC. The only amendment in the Regional Subsidiary budget below is the subsidiary establishment costs.

NEWROC Budget North Eastern Wheatbelt Regional Organisation of Councils 1 July 2022 - 30 June 2023	
Estimated Opening Balance (operations account) 1 July 2022	\$170,000.00
Opening Balance (TD)	\$195,371.00
Account	Total
Income	
Grants received (057) - BBRF	\$20,000.00
Interest Received (076)	\$500.00
NEWROC Business Case / Project Work Subs (055)	\$14,000.00
NEWROC Subscriptions Received (054)	\$77,000.00
Special Projects Subscriptions Rec. (056)	\$0.00
Town Team Movement	\$30,000.00
Telecommunications	\$30,000.00
Sundry Income (067)	
Total Income	\$171,500.00
Less Operating Expenses	
Accounting/Audit fees (200)	\$2,200.00
Advertising (201)	\$10,000.00
Bank charges (203)	\$24.00
Catering (204)	\$200.00
Computer Software/Support (205)	\$0.00
Consultancy Fees (206)	
	Waste Project \$41,000.00
	Workforce \$10,000.00
Event / Ceremony Expenses (207)	\$500.00
Gifts (208)	\$400.00
Legal expenses (209)	\$5,000.00
Printing and Stationery (213a)	\$120.00
Regional Subsidiary Establishment	\$5,000.00
Records Storage (215)	\$70.00
Executive Officer Business Case/Project Work (105)	\$0.00
Executive Officer Contract Services (100)	\$40,000.00
Executive Officer Office Expenses (103)	\$3,000.00
Executive Officer Seminars/Conferences (101)	\$1,000.00
Executive Officer Travel (102)	\$6,000.00
Executive Officer Travelling Expenses (Accom) (104)	\$1,000.00
Grants distributed (300)	
Literary Luncheon (600)	\$600.00
Telecommunications Contractor/Services (400)	
Contract	\$45,000.00

Total Expenses	\$171,500.00
Net Profit	\$0.00

4.3 Financial Reporting

The Regional Subsidiary must at each Board meeting have a statement of comprehensive income; Statement of financial position; A Cashflow statement; A Budget v Actuals; Statement of Changes in Equity

A proposed annual business plan and annual budget detailing the estimated revenues, costs and levies for the ensuing financial year shall be submitted by the Executive Officer to the Board by 30 June in each financial year and must comply with AAS

4.4 Income

Membership fee - local governments will contribute \$11,000 annually towards the Regional Subsidiary to achieve its objectives.

Additional charges - The Regional Subsidiary can pursue specific projects, programs or services which will be levied according to the number of members participating, financial projections etc. Additionally levies must be agreed upon by all member local governments.

5. Impact Assessment

5.1 Impact on Members

Member local governments of the NEWROC voluntary regional organisation of Councils currently contribute \$11,000 for membership and \$2,000 for business cases on an annual basis. This is unlikely to change moving into a Regional Subsidiary.

Participation in the Regional Subsidiary may deliver enhanced services to member local governments, achieved through collaboration and sharing of resources to attract skilled professionals e.g. ranger services, environmental health.

Participation in the Regional Subsidiary may assist members to attract external funding for services and facilities that they could otherwise not achieve individually.

It is unlikely that the establishment of the Regional Subsidiary and its ongoing operations will have a negative impact on member local governments. If additional fees or levies are imposed on member local governments by the Regional Subsidiary this must be by absolute majority and members can elect to participate or abstain.

Member local government	Helps achieve our Strategic Plan goals.....
Shire of Dowerin	3.1 Work with regional partners to advocate for improved services, energy reliability and telecommunications coverage 4.1 Deliver a sustainable and progressive approach to natural resource and waste management 5.4 Advocate and lobby effectively on behalf of our community
Shire of Mt Marshall	Work with local business 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 Continue to work with regional partners to advocate for improved energy reliability and telecommunications coverage

	Deliver a sustainable and progressive approach to waste management including continued collaboration with neighbouring local governments
Shire of Wyalkatchem	4. Increase visitors to our region 5. Growth in business opportunity 6. Essential services and infrastructure are available to support the community and local economy 7. We have vibrant, active public open spaces and buildings with high levels of utilisation and functionality 12. Form strategic partnerships and advocate for the community
Shire of Koorda	1.2 Create an environment that provides for a caring and healthy community 2.1 Actively support and develop local and new business 2.2 Facilitate the development of local and regional tourism 3.1 Enhance the health and integrity of the natural environment 3.2 Build a sense of place through public infrastructure and facilities
Shire of Trayning	1. Our local economy continues to grow 2. Our community is connected, safe and healthy 4. Our natural environment is preserved
Shire of Nungarin	SCP in progress
Shire of Mukinbudin	1.2 - Health services which are accessible and meet the needs of the community 1.4 - A quality lifestyle 2.1 - A innovative, vibrant and entrepreneurial local economy 2.2 - Encourage greater levels of tourism activity 3.2 - Integrate resource management and sustainability

5.2 Risk Assessment

Risk	Likelihood	Impact	Response / Mitigation
Regional Subsidiary and amalgamation are misunderstood	Medium	Medium	Regional Subsidiary strengthens the collaboration between member local governments Charter will not allow for employee rationalisation Regional Subsidiary is seen as a way to protect individual local governments but achieve large scale projects and priorities
Decisions and actions of the Regional Subsidiary - liability on member local governments	Low	Medium	The Regional Subsidiary is directed, supervised and is accountable to its member local governments and they are ultimately liable. The Charter guides decision making and particularly the financial commitments of the Subsidiary Some specific items require member Council support rather than just the Regional Subsidiary Board To borrow money requires absolute majority support
The Regional Subsidiary borrows beyond its ability to repay	Low	Medium	Similar guidelines and constraints currently in place for local governments will be placed on the Regional Subsidiary if it is to borrow money Regional Subsidiary will be required to prepare a Business Case to borrow as well as supporting plans

			To borrow money requires absolute majority support and a presentation to each member Council
Lack of direction	Low	Medium	Charter requires the Regional Subsidiary to have a strategic plan, annual business plan and annual budget, regular reporting to member local governments
Annual membership fees increase beyond member capacity	Low	Medium	Setting fees requires simple majority Unlikely in short term that annual membership fees will rise
Levies beyond member capacity	Low	Low	A levy for a specific project, activities or activities must be agreed upon by an absolute majority of the member local governments Executive Officer is required to notify the member local governments individually before a levy is set
Member local government withdraws	Low	Medium	Charter contains a dispute resolution process Long lead time for the notification period to withdraw Any liabilities will need to be paid until the end of the program / project, not the end of the Regional Subsidiary
NEWROC would be the first regional subsidiary in WA and may encounter challenges	Medium	Medium	NEWROC has engaged with WALGA, the Minister and Department regarding forming a Regional Subsidiary for a number of years NEWROC has explored various other governance structures WALGA, the Department and Minister has provided advice and guidance to NEWROC in formulating the Charter



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

DRAFT Regional Subsidiary Charter

CONTENTS

1. INTRODUCTION.....	3
1.1 Name.....	3
1.2 Interpretation and Definitions	3
1.3 Establishment, Structure and Membership	4
1.4 Local Government Act 1995.....	4
1.5 Objectives and Purpose for which the subsidiary is established.....	4
1.6 Powers, Functions and Duties.....	5
1.7 Property	6
1.8 Delegation by Subsidiary.....	6
1.9 National Competition Policy	6
3. BOARD OF MANAGEMENT	6
3.1 Membership of the Board	6
3.2 Membership – Subject Matter Expert	7
3.3 Functions of the Board	7
3.4 Propriety of Members of the Board	8
3.5 Chairperson of the Board	8
3.6 Powers of the Chairperson and Deputy Chairperson.....	8
3.7 Meetings of the Board	9
3.8 Board Quorum	10
3.9 Voting.....	10
3.10 Board Meeting Procedures.....	10
3.9 Annual General Meeting.....	11
3.9 Fees, Allowances and Reimbursements	11
4. EXECUTIVE OFFICER	12
5. MANAGEMENT	13
5.1 Financial Management	13
5.2 Levies	13
5.3 Audit	14
5.4 Business Plans	14
5.5 Annual Program and Budget.....	14
5.6 Strategic Plan	15
5.7 Reporting	15
5.8 Provision of Goods and Services	15
5.9 Annual Financial Report	16
6. MISCELLANEOUS.....	16
6.1 New Members	16
6.2 Subscription.....	16
6.3 Standing Orders	16
6.4 Disqualification	Error! Bookmark not defined.
6.5 Withdrawal	16
6.6 Insurance and Superannuation Requirements.....	17
6.7 Winding Up	17
6.8 Direction by Constituent Councils	17
6.9 Alteration and Review of Charter	18
6.10 Disputes Between Constituent Councils	18
6.11 Committees	18
6.12 Common Seal.....	19
6.13 Circumstances Not Provided For	19
7. Execution	19

1. INTRODUCTION

1.1 Name

The name of the subsidiary is the *North Eastern Wheatbelt Regional Subsidiary*

1.2 Interpretation and Definitions

“*Absolute majority*” of the Participant Councils means a majority of the whole number of the Constituent Councils;

“*Act*” means the *Local Government Act 1995*;

“*Authorised institution*” means an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

“*Board*” means the Board of Management of the Subsidiary established under Clause 3;

“*Board Member*” means a person who has been appointed to the Board by a constituent Council in accordance with Clause 3;

“*Participant Council*” means those Councils named in Clause 1.3;

“*Constituent Council*” means the Councillors and Administration of the Participant Council

“*Elected Member*” means an elector Mayor or President, or Councillor of a Council who has been elected pursuant to the Local Government Act 1995;

“*Financial Year*” means a year beginning on 1 July in each year and ending on 30 June of the following year;

“*Foreign Currency*” means a currency except the currency of Australia;

“*Levy*” means a charge imposed by the Subsidiary on the Participant Councils in accordance with Clause 5.2.1

“*Meeting*” includes an ordinary and a special meeting of the Board;

“*Member*” means the Participant Council

“*Minister*” means the Minister of the Crown to whom the administration of the Act is for the time being committed by the Governor and includes a Minister of the Crown for the time being acting for or on behalf of the Minister;

“*Participant Council*” means the local government member of the regional subsidiary

“*region*” means the constituent Councils

“*regional subsidiary*” has a meaning given to it in **Section X of the Local Government Act 1995**.

“*Subscription*” means those monies the Participant Councils are liable to contribute to the Subsidiary in accordance with Clause **6.2**;

the term “*person*” shall include a corporate body;

“*Subsidiary*” means the *North Eastern Wheatbelt Regional Subsidiary*

the term “singular” includes the plural and vice versa;

a reference to the masculine includes the feminine and vice versa;

references to clauses are to clauses of the Charter.

1.3 Establishment, Structure and Membership

The Subsidiary is a regional subsidiary established pursuant to Section 3.69 of the Act.

Members (Participant Council) of the regional subsidiary includes:

1.3.1 *Shire of Nungarin*

1.3.2 *Shire of Mukinbudin*

1.3.3 *Shire of Trayning*

1.3.4 *Shire of Koorda*

1.3.5 *Shire of Mt Marshall*

1.3.6 *Shire of Wyalkatchem*

1.3.7 *Shire of Dowerin*

Membership commences when the Constituent Council signs this Charter

The Subsidiary is a body corporate with perpetual succession and a common seal and is governed by its Charter

1.4 Local Government Act 1995

This Charter must be read in conjunction with **Section _ of the Act.**

The Subsidiary shall conduct its affairs in accordance with **Section _ of the Act** except as modified by this Charter as permitted by **Section _**

1.5 Objectives and Purpose for which the subsidiary is established

1.5.1 The purpose of the subsidiary is to affirm the partnership and collaboration of the local governments under 1.3.

The objects of the subsidiary are to:

- a) Provide a means for the constituent Councils, to assess the possibilities and methodology of facilitating a range of projects, services and facilities on a regional basis under the themes of advocacy, community, economy, environment and governance, without the rationalisation of jobs
- b) Promote, initiate, undertake, manage and facilitate under the themes of advocacy, community, economic, environment and governance

- c) Provide a means for the constituent Councils to attract specialist skills and create employment opportunities across the members
- d) To take an active interest in all matters affecting the communities of the constituent Councils with the view to improving, promoting and protecting them
- e) To develop, encourage, promote, foster and maintain consultation and cooperation and to strengthen the representation and status of local government when dealing with other governments, private enterprise and the community;

1.6 Powers, Functions and Duties

The powers, functions and duties of the Subsidiary are to be exercised in the performance and furtherance of the Subsidiary's purposes. The Subsidiary shall have those powers, functions and duties assigned to it under this Charter by the constituent Councils from time to time that include but are not limited to –

1.6.1 becoming a member of or co-operating with any other association or organisation whether or outside the area of the Participant Councils which are similar objects and purposes to the Subsidiary;

1.6.2 entering into contracts or arrangements with any Government agency or authority which are incidental or conducive to the attainment of the objects and exercise of the powers of the Subsidiary;

1.6.3 appointing, employing, remunerating, removing or suspending officers, managers, employees and agents of the Subsidiary;

1.6.4 entering into contracts for the acquisition of goods and services;

1.6.5 raising revenue through subscriptions and fees from Participant Councils by arrangements with sponsor organisations, by arrangement or contract with any other organisation or person and by any other means not inconsistent with the purposes of the Subsidiary;

1.6.6 printing and publishing any newspapers, periodicals, books, leaflets, or other like writing;

1.6.7 establishing such committees as it deems necessary and to define the terms of reference of such committees which may include to steer projects or to pursue geographic or functional interests of the Subsidiary, the Participant Councils or specific groups of the Participant Councils;

1.6.8 subject to Clause 1.8 and the Act delegating any of the Subsidiary powers and functions to the Executive Officer or any Committee established by the Subsidiary, and changing or revoking such delegations;

1.6.9 appointing any elected member, officer or employee of a Participant Council or any other person to be a member of any duly appointed committee;

1.6.10 subject to Clause 5.8 acquiring goods and services relevant to the purpose for which the Subsidiary is established;

1.6.11 opening and operating bank accounts;

1.6.12 establishing reserve accounts for future purposes;

1.6.13 doing all other things that are necessary or incidental or conducive to the attainment of the objects and purposes, the furtherance of the interests and the exercise, performance or discharge of the powers of the Subsidiary;

1.7 Property

1.7.1 All property held by the Subsidiary is held by it on behalf of the Constituent Councils

1.7.2 No person may sell, encumber or otherwise deal with any property of the Subsidiary without the approval of the Board by way of majority resolution at a Board meeting.

1.8 Delegation by Subsidiary

The Subsidiary may by resolution of the Board delegate any of its powers, functions and duties under this Charter to the Executive Officer but may not delegate

1.8.1 the power to impose charges including the power to impose a fee or subscriptions

1.8.2 the power to borrow money or obtain any other form of financial accommodation

1.8.3 the power to approve expenditure of money on the works, services or operations of the Subsidiary not set out or included in a budget approved by the Subsidiary or where required by this Charter approved by the Participant Councils

1.8.4 engage additional employees of the Subsidiary unless prior approval has been granted by the majority of Participant Councils

2. NATIONAL COMPETITION POLICY

The Subsidiary must not undertake any commercial activities, which constitute a significant business activity of the Subsidiary, in accordance with the principles of competitive neutrality.

3. BOARD OF MANAGEMENT

The Board is responsible for managing all activities of the Subsidiary and ensuring that the Subsidiary acts in accordance with this Charter.

3.1 Membership of the Board

3.1.1 Each Participant Council is entitled to appoint one elected member with the necessary skills, of the Constituent Council to be a Board Member (1 vote) and may at any time revoke such appointment and appoint another member on behalf of that Constituent Council

3.1.2 Subject to Clauses 3.1.3, 3.1.7 a Board Member shall be appointed for a term specified in their instrument of appointment not exceeding the term that the Board Member continues as an elected member of the Constituent Council or until the conclusion of the next periodic Local Government Election following their appointment, whichever term is lesser, at which time they will be eligible for re-appointment by the Constituent Council;

3.1.3 Each Participant Council is to appoint a sufficient number of elected member(s) of the Constituent Council to act as a Deputy Board Member in place of that Board Member if the Board Member will be unable to be present at a meeting of the Board. The Participant

Council may revoke the appointment of a Deputy and appoint another elected member as Deputy at any time;

3.1.4 In the absence of a Board Member, a Deputy Board Member has all the rights and responsibilities of the Board Member

3.1.5 Each Participant Council must give notice in writing to the Subsidiary of the elected members it has appointed as a Board Member and Deputy Board Members and of any revocation of any of those appointments

3.1.6 A Subsidiary is to permit any elected member or CEO of a Constituent Council to attend meetings of the Board in the capacity of an observer

3.1.7 The provisions regarding terminating the appointment of an Elected Member as prescribed in the Act apply to all Board Members. In addition to those provisions, the appointment of a Board Member shall terminate –

- a) upon the Council who appointed him/her ceasing to be a Constituent Council; or
- b) if the Board member ceases to be an elected member of the Constituent Council which appointed him/her;
- c) upon the happening of any other event through which the Board Member would become ineligible to remain as a Board Member;
- d) upon their term expiring

3.1.8 The Board may by an absolute majority vote of the Board Members present make a recommendation to the relevant Constituent Council requesting that they terminate the appointment of a Board Member in the event of –

- a) any behaviour of the Board Member which in the opinion of the Board amounts to impropriety;
- b) serious neglect of duty in attending to the responsibilities of a Board Member;
- c) breach of fiduciary duty to the Subsidiary or the Constituent Council;
- d) breach of the duty of confidentiality to the Subsidiary or the Constituent Council;
- e) breach of the conflict of interest provisions of the Act; or
- f) any other behaviour that may, in the opinion of the Board, discredit the Subsidiary or the Constituent Council.

3.2 Membership – Subject Matter Expert

3.2.1 The Board may consist of or include up to two (2) persons ('subject matter expert') not being elected members or employees appointed to the Board, by majority of the Participant Councils. In this context, 'subject matter expert' means a person is to have the abilities and attributes to provide expertise, skills and experience relevant to the purpose of the subsidiary.

3.2.2 The Board is to determine the selection and appointment process for subject matter expert positions.

3.3 Functions of the Board

3.3.1 The formulation of strategic plans, annual business plans, financial plans and broad strategies aimed at achieving the purpose, objects and improving the activities of the Subsidiary

3.3.2 To provide input, direction, approval and monitoring of policies of the Subsidiary

3.3.3 Appointing, monitoring, overseeing and evaluating the performance of the Executive Officer of the Subsidiary

3.3.4 Ensuring all activities undertaken by the Subsidiary are in line with relevant legislation, regulations and policies;

3.3.5 Ensuring that the activities of the Subsidiary are undertaken in an open and transparent manner

3.3.6 Represent the interests of the Participant Councils in performing their roles and responsibilities

3.3.7 Participate in the decision-making process of the Subsidiary

3.3.8 Ensuring the Subsidiary has sound financial management policies and practices

3.3.9 Anticipating and reducing risks on the Subsidiary and Constituent Councils

3.3.10 Engaging in professional development to ensure the Board has the necessary skills to achieve the objectives of the subsidiary

3.4 Propriety of Members of the Board

3.4.1 The provisions regarding conflict of interest prescribed in the Act apply to all Board Members in the same manner as if they were elected members of a Council.

3.4.2 Board Members must at all times act in accordance with their duties of confidence and confidentiality and individual fiduciary duties including honesty and the exercise of reasonable care and diligence with respect to the performance and discharge of official functions and duties.

3.5 Chairperson of the Board

3.5.1 A Chairperson and Deputy Chairperson shall be elected at the Annual General Meeting by a majority of the Board members present

3.5.2 Where there is more than one nomination for the position of Chairperson or Deputy Chairperson, the election shall be decided by secret ballot.

3.5.3 Subject to legislation and any other provision in this Charter to the contrary, the Chairperson and Deputy Chairperson shall hold office from the Annual General Meeting at which they were elected until the next Annual General Meeting unless he/she resigns or is no longer eligible to act as a Board Member.

3.5.4 If the Chairperson should cease to be a Board member, the Deputy Chairperson shall act as Chairperson until the election of a new Chairperson at the next Annual General Meeting.

3.6 Powers of the Chairperson and Deputy Chairperson

3.6.1 The Chairperson shall preside at all meetings of the Board and, in the event of the Chairperson being absent from a meeting, the Deputy Chairperson shall preside. In the event of the Chairperson and Deputy Chairperson being absent from a meeting, the Board shall appoint a member from amongst themselves, who shall preside for that meeting or until the Chairperson or Deputy Chairperson is present.

3.6.2 The Chairperson shall have a deliberate vote but no second or casting vote.

3.6.3 The Chairperson speaks on behalf of the Subsidiary.

3.6.4 The Chairperson is to liaise with the Executive Officer.

3.7 Meetings of the Board

3.7.1 The Board may determine meeting procedures, in addition to but not inconsistent with those specified in this Charter, to apply at or in relation to its meetings.

3.7.2 Ordinary meetings of the Board must take place at such times and places as may be fixed by the Board or the Chairperson or Executive Officer of the Subsidiary from time to time, and in any event not less than four (4) times per financial year.

3.7.3 An ordinary meeting of the Board will constitute an ordinary meeting of the Subsidiary. The Board shall administer the business of the ordinary meeting.

3.7.4 For the purposes of this sub-clause, the contemporary linking together by telephone, audio-visual or other instantaneous means ("telecommunications meeting") of the Board Members, provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of the other board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Board Member has previously notified the Chairperson of the meeting.

3.7.5 Notice of ordinary meetings of the Board (including the Annual General Meeting) must be given by the Chairperson or Executive Officer of the Subsidiary at least two weeks prior to the holding of the meeting by email to Board Members and the CEOs of the Participant Councils

3.7.6 Notice of a meeting for the purpose of making a recommendation to the Participant Councils to wind up the Subsidiary will be sent to Board Members and the Chief Executive Officers of the Participant Councils at least eight (8) weeks before the date of the meeting.

3.7.7 Any one of the Participant Councils may by delivering a written request to the Executive Officer of the Subsidiary require a special meeting of the Board to be held. On receipt of the request, the Executive Officer shall send a notice of the special meeting to all Board Members and Chief Executive Officers of the Participant Councils at least seven (7) days prior to the date of the special meeting in the manner provided for in Clause 3.6.5. Such notice shall specify the date, time and place of the special meeting and be signed by the Executive Officer of the Subsidiary, and contain, or be accompanied by, the agenda for the meeting.

3.7.8 The request by any Participant Council to the Executive Officer of the Subsidiary requiring a special meeting to be held must be accompanied by the proposed agenda for the meeting and any written reports intended to be considered at the meeting (and if the proposed agenda is not provided the request is of no effect).

3.7.9 The Chairperson may convene a special meeting of the Board at the Chairperson's discretion without complying with the notice requirements prescribed by Clause 3.6.5 provided always that there is a minimum one (1) hour notice given to Board Members.

3.7.10 The Chairperson shall convene other meetings of the Board as the Board may direct.

3.8 Board Quorum

Four Board Members will constitute a quorum at a meeting and no business will be transacted at a meeting unless a quorum is present.

3.9 Voting

3.9.1 Each Board Member including the Chairperson, shall be entitled to make a deliberate vote and is to be conducted so that no voter's vote is secret. The Chairperson is to have a casting vote in the event of an equality of votes.

3.9.2 Questions arising for decision at ordinary meetings of the board will be decided by a simple majority of votes on the basis of one (1) vote per Board Member present at the meeting, providing the number of "for" votes is not less than the absolute majority of Constituent Councils.

3.9.3 A recommendation to Participant Councils to wind up the Subsidiary requires the votes of the Board Members of an absolute majority of the Constituent Councils.

3.9.4 Subject to conflicts of interest, each Board Member validly present at a meeting and entitled to a vote in accordance with Clause 3.7.12 (a) must vote on a question arising for decision at the meeting. Failure by any Board Member to vote other than in conflict of interest situations will be deemed to be a negative vote in relation to the question for decision.

3.9.5 Any decision on a significant change to the Subsidiary Charter requires the votes of the Board Members of an absolute majority of the Constituent Councils.

3.10 Board Meeting Procedures

3.10.1 A majority of the Board Members present at a meeting of the Board may adjourn the meeting

3.10.2 Meetings of the Board must be conducted in a place open to the public.

3.10.3 All Board Members must at all times keep confidential all documents and any information provided to them on a confidential basis for their consideration prior to a meeting of the Board.

3.10.4 The Board may order that the public, Constituent Council observers and employees of the Subsidiary be excluded from attendance at any meeting when a confidential matter is under discussion.

This does not apply to:

- a) a Board Member not having a conflict of interest; or
- b) any person permitted by the Board to remain in the room.

3.10.5 Where the Board has considered any information or a matter in confidence it may subsequently resolve to keep minutes and/or any other documents considered during that part of the meeting confidential.

3.10.6 Where an order to close a meeting to the public is made, the minutes are to record the making of the order and the grounds on which it was made.

3.10.7 The Executive Officer must cause minutes to be kept of the proceedings at every meeting of the Board and present the minutes at the next meeting of the board for confirmation and adoption.

3.10.8 Where the Executive Officer is excluded from attendance at a meeting of the Board pursuant, the person presiding at the meeting shall cause the minutes to be kept.

3.10.9 A Board member, employee or Councillor of a participating Council is entitled to inspect, without payment of a fee:

- a) minutes of a Board meeting
- b) reports to the Board received at a meeting of the Board
- c) recommendations presented to the Board in writing and adopted by resolution of the Board.

3.10.10 Clause 3.10.9 does not apply in relation to a document or part of a document if the document or part of the document relates to a matter of a kind referred to in Clause 3.10.5; and the Board orders that the document or part of the document be kept confidential (provided that in so ordering the Board must specify the duration of the order or the circumstances in which it will cease to apply or a period after which it must be reviewed).

3.10.11 Subject to this Charter and to any direction of the Participant Councils the Board may determine its own procedures for voting, which must be fair and contribute to free and open decision making.

3.9 Annual General Meeting

The Annual General Meeting will:

- a) be held on a day selected by the Subsidiary but not more than 60 days after the end of the financial year
- b) receive the Subsidiary's Annual Report which may incorporate reports from committees and any representatives reports from other organisations
- c) receive the audited financial statement for the preceding financial year
- d) acknowledge the appointment of Board Members
- e) elect the: Chairperson; and Deputy Chairperson
- f) appoint representatives to other organisations
- g) consider any other business requiring consideration by the Board members in general meeting.

3.9 Fees, Allowances and Reimbursements

3.9.1 Meeting attendance fees or annual allowances; expenses and reimbursements are to be determined annually by the Subsidiary.

4. EXECUTIVE OFFICER

4.1 The Board shall appoint an Executive Officer to manage the business of the Subsidiary on terms agreed between the Executive Officer and the Board. The Executive Officer may be an employee of the Subsidiary or a subcontractor.

4.2 The Executive Officer is responsible to the Board for the execution of decisions taken by the Board and for the efficient and effective management of the affairs of the Subsidiary

4.3 The Executive Officer shall cause records to be kept of all activities and financial affairs of the Subsidiary in accordance with this Charter, subsidiary policies and in addition to other duties provided for by this Charter and those specified in the terms and conditions of appointment.

4.4 The Executive Officer will ensure that there is compliance with relevant legislation, sound business and human resource management practices are applied in the efficient and effective management of the operations of the Subsidiary

4.5 The functions of the Executive Officer shall be specified in the terms and conditions of appointment and shall include but are not limited to:

- a) attendance at all meetings of the Board;
- b) ensuring that the decisions of the Board are implemented in a timely and efficient manner;
- c) providing information to assist the Board to assess the Subsidiary's performance against its Strategic and Business Plans;
- d) reporting regularly to the Constituent Councils;
- e) the employment, management, supervision, direction and dismissal of employees of the Subsidiary
- f) determining the conditions of employment of employees of the Subsidiary within budgetary constraints set by the Board;
- g) providing advice and reports to the Board on the exercise and performance of its powers and functions under this Charter or any Act;
- h) ensuring that the Subsidiary is at all times complying with this Charter or any other Act;
- i) coordinating and initiating proposals for the consideration of the Board including but not limited to continuing improvement of the operations of the Subsidiary;
- j) ensuring that the assets and resources of the Subsidiary are properly recorded, managed and maintained;
- k) ensuring that records required under the Act or any other legislation are properly kept and maintained;
- l) ensuring that the Subsidiary's Annual Report is distributed to the Participant Councils in time to be incorporated in their Annual Reports;
- m) exercising, performing or discharging other powers, functions, delegations or duties conferred on the Executive Officer by or under the Act or any other Act, and performing other functions lawfully directed by the Board; and
- n) achieving financial outcomes in accordance with adopted plans and budgets of the Subsidiary

4.6 The Executive Officer is to liaise with the Chairperson.

4.7 The Subsidiary will adhere to the National Employment Standards

5. MANAGEMENT

5.1 Financial Management

5.1.1 The Subsidiary shall keep proper books of accounts and reconsider its budget in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

5.1.2 The Subsidiary's accounts and records must be available for inspection by any Board Member or authorised representative of any Constituent Council at any reasonable time on request.

5.1.3 The Subsidiary must establish and maintain a bank account with such banking facilities and at a bank to be determined by the Board.

5.1.4 The Subsidiary shall appoint no less than two Board Members and the Executive Officer as authorised operators of the Bank accounts. A minimum of two authorised operators must be required to deal with the bank account at any one time.

5.1.5 Any payments made by credit card or Electronic Funds Transfer must be made in accordance with policies, procedures and by a person or persons authorised and approved by resolution of the Board

5.1.6 The Executive Officer must act prudently in the handling of all financial transactions for the Subsidiary and must provide quarterly financial and corporate reports to the Board and if requested, the Constituent Councils.

5.1.6 The Subsidiary has the power to borrow and it must be presented to each Constituent Council for their approval and then approved by an absolute majority of all Participant Councils of the subsidiary

5.1.7 The Subsidiary has the power to borrow however the Subsidiary must have the ability to service the debt as measured by the Debt Service Cover Ratio (greater than or equal to two) as outlined in the *Department of Local Government Operational Guidelines*

5.2 Levies

5.2.1 The Subsidiary may levy Participant Councils or any one of them for an annual subscription and/or for a specified activity, project or activities.

5.2.2 A levy may be imposed by the Board at an ordinary meeting or an Annual General Meeting

5.2.3 A subscription levy must be agreed to by a simple majority of Participant Councils

5.2.4 A levy for a specific project, activities or activities must be agreed upon by an absolute majority of the Constituent Councils agreeing to participate in the specific project, activities or activity. The levy is binding on the Constituent Council until the project, activities or activity ceases.

5.2.5 The Executive Officer must give notice to Constituent Council of the purposes of a levy at least four (4) weeks prior to an ordinary meeting of the Board or at least eight (8) weeks prior to an Annual General Meeting.

5.2.6 In the event that a Constituent Council does not wish to participate in an activity, project or activities where a levy was to be imposed, that Council may elect to be excluded from that activity or activities.

5.2.7 The Executive Officer must give notice of the levy to all affected Participant Councils.

5.2.8 The Chairperson may convene a special general meeting to consider an objection to a levy.

5.3 Audit

5.3.1 The Board shall appoint an external independent Auditor in accordance with the *Local Government (Financial Management) Regulations 1996*.

5.3.4 The audit of financial statements of the Subsidiary, together with the accompanying report from the external Auditor, shall be submitted to both the Board and the Constituent Councils.

5.3.5 The accounts and financial statements shall be audited at least once a year.

5.4 Business Plans

5.4.1 The Subsidiary shall prepare an Annual Business Plan linking the core activities of Subsidiary to strategic, operational and organisational requirements with supporting financial projections setting out the estimates of revenue and expenditure as necessary for the period; and

5.4.2 The Board shall compare the Annual Business Plan against performance targets at least twice every operating year; and

5.3.3 The Subsidiary shall, in consultation with the Participant Councils each year, review the contents of the Annual Business Plan; and

5.3.4 The Subsidiary shall consult with the Participant Councils prior to amending the Annual Business Plan.

5.5 Annual Program and Budget

5.5.1 A proposed annual program and budget detailing the estimated revenues, costs and levies for the ensuing financial year shall be submitted by the Executive Officer to the Board by 30 June in each financial year and must comply with AAS

5.5.2 The proposed annual program and the budget detailing the estimated revenues, costs and levies for subscriptions, projects, activities or an activity must align with the purposes of this Charter and may be altered by the Board and shall be adopted by the Board subject to such alterations as the Board agrees upon after 31 May for the ensuing financial year and before 31 August for the current financial year.

5.5.3 The proposed annual program and the budget must be referred to the Constituent Councils at least eight (8) weeks prior to the date of the meeting at which the budget is to be adopted.

5.5.4 A Constituent Council may comment on the annual program and the budget in writing to the Executive Officer at least seven (7) business days before the meeting at which the budget is to be adopted or through its Board Members at that meeting.

5.5.5 The Board must provide a copy of the adopted budget to the Chief Executive Officers at each Constituent Council within five (5) business days after the budget is adopted.

5.5.6 The Board will reconsider the budget at least once during the financial year.

5.5.7 Where the Board determines that the Participant Council will make any contribution (other than the annual levy) including, without limitation, any contribution towards the acquisition of any asset of a capital nature, then the Board will decide upon the proportions.

5.6 Strategic Plan

5.6.1 The Subsidiary shall prepare and implement a 4yr Strategic Plan, which will be reviewed by the Board every 2yrs.

5.6.2 The Strategic Plan will:

- a) Identify the Subsidiary's goals and objectives over the period
- b) Identify the principal activities that the Subsidiary intends to undertake to achieve its objectives
- c) State the measures that are to be used to monitor and assess the performance of the Subsidiary over the period
- d) Identify the broad means by which its activities are to be carried out
- e) Address any risks associated with its Strategic Plan

5.6.3 The Strategic Plan will be accompanied by the Annual Business Plan

5.7 Reporting

5.7.1 The Subsidiary must submit to the Constituent Councils, at least once in each operating year and prior to 31 August of the subsequent financial year, a report on the work and operations of the Subsidiary detailing achievement of the aims and objectives of its Strategic Plan, Business Plan and incorporating the audited Financial Statements of the Subsidiary and any other information or report as required by the Constituent Councils

5.7.2 The Subsidiary must at each Board meeting have a statement of comprehensive income; Statement of financial position; A Cashflow statement; A Budget v Actuals; Statement of Changes in Equity

5.8 Provision of Goods and Services

5.8.1 Tenders: A regional subsidiary is to comply with the provisions of Part 4 Division 2 and Division 3 of The *Local Government (Functions and General) Regulations 1996* that expressly apply to regional subsidiaries.

5.8.2 Where all of the participants of a regional subsidiary have adopted a regional price preference policy the regional subsidiary may adopt a participant's policy instead of adopting a policy under Part 4A of the Local Government (Functions and General Regulations) 1996.

5.8.3 Where a regional subsidiary has adopted a participant's policy under sub regulation 2 it need not comply with regulations 24E(1) and 24F(1) of the Local Government (Functions and General Regulations) 1996.

5.9 Annual Financial Report

A regional subsidiary is to prepare an annual report for each financial year.

5.9.1 The annual report is to contain:

- a) a report from the Executive Officer or where the regional subsidiary does not have an Executive Officer, from the presiding member of the regional subsidiary's governing body or as otherwise prescribed in the regional subsidiary's charter;
- b) the financial report for the financial year
- c) the auditor's report prepared pursuant to section 3.70A of the Local Government Act;

6. MISCELLANEOUS

6.1 New Members

6.1.1 Subject to the provisions of the Act, including but not limited to Ministerial approval, this Charter may be amended by the absolute majority of the Participant Councils to provide for the admission of a new Constituent Council or Councils, with or without conditions of membership, such conditions to be determined by the Board.

6.2 Subscription

6.2.1 Every Participant Council shall be liable to contribute monies to the Subsidiary each financial year, as determined by the Board

6.2.2 The amount of each Participant Council's subscription will be decided at the Annual General Meeting and will be due and payable within one (1) month of a written request from the Executive Officer for payment.

6.2.3 If a Council becomes a Participant Council after the first day of July in any year, the subscription payable by that council for that year will be calculated on the basis of the number of months remaining in that year.

6.3 Standing Orders

The Subsidiary may by resolution at any meeting of the Board pass, alter or rescind standing orders or rules for the due management and regulation of the Subsidiary. Standing orders or rules made pursuant to this Clause shall be entered in a book that will be kept for the information of Board Members and may be printed or circulated at the discretion of the Subsidiary.

6.4 Withdrawal

6.4.1 Subject to any legislative requirements, including but not limited to Ministerial approval, a Participant Council may at any time between 1 July and 31 December in any given year give to the Subsidiary and to each of the other Participant Councils notice of its intention to withdraw from the Subsidiary.

6.4.2 The withdrawal of a Participant Council is to take effect from the end of the financial year after the financial year in which the notice of withdrawal under Clause 6.4.1 is given.

6.4.3 The withdrawal of any Participant Council does not extinguish the liability of that Participant Council to contribute to any loss or liability incurred by the Subsidiary at any time before or after such withdrawal in respect of any act or omission by the Subsidiary prior to such withdrawal.

6.4.4 The withdrawal of any Participant Council does not exclude them from the liability of any borrowings or commitments to projects, activities, an activity, services etc agreed to by the Participant Council or Constituent Councils during their time of membership

6.4.5 The withdrawal of any Participant Council does not exclude them from the borrowing commitments of the Regional Subsidiary, that were made during the Participant Councils membership

6.5 Insurance and Superannuation Requirements

6.5.1 The Subsidiary shall ensure appropriate insurance and superannuation compliance requirements are executed.

6.6 Winding Up

6.6.1 If a service or project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the service or project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the Participant Councils in the proportions referred to in plans or by the discretion of the Board.

Clause 6.6.1 shall not apply where the Participant Council advises the subsidiary that a realisation of the property and assets is not necessary.

6.6.2 The Subsidiary may be wound up by the Minister acting upon a unanimous resolution of the Participant Councils.

6.6.3 In the event of a winding up of the Subsidiary, any surplus assets after payment of all expenses shall be returned to Participant Councils in proportion to the subscription paid in the financial year prior to the passing of the resolution to wind up.

6.6.4 If there are insufficient funds to pay all expenses due by the Subsidiary on winding up, a levy shall be imposed on all Participant Councils in proportion to the subscription paid in the financial year prior to the passing of the resolution to wind up.

6.6.5 Notice of a meeting for the purpose of making a recommendation to the Participant Councils to wind up the Subsidiary will be sent to Board Members and the Chief Executive Officers of the Participant Councils at least eight (8) weeks before the date of the meeting.

6.7 Direction by Participant Council

6.7.1 The establishment of the Subsidiary does not derogate from the power of the Participant Councils to jointly act in any manner prudent to the sound management and operation of the Subsidiary provided the Participant Councils have first agreed by resolution of each Constituent Council as to the action to be taken.

6.7.2 The establishment of the Subsidiary does not derogate from the power of any of the Participant Councils to act independently in relation to a matter for which the Subsidiary has been established.

6.7.3 Provided that the Participant Councils have all first agreed unanimously as to the action to be taken, the Participant Councils may direct and control the Subsidiary.

6.7.4 For the purpose of sub-clause 6.8.3, any direction given by the Participant Councils must be given in writing to the Executive Officer of the Subsidiary.

6.8 Alteration and Review of Charter

6.8.1 This Charter will be reviewed by the Participant Councils acting in concurrence at least once every two years.

6.8.2 This Charter may be amended by absolute majority of the Participant Councils at an Annual General Meeting.

6.8.3 Notice of a proposed alteration must be given by the Executive Officer to all Participant Councils at least four (4) weeks prior to the meeting at which the alteration is proposed.

6.8.4 The Executive Officer must ensure that a copy of the amended Charter is provided to the Minister in accordance with Section 3.70(3) of the Act.

6.9 Disputes Between Participant Councils

6.9.1 The Participant Councils agree to work together in good faith to resolve any matter requiring their direction or resolution.

6.9.2 Where the Participant Councils are unable to resolve a matter within twenty one (21) days of the matter being presented to them the Subsidiary or any Constituent Council may notify the others in writing (Arbitration Notice) that it requires the dispute to be referred to independent arbitration;

6.9.3 Notwithstanding sub-clause 6.9.2 the Participant Councils agree to be bound by the decision of the independent appointed arbitrator (except in relation to any decision relating to the acquisition or disposal of any real property) and will endeavour to work together in good faith in the implementation of that decision.

6.9.4 The costs of arbitration shall be borne equally by the Participant Councils involved in the arbitration.

6.10 Committees

6.10.1 The Board may establish a committee of for the purpose of:

- a) enquiring into and reporting to the Board on any matter within the Subsidiary's powers, functions and duties and as detailed in the terms of reference given by the Board to the Committee;
- b) exercising, performing or discharging delegated powers, functions or duties (written).

6.10.2 A member of a committee established under this Clause holds office at the discretion of the Board.

6.10.3 The Chairperson of the Board is an ex-officio member of any committee or advisory committee established by the Board.

6.11 Common Seal

6.11.1 The Subsidiary shall have a common seal

6.11.2 The common seal shall not be used without the express authorisation of a resolution or Policy of the Subsidiary and every use of the common seal shall be recorded in the minute book of the Subsidiary.

6.11.3 The affixing of the common seal shall be witnessed by the Chairperson or Deputy Chairperson and the Executive Officer or such other person as the Subsidiary may appoint for the purpose.

6.11.4 The common seal shall be kept in the custody of the Executive Officer or such other person as Subsidiary may from time to time decide.

6.12 Circumstances Not Provided For

6.12.1 If any circumstance arises about which this Charter is silent, incapable of taking effect or being implemented according to its strict provisions, the Chairperson may decide the action to be taken to ensure achievement of the objects of the Subsidiary and its effective administration.

6.12.2 The Chairperson shall report any such decision at the next general meeting.

7. Execution

EXECUTED by the Parties

PARTICIPANT	Date of resolution to enter this Memorandum of Understanding
Shire of Dowerin	
Shire of Koorda	
Shire of Mt Marshall	
Shire of Mukinbudin	
Shire of Nungarin	
Shire of Trayning	
Shire of Wyalkatchem	

THE COMMON SEAL of SHIRE OF DOWERIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KOORDA was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF MT MARSHALL was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF MUKINBUDIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF NUNGARIN was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF TRAYNING was hereunto affixed in the presence of:

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF WYALKATCHEM was hereunto affixed in the presence of:

President

Chief Executive Officer

APPENDICES

Example Project Plan

PROJECT PLAN TITLE

1. Document Purpose

2. Background

3. Project Details

3.1 Purpose

3.2 Alignment to NEWROC Objectives and Strategic Plan

3.3 Roles and Responsibilities / Team Experience

3.4 Desired Outcomes

3.5 Key Deliverables

3.6 Milestone Schedule

Ref	Activity	Outcome	Status

4. Key Stakeholders and Communication Plan

Stakeholder	Key Involvement		Communication	Frequency

5. Project Budget

6. Risk Management

7. Additional Requirements

7.1 Quality Management

7.2 Procurement

7.3 Project Closing and Evaluation

11.1.14 Revocation of Outstanding Council Resolutions

File No:	4.0144
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Resolution 1: One third of Council Resolutions 2 & 3: Absolute Majority
Previously Considered:	Nil

Background:

At the Ordinary Council Meeting held in February 2017 the following resolutions were made:

2017/022 OFFICER RECOMMENDATION / COUNCIL DECISION:

That:

- 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*

*Moved Cr SE Faulkner
Against CR WJ Beagley*

Seconded Cr ARC Sachse

Carried 3/2

Since that Council meeting (over 5 years ago) these resolutions have remained on the monthly status report. It is the belief of the Chief Executive Officer that items 1 and 4 have been completed. Of particular note must be the recently adopted Strategic Community Plan - adopted utilising full community consultation. This Plan covers several of the areas raised within the report which means they will still be a focus for Council and Shire administration into the future. These are listed in the Community and Strategic Objectives section of this report.

Resolutions 2 and 3 remain outstanding. This report seeks a decision by Council to rescind these motions on the basis that they are not achievable and unless rescinded

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

would remain on the status report indefinitely. It is extremely important to point out that this is not in any way meant to be a slight to the community of Beacon, rather an attempt by the Shire administration to be able to move on and continue to deliver for the whole Shire.

Consultation:

Nil

Statutory Environment:

Local Government (Administration) Regulations 1996

10. Revoking or changing decisions (Act s. 5.25(1)(e))

- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 - (b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- (1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.
- (2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —
 - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 - (b) in any other case, by an absolute majority.
- (3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Relevant Plans and Policy:

Nil

Financial Implications:

Should Council choose to rescind the resolutions there will be no financial implication as it is the belief of the administration that the resolutions are not achievable and therefore no expenditure is expected anyway.

Risk Assessment:

There is a risk that this matter will remain on the Status Report and 'open' whilst it is unable to be achieved.

Community & Strategic Objectives:

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.

Governance and Leadership

Work with groups from across the community to address their concerns regarding equity in facilities and services.

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community

Comment:

It is accepted by the administration that this recommendation will potentially be an emotive one, especially for the community of Beacon. As mentioned earlier it is vital that anyone reading this report understands that this is not an attempt to slight the community of Beacon, nor to indicate to them that the Shire does not wish to work with them to make continued improvements wherever possible. On the contrary, these resolutions have been outstanding for over five (5) years and it is submitted they are not achievable, rather they are lingering on the status report.

It has to be accepted that utilising the most recent Strategic Community Planning (SCP) exercise the following have happened:

1. A Facilities and Services Group has been set up and has met on several occasions. This group was open to any community member to apply to join and the selected members are representative of the majority of the groups within the Beacon community. The group represents an opportunity for direct community input into budget expenditure and the provision of feedback from the community.
2. The SCP contains an objective that the Shire provide encouragement and support to volunteers and community groups. This is, respectfully suggested, a far more appropriate outcome given that the majority of volunteers are not Shire volunteers but are with other community groups. Looking to the future there could be a number of opportunities to continue to build on this encouragement through the Shire's annual budget.
3. The SCP contains an objective that the Shire works with groups across the community regarding equity of facilities and services. Again this is currently occurring through the Facilities and Services Committee but there may be additional ways in which the Shire can look to achieve this objective through the Shire's annual budget.

On the basis of the above it is respectfully recommended that Council revoke the two outstanding resolutions from 2017 and allow the administration and Council to work together to achieve the objectives of the current Strategic Community Plan.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Subject to Local Government (Administration) Regulations 1996 Section 10 (1)(b) resolve to revoke resolutions 2 and 3 of Council Decision 2017/022;***
- 2. Subject to Local Government (Administration) Regulations 1996 Section 10 (2)(b) revoke resolution 2 of Council Decision 2017/022 namely:
'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'; and***
- 3. Subject to Local Government (Administration) Regulations 1996 Section 10 (2)(b) revoke resolution 3 of Council Decision 2017/022 namely:
'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'***

(Absolute Majority required on Resolution 2 and 3)

11.2 Works Supervisor

11.2.2 Works Report May 2022

File No:	N/A
Location/Address:	Mt Marshall District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Aaron Wootton – Works Supervisor
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

In the interest of better communications the following report of activities and tasks carried out by the Shire's works department is provided to Council.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community.

Comment:

Roads

Works on the following roads have now been completed with the help of Bencubbin

Bulk Hauliers:

Cleary Gabbin Rd

Mandiga-Marindo Rd

Gabbin-Trayning Rd

Job Rd

Breakell Rd

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Works on the following roads have now been completed by Porky's Enterprises:

Askew Rd

Gillett Rd

Dalgouring Snake Road

Porky's Enterprises is currently working on Marindo- North Rd.

Parks and Gardens

Due to parks and gardens staffing shortages in Bencubbin we have had some construction crew helping in this area.

Maintenance Works

Maintenance staff have been regularly involved with cleaning duties in both Beacon and Bencubbin due to cleaning staff shortages. Caretakers have recently commenced at the Beacon Caravan Park which has reduced the need for staff to attend Beacon. Cleaning duties in Bencubbin continue to require maintenance staff. When time permits staff have been replacing signs and erecting signs and guideposts on the construction works and other roads where required.

Maintenance Grading

They are currently working in the following locations:

Stretch – Working in the Ayres Rd area

Norbert (LOGO Contracted) – Working in the Cleary-Gabbin area

OFFICER'S RECOMMENDATION:

That the May 2022 report of the Works Supervisor be received.

11.2.3 Regional Road Group – Change of Funding Request

File No:	4.0459
Location/Address:	Scotsmans Rd,
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Aaron Wootton – Works Supervisor
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Planned future Regional Road Group funded road works for Scotsman's Road involve sealing works continuing beyond Clark Road to the boundary. When considering the amount of use there is of this section of road it has been considered that the funding, and matching Shire funds would be better expended on other roads that are used more often. These works were expected to be undertaken in the 2026/27 financial year.

This report therefore seeks Council approval to amend the future works to terminate the sealing program at Clark Road. An alternative use of the funds will be determined over the coming years whilst the current sealing program for Scotsman's Road up to Clark Road will be completed over the next two financial years.

Consultation:

Mr Rod Munns was asked for comment on the proposal. His response was as follows:

"Road counts on Scotsman's Rd are only just making the ESA warrant to qualify, and it may not east of Scotsman's on average or below average years, so it is probably a good decision to stop at Clark Rd which collects a bit of harvest traffic".

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

As the work was to be funded through the Regional Road Group the money will be moved onto an alternative project.

Risk Assessment:

Nil

Community & Strategic Objectives:

Environment (Built and Natural)

Deliver sustainable long-term planning for infrastructure that meets the needs of the community

Comment:

On the basis of low road use, other potential road projects with far greater road use and the comments from Mr Rod Munns it is respectfully recommended that Council agree to amending the current project so that the sealing works on Scotsman's Road finish at the Clark Road intersection and an alternative project be found for the monies which were to be spent sealing Scotsman's Road from Clark Road to the Shire boundary.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Resolve that the sealing works on Scotsman's Road should run up to the intersection of Scotsman's Road and Clark Road only; and***
- 2. Resolve that the funding which was to be spent sealing Scotsman's Road from the Clark Road intersection to the Shire Boundary in the 2026/27 Financial Year be redirected onto upgrading the Bencubbin-Beacon Rd at various locations.***

11.3 Executive Assistant

11.3.8 Status Report – May 2022

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.3.8 – Status Report May 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The status report is a register of Council resolutions that are allocated to Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community.

Comment:

In the interest of increased transparency and communication with the community, the status report is provided for information.

OFFICER'S RECOMMENDATION:

The Status Report for May 2022 be received.

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION									
2022/4-006 May 2022	<p>That Council:</p> <p>1. Subject to S3.58 (3) Local Government Act 1995 determine to dispose of the following Shire owned land:</p> <ul style="list-style-type: none">• Lot 308 (8) Askew Street, Beacon• Lot 309 (10) Askew Street, Beacon <p>2. Subject to S3.58 (3) Local Government Act 1995 direct the Chief Executive Officer to give local public notice that it is the intention of the Shire to dispose of the following blocks of land:</p> <ul style="list-style-type: none">• Lot 308 (8) Askew Street, Beacon• Lot 309 (10) Askew Street, Beacon <p>for \$1000 (each) subject to any public comment; and</p> <p>3. Direct the Chief Executive Officer to present any public comments along with a final recommendation relating to disposal of Lots 308 and 309 (8 & 10) Askew Street, Beacon to the next available Ordinary Meeting of Council.</p>		Awaiting valuation report prior to the matter returning for final decision.										
2022/4-003 May 2022	<p>That:</p> <p>1. the following bad debts be written off:</p> <table><tr><th>Debtor No.</th><th>Debtor Name</th><th>Amount</th></tr><tr><td>81783</td><td>Rebekah Morgan</td><td>20.00</td></tr><tr><td>81782</td><td>Jane Morgan</td><td>20.00</td></tr></table> <p>2. in accordance with section 6.12 (1)(c) of the Local Government Act 1995, the Chief Executive Officer be delegated authority to write off any amount of money owed to the Shire, provided that it is less than \$100.00.</p> <p>3. Delegation FIN 002 be updated to reflect the increase to the Chief Executive Officer's delegated authority.</p>	Debtor No.	Debtor Name	Amount	81783	Rebekah Morgan	20.00	81782	Jane Morgan	20.00	Complete		
Debtor No.	Debtor Name	Amount											
81783	Rebekah Morgan	20.00											
81782	Jane Morgan	20.00											

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2022/3-006 April 2022	<p>That Council:</p> <ol style="list-style-type: none"> 1. Resolve to accept the tender for the provision of waste services lodged by Avon Waste; 2. Direct the Chief Executive Officer to write to Avon Waste informing them of the outcome; and <p>Direct the Chief Executive Officer to prepare the necessary paperwork to effect the tender by way of an agreement and authorise the Chief Executive Officer to apply the common seal in accordance with Local Government Act 1995, section 9.49A(3), if necessary.</p>	Ongoing	Matter sits with Avon Waste to prepare contract.	
2022/2-008 March 2022	<p>That Council:</p> <ol style="list-style-type: none"> 1. Subject to Section 3.58 (3) Local Government Act 1995, dispose of 8 Dunne Street Beacon by way of sale to Ms Tamara Linaker for the sum of \$30000; 2. Authorise the Chief Executive Officer to complete and append the common seal upon any paperwork necessary to effect the sale; and 3. Upon completion of the sale transfer the proceeds of the sale into the Beacon Accommodation Reserve. 	Complete		

CHIEF EXECUTIVE OFFICER - JOHN NUTTALL

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
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• Gabbing 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>	
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	<p>Strategic Community Plan to be adopted in December and the Corporate Business Plan in 2021.</p> <p>Shire's new Facilities and Services Committee will be meeting for the first time on 16 November.</p> <p>The Facilities and Services Committee has met twice already and positive progress is being made.</p>	

ACTING FINANCE AND ADMINISTRATION MANAGER – RHONA HAWKINS

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION									
2022/4-003 May 2022	<p>That:</p> <p>1. the following bad debts be written off:</p> <table><tr><th>Debtor No.</th><th>Debtor Name</th><th>Amount</th></tr><tr><td>81783</td><td>Rebekah Morgan</td><td>20.00</td></tr><tr><td>81782</td><td>Jane Morgan</td><td>20.00</td></tr></table> <p>2. in accordance with section 6.12 (1)(c) of the Local Government Act 1995, the Chief Executive Officer be delegated authority to write off any amount of money owed to the Shire, provided that it is less than \$100.00.</p> <p>3. Delegation FIN 002 be updated to reflect the increase to the Chief Executive Officer’s delegated authority.</p>	Debtor No.	Debtor Name	Amount	81783	Rebekah Morgan	20.00	81782	Jane Morgan	20.00	Complete		
Debtor No.	Debtor Name	Amount											
81783	Rebekah Morgan	20.00											
81782	Jane Morgan	20.00											

REGULATORY OFFICER – JORDAN BAIRSTOW

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2021/1-010 Feb 2021	<p>That Council:</p> <ol style="list-style-type: none">1. Resolve that the new Bencubbin Fire Shed be located at the Bencubbin Industrial Land Site2. 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 Shed3. 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.	Complete		

EXECUTIVE ASSISTANT – NADINE RICHMOND				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2022/4-004 May 2022	That subject to S5.46 Local Government Act 1995, Council endorse the Delegation Register as attached at 12.1.11a but with the amendment caused by resolution 2022/4-003 and note the Sub-Delegation Register as attached at 12.1.11b.	Complete		
2022/3-008 April 2022	<p>That a notice specifying the following meeting dates and times for 2022/23:</p> <p>19 July 2022 at 3pm Council Chambers, Bencubbin 16 August 2022 at 3pm Council Chambers, Bencubbin 20 September 2022 at 3pm Beacon Town Hall, Beacon 18 October 2022 at 3pm Council Chambers, Bencubbin 15 November 2022 at 3pm Council Chambers, Bencubbin 20 December 2022 at 3pm Council Chambers, Bencubbin Recess – January 2023 14 February 2023 at 3pm Council Chambers, Bencubbin 21 March 2023 at 3pm Council Chambers, Bencubbin 18 April 2023 at 3pm Beacon Town Hall, Beacon 16 May 2023 at 3pm Council Chambers, Bencubbin 20 June 2023 at 3pm Council Chambers, Bencubbin</p> <p>be approved for advertisement in The Gimlet Newspaper, the Beacon Bulletin, Shire notice boards, and the Shire's website and social media sites.</p>	Complete		

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2021/7-012 August 2021	That the Bencubbin Community Recreation Council's application of \$2828.20 (ex gst) for the 2021/22 Club Support Funding be approved.	Complete	BCRC has been notified of their successful application.	
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.	

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2021/9-003 October 2021	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the minutes from the Economic Development Committee of 5 October 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) Bencubbin Sports Club be awarded \$2860.00 GST inclusive towards the purchase and installation of a shade sail; b) Beacon Central be awarded \$10,000.00 GST inclusive towards the upgrade of their kitchen c) Beacon P & C Association be awarded \$602.00 GST inclusive towards the purchase of a new deep fryer d) Beacon Country Club application be refused on the basis it does not meet the minimum request as per the guidelines. 	Complete	<p>Bencubbin Sports Club – Contacted Tracy to advise that all projects must be completed and acquitted by 30 June 2022. Original club location currently closed, so project cannot go ahead at this time. Tracy to confirm in writing that project cannot be completed. Encouraged to re-apply once the damage to the Sports Club has been repaired.</p> <p>Beacon Central – Project delayed and starting May 2022. I have contacted Nancy Dease to remind her of the date the project needs to be completed and acquitted.</p> <p>Awaiting acquittal from Beacon P & C Association for purchase of deep fryer. Reminder email sent 4/5/2022.</p>	

COMMUNITY DEVELOPMENT OFFICER – REBECCA WATSON				
REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION
2022/2-007 March 2022	<p>That Council:</p> <ol style="list-style-type: none"> 1. endorse the minutes from the Economic Development Grant Fund Committee meeting of 1 March 2022 at attachment 11.4.1a; 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 \$5516.00 (ex GST) for the purchase of refrigeration units subject to confirmation of a co-contribution by Beacon Progress Association; and b. Hillvale Bus Contractors application is unsuccessful, no award to be made. 	Complete	<p>All applicants have been notified of outcomes of March meeting.</p> <p>Reminder email sent to Beacon Co-Operative on 4/05/2022 regarding project completion date.</p>	

11.3.9 Minutes of NEWROC Council Meeting held Tuesday 31 May 2022

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.3.9 - Minutes of NEWROC Meeting held Tuesday 31 May 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The Shire of Mt Marshall is a member of the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC). NEWROC is not a formal organisation but was formed for the purpose of collaboration and joint initiatives between the Shires of Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning, Wyalkatchem and Dowerin and is governed by a Memorandum of Understanding (MOU) between these Shires.

NEWROC Council and NEWROC Executive meetings alternate on a bi-monthly basis.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

Economy

Work with local business 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.

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

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Comment:

The Minutes of the NEWROC Council meeting held on Tuesday 31 May 2022 are submitted (**Attachment 11.3.9**) in order to keep all members abreast of the activities of the NEWROC Council.

The next meeting of the NEWROC Council is scheduled to be held on Tuesday 26 July 2022 at the Shire of Mukinbudin

OFFICER'S RECOMMENDATION:

The minutes of the NEWROC Council meeting held on 31 May 2022 be received.



North Eastern Wheatbelt Regional Organisation of Councils

Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

Council Meeting

Tuesday 31 May 2022

Shire of Trayning, Council Chambers

MINUTES

www.newroc.com.au



North Eastern Wheatbelt Regional Organisation of Councils
Dowerin | Koorda | Mt Marshall | Mukinbudin | Nungarin | Trayning | Wyalkatchem

ANNUAL CALENDAR OF ACTIVITIES

MONTH	ACTIVITY	MEETING
January		Executive
February	<ul style="list-style-type: none">🌾 Council refreshes itself on NEWROC Vision, Mission, Values (review Vision and Mission every other year)🌾 Council reviews NEWROC project priorities	Council
March	<ul style="list-style-type: none">🌾 WDC attendance to respond to NEWROC project priorities🌾 Submit priority projects to WDC, Regional Development and WA Planning	Executive
April	<ul style="list-style-type: none">🌾 NEWROC Budget Preparation	Council
May	<ul style="list-style-type: none">🌾 NEWROC Draft Budget Presented🌾 NEWROC Executive Officer Contract/Hourly Rate Review (current contract expires June 2022)🌾 Local Government Week agenda to be discussed at Executive meeting to determine if EA should attend	Executive
June	<ul style="list-style-type: none">🌾 NEWROC Budget Adopted	Council
July		Executive
August	<ul style="list-style-type: none">🌾 Information for Councillors pre-election🌾 NEWROC Audit	Council
September		Executive
October	<ul style="list-style-type: none">🌾 NEWROC CEO and President Handover	Council
November	<ul style="list-style-type: none">🌾 NEWROC Induction of new Council representatives (every other year)🌾 Review NEWROC MoU (every other year)	Executive
December	<ul style="list-style-type: none">🌾 NEWROC Drinks	Council

ONGOING ACTIVITIES

Compliance

Media Releases

Newsletter

NEWROC Chair and CEO Rotation

Shire of Mt Marshall

Shire of Nungarin

Shire of Wyalkatchem

Shire of Koorda

Shire of Mukinbudin (Oct 2021 – Oct 2023)

Shire of Trayning

Shire of Dowerin

TABLE OF CONTENTS

<u>1. OPENING AND ANNOUNCEMENTS.....</u>	<u>4</u>
<u>2. RECORD OF ATTENDANCE AND APOLOGIES</u>	<u>4</u>
2.1. ATTENDANCE	4
2.2. APOLOGIES	4
2.3. LEAVE OF ABSENCE APPROVALS / APPROVED	4
<u>3. DECLARATIONS OF INTEREST AND DELEGATIONS REGISTER.....</u>	<u>4</u>
3.1. DELEGATION REGISTER	4
<u>4. PRESENTATIONS</u>	<u>5</u>
<u>5. MINUTES OF MEETINGS</u>	<u>5</u>
5.1. COUNCIL MEETING 29 MARCH 2022	5
5.2. EXECUTIVE MEETING 29 APRIL 2022	5
5.3. BUSINESS ARISING	5
<u>6. FINANCIAL MATTERS</u>	<u>6</u>
6.1. INCOME, EXPENDITURE AND PROFIT AND LOSS	6
6.2. NEWROC 2022/23 BUDGET	8
<u>7. MATTERS FOR DECISION.....</u>	<u>9</u>
7.1. SBDC PROCUREMENT PROJECT	9
7.2. WORKFORCE PLANNING	10
7.3. TELECOMMUNICATIONS – FARM DIGITAL GRANT	12
7.4. REGIONAL SUBSIDIARY	13
7.5. NEWROC EXECUTIVE OFFICER – CONFIDENTIAL ITEM	15
7.6. LATE ITEM - ENERGY	16
<u>8. EMERGING NEWROC ISSUES AS NOTIFIED OR INTRODUCED BY DECISION OF THE MEETING</u>	<u>18</u>
<u>9. GENERAL UPDATES</u>	<u>18</u>
<u>10. 2022 MEETING SCHEDULE</u>	<u>18</u>
<u>11. CLOSURE.....</u>	<u>18</u>

NORTH EASTERN WHEATBELT REGIONAL ORGANISATION OF COUNCILS

Minutes for the Council Meeting held at the Shire of Trayning on Tuesday 31 May 2022
commencing at 2.07pm

MINUTES

1. OPENING AND ANNOUNCEMENTS

NEWROC Chair welcomed everyone and opened the meeting at 2.07pm

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1. Attendance

Cr Gary Shadbolt	NEWROC Chair, Shire of Mukinbudin
Cr Jannah Stratford	President Shire of Koorda
Cr Quentin Davies	President, Shire of Wyalkatchem
Cr Pippa De Lacy	President, Shire of Nungarin
Cr Melanie Brown	President, Shire of Trayning
Cr Tony Sachse	President, Shire of Mt Marshall
Dirk Sellenger	NEWROC CEO, CEO Shire of Mukinbudin
Darren Simmons	CEO, Shire of Koorda
Peter Klein	CEO, Shire of Wyalkatchem
John Nuttall	CEO, Shire of Mt Marshall
Leanne Parola	CEO, Shire of Trayning
Leonard Long	CEO, Shire of Nungarin
Rebecca McCall	CEO, Shire of Dowerin

NEWROC Officer

Caroline Robinson Executive Officer, NEWROC (arrived 2.08pm)

2.2. Apologies

Cr Robert Trepp President, Shire of Dowerin

2.3. Leave of Absence Approvals / Approved

Nil

3. Declarations of Interest and Delegations Register

Nil

3.1. Delegation Register

Please find below a delegations register as per the new policy adopted in March 2017:

Description of Delegations	Delegatee	Delegated to	Approval
Records Management	CEO	NEWROC EO	Council
NEWROC Financial Management	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (NEWROC)	CEO	NEWROC EO	Council Dec 2017
Bendigo Bank Signatory (Shire of Mukinbudin)	Council	CEO	Council Oct 2019

4. Presentations

Nil

5. MINUTES OF MEETINGS

5.1. Council Meeting 29 March 2022

Minutes of the Council Meeting held 29 March 2022 have previously been circulated.

RESOLUTION

That the Minutes of the Council Meeting held on 29 March 2022 be received as a true and correct record of proceedings.

Moved Cr Stratford

Seconded Cr Sachse

CARRIED 6/0

5.2. Executive Meeting 29 April 2022

Minutes of the Executive Meeting held on 29 April 2022 have previously been circulated.

RESOLUTION

That the Minutes of the Executive Meeting held on 29 April 2022 be received.

Moved Cr Brown

Seconded Cr Davies

CARRIED 6/0

5.3. Business Arising

Nil

6. FINANCIAL MATTERS**6.1. Income, Expenditure and Profit and Loss**

FILE REFERENCE: 42-2 Finance Audit and Compliance
REPORTING OFFICER: Caroline Robinson
DISCLOSURE OF INTEREST: Nil
DATE: 25 May 2022
ATTACHMENT NUMBER: #1P and L
CONSULTATION:
STATUTORY ENVIRONMENT: Nil
VOTING REQUIREMENT: Simple Majority

COMMENTS

Account transactions for the period 1 March 2022 to 30 April 2022

Date	Description	Reference	Credit	Debit	Running Balance
BB NEWROC Funds-5557					
Opening Balance			242,795.68	0.00	242,795.68
01 Mar 2022	Xero Australia	XEROAUSTRALIAPTY	0.00	25.65	242,770.03
01 Mar 2022	Bendigo Bank		0.00	0.80	242,769.23
04 Mar 2022	Payment: 150Square	INV-0125	0.00	3,347.50	239,421.73
04 Mar 2022	Payment: Alyce Ventris	2005	0.00	3,093.75	236,327.98
17 Mar 2022	Payment: Alyce Ventris	2006	0.00	2,694.45	233,633.53
17 Mar 2022	Payment: Shire of Koorda	67 REDS Grant	0.00	24,750.00	208,883.53
01 Apr 2022	Xero Australia	XEROAUSTRALIA	0.00	25.65	208,857.88
01 Apr 2022	Bendigo Bank		0.00	1.60	208,856.28
05 Apr 2022	Payment: 150Square	INV-0136	0.00	2,972.50	205,883.78
19 Apr 2022	Payment: Valenti Commercial Lawyers	032101	0.00	324.50	205,559.28
19 Apr 2022	Alyce Ventris		0.00	2,305.05	203,254.23
19 Apr 2022	Payment: Alyce Ventris	2010	0.00	3,015.37	200,238.86
Total BB NEWROC Funds-5557			0.00	42,556.82	200,238.86
Closing Balance			200,238.86	0.00	200,238.86
Total			0.00	42,556.82	(42,556.82)

Balance Sheet

North Eastern Wheatbelt Regional Organisation of Councils

As at 30 April 2022

Cash Basis

30 APR 2022

Assets

Bank

BB NEWROC Funds-5557	200,238.86
BB Term Deposit Account-1388	195,371.72
Total Bank	395,610.58

Total Assets	395,610.58
---------------------	-------------------

Liabilities

Current Liabilities

Accounts Payable	31,240.00
GST	(756.23)
Unpaid ATO Liabilities	(3,539.00)
Total Current Liabilities	26,944.77

Total Liabilities	26,944.77
--------------------------	------------------

Net Assets	368,665.81
-------------------	-------------------

Equity

Current Year Earnings	52,072.33
Retained Earnings	316,593.48
Total Equity	368,665.81

RESOLUTION

That the income and expenditure from 1 March 2022 to 30 April 2022 and the P and L and balance sheet as at 30 April 2022 be received.

Moved Cr De Lacy

Seconded Cr Stratford

CARRIED 6/0

6.2. NEWROC 2022/23 BUDGET

FILE REFERENCE:	42-2 Finance Audit and Compliance
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 May 2022
ATTACHMENT NUMBER:	#2 2022/23 Budget
CONSULTATION:	Executive
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

A budget is presented to the Council. Key points:

INCOME

- Subscription fees remain the same
- BBRF funding for workforce plan
- Tammin / Yilgarn possible telecommunications connection
- Town Team Movement role income

EXPENSES

- Advertising fees for workforce activities (BBRF)
- Waste Project
- Consultancy support workforce activities (BBRF) – copywriter, marketing etc
- Regional subsidiary establishment fees
- Town Team Builder role expenses

RESOLUTION

NEWROC Budget is adopted for the 2022/23 financial year

Moved Cr De Lacy

Seconded Cr Stratford

CARRIED 6/0

7. MATTERS FOR DECISION

7.1. SBDC PROCUREMENT PROJECT

FILE REFERENCE:

REPORTING OFFICER: Caroline Robinson

DISCLOSURE OF INTEREST: Nil

DATE: 25 April 2022

ATTACHMENT NUMBER:

CONSULTATION: Celia Jordan
Rik Soderlund

STATUTORY ENVIRONMENT: Nil

VOTING REQUIREMENT: Simple Majority

COMMENT

The NEWROC CEOs participated in an SBDC Procurement Project in 2021/22. A report and templates have been prepared as a result of this work. The NEWROC EO has met with Ichiban Consultants a number of times since the completion of the project.

Each of the member local governments have different procurement thresholds, policies and practices. There is mixed appetite amongst members as to progressing this body of work due to a number of internal and external factors.

The NEWROC EO has shared the work with the Wheatbelt Business Network CEO, Rik Soderlund to gather his input into how they might be able to assist with procurement at an individual or collective level.

A consistent recommendation throughout the project has been to develop a NEWROC Buy Local Policy Framework. CEOs have identified challenges with this as well as raising the threshold of individual expenditure limits.

To date the project has been discussed at an Executive level. The NEWROC EO proposes the following next steps:

- Work with the Wheatbelt Business Network to determine if they can assist with supplier lists, education sessions for SMEs etc
- Information session for NEWROC Council on the project and outcomes
- NEWROC Executive review the NEWROC Buy Local Policy Framework

Discussion at Executive Meeting:

- Onboarding contractor process could be applied for all members
- Feedback on current Framework – revise 4.3.1 and amend the maximum 10% local content up to \$50K and 5% for building services (legislated)

RESOLUTION

NEWROC EO and WBN CEO work together to develop documents and processes for consideration by the Executive at the June meeting

Moved Cr Stratford

Seconded Cr Davies

CARRIED 6/0

7.2. WORKFORCE PLANNING

FILE REFERENCE:	035-6 Federal Grants
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	24 May 2022
ATTACHMENT NUMBER:	#3 DAMA Information #4 DAR Information #5 Survey Social Media Tile
CONSULTATION:	WEROC, RDA Wheatbelt, WBN, Beacon CRC, CBH
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

BACKGROUND

In April the NEWROC EO participated in a meeting with the Department of Immigration, WEROC EO, WBN CEO, CBH HR/Ops and RDA Wheatbelt to discuss a DAMA. This meeting came about following a request from the Beacon CRC.

There were a number of discussion points including:

- What defines a DAMA and DAR (see attached information)
- Occupations required in the region
- What is defined as the 'region'

The NEWROC EO provided feedback to the group on the definition of the 'region' for the DAMA. The NEWROC EO felt the DAMA should be for a specific sub region within the Wheatbelt, that being NEWROC and WEROC as employers (including local government) are already competing for labour with other sub regions of the Wheatbelt and surrounding WA regions. The DAMA should not be for the whole Wheatbelt as it would not resolve the challenges employers are experiencing in the NEWROC or WEROC communities.

At the last online meeting in May it was discussed that we will pursue a DAMA for the whole region and create criteria for sub regions in the Wheatbelt.

Work in this space is quite early but we need to determine the demand for a DAMA. Each of the participating stakeholders are currently:

1. Identifying all the occupations required in the sub region (NEWROC and WEROC area) from the ANZSCO list found [here](#)
2. Publishing a survey for SMEs to determine the need, demand and current workforce challenges in the region

At the end of June it is intended that we will identify who will be preparing the business case and who will be the DAR – if it is indeed required. There will be costs associated with this and the cost/benefits of progressing a DAMA need to be considered by the NEWROC.

Work in this space aligns with the NEWROC Workforce Plan and the NEWROC Strategic Plan.

RESOLUTION

A notice is shared with NEWROC communities, specifically businesses, to determine skills and occupations of need

Moved Cr De Lacy

Seconded Cr Brown

CARRIED 6/0

Discussion:

- DAMA may take up to 12-18mths for approval. Workforce cycles and issue of relevancy of occupations and skills required now and in 18 months time
- Survey will assist in identifying housing needs

7.3. TELECOMMUNICATIONS – FARM DIGITAL GRANT

FILE REFERENCE:	035-6 Federal Grants
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 May 2022
ATTACHMENT NUMBER:	
CONSULTATION:	Crisp Wireless Valenti Lawyers
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

An agreement was prepared by Valenti Lawyers for the Shire of Nungarin (on behalf of the NEWROC) and Crisp Wireless. The Shire of Nungarin has signed the agreement and Crisp Wireless has agreed to.

The Shires of Koorda, Wyalkatchem and Mt Marshall have provided ratepayer lists to the NEWROC EO. Potential users of the service have been identified and an information flyer has been posted to them.

The NEWROC has transferred its funding proportion for the three towers to the Shire of Nungarin, who paid the Crisp Wireless invoice on the 17 May 2022.

RESOLUTION

Information is received

Moved Cr De Lacy

Seconded Cr Sachse

CARRIED 6/0

7.4. REGIONAL SUBSIDIARY

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	24 May 2022
ATTACHMENT NUMBER:	#6 Business Plan #7 Communications Plan #8 Updated NEWROC RS Charter
CONSULTATION:	Dirk Sellenger Sam McLeod
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

Since the March NEWROC Council meeting the NEWROC EO has prepared a Regional Subsidiary Communications Plan and a Business Plan.

Discussion at the Executive Meeting:

- Members to release communications on the Regional Subsidiary in May, play video at Briefing Session or Council Meeting
- Amend the Charter to include CEOs can be a sub committee of the NEWROC so it reflects our current structure

Actions since the Executive Meeting:

- Business Plan updated
- Information video for member Councillors:
<https://us02web.zoom.us/rec/share/OJO4sS4SJof3tfz47doXwrXZlaG40p918n6MZcxrDJ09f1HePxQoVPFL904CMtz.IDVFBBaGx54Yz5bt>
- Updated NEWROC website to include Regional Subsidiary information
- Updated the Regional Subsidiary Charter. It is attached with the following addition, following discussions at the last NEWROC Council and Executive meetings:

6.4.5 The withdrawal of any Participant Council does not exclude them from the borrowing commitments of the Regional Subsidiary, that were made during the Participant Councils membership

3.1 Membership of the Board is reflective of the current NEWROC structure (Council meetings for decision making, Executive Meetings will be a sub committee of the Regional Subsidiary and will be working meetings)

RESOLUTION

NEWROC Council recommends the Business Plan, Communications Plan and Charter to member Councils for endorsement following the communication and consultation process in June and July.

NEWROC Council distributes the information sheet and video to member Councils

Moved Cr Brown

Seconded Cr De Lacy

CARRIED 6/0

Discussion:

- Members to show the video, Q and A fact sheet etc to their Councillors in June or at the latest July
- Factsheet to address that NEWROC Regional Subsidiary will replace NEWROC
- In July Councils to endorse Charter and Business Plan, open for community consultation (a few weeks), NEWROC adopts in August (subject to feedback)
- Consultation should include a face to face session
- NEWROC EO to develop a flyer inviting submissions

7.5. NEWROC EXECUTIVE OFFICER – CONFIDENTIAL ITEM

FILE REFERENCE:	041-5 Strategic and Future Planning
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	25 May 2022
ATTACHMENT NUMBER:	#9 EO Contract
CONSULTATION:	Dirk Sellenger Leonard Long
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENT

The NEWROC Executive Officer contract expires on June 30 2022.

The new contract is attached for discussion by the Council. It was discussed at the Executive Meeting and the NEWROC CEO and NEWROC EO have met.

RESOLUTION

NEWROC Council adopts the new NEWROC EO Contract as presented and presents it to the Shire of Mukinbudin to execute on its behalf.

Moved Cr Stratford

Seconded Cr De Lacy

CARRIED 6/0

NEWROC EO left the meeting for this item.

7.6. Late Item - Energy

FILE REFERENCE:	035-1 Grants General
REPORTING OFFICER:	Caroline Robinson
DISCLOSURE OF INTEREST:	Nil
DATE:	30 May 2022
ATTACHMENT NUMBER:	#Scope of Works #Contract Agreement
CONSULTATION:	Positive Off-Grid Solutions Wheatbelt Development Commission
STATUTORY ENVIRONMENT:	Nil
VOTING REQUIREMENT:	Simple Majority

COMMENTS

This year Positive Off-Grid Solutions have had three online meetings with members of the NEWROC energy subcommittee. As a result of these meetings and previous work to date by Cameron Edwards of InfraNomics, the attached scope of works and contract agreement is presented to the NEWROC for its consideration against the grant funding received and current strategic priorities of the group.

NEWROC confirmed \$27,500 of its own funds to go towards an energy project in the 2022/23 financial year and the Shire of Koorda, on behalf of the NEWROC secured \$27,500 from the Wheatbelt Development Commission Regional Economic Development grant (in 2021) as a matching contribution.

Under the REDS grant the NEWROC is required to present a Microgrid Technical Design Plan.

The REDS grant main activities / milestones (Shire of Koorda grant recipient on behalf of the NEWROC) as outlined in the grant agreement are as follows:

	Main Activities / Milestone	Milestone Date	Milestone Payment (GST Excl)
1.	1. Execution of this agreement 2. Consultation with NEWROC as to preferred solution to investigate 3. WDC provided evidence that consultants have been engaged to undertake technical design	30 June 2021	Completed
2.	Progress report showing evidence of: a) Record of consultation with NEWROC b) Contract indicating consultant has been engaged c) Evidence of contribution from NEWROC and Infranomics to progress contract d) WDC receives invoice from the grantee for milestone payment 1	31 August 2021 31 March 2022	\$27,500
3.	Progress report showing evidence of: a) Level of progress against contracted work	30 October 2021 31 May 2022	
4.	Evidence provided to WDC that the technical design plan has been presented to NEWROC	28 February 2022 30 September 2022	
5.	Progress report showing evidence of: a) Technical design plan completed b) Record of meeting with NEWROC to present design plan	31 March 2022 31 October 2022	

	Main Activities / Milestone	Milestone Date	Milestone Payment (GST Excl)
	c) Investor ready report completed Technical design plan presented to NEWROC		
6.	Progress report showing evidence of: a) Meetings held with potential funders b) Report on outcome of meetings with funders	30 April 2022 30 November 2022	
7.	Date for Project Completion Update provided to the WDC on the project being completed	30 June 2022 31 January 2023	
8.	Acquittal Reporting Date Acquittal (Full written report, with matching invoices and budget)	30 September 2022 30 April 2023	
	Total:		\$27,500.00 (GST Excl)

The scope of works proposed by POS will deliver upon the REDS Funding Agreement however the NEWROC EO has requested the scope of works to include the following outcome statement, which will help POS in the direction of their work and will aim to ensure the work is meaningful and can progress to the next stage:

At the conclusion of this work, the outcome is a renewable energy solution that supplies reliable power to the townsite of Bencubbin within the current legislative framework. The solution should be accompanied by a detailed technical design and achievable finance model that can be pitched to the community, NEWROC members and external funding bodies (both private and government) so it can be further progressed. The solution should be able to be replicated in other NEWROC communities, include a cost benefit analysis and an ownership model that is attractive to investors, the NEWROC members, Shire of Mt Marshall and residents.

It is also proposed that a project steering group be established to assist POS, comprising of a Shire of Mt Marshall representative and the NEWROC EO.

Prior to commencement of work by Positive Off-Grid Solutions, a meeting will be held between the NEWROC EO and Renee Manning of the Wheatbelt Development Commission to ensure the work meets their requirements and they can assist us if any challenges arise.

OFFICER RECOMMENDATION

NEWROC endorses the outcome statement to be included in the Positive Offgrid Solutions Scope of Work.

Project Steering Group include a Shire of Mt Marshall representative and the NEWROC EO

MOTION – LAY ON THE TABLE

NEWROC endorses the outcome statement to be included in the Positive Offgrid Solutions Scope of Work.

Project Steering Group include a Shire of Mt Marshall representative and the NEWROC EO

Moved Cr De Lacy

Seconded Cr Brown

Discussion:

- Cr Sachse presented a summary of the project to date and his concerns with the overall project cost, funding for the solution, comments from the Minister and Western Power constraints
- Discussion on Bencubbin being the location vs Dowerin or Koorda (strategic location for CBH)
- NEWROC EO to follow up with the UWA Centre for Excellence on Microgrids (previous discussions)
- NEWROC EO and Darren Simmons to meet with WDC to discuss the project
- Energy sub committee meet with POS again

8. EMERGING NEWROC ISSUES as notified or introduced by decision of the Meeting

Nil

9. GENERAL UPDATES

Trayning Do Over Save the Date 3rd September 2022. Welcome to a new Town Team in the NEWROC – Koorda.

Community Calendar – NEWROC EO to action on the NEWROC website

Themed Embracing Change, the 2022 WA **Local Government Convention and Trade Exhibition** will be held at Crown Perth from Sunday, 2 to Tuesday, 4 October. Proposed NEWROC Dinner at The Partisan Perth (East Perth) or Long Neck Brewery or Boston Brewery (Vic Park).

ACTION: NEWROC EO to present venue options and dinner prices to Executive and Council prior to booking

10. 2022 MEETING SCHEDULE

28 June	Executive	Shire of Nungarin
26 July	Council	Shire of Mukinbudin
30 August	Executive	Shire of Mt Marshall
27 September	Council	Shire of Wyalkatchem
25 October	Executive	Shire of Dowerin
29 November	Council	Shire of Trayning (or Nungarin if no Dec meeting)
13 December	Council (tbc)	Shire of Nungarin

11. CLOSURE

NEWROC Chair, Cr Shadbolt thanked everyone for their attendance and closed the meeting at 3.23pm

11.3.10 Freedom of Information Statement Review 2022

File No:	4.0237
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.3.10 – DRAFT Freedom of Information Statement June 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under the Freedom of Information Act 1992 the Shire of Mt Marshall is required to cause an up to date information statement to be published at intervals of no more than 12 months.

The statement must contain certain information including, amongst other things:

- a) The structure and functions of the agency;
- b) A description of the ways in which the functions of the agency affect members of the public;
- c) A description of the arrangements enabling the public to participate in the formulation of shire policies;
- d) The types of documents held by the agency;
- e) A description of the ways in which members of the public can access documents / information; and
- f) A description of the procedures for amending personal information.

The Shire is required to submit a statistical return annually, reporting any access applications and allowing the Office of the Information Commissioner to be appraised of where the Shire stands in relation to its obligations under sections 94 through to 97 of the Freedom of Information Act 1992.

A brief statement is published annually forming part of the Shire's Annual Report. The statement provided in the Annual Report refers to the Shire's full Freedom of Information Statement being available for viewing on our website or by request at the Shire office.

Consultation:

John Nuttall – Chief Executive Officer

Statutory Environment:

Freedom Of Information Act 1992 - Sect 96

96 . *Information statement, each agency to publish annually*

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

- (1) An agency (other than a Minister or an exempt agency) has to cause an up-to-date information statement about the agency to be published in a manner approved by the Minister administering this Act —
- (a) within 12 months after the commencement of this Act; and
 - (b) at subsequent intervals of not more than 12 months.

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Failing to cause an up to date Freedom of Information Statement will incur a breach of section 96 of the Freedom of Information Act 1992.

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The Freedom of Information Statement was last reviewed in June 2021. The majority of the information contained in the 2021 information statement is still correct. Only minor changes were made as follows:

- Update current Councillors
- Update organisational structure to reflect current staffing arrangements
- Include the Facilities and Services Committee and remove the Mt Marshall Safety Committee from the list of current committees.
- Include the Related Parties Register in the list of documents held
- Inclusion of the 2 meetings listed to be held in Beacon in the Council Meetings & Decision Making information.

OFFICER'S RECOMMENDATION:

That the Shire of Mt Marshall Freedom of Information Statement 2022 as attached (11.3.10) be endorsed.



Shire of Mt Marshall

— THE SANDALWOOD SHIRE —

FREEDOM OF INFORMATION STATEMENT

June 2022

1. CONTENTS

<u>1.</u>	<u>CONTENTS</u>	<u>2</u>
<u>2.</u>	<u>ADMINISTRATIVE INFORMATION</u>	<u>3</u>
<u>3.</u>	<u>INTRODUCTION</u>	<u>4</u>
<u>4.</u>	<u>STRUCTURE</u>	<u>5</u>
<u>5.</u>	<u>FUNCTIONS & SERVICES</u>	<u>8</u>
<u>6.</u>	<u>COUNCIL MEETINGS & DECISION MAKING</u>	<u>9</u>
<u>7.</u>	<u>COMMITTEE MEETINGS & DECISION MAKING</u>	<u>10</u>
<u>8.</u>	<u>COMMUNITY PARTICIPATION</u>	<u>12</u>
<u>9.</u>	<u>DESCRIPTION OF DOCUMENTS HELD</u>	<u>14</u>
<u>10.</u>	<u>ACCESS ARRANGEMENTS</u>	<u>15</u>

2. ADMINISTRATIVE INFORMATION

Shire of Mt Marshall

Administrative Information

Current Address:

80 Monger St
BENCUBBIN WA 6477

Postal Address:

PO Box 20
BENCUBBIN WA 6477

Telephone:

08 9685 1202

Website:

www.mtmarshall.wa.gov.au

Email:

admin@mtmarshall.wa.gov.au

President:

Cr ARC (Tony) Sachse (Retiring 2023)

Deputy President:

Cr NR (Nick) Gillett (Retiring 2023)

Councillors:

Cr IC (Ian) Sanders (Retiring 2025)

Cr LN (Leeanne) Gobbart (Retiring 2025)

Cr SR (Stuart) Putt (Retiring 2025)

Cr TM (Tanya) Gibson (Retiring 2023)

Cr MR (Megan) Beagley (Retiring 2025)

Chief Executive Officer:

Mr John Nuttall

Freedom of Information Officer

Executive Assistant

Internal Review:

Chief Executive Officer

3. INTRODUCTION

The Freedom of Information Act 1992 requires Local Government agencies to cause an up-to-date Information Statement about the agency to be published annually.

The Information Statement must contain:

- a) a statement of the structure and functions of the agency;
- b) a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;
- d) a description of the kinds of documents that are usually held by the agency including —
 - i. which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge);
 - ii. which kinds of documents can be purchased; and
 - iii. which kinds of documents can be obtained free of charge;
- e) a description of the agency's arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;
- f) a description of the agency's procedures for giving members of the public access to the documents of the agency under Part 2 including —
 - i. the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and
 - ii. the address or addresses at which access applications can be lodged;
- g) a description of the agency's procedures for amending personal information in the documents of the agency under Part 3 including —
 - i. the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and
 - ii. the address or addresses at which applications for amendment of personal information can be lodged.

This statement is published in accordance with the requirements set out by the Office of the Information Commissioner in accordance with the Freedom of Information Act 1992, for public information, and is correct as at 21 June 2022.

Copies of this document can be obtained by contacting the Shire's Freedom of Information (FOI) Officer at the shire office, 80 Monger St, Bencubbin, by telephone on 08 9685 1202, via email to admin@mtmarshall.wa.gov.au or on the shire website at www.mtmarshall.wa.gov.au

4. STRUCTURE

The Shire of Mt Marshall was established under the Local Government Act 1995 and is the administrator of affairs, works and services as set out in that legislation.

Members are elected democratically by the residents and ratepayers of the district to carry out all decision making on behalf of the electorate. Elections are held every two years with Members being elected for a 4 year term, retiring on a rotational basis.

The Elected Members form a corporate body (the Council) working for the community, making decisions on issues affecting the community, but do not have the authority to act or make decisions as individuals. Decisions are made as a consensus of the Council in accordance with the Local Government Act 1995.

The Council appoint a Chief Executive Officer who is responsible for the overall management of the Shire and all employees.

Roles of the Council

The roles of the Council and Elected Members are:

The Council:

- Directs and controls the Local Government's affairs;
- Is responsible for the performance of the Local Government's functions;
- Is to oversee the allocation of the Local Government's finances and resources;
- Is to determine the Local Government's Policies

The Shire President:

- Presides at meetings in accordance with the Local Government Act 1995;
- Provides leadership and guidance to the community in the district;
- Carries out civic and ceremonial duties on behalf of the Local Government;
- Speaks on behalf of the Local Government;
- Performs other functions as set out by the Local Government Act 1995;
- Liaises with the Chief Executive Officer on the Local Government's affairs and the performance of its functions;

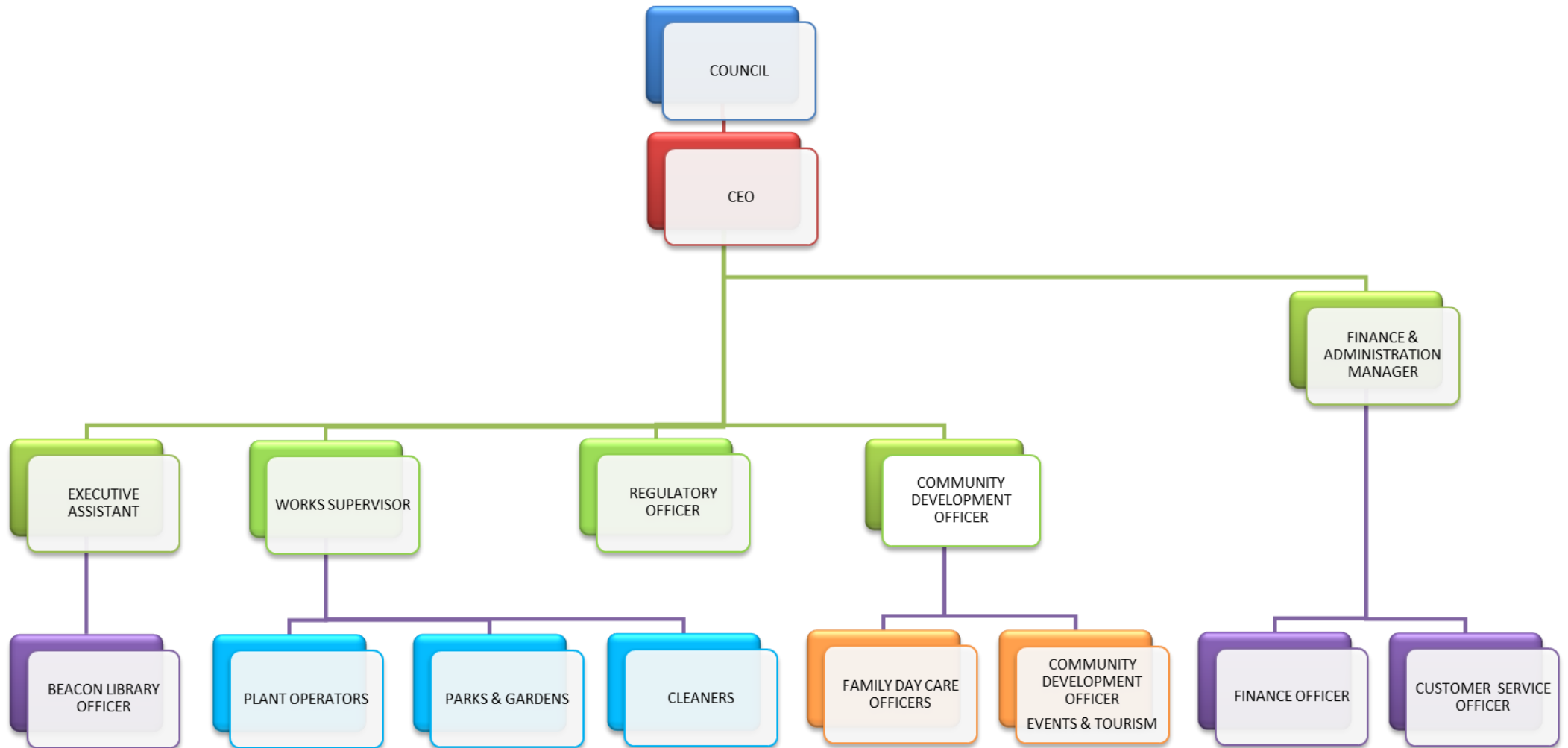
A Councillor:

- Represents the interests of electors, ratepayer and residents of the district;
- Provides leadership and guidance to the community;
- Facilitates communication between the community and the Council;
- Participates in the Local Government's decision making processes at Council and Committee Meetings;
- Performs other functions as set out by the Local Government Act 1995;

The Shire is structured in the following manner:

- The President of the Shire who is elected from the body of Councillors, is the first citizen of the Shire and chairs the meetings of the Council.
- The seven Councillors, elected into office, form the Council and are the governing body of the Shire.
- The Chief Executive Officer and staff, who assist in an advisory capacity, administer the day-to-day affairs of Council and implement the policies of Council.
- The residents and ratepayers who are served by Council and its staff.

SHIRE OF MT MARSHALL ORGANISATION STRUCTURE



5. FUNCTIONS & SERVICES

The general function of the Shire of Mt Marshall is to provide for the good governance of the people of the shire. The Shire of Mt Marshall uses both legislative and executive powers in its government.

Using its legislative powers, the Shire of Mt Marshall may make Local Laws prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed for it to perform any of its functions under the Local Government Act 1995.

The Shire of Mt Marshall uses its executive powers to administer the following Local Laws:

- Health Local Law
- Local Law Relating to Dogs and Cats
- Local Law Relating to Fencing
- Local Law Relating to Standing Orders
- Local Law Relating to Repeal Local Laws

In performing its executive functions the Shire provides a wide range of services and facilities to ratepayers, residents and visitors to the Shire. Categories of services provided by the Shire are as follows:

- Provision of services:
 - Governance
 - Law
 - Order
 - Public Safety
 - Health
 - Education
 - Welfare
 - Housing
 - Community Amenities
 - Recreation and Culture
 - Transport (Roadworks, Maintenance and Construction)
 - Economic Services
 - Other Property and Services (Private and Public Works)
 - Finance and Borrowing
- Regulation:
 - Planning
 - Building
 - Parking
 - Dog and Cat Control
 - Public Health
 - Environment

6. COUNCIL MEETINGS & DECISION MAKING

Decisions on issues affecting the community are made at Council meetings. Decisions are made as a consensus of the Council in accordance with the Local Government Act 1995.

Ordinary meetings of Council are held on the third Tuesday of every month with all but two taking place in Council Chambers, 80 Monger St, Bencubbin commencing at 3:00pm (unless advertised otherwise). September and April ordinary meetings are held in the Beacon Town Hall, Hamilton St, Beacon.

These meetings are open to the public, with the first 15 minutes set aside as public question time.

An Electors' General Meeting is held each financial year, typically in December, with notification being provided in the local newspapers. The Annual Report, Annual Financial Report and Auditors Report are all presented at the Elector's General Meeting.

From time to time special meetings of the Council may be required and notice will be provided of these meetings as soon as is practicable.

Agendas and Minutes of all Council meetings are available online at www.mtmarshall.wa.gov.au or hard copies are available upon request by contacting the administration centre on 08 9685 1202 or via email to admin@mtmarshall.wa.gov.au. A fee is applicable. Availability is advertised via social media.

7. COMMITTEE MEETINGS & DECISION MAKING

To assist the Shire to achieve its objectives and to provide an avenue for community involvement, the Council has established a number of Council committees and working groups.

Appointment to committees is invited by nomination, considered and voted upon democratically by the Council, and tenure of office is typically for two years with the expiry date being that of the local government elections.

The committees have differing functions and authority but generally make recommendations to Council for consideration. A list of current committees and working groups is as follows:

- Audit Committee
- Bush Fire Advisory Committee
- Local Emergency Management Committee
- Economic Development Grant Funding Committee
- Off Road Racing Working Group
- Facilities and Services Committee

From time to time Council is requested to nominate a Council member to represent the Council on committees of external organisations. The Shire of Mt Marshall is represented on the following external organisations:

- Great Eastern Zone of WALGA
- North Eastern Wheatbelt Regional Organisation of Councils (NEWROC)
- North Eastern Wheatbelt Travel (NEWTravel)
- Rural Water Council
- Kununoppin Hospital Local Health Advisory Group (LHAG)
- Wheatbelt North Sub-Regional Road Group
- Mt Marshall Land Conservation District Committee (LCDC)
- Wheatbelt Drainage Reference Group
- Wheatbelt Agcare
- Wheatbelt Joint Development Assessment Panel (DAP)
- Eastern Wheatbelt Biosecurity Group
- Central East Aged Care Alliance (CEACA)
- Skeleton Weed Search Program

Hard copies of Agendas and Minutes of all Council committee meetings are available upon request by contacting the administration centre on 08 9685 1202 or via email to admin@mtmarshall.wa.gov.au. A fee is applicable.

8. COMMUNITY PARTICIPATION

Policies are adopted by Council to act as a reference for Shire staff. The Shire of Mt Marshall encourages community participation in the formation of Shire policy and has the following arrangements in place to allow for community participation:

These meetings are open to the public, with the first 15 minutes set aside as public question time.

Public Question Time – Council Meetings

Council meetings are open to the public and Council have set aside 15 minutes at the commencement of meetings to accept questions from the public.

A pro-forma is included at the front of agendas to allow the public to table questions beforehand, enabling a prompt response to be provided. The use of this form is not compulsory.

Deputations

Deputations can be received by the Chief Executive Officer and the Council by prior arrangement.

Petitions

Petitions will be accepted by Council.

Electors Meetings

In accordance with Section 5.27 of the Local Government Act 1995, an Electors' General Meeting is held each financial year, typically in December, with notification being provided in the local newspapers. All residents are encouraged to attend.

Special electors meetings may be called under Section 5.28 of the Act by submitting a request signed by not less than 100 electors or 5% of the number of electors whichever is the lesser number.

Written Requests

Any member of the community may write to the Shire at any time on any matter. Any matter raised will be considered by the Administration and/or the Council and a decision and response provided. Correspondence should be addressed to the:

Chief Executive Officer
Shire of Mt Marshall
PO Box 20
BENCUBBIN WA 6477

Elected Members

Ratepayers and residents may contact the Shire President and/or Councillors to discuss issues or obtain advice on matters relating to the Shire.

Community Forums

From time to time, Council will consult with the community by hosting community forums. Details of community forums including venue, commencement time and forum subject are advertised in local newspapers, Beacon & Bencubbin Public libraries and various retail establishments in the townsites of Beacon and Bencubbin where appropriate.

Advertising

The Shire is committed to advising ratepayers and residents of matters affecting them through regular advertising in local newspapers, on social media and the Shire's website www.mtmarshall.wa.gov.au . The public are able to subscribe to the weekly newsletter by contacting the administration centre during business hours on 08 9685 1202 or via email to admin@mtmarshall.wa.gov.au

Written Invitation

From time to time, where an issue arises affecting a select group within the community, Council may write to affected members inviting their feedback.

Community Consultation Policy

Council have adopted a 'Community Consultation Policy' whereby the Shire will consult with the community on issues affecting the quality of life and services to the residents of the district.

The Shire of Mt Marshall is strongly committed to genuine, effective and timely community consultation on a range of issues, often exceeding the minimum consultation requirements.

The process of consultation must encourage the community to actively participate in policy development, planning and programming, the management and evaluation of services and in identifying areas of concern.

Community consultation precedes action. It is seen as the beginning of the cycle which results in action. Consultation is to serve and build trust within the community.

9. DESCRIPTION OF DOCUMENTS HELD

A vast array of documents (listed below) are held by the Shire of Mt Marshall and are available for public inspection or purchase. They can be inspected free of charge upon request at the administration centre located at 80 Monger Street, Bencubbin.

Other documents may be made available upon request, for inspection or purchase, but any exempt matter from those copies may be deleted s.97 (1).

- Confirmed Minutes of Council and Meetings
- Annual Budget
- Schedule of Fees & Charges
- Annual Report
- Annual Financial Report / Statements
- Monthly Financial Statements
- Delegation Register
- Financial Interest Register
- Local Laws
- Policy Manual
- Code of Conduct
- Strategic Plans
- Freedom of Information Statement
- Recordkeeping Plan
- Disability Access and Inclusion Plan
- Electoral Rolls
- Internal Manuals (s.97 (1)(b))
- Local Emergency Management Arrangements
- Workforce Plan
- Related Parties Register

And any other documents as set out in the Local Government Act 1995.

10. ACCESS ARRANGEMENTS

It is the aim of the Shire to make information available promptly and at the least possible cost. Whenever possible documents will be provided outside the FOI process.

Access to information may be granted by way of inspection, provision of hard copy documentation or provision of electronic documentation.

While the Shire endeavours to respond to requests for information informally, it also recognises that some documents require protection including:

- Personal Information
- Information concerning trade secrets
- Other commercially valuable information
- Any other information concerning the business, professional, commercial or financial affairs of a third party who is not the applicant.

Freedom of Information Legislation may be used to request access to information not available by any other means.

All enquiries, including requests to amend personal information are to be by application to the Freedom of Information Officer. An application may be lodged by:

Hand delivery to:

80 Monger St
BENCUBBIN WA 6477

Post to:

PO Box 20
BENCUBBIN WA 6477

Emailed to:

ea@mtmarshall.wa.gov.au

Applications must give enough information to enable the requested documents to be identified; give an address in Australia to which notices under this Act can be sent; give any other information or details required under the regulations; and be lodged at the Shire Office.

Information sought for personal information by the applicant must accompany documentary evidence to support their identity, for example Birth Certificate, Birth Extract, Passport, Driver's License, Marriage Certificate etc.

Applications that are lodged with the Shire will be processed by the aforementioned officer and a decision regarding access or the amendment of personal information of documents will be made under the FOI time frame of 45 days.

No fees or charges apply for applications for personal information or amendment of personal information about yourself.

Applications for other documents which are non-personal in nature require a \$30 application fee to be paid when the application is lodged, and other charges may be imposed as follows:

- \$30 per hour of staff time or pro rata for part of an hour for dealing with an application. (Agencies cannot charge for locating the documents within the scope of your request.)
- \$30 per hour (or pro rata for part of an hour) for supervision by staff when access is given to view documents; or the time taken by staff to prepare a transcript from a tape or make photocopies.
- \$0.20 per photocopy.
- Actual cost incurred by the agency for preparing a copy of a tape, film or computerised information, or arranging delivery, packaging and postage of documents.
- There are no application fees or charges for internal or external reviews.

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

11.4 Finance and Administration Manager

11.4.14 Accounts Paid to 31 May 2022

File No: 4.0458
Location/Address: N/A
Name of Applicant: Nil
Name of Owner: N/A
Author: Paula Harris – Finance Officer
Attachments: Nil
Declaration of Interest: Nil
Voting Requirements: Simple Majority
Previously Considered: Nil

Background:

Following is a List of Accounts submitted to Council on Tuesday 21 June 2022 for the Municipal Fund, Trust Fund and Mastercard. Councillor questions regarding any payments can be directed to Finance and Administration Manager, Tanika McLennan, prior to the meeting.

1. Municipal Fund

Chq/EFT	Date	Name	Description	Amount
EFT18739	01/05/2022	CRISP WIRELESS PTY LTD	MONTHLY INTERNET SUBSCRIPTIONS 3 SERVICES	526.90
EFT18740	02/05/2022	EASISALARY	PAYROLL DEDUCTIONS	841.32
EFT18741	02/05/2022	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	140.00
EFT18742	02/05/2022	SHIRE OF MT MARSHALL SOCIAL CLUB	PAYROLL DEDUCTIONS	20.00
EFT18743	02/05/2022	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	215.00
EFT18744	02/05/2022	WA TREASURY CORPORATION	LOAN NO. 121 INTEREST PAYMENT SAR BENCUBBIN MULTIPURPOSE COMPLEX REDEVELOPMENT	42350.36
EFT18745	04/05/2022	TELSTRA	TELSTRA CHARGES	1308.22

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18746	04/05/2022	WESTRAC PTY LTD	FIELD SERVICE	3284.80
EFT18747	04/05/2022	AVON WASTE	RUBBISH COLLECTION MARCH	6331.32
EFT18748	04/05/2022	BOC GASES	VARIOUS MINOR EQUIPMENT	87.96
EFT18749	04/05/2022	NINGHAN SPRAYING & AG SERVICES	SWITCH	17.60
EFT18750	04/05/2022	MODERN TEACHING AIDS PTY LTD	LITTLE BEES SUPPLIES	2838.72
EFT18751	04/05/2022	KTY ELECTRICAL SERVICES	BEACON REC CENTRE	562.65
EFT18752	04/05/2022	MUKA MATTERS	ADVERTISING	75.00
EFT18753	04/05/2022	SHIRE OF TRAYNING	KUNUNOPPIN MEDICAL PRACTICE EXPENSES	12975.88
EFT18754	04/05/2022	FREEDOM MOTORS AUSTRALIA	SUPPLY AND INSTALL VERSA SLIDING STEP ON TOYOTA CRUISER	3135.00
EFT18755	04/05/2022	MILLS RECRUITMENT	EXECUTIVE PLACEMENT CEO	4620.00
EFT18756	04/05/2022	PHOEBE SACHSE	TRAVEL REIMBURSEMENT	608.09
EFT18757	04/05/2022	BENCUBBIN NEWS & POST	PAPERS	113.90
EFT18758	04/05/2022	BEACON COOPERATIVE LTD	CARAVAN VOUCHERS MARCH	130.00
EFT18759	04/05/2022	DIELECTRIC SECURITY SYSTEMS	MONITORING FEES 01/05 31/07/2022	101.20
EFT18760	04/05/2022	WINC AUSTRALIA PTY LTD	ADMIN STATIONERY	70.19
EFT18761	04/05/2022	WA DISTRIBUTORS PTY LTD ALLWAYS FOODS	SUPPLIES FOR CLEANERS	423.45
EFT18762	04/05/2022	BENCUBBIN COMMUNITY RESOURCE CENTRE	CARAVAN VOUCHERS AND STAFF VOUCHERS	85.00
EFT18763	04/05/2022	PORKY'S ENTERPRISES	RESHEET GILLET ROAD AND REMOVE DRIFT SAND	186102.40
EFT18764	04/05/2022	REBECCA WATSON	REIMBURSEMENT FOR GREY NOMADS ADVERTISING	25.00
EFT18765	04/05/2022	BENCUBBIN TRUCK N AUTO'S	HYDRAULIC RAMS FOR SIDE TIPPER TRAILER	6600.00
EFT18766	04/05/2022	LANDGATE	MINING TENEMENTS CHARGEABLE 16/3 04/04	41.30
EFT18767	04/05/2022	KUNUNOPPIN MEDICAL PRACTICE	PRE EMPLOYMENT MEDICAL PHEBE SACHSE	150.00
EFT18768	04/05/2022	GREAT SOUTHERN FUELS	DIESEL 8500 LTS	18866.87
EFT18769	04/05/2022	NADINE RICHMOND	TRAVEL REIMBURSEMENT	156.15

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18770	04/05/2022	AMPAC DEBT RECOVERY PTY LTD	RATES DEBT COLLECTION EXPENSE	156.75
EFT18771	04/05/2022	DYLAN COPELAND	PROVISION OF NATURAL RESOURCE MANAGEMENT	3344.00
EFT18772	04/05/2022	KC SALES	VOUCHERS	295.20
EFT18773	04/05/2022	LO-GO APPOINTMENTS	CONTRACTING SERVICES OF NORBERT MARWICK FOR WEEK ENDING 26/03/2022	15209.03
EFT18774	04/05/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES	561.00
EFT18775	04/05/2022	ECOWATER SERVICES	LOT 229 MURRAY STREET BENCUBBIN	165.40
EFT18776	04/05/2022	MARKET CREATIONS T/A INTEGRATED ICT	MANAGE SERVICE AGREEMENT	2527.25
EFT18777	04/05/2022	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE	550.00
EFT18778	04/05/2022	MARKET FORCE PTY LTD	DEATH NOTICE J DUNNE	47.76
EFT18779	04/05/2022	HANDS ON THERAPEUTIC MASSAGE	SHOP LOCAL VOUCHER	10.00
EFT18780	04/05/2022	WHEATBELT OFFICE & BUSINESS MACHINES	PRINTER LEASE	58.49
EFT18781	04/05/2022	WHEATBELT LIQUID WASTE MANAGEMENT	40 BROWN STREET SEPTIC TANK PUMP	792.00
EFT18782	04/05/2022	AVON VALLEY TOYOTA	PURCHASE OF TOYOTA HILUX	18060.00
EFT18783	04/05/2022	KOMATSU AUSTRALIA PTY LTD	POWERTRAIN OIL	160.75
EFT18784	04/05/2022	ALISA DE SAN MIGUEL	REFUND FOR GYM KEY	10.00
EFT18785	04/05/2022	THE BENCUBBIN SHOP	MARCH SUPPLIES	322.82
EFT18786	04/05/2022	RETECH RUBBER	BEACON CRICKET PITCH COVERS	5890.50
EFT18787	04/05/2022	ABSOLUTE BALUSTRADES	BENCUBBIN COMPLEX PEDESTRIAN GATES	6345.90
EFT18788	05/05/2022	BENCUBBIN TRUCK N AUTO'S	SUPPLY HYDRAULIC FITTINGS AND REPAIR HYDRAULIC LINE ON CAT BACKHOE	222.40
EFT18789	05/05/2022	KOMATSU AUSTRALIA PTY LTD	GD555_5 MOTOR GRADER SERIAL NUMBER 56528	397100.00
EFT18790	05/05/2022	EASISALARY	PAYROLL DEDUCTIONS	420.66
EFT18791	06/05/2022	AVON WASTE	RUBBISH COLLECTION APRIL	5198.48
EFT18792	06/05/2022	EASTERN HILLS SAWS & MOWERS PTY LTD	SUPPLIES	29.00
EFT18793	06/05/2022	NINGHAN SPRAYING & AG SERVICES	SUPPLIES	210.88
EFT18794	06/05/2022	KTY ELECTRICAL SERVICES	BEACON RECREATION CENTRE	562.65
EFT18795	06/05/2022	BENCUBBIN NEWS & POST	POSTAGE	72.01
EFT18796	06/05/2022	BENCUBBIN BULK HAULIERS	APRIL HIRE OF TIPPERS	19914.04
EFT18797	06/05/2022	BENCUBBIN TRUCK N AUTO'S	GRADER TYRE	1306.00
EFT18798	06/05/2022	CIVIC LEGAL	PROFESSIONAL FEES	3718.00

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18799	06/05/2022	TOLL IPEC PTY LTD	FREIGHT	133.43
EFT18800	06/05/2022	BENCUBBIN AG SUPPLIES	BROOM	22.00
EFT18801	06/05/2022	REFUEL AUSTRALIA	FUEL APRIL	225.17
EFT18802	06/05/2022	GREAT SOUTHERN FUELS	DIESEL BEACON DEPOT	7458.91
EFT18803	06/05/2022	LO-GO APPOINTMENTS	CONTRACTING SERVICES NORBERT MARWICK WEEK ENDING 30/04/2022	2947.30
EFT18804	06/05/2022	MARKET CREATIONS T/A INTEGRATED ICT	MICROSOFT 365 LICENCE REFRESH	663.15
EFT18805	06/05/2022	WHEATBELT OFFICE & BUSINESS MACHINES	APRIL PHOTOCOPIER CHARGES	239.97
EFT18806	06/05/2022	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS	99.00
EFT18807	06/05/2022	SCUD AG SUPPLIES	SUPPLIES	255.08
EFT18808	06/05/2022	GREEN LOO	SUPPLIES	349.00
EFT18809	06/05/2022	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	70.00
EFT18810	06/05/2022	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	110.00
EFT18814	11/05/2022	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	1468.50
EFT18815	11/05/2022	SHIRE OF TRAYNING	DOCTOR HOUSE RENT 03/04/2022 01/05/2022	1088.70
EFT18816	11/05/2022	PHOEBE SACHSE	REIMBURSEMENT FOR DOT TRAINING ACCOMMODATION	500.00
EFT18817	11/05/2022	BENCUBBIN NEWS & POST	PAPERS	80.89
EFT18818	11/05/2022	D & D TRANSPORT	FREIGHT	367.90
EFT18819	11/05/2022	TOLL IPEC PTY LTD	FREIGHT	405.09
EFT18820	11/05/2022	NADINE RICHMOND	REIMBURSE SC	51.00
EFT18821	11/05/2022	GRIFFIN VALUATION ADVISORY	2022 LAND AND BUILDING ASSET VALUATIONS	14080.00
EFT18822	11/05/2022	PALM PLUMBING	95A MONGER ST BENCUBBIN	243.83
EFT18823	11/05/2022	AUSTRALIA POST	LATE PAYMENT FEE	5.04
EFT18824	11/05/2022	LIMESTONE BUILDING BLOCK	LIMESTONE	2167.00
EFT18825	11/05/2022	LG BEST PRACTICES	LSL COVER FOR FAM APRIL	8071.31
EFT18826	11/05/2022	JORDAN BAIRSTOW	TRAVEL REIMBURSEMENT	459.42
EFT18827	11/05/2022	A FOOT BELOW	LAKE MCDERMOTT WORKS	3893.97
EFT18828	25/05/2022	SYNERGY	LOT 165 COLLINS ST BENCUBBIN	551.08
EFT18829	18/05/2022	MODERN TEACHING AIDS PTY LTD	LITTLE BEES SUPPLIES	93.50

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18830	18/05/2022	KTY ELECTRICAL SERVICES	BEACON HALL EMERGENCY POWER SUPPLY	20900.00
EFT18831	18/05/2022	JASON SIGNMAKERS	GUIDEPOST PARK FLEXIBLE PLASTIC	4313.10
EFT18832	18/05/2022	BENCUBBIN NEWS & POST	POSTAGE	25.56
EFT18833	18/05/2022	SIGMA CHEMICALS	HEAT PUMP FOR BENCUBBIN POOL	14280.20
EFT18834	18/05/2022	WINC AUSTRALIA PTY LTD	ADMIN SUPPLIES	196.21
EFT18835	18/05/2022	BENCUBBIN COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHER	10.00
EFT18836	18/05/2022	BENCUBBIN TRUCK N AUTO'S	P032 BEACON UTE	4822.45
EFT18837	18/05/2022	KUNUNOPPIN MEDICAL PRACTICE	11 FLUVAX FOR STAFF	247.50
EFT18838	18/05/2022	KC SALES	BOOTS	928.68
EFT18839	18/05/2022	LO-GO APPOINTMENTS	CONTRACTING SERVICES NORBERT MARWICK WEEK ENDING 07/05/2022	2672.67
EFT18840	18/05/2022	PALM PLUMBING	ANNUAL BACK FLOW TESTING	2732.47
EFT18841	18/05/2022	INITIAL HYGIENE	SANITARY DISPOSAL SERVICE	550.00
EFT18842	18/05/2022	GRILLEX	EDGE SINGLE BBQ	7240.20
EFT18843	20/05/2022	EASISALARY	PAYROLL DEDUCTIONS	420.66
EFT18844	20/05/2022	SHIRE OF MT MARSHALL	PAYROLL DEDUCTIONS	70.00
EFT18845	20/05/2022	STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	110.00
EFT18867	23/05/2022	TELSTRA	UTILITY CHARGES	573.77
EFT18868	23/05/2022	NINGHAN SPRAYING & AG SERVICES	SUPPLIES	171.88
EFT18869	23/05/2022	MODERN TEACHING AIDS PTY LTD	SUPPLIES FOR LITTLE BEES	1656.50
EFT18870	23/05/2022	KTY ELECTRICAL SERVICES	WIALKI GOLF COURSE STAGE 1 WORKS	1404.44
EFT18871	23/05/2022	WINC AUSTRALIA PTY LTD	SUPPLIES MAY	940.78
EFT18872	23/05/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 4TH QTR CONTRIBUTION	4320.80
EFT18873	23/05/2022	TOLL IPEC PTY LTD	FREIGHT	134.12
EFT18874	23/05/2022	BEACON GARAGE	SERVICE P068	2093.35
EFT18875	23/05/2022	CR IC SANDERS	MEETING ALLOWANCES	1479.54
EFT18876	23/05/2022	KC SALES	BOOTS	283.80
EFT18877	23/05/2022	LO-GO APPOINTMENTS	CONTRACTING SERVICES OF NORBERT MARWICK WEEK ENDING 14/05/2022	2418.12
EFT18878	23/05/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES	561.00

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18879	23/05/2022	CR ARC SACHSE	MEETING ALLOWANCE	1807.30
EFT18880	23/05/2022	CR NICK GILLET	MEETING ALLOWANCE	648.80
EFT18881	23/05/2022	LEEANNE NOLA GOBBART	MEETING ALLOWANCE	523.75
EFT18882	23/05/2022	KOMATSU AUSTRALIA PTY LTD	FILTERS FOR SERVICE	971.80
EFT18883	23/05/2022	SCUD AG SUPPLIES	SUPPLIES	176.33
EFT18884	23/05/2022	CR TM GIBSON	MEETING ALLOWANCES	636.49
EFT18885	23/05/2022	CR MEGAN BEAGLEY	MEETING ALLOWANCES	657.50
EFT18886	23/05/2022	HBP SERVICES WA	CONSULTING SERVICES	158.40
EFT18887	23/05/2022	SYNERGY	STREETLIGHTS	2015.50
EFT18888	25/05/2022	TELSTRA	UTILITY PAYMENT MARCH APRIL MAY	1469.96
EFT18889	31/05/2022	P & J GLASS	LOT 75 MONGER ST BENCUBBIN	291.07
EFT18890	31/05/2022	PHOEBE SACHSE	UNIFORM REIMBURSEMENT	289.97
EFT18891	31/05/2022	BENCUBBIN NEWS & POST	POSTAGE MAY	13.90
EFT18892	31/05/2022	MOORE AUSTRALIA (WA) PTY LTD	FEES FOR PROFESSIONAL SERVICES	1870.00
EFT18893	31/05/2022	ICS CARPENTRY	BENCUBBIN HALL MAINTENANCE	6380.00
EFT18894	31/05/2022	WA DISTRIBUTORS PTY LTD ALLWAYS FOODS	MAY SUPPLIES	1024.30
EFT18895	31/05/2022	PORKY'S ENTERPRISES	RE SHEET DALGOURING SNAKE SOAK RD	102850.00
EFT18896	31/05/2022	BENCUBBIN TRUCK N AUTO'S	TRAILER WHEEL BEARINGS AND TYRES	1997.70
EFT18897	31/05/2022	HILLS FIRE EQUIPMENT SERVICE	FIRE EQUIPMENT SERVICES	1961.85
EFT18898	31/05/2022	TUTT BRYANT EQUIPMENT	SUPPLIES	317.33
EFT18899	31/05/2022	GREAT SOUTHERN FUELS	DIESEL BENCUBBIN DEPOT	18304.31
EFT18900	31/05/2022	MARTY GRANT BULLDOZING	GRAVEL WORKS	6397.60
EFT18901	31/05/2022	CJ & ML KIRBY	LANDHOLDER AGREEMENT CSGS20113	7535.00
EFT18902	31/05/2022	LO-GO APPOINTMENTS	CONTRACTING SERVICES NORBERT MARWICK WEEK ENDING 21/05/2022	2863.58
EFT18903	31/05/2022	MARKET CREATIONS T/A INTEGRATED ICT	MAY SERVICE AGREEMENT	2298.01
EFT18904	31/05/2022	JOHN NUTTALL	UNIFORM	143.99
EFT18905	31/05/2022	TOLL TRANSPORT PTY LTD	MAY FREIGHT	291.34
EFT18906	31/05/2022	SPECIALE SMASH REPAIRS	MAY REPAIRS	300.00
EFT18907	31/05/2022	JORDAN BAIRSTOW	REIMBURSEMENT FOR MEALS AND PARKING DOT COURSE	231.22

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
EFT18908	31/05/2022	A FOOT BELOW	MT MARSHALL POOL AND RETIC SUPPLY AND INSTALL	3205.68
EFT18909	31/05/2022	PAULA HARRIS	REIMBURSEMENT OF UNIFORM	144.65
EFT18910	31/05/2022	ALL TOILETS (WA)	POSTAGE OF PART	13.97
DD10929.1	16/05/2022	SYNERGY	LOT 129 HAMMOND ST BENCUBBIN	5803.09
DD10929.2	03/05/2022	SYNERGY	LOT 17 BROADBENT ST BEACON	71.22
DD10929.3	17/05/2022	SYNERGY	LOT 3081 MONGER ST BENCUBBIN	98.07
DD10929.6	06/05/2022	SYNERGY	LOT 153 DAMPIER ST BENCUBBIN	2270.23
DD10929.7	12/05/2022	SYNERGY	LOT 198 MONGER ST BENCUBBIN	734.75
DD10929.8	18/05/2022	SYNERGY	LOT 5 HAMMOND STREET BENCUBBIN	120.81
DD10938.1	04/05/2022	AWARE SUPER	PAYROLL DEDUCTIONS	5860.86
DD10938.2	04/05/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	2024.20
DD10938.3	04/05/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	488.01
DD10938.4	04/05/2022	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	272.10
DD10938.5	04/05/2022	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	69.13
DD10938.6	04/05/2022	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	625.02
DD10938.7	04/05/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	232.87
DD10952.1	09/05/2022	SYNERGY	LOT 670 LUCAS ST BEACON	146.41
DD10960.1	11/05/2022	SYNERGY	ELECTRICITY FOR LUCAS STREET BEACON	444.46
DD10960.2	31/05/2022	SYNERGY	ELECTRICITY CHARGES 153 DAMPIER ST BENCUBBIN	928.55
DD10961.3	27/05/2022	WATER CORPORATION	UTILITY CHARGES 28 ROWLANDS STREET BEACON	6673.67
DD10961.4	31/05/2022	WATER CORPORATION	UTILITY CHARGES SCOTSMAN RD MERREDIN NORTH	66.87
DD10969.1	18/05/2022	AWARE SUPER	PAYROLL DEDUCTIONS	5891.35
DD10969.2	18/05/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	2438.47
DD10969.3	18/05/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	479.68
DD10969.4	18/05/2022	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	275.43
DD10969.5	18/05/2022	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	625.02
DD10969.6	18/05/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	232.87
DD10984.1	16/05/2022	SYNERGY	UTILITY PAYMENT	291.07
DD10993.1	31/05/2022	WATER CORPORATION	UTILITY PAYMENT	5.46

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Chq/EFT	Date	Name	Description	Amount
231	04/05/2022	WATER CORPORATION	STANDPIPE MOUROUBRA RD KOORDA BUNTINE FL L	523.99
232	12/05/2022	WATER CORPORATION	STAND PIPE	214.17
233	17/05/2022	WATER CORPORATION	UTILITY CHARGES	47.77
234	31/05/2022	WATER CORPORATION	UTILITY PAYMENT	47.77
72	31/05/2022	BANK FEES	BANK FEES	261.98
				1,103,779.94

2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT18813	11/05/2022	MARGARET ROWLING	BOND REFUND	240.00
				240.00

3. Mastercard

Details	Amount
Little Hotelier Subscription	163.90
Zoom Subscription	23.09
Card Fee	4.00
Parking for DOT Training	76.04
MM332 Plate Retained	30.50
MM332 Plate Change	30.50
MM332 Plate Change	18.30
Card Fee	4.00
Staff Farewell	30.93
Staff Farewell	10.55
Staff Farewell	116.43
Staff Farewell	74.06
Wireless Combo	94.95
Supplies for Little Bees	48.00
Supplies for Little Bees	349.00
Seek advertising for CDO position	544.50

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Details	Amount
Advertising on Facebook	58.44
Council Snacks	40.24
Council Snacks	12.00
Hose adaptors	100.05
Card Fee	4.00
Card Fees	4.00
	1837.48

This List of Accounts Paid under Delegation 14 and covering vouchers and direct debits as above was submitted to each Member of the Council for the Ordinary Meeting of **21 June 2022**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

John Nuttall
Chief Executive Officer

Consultation:

Rhona Hawkins – Acting Finance and Administration Manager

Statutory Environment:

Financial Management Regulations and the Local Government Act 1995

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

Relevant Plans and Policy:

Nil

Financial Implications:

An appropriate allowance has been made in the current year's budget to fund and authorise expenditure.

Risk Assessment:

Nil

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

Nil

OFFICER'S RECOMMENDATION:

That the Accounts Listed

<i>Municipal Fund</i>	\$	1,103,779.94
<i>Trust Fund</i>	\$	240.00
<i>Mastercard</i>	\$	<u>1,837.48</u>
<i>Total</i>	\$	1,104,203.42

Be endorsed.

11.4.15 Statement of Financial Activity to 31 May 2022

File No:	4.0458
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Rhona Hawkins – Acting Finance & Admin Manager
Attachments:	11.4.15 – Statement of Financial Activity to 31 May 2022
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month a statement of financial activity which includes annual budget estimates, year to date budget estimates, actual amounts expenditure, revenue and income, material variances and net current assets.

Consultation:

Nil

Statutory Environment:

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

Relevant Plans and Policy:

Nil

Financial Implications:

The statement presented to Council is the most up to date information on its current financial position.

Risk Assessment:

Nil

Community & Strategic Objectives:

Governance and Leadership

Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

Nil

OFFICER'S RECOMMENDATION:

The Statement of Financial Activity for the month ending 31 May 2022 be endorsed.



SHIRE OF MT MARSHALL

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 31 May 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	3 - 5
Key Terms and Descriptions - Statutory Reporting Programs	6
Statement of Financial Activity by Program	7
Key Terms and Descriptions - Nature or Type Descriptions	8
Statement of Financial Activity by Nature or Type	9
Note 1 Adjusted Net Current Assets	10
Note 2 Cash and Financial Assets	11
Note 3 Receivables	12
Note 4 Other Current Assets	13
Note 5 Payables	14
Note 6 Rating Revenue	15
Note 7 Disposal of Assets	16
Note 8 Capital Acquisitions	17
Note 9 Borrowings	20
Note 10 Reserves	21
Note 11 Other Current Liabilities	22
Note 12 Operating Grants and Contributions	23
Note 13 Non-Operating Grants and Contributions	24
Note 14 Bonds & Deposits and Trust Fund	25
Note 15 Explanation of Material Variances	26
Note 16 Budget Amendments	27

THIS PAGE INTENTIONALLY LEFT BLANK

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	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Significant Projects					
Bencubbin Fire Shed - Capital	0%	605,164	605,164	0	605,164
Welbungin Fire Shed - Capital	1%	592,302	592,302	7,744	584,558
Bencubbin Hall Capital Works	34%	31,900	31,900	10,811	21,089
Beacon Hall/Community Centre Capital Expenditure	41%	72,758	72,758	29,835	42,923
Welbungin Hall - Capital	100%	40,000	40,000	40,000	0
Swimming Pool Redevelopment	20%	124,204	124,204	25,037	99,167
Bencubbin Community Recreation Centre Capital Expenditure	71%	62,500	62,500	44,640	17,860
Beacon Bowling Green Capital Expenditure	99%	145,000	132,913	144,240	(11,327)
Beacon Recreation Centre Capital Expenditure	13%	49,000	49,000	6,435	42,565
Beacon Workers Camp - Capital Expenditure	1%	205,000	205,000	1,403	203,597
Purchase of Plant	0%	25,000	25,000	0	25,000
Plant Purchases	102%	670,350	614,482	686,550	(72,068)
Purchase Vehicle - Admin	137%	137,000	137,000	187,509	(50,509)
Motor Vehicles Capital Expenditure	0%	43,000	43,000	0	43,000
Motor Vehicle Purchases	101%	87,000	79,750	87,614	(7,864)
Gilham Cooper Rd (SLK 0.00 to 3.00)	108%	91,000	83,391	97,921	(14,530)
Dalgouring Snake Soak Rd (SLK 5.05 to 8.05)	122%	88,000	80,641	107,256	(26,615)
Marindo North Rd (SLK 0.00 to 3.00)	12%	85,000	77,891	10,136	67,756
Wren Rd (SLK 1.20 to 3.20)	76%	58,000	53,130	44,102	9,028
Hiscox Rd (SLK 12.00 to 13.72)	16%	54,000	49,467	8,879	40,588
Koorda Bullfinch West (SLK 16.66 to 17.90)	115%	134,844	123,585	154,666	(31,081)
Koorda Bullfinch East (SLK 46.16 to 47.16)	87%	159,604	146,278	139,553	6,725
Scotsmans Rd (SLK 15.79 to 19.69)	96%	439,710	403,040	423,584	(20,544)
Bimbij Rd (SLK 7.93 to 11.08)	123%	93,699	85,888	115,096	(29,208)
Burakin Wialki Rd (SLK 28.14 to 29.80)	102%	52,141	47,795	52,986	(5,191)
Burakin Wialki Rd (SLK 46.19 to 47.83)	100%	51,206	46,937	51,286	(4,349)
Askew Rd (SLK 2.30 to 4.60)	117%	73,000	66,880	85,608	(18,728)
Cleary Gabbin Rd (SLK 6.63 to 8.72)	84%	67,000	61,391	56,462	4,929
Bencubbin Kununoppin Rd (SLK 0.00 to 3.00)	79%	85,000	77,880	67,368	10,512
Gabbin Trayning Rd (SLK 18.22 to 20.76)	79%	72,000	65,967	56,627	9,340
Mandiga Marindo Rd (SLK 21.62 to 23.62)	79%	65,000	59,565	51,178	8,387
Job Rd (SLK 8.34 to 9.34)	19%	30,000	27,467	5,816	21,651
Breakell Rd (SLK 16.00 to 17.50)	3%	47,000	43,054	1,314	41,740
Gillett Rd (SLK 31.39 to 36.26)	142%	129,000	118,239	182,940	(64,701)
Footpaths Construction	0%	85,000	85,000	0	85,000
Waddouring Dam	97%	160,000	160,000	155,234	4,766
Bencubbin Gazebo Area	13%	50,000	50,000	6,582	43,418
Botanical Garden Bridge	13%	20,000	20,000	2,640	17,360
Billyburning Reserve	88%	20,000	20,000	17,550	2,450
Grants, Subsidies and Contributions					
Operating Grants, Subsidies and Contributions	218%	1,769,917	1,761,604	3,858,950	2,097,346
Non-operating Grants, Subsidies and Contributions	27%	2,935,614	2,690,886	803,966	(1,886,920)
	99%	4,705,531	4,452,490	4,662,915	210,425
Rates Levied	100%	1,519,248	1,519,472	1,522,430	2,958

% Compares current ytd actuals to annual budget

Financial Position		Prior Year 31 May 2021	Current Year 31 May 2022
Adjusted Net Current Assets	-5018%	\$ 51,213	\$ 2,569,705
Cash and Equivalent - Unrestricted	317%	\$ 908,617	\$ 2,883,225
Cash and Equivalent - Restricted	55%	\$ 1,163,802	\$ 645,568
Receivables - Rates	63%	\$ 119,689	\$ 75,210
Receivables - Other	2529%	\$ 8,225	\$ 208,035
Payables	18%	\$ 548,778	\$ 97,031

% 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 31 May 2022
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.

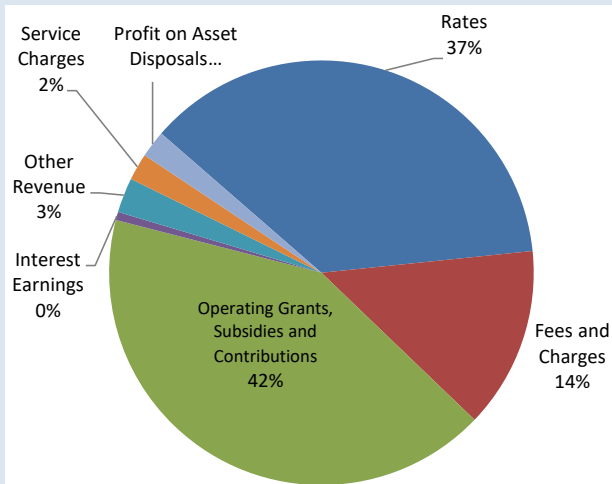
CRITICAL ACCOUNTING ESTIMATES

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.

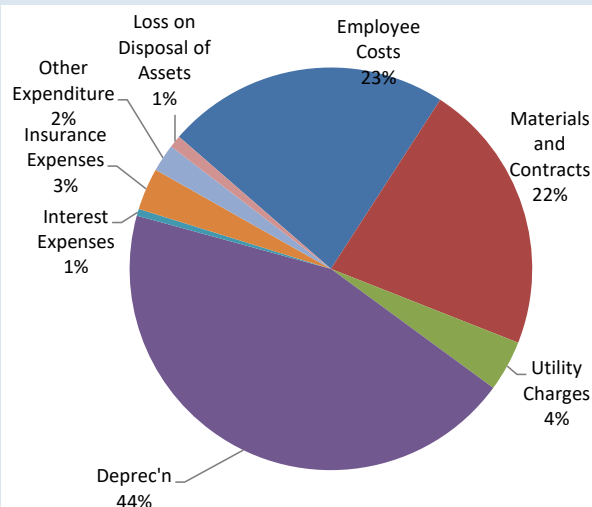
ROUNDING OFF FIGURES

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

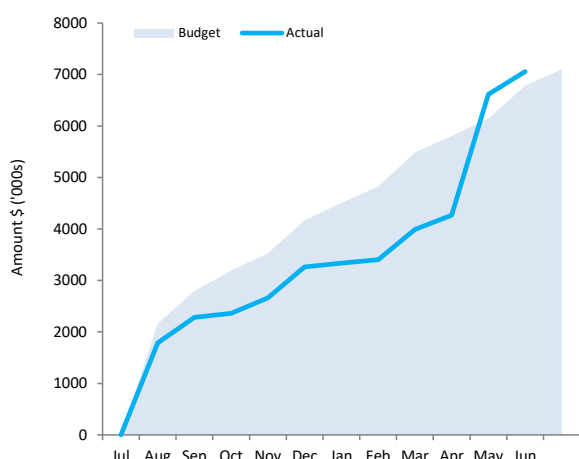
OPERATING REVENUE



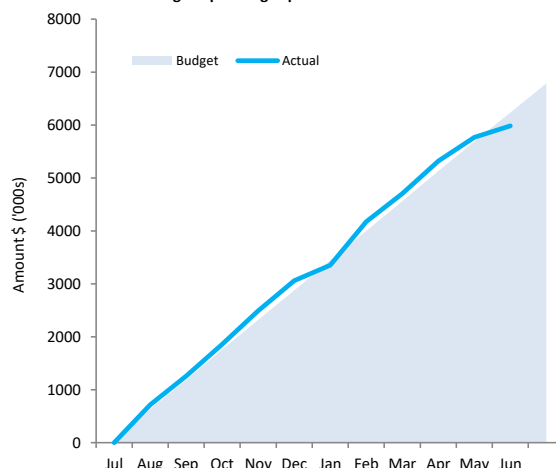
OPERATING EXPENSES



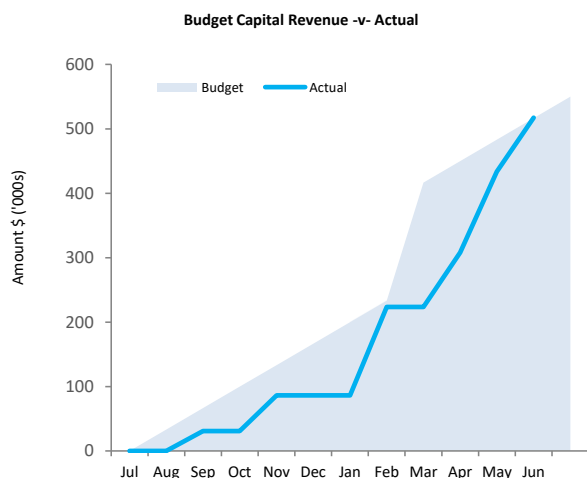
Budget Operating Revenues -v- Actual



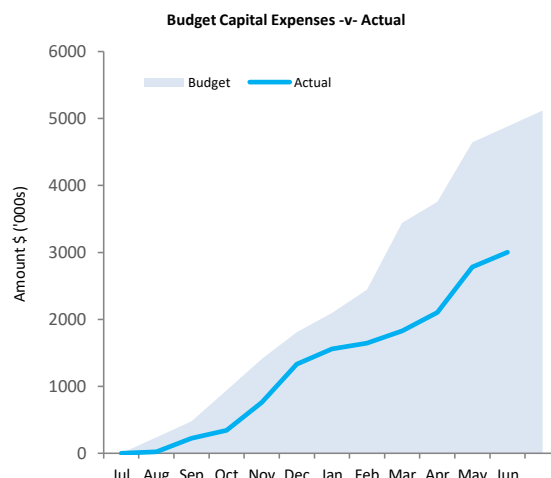
Budget Operating Expenses -v-YTD Actual



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 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 31 MAY 2022

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	1,503,656	1,722,013	1,722,013	1,722,013	0	0%		
Revenue from operating activities									
Governance		21,424	21,424	19,624	53,909	34,285	175%	▲	S
General Purpose Funding - Rates	6	1,519,248	1,519,248	1,520,847	1,522,430	1,583	0%	▲	
General Purpose Funding - Other		1,316,300	1,316,300	1,312,128	3,503,753	2,191,625	167%	▲	S
Law, Order and Public Safety		88,669	88,669	88,422	51,324	(37,098)	(42%)	▼	S
Health		9,100	9,100	8,338	1,187	(7,151)	(86%)	▼	
Education and Welfare		115,194	115,194	105,578	112,383	6,805	6%	▲	
Housing		145,500	145,500	133,353	127,570	(5,783)	(4%)	▼	
Community Amenities		161,679	161,679	155,770	100,523	(55,247)	(35%)	▼	S
Recreation and Culture		28,894	28,894	26,444	46,076	19,632	74%	▲	S
Transport		349,566	349,566	345,555	358,904	13,349	4%	▲	
Economic Services		370,381	370,381	334,532	247,356	(87,176)	(26%)	▼	S
Other Property and Services		42,500	42,500	38,929	44,196	5,267	14%	▲	
		4,168,455	4,168,455	4,089,520	6,169,612				
Expenditure from operating activities									
Governance		(461,857)	(461,857)	(426,669)	(426,148)	521	0%	▲	
General Purpose Funding		(81,414)	(81,414)	(74,613)	(58,604)	16,009	21%	▲	S
Law, Order and Public Safety		(274,021)	(274,021)	(250,976)	(205,147)	45,829	18%	▲	S
Health		(131,431)	(131,431)	(120,428)	(112,438)	7,990	7%	▲	
Education and Welfare		(364,560)	(364,560)	(333,982)	(288,328)	45,654	14%	▲	S
Housing		(260,562)	(260,562)	(238,436)	(244,606)	(6,170)	(3%)	▼	
Community Amenities		(373,531)	(373,531)	(344,325)	(261,994)	82,331	24%	▲	S
Recreation and Culture		(1,191,837)	(1,191,837)	(1,098,132)	(1,128,020)	(29,888)	(3%)	▼	
Transport		(3,060,557)	(3,060,557)	(2,805,352)	(2,395,046)	410,306	15%	▲	S
Economic Services		(569,230)	(569,230)	(521,411)	(471,409)	50,002	10%	▲	
Other Property and Services		(15,001)	(15,001)	(20,838)	(392,082)	(371,244)	(1782%)	▼	S
		(6,784,001)	(6,784,001)	(6,235,162)	(5,983,823)				
Operating activities excluded from budget									
Add back Depreciation		2,906,935	2,906,935	2,664,464	2,643,947	(20,517)	(1%)	▼	
Adjust (Profit)/Loss on Asset Disposal	7	105,000	105,000	96,239	(25,452)	(121,691)	(126%)	▼	S
Movement in Leave Reserve (Added Back)		776	776	776	205	(571)	(74%)	▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Fair value adjustments to financial assets at fair value		0	0	0	0	0			
through profit or loss		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		397,166	397,166	615,837	2,804,489				
Investing Activities									
Non-operating Grants, Subsidies and Contributions	13	2,935,614	2,935,614	2,690,886	803,966	(1,886,920)	(70%)	▼	S
Proceeds from Disposal of Assets	7	390,000	390,000	357,478	423,798	66,320	19%	▲	S
Land Held for Resale	8	0	0	0	0	0			
Land and Buildings	8	(1,937,924)	(1,937,924)	(1,921,277)	(339,355)	1,581,922	82%	▲	S
Plant and Equipment	8	(695,350)	(695,350)	(639,482)	(686,550)	(47,068)	(7%)	▼	
Motor Vehicles	8	(267,000)	(267,000)	(259,750)	(275,122)	(15,372)	(6%)	▼	
Furniture and Equipment	8	0	0	0	0	0			
Infrastructure Assets - Roads	8	(1,875,204)	(1,875,204)	(1,718,486)	(1,719,140)	(654)	(0%)	▼	
Infrastructure Assets - Footpaths	8	(85,000)	(85,000)	(85,000)	0	85,000	100%	▲	S
Infrastructure Assets - Parks & Ovals	8	(250,000)	(250,000)	(250,000)	(182,006)	67,994	27%	▲	S
Infrastructure Assets - Playground Equipmant	8	0	0	0	0	0			
Infrastructure Assets - Airports	8	0	0	0	(642)	(642)		▼	
Infrastructure Assets - Other	8	(124,204)	(124,204)	(124,204)	(25,037)	99,167	80%	▲	S
Amount attributable to investing activities		(1,909,068)	(1,909,068)	(1,949,835)	(2,000,088)				
Financing Activities									
Proceeds from New Debentures	9	150,000	150,000	150,000	0	(150,000)	(100%)	▼	S
Repayment of Debentures	9	(46,458)	(46,458)	(45,628)	(46,458)	(830)	(2%)	▼	
Repayment of Lease Financing	9	(10,932)	(10,932)	(10,010)	(2,276)	7,734	77%	▲	
Advances to Community Groups		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		9,894	9,894	9,064	9,894	830	9%	▲	
Transfer to Restricted Cash - Other		0	0	0	0	0			
Transfer from Restricted Cash - Other		0	0	0	0	0			
Transfer from Reserves	10	0	0	0	0	0			
Transfer to Reserves	10	(94,258)	(94,258)	(86,350)	(1,322)	85,028	98%	▲	S
Amount attributable to financing activities		8,246	8,246	17,076	(40,162)				
Closing Funding Surplus(Deficit)	1	0	218,356	405,090	2,486,252				

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 2021/22 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 31 MAY 2022

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 31 MAY 2022

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	\$ 1,503,656	\$ 1,722,013	\$ 1,722,013	\$ 1,722,013	\$ 0	0%		
Revenue from operating activities									
Rates	6	1,519,248	1,519,248	1,519,472	1,522,430	2,958	0%	▲	
Operating Grants, Subsidies and Contributions	12	1,769,917	1,769,917	1,761,604	3,858,950	2,097,346	119%	▲	\$
Fees and Charges		717,422	717,422	660,164	568,513	(91,651)	(14%)	▼	\$
Service Charges		0	0	0	0	0			
Interest Earnings		30,144	30,144	27,599	25,748	(1,851)	(7%)	▼	
Other Revenue		87,724	87,724	80,355	109,438	29,083	36%	▲	\$
Profit on Disposal of Assets	7	44,000	44,000	40,326	84,534	44,208	110%	▲	\$
Gain FV Valuation of Assets		0	0	0	0	0			
		4,168,455	4,168,455	4,089,520	6,169,612				
Expenditure from operating activities									
Employee Costs		(1,739,249)	(1,739,249)	(1,597,662)	(1,361,241)	236,421	15%	▲	\$
Materials and Contracts		(1,530,935)	(1,530,935)	(1,415,118)	(1,306,868)	108,250	8%	▲	
Utility Charges		(115,900)	(115,900)	(105,963)	(244,875)	(138,912)	(131%)	▼	\$
Depreciation on Non-Current Assets		(2,906,935)	(2,906,935)	(2,664,464)	(2,643,947)	20,517	1%	▲	
Interest Expenses		(40,059)	(40,059)	(36,697)	(33,250)	3,447	9%	▲	
Insurance Expenses		(164,403)	(164,403)	(152,688)	(202,004)	(49,316)	(32%)	▼	\$
Other Expenditure		(137,520)	(137,520)	(126,005)	(132,557)	(6,552)	(5%)	▼	
Loss on Disposal of Assets	7	(149,000)	(149,000)	(136,565)	(59,082)	77,483	57%	▲	\$
Loss FV Valuation of Assets		0	0	0	0	0			
		(6,784,001)	(6,784,001)	(6,235,162)	(5,983,823)				
Operating activities excluded from budget									
Add back Depreciation		2,906,935	2,906,935	2,664,464	2,643,947	(20,517)	(1%)	▼	
Adjust (Profit)/Loss on Asset Disposal	7	105,000	105,000	96,239	(25,452)	(121,691)	(126%)	▼	\$
Movement in Leave Reserve (Added Back)		776	776	776	205	(571)	(74%)	▼	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	0	0			
Fair value adjustments to financial assets at fair value through profit or loss		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		397,166	397,166	615,837	2,804,489				
Investing activities									
Non-Operating Grants, Subsidies and Contributions	13	2,935,614	2,935,614	2,690,886	803,966	(1,886,920)	(70%)	▼	\$
Proceeds from Disposal of Assets	7	390,000	390,000	357,478	423,798	66,320	19%	▲	\$
Land Held for Resale	8	0	0	0	0	0			
Land and Buildings	8	(1,937,924)	(1,937,924)	(1,921,277)	(339,355)	1,581,922	82%	▲	\$
Plant and Equipment	8	(695,350)	(695,350)	(639,482)	(686,550)	(47,068)	(7%)	▼	
Motor Vehicles	8	(267,000)	(267,000)	(259,750)	(275,122)	(15,372)	(6%)	▼	
Furniture and Equipment	8	0	0	0	0	0			
Infrastructure Assets - Roads	8	(1,875,204)	(1,875,204)	(1,718,486)	(1,719,140)	(654)	(0%)	▼	
Infrastructure Assets - Footpaths	8	(85,000)	(85,000)	(85,000)	0	85,000	100%	▲	\$
Infrastructure Assets - Parks & Ovals	8	(250,000)	(250,000)	(250,000)	(182,006)	67,994	27%	▲	\$
Infrastructure Assets - Playground Equipment	8	0	0	0	0	0			
Infrastructure Assets - Airports	8	0	0	0	(642)	(642)		▼	
Infrastructure Assets - Other	8	(124,204)	(124,204)	(124,204)	(25,037)	99,167	80%	▲	\$
Amount attributable to investing activities		(1,909,068)	(1,909,068)	(1,949,835)	(2,000,088)				
Financing Activities									
Proceeds from New Debentures		150,000	150,000	150,000	0	(150,000)	(100%)	▼	\$
Repayment of Debentures	9	(46,458)	(46,458)	(45,628)	(46,458)	(830)	(2%)	▼	
Repayment of Lease Financing	9	(10,932)	(10,932)	(10,010)	(2,276)	7,734	77%	▲	
Advances to Community Groups		0	0	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal	9	9,894	9,894	9,064	9,894	830	9%	▲	
Transfer to Restricted Cash - Other		0	0	0	0	0			
Transfer from Restricted Cash - Other		0	0	0	0	0			
Transfer from Reserves	10	0	0	0	0	0			
Transfer to Reserves	10	(94,258)	(94,258)	(86,350)	(1,322)	85,028	98%	▲	\$
Amount attributable to financing activities		8,246	8,246	17,076	(40,162)				
Closing Funding Surplus (Deficit)	1	0	218,356	405,090	2,486,252				

▲ ▼ 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 2021/22 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

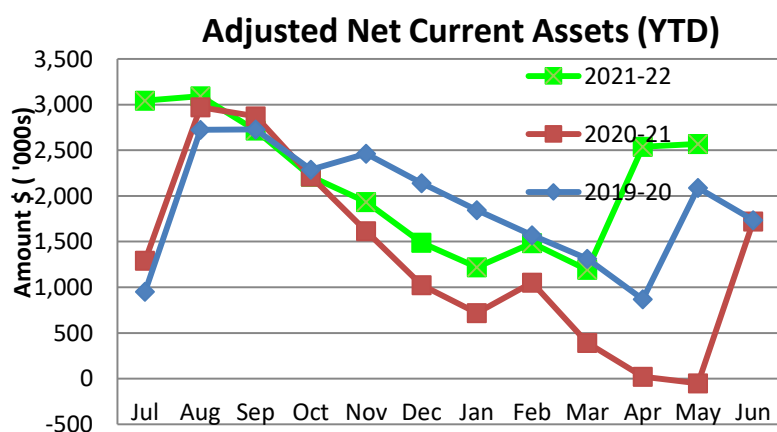
Adjusted Net Current Assets	Note	Last Years Closing 30/06/2021	This Time Last Year 31/05/2021	Year to Date Actual 31/05/2022
		\$	\$	\$
Current Assets				
Cash Unrestricted	2	1,969,767	908,617	2,883,225
Cash Restricted - Reserves	2	644,246	1,163,802	645,568
Cash Restricted - General	2	0	0	0
Cash Restricted - Bonds & Deposits	2	13,905	13,694	9,385
Receivables - Rates	3	121,511	119,689	75,210
Receivables - Other	3	262,946	8,225	208,035
Inventories	4	5,582	35,154	58,754
		3,017,956	2,249,180	3,880,176
Less: Current Liabilities				
Payables	5	(503,422)	(548,778)	(97,031)
Contract Liabilities	11	(17,418)	(424,808)	(451,636)
Bonds & Deposits	14	(13,905)	(13,694)	(9,385)
Loan and Lease Liability	9	(57,391)	(8,295)	2,276
Provisions	11	(207,109)	(249,325)	(207,109)
		(799,246)	(1,244,900)	(762,885)
Less: Cash Reserves	10	(644,246)	(1,163,802)	(645,568)
Add Back: Component of Leave Liability not Required to be funded		100,051	100,014	100,257
Add Back: Loan and Lease Liability		57,391	8,295	(2,276)
Less : Loan Receivable - clubs/institutions		(9,894)	0	0
Net Current Funding Position		1,722,013	(51,213)	2,569,705

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)

\$2.57 M

Last Year YTD

Surplus(Deficit)

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

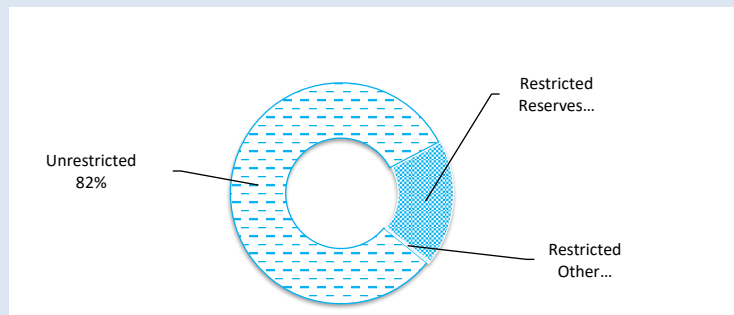
	Unrestricted	Restricted Reserves	Restricted Muni	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Cash Floats	300			300	Cash on Hand	Nil	On Hand
At Call Deposits							
Municipal Cash at Bank	2,842,925			2,842,925	Bendigo	0.35%	Ongoing
Little Bees of Bencubbin - Bendigo Bank Account	0			0	Bendigo	0.00%	Ongoing
Bendigo Bank ATM Float Account	14,778			14,778	Bendigo	0.00%	Ongoing
DC: ATM Float	25,222			25,222	ATM Cash Float	Nil	On Hand
Bonds & Deposits Held in Municipal Bank			9,468	9,468	Bendigo	0.00%	Ongoing
Term Deposits							
Cash at Bank Reserve Funds		645,568		645,568	Bendigo	0.10%	31/01/22
Investments							
Total	2,883,225	645,568	9,468	3,538,261			

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.

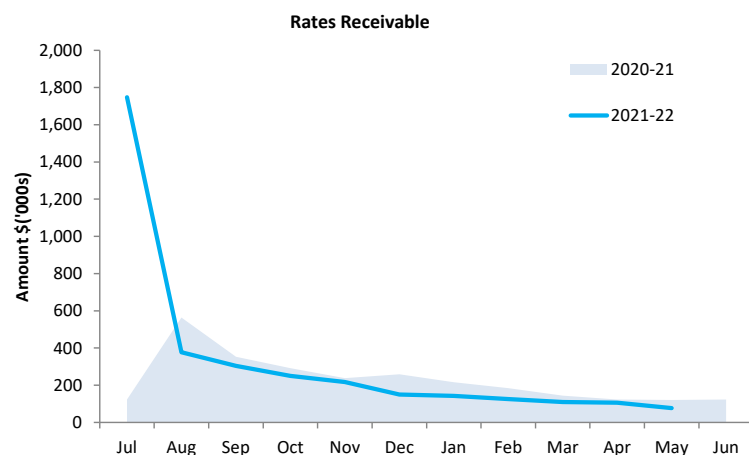


Total Cash	Restricted
\$3.54 M	\$0.65 M

Receivables - Rates & Rubbish	30 June 2021	31 May 22
	\$	\$
Opening Arrears Previous Years	124,969	123,248
Levied this year	1,499,241	1,535,384
Less Collections to date	(1,500,963)	(1,581,685)
Equals Current Outstanding	123,248	76,948
Net Rates Collectable	123,248	76,948
% Collected	92.41%	95.36%

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

95%

Rates Due

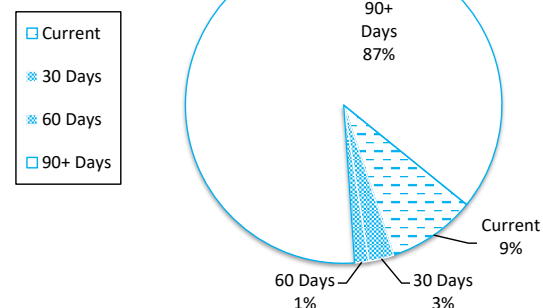
\$76,948

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	8,778	2,502	1,394	84,321	96,995
Percentage	9%	3%	1%	87%	
Balance per Trial Balance					
Sundry Debtors					106,082
Receivables - Other					101,952
Total Receivables General Outstanding					208,035
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.

Accounts Receivable (non-rates)



Debtors Due

\$208,035

Over 30 Days

91%

Over 90 Days

87%

	Opening Balance 1 Jul 2021	Asset Increase	Asset Reduction	Closing Balance 31 May 2022
Other Current Assets	\$	\$	\$	\$
Other Financial Assets at Amortised Cost				
Financial assets at amortised cost - self supporting loans	9,894	0	(9,894)	0
Inventory				
Fuel, Visitor and Rec Centres stock on hand	5,582	53,171	0	58,754
Accrued income and prepayments				
Accrued income and prepayments	14,551	0	(13,110)	1,441
Contract assets				
Contract assets	155,001	0	(155,001)	0
Total Other Current assets				60,194
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

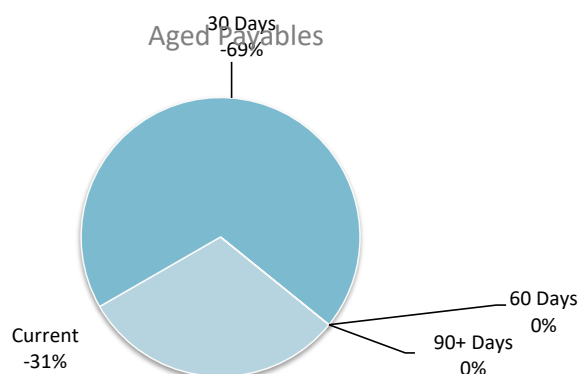
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

Payables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Payables (Sundry Creditors) - General	(112)	(251)	0	0	(363)
Percentage	30.9%	69.1%	0%	0%	
Balance per Trial Balance					
Sundry creditors - General					(393)
Other creditors					264
Accrued salaries and wages					(276)
ATO liabilities					77,323
Other accruals/payables					20,113
Total Payables General Outstanding					97,031
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.

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



Creditors Due

\$97,031

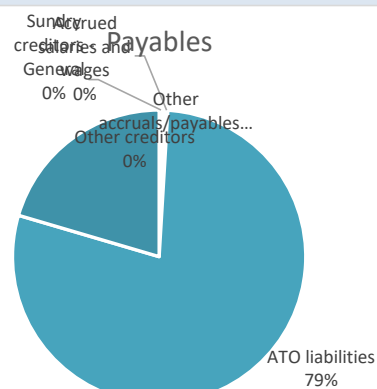
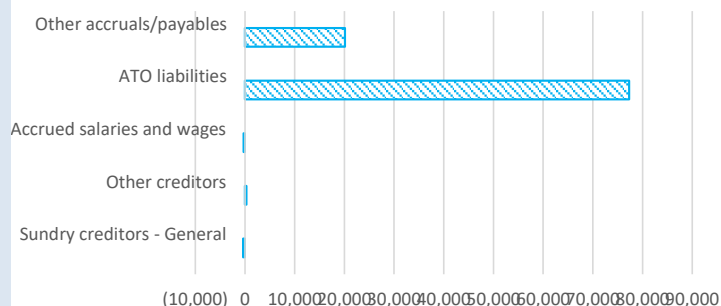
Over 30 Days

69%

Over 90 Days

0%

Payables



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	0.136363	107	573,680	78,229	0	0	78,229	78,229	723.50	0	78,952
UV	0.017946	304	78,519,080	1,409,103	0	0	1,409,103	1,409,103	347.26	0	1,409,451
Mining	0.017946	2	72,875	1,308	0	0	1,308	1,308	2,453.08	0	3,761
Sub-Totals		413	79,165,635	1,488,640	0	0	1,488,640	1,488,640	3,524	0	1,492,164
Minimum Rate											
	\$										
GRV	428	38	28,131	16,264	0	0	16,264	16,264	0	0	16,264
UV	428	24	157,339	10,272	0	0	10,272	10,272	0	0	10,272
Mining	428	16	78,204	6,848	0	0	6,848	6,848	0	0	6,848
Sub-Totals		78	263,674	33,384	0	0	33,384	33,384	0	0	33,384
		491	79,429,309	1,522,024	0	0	1,522,024	1,522,023.99	3,524	0	1,525,548
Discounts							(54,000)				(54,821)
Rates Written Off							(1,500)				(1,319)
Amount from General Rates							1,466,524				1,469,407
Ex-Gratia Rates							17,275				17,534
Movement in Excess Rates							0				0
Specified Area Rates							35,449				35,489
Total Rates							1,519,248				1,522,430

SHIRE OF MT MARSHALL

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

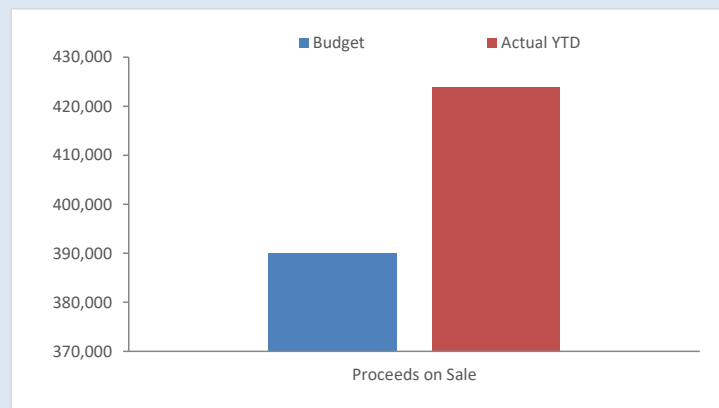
FOR THE PERIOD ENDED 31 MAY 2022

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)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land and Buildings								
B09014	Bldg - Lot 87 (8) Dunne St, Beacon - Dwelling	67,000	50,000		(17,000)				
L09024	Land - Lot 87 (8) Dunne Street, Beacon	12,000	0		(12,000)				
L09019	Land - Lot 233 (7) Baxter Street, Bencubbin					10,000	7,472		(2,528)
	Plant and Equipment								
0046	Toyota Prado 2020	50,000	50,000			56,314	59,091	2,777	
0050	2021 Toyota Landcruiser 200 Glx Mm00	80,000	80,000			64,965	88,181	23,216	
0038	Isuzu D Max 2019	27,000	20,000		(7,000)	25,573	32,727	7,155	
0026	Ford Ranger Xls Dual Cab	31,000	30,000		(1,000)	30,523	27,273		(3,251)
0021	2017 Mitsubishi Mq Triton Glx Mm178	17,000	10,000		(7,000)	16,129	15,455		(675)
P12101	2012 Volvo G930 Motor Grader	150,000	50,000		(100,000)	137,046	84,418		(52,629)
0007	Side Tipper Trailer	25,000	20,000		(5,000)	24,913	31,000	6,087	
P12062	2008 Hino Fs1Elkd T/A Tip Truck	36,000	80,000	44,000		32,883	78,182	45,299	
		495,000	390,000	44,000	(149,000)	398,346	423,798	84,534	(59,082)

KEY INFORMATION



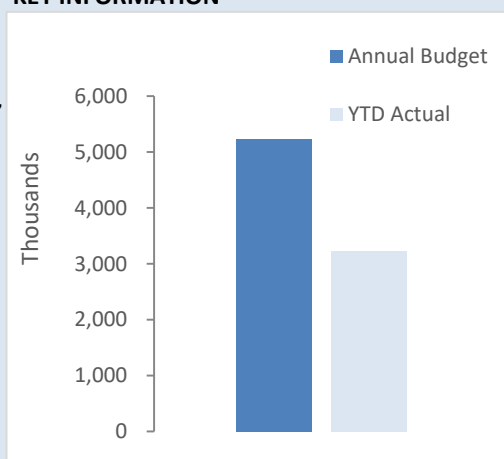
Proceeds on Sale

Budget	YTD Actual	%
\$390,000	\$423,798	109%

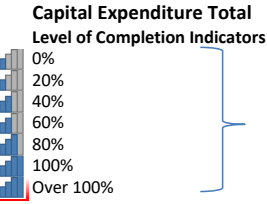
Capital Acquisitions	Adopted Annual Budget	Amended		YTD Actual Total	YTD Budget Variance
		YTD Budget	Annual Budget		
	\$	\$	\$	\$	\$
Land Held for Resale	0	0	0	0	0
Land and Buildings	1,937,924	1,921,277	1,937,924	339,355	(1,581,922)
Plant and Equipment	695,350	639,482	695,350	686,550	47,068
Motor Vehicles	267,000	259,750	267,000	275,122	15,372
Furniture and Equipment	0	0	0	0	0
Infrastructure Assets - Roads	1,875,204	1,718,486	1,875,204	1,719,140	654
Infrastructure Assets - Footpaths	85,000	85,000	85,000	0	(85,000)
Infrastructure Assets - Parks & Ovals	250,000	250,000	250,000	182,006	(67,994)
Infrastructure Assets - Playground Equipmen	0	0	0	0	0
Infrastructure Assets - Airports	0	0	0	642	642
Infrastructure Assets - Other	124,204	124,204	124,204	25,037	(99,167)
Capital Expenditure Totals	5,234,682	4,998,199	5,234,682	3,227,852	(1,770,347)
Capital acquisitions funded by:					
	\$	\$	\$	\$	\$
Capital Grants and Contributions	2,935,614	2,690,886	2,935,614	803,966	(1,886,920)
Borrowings	150,000	150,000	150,000	0	(150,000)
Other (Disposals & C/Fwd)	390,000	357,478	390,000	423,798	66,320
Council contribution - Cash Backed Reserves					
Various Reserves		0	0	0	0
Council contribution - operations		1,799,835	1,759,068	2,000,088	200,253
Capital Funding Total		4,998,199	5,234,682	3,227,852	(1,770,347)

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
	\$5.23 M	\$3.23 M	62%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$2.94 M	\$0.8 M	27%

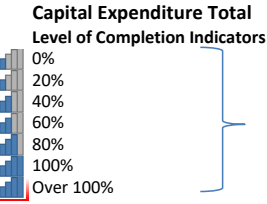


Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

% 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
						\$	\$	\$	\$	\$	\$	\$
Buildings												
Law Order & Public Safety												
Bencubbin Fire Shed - Capital				0513001	9233	BC0501	(605,164)	(605,164)	(605,164)	0	(605,164)	605,164
Welbungin Fire Shed - Capital				0513001	9233	BC0502	(592,302)	(592,302)	(592,302)	(7,744)	(592,302)	584,558
Total - Law Order & Public Safety							(1,197,466)	(1,197,466)	(1,197,466)	(7,744)	(1,197,466)	1,189,722
Other Health												
Total - Other Health							0	0	0	0	0	0
Housing												
93B Monger St, Bencubbin				0913041	9233	BC0904	(5,000)	(5,000)	(5,000)	(5,170)	(5,000)	(170)
97A Monger St, Bencubbin				0913041	9233	BC0905	(3,250)	(3,250)	(3,250)	0	(3,250)	3,250
97B Monger St, Bencubbin				0913041	9233	BC0906	(3,250)	(3,250)	(3,250)	0	(3,250)	3,250
Lot 156 Brown St, Bencubbin - Capital Expenditure				0933041	9233	BC0913	(7,800)	(7,800)	(7,800)	(6,600)	(7,800)	1,200
Lot 161 Brown Street, Bencubbin Capital Works				0933041	9233	BC0914	(11,000)	(11,000)	(11,000)	(2,244)	(11,000)	8,756
Lot 247 Brown St, Bencubbin - Capital Expenditure				0933041	9233	BC0915	(18,000)	(18,000)	(16,500)	0	(18,000)	16,500
Lot 248 Brown Street Bencubbin Capital Works				0933041	9233	BC0916	0	0	0	(9,900)	0	(9,900)
Lot 5 Hammond Street, Bencubbin - Capital Expenditure				0913041	9233	BC0919	(25,000)	(25,000)	(25,000)	0	(25,000)	25,000
Lot 28 Rowlands St Beacon Capital Works				0933041	9233	BC0930	(6,500)	(6,500)	(5,951)	0	(6,500)	5,951
Total - Housing							(79,800)	(79,800)	(77,751)	(23,914)	(79,800)	53,837
Community Amenities												
Cemetery & Memorial Works				1043001	9233	8549	(5,000)	(5,000)	(5,000)	(2,796)	(5,000)	2,204
Total - Community Amenities							(5,000)	(5,000)	(5,000)	(2,796)	(5,000)	2,204
Recreation And Culture												
Bencubbin Hall Capital Works				1113041	9233	BC1101	(31,900)	(31,900)	(31,900)	(10,811)	(31,900)	21,089
Beacon Hall/Community Centre Capital Expenditure				1113041	9233	BC1102	(72,758)	(72,758)	(72,758)	(29,835)	(72,758)	42,923
Welbungin Hall - Capital				1113041	9233	BC1104	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	0
Sturt Pea House Improvements				1113044	9233		(13,000)	(13,000)	(13,000)	(23,700)	(13,000)	(10,700)
Bencubbin Community Recreation Centre Capital Expenditure				1193041	9233	8275	(62,500)	(62,500)	(62,500)	(44,640)	(62,500)	17,860
Beacon Bowling Green Capital Expenditure				1193041	9233	8459	(145,000)	(145,000)	(132,913)	(144,240)	(145,000)	(11,327)
Beacon Recreation Centre Capital Expenditure				1193041	9233	8559	(49,000)	(49,000)	(49,000)	(6,435)	(49,000)	42,565
Wialki Golf Club Capital Expenditure				1193041	9233	9997	(20,000)	(20,000)	(18,326)	0	(20,000)	18,326
Total - Recreation And Culture							(434,158)	(434,158)	(420,397)	(299,661)	(434,158)	120,736
Economic Services												
Sandalwood Shops Capital Expenditure				1353041	9233	8193	(10,000)	(10,000)	(9,163)	(324)	(10,000)	8,839
Lot 167 (12) Collins St, Bencubbin				1323001	9233	BC1302	(6,500)	(6,500)	(6,500)	(2,171)	(6,500)	4,329
Lot 166 (10) Collins St, Bencubbin				1323001	9233	BC1301	0	0	0	(139)	0	(139)
Beacon Workers Camp - Capital Expenditure				1389000	9233		(205,000)	(205,000)	(205,000)	(1,403)	(205,000)	203,597
Total - Economic Services							(221,500)	(221,500)	(220,663)	(4,037)	(221,500)	216,626
Other Property & Services												
Beacon Community Bus Shed				1433001	9233	BC1401	0	0	0	(1,204)	0	(1,204)
Total - Other Property & Services							0	0	0	(1,204)	0	(1,204)
Total - Buildings							(1,937,924)	(1,937,924)	(1,921,277)	(339,355)	(1,937,924)	1,581,922
Plant & Equipment												
Recreation & Culture												
Purchase of Plant				1113045	9239		(25,000)	(25,000)	(25,000)	0	(25,000)	25,000
Total - Recreation & Culture							(25,000)	(25,000)	(25,000)	0	(25,000)	25,000
Transport												
Plant Purchases				1223041	9239		(670,350)	(670,350)	(614,482)	(686,550)	(670,350)	(72,068)
Total - Transport							(670,350)	(670,350)	(614,482)	(686,550)	(670,350)	(72,068)
Total - Plant & Equipment							(695,350)	(695,350)	(639,482)	(686,550)	(695,350)	(47,068)
Motor Vehicles												
Governance												
Purchase Vehicle - Admin				0423031	9237		(137,000)	(137,000)	(137,000)	(187,509)	(137,000)	(50,509)
Total - Governance							(137,000)	(137,000)	(137,000)	(187,509)	(137,000)	(50,509)
Community Amenities												
Motor Vehicles Capital Expenditure				0843042	9237		(43,000)	(43,000)	(43,000)	0	(43,000)	43,000
Total - Community Amenities							(43,000)	(43,000)	(43,000)	0	(43,000)	43,000
Transport												
Motor Vehicle Purchases				1223042	9237		(87,000)	(87,000)	(79,750)	(87,614)	(87,000)	(7,864)
Total - Transport							(87,000)	(87,000)	(79,750)	(87,614)	(87,000)	(7,864)
Total - Motor Vehicles							(224,000)	(224,000)	(216,750)	(275,122)	(224,000)	(58,372)
Infrastructure - Roads												
Transport												
Gilham Cooper Rd (SLK 0.00 to 3.00)				1223051	9243	RCC045	(91,000)	(91,000)	(83,391)	(97,921)	(91,000)	(14,530)
Dalgouring Snake Soak Rd (SLK 5.05 to 8.05)				1223051	9243	RCC046	(88,000)	(88,000)	(80,641)	(107,256)	(88,000)	(26,615)
Marindo North Rd (SLK 0.00 to 3.00)				1223051	9243	RCC047	(85,000)	(85,000)	(77,891)	(10,136)	(85,000)	67,756
Wren Rd (SLK 1.20 to 3.20)				1223051	9243	RCC048	(58,000)	(58,000)	(53,130)	(44,102)	(58,000)	9,028
Hiscox Rd (SLK 12.00 to 13.72)				1223051	9243	RCC049	(54,000)	(54,000)	(49,467)	(8,879)	(54,000)	40,588
Koorda Bullfinch West (SLK 16.66 to 17.90)				1223031	9243	RRG018	(134,844)	(134,844)	(123,585)	(154,666)	(134,844)	(31,081)
Koorda Bullfinch East (SLK 46.16 to 47.16)				1223031	9243	RRG019	(159,604)	(159,604)	(146,278)	(139,553)	(159,604)	6,725
Scotsmans Rd (SLK 15.79 to 19.69)				1223031	9243	RRG020	(439,710)	(439,710)	(403,040)	(423,584)	(439,710)	(20,544)
Bimbijy Rd (SLK 7.93 to 11.08)				1223031	9243	RRG021	(93,699)	(93,699)	(85,888)	(115,096)	(93,699)	(29,208)
Burakin Wialki Rd (SLK 28.14 to 29.80)				1223031	9243	RRG022	(52,141)	(52,141)	(47,795)	(52,986)	(52,141)	(5,191)
Burakin Wialki Rd (SLK 46.19 to 47.83)				1223031	9243	RRG023	(51,206)	(51,206)	(46,937)	(51,286)	(51,206)	(4,349)
Askew Rd (SLK 2.30 to 4.60)				1223021	9243	R2R055	(73,000)	(73,000)	(66,880)	(85,608)	(73,000)	(18,728)
Cleary Gabbin Rd (SLK 6.63 to 8.72)				1223021	9243	R2R056	(67,000)	(67,000)	(61,391)	(56,462)	(67,000)	4,929
Bencubbin Kununoppin Rd (SLK 0.00 to 3.00)				1223021	9243	R2R057	(85,000)	(85,000)	(77,880)	(67,368)	(85,000)	10,512
Gabbin Trayning Rd (SLK 18.22 to 20.76)				1223021	9243	R2R058	(72,000)	(72,000)	(65,967)	(56,627)	(72,000)	9,340
Mandiga Marindo Rd (SLK 21.62 to 23.62)				1223021	9243	R2R059	(65,000)	(65,000)	(59,565)	(51,178)	(65,000)	8,387



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
					\$	\$	\$	\$	\$	\$
0.19	Job Rd (SLK 8.34 to 9.34)	1223021	9243	R2R060	(30,000)	(30,000)	(27,467)	(5,816)	(30,000)	21,651
0.03	Breakell Rd (SLK 16.00 to 17.50)	1223021	9243	R2R061	(47,000)	(47,000)	(43,054)	(1,314)	(47,000)	41,740
1.42	Gillett Rd (SLK 31.39 to 36.26)	1223021	9243	R2R062	(129,000)	(129,000)	(118,239)	(182,940)	(129,000)	(64,701)
1.00	Ingleton Road	1223021	9243	8002	0	0	0	(600)	0	(600)
1.00	SCOTSMAN RD R2R4	1223021	9243	8507	0	0	0	(1,270)	0	(1,270)
1.00	East Boundary Road SLK 0.00 to 1.50 Gravel sheeting (R2R4)	1223021	9243	8528	0	0	0	(824)	0	(824)
1.00	WELBUNGIN/WIALKI RD AND DALGOURING SNAKE RD INTERSECTIC	1223011	9243	8173	0	0	0	(1,476)	0	(1,476)
1.00	Mouroubra Road	1223031	9243	8003	0	0	0	(2,196)	0	(2,196)
Total - Transport					(1,875,204)	(1,875,204)	(1,718,486)	(1,719,140)	(1,875,204)	(654)
0.92	Total - Infrastructure - Roads				(1,875,204)	(1,875,204)	(1,718,486)	(1,719,140)	(1,875,204)	(654)
Infrastructure - Footpaths										
Transport										
0.00	Footpaths Construction	1223055	9245	8552	(85,000)	(85,000)	(85,000)	0	(85,000)	85,000
Total - Transport					(85,000)	(85,000)	(85,000)	0	(85,000)	85,000
0.00	Total - Infrastructure - Footpaths				(85,000)	(85,000)	(85,000)	0	(85,000)	85,000
Infrastructure - Parks & Ovals										
Recreation & Culture										
0.97	Waddouring Dam	1183050	9249	PC001	(160,000)	(160,000)	(160,000)	(155,234)	(160,000)	4,766
0.13	Bencubbin Gazebo Area	1183050	9249	PC003	(50,000)	(50,000)	(50,000)	(6,582)	(50,000)	43,418
0.13	Botanical Garden Bridge	1183050	9249	PC004	(20,000)	(20,000)	(20,000)	(2,640)	(20,000)	17,360
0.88	Billyburning Reserve	1183050	9249	PC005	(20,000)	(20,000)	(20,000)	(17,550)	(20,000)	2,450
Total - Recreation & Culture					(250,000)	(250,000)	(250,000)	(182,006)	(250,000)	67,994
0.73	Total - Infrastructure - Parks & Ovals				(250,000)	(250,000)	(250,000)	(182,006)	(250,000)	67,994
Infrastructure - Other										
Recreation And Culture										
0.20	Swimming Pool Redevelopment	1123050	9253	8188	(124,204)	(124,204)	(124,204)	(25,037)	(124,204)	99,167
Total - Recreation And Culture					(124,204)	(124,204)	(124,204)	(25,037)	(124,204)	99,167
Transport										
1.00	Beacon Airstrip Upgrade	1253001	9259		0	0	0	(642)	0	(642)
Total - Transport					0	0	0	(642)	0	(642)
0.21	Total - Infrastructure - Other				(124,204)	(124,204)	(124,204)	(25,679)	(124,204)	98,525
0.59	Grand Total				(5,191,682)	(4,967,682)	(4,738,449)	(2,952,730)	(4,967,682)	1,785,719

(a) Information on Loan Debenture Borrowings

Particulars/Purpose	01 Jul 2021	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
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture													
Loan 120 - Bencubbin Multipurpose Complex Redevelopm	370,288.17	0	0	0	17,120.62	17,121	17,121	353,167.55	353,168	353,168	11,600	14,093	14,093
Loan 121 - Bencubbin Multipurpose Complex Redevelopm	420,532.98	0	0	0	19,443.74	19,444	19,444	401,089.24	401,089	401,089	13,174	16,005	16,005
Loan 123 - Beacon Camp Kitchen	0.00	0	150,000	150,000	0.00	0	0	0.00	150,000	150,000	0	0	0
	790,821.15	0	150,000	150,000	36,564.36	36,564	36,564	754,256.79	904,257	904,257	24,774	30,098	30,098
Self supporting loans													
Recreation and Culture													
Loan 122 - Bencubbin Multipurpose Complex Redevelopm	213,989.90	0	0	0	9,894.03	9,894	9,894	204,095.87	204,096	204,096	6,704	8,144	8,144
	213,989.90	0	0	0	9,894.03	9,894	9,894	204,095.87	204,096	204,096	6,704	8,144	8,144
Total	1,004,811.05	0	150,000	150,000	46,458.39	46,458	46,458	958,352.66	1,108,353	1,108,353	31,478	38,242	38,242
Current loan borrowings	46,458.39							0.00					
Non-current loan borrowings	958,352.66							958,352.66					
	1,004,811.05							958,352.66					

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

(b) Information on Financing

Particulars/Purpose	01 Jul 2021	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	6,109	0	0	0	2,275.63	2,259	2,259	3,833.73	3,851	3,851	89	86	86
Community Amenities													
Lease 2 - Bencubbin Landfill Site	40,456	0	0	0	0.00	4,337	4,337	40,456.00	36,119	36,119	0	865	865
Lease 2 - Beacon Landfill Site	40,456	0	0	0	0.00	4,337	4,337	40,456.00	36,119	36,119	0	865	865
	87,021	0	0	0	2,275.63	10,932	10,932	84,745.73	76,089	76,089	89	1,817	1,817
Total	87,021	0	0	0	2,275.63	10,932	10,932	84,745.73	76,089	76,089	89	1,817	1,817
Current financing borrowings	10,932							-2,275.63					
Non-current financing borrowings	76,089							87,021.36					
	87,021							84,745.73					

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

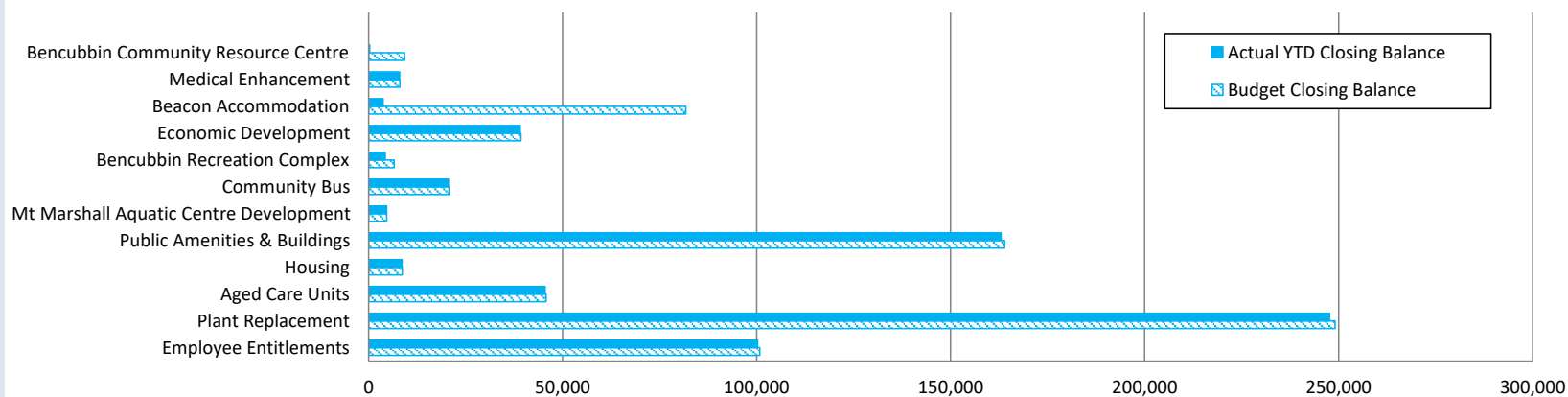
OPERATING ACTIVITIES
NOTE 10
CASH BACKED RESEVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee Entitlements	100,051	776	205	0	0	0	0	100,827	100,257
Plant Replacement	247,173	1,918	507	0	0	0	0	249,091	247,680
Aged Care Units	45,368	352	93	0	0	0	0	45,720	45,461
Housing	8,569	67	18	0	0	0	0	8,636	8,586
Public Amenities & Buildings	162,648	1,262	334	0	0	0	0	163,910	162,982
Mt Marshall Aquatic Centre Development	4,640	36	9	0	0	0	0	4,676	4,649
Community Bus	20,557	160	42	0	0	0	0	20,717	20,600
Bencubbin Recreation Complex	4,271	33	9	2,258	0	0	0	6,562	4,280
Economic Development	38,971	302	80	0	0	0	0	39,273	39,051
Beacon Accommodation	3,719	29	8	78,000	0	0	0	81,748	3,727
Medical Enhancement	7,981	62	16	0	0	0	0	8,043	7,997
Bencubbin Community Resource Centre	297	3	1	9,000	0	0	0	9,300	298
	644,246	5,000	1,322	89,258	0	0	0	738,504	645,568

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 31 MAY 2022

OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES

Other Current Liabilities	Note	Opening Balance 1 Jul 2021	Liability Increase	Liability Reduction	Closing Balance 31 May 2022
		\$	\$	\$	\$
Contract Liabilities					
Unspent grants, contributions and reimbursements					
- operating	12	12,199	90,881	(82,561)	20,520
- non-operating	13	5,219	1,362,857	(936,960)	431,116
Total unspent grants, contributions and reimbursements		17,418	1,453,738	(1,019,521)	451,636
Provisions					
Annual leave		88,416	0	0	88,416
Long service leave		118,693	0	0	118,693
Total Provisions		207,109	0	0	207,109
Total Other Current Liabilities					658,745
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 31 MAY 2022

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Operating Grants, Subsidies and Contributions Revenue			
	Liability 1 Jul 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2022	Current Liability 31 May 2022	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	498,000	498,000	498,000	455,830
Grants Commission - General (WALGGC)	0	0	0	0	0	785,000	785,000	785,000	3,018,913
Law, order, public safety									
DFES Grant - Operating Bush Fire Brigade	0	49,152	(49,152)	0	0	85,969	85,969	85,969	49,152
Education and welfare									
Dept of Communities Family Support Grant	0	41,729	(31,297)	10,432	10,432	41,194	41,194	37,752	31,297
Community amenities									
State NRM Grants - Community Stewardship	12,199	0	(2,112)	10,087	10,087	29,788	29,788	27,302	2,112
Container Deposit Scheme	0	0	0	0	0	6,900	6,900	6,325	193
Community Garden's Grant	0	0	0	0	0	15,000	15,000	13,750	0
Recreation and culture									
Watch Around Water Grant Income	0	0	0	0	0	500	500	451	0
Grant - Indoor Cricket Nets	0	0	0	0	0	5,000	5,000	4,576	0
Transport									
Direct Grant (MRWA)	0	0	0	0	0	229,206	229,206	229,206	229,206
DRFAWA Funding	0	0	0	0	0	72,360	72,360	72,360	71,247
	12,199	90,881	(82,561)	20,520	20,520	1,768,917	1,768,917	1,760,691	3,857,950
Operating Contributions									
Governance									
Community Event Contributions	0	0	0	0	0	1,000	1,000	913	1,000
	0	0	0	0	0	1,000	1,000	913	1,000
TOTALS	12,199	90,881	(82,561)	20,520	20,520	1,769,917	1,769,917	1,761,604	3,858,950

SHIRE OF MT MARSHALL
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

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 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2022	Current Liability 31 May 2022	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	1,169,466	1,169,466	1,072,005	22,007
Recreation and culture									
LRCIP Waddouring Dam Income	0	175,000	(152,964)	22,036	22,036	275,000	275,000	252,076	52,964
LRCIP Beacon Recreation Centre Income	0	0	0	0	0	46,500	46,500	42,625	0
LRCIP Beacon Bowling Green Income	0	111,284	(111,284)	0	0	117,819	117,819	107,998	111,284
LRCIP Bencubbin Hall	0	0	0	0	0	31,900	31,900	29,238	0
LRCIP Beacon Hall	0	0	0	0	0	72,758	72,758	66,693	0
LRCIP Welbungin Hall	0	0	0	0	0	40,000	40,000	36,663	0
Transport									
Koorda Bullfinch Rd SLK 16.66 -17.90 (RRG) Income	0	71,916	(71,916)	0	0	89,895	89,895	82,401	71,916
Koorda Bullfinch Rd SLK 46.16 - 47.16 (RRG) Income	0	85,122	(85,122)	0	0	106,402	106,402	97,526	85,122
Scotsman Rd SLK 15.79 - 19.69 (RRG) Income	0	234,510	(234,510)	0	0	293,137	293,137	268,708	234,510
Bimbijy Rd SLK 7.93 - 11.08 (RRG) Income	0	49,972	(49,972)	0	0	62,465	62,465	57,255	49,972
Burakin Wialki Rd SLK 28.14 - 29.8 (RRG) Income	0	34,760	(34,760)	0	0	34,760	34,760	31,856	34,760
Burakin Wialki Rd SLK 46.19 - 47.83 (RRG) Income	0	34,137	(34,137)	0	0	34,137	34,137	31,284	34,137
Askew Rd SLK 2.30 - 4.60 (R2R) Income	0	73,000	(73,000)	0	0	73,000	73,000	66,913	73,000
Cleary Gabbin Rd SLK 6.63 - 8.72 (R2R) Income	0	67,000	0	67,000	67,000	67,000	67,000	61,413	0
Bencubbin Kununoppin Rd SLK 0.00 - 3.00 (R2R) Income	0	85,000	(49,244)	35,756	35,756	85,000	85,000	77,913	49,244
Gabbin Trayning Rd SLK 18.22 - 20.76 (R2R) Income	0	72,000	(2,872)	69,128	69,128	72,000	72,000	66,000	2,872
Mandiga Marindo Rd SLK 21.62 - 23.62 (R2R) Income	0	65,000	(24,049)	40,951	40,951	65,000	65,000	59,576	24,049
Job Rd SLK 8.34 - 9.34 (R2R) Income	0	30,000	0	30,000	30,000	30,000	30,000	27,500	0
Breakell Rd SLK 16.00 - 17.50 (R2R) Income	0	47,000	0	47,000	47,000	47,000	47,000	43,076	0
Gillett Rd SLK 31.39 - 36.26 (R2R) Income	0	117,156	(12,490)	104,666	104,666	117,156	117,156	107,393	12,490
LRCIP Beacon Airstrip Income	5,219	0	(642)	4,577	4,577	5,219	5,219	4,774	642
	5,219	1,362,857	(936,960)	431,116	431,116	2,935,614	2,935,614	2,690,886	803,966
Total Non-operating grants, subsidies and contributions	5,219	1,362,857	(936,960)	431,116	431,116	2,935,614	2,935,614	2,690,886	803,966

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 2021	Amount Received	Amount Paid	Closing Balance 31 May 2022
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Police Licensing	10,836.62	126,340.30	(130,451.12)	6,725.80
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
Sub-Total	13,905.35	126,340.30	(130,461.12)	9,784.53
Trust Funds				
Nomination Deposits	0.00	400.00	(400.00)	0.00
Housing Bonds	10,020.00	2,304.00	(2,180.00)	10,144.00
Staff Social Club	1,204.16	2,025.00	(2,281.73)	947.43
Bonds Other	10,950.00	190.00	(130.00)	11,010.00
Sub-Total	22,174.16	4,919.00	(4,991.73)	22,101.43
	36,079.51	131,259.30	(135,452.85)	31,885.96

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 2021/22 year is \$10,000 and 10%.

Reporting Program	Var. \$	Var. %	Var. 	Var. 	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$	%				
Governance	34,285	175%			Permanent	Profit on asset disposal not budgeted in this area
General Purpose Funding - Rates	1,583	0%				
General Purpose Funding - Other	2,191,625	167%			Permanent	FAGS Advance Payment received for 22/23
Law, Order and Public Safety	(37,098)	(42%)			Timing	DFES Grant
Health	(7,151)	(86%)				
Education and Welfare	6,805	6%				
Housing	(5,783)	(4%)				
Community Amenities	(55,247)	(35%)			Timing	State NRM grant
Recreation and Culture	19,632	74%			Permanent	Insurance claim, Dam Pump
Transport	13,349	4%			Timing	Road grants
Economic Services	(87,176)	(26%)			Timing	Short Term Accommodation Units under budget - Seasonal
Other Property and Services	5,267	14%				
Expenditure from operating activities						
Governance	521	0%				
General Purpose Funding	16,009	21%				
Law, Order and Public Safety	45,829	18%				
Health	7,990	7%				
Education and Welfare	45,654	14%			Permanent	Little Bees salaries under budget due to vacancy
Housing	(6,170)	(3%)				
Community Amenities	82,331	24%			Timing	Work not yet commenced on TPS review
Recreation and Culture	(29,888)	(3%)				
Transport	410,306	15%			Timing	Timing of road works
Economic Services	50,002	10%				
Other Property and Services	(371,244)	(1782%)			Timing	PWO and POC
Investing Activities						
Non-operating Grants, Subsidies and Contributions	(1,886,920)	(70%)			Timing	Contract Liabilities - Road grant income unable to be recognised until expenditure level reached
Proceeds from Disposal of Assets	66,320	19%			Timing	Timing of Disposal of 87 Dunne Street, Beacon
Land Held for Resale	0					
Land and Buildings	1,581,922	82%			Timing	Timing of projects
Plant and Equipment	(47,068)	(7%)			Timing	Timing of changeovers
Furniture and Equipment	0					
Infrastructure Assets - Roads	(654)	(0%)				
Infrastructure Assets - Footpaths	85,000	100%			Timing	Timing of construction works
Infrastructure Assets - Parks & Ovals	67,994	27%			Timing	Timing of construction works
Infrastructure Assets - Airports	(642)					
Infrastructure Assets - Other	99,167	80%			Timing	Swimming Pool Capital works to be done after season
Financing Activities						
Proceeds from New Debentures	(150,000)	(100%)			Timing	Loan not yet drawn for work at Beacon C/Park
Repayment of Debentures	(830)	(2%)				
Repayment of Lease Financing	7,734	77%				
Advances to Community Groups	0					
Proceeds from Advances	0					
Self-Supporting Loan Principal	830	9%				
Transfer to Restricted Cash - Other	0					
Transfer from Restricted Cash - Other	0					
Transfer from Reserves	0					
Transfer to Reserves	85,028	98%			Timing	Transfers to be done at 30/6/22

NOTE 16
BUDGET AMENDMENTS

KEY INFORMATION

11.4.16 Schedule of Fees and Charges 2022/2023

File No:	4.0275
Location/Address:	Mt Marshall District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Rhona Hawkins, Acting Finance and Administration Manager
Attachments:	11.4.16 - DRAFT Schedule of Fees and Charges 2022/2023
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority
Previously Considered:	Nil

Background:

A budget workshop took place on 15 June 2022 with all Councillors except Cr Sanders present. The meeting reviewed Council's Schedule of Fees & Charges, refuse charges, rates interest and instalment charges, Councillor meeting attendance fees and the reportable material variance, along with major projects for consideration in the 2022/23 Annual Budget.

Consultation:

Shire of Mt Marshall Officers
Shire of Mt Marshall Councillors

Statutory Environment:

Local Government Act 1995
Local Government (Financial Management) Regulations 1996
Local Government (Administration) Regulations 1996
Rates and Charges (Rebates and Deferments) Act 1992

Relevant Plans and Policy:

Subject to Council policies

Financial Implications:

Adoption of Fees & Charges

Risk Assessment:

Risk of noncompliance with the Local Government Act 1995 if not adopted by 31 August.

Community & Strategic Objectives:

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community.
Implement systems and processes that meet our legal and audit obligations and the needs of the community.

Comment:

The 2022/23 Schedule of Fees and Charges is presented for adoption.

OFFICER'S RECOMMENDATION:

That effective 1 July 2022:

- 1) Pursuant to sections 6.32, 6.33, 6.34, 6.35 of the Local Government Act 1995, the following charges be imposed:***
 - a) Where the service charge for domestic refuse collection is to apply, a charge of \$427.00 be applied.***
 - b) Where the service charge for commercial refuse collection is to apply, a charge of \$470.00 plus GST be applied.***
 - c) Where the service charge for domestic recycling bin collection is to apply, a charge of \$246.00 be applied.***
 - d) Where the service charge for commercial recycling bin collection is to apply, a charge of \$271.00 plus GST be applied.***
- 2) Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge, where the owner has elected to pay rates (and service charges) through an instalment option, of \$15 for each instalment after the initial instalment is paid.***
- 3) Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner elected to pay rates and service charges through the instalment option.***
- 4) Pursuant to section 6.51(1) and subject to section 5.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulation 1996 and the Local Government (COVID-19 Response) Ministerial Order 2020, gazetted on 8 May 2020, Council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable. This interest rate cannot be applied to an excluded person who has been determined to be suffering financial hardship, as defined by Council Policy F&R.2.10 COVID-19 Financial Hardship.***
- 5) Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the attached Fees and Charges schedule.***
- 6) Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, Council adopts the following individual meeting attendance fees:***

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

President

Meeting Attendance \$954.54

Deputy President

Meeting Attendance \$334.09

Councillors

Meeting Attendance \$334.09

- 7) Pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:**

Telecommunications Allowance \$1,750.00

Travel Allowance:

- 32.55 cents per kilometre for Motorcycle**
- 56.69 cents per kilometre for engine displacement 1600cc & under**
- 68.66 cents per kilometre for engine displacement 1600cc to 2600cc**
- 95.54 cents per kilometre for engine displacement 2600cc & over**

- 8) Pursuant to section 5.98 (5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition to the meeting attendance fee:**

President \$5,250.00

- 9) Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition to the meeting attendance fee:**

Deputy President \$1,312.50 (25% of President Allowance)

- 10) In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2022/23 for reporting material variances shall be 10% and \$10,000.**

Absolute Majority Required

Fees, Licenses, Rents and Other Charges			DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
Section 5.96 & 6.17 of the Local Government Act 1995						
CHARGE TYPE	G/L	DESCRIPTION				
		SCHEDULE 3 – GENERAL PURPOSE FUNDING				
		1. MUNICIPAL RATES				
0025	0422081	Rates Account Enquiries	2021	\$85.00	\$90.00	C
0151	0422061	Electoral Rolls	Pre 2000	\$55.00	\$55.00	S
		2. INTEREST CHARGES AND INSTALMENTS				
	0332031	Charges on Instalments Plan – per Instalment after first	2021	\$15.00	\$15.00	C
	0332031	Interest on Instalments Plan	2021	5.50%	5.50%	C
	0332031	Interest Unpaid Rates	2021	7.00%	7.00%	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		SCHEDULE 4 - ADMINISTRATION				
		1. PHOTOCOPIES				
0151	0422061	A4 Size (per Copy black and white)	2016	\$1.10	\$1.20	C
0151	0422061	A4 Size (per Copy Colour)	2016	\$2.20	\$2.40	C
0151	0422061	A3 Size (per Copy Black and White or Colour)	2016	\$3.30	\$3.60	C
		2. PHOTOCOPIES OF AGENDA AND / OR MINUTES				
0151	0422061	Agenda <u>or</u> Minutes only (including attachments)	2016	\$22.00	\$24.00	C
0151	0422061	Agenda <u>or</u> Minutes only (including attachments - Annual Subscription)	2016	\$110.00	\$120.00	C
		3. FREEDOM OF INFORMATION FEES				
0151	0422061	As per the Freedom of Information Act 1992 and Freedom of Information Regulations				S

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
SCHEDULE 5 - LAW, ORDER & PUBLIC SAFETY						
1. DOG REGISTRATION						
0522021		Inspection of Register	2013	\$0.55	\$0.55	S
0522021		Certified copy of an entry in the register	2013	\$1.10	\$1.10	S
		Sterilised Dog other than owned by a Pensioner				
0522021		▪ One Year	2013	\$20.00	\$20.00	S
0522021		▪ Three Years	2013	\$42.50	\$42.50	S
0522021		▪ Lifetime	2013	\$100.00	\$100.00	S
		Unsterilised Dog other than owned by a Pensioner				
0522021		▪ One Year	2013	\$50.00	\$50.00	S
0522021		▪ Three Years	2013	\$120.00	\$120.00	S
0522021		▪ Lifetime	2013	\$250.00	\$250.00	S
		Sterilised Dog owned by a Pensioner				
0522021		▪ One Year	2013	\$10.00	\$10.00	S
0522021		▪ Three Years	2013	\$21.25	\$21.25	S
0522021		▪ Lifetime	2013	\$50.00	\$50.00	S
		Unsterilised Dog owned by a Pensioner				
0522021		▪ One Year	2013	\$25.00	\$25.00	S
0522021		▪ Three Years	2013	\$60.00	\$60.00	S
		▪ Lifetime	2013	\$125.00	\$125.00	S
0522021		Dogs used for droving or tending stock	2013		One quarter of the fee that would otherwise be payable	
0522021		Foxhound, bona fide, kept together in a kennelled pack of not less than ten	2013	\$40.00	\$40.00	C

Fees, Licenses, Rents and Other Charges Section 5.96 & 6.17 of the Local Government Act 1995			DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
CHARGE TYPE	G/L	DESCRIPTION				
		Registration after 31st May in any year, for that registration year	2013		One half of the fee that would otherwise be payable	
	0522021					
	0522021	Assistance dogs				S
	0522021	Dogs kept in an approved kennel licensed under section 27 of the Act (fee per establishment)	2013	\$200.00	\$200.00	S

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
2. CAT REGISTRATION						
	0522021	Annual application for approval or renewal of approval to breed cats (per cat) (No concessions applicable)	2013	\$100.00	\$100.00	S
		Other than Pensioner				
	0522021	Annual Registration	2013	\$20.00	\$20.00	S
	0522021	Three year registration	2013	\$42.50	\$42.50	S
	0522021	Lifetime registration	2013	\$100.00	\$100.00	S
		Pensioners				
	0522021	Annual Registration	2013	\$10.00	\$10.00	S
	0522021	Three year registration	2013	\$21.25	\$21.25	S
	0522021	Lifetime registration	2013	\$50.00	\$50.00	S
		Registration after 31 May in any year, for the remainder of the registration year	2013	50% of the fee payable	50% of the fee payable	S
3. RANGER SERVICES						
		Dogs				
	0522011	▪ Seizure and impounding of a dog	Pre 2000	\$55.00	\$60.00	C
	0522011	▪ Maintenance of dog in pound (pay per day or part thereof)	"	\$11.00	\$12.00	C
0015	0522001	▪ Seizure and return of dog without impounding	"	\$55.00	\$60.00	C
0015	0522001	▪ Return of a dog impounded outside normal hours	"	\$66.00	\$72.00	C
0015	0522001	▪ Destruction of dog	"	\$55.00	\$60.00	C
	0522021	▪ License to keep an approved kennel	"	\$100.00	\$110.00	C
	0522021	▪ Renewal of a license to keep an approved kennel	"	\$50.00	\$55.00	C
	0522021	▪ Transfer of dog registration from another Council	"	\$5.50	\$6.00	C
	0522011	▪ Dog or Cat Trap (per day)	"	\$2.20	\$2.40	C
	Trust	▪ Deposit on Dog / Cat Trap (per trap)	"	\$50.00	\$55.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		SCHEDULE 7 – HEALTH				
		1. PERMIT TO USE AN APPARATUS				
Septic	1032011	Application for the Approval of an Apparatus eg. Septic Tank	2011	\$118.00	\$118.00	S
Septic	1032011	Issue of Permit for an Apparatus eg. Septic Tank	"	\$118.00	\$118.00	S
	1032011	Local Government Report Fee	2020	\$72.00	\$72.00	S
		2. SILVER CHAIN HOUSE RENT				
0170	0761601	Lot 15 Lindsay St, Beacon	2021	\$178.00	\$190.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		SCHEDULE 8 - WELFARE				
		1. Aged Care Units				
	Trust	Bencubbin Aged Care Units - Housing Bond = 4 weeks rental.				S
	Trust	Bencubbin Aged Care Units - Pet Bond		\$100.00	\$100.00	S
0032	0822021	Bencubbin Aged Care Units - Brown Street	2021	\$107.00	\$115.00	C
	Trust	Beacon Lifestyle Retirement Units – Housing Bond = 4 weeks rental.				S
	Trust	Beacon Lifestyle Retirement Units - Pet Bond		\$100.00	\$100.00	S
0116	1362001	Beacon Lifestyle Retirement Units - Rowland Street	2021	\$107.00	\$115.00	C
		2. Little Bees				
0181	0812001	1/2 Day	2021	\$50.00	\$55.00	C
0181	0812001	Full Day	2021	\$85.20	\$90.00	C
0181	0812001	After School Care	2021	\$21.00	\$23.00	C
0181	0812001	Holding Fee Full Day	2021	\$46.86	\$50.00	C
0181	0812001	Holding Fee Half Day	2021	\$27.50	\$30.00	C
0181	0812001	Holding Fee After School	2021	\$11.55	\$15.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
SCHEDULE 9 - HOUSING						
		All Housing – BOND = to 4 weeks Rent. Pet Bond of \$100 is additional.				
		1. STAFF HOUSING				
		Bencubbin				
		1 Bedroom				
		97A Monger St, Bencubbin	2020	\$150.00	\$160.00	C
		97B Monger St, Bencubbin	2020	\$150.00	\$160.00	C
		3 Bedroom				
		92A Monger St, Bencubbin	2021	\$173.00	\$186.00	C
		92B Monger St, Bencubbin	2021	\$173.00	\$186.00	C
		93A Monger St, Bencubbin	2021	\$173.00	\$186.00	C
		93B Monger St, Bencubbin	2021	\$173.00	\$186.00	C
		800A Baxter St, Bencubbin	2021	\$173.00	\$186.00	C
		800B Baxter St, Bencubbin	2021	\$173.00	\$186.00	C
		224 Rowlands St, Bencubbin	2021	\$173.00	\$186.00	C
		77 Monger St, Bencubbin	2021	\$173.00	\$186.00	C
	*	248 Brown St, Bencubbin	2021	\$178.00	\$190.00	C
		247 Brown St, Bencubbin	2021	\$178.00	\$190.00	C
		* Currently occupied by community members				
		4 Bedroom				
		156 Brown St, Bencubbin	2021	\$178.00	\$190.00	C
		161 Brown St, Bencubbin	2021	\$178.00	\$190.00	C
		5 Hammond St, Bencubbin	2021	\$185.00	\$200.00	C
		6 Hammond St, Bencubbin (2 Bathroom)	2021	\$210.00	\$226.00	C
		229 Murray St, Bencubbin (2 Bathroom)	2020	\$200.00	\$215.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		Beacon				
		4 Bedroom				
		28 Rowlands St, Beacon	2021	\$178.00	\$190.00	C
		<i>Staff own accommodation allowance as per policy E&E.2.2 unless otherwise stated in employment contract.</i>	2021	-\$100.00	-\$105.00	C
		<i>Staff discount as per policy E&E.2.7 unless otherwise stated in employment contract.</i>	2020	-\$100.00	-\$105.00	C
		2. COMMUNITY HOUSING				
		Bencubbin				
		3 Bedroom				
0034	1362001	Joint Venture Housing – 3 Hammond St Bencubbin	2021	\$178.00	\$190.00	C
0034	1362001	Joint Venture Housing – 64 Brown St Bencubbin	2021	\$178.00	\$190.00	C
		Beacon				
		3 Bedroom				
0036	1362001	Community Housing Project - Beacon – 101 Broadbent St Beacon	2021	\$178.00	\$190.00	C
0034	1362001	Joint Venture Housing – 30 Rowland St Beacon	2021	\$178.00	\$190.00	C
0034	1362001	Joint Venture Housing – 86 Dunne St Beacon	2021	\$178.00	\$190.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
SCHEDULE 10 – COMMUNITY AMENITIES						
1. EFFLUENT DISPOSAL						
0179	1032001	Septage Waste Dumping Fee - Per Litre	2020	\$0.11	\$0.11	C
2. RUBBISH REMOVAL						
		240L Bin – Replacement		At Cost +10%		C
	1011001	Domestic Collection	2021	\$397.00	\$427.00	C
	1011002	Domestic Recycling Collection	2021	\$229.00	\$246.00	C
	1021001	Commercial Collection	2021	\$436.70	\$470.00	C
	1021001	Commercial Recycling Collection	2021	\$251.90	\$271.00	C
3. GENERAL PLANNING SERVICES						
		Town Planning Fees as per Town Planning Local Government Fees Regulations				
		Determination of development application (other than for an extractive industry) where the estimated cost of the development is:				
	1052001	1. (a) not more than \$50,000	2013	\$147.00	\$147.00	
	1052001	(b) more than \$50,000 but not more than \$500,000	"	0.32% of	0.32% of	
	1052001	(c) more than \$500,000 but not more than \$2.5 million	"	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		(d) more than \$2.5 million but not more than \$5 million	"	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	
	1052001					
		(e) more than \$5 million but not more than \$21.5 million	"	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	
	1052001					
	1052001	(f) more than \$21.5 million	"	\$34,196.00	\$34,196.00	
		2. Determine a development application (other than for an extractive industry) where the development has commenced or been carried out	"	The fee in item 1 (a) , (b) , (c) , (d) , (e) or (f) plus, by the way of penalty, twice that fee	The fee in item 1 (a) , (b) , (c) , (d) , (e) or (f) plus, by the way of penalty, twice that fee	
	1052001					
		3. Determining a development application for an extractive industry where the development has not commenced or been carried out	"	\$739.00	\$739.00	
	1052001					
		4. Determining a development application for an extractive industry where the development has commenced or been carried out	"	The fee in item 3 plus, by the way of penalty, twice that fee	The fee in item 3 plus, by the way of penalty, twice that fee	
	1052001					
		5. Provision of a subdivision clearance:				
		(a) not more than 5 lots	"	\$73 per lot	\$73 per lot	
	1052001					
	1052001	(b) more than 5 lots but not more than 195 lots	"	\$73 per lot for the	\$73 per lot for the	
	1052001					
	1052001	(c) more than 195 lots	"	\$7,393.00	\$7,393.00	
		6. Determine an initial application for the approval of a home occupation where the home occupation has not commenced	"	\$222.00	\$222.00	
	1052001					

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		7. Determine an initial application for the approval of a home occupation where the home occupation has commenced	"	The fee in item 6 plus, by the way of penalty, twice that fee	The fee in item 6 plus, by the way of penalty, twice that fee	
	1052001					
	1052001	8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	"	\$73.00	\$73.00	
		9. Determining an application for the renewal of an approval of a home occupation where the application is made after the approval expires	"	The fee in item 8 plus, by the way of penalty, twice that fee	The fee in item 8 plus, by the way of penalty, twice that fee	
	1052001					
	1052001	10. Determining an application for a change of use or for an alteration or extension or a change of non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	"	\$295.00	\$295.00	
		11. Determining an application for a change of use or for an alteration or extension or a change of non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out	"		The fee in item 10 plus, by the way of penalty, twice that fee	
	1052001					
	1052001	12. Providing a zoning certificate	"	\$73.00	\$73.00	
	1052001	13. Replying to a property settlement questionnaire	"	\$73.00	\$80.30	S
	1052001	14. Providing written planning advice	"	\$73.00	\$80.30	S
	1052001	General Research – Above normal research/information per hour		\$55.00		S
	1052001	Copies of Scheme Text		\$11.00		S
		<i>All fees payable on lodgement of request, with 75% refund should consent for advertising not be granted.</i>				

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
4. BUILDING APPLICATION						
		Building Fees - Per Building Act 2011				
		Application For Buidling Permit				
0117	1332001	Class 1 and 10	2019	\$105.00	\$110.00	S
0117	1332001	Class 2 to 9	2019	\$105.00	\$110.00	S
0117	1332001	Application to Amend Building Permit (Uncertified)	2019	\$105.00	\$110.00	S
0117	1332001	Demolition- Class 1 and 10	2019	\$105.00	\$110.00	S
0117	1332001	Demolition- Class 2 to 9 (per storey)	2019	\$105.00	\$110.00	S
0117	1332001	Application to Extend Building or Demolition Permit	2019	\$105.00	\$110.00	S
0117	1332001	Application for Occupancy			\$110.00	S
0117	1332001	Temporary Occupancy of Incomplete Buildings	2019	\$105.00	\$110.00	S
0117	1332001	Modification of Occupancy Permit	2019	\$105.00	\$110.00	S
0117	1332001	Replacement of Occupancy Permit	2019	\$105.00	\$110.00	S
0117	1332001	Application For Occupancy Permit or Building Approval For Strata scheme, Plan or Subdivision	2019	\$11.60 and not less than \$115.00	\$11.60 and not less than \$115.00	S
0117	1332001	Application for Occupancy permit or Unauthorised Class 2-9 Building Certificate	2019	\$105.00	\$110.00	S
0117	1332001	Application for Building Approval certificate for unauthorised work	2019	\$105.00	\$110.00	S
0117	1332001	Application for Building Approval certificate with existing authorisation	2019	\$105.00	\$110.00	S
0117	1332001	Application for Building Approval certificate for class 1 and 10 Buildings with Authorisation	2019	\$105.00	\$110.00	S
		Building Fees - Per Building Act 2011				
		Builders Service Levy				
	1332031	Authorised Building subject to a building permit- Valued \$45000 and over	2012	0.09% Of Estimated Value (GST Inc)	0.274% Of Estimated Value (GST Inc)	

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
	1332031	Authorised Building - Valued \$45000 and Under	2012	\$61.65	No Change	S
		Unauthorised Building - Valued \$45000 and Over	2012	0.18% Of Estimated Value (GST Inc)	0.274% Of Estimated Value (GST Inc)	S
	1332031					
	1332031	Unauthorised Building - Valued \$45000 and Under	2012	\$92.00	\$123.30	S
		Building Fees - Per Building and Construction Industry Training Fund and Levy Collection Act 1990				
	1332011	BCITF Levy - Where estimated value of work exceeds \$20,000	Pre 2000	\$0.00		S

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
		5. CEMETERIES				
		On application to hold a funeral, the following fees shall be payable in advance				
0071	1062001	Digging grave to 1.8m deep – Adults	2021	\$245.00	\$260.00	C
0071	1062001	Digging grave to 1.2m deep – child under 5 years	2021	\$209.00	\$225.00	C
		Plot Fee				
0071	1062001	Land for grave 2.44 x 1.22m	2021	\$67.00	\$70.00	C
0071	1062001	Land for grave 2.44 x 2.44m	2021	\$103.00	\$110.00	C
0071	1062001	For sinking Any grave beyond 1.8m - each additional 0.3m or part thereof	2021	\$67.00	\$70.00	C
0071	1062001	For re-opening any grave	2021	\$245.00	\$260.00	C
0071	1062001	Re-interment after exhumation	2021	\$245.00	\$260.00	C
		Niche Wall				
0071	1062001	Double Niche	2021	\$53.00	\$60.00	C
0071	1062001	Single Niche	2021	\$27.00	\$30.00	C
		Grant of Right of Burial				
0071	1062001	Grant of Right of Burial	2021	\$66.00	\$70.00	C
		Miscellaneous charges				
0071	1062001	Single Funeral Permit	2021	\$62.00	\$70.00	C
0071	1062001	For permission to erect a headstone or monument	2021	\$25.50	\$30.00	C
0071	1062001	For permission to enclose grave with kerbing	2021	\$25.50	\$30.00	C
0071	1062001	Family grave – Placing of ashes in an urn or similar	2021	\$25.50	\$30.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		6. PORTABLE TOILETS				
0017	1062011	Portable Toilet – (per day excluding weekend)	2021	\$80.00	\$83.00	C
0017	1062011	Portable Toilet – (weekend, Friday collection to be returned Monday morning irrespective of use)	2021	\$160.00	\$160.00	C
T		▪ Deposit per toilet - Credit Card Pre Authorisation	2018	\$300.00	\$300.00	C
		Free Portable Toilet Hire - Funerals	2021	Nil	Nil	C
		7. COMMUNITY BUS HIRE				
0019	1062021	- per kilometre – Ratepayers / Residents & Community Groups - Includes first tank of fuel, any additional fuel to be paid for by the hirer.	2021	\$1.15	\$1.20	C
0019	1062021	- Minimum Charge - Less than 60kms travelled.	2021	\$70.00	\$75.00	C
0019	1062021	- Non Ratepayers or for Business/Commercial Use	2018	\$2.00	\$2.20	C
		8. LANDCARE SERVICES				
0110	1042011	Landcare Consultant - Shire Contractor or Employee	2015	At cost	At cost	C
		9. SWIMMING POOL INSPECTION				
		Local Government (Miscellaneous Provisions) Act 1960				
		4 yearly pool fence inspections	2019	\$57.45	\$57.45	S

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
SCHEDULE 11 – RECREATION & CULTURE						
1. PUBLIC HALLS AND CIVIC CENTRES						
Sturt Pea House						
1112010		Commercial Hire Fee - Per Hour	2020	\$10.00	\$10.00	C
1112010		Community Groups Hire Fee - eg Playgroup	2020	\$0.00	\$0.00	C
Beacon Hall						
1112010		General Hire - Per Day	2021	\$110.00	\$118.00	C
1112010		Beacon Primary School - per day/concert	2021	\$110.00	\$118.00	C
1112010		Beacon Theatre Arts - Annual Production	2021	\$220.00	\$237.00	C
2. BENCUBBIN MULTI PURPOSE COMPLEX						
Charge for Community Groups (Local)						
1192011		Function Room Only (half day/max 5 hours)	2020	\$30.00	\$33.00	C
1192011		Function Room Only (full day)	2020	\$60.00	\$65.00	C
1192011		Function Room with Kitchen (half day/max 5 hours)	2020	\$45.00	\$50.00	C
1192011		Function Room with Kitchen (full day)	2020	\$90.00	\$98.00	C
1192011		Kitchen Only (half day/max 5 hours)	2020	\$30.00	\$33.00	C
1192011		Kitchen Only (full day)	2020	\$60.00	\$65.00	C
1192011		Function Room with Bar (half day/max 5 hours)	2020	\$45.00	\$50.00	C
1192011		Function Room with Bar (full day)	2020	\$90.00	\$98.00	C
1192011		Function Room with Bar & Kitchen (half day/max 5 hours)	2020	\$60.00	\$65.00	C
1192011		Function Room with Bar & Kitchen (full day)	2020	\$120.00	\$131.00	C
1192011		Function Room with Bar & Kitchen (per hour)	2020	\$25.00	\$27.00	C
1192011		Seniors Lunch	2020	\$10.00	\$10.00	C
1192011		Toilets Only (full day)	2020	\$50.00	\$55.00	C
1192011		Change Rooms & Toilets Only (full day)	2020	\$100.00	\$110.00	C
1192011		Hall/Court Area Functions - includes toilets/change rooms (full day)	2020	\$110.00	\$120.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
	1192011	▪ Hall/Court Area Functions - includes toilets/change rooms (per hour)	2020	\$20.00	\$22.00	C
		Charge for Non Local and Corporate				
	1192011	▪ Function Room Only (half day/max 5 hours)	2020	\$50.00	\$55.00	C
	1192011	▪ Function Room Only (full day)	2020	\$100.00	\$110.00	C
	1192011	▪ Function Room with Kitchen (half day/max 5 hours)	2020	\$75.00	\$82.00	C
	1192011	▪ Function Room with Kitchen (full day)	2020	\$140.00	\$153.00	C
	1192011	▪ Kitchen Only (half day/max 5 hours)	2020	\$50.00	\$55.00	C
	1192011	▪ Kitchen Only (full day)	2020	\$100.00	\$110.00	C
	1192011	▪ Function Room with Bar (half day/max 5 hours)	2020	\$75.00	\$82.00	C
	1192011	▪ Function Room with Bar (full day)	2020	\$140.00	\$153.00	C
	1192011	▪ Function Room with Bar & Kitchen (half day/max 5 hours)	2020	\$80.00	\$87.00	C
	1192011	▪ Function Room with Bar & Kitchen (full day)	2020	\$160.00	\$175.00	C
	1192011	▪ Toilets Only (full day)	2020	\$70.00	\$77.00	C
	1192011	▪ Change Rooms & Toilets Only (full day)	2020	\$120.00	\$131.00	C
	1192011	▪ Hall/Court Area Functions - includes toilets/change rooms (full day)	2020	\$150.00	\$164.00	C
	1192011	▪ Hall/Court Area Functions - includes toilets/change rooms (per hour)	2020	\$30.00	\$33.00	C
		Annual Rental Fees				
	1192011	▪ Bencubbin Football Club	2020	\$1,700.00	\$1,860.00	C
	1192011	▪ Bencubbin Bowling Club	2020	\$1,100.00	\$1,200.00	C
	1192011	▪ Mt Marshall & Districts Agricultural Society	2020	\$1,000.00	\$1,100.00	C
	1192011	▪ Bencubbin Hockey Club	2020	\$850.00	\$930.00	C
	1192011	▪ Bencubbin Netball Club	2020	\$850.00	\$930.00	C
		In exchange for the Bencubbin Community Resource Centre managing bookings and keys for the facility, they will not be charged hire fees for events they hold at the facility.				

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
		3. BEACON COMPLEX				
	1192011	▪ Foyer Only (half day/max 5 hours)	2021	\$15.00	\$16.00	C
	1192011	▪ Foyer Room Only (full day)	2021	\$25.00	\$27.00	C
	1192011	▪ Foyer with Kitchen (half day/max 5 hours)	2021	\$25.00	\$27.00	C
	1192011	▪ Foyer Room with Kitchen (full day)	2021	\$50.00	\$55.00	C
	1192011	▪ Squash Courts (half day/max 5 hours)	2021	\$5.00	\$5.00	C
	1192011	▪ Squash Courts Only (full day)	2021	\$10.00	\$10.00	C
	1192011	▪ Whole Facility (half day/max 5 hours)	2021	\$50.00	\$55.00	C
	1192011	▪ Whole Facility (full day)	2021	\$100.00	\$110.00	C
	1192011	▪ Oval (half day/max 5 hours)	2021	\$0.00	\$0.00	C
	1192011	▪ Oval (full day)	2021	\$0.00	\$0.00	C
	1192011	▪ Toilets (half day/max 5 hours)	2021	\$20.00	\$22.00	C
	1192011	▪ Toilets (full day)	2021	\$30.00	\$33.00	C
		Annual Rental Fees				
	1192011	▪ Beacon Football Club	2021	\$1,100.00	\$1,200.00	C
	1192011	▪ Beacon Tennis Club	2021	\$700.00	\$770.00	C
	1192011	▪ Men's Shed (Beacon Progress Association)	2021	\$700.00	\$770.00	C
	1192011	▪ Beacon Netball Club	2021	\$420.00	\$460.00	C
	1192011	▪ Beacon Junior Basketball	2021	\$280.00	\$305.00	C
	1192011	▪ Beacon Ladies Hockey Club	2021	\$420.00	\$460.00	C
	1192011	▪ Beacon Parents & Citizens Association	2021	\$280.00	\$305.00	C
	1192011	▪ Beacon Junior Cricket	2021	\$140.00	\$155.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		4. MT MARSHALL SWIMMING POOL				
		Pool Charges				
	1122011	▪ Adult entry	2020	\$0.00	\$0.00	C
	1122011	▪ Child entry (under 15 years)	2020	\$0.00	\$0.00	C
	1122011	▪ Spectators - Adult	2020	\$0.00	\$0.00	C
	1122011	▪ Eligible Pensioners	2020	\$0.00	\$0.00	C
		Season Tickets – Full Season				
	1122011	▪ Family	2020	\$0.00	\$0.00	C
	1122011	▪ Adult	2020	\$0.00	\$0.00	C
	1122011	▪ Child	2020	\$0.00	\$0.00	C
	1122011	▪ Pensioner	2020	\$0.00	\$0.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
		5. LIBRARY				
0001	1142001	▪ Lost or Stolen Book	2020	\$10.00	\$10.00	C
		4. BEACON AND BENCUBBIN FITNESS CENTRE				
		Annual Membership				
0140	1192034	▪ Adults	2019	\$59.00	\$64.00	C
0140	1192034	▪ Aged Pensioners	2019	\$35.00	\$38.00	C
0140	1192034	▪ Students over 16 years of age	2019	\$35.00	\$38.00	C
0140	1192034	Casual Use	2015	\$5.00	\$5.50	C
	Trust	Gymnasium Card Deposit	2018	\$10.00	\$10.00	C
0140	1192034	Gymnasium Card Replacement	2020	\$10.00	\$10.00	C
		6. STAGE HIRE				
	1112011	Mt Marshall Residents, Ratepayers and Community Groups	2015	Nil		C
		7. HISTORY BOOKS				
0101	1152001	Mt Marshall History Book	Pre 2000	\$16.50	\$16.50	C
0101	1152001	Mt Marshall Schools History Book	2009	\$22.00	\$22.00	C
0101	1152001	The Sandalwood Story Of the Mt Marshall District	2011	\$2.00	\$2.00	C
0101	1152001	Mt Marshall 1910 - 2010 History Book	2011	\$20.00	\$20.00	C
0101	1152001	▪ Postage for 1 book	2021		At Cost	C
0101	1152001	▪ Postage for each additional book thereafter	2021		At Cost	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		SCHEDULE 13 - ECONOMIC SERVICES				
		1. CARAVAN PARK FEES				
		Van Site				
0002	1322041	Bencubbin - per day	2016	\$26.00	\$30.00	C
0002	1322041	Bencubbin - per week	2016	\$154.00	\$170.00	C
0004	1322051	Beacon - per day	2016	\$26.00	\$30.00	C
0004	1322051	Beacon - per week	2016	\$154.00	\$170.00	C
		Non Powered/Tent Site - No vouchers applicable				
0002	1322041	Bencubbin - per day	2015	\$11.00	\$12.00	C
0002	1322041	Bencubbin - per week	2015	\$42.00	\$45.00	C
0004	1322041	Beacon - per day	2015	\$11.00	\$12.00	C
0004	1322041	Beacon - per week	2015	\$42.00	\$45.00	C
0002	1322041	Casual Shower Fees	2015	\$5.50	\$6.00	C

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
		2. BENCUBBIN & BEACON CABINS				
		Bencubbin				
0003	1372001	Single Cabin - Work Camp	2016	\$99.00	\$110.00	C
0003	1372001	Single Cabin - Work Camp Weekly	2016	\$595.00	\$650.00	C
0047	1322021	Single Cabin	2016	\$110.00	\$120.00	C
0047	1322021	Single Cabin - Weekly	2016	\$658.00	\$720.00	C
0047	1322021	Double Cabin	2016	\$132.00	\$145.00	C
0047	1322021	Double Cabin - Weekly	2016	\$791.00	\$865.00	C
		Beacon				
0174	1382001	Single Cabin - Work Camp	2019	\$99.00	\$110.00	C
0174	1382001	Single Cabin - Work Camp Weekly	2019	\$595.00	\$650.00	C
0005	1322031	Single Cabins	2016	\$110.00	\$120.00	C
0005	1322031	Single Cabins - Weekly	2016	\$658.00	\$720.00	C
0005	1322031	Double Cabin	2016	\$132.00	\$145.00	C
0005	1322031	Double Cabin - Weekly	2016	\$791.00	\$865.00	C
		A \$10.00 voucher, redeemable for purchases at local participating businesses, not redeemable for cash, is given for each night's stay in a Beacon or Bencubbin Caravan Park Cabin or Powered Site. Maximum voucher value is \$50.00 per stay.	Pre 2015			
		Use of Accommodation cabins at Bencubbin and Beacon Caravan Parks by Bencubbin and Beacon Football Clubs (to be used by registered players only) on Saturday nights during the winter sport season – 15 % discount	2021			
		3. SHORT TERM ACCOMMODATION				
0180	1322035	Collins Street Units, 166 (West) & 167 (East) Bencubbin - per night	2021	\$115.00	\$120.00	C
0180	1322035	Collins Street Units, 166 (West) & 167 (East) Bencubbin - per week	2021	\$690.00	\$720.00	C
		A \$10.00 voucher, redeemable for purchases at local participating businesses, not redeemable for cash, is given for each night's stay in Short Term Accommodation. Maximum voucher value is \$50.00 per stay.				

Fees, Licenses, Rents and Other Charges

Section 5.96 & 6.17 of the Local Government Act 1995

CHARGE TYPE	G/L	DESCRIPTION	DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (\$) FEE
		4. COMMERCIAL RENTALS				
0020	1352001	Shop 1 - Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Weekly Rent) - as per contract	2017	\$27.50	\$30.00	C
0134	1352011	Shop 1- Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Annual Water)	2017	\$44.00	\$44.00	C
0134	1352011	Shop 1- Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Power)	2017	Reimbursed at cost		C
0020	1352001	Shop 2 - Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Weekly Rent) - as per contract	2017	\$27.50	\$30.00	C
0134	1352011	Shop 2- Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Annual Water)	2017	\$44.00	\$44.00	C
0134	1352011	Shop 2- Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Power)	2017	Tenant responsible	Tenant responsible	
0020	1352001	Shops 3 & 4 - Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Weekly Rent) - as	2020	\$27.50	\$30.00	C
0020	1352011	Shops 3 & 4 - Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Annual Water)	2020	\$44.00	\$44.00	C
0020	1352011	Shops 3 & 4 - Lot 44-45 Monger St, Bencubbin - Sandalwood Shops (Power)	2020	Tenant responsible	Tenant responsible	
0122	1352051	Lot 39 Monger St, Bencubbin - Industrial Shed (Weekly Rent)	2021	\$168.00	\$180.00	C
0122	1352051	Lot 39 Monger St, Bencubbin - Industrial Shed (Water)	2019	Reimbursed at cost	Reimbursed at cost	
0122	1352051	Lot 39 Monger St, Bencubbin - Industrial Shed (Power)	2019	Tenant responsible	Tenant responsible	
0139	1352052	Lot 283 Monger St, Bencubbin - CRC (Annual Rent)	2021	\$1,800.00	\$1,800.00	C
0139	1352052	Lot 283 Monger St, Bencubbin - CRC (Water)	2012	Shire responsible	Shire responsible	
0139	1352052	Lot 283 Monger St, Bencubbin - CRC (Power)	2012	Tenant responsible	Tenant responsible	
0124	1372051	Lot 3000 Monger St, Bencubbin - Caltex Fuel Site	2009	As per lease	As per lease	
0050	1112001	Lot 82 Monger St, Bencubbin - Hall		As per lease	As per lease	

Fees, Licenses, Rents and Other Charges Section 5.96 & 6.17 of the Local Government Act 1995			DATE FEE COMMENCED	CURRENT 2021-22	BUDGET 2022-23	COUNCIL (C) OR STATUTORY (S) FEE
CHARGE TYPE	G/L	DESCRIPTION				

CHARGE TYPE	G/L	DESCRIPTION
----------------	-----	-------------

**DATE FEE
COMMENCED**

CURRENT 2021-22

BUDGET 2022-23

COUNCIL (C) OR STATUTORY (S) FEE
--

		SCHEDULE 14 - PLANT HIRE AND MATERIALS				
		1. PLANT HIRE - INCLUDING OPERATOR (per hour)				
0021	1412001	Volvo 930G Grader	2021	\$185.00	\$200.00	C
0021	1412001	Tandem Axle Trucks	2021	\$156.00	\$165.00	C
0021	1412001	Single Axle Trucks	2021	\$120.00	\$130.00	C
0021	1412001	Volvo Loader	2021	\$185.00	\$200.00	C
0021	1412001	Volvo Backhoe	2021	\$156.00	\$165.00	C
0021	1412001	Self Propelled Roller	2021	\$120.00	\$130.00	C
0021	1412001	Tractor with Slasher	2021	\$107.00	\$115.00	C
0021	1412001	Prime Mover and Side Tipper / Water Tanker	2021	\$185.00	\$200.00	C
0021	1412001	Fogger (per day, does not include operator)	2021	\$55.00	\$60.00	C
		2. MATERIALS				
0069	1412041	Non Contaminated Blue metal (per tonne)	2019	\$122.00	\$135.00	C
0069	1412041	Contaminated Blue Metal (per tonne)	2019	\$61.00	\$65.00	C
0069	1412041	Sand & Gravel (per tonne)	2019	\$5.70	\$6.00	C
0100	1442001	Used Grader Blades - each	2019	\$5.70	\$6.00	C
		3. OTHER				
0021	1412001	Temporary Fencing (per meter, per week)	2019	\$1.10	\$1.20	C
0021	1412001	Private Works Labour (per hour)	2019	\$100.00	\$110.00	C
		4. GRAVEL ROYALTIES				
		Royalties paid to supplier (per cubic meter)	2021	\$1.85	\$2.00	C

Agenda for the Ordinary Meeting of Council on Tuesday 21 June 2022

11.5 Community Development Officer

Nil

11.6 Regulatory Officer

Nil

11.7 Development

Nil

11.8 Environmental Health Officer

Nil

12.0 Elected Members' Motions of Which Previous Notice Has Been Given

Nil

13.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil

14.0 Next Meeting – Tuesday 19 July 2022 commencing at 3:00pm in Council Chambers, 80 Monger St, Bencubbin

15.0 Closure of Meeting