



Shire of  
**Perenjori**  
Embrace Opportunity

AGENDA  
*for the*  
ORDINARY COUNCIL  
MEETING

17 JUNE 2021



## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 17 June 2021 in the Shire of Perenjori Council Chambers, 56 Fowler Street, PERENJORI WA 6620 - commencing at 3:00 pm.

A handwritten signature in black ink, appearing to read 'M Romeo', is positioned below the meeting details.

**Mr Mario Romeo**  
**CHIEF EXECUTIVE OFFICER**

Date: 14 June 2021

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## **COUNCIL ROLE**

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## **DISCLAIMER**

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

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

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.”

# SHIRE OF PERENJORI

**Agenda for the Shire of Perenjori Ordinary Meeting of Council to be held on Thursday 17 June 2021, at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.**

## **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:**

The Shire President to declare the meeting open and welcome those in attendance.

### **Welcome to Country: -**

As per the Shire of Perenjori Policy (N<sup>o</sup> 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

*Therefore, I respectfully acknowledge the past and present custodians of the land on which we are meeting, the Badymia people.*

*I also acknowledge the pioneers who settled this country, developed the land and turned it into the productive country that we know today, allowing us to enjoy the lifestyle to which we have become accustomed.*

## **2. OPENING PRAYER:**

The Shire President to read.

## **3. DISCLAIMER READING:**

As printed.

## **4. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

### **4.1 ATTENDANCE BY TELEPHONE (ACT S.5.25(1)(BA))**

(1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —

- (a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and
- (b) the person is in a suitable place; and
- (c) the council has approved\* of the arrangement.

A resolution to this affect is set out below and must be carried by an **absolute majority**.

### **OFFICER RECOMMENDATION**

**THAT Cr J Sutherland's request to attend the June Council meeting via teleconference while based in Perth be approved.**

**4.1 ATTENDANCE:**

**MEMBERS:**

**STAFF:**

**DISTINGUISHED VISITORS:**

**MEMBERS OF THE PUBLIC:**

**LEAVE OF ABSENCE:**

**APOLOGIES:**

**5. PUBLIC QUESTION TIME:**

**5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:**

**5.2 QUESTIONS WITHOUT NOTICE:**

**6. APPLICATIONS FOR LEAVE OF ABSENCE:**

**6.1 APPLICATION/S FOR LEAVE OF ABSENCE:**

**OFFICER RECOMMENDATION**

**THAT: - \_\_\_\_\_ be granted leave of absence for the meeting of \_\_\_\_\_**

**Moved: \_\_\_\_\_ Motion put and carried/lost**

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:**

**7.1 ORDINARY MEETING HELD ON 20 MAY 2021**

**OFFICER RECOMMENDATION**

**THAT the Minutes of the Ordinary Meeting of Council held on 20 May 2021, presented in attachment 7.1 (a), be confirmed as true and correct subject to no / the following corrections.**

**8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

**10. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED:**

**11. DECLARATION OF INTEREST:**

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

## 12. FINANCE REPORTS

### 12.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MAY 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0081
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.1 (a) - Monthly Statement of Financial Activity for 31 May 2021

#### **Executive Summary:**

This item recommends that Council receive the Financial Activity Statements for the period ending 31 May 2021.

#### **Background:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### **Details:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Shown in the attached data.

#### **Strategic Community Plan:**

Area 5: Investing in Councils Leadership.

Goal: Strengthen the Shire's position as an innovative, independent local government providing excellence in all areas of governance, management and leadership.

#### **Consultation:**

Nil.

#### **Precedents:**

Nil.

#### **Officer Comment:**

Nil.

#### **CEO Comment:**

Nil.

**Voting Requirements: Simple Majority**

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.1.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 31 MAY 2021**

**OFFICER RECOMMENDATION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 31 May 2021.**



## 12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MAY 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0082
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.2 (a) - Accounts for Payment 31 May 2021

### Executive Summary:

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

### Background:

Council delegates authority to the Chief Executive Officer annually:

- To make payments from Trust, Reserve and Municipal Fund;
- To purchase goods and services to a value of not more than \$200,000;

### Legal Compliance:

*Local Government Act 1995*

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

*R12. Payments from municipal fund or trust fund, restrictions on making*

*(1) A payment may only be made from the municipal fund or the trust fund —*

*(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*

*(b) otherwise, if the payment is authorised in advance by a resolution of the council.*

*(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

*(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

*(a) the payee's name; and*

*(b) the amount of the payment; and*

*(c) the date of the payment; and*

*(d) sufficient information to identify the transaction.*

*(2) A list of accounts for approval to be paid is to be prepared each month showing —*

*(a) for each account which requires council authorisation in that month —*

*(i) the payee's name; and*

*(ii) the amount of the payment; and*

*(iii) sufficient information to identify the transaction; and*

- (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub-regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications:**

Nil.

**Council Role:**

Nil.

**Council Policy Compliance:**

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

**Financial Implications:**

All payments are made in accordance with the adopted annual budget.

**Strategic Community Plan:**

Strategy 1.3.2 of the Strategic Community Plan – Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.

**Consultation:**

Nil.

**Risk Assessment:**

Nil.

**Precedents:**

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

**Officer Comment:**

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

**Accounts Paid for the Month Ending 31 May 2021**

<b>Municipal Account</b>	
EFT	\$ 443,984.12
Direct Debits	\$ 111,453.18
Cheques	\$ 2895.05
Corporate MasterCard	\$ 1033.73
Bank Fees	\$ 175.20
<b>Total</b>	<b>\$ 559,541.28</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$559,541.28** from *Municipal and Trust Accounts* for the month ending **31 May 2021**.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.2.1 SCHEDULE OF PAID ACCOUNTS AS AT 31 MAY 2021**

**OFFICER RECOMMENDATION**

**THAT Council receives the May Schedule of Paid Accounts Report.**

**13. COMMUNITY DEVELOPMENT**

**15. PLANT AND WORKS**

**16. GOVERNANCE**

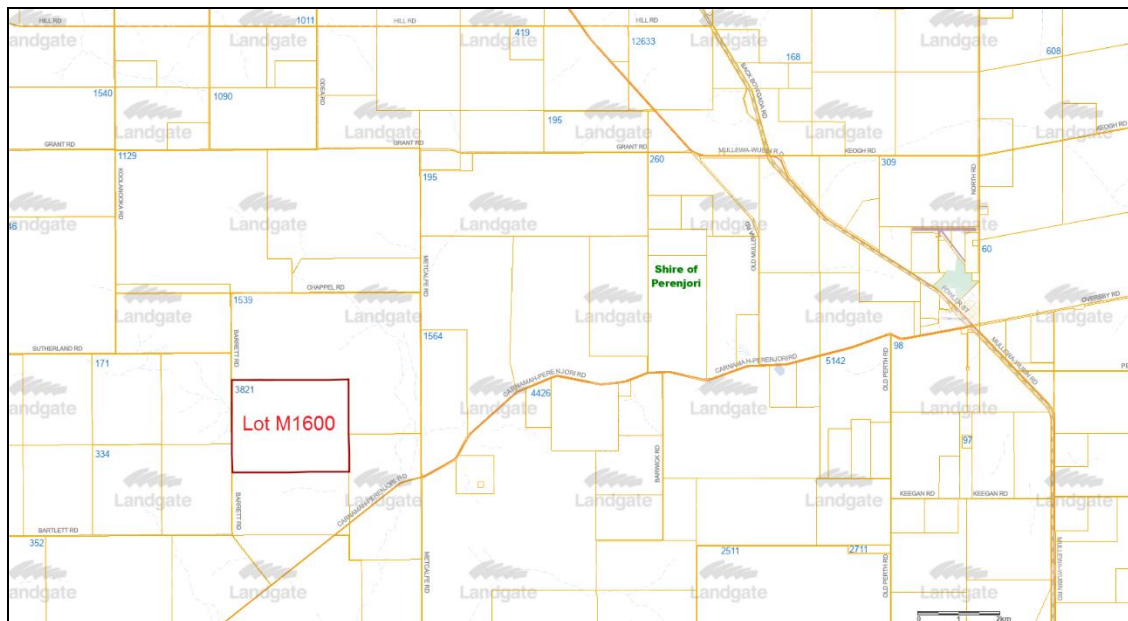
**16.1 PROPOSED NATURE BASED PARK – LOT M1600 BARRETT ROAD, PERENJORI**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	A1
<b>Disclosure of Interest:</b>	Cr Jude Sutherland – Applicant
<b>Author:</b>	Simon Lancaster – DCEO Shire of Chapman Valley
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.1 (a) – Copy of Received Application 16.1 (b) – Copy of Received Submissions

**Executive Summary:**

Council is in receipt of an application for a nature based park upon Lot M1600 Barrett Road, Perenjori. The application has been advertised for comment and no objections were received. This report recommends that Council approve the application for a 2 year trial period.

**Figure 16.1(a) – Location Plan for Lot M1600 Barrett Road, Perenjori**



**Background:**

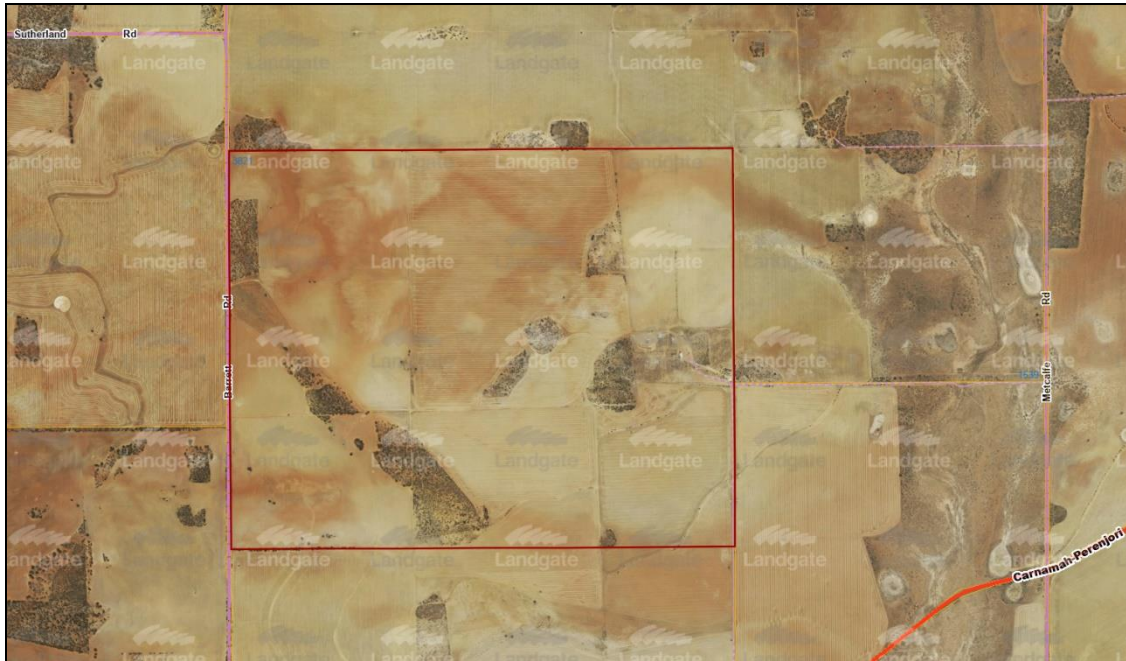
Lot M1600 is a relatively flat 623.3765ha property that is largely cleared and used for agricultural purposes, with pockets of remnant vegetation upon outcrop areas.

The applicant is proposing to establish a nature based park upon Lot M1600, approximately 500m west of the existing residence (providing manager/caretaker role to the facility) and 350m south-west of the farm outbuildings.

The property has a 2.212km frontage to the unsealed Barrett Road along its western boundary, however, the applicant is proposing that visitors to the nature based park would access the facility via an entry point onto the sealed Carnamah-Perenjori Road

and utilise a 2.5km long internal track across the adjoining 424.2073ha Lot M1652 (also owned by the applicant).

**Figure 16.1(b) – Aerial Photo of Lot M1600 Barrett Road, Perenjori**



**Figure 16.1(c) – Proposed nature based park upon Lot M1600 Barrett Road**



The nature based camping facility would consist of 7 campsites, set approximately 30m apart, catering for caravans, camper trailers, self-contained vans and tents.

The facility is proposed to operate from April through September each year to cater for visitors to the region attracted during wildflower season, and would be closed over summer due to fire risk and the seasonal decline in tourism.

At this stage, with demand levels for a nature based park uncertain, the applicant is proposing to cater for self-contained travellers only, and not provide an on-site toilet. In the event that the nature based park proved to be a successful venture the applicant would then consider installation of an environmental toilet on-site. The applicant has discussed with the Shire directing visitors to the dump point in the Perenjori townsite.

Although the nature based park would be closed over the summer months, fire management would be provided by on-site fire fighting vehicle upon Lot M1600 and nearby 2 x 20,000L water tanks and 120,000L water tank. Visitors will also be notified of the radio and phone emergency contact details for the campground operator at the neighbouring farmhouse upon arrival.

A full copy of the application has been included as **separate Attachment 16.1(a)** to this report.

### **Statutory Environment:**

Lot M1600 is zoned 'Rural' under Shire of Perenjori Local Planning Scheme No.3 ('the Scheme'). Given the advanced (post-advertising) state of the Scheme No.3 this document is now to be considered as 'seriously entertained' and therefore planning decisions should be made under these new provisions.

The Local Planning Scheme No.3 lists the objectives for the 'Rural' zone as being:

- “• To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.”

The proposed development would meet with the definition of 'Nature Based Park' as listed in the Scheme:

*“nature based park means premises used for a nature based park as defined in the Caravan Parks and Camping Grounds Regulations 1997”*

'Nature Based Park' is listed as an 'A' use within the 'Rural' zone under the Scheme, that is a use that must be advertised for comment prior to determination.

The *Caravan Parks and Camping Grounds Act 1995* and *Caravan Parks and Camping Regulations 1997* provide statutory direction in relation to this application.

Section 5 of the *Caravan Parks and Camping Grounds Act 1995* defines camping grounds and caravan parks as follows:

*“camping ground means an area of land on which camps, but not caravans, are situated for habitation but does not include any land prescribed for the purposes of this definition;*

*caravan park means an area of land on which caravans, or caravans and camps, are situated for habitation."*

Part 1 Section 3 of the *Caravan Parks and Camping Grounds Regulations 1997* defines a nature based park as follows:

*"nature based park means a facility in an area that —*

- (a) is not in close proximity to an area that is built up with structures used for business, industry or dwelling-houses at intervals of less than 100m for a distance of 500m or more; and*
- (b) has been predominantly formed by nature; and*
- (c) has limited or controlled artificial light and noise intrusion."*

Regulation 19(1)(m) notes that it is duty of the licence holder to:

*"(m) for a nature based park, all advertising material and other information sources about the facility, the content of which is controlled by the licence holder, specify each of the following amenities that is not provided for occupiers at the facility —*

- (i) toilets;*
- (ii) showers;*
- (iii) hand basins;*
- (iv) washing-up facilities;*
- (v) laundry facilities;*
- (vi) hot water for showering or for washing-up or laundry facilities;*
- (vii) power points;*
- (viii) lighting."*

Schedule 7 Clause 5A(1) of the Regulations notes that:

*"A person cannot be an occupier at a nature based park for more than 28 nights in total in a 3 month period starting on the first day that the person occupies a site at the facility."*

Schedule 7 Clause 23 of the Regulations notes that:

*"(1) A nature based park is to have at least 2 toilets for every 20 sites, unless otherwise approved.*

*Note for this subclause:*

*Clause 47 applies if a local government gives approval for a nature based park to have fewer than 2 toilets for every 20 sites."*

The Department of Local Government and Communities have prepared the 'Nature-based Parks: Licensing Guidelines for Developers and Local Governments' and this application has been assessed with regard for these guidelines.

The application to establish a nature based park upon Lot M1600 Barrett Road, Perenjori is generally considered to be in accordance with the requirements of the *Caravan Parks and Camping Regulations 1997* and 'Nature-based Parks: Licensing Guidelines for Developers and Local Governments'.

In regards to the proposed non-provision of a toilet on-site, given the low-key seasonal nature and limited 7 campsite scale of the facility, it is recommended that the nature based park be approved for a 2 year trial period at the conclusion of which the Shire review the level of servicing provided by the landowner/operator.

It is also noted that Schedule 7 Clause 42 of the Regulations states that:

*“Potable water for sites*

- (1) A supply of potable water of at least 300L per day, or such lesser amount as is approved under subclause (2), is to be available for use by each site at a facility.*
- (2) The local government may, with the written approval of the Executive Director, Public Health (within the meaning of the Health Act 1911), approve of a lesser quantity of water than that specified in subclause (1) being available at a facility.”*

The applicant is proposing a facility of 7 sites that would, based on the regulation requirements of 300L per day for each site, equate to an amount of 2,100L of potable water required to be available per day. The applicant proposes to have available 2 x 20,000 water tanks located nearby but these would be for fire fighting purposes and would not be considered to meet the requirements of potable water (which entails ongoing treatment with chlorine or ultra violet light treatment and periodic testing). This would therefore not meet with the standard requirements of Schedule 7 Clause 42(1) of the Regulations and would therefore require consideration under the performance criteria of Schedule 7 Clause 42(1).

The ‘Nature-based Parks: Licensing Guidelines for Developers and Local Governments’ also notes in relation to this requirement that:

*“Potable water for sites*

*Current: Schedule 7, Clause 42, if potable water can be readily made available then it should be provided. There is a health requirement that an adequate supply of drinking water be provided; if not, the operator needs to seek an exemption.*

*Application for exemption is to be made to the local government and will be dealt with on a case by case basis.*

*Every effort must be made to notify potential visitors if no potable water is available – this includes on all advertising materials, websites and on signs at the entrance to the facility.”*

Again given the scale of the facility, and it being open for only part of the year, it is recommended that the nature based park be approved for a 2 year trial period, at the conclusion of which the Shire review this aspect of servicing also.

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.



**Risk Management:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
This is an application made under the <i>Planning and Development Act 2005</i> and <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> that Council has the responsibility to administer and make determination upon.	The proposed development is considered low-key in nature, being limited to 7 campsites and operating only during the winter/spring period and closed during summer when fire risk is highest. The nature based park would also be sited 500m from the owner's residence meaning they will fulfill a caretaker role.	It is considered appropriate to approve the development for a 2 year trial period at the conclusion of which the Shire can review any issues arising.

**Consultation:**

The application was advertised from 30 April 2021 until 21 May 2021 to all surrounding landowners within 2½km of the proposed nature based park, and relevant government agencies such as the Department of Biodiversity Conservation & Attractions, Department of Fire & Emergency Services, Department of Health, Department of Primary Industries & Regional Development, Department of Water & Environmental Regulation and Western Power inviting comment.

At the conclusion of the advertising period 5 submissions had been received, with all of them being from government agencies offering technical comment, no objections were received. A copy of the received submissions has been provided as **separate Attachment 16.1(b)**.

The applicant was provided with the opportunity to respond to the issues raised in the received submissions and has submitted the following additional information:

- “1. *Public Health & Safety*  
*There will be a camping (tent) area which will be physically separated from vehicles, caravans and campers. The tent camping area will be sign posted.*
2. *Rubbish and sites will be monitored on a daily basis. If rubbish is left it will be collected and disposed of responsibly.*
3. *Visitors will be required to bring their own firewood as stated in the application to ensure that no clearing of dead vegetation takes place.*
4. *As outlined in question 5.1.3 the Shire of Perenjori have been contacted and will monitor the cost of operating the dump point.*
5. *Campers with pets will have to ensure that they are on a lead at all times. As a working farm we have stock and owners must ensure that their pets are restrained during the visit. This will be monitored and restricted if necessary.”*

**Financial Implications:**

The establishment of a nature based park 18km from the Perenjori townsite without a dump point may lead to some additional use of the Shire resourced facility point in the Perenjori townsite. However, it is considered that this would be a minor financial burden for Council that would be outweighed by the wider community economic benefits of travellers being given increased types of accommodation options and reason to stay longer (and encouraged to spend more) in the region.

**Precedents:**

Nature Based Parks are becoming increasingly popular and demanded by tourists as the ownership levels of self-contained vans continues to grow. Nature Based Parks are operated by a mixture of state government (largely through Department of Biodiversity Conservation & Attractions), local governments and private operators throughout Western Australia.

**Strategic Community Plan:**

Area 2: Industry and Business Development – Our Economy

Goal: Fostering and maximising growth across the economy, seeking and embracing opportunities for diversifying and strengthening our economic base.

**Officer Comment:**

It is considered that the application is appropriate for the location and is in keeping with the requirements of the Shire's Scheme, and will assist in economic diversification without compromising the surrounding agricultural activities. With appropriate management it is considered that the facility can be of benefit to the area and be operated in low-risk manner.

The Mid West Development Commission, in collaboration with Regional Development Australia, the Department of Planning and the Mid West Tourism Alliance released the 'Tourism Development Strategy' (2014) with one of the identified priorities being to increase the range of eco nature based tourism activities, attractions and experiences.

The Economic Development element of the Commission's Mid West Blueprint (2015) noted the Mid West Tourism Potential as follows:

*"The long term aspiration of this Blueprint is for the Mid West to attract one million overnight visitors (annually) by 2050. The Mid West would be highly developed as an inspiring nature based destination, that offers a wide range of high quality, year round experiences."*

The Western Australian Planning Commission's 'Planning Bulletin 83 - Planning for Tourism' (2013) sets out the policy position to guide decision making by the WAPC and local government for rezoning, subdivision and development proposals for tourism purposes. The Bulletin emphasises the importance of strategic planning for tourism and that this should be addressed through the local government's Local Planning Strategy identifying tourism sites and determine their strategic value and importance to tourism development.

The Bulletin notes that identification of tourism sites does not imply that the site is suitable for immediate development or re-development (in many cases sites may be identified to facilitate the long term protection of land for tourism purposes where economic conditions appropriate for development may not be reached for a number of years) but does set out general location criteria to determine the tourism value of a site as follows:

*Accessibility*

*The site has adequate existing or proposed transport links (such as major road or airport access).*

*Uniqueness*

*The site contains, or is in the vicinity of, an attraction or prominent and/or unique landmark of local, regional or State significance.*

#### *Setting*

*The setting of the site has an aspect and outlook that supports recreational tourism activities and/or the creation of a tourism character and ambience (e.g. immediately adjacent to a beach).*

#### *Tourism activities and amenities*

*The site provides, has easy access to, or is capable of development of supporting activities and amenities such as tours, fishing, historic sites, walk trails, environmental interpretation, cafes, restaurants, shops and the like.*

#### *Supply of land*

*The site has an element of scarcity in that it may be the only opportunity, or one of a limited number of opportunities, to achieve a significant tourism development in an area.*

*Site specific criteria to determine the tourism value of the site includes:*

#### *Suitability in a land use context*

*The site is located in a land use context that will not limit the extent of activities available to guests due to amenity impacts on adjoining residents or where the adjoining uses potentially detract from the tourism character of the site (e.g. located within a residential area).*

#### *Capability*

*The site has the capacity to be developed for tourism purposes and accommodate the associated services in a manner that does not detract from the natural attributes of the site or result in environmental degradation. Examples include: clearing for bushfire protection, sewerage capacity, water supply and rubbish disposal.*

#### *Size*

*The size of the site should be adequate to accommodate a sustainable tourism facility with respect to its design, operation and function, and its site specific and wider impacts and consideration of future growth/expansion. This will require a site to be able to be developed without compromising the sustainable use of natural and cultural resources or existing social structures. Development of the site should also contribute to the delivery of diversified and balanced tourism opportunities.*

#### *Function*

*The use of the site meets a particular accommodation, market need and/or ensures a range of tourism accommodation within the locality. Examples are: beachfront caravan parks, school holiday camps and Crown tourism leases.*

*These criteria are to guide local government in the assessment of the strategic value of tourism sites and determination of the value will be based on the outcome of the assessment of the site against all criteria."*

#### **Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

### **16.1.1 REGIONAL EARLY EDUCATION AND DEVELOPMENT (REED) PROPOSAL**

#### **OFFICER RECOMMENDATION**

**THAT Council grant formal planning approval for a short stay Nature Based Park upon Lot M1600 Barrett Road, Perenjori subject to the following conditions:**

- 1 Development shall be in accordance with the approved plan(s) dated 17 June 2021 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) considered by the Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.**
- 3 The approval is valid for a period of 2 years after which time the application shall be considered by the Shire CEO (under the delegated authority of Council) as to any impacts arising from the operation of the development in the determination on whether to grant any extension to the approval period.**
- 4 The applicant is to prepare, submit and adhere to a Management Plan to the approval of the local government.**
- 5 The proponent is to implement and maintain reporting mechanisms for complaints concerning the operation of the development. In the event of a substantiated complaint being received the applicant is required to demonstrate mitigation response(s) to the approval of the local government. Such response(s) will be treated as conditions of approval/required modifications to the Management Plan.**
- 6 The development shall comply with the requirements of the *Caravan Parks and Camping Grounds Regulations 1997* and the 'Nature-based Parks: Licensing Guidelines for Developers and Local Governments' to the approval of the local government.**
- 7 The applicant is to ensure that the location, design, construction and ongoing maintenance of the access point from the development site onto the road network shall be to the approval of the local government.**
- 8 The internal road network and vehicle manoeuvring and parking areas shall be constructed and maintained to an all-weather compacted standard to the approval of the local government.**
- 9 The installation and subsequent maintenance of any signage shall be to the approval of the local government (or Main Roads where required).**

#### **Advice Notes**

- (a) In relation to condition 3 the applicant is advised that this approval is issued for a trial period of 2 years and the operation of this development and level of servicing will be monitored by the Shire and given regard for when assessing whether further approval may be granted.**

- (b) In relation to condition 4 the Management Plan is to include sections relating to Fire Management, Emergency Response Plan, Water Supply and Waste Management.**
- (c) In relation to condition 6 the development shall only permit short stay accommodation for a period of not more than 28 nights in total in a 3 month period starting on the first day that the person occupies a site at the facility.**
- (d) The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation including but not limited to the, *Caravan Parks and Camping Grounds Act 1995*, *Caravan Parks and Camping Grounds Regulations 1997* and *Health (Miscellaneous Provisions) Act 1911*. It is the applicant's responsibility to obtain any additional approvals required before the development/use lawfully commences.**
- (e) If an applicant is aggrieved by this determination there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**

## 16.2 PROPOSED SCHEDULE OF COUNCIL MEETING DATES FOR 2021/22

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0214
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Bianca Plug – Executive Assistant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### **Executive Summary:**

This item seeks Council's endorsement of the proposed meeting dates until June 2022.

### **Background:**

Local Governments are required to advertise their schedule of meetings at least once per year. The proposed meeting dates and times for the next 12 months are set out below.

### **Statutory Environment:**

*Local Government (Administration) Regulations* – Reg 12 sets out the need for Local Public Notice of the date time and venue of Ordinary Councils meetings.

Local Government Act 1995, Part 5, Administration, s 5.3 Ordinary and special council meetings,

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

### **Policy Implications:**

Ensures Compliance with Local Government Act 1995.

### **Legal Compliance:**

Nil.

### **Risk Management:**

Nil.

### **Consultation:**

Nil.

### **Financial Implications:**

Councillor meeting fees will be set and adopted in the 2021/22 budget.

### **Precedents:**

Nil.

### **Strategic Community Plan:**

Area 5: Investing in Councils Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership.

**Officer Comment:**

Meeting on the third Thursday of the month recognises practices from previous years. Traditionally, Council meets at the Latham Community Centre in March. This has been scheduled to be held on 17 March 2022.

The gazetted public holidays from July 2021 to June 2022 include the Queen's Birthday on Monday 27 September 2021, Christmas Day Public Holiday Monday 27 December 2021, Labour Day Monday 7 March 2022, Good Friday 15 April 2022, Easter Monday 18 April 2022 and Western Australia Day 6 June 2022. There is no impact on the proposed Council's meeting schedule however, the Council Meeting Agenda will need to be sent earlier than usual due to the public holidays surrounding the April Council Meeting in 2022.

<b>ORDINARY COUNCIL MEETINGS 2021/22</b>		
<b>Ordinary Council Meeting Date (Thursday)</b>	<b>Ordinary Council Meeting Time</b>	<b>Ordinary Council Meeting Location</b>
15 July 2021	3:00 pm	Perenjori Council Chambers
19 August 2021	3:00 pm	Perenjori Council Chambers
16 September 2021	3:00 pm	Perenjori Council Chambers
21 October 2021	3:00 pm	Perenjori Council Chambers
18 November 2021	3:00 pm	Perenjori Council Chambers
16 December 2021	3:00 pm	Perenjori Council Chambers
January 2022	<b>NO MEETING</b>	<b>NO MEETING</b>
17 February 2022	3:00 pm	Perenjori Council Chambers
17 March 2022	3:00 pm	Latham Community Centre
21 April 2022	3:00 pm	Perenjori Council Chambers
19 May 2022	3:00 pm	Perenjori Council Chambers
16 June 2022	3:00 pm	Perenjori Council Chambers

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.2.1 PROPOSED SCHEDULE OF COUNCIL MEETING DATES FOR 2021/22**

**OFFICER RECOMMENDATION**

**THAT the above schedule of meetings until June 2022 to be held in the Shire of Perenjori Council Chambers, with the exception of the March 2022 Council Meeting to be held at the Latham Community Centre and, advertised through local media, the Perenjori Shire public notice board and the Shire of Perenjori website.**

### 16.3 EMERGENCY REPORTING EXEMPTIONS

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0091
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### **Executive Summary:**

The purpose of this report is to advise Council of exemptions for 2021 from LEMC meetings and the Annual Preparedness Capability Survey.

#### **Background:**

The State Emergency Management Committee (SEMC) has acknowledged the impact of Tropical Cyclone Seroja on communities in the Mid-West region and the extent of recovery efforts underway in the Shire of Perenjori. At its meeting on 7 May 2021, the SEMC resolved to provide allowances to impacted local government areas regarding certain emergency management activities. Under resolution 35/2021, the SEMC has:

- approved the Shire of Perenjori to cancel Local Emergency Management Committee (LEMC) meetings for the remainder of 2021;
- noted the exemption of the Shire of Perenjori from the requirement to complete the Annual and Preparedness Report Capability Survey in 2021; and
- authorised the Mid West District Emergency Management Committee (DEMC) to adjust the meeting dates for the remainder of 2021, if required.

These allowances are granted in recognition of the increased workload on local government and their emergency management partners in the area and to allow emergency management efforts to remain focused on supporting the community in recovery.

Following the completion of the recovery process there will be a review of the collective experiences of the emergency management sector to understand the lessons learnt from cyclone Seroja and review documents within the State Emergency Management Framework.

Input from affected local governments will be key in improving the framework to better support communities and drive locally informed emergency management practices in the future.

#### **Statutory Environment:**

Nil.

#### **Policy Implications:**

Nil.

#### **Legal Compliance:**

Nil.



**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Low level of coordination amongst local level emergency agencies.	Low.	Maintain local communications on emergency management issues.

**Consultation:**

CEO.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

**Comment:**

This represents an acknowledgement that reporting requirements can be onerous for small local governments. There is always a high level of informal communication between emergency management operatives and this will continue outside of formal reporting requirements.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.3.1 EMERGENCY REPORTING EXEMPTIONS**

**OFFICER RECOMMENDATION**

**THAT the report be noted.**

#### 16.4 APPOINTMENT OF FIRE OFFICERS & FIRE BREAK NOTICE

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0070
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Rick Ryan – Community Emergency Services Manager
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### **Executive Summary:**

The purpose of this report is to:

- (a) Appoint the Shire of Perenjori Bush Fire Control Officers, pursuant to Section 38 of the Bush Fires Act 1954;
- (b) Appoint the Chief Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control Officer, pursuant to Section 38 of the Bush Fires Act 1954.
- ( c ) to endorse the Shire of Perenjori Section 33 Fire Break Notice

#### **Background:**

The Shire of Perenjori appoints officers on an annual basis to ensure adequate resources are available throughout the year.

The Shire Fire Break notice is sent out to all landholders advising of the Fire Break requirements, advising the community of burning times, fire break requirements and Fire Control Officers for the Shire of Perenjori.

#### **Statutory Environment:**

Section 38 (1) of the *Bush Fires Act 1954* states as follows

*A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

Section 38 (1) of the *Bush Fires Act 1954* states as follows

*(c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.*

*(h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is "extreme" or "very high", and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.*

*(i) This subsection does not authorise the burning of bush during the prohibited burning times or within the defined area during a bush fire emergency period.*

**Local government may require occupier of land to plough or clear fire-break**

- (1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the *Government Gazette* and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —
- (a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;
  - (b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,
- and the notice may require the owner or occupier to do so —
- (c) as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and
  - (d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.

**Risk Management:**

It is a requirement to have appointed officers and would leave the Shire very exposed without such responsible people in place to attend to matters as they arise.

**Consultation:**

Bush Fire Advisory Committee.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality-built environment, which meets current and future community needs.

**Officer Comment:**

Similar to the CBFCO persons appointed to the roles of Fire Control Officers, each officer should have a good understanding of their roles and fire behaviour in this district.

We do not have a Fire Weather officer as this is a Government Gazetted position as the purpose of a Fire Weather Officer is to validate fire permits if the weather/FDI is lower than what has been predicted by BOM.

The CBFCO or the CEO has the role of instigating a Harvest & Vehicle Movement Ban. The CBFCO and CESM will monitor the weather and both will review with the other FCO, if there is a need to impose a HVMB the Shire will be advised to send out a notice to imposes a HMB.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.4.1 APPOINTMENT OF FIRE OFFICERS & FIRE BREAK NOTICE**

**OFFICER RECOMMENDATION**

**THAT the following bush fire control officers for 2021/22 year be appointed and Ken Markham be appointed as the interim Acting Deputy Chief Bush Fire Control Officer until such time as a permanent appointment to this position.**

<b>POSITION</b>	<b>NAME</b>
<b>Chief Bush Fire Control Officer</b>	<b>Phil Page</b>
<b>Deputy Chief Bush Fire Control Officer</b>	<b>Ken Markham</b>
<b>Fire Control Officers &amp; Permit Issuing Officers</b>	<b>Mario Romeo Phil Page Ken Markham Jason King Brian Campbell Mario Romeo CEO Rick Ryan/CESM</b>

## 16.5 REGIONAL EARLY EDUCATION AND DEVELOPMENT (REED) PROPOSAL

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0544
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Nola Comerford – Smith – MCCS
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### **Executive Summary:**

The purpose of this report is for Council to consider transferring management of the Perenjori Early Childhood Centre (PECC) from the Shire of Perenjori to Regional Early Education and Development (REED).

### **Background:**

At the Council Briefing Session on Thursday 10 June 2021 REED representatives presented information on the operations and functions of their early childhood education service. REED is a not-for-profit incorporated association and registered charity which manages over 20 Early Childhood Centres in the Wheatbelt and are considering extending their service into the Mid-West.

REED would be responsible for management of childhood education services which includes all administration processes (including payroll), training, staff attraction & retention, advertising, compliance with Early Childhood Education and Care (ECEC), plus payment of utilities.

### **Statutory Environment:**

Nil.

### **Policy Implications:**

As per *Policy 9008 – Elected Member Representation – Committees, Community*, Council currently have representation on the PECC Advisory Committee, which would no longer be applicable or required.

### **Legal Compliance:**

Nil.

### **Risk Management:**

Minimal. REED are currently successfully managing over 20 childcare services within the Wheatbelt and their professional involvement in management is considered less of a risk factor than the current Shire involvement due to their experience in childcare.

### **Consultation:**

Mario Romeo – CEO

Perenjori Early Childhood Centre

Regional Early Education and Development Inc.

Hanna Jolly – Manager Corporate Services, Shire of Dalwallinu

Louise Sellenger – Administration Manager, Shire of Mukinbudin

**Financial Implications:**

REED have implied that they would request a peppercorn lease for the PECC building. 2020/2021 year to date expenditure for the PECC of \$266,174 (two hundred and sixty-six thousand, one hundred and seventy-four dollars) includes administration, staff expenses and resources. Housing allocation of \$56,458 (fifty-six thousand, four hundred and fifty-eight dollars) has not been included in this amount as Council may consider continued housing support to ensure staff retainment.

Year to date income through childcare fees total \$90,441 (ninety thousand, four hundred and forty-one dollars).

Council would not be responsible for any wages or administration expenses for the Centre but could consider continuing responsibility for building and garden maintenance.

REED is registered to deliver the Federal Government's Child Care Subsidy, therefore families utilising the service will be eligible to apply for access to the childcare subsidy to reduce expenses for childcare fees.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 3: People and Place – Our Community

Goal: Demonstrating a high quality of life for all, offering relevant activities, facilities, and services to enable people to meet their needs and achieve their potential.

**Officer Comment:**

Consultation with other Local Government staff utilising REED management of a Council-owned childcare service offer positive feedback of the arrangement from a Shire-based view and a relief from the burden of regulations and compliance for community-based committees.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.5.1 REGIONAL EARLY EDUCATION AND DEVELOPMENT (REED) PROPOSAL**

**OFFICER RECOMMENDATION**

**That Council request the CEO to pursue further negotiations with Regional Early Education and Learning Inc. with a view to securing the longer-term operational requirements and legal compliance of the Perenjori Early Childhood Centre.**

## 16.6 CORPORATE BUSINESS PLAN PERFORMANCE REVIEW

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0468
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.6 (a) Corporate Business Plan Performance Spreadsheet

### Executive Summary:

This report presents the June review of the performance of the Corporate Business Plan.

The most significant event during the period has been the occurrence of Tropical Cyclone Seroja on April 11/12.

The initial consequence of the cyclone was the diversion of resources to emergency response and recovery activities.

Organisational performance was impacted insofar as administrative and office activities were disrupted by the initial loss of power supply and telecommunications, whilst the standard program of works and external services was suspended to deal with infrastructure damage, road closures and provide support to emergency services.

The economic impacts of both the cyclone and the ongoing COVID19 pandemic will likely hold some significance for the new Council budget, both in terms of revised works priorities and accounting for increased funding and expenditure.

### Background:

Council is required to prepare a Plan for the Future, comprising a ten-year minimum Strategic Community Plan (*currently 2017 – 2027*) and a four-year minimum Corporate Business Plan (*currently 2017- 2021*).

### Statutory Environment:

#### Local Government Act (1995)

#### 5.56. Planning for the future

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

### Local Government (Administration) Regulations 1996

#### 19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
  - (5) In making or reviewing a strategic community plan, a local government is to have regard to —
    - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
    - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
    - (c) demographic trends.
  - (6) Subject to sub regulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
  - (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.
- \*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
  - (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
  - (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

*[Regulation 19C inserted: Gazette 26 Aug 2011 p. 3483-4.]*

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

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



(5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

(6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

\*Absolute majority required.

(7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

*[Regulation 19DA inserted: Gazette 26 Aug 2011 p. 3484-5.]*

**19D. Public notice of adoption of strategic community plan**

(1) If a strategic community plan is adopted, the CEO must —

- (a) give local public notice that the plan has been adopted; and
- (b) publish the plan on the local government's official website.

(2) If modifications to a strategic community plan are adopted, the CEO must —

- (a) give local public notice that modifications to the plan have been adopted; and
- (b) publish the modified plan on the local government's official website.

*[Regulation 19D inserted: SL 2020/213 r. 21.]*

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.

**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Compliance with legislation, regulation and policy.	Low.	Maintain reporting schedule.

**Consultation:**

CEO & MIS.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

**Officer Comment:**

The attached spreadsheet identifies the strategies and actions for each Community Strategic Plan objective and the year/s of implementation for the four-year life of the Corporate Business Plan. It also identifies the Shire staff member charged with responsibility for implementing any particular action while noting that ultimate responsibility for the staff member concerned rests with the CEO.

As shown on the spreadsheets, the attainment of certain strategies and actions can be hampered by;

- insufficient funding and cost blowouts,
- scheduling difficulties arising from external blockages or narrow windows of opportunity,
- resource constraints (lack of staff time, knowledge, technology or materials).

A set of "traffic lights" alongside these potential areas of constraint quickly flags to staff, Councillors and community members, those Corporate Business Plan actions that may need collective consideration and attention.

During the life of the current plan there have been a number of unforeseen negative impacts on Council's business activities, including;

- the inquiry into the Council and dissolution of the Council
- high staff turnover
- the COVID19 pandemic
- Tropical Cyclone Seroja

A positive impact has been the influx of government funding of approximately \$2M to support the national economic recovery and the advance payment of \$300K from LGIS in anticipation of the pending insurance claim for cyclone damage.

In acknowledging this report as a performance update of the existing plan, it should be noted that work is now underway to formally review the Community Plan and develop a new Corporate Business Plan for the next four-year period.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.6.1 CORPORATE BUSINESS PLAN PERFORMANCE REVIEW**

**OFFICER RECOMMENDATION**

**THAT**

- 1. the June Corporate Business Plan performance report be noted;**
- 2. a review of the Strategic Community Plan be initiated**
- 3. subsequent to the Strategic Community Plan review, a new Corporate Business Plan be developed.**

**17. CONFIDENTIAL REPORTS**

**18. ORDERING THE COMMON SEAL**

<b>Document</b>	<b>Organisation</b>	<b>Purpose</b>	<b>Date</b>
-	-	-	-

**19. REPORTS OF COMMITTEES AND MEMBERS**

**20. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**21. NOTICE OF MOTIONS**

*(for consideration at the following meeting, if given during the meeting).*

**22. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL**

**23. CLOSURE OF MEETING**

**24. NEXT MEETING:**

The Shire President advises that the date of the next Ordinary Meeting of Council will be held on Thursday 15 July 2021, commencing at 3:00 pm at the Shire of Perenjori Council Chambers 56 Fowler Street, Perenjori WA 6620.



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 7.1 (a)

*Previous Minutes 20 May 2021*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**



Shire of  
**Perenjori**  
Embrace Opportunity

MINUTES  
*for the*  
ORDINARY COUNCIL  
MEETING

20 MAY 2021

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## **COUNCIL ROLE**

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

## **DISCLAIMER**

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

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

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.”

# SHIRE OF PERENJORI

**Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday 20 May 2021, at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.**

## **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:**

The Shire President declared the meeting open at 3.00 pm and welcomed those in attendance.

### **Welcome to Country: -**

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

*Therefore, I respectfully acknowledge the past and present custodians of the land on which we are meeting, the Badymia people.*

*I also acknowledge the pioneers who settled this country, developed the land and turned it into the productive country that we know today, allowing us to enjoy the lifestyle to which we have become accustomed.*

## **2. OPENING PRAYER:**

The Shire President read the opening prayer.

## **3. DISCLAIMER READING:**

As printed.

## **4. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

### **4.1 ATTENDANCE:**

#### **MEMBERS:**

Cr Chris King – Shire President  
Cr Jude Sutherland – Deputy Shire President  
Cr Brian Baxter  
Cr Colin Bryant  
Cr Daniel Bradford  
Cr Les Hepworth  
Cr Phil Logue

#### **STAFF:**

Mario Romeo – Chief Executive Officer  
Wayne Scheggia – Executive Advisor  
Ken Markham – Manager Infrastructure Services  
Bianca Plug – Executive Assistant

**DISTINGUISHED VISITORS:** Nil.

**MEMBERS OF THE PUBLIC:** Paddy King

**LEAVE OF ABSENCE:** Nil.



**APOLOGIES:** Nil.

**5. PUBLIC QUESTION TIME:**

Nil.

**5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:**

Nil.

**5.2 QUESTIONS WITHOUT NOTICE:**

Nil.

**6. APPLICATIONS FOR LEAVE OF ABSENCE:**

**6.1 APPLICATION/S FOR LEAVE OF ABSENCE:**

Nil.

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:**

**7.1 ORDINARY MEETING HELD ON 18 MARCH 2021**

**COUNCIL DECISION**

**THAT the Minutes of the Ordinary Meeting of Council held on 18 March 2021, presented in attachment 7.1 (a), be confirmed as true and correct subject to no / the following corrections.**

**Moved: Cr P Logue      Seconded: Cr C Bryant      Motion Put and Carried: 7/0**

**7.2 SPECIAL MEETING HELD ON 22 APRIL 2021**

**COUNCIL DECISION**

**THAT the Minutes of the Special Meeting of Council held on 22 April 2021, presented in attachment 7.2 (a), be confirmed as true and correct subject to the following corrections:**

**That item 12 GENERAL BUSINESS be amended to read;**

**Appreciation**

**That thanks be extended to local police officers Nathan Good and Jess Reading**

**Moved: Cr J Sutherland      Seconded: Cr L Hepworth      Motion Put and Carried: 7/0**

**8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

Nil.

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

Nil.

**10. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED:**

### **Matters Behind Closed Doors**

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

*A matter affecting an employee or employees*

*The personal affairs of any person;*

*A matter that if disclosed, would reveal –*

*A trade secret; or*

*Information that has a commercial value to a person; or*

*Information about the business, professional, commercial or financial affairs of a person.*

#### **11. DECLARATION OF INTEREST:**

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

**Cr J Sutherland declared an Indirect Financial and Impartiality interest in item 16.7 Perenjori Agricultural Show due to being a Committee Member of the Perenjori Agricultural Society.**

**Cr P Logue declared an Indirect Financial interest in item 16.7 Perenjori Agricultural Show due to being the President of the Perenjori Agricultural Society.**

## 12. FINANCE REPORTS

### 12.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0081
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.1 (a) - Monthly Statement of Financial Activity for 31 March 2021

#### **Executive Summary:**

This item recommends that Council receive the Financial Activity Statements for the period ending 31 March 2021.

#### **Background:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### **Details:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Shown in the attached data.

#### **Strategic Community Plan:**

Area 5: Investing in Councils Leadership.

Goal: Strengthen the Shire's position as an innovative, independent local government providing excellence in all areas of governance, management and leadership.

#### **Consultation:**

Nil.

#### **Precedents:**

Nil.

#### **Officer Comment:**

Nil.

#### **CEO Comment:**

Nil.

**Voting Requirements: Simple Majority**

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.1.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 31 MARCH 2021**

**OFFICER RECOMMENDATION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 31 March 2021.**

**12.1.2 The Financial Activity Statements for the Period Ending 31 March 2021**

**COUNCIL DECISION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 31 March 2021.**

**Moved: Cr J Sutherland    Seconded: Cr D Bradford    Motion Put and Carried: 7/0**

## 12.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 APRIL 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0081
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.2 (a) - Monthly Statement of Financial Activity for 30 April 2021

### **Executive Summary:**

This item recommends that Council receive the Financial Activity Statements for the period ending 30 April 2021.

### **Background:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

### **Details:**

Nil.

### **Legal Compliance:**

Nil.

### **Policy Implications:**

Nil.

### **Financial Implications:**

Shown in the attached data.

### **Strategic Community Plan:**

Area 5: Investing in Councils Leadership.

Goal: Strengthen the Shire's position as an innovative, independent local government providing excellence in all areas of governance, management and leadership.

### **Consultation:**

Nil.

### **Precedents:**

Nil.

### **Officer Comment:**

Nil.

### **CEO Comment:**

Nil.

**Voting Requirements: Simple Majority**

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.2.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 30 APRIL 2021**

**OFFICER RECOMMENDATION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 30 April 2021.**

**12.2.2 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 30 APRIL 2021**

**COUNCIL DECISION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 30 April 2021.**

**Moved: Cr L Hepworth    Seconded: Cr D Bradford    Motion Put and Carried: 7/0**

## 12.3 SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0082
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.3 (a) - Accounts for Payment 31 March 2021

### Executive Summary:

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

### Background:

Council delegates authority to the Chief Executive Officer annually:

- To make payments from Trust, Reserve and Municipal Fund;
- To purchase goods and services to a value of not more than \$200,000.

### Legal Compliance:

*Local Government Act 1995*

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

*R12. Payments from municipal fund or trust fund, restrictions on making*

*(1) A payment may only be made from the municipal fund or the trust fund —*

*(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*

*(b) otherwise, if the payment is authorised in advance by a resolution of the council.*

*(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

*(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

*(a) the payee's name; and*

*(b) the amount of the payment; and*

*(c) the date of the payment; and*

*(d) sufficient information to identify the transaction.*

*(2) A list of accounts for approval to be paid is to be prepared each month showing —*

*(a) for each account which requires council authorisation in that month —*

*(i) the payee's name; and*

*(ii) the amount of the payment; and*

*(iii) sufficient information to identify the transaction; and*

*(b) the date of the meeting of the council to which the list is to be presented.*

*(3) A list prepared under sub-regulation (1) or (2) is to be —*

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications:**

Nil.

**Council Role:**

Nil.

**Council Policy Compliance:**

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

**Financial Implications:**

All payments are made in accordance with the adopted annual budget.

**Strategic Community Plan:**

Strategy 1.3.2 of the Strategic Community Plan – Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.

**Consultation:**

Nil.

**Risk Assessment:**

Nil.

**Precedents:**

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

**Officer Comment:**

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

**Accounts Paid for the Month Ending 31 March 2021**

<b>Municipal Account</b>	
EFT	\$ 416,524.96
Direct Debits	\$ 108,731.24
Cheques	\$ 0.00
Corporate MasterCard	\$ 7,822.96
Bank Fees	\$ 178.84
<b>Total</b>	<b>\$ 533,258.00</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$533,258.00** from *Municipal* and *Trust Accounts* for the month ending 31<sup>st</sup> March **2021**.



**Voting Requirements: Simple Majority**

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.3.1 SCHEDULE OF PAID ACCOUNTS AS AT 31 MARCH 2021**

**OFFICER RECOMMENDATION**

**THAT Council receives the March Schedule of Paid Accounts Report.**

**12.3.2 SCHEDULE OF PAID ACCOUNTS AS AT 31 MARCH 2021**

**COUNCIL DECISION**

**THAT Council receives the March Schedule of Paid Accounts Report.**

**Moved: Cr P Logue   Seconded: Cr C Bryant   Motion Put and Carried: 7/0**

## 12.4 SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 APRIL 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0082
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.4 (a) - Accounts for Payment 30 April 2021

### Executive Summary:

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

### Background:

Council delegates authority to the Chief Executive Officer annually:

- To make payments from Trust, Reserve and Municipal Fund;
- To purchase goods and services to a value of not more than \$200,000;

### Legal Compliance:

*Local Government Act 1995*

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

*R12. Payments from municipal fund or trust fund, restrictions on making*

*(1) A payment may only be made from the municipal fund or the trust fund —*

*(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*

*(b) otherwise, if the payment is authorised in advance by a resolution of the council.*

*(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

*(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

*(a) the payee's name; and*

*(b) the amount of the payment; and*

*(c) the date of the payment; and*

*(d) sufficient information to identify the transaction.*

*(2) A list of accounts for approval to be paid is to be prepared each month showing —*

*(a) for each account which requires council authorisation in that month —*

*(i) the payee's name; and*

*(ii) the amount of the payment; and*

*(iii) sufficient information to identify the transaction; and*

*(b) the date of the meeting of the council to which the list is to be presented.*

*(3) A list prepared under sub-regulation (1) or (2) is to be —*

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications:**

Nil.

**Council Role:**

Nil.

**Council Policy Compliance:**

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

**Financial Implications:**

All payments are made in accordance with the adopted annual budget.

**Strategic Community Plan:**

Strategy 1.3.2 of the Strategic Community Plan – Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.

**Consultation:**

Nil.

**Risk Assessment:**

Nil.

**Precedents:**

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

**Officer Comment:**

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

**Accounts Paid for the Month Ending 30 April 2021**

<b>Municipal Account</b>	
EFT	\$ 691,879.39
Direct Debits	\$ 131,865.92
Cheques	\$ 0.00
Corporate MasterCard	\$ 879.55
Bank Fees	\$ 338.55
<b>Total</b>	<b>\$ 824,963.41</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
<b>Total</b>	<b>\$0.00</b>

Totalling **\$824,963.41** from *Municipal* and *Trust Accounts* for the month ending 30th April 2021.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.4.1 SCHEDULE OF PAID ACCOUNTS AS AT 30 APRIL 2021**

**OFFICER RECOMMENDATION**

**THAT Council receives the April Schedule of Paid Accounts Report.**

**12.4.2 SCHEDULE OF PAID ACCOUNTS AS AT 30 APRIL 2021**

**COUNCIL DECISION**

**THAT Council receives the April Schedule of Paid Accounts Report.**

**Moved: Cr L Hepworth Seconded: Cr D Bradford Motion Put and Carried: 7/0**

**13. COMMUNITY DEVELOPMENT**

**15. PLANT AND WORKS**

**16. GOVERNANCE**

**16.1 LIQUID WASTE SERVICE OPTIONS**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0214
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

**Executive Summary:**

The purpose of this report is to seek Council's views on investigating the provision of Liquid Waste Services in the Shire.

**Background:**

Deep sewerage facilities are not part of the service infrastructure available to properties within the shire of Perenjori. Consequentially, properties must instal septic tanks or equivalent waste treatment facilities. These facilities require regular maintenance and waste removal.

Initial observations have been made regarding the lack of an available Liquid Waste removal service within the Shire of Perenjori to provide the necessary maintenance and servicing requirements for these systems.

The lack of a local service means that contractors must travel extensively to attend properties in the Shire of Perenjori, at a considerable premium cost.

**Statutory Environment:**

Local Government Act (1995).

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.

**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
The lack of a local service increases cost	Low	Investigate service options.

**Consultation:**

CEO and MIS.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

**Officer Comment:**

If Council is concerned at the implications of high liquid waste maintenance and disposal costs created by the lack of a local service, investigations could be undertaken to establish the viability of a range of service options, including;

- Attracting a contractor to locate locally;
- Establishing a regional service in conjunction with neighboring local governments, or;
- Establishing a local Council operated service.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

The recommendation was amended to establish a more specific reporting time frame.

**16.1.1 LIQUID WASTE SERVICE OPTIONS**

**OFFICER RECOMMENDATION**

**That Liquid Waste service options be investigated and reported to a future Council meeting.**

**16.1.2 LIQUID WASTE SERVICE OPTIONS**

**COUNCIL DECISION**

**That Liquid Waste service options be investigated, and an update be presented to the July Forum meeting.**

**Moved: Cr L Hepworth**

**Seconded: Cr P Logue Motion Put and Carried: 7/0**

## 16.2 OAG – AUDIT OF REGULATION AND SUPPORT TO THE SECTOR

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0081
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### **Executive Summary:**

The purpose of this report is to inform Council of the Auditor General's report on the performance of the Department of Local Government, Sport & Cultural Industries in delivering effective regulation and support to the Local Government sector.

The findings indicate failure and poor performance in a number of the Department's statutory requirements and the report concludes that effective regulation and support is not being delivered.

In response, the Department has committed to meeting the identified performance shortfalls before the end of August 2021.

### **Background:**

*This agenda item quotes heavily from the OAG report document.*

Performance audits focus primarily on the effective management and operations of programs and activities.

The Key findings are outlined below.

### ***The Department is not targeting its regulation and support activities to key risks.***

*It does not have a structured approach to gathering intelligence and using it to understand key risks in the sector.*

The Department is not using internal and annually reported information about the sector and individual LG entities effectively and is not gathering external intelligence and linking it into its risk assessment. The Department's LG risk assessment register, developed in 2017, has not been maintained since 2018.

The Department is therefore missing opportunities to identify and target areas of regulatory and support risk and inform its strategic and operational planning. This impacts its ability to provide effective and efficient proactive regulation and support and allocate resources to where they are most needed. This increases the risk that non-compliance and poor governance will not be addressed.

The Department has advised that it has undertaken extensive consultations with the LG sector on legislative reform and that it has worked with a consultant over the last 6 months to develop a risk analysis tool for the LG sector that will be finalised in May 2021.

*Internal risks to effective and efficient delivery of regulation and support have not been addressed*

Significant risks to the delivery of regulation and support were identified in a 2018 internal audit of LG enforcement, investigations and authorised inquiries. Fourteen of the 17 audit recommendations to reduce these risks have not been fully implemented. This includes not finalising the Department's LG strategic priorities and draft Capacity Building and Compliance Framework. This increases the risk that:

- investigations will not be completed in a proactive manner
- serious breaches of the Act will not be identified and actioned in a timely manner
- education, advice and support may not provide appropriate support to the sector.

The Department has advised that it will complete the outstanding recommendations by 30 June 2021.

*There is a lack of proactive input into financial framework matters, including timely guidance on a key financial reporting matter*

The Department does not effectively manage the LG financial framework, contributing to reporting uncertainty and inefficiency in the sector. For example, it has not updated financial management guidance for some years to address emerging reporting concerns and capability to support fit-for-purpose financial reporting.

Furthermore, it was recently very slow in providing guidance following changes to Australian Accounting Standards. The result of which meant that there was a risk that 2019-20 financial reporting of some assets by LG entities would not comply with the treatment of leases. Failure to comply with the new accounting standard would have a material impact on the financial statements of some LG entities. The lack of timely guidance has contributed to a delay in the finalisation of financial statements and audits for a significant number of LG entities. Although the changes were made in December 2018, the relevant Local Government (Financial Management) Amendment Regulations 2020 were not gazetted until 6 November 2020.

*There is no strategic plan for regulation and support activities that links into the achievement of overall objectives for LG entities or usefully guides departmental actions*

The Department's responsibilities for the regulation and support of LG entities are described in legislation and strategic documents available on its website. Although its Strategic Directions: 2020-2023 document lists several programs in the LG sector, we found that the Department does not have a plan that links its LG regulation and support activities into the achievement of its overall objectives. Consequently, the Department cannot demonstrate how it prioritises its regulatory and support activities, determines what resources it needs and show how it allocated the more than \$14 million it spent on these functions in 2019-20.

The Department has advised that a specific LG statement of purpose with key outcomes will be developed based on risk profiling by 30 June 2021.

***The Department does not effectively measure its performance in supporting and regulating LG entities***

The Department has not set measures and targets to effectively assess how well it delivers its regulatory and support functions. This makes it hard for the Department and stakeholders to know how well it is doing and understand operational performance.

*The level of early intervention has reduced as resources were directed to other more reactive and high-profile activities*

Regulatory activities include proactive early intervention and reactive activities including authorised inquiries and investigations responding to minor and serious breach complaints. It was found that:

- the level of early intervention has reduced in the last few years, in part because resources were directed to minor and serious breaches and authorised inquiries
- the trends in minor and serious breach complaints and authorised inquiries illustrate the imbalance between preventative and reactive regulatory activities



- finalising authorised inquiries and investigations into minor and serious breach complaints can take a long time.

This indicates that the Department's regulation has become more reactive and less preventative. Increased numbers of complaints and inquiries are both an indicator that standards in LG governance may not be being maintained and greater education and support is required.

In the absence of time targets and performance measures it is also hard to assess if these regulatory functions are managed efficiently and effectively. The Department has advised that it has focused on completing long-standing authorised inquiries and minor and serious breach matters, reducing the resources available for preventative activities like guidance and support.

*The Department has limited understanding of how effectively its LG support functions build capability within the sector*

Support is provided through the LG advisory hotline, guidance documents and several projects to build capability within the sector. But the Department does not analyse which of these approaches is effective in supporting and improving good governance in LG entities. For example, a significant fall in the number of calls to the LG advisory hotline since 2015 could reflect improved capability within LG entities or it could indicate that LG entities believe they can no longer rely on the Department. Understanding the reasons for fewer calls could help improve the support provided to the sector.

The Department indicated that it must manage expectations about the level of support it provides, as most of its resourcing is used for reactive regulation, resolving complaints and minor and serious breach investigations. It also advised that it intends to reallocate resources towards capacity building in the LG sector once the legislative reform process is completed. At the time of reporting, a new LG Act is expected to be completed in 2021.

*Audited key performance indicators only provide a limited view of the Department's regulation and support activities*

The Department's 3 audited key performance indicators (KPIs) that measure performance against LG business objectives provide high-level insights into operational aspects. Although the Department has discussed future KPIs with our Office and has proposed changes, that the Department believes would provide a more effective measurement of activities and functions, the KPIs need to be supported by robust performance measures and analysis to Regulation and Support of Local Government Sector | 7 examine the impact of the Department's LG activities. On their own, the KPIs do not inform where the Department should focus its strategies and resources, and rarely provide sufficient information for sound internal decision-making.

**OAG Recommendations**

The Department should:

1. review how it gathers, records and reports information to maintain an up to date LG sector risk assessment  
Department response: Agree  
Implementation timeframe: by 31 August 2021
2. target its regulation and support activities to areas of highest risk, with regard to the potential benefits to improved outcomes across the LG sector  
Department response: Agree  
Timeframe for implementation: by 31 August 2021

3. clearly define its LG regulation and support objectives, deliverables, and targets. This should include robust performance monitoring measures and reporting that are communicated to staff, LG entities and other key stakeholders.

Department response: Agree

Implementation timeframe: by 31 August 2021

The OAG's approximate cost of undertaking the audit and reporting was \$341,000.

The complete report can be accessed at: : <https://audit.wa.gov.au/reports-and-publications/reports/regulation-and-support-of-the-local-government-sector/>

### **Statutory Environment:**

The audit was conducted under Section 18 of the Auditor General Act 2006, in accordance with Australian Standard on Assurance Engagements ASAE 3500 Performance Engagements.

### **Policy Implications:**

Nil.

### **Legal Compliance:**

Nil.

### **Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Stay informed of state level activities in the sector.	Low	Make reports and papers available to elected members.

### **Consultation:**

CEO, Office of the Auditor General.

### **Financial Implications:**

Nil.

### **Precedents:**

Nil.

### **Strategic Community Plan:**

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Sire's position as an innovative and proactive Local government providing excellence in all areas of governance, management and leadership.

### **Comment:**

The Auditor General's report demonstrates how the actions – or inactions – of the Department can impact on the capacity of individual local governments to comply with accountability requirements through no fault of their own.

It has long been acknowledged throughout the sector that that the Department is under resourced to deliver effective capacity building and support to the sector and the Auditor General's report substantially vindicates this view.

Whilst blame and criticism are easy responses to make to the report, it seems that a more useful reaction would be to call for support and resources to be provided within the State

Budget to enable the Department to function as it was intended and thereby deliver more effective and useful support to the sector.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.2.1 OAG – AUDIT OF REGULATION AND SUPPORT TO THE SECTOR**

**OFFICER RECOMMENDATION**

**THAT the State Government be requested to adequately resource the Department of Local Government, Sport & Cultural Industries to enable it to appropriately deliver on its obligations and responsibilities to the sector.**

**16.2.2 OAG – AUDIT OF REGULATION AND SUPPORT TO THE SECTOR**

**COUNCIL DECISION**

**THAT the State Government be requested to adequately resource the Department of Local Government, Sport & Cultural Industries to enable it to appropriately deliver on its obligations and responsibilities to the sector.**

**Moved: Cr L Hepworth    Seconded: Cr J Sutherland    Motion Put and Carried: 7/0**

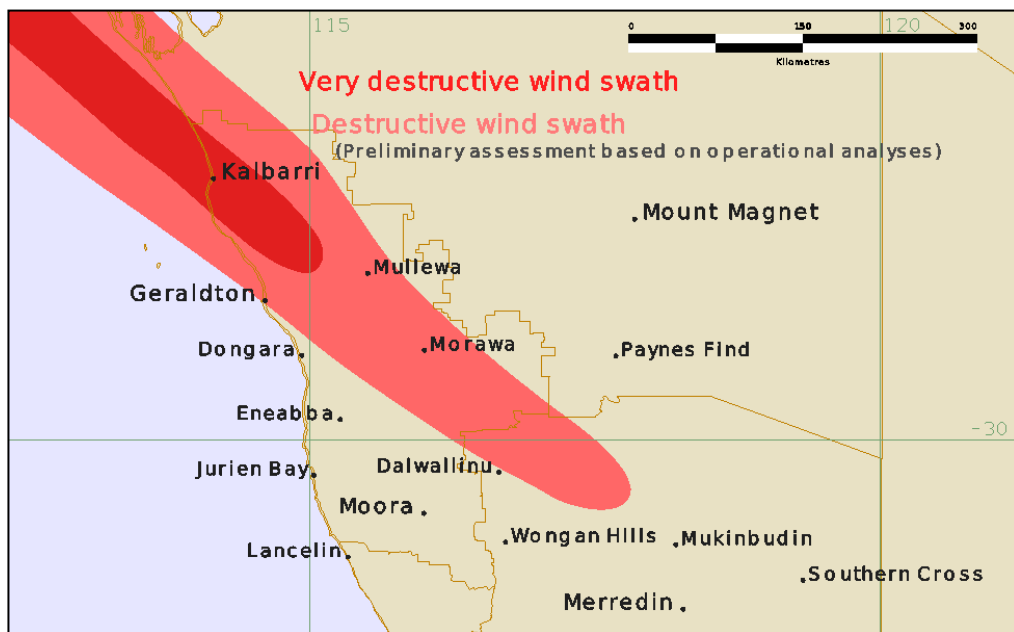
### 16.3 WAIVING OF BUILDING AND PLANNING APPLICATION FEES

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0070
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Simon Lancaster – DCEO Shire of Chapman Valley
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### Executive Summary:

Cyclone Seroja has had a significant impact upon the Midwest and the Shire of Perenjori. Initial assessments based upon the 68 requests for assistance that were logged from the Shire of Perenjori area to the Department of Fire & Emergency Services ('DFES') indicate that 26 residences and 11 non-residential structures were damaged. This report recommends that Council waive all Shire fees for demolition and construction works relating to Cyclone Seroja to provide some financial support to impacted landowners.

**Figure 10.1.1 – DFES Map illustrating path of Cyclone Seroja**



#### Background:

The processing of building permit and demolition applications by the Shire requires payment of application fees to cover Shire resources involved in its duties include actions such as site inspections, liaising with the applicant where insufficient information has been provided, professional assessment, printing costs and costs in administering state government levies amongst others.

Not all building and demolition works require application to be lodged for development ('planning') approval, for example residential structures in townships that comply with the Residential Design Codes of Western Australia or in rural areas generally would not require a planning application to be lodged with the Shire. However, where applications propose variance to the R-Codes, or Local Planning Scheme or Local Planning Policy requirements, or are located in areas deemed by DFES to be bushfire prone then lodgement of a planning application is required and this also requires payment of a planning application fee.

This report recommends that Council waive the requirement for landowners/applicants to pay a building application fee or planning application fee where the works relate to demolition or rebuilding (repair or replacement) associated with Cyclone Seroja.

**Statutory Environment:**

Part 7 Division 2 Clause 52 of the *Planning and Development Regulations 2009* allows for a local government to waive or refund, in whole or in part, payment of a fee for planning service.

Section 6.16 of the *Local Government Act 1995* requires that an amendment of a Shire fee/charge must be made by absolute majority.

Lodgement of a building permit application also attracts payment of the Building Services Levy by the applicant. This is a levy imposed by the Building Commission that is required to be collected by the local government and passed onto the Department of Mines, Industry Regulation and Safety.

The Shire wrote to the Department of Mines, Industry Regulation and Safety on 4 May 2021 seeking an exemption, and the Department responded on 11 May 2021 to advise as follows:

*"I was saddened to hear of the significant impacts that the Shire of Perenjori experienced during Severe Tropical Cyclone Seroja. Our thoughts remain with all those affected by this event.*

*Ordinarily the building services levy is paid when making an application under the Building Act 2011 for a building, demolition or occupancy permit or building approval certificate. However, to assist in the recovery, repair and rebuilding efforts, the Building Commissioner has agreed to waive the building services levy for people affected by the cyclone in your local government area.*

*A notice of the waiver was published in the Government Gazette on Friday 14 May 2021. An extract of this waiver is enclosed for your information. I hope that the removal of this levy provides some financial support for those affected by this cyclone."*

Landowners/Builders lodging building permit applications are also required to pay the Construction & Training Fund ('CTF') Levy. An enquiry was also sent to the CTF on 4 May 2021 enquiring whether it would waive its levy for works relating to damage caused by Cyclone Seroja.

On 6 May 2021 the CTF responded as follows:

*"CTF has been approached to waive the BCITF levy on construction work required in response to damage caused by Severe Tropical Cyclone Seroja. CTF is also aware that the Building Commission has waived the building services levy, and local governments are removing planning and building permit fees for impacted works.*

*After a thorough review of our Act, it has been confirmed that there is no legislative mechanism available for CTF to exempt or waive the BCITF levy in response to works resulting from damage caused by a natural disaster.*

*Whilst CTF is sympathetic to those impacted by this disaster the levy will need to be collected as normal for those applications exceeding an estimate \$20,000 in value.*

*The CTF Board is exploring options by which we can provide targeted support to the construction workforce directly engaged in the rebuild works.*

*To help in this, it would be appreciated if a record of those applications where fees are waived but the BCITF levy charged is kept. We can then use this to identify impacted works and engage with the project owner and their sub-contractors to provide support.*

*I recognise that some applicants may be aggrieved or confused by the need to still pay the levy in the circumstances. Should this be the case, they are welcome to contact CTF on 9244 0100 or provide feedback via email [inquiries@ctf.wa.gov.au](mailto:inquiries@ctf.wa.gov.au)."*

The response of CTF is disappointing as it had been hoped that a coordinated zero fee approach could have been achieved that may in some small way have served to assist those who have suffered as a result of Cyclone Seroja.

**Policy Implications:**

The Shire's Schedule of Fees & Charges are updated annually (generally at the May Council meeting) as part of the lead up to the formulation and adoption of the Council budget for the upcoming financial year.

**Legal Compliance:**

Nil.

**Risk Management:**

Nil.

**Consultation:**

Nil.

**Financial Implications:**

Waiving of the building and planning application fees will have some budgetary impact to Council based upon the potential for receipt of 37 building applications relating to cyclone damage (however this is a 'ceiling' figure, with 13 of these identified as being 'slightly damaged' and not all recovery activities will involve structural works that require lodgement of a building application). However it is considered that the ability for the Shire to continue its ongoing role of providing support to those members of our community who have experienced hardship as a result of this event should be maintained.

**Precedents:**

Nil.

**Strategic Community Plan:**

*Area 3: People and place – Our Community*

*Goal: Demonstrating a high quality of life for all, offering relevant activities, facilities, and services to enable people to meet their needs and achieve or exceed their potential.*

*Area 5: Investing in Councils Capacity – Our Leadership*

*Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.*

**Officer Comment:**

The waiving of the requirement to pay application fees will provide some minor financial assistance to the members of our community impacted by Cyclone Seroja as they begin the process of recovery.

**Voting Requirements: Absolute Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.3.1 WAIVING OF BUILDING AND PLANNING APPLICATION FEES**

**OFFICER RECOMMENDATION**

**THAT Council resolve to waive all Shire building permit, demolition and planning application fees for works relating to Cyclone Seroja.**

**16.3.2 WAIVING OF BUILDING AND PLANNING APPLICATION FEES**

**COUNCIL DECISION**

**THAT Council resolve to waive all Shire building permit, demolition and planning application fees for works relating to Cyclone Seroja.**

**Moved: Cr D Bradford    Seconded: Cr C Bryant    Motion Put and Carried: 7/0**

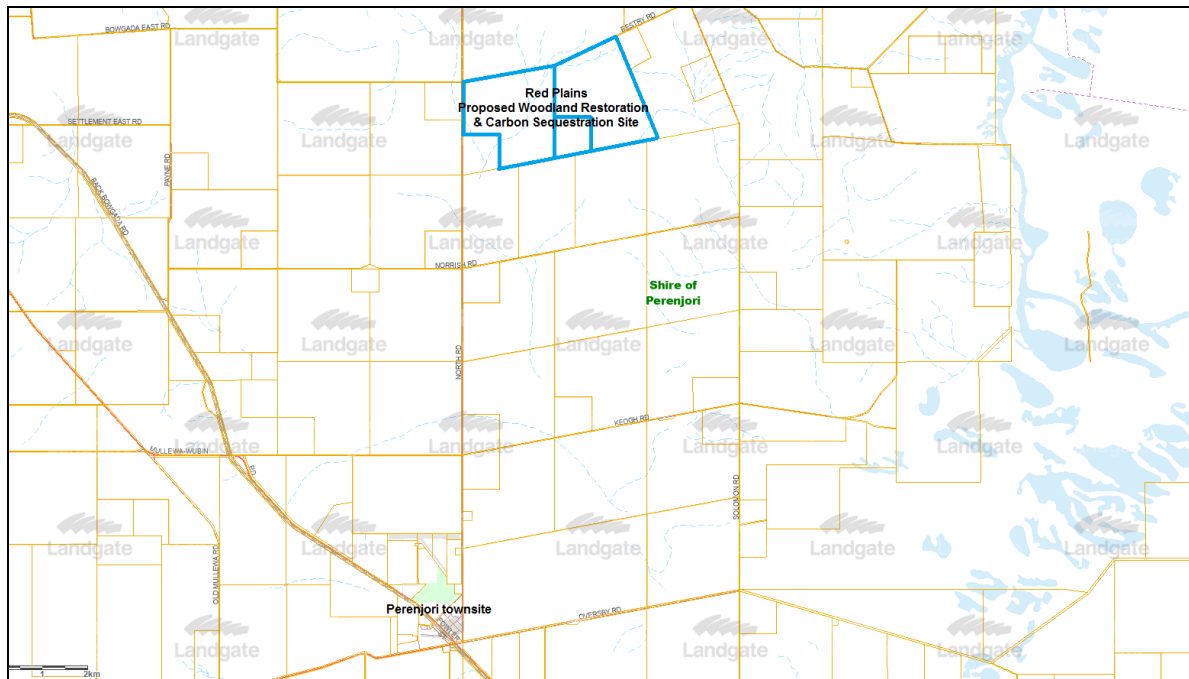
## 16.4 PROPOSED TREE FARM – LOTS 4757, 4758, 7374 & 7487 NORTH ROAD & BESTRY ROAD

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer.
<b>Attachments:</b>	16.4 (a) – copy of received application 16.4 (b) – copy of received submissions

### Executive Summary:

Council is in receipt of an application to undertake woodland restoration and carbon sequestration upon 'Red Plains' Lots 4757, 4758, 7374 & 7487 North Road & Bestry Road, Bowgada. The application has been advertised for comment and no objections were received during the submission period. This report recommends that Council conditionally approve the application.

**Figure 16.4 (a) – Location Plan illustrating 'Red Plains' in relation to Perenjori townsite**



### Background:

The application is proposed across the following 4 land titles that are located 10km north of the Perenjori Townsite:

- Lot 4757 (340.2744ha);
- Lot 4768 (340.1311ha);
- Lot 7374 (64.7514ha); &
- Lot 7487 (64.7499ha).

This 809.9ha property known as 'Red Plains' is largely cleared and has historically been used for livestock grazing.



**Figure 16.4 (b) – Aerial Photo of Lots 4757, 4758, 7374 & 7487 North Road & Bestry Road, Bowgada**



The applicant and landowner (Carbon Neutral Pty Ltd) is proposing to plant out cleared areas of the lots with endemic species with the purpose of managing the property for biodiversity enhancement and woodland restoration. The applicant states that *“management activities will be designed to foster the natural recruitment of further species including grasses and forbs. The initial establishment event will involve the large overstorey species which create the overstorey of the forest environment.”*

Planting will occur in blocks of less than 100ha due to the natural terrain with most between 10-40ha in area. Plantings will involve rows typically at 6m spacing. These will be curved to follow the contour to allow rainfall to infiltrate and to minimise erosion points. The stocking rate is approximately 250 stems per hectare.

During establishment scalping will be used as a measure to reduce competing annual species, with herbicide rarely used for this purpose. Existing areas of vegetation are to be left unchanged.

Assessment of planting will be undertaken approximately 8 months after with infill and replanting undertaken to achieve desired density at maturity.

In relation to harvest products the applicant has stated:

*“The woodland and shrublands being re-created are intended to remain standing into the future. Within the woodlands, however, there is an intention to also incorporate species that are useful for traditional indigenous harvest, such as fruits, nuts and wood products.*

*In particular, naturally occurring Santalum species (e.g. Quandong and Sandalwood) will be incorporated in very low rates through suitable areas. Low rates (e.g. ten Santalum per hectare) ensure that the parasitic load of the Santalum does not adversely impact the woodland long term.”*

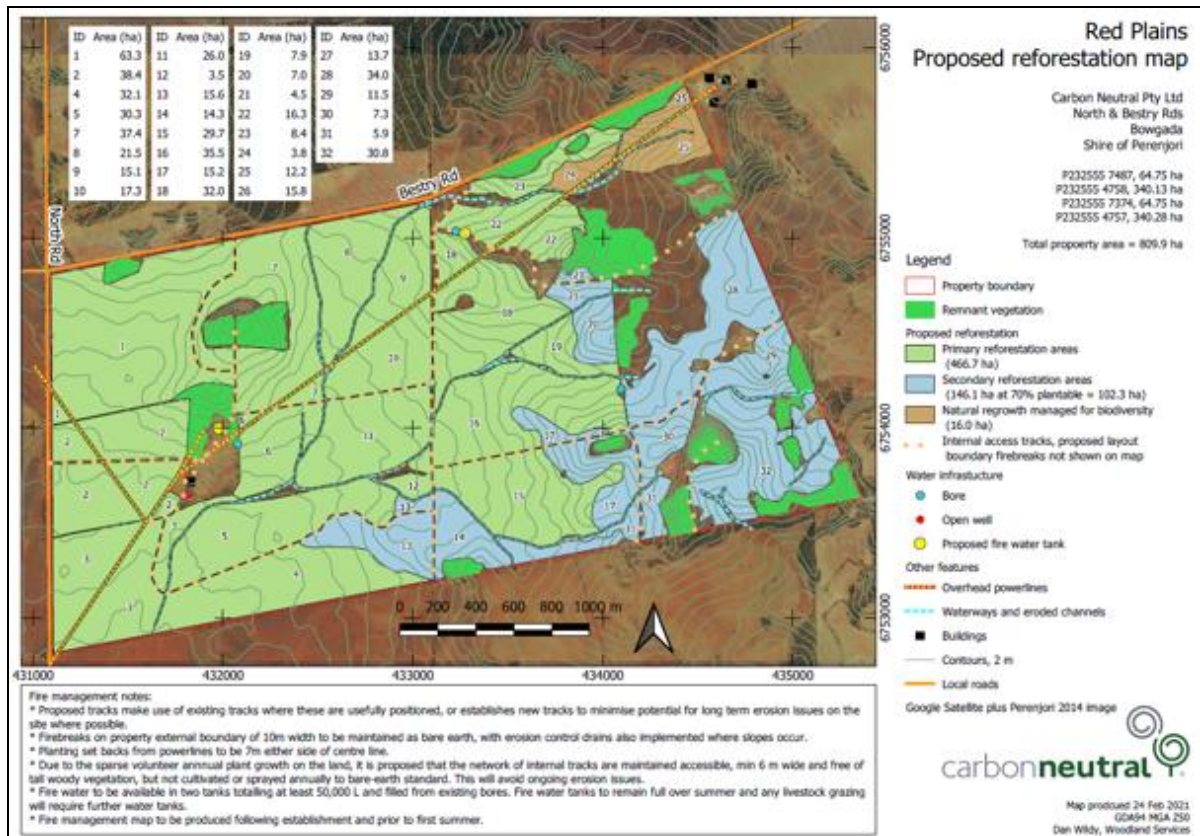
Water for fire fighting purposes will be maintained on site permanently through the use of strategically located water tanks totalling at least 50,000L. The proposed locations of water tanks are shown on the Proposed Reforestation Map provided as **Figure 16.4 (c)** and also within **separate Attachment 16.4 (a)**. 50,000L will be kept on hand with the

exception of the winter months (June-August). Tanks will be plumbed to existing bores on the property.

An external boundary firebreak of 10m will be established as bare earth and 6m wide firebreaks internally but maintained with ground covering to reduce erosion issues. Firebreaks will be also be established around any powerlines and there are multiple access points throughout the property to achieve safe access and egress.

A full copy of the application has been included as **separate Attachment 16.4 (a)** to this report.

**Figure 16.4 (c) – Proposed ‘Red Plains’ Reforestation Map**



**Statutory Environment:**

The lots are zoned ‘Rural’ under Shire of Perenjori Local Planning Scheme No.2 with ‘Agroforestry’ listed as an ‘A’ use.

The lots are zoned ‘Rural’ under draft Local Planning Scheme No.3 with ‘Tree Farm’ listed as a ‘D’ use (this being the superseding land use definition in the new Regulations). Given the advanced (post-advertising) state of the draft scheme this document is now to be considered as ‘seriously entertained’ and therefore planning decisions should now be made under these new provisions.

The Local Planning Scheme No.3 lists the objectives for the ‘Rural’ zone as being:

- To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.

- *To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.*
- *To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.*
- *To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses."*

The proposed development would meet with the definition of 'Tree Farm' as listed in the *Planning and Development (Local Planning Schemes) Regulations 2015*:

*"means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003 section 5."*

'Tree Farm' is listed as a 'D' use within the 'Rural' zone under the Scheme, that is a use that is not permitted unless the local government has exercised its discretion by granting planning approval.

The 'Code of Practice for Timber Plantations in Western Australia' was first prepared by the Forest Industries Federation (WA) in partnership with the State Government in 2006 and updated in 2014 and a copy of the document can be viewed at the following link:

<https://www.fpc.wa.gov.au/sites/default/files/code-of-practise-for-timber-plantations-in-Western-Australia.pdf>

The Code of Practice notes that:

*"The purpose of this Code is to provide goals and guidelines to plantation managers so that operations in plantations in Western Australia are economically competitive and sustainable and are consistent with other resource management objectives.*

*The Code also facilitates assessment of State timber plantation practices by the Australian Government. This was a prerequisite to ensure that controls on the export of unprocessed wood from public and private plantations are removed.*

*The Western Australian Planning Commission and local town planning schemes can rely upon the adoption of, and adherence to, this Code by plantation managers as an integral part of the planning and land-use process, whether or not formal planning approval is required.*

*Local governments can rely on adherence to this Code where planning approval for the establishment of a plantation is not required under a town planning scheme (i.e. is a permitted land use).*

*Compliance with this Code will provide:*

- *the plantation industry with confidence to secure export opportunities for plantation products without additional licences or approvals;*
- *plantation managers with a single reference document encompassing all relevant rules and regulations relating to plantations in Western Australia; however, plantation managers should be aware that this Code might not reflect the current status of regulations as they may change over time;*
- *increased confidence for investors dealing with plantation managers;*

- a professional, credible and sustainable industry by establishing the framework within which growers can apply best practice; and
- an environmentally conscious market with sustainably produced wood or wood derived products.”

**Policy Implications:**

The Western Australian Planning Commission's State Planning Policy 2.5 - Rural Planning (2016) notes the following in relation to applications of this nature:

*“Tree farming is an umbrella term used to describe the planting of trees to generate economic return and/or environmental benefits. It has been a rapidly emerging industry in a number of rural locations across the State. Usually this has involved the planting of trees for harvest. However, more recently the planting of trees for carbon sequestration has emerged as a new rural land use. Tree farming which involves harvesting is a primary production activity that also sequesters carbon. The different types of tree farms i.e. integrated, chip logs or saw logs, require varied planning approaches.*

WAPC policy in regard to tree farming is:

- (a) tree farming is supported and encouraged on rural land as a means of diversifying rural economies and providing economic and environmental benefit;*
- (b) tree farming should generally not occur on priority agricultural land;*
- (c) tree farming should generally be a permitted use on rural land, except where development of a tree farm would create an extreme or unacceptable bushfire risk or when responding to specific local circumstances as identified in a strategy or scheme;*
- (d) local governments should manage the location, extent and application requirements for tree farming in their communities through local planning strategies, schemes and/or local planning policies;*
- (e) in planning for tree farming, local government considerations should include but are not limited to, potential bushfire risk, environmental and economic factors, water availability and recharge, visual landscape impacts, transport impacts of tree farming (where harvesting is proposed), planting thresholds, appropriate buffers, and location relative to conservation estates and sensitive land uses;*
- (f) where tree farm proposals are integrated with farm management for the purpose of natural resource management and occupy no more than 10 per cent of the farm, the proposal should not require local government development approval; and*
- (g) the establishment of tree farms does not warrant the creation of new or smaller rural lots.”*

**Legal Compliance:**

Nil.

**Risk Management:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
<p>This is an application made under the <i>Planning and Development Act 2005</i> and <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> that Council has the responsibility to administer and make determination upon.</p>	<p>At present the Department of Primary Industries &amp; Regional Development have completed detailed mapping of high quality agricultural land for the northern Mid West region (City of Greater Geraldton and Shires of Chapman Valley, Irwin and Northampton) but not the area subject of this application. Council will therefore have to make its own assessment in this regard. Given the high biodiversity outcomes and low impact on surrounding land the application is considered to present low risk to the local government.</p>	<p>The risk level is considered low if conditions are applied to any approval that Council may consider, and subsequently enforced.</p>

**Consultation:**

The application was advertised to all surrounding landowners within 2½km of the boundaries of the 4 lots, and relevant government agencies such as the Department of Biodiversity Conservation & Attractions, Department of Fire & Emergency Services, Department of Primary Industries & Regional Development, Department of Water & Environmental Regulation and Western Power inviting comment.

At the conclusion of the advertising period 2 submissions had been received, with both of them being from government agencies offering technical comment, no objections were received. A copy of the received submissions has been provided as **separate Attachment 16.5 (b)**.

The submission received from the Department of Biodiversity Conservation & Attractions offers no objection whilst the submission from the Department of Water & Environmental Regulation ('DWER') offers technical comment.

During the advertising period DWER wrote to the Shire seeking additional information in relation to water requirements, native vegetation and environmental impacts and this request for further information was forwarded to the applicant inviting their response. The following comments were received from Carbon Neutral:

*"In terms of water requirements,  
There are no significant water requirements for the establishment and long term growth of the re-established woodland. The species selected are local and native to the area, and rely on rainfall for survival. The existing domestic bores on the property which are shown on the map will be maintained and one or two will be used to provide water to fire water tanks and for livestock on the property occasionally. Water may be taken from tanks during establishment for hand watering of seedlings in drier patches.*

*In terms of native vegetation,  
Remnant vegetation is to be retained and left undisturbed. Establishment activities will only occur in areas which have been cleared for agriculture previously. It is planned that the remnant vegetation on the property will benefit from the heavily reduced livestock grazing and trampling of the ground surface, the environmental buffering created by new surrounding*

*plantings, and the general increase in biodiversity over time as a result of increased habitat and lack of disturbance.*

*In terms of environmental impacts, The project will be extremely positive for the local environment. The re-introduction of a suite of locally endemic plant species to the site will allow the slow return of additional plant species, and the natural recruitment of other life forms such as insects, fungi, birds and reptiles as the habitat returns. The cessation of grazing will also allow*

*All tillage for revegetation works will be on the contour to minimise surface runoff in heavy rains. There are no acid-sulphate soils on the site. There are no known environmentally sensitive areas such as wetlands or creeks on the site. The net carbon emissions will be strongly negative (i.e. CO2 removal from the atmosphere). All waste (rubbish from peoples activities on the site such as planting contractors) will be taken offsite to be disposed of appropriately.*

*There is one potential site with risk of residual pesticide - an old sheep dip. This area will not be disturbed. Being within the standard setback zone of the shearing shed, there is no activity near the site of the sheep dip."*

In its submission provided within **separate Attachment 16.4 (b)** DWER note that there is currently no water licence held for the property, and that the applicant should contact DWER's Midwest Gascoyne Water Licensing Team to discuss water licence requirements. This information and a copy of DWER's submission has been provided to the applicant by the Shire.

#### **Financial Implications:**

Based upon the advised project cost of \$550,000 the applicant has been charged the planning application fee of \$1,828.50 based upon the Shire's Adopted Fees and Charges (which is taken from the State schedule).

#### **Precedents:**

Council previously approved a 1,000ha Tree Farm upon Victoria Location 7877 Solomon Road, Perenjori at its 21 April 2016 meeting.

#### **Strategic Community Plan:**

*Area 1: Infrastructure and Natural Assets Our Natural and Built Environment*

*Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets and maintains current and future community needs.*

#### **Comment:**

The introduction of carbon planting to Mid-West Shires in the last decade has become increasingly common and an issue that Councils have generally accepted but with some cautionary principles to ensure that they are located and managed appropriately.

Councils have occasionally raised concern that traditional agricultural activities such as cropping, grazing and food production should generally remain the predominant land use in its productive rural areas and that agroforestry or plantations should remain as ancillary and complementary uses rather than displacing ones. Whilst there are other factors contributing towards reductions in rural populations, Councils have typically wished to ensure that new land uses do not exacerbate an existing ongoing issue.

Council have often sought to encourage tree crops in areas subject to land degradation, including areas of high salinity, water logging, and high levels of chemical contamination where there are clear natural resource management benefits, and discourage them upon land that is considered to be of high agricultural value or contain strategic surface gravel deposits required for the maintenance and construction of road networks.

Concerns have also been raised in the past where tree farms are managed remotely with only occasional visitation from employees who are attending to a series of plantations across a wide region, and how this can differ from the ability to control invasive species and manage fire risk more typically available when owners/operators are residing on-site.

The applicant has submitted supporting information in their application, provided as **separate Attachment 16.4 (a)**, listing the species proposed to be planted, their intended planting program, and how they would comply with the 'Code of Practice for Timber Plantations in Western Australia'. The application also provides details on the points of contact in event of emergency, identifies fire risk/hazards and other management measures.

It is considered that the application is appropriate for the location and is in keeping with the requirements of the Shire's Scheme. It will be an improvement to the biodiversity of the area without compromising on surrounding agricultural activities. With appropriate management the site can be of benefit to the area and be operated in low-risk manner.

#### **Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

#### **16.4.1 PROPOSED TREE FARM – LOTS 4757, 4758, 7374 & 7487 NORTH ROAD & BESTRY ROAD**

##### **OFFICER RECOMMENDATION**

**THAT Council grant formal planning approval for a tree farm upon Lots 4757, 4758, 7374 & 7487 North Road & Bestry Road, Bowgada subject to the following conditions:**

- 1 Development shall be in accordance with the attached approved plan(s) dated 20 May 2021 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) considered by the Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.**
- 3 The applicant is to implement and adhere to the Management Plan dated 6 March 2021 including any modifications required by this approval or any such changes requested in writing by the Shire of Perenjori CEO or in the case of a dispute by the determination of Council as to the ongoing operation of the tree farm.**
- 4 Vehicle access points into the property shall be to the satisfaction of the local government.**

- 5 This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.**

**Notes:**

- (a) Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.**
- (b) If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**

**16.4.2 PROPOSED TREE FARM – LOTS 4757, 4758, 7374 & 7487 NORTH ROAD & BESTRY ROAD**

**COUNCIL DECISION**

**THAT Council grant formal planning approval for a tree farm upon Lots 4757, 4758, 7374 & 7487 North Road & Bestry Road, Bowgada subject to the following conditions:**

- 1 Development shall be in accordance with the attached approved plan(s) dated 20 May 2021 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) considered by the Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.**
- 3 The applicant is to implement and adhere to the Management Plan dated 6 March 2021 including any modifications required by this approval or any such changes requested in writing by the Shire of Perenjori CEO or in the case of a dispute by the determination of Council as to the ongoing operation of the tree farm.**
- 4 Vehicle access points into the property shall be to the satisfaction of the local government.**
- 5 This approval is valid for a period of two (2) years from the date of approval and will deemed to have lapsed if the development has not substantially commenced before the expiration of this period.**

**Notes:**

- (a) Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.**
- (b) If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the**



**State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**

**Moved: Cr J Sutherland Seconded: Cr C Bryant Motion Put and Carried: 7/0**

## 16.5 CYCLONE SEROJA

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.5 (a) Damaged Asset Listing 16.5 (b) Cyclone Damage Map

### **Executive Summary:**

The purpose of this report is to provide a record of the actions taken since the Cyclone Seroja weather event.

Seroja hit the WA coast between Kalbarri and Port Gregory at about 8 pm local time on Sunday April 11<sup>th</sup>, producing wind gusts up to 170 km/hour. It then moved inland north of Geraldton, weakening to a category 2 system with wind gusts up to 120 km/hour, and tracked east/south east impacting Perenjori, Latham and surrounding rural areas.

Emergency Services were mobilised and responded to the damage as soon as it was safe to do so.

A coordination process was established by DFES and Shire operatives have participated as necessary and as required.

Initial “make safe” actions were undertaken by SES, Defence personnel and key service agencies.

Actions have now shifted from “Response” to “Recovery”, making Local Governments the primary agencies in restoring the community.

### **Background:**

The main force of the cyclone hit Perenjori between approximately 10.30 pm Sunday April 11<sup>th</sup> and 2.00 am Monday April 12<sup>th</sup>.

An initial inspection revealed significant damage to buildings, utilities and vegetation in both Perenjori and Latham, as well as substantial devastation of bushland and farming infrastructure.

DFES “Assessment Teams” visited the region to inspect the damage and recommend actions to responding agencies. Commentary from them was to the effect that Perenjori appeared to be hardest hit location outside of Kalbarri and Northampton.

Defence personnel were among the first external resources to arrive in Perenjori and they spent two days working to clean up and restore the Primary School to a safe and operative status.

SES personnel “made safe” a number of buildings and dwellings that had incurred roof and wall damage. *(A list of known damage to Council assets is attached, together with a map of impacted roads).*

Response coordination has been maintained by DFES through a number of Committees and on-line meetings which shire staff have participated in. Council’s Community Emergency Services Manager Rick Ryan was initially utilised by DFES to assist in the coordination effort, but the CEO intervened to have him reassigned to local government duties and undertake important local actions.

**Statutory Environment:**

Local Government Act (1995).

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.

**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Stay informed of incident management and recovery activities.	Low	Make reports and papers available to elected members.

**Consultation:**

CEO, MIS, CESM, DFES, WALGA.

**Financial Implications:**

Understandably, the cyclone impacts have diverted the workforce away from programmed activity and this will impact our capacity to achieve budgeted works and services over the balance of the financial year.

Costing systems have been established so that we can maintain an accurate record of cyclone related expenditure for recoup from central government.

Council's insurers – LGIS – have already released \$300,000.00 in advance of our anticipated claim, recognising that cash flow will be an important issue in our response.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

**Officer Comment:**

Cyclone Seroja has placed significant stress on the organisation at a time when it is experiencing staffing shortages and is still grappling with reforming its operational systems and work practices.

The displacement of families from their homes and the anticipated long reconstruction time frames for housing and building repair also pose strategic questions around the future, such as the willingness of people to reconstruct and the possible loss of residents to other locations.

An important discussion with the Department of Communities and other relief agencies has been the availability of human support services to impacted residents. Arrangements are being put in place for counselling and advisory services to be made available in the town to assist people.

Whilst it is still early in the response phase, at some point in the future there should be a major debrief and review of this incident in order to assess how well it has been handled and any changes that need to be made to improve both individual agency actions and the collective response.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.5.1 CYCLONE SEROJA**

**OFFICER RECOMMENDATION**

**THAT the report be noted.**

**16.5.2 CYCLONE SEROJA**

**COUNCIL DECISION**

**THAT the report be noted.**

**Moved: Cr P Logue Seconded: Cr L Hepworth Motion Put and Carried: 7/0**

## 16.6 REVIEW OF THE DELEGATIONS REGISTER 2021

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0645
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Bianca Plug – Executive Assistant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.6 (a) – Reviewed Delegations Register May 2021

### **Executive Summary:**

This item recommends that Council adopts the reviewed Delegations Register for May 2021.

One change was made during this review being, the title changes of 'Deputy Chief Executive Officer (DCEO)' to 'Manager Corporate and Community Services (MCCS)' this change reflects the recent title changes imposed 2021.

### **Background:**

The Council has power under the Local Government Act, 1995 to delegate to the Chief Executive Officer the exercise of any of its powers, or discharge of any of its duties permitted under the Act, in order to facilitate and manage the day to day operations of the Council.

The Act also allows the CEO to delegate any of his/her powers to another employee; such sub-delegations must be done in writing and can be sub-delegated with or without conditions.

The delegations remain subject to budgetary and Policy constraints.

The existing Delegations Register was updated in December 2020 and an annual review has been carried out.

### **Statutory Environment:**

*Local Government Act 1995,*

S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

5.44. CEO may delegate powers and duties to other employees

5.46(2) delegations made under the Act must be reviewed at least annually by the Delegator (i.e. Council).

### **Policy Implications:**

Nil.

### **Legal Compliance:**

Nil.

### **Risk Management:**

Nil.

### **Consultation:**

Nil.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

Area 5: Investing in Councils Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership.

**CEO Comment:**

The delegations given to the CEO and those by the CEO to other employees reflect contemporary management practices.

In 2021 staff will further review the current Delegations Register template with a view to adopting the Western Australian Local Government Association (WALGA) template.

**Voting Requirements: Absolute Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.6.1 ANNUAL REVIEW OF THE DELEGATIONS REGISTER 2020**

**OFFICER RECOMMENDATION**

**THAT in accordance with Sections 5.42, 5.44 and 5.46(2) of the Local Government Act the May 2021 review of the Delegations Register be adopted.**

**16.6.2 ANNUAL REVIEW OF THE DELEGATIONS REGISTER 2020**

**COUNCIL DECISION**

**THAT in accordance with Sections 5.42, 5.44 and 5.46(2) of the Local Government Act the May 2021 review of the Delegations Register be adopted.**

**Moved: Cr C Bryant   Seconded: Cr L Hepworth   Motion Put and Carried: 7/0**

**Cr J Sutherland and Cr P Logue declared interests in item 16.7 Perenjori Agricultural Show as outlined under sub-section 11 of this Agenda. Cr J Sutherland and Cr P Logue left the meeting at 3.23 pm and did not participate in the discussion or voting on the item.**

## **16.7 PERENJORI AGRICULTURAL SHOW**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.7 (a) - Letter of Request

### **Executive Summary:**

The purpose of this report is to present the Perenjori Agricultural Society's request for Council support and assistance with the logistics associated with conducting this year's show.

### **Background:**

2021 will be the 80<sup>th</sup> year of the Perenjori Agricultural Show and more extensive activities are planned to celebrate this milestone.

The Society anticipates requiring two areas of assistance from Council;

1. Free caravan/camping sites for attendees for 2 nights (13<sup>th</sup> & 14<sup>th</sup> August 2021), and;
2. Subsidized accommodation for 10 single units for one night.

### **Statutory Environment:**

Nil.

### **Policy Implications:**

Nil.

### **Legal Compliance:**

Nil.

### **Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Decreased income for Caravan Park	High	Offset by goodwill at fostering attendance at the show.

### **Consultation:**

CEO.

### **Financial Implications:**

Nil, (at this stage).

### **Precedents:**

Nil.

## **Strategic Community Plan:**

### Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

#### **Comment:**

The revenue forgone for the 10 units at the workers village is estimated to be \$1,000 whilst forgone caravan/camping site fees will be dependant on the numbers of campers attending. A fully booked out caravan park and campsites equates to approximately \$1,500 per night. However, the variable cost of providing this support would only involve cleaning and linen change for the 10 units and general park clean up for the caravan and camping sites.

#### **Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

Clarification was provided to the meeting on the timing and specific number of accommodation units requested.

### **16.7.1 PERENJORI AGRICULTURAL SHOW**

#### **OFFICER RECOMMENDATION**

- 1. That Council provide 10 Single Units at the Workers Village on 13<sup>th</sup> August free of charge, for allocation by the Perenjori Agricultural Society, and;**
- 2. That Council waive the charges for Caravan Park patrons attending the Perenjori Agricultural Show, (13<sup>th</sup> & 14<sup>th</sup> August).**

### **16.7.2 PERENJORI AGRICULTURAL SHOW**

#### **COUNCIL DECISION**

- 1. That Council provide 4 Single Units at the Workers Village on 13<sup>th</sup> August and 9 Single Units on the 14<sup>th</sup> August, free of charge, for allocation by the Perenjori Agricultural Society, and;**
- 2. That Council waive the charges for Caravan Park patrons attending the Perenjori Agricultural Show, (13<sup>th</sup> & 14<sup>th</sup> August).**

**Moved: Cr C Bryant   Seconded: Cr D Bradford   Motion Put and Carried: 5/0**

**Cr J Sutherland and Cr P Logue returned to the meeting at 3.27 pm.**



## 16.8 STRATEGIC FUTURES DISCUSSION

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### Executive Summary:

The purpose of this report is to facilitate a strategic discussion at the next Council Forum meeting, as intimated at the May Forum meeting.

### Background:

At the May Forum meeting the closing discussion centred around the need for a strategic discussion around some key issues for the future of the Shire. There was general consensus amongst councillors about the importance of such discussions taking place and it has been suggested that these discussions could commence at the Council Forum in June.

### Statutory Environment:

Nil.

### Policy Implications:

The Community Plan is the overarching policy environment for such discussions.

### Legal Compliance:

Nil.

### Risk Management:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Unidentified opportunities may be lost;	Medium	Investigate options and develop policy settings to improve circumstances.
Economic stagnation in the local economy;	High	
Population decline	High	

### Consultation:

CEO, Councillors.

### Financial Implications:

No immediate implications exist, however there may well be budget recommendations and proposed expenditures flowing from the ultimate conclusions of these discussions.

### Precedents:

Nil.

### Strategic Community Plan:

Area 5: Investing in Council's Capacity – Our Leadership

Goal: Strengthen the Shire's position as an innovative and proactive local Government providing excellence in all areas of governance, management and leadership.

**CEO Comment:**

Deciding to set a meeting to begin this discussion would signal the Council's strong intent to address some ongoing strategic need. This has been heightened to some extent by the impact of cyclone Seroja which has called into question things like;

- Power – the availability of the BESS in emergencies; connecting Council housing stock and public buildings to generators; the importance of undergrounding town power lines.
- Connectivity – achieving and maintaining high speed internet services
- Water – Maintaining year-round water storage and supply

In addition, the broad economic development options for the Shire and how these can deliver stronger futures for our population centres should be integral to any future discussion.

**Voting Requirements: Simple Majority**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.8.1 STRATEGIC FUTURES DISCUSSION**

**OFFICER RECOMMENDATION**

**THAT Council agree to list a strategic discussion as part of the June Council Forum Meeting.**

**16.8.2 STRATEGIC FUTURES DISCUSSION**

**COUNCIL DECISION**

**THAT Council agree to list a strategic discussion as part of the June Council Forum Meeting.**

**Moved: Cr B Baxter   Seconded: Cr P Logue   Motion Put and Carried: 7/0**

## 17. CONFIDENTIAL REPORTS

The public gallery was closed at 3.31pm for the consideration of confidential items.

### 17.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS

THAT Council goes behind closed doors to consider a matter that if disclosed, would affect an employee or employees.

Moved: Cr J Sutherland Seconded: Cr L Hepworth Motion Put and Carried: 7/0

### 17.2 **CONFIDENTIAL ITEM** – APPOINTMENT OF MANAGER CORPORATE & COMMUNITY SERVICES (DESIGNATED SENIOR EMPLOYEE)

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	PER417
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### Voting Requirements: Absolute Majority

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

#### 17.2.1 **CONFIDENTIAL ITEM** – APPOINTMENT OF MANAGER CORPORATE & COMMUNITY SERVICES (DESIGNATED SENIOR EMPLOYEE)

##### OFFICER RECOMMENDATION

THAT:

1. Council confirm the appointment of the new Manager Corporate and Community Services on a Contract of Employment for Five (5) years commencing 8 June 2021.
2. Council delegate authority to the Chief Executive Officer to sign and seal the Contract of Employment.

#### 17.2.2 **CONFIDENTIAL ITEM** – APPOINTMENT OF MANAGER CORPORATE & COMMUNITY SERVICES (DESIGNATED SENIOR EMPLOYEE)

##### COUNCIL DECISION

THAT:

1. Council confirm the appointment of the new Manager Corporate and Community Services on a Contract of Employment for Five (5) years commencing 8 June 2021.
2. Council delegate authority to the Chief Executive Officer to sign and seal the Contract of Employment.

Moved: Cr L Hepworth Seconded: Cr D Bradford Motion Put and Carried 7/0

**17.3 COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS**

**THAT Council return to standing orders, open the meeting to the public and adopt the decisions made behind closed doors.**

**Moved: Cr P Logue Seconded: Cr C Bryant Motion Put and Carried: 7/0**

**Members of the gallery returned to the meeting at 3:34 pm.**

**18. ORDERING THE COMMON SEAL**

<b>Document</b>	<b>Organisation</b>	<b>Purpose</b>	<b>Date</b>
-	-	-	-

**19. REPORTS OF COMMITTEES AND MEMBERS**

**Nil**

**20. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**Nil**

**21. NOTICE OF MOTIONS**

*(for consideration at the following meeting, if given during the meeting)*

**Nil**

**22. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL**

**Nil**

**23. CLOSURE OF MEETING**

**The Shire President declared the meeting closed at 3:41 pm.**

**24. NEXT MEETING:**

The Shire President advises that the date of the next Ordinary Meeting of Council will be held on Thursday 17 June 2021, commencing at 3:00 pm at the Shire of Perenjori Council Chambers 56 Fowler Street, Perenjori WA 6620.

**I certify that this copy of the Minutes is a true and correct record of the meeting held on 20 May 2021.**

**Signed:** \_\_\_\_\_  
**Cr Chris King – Presiding Officer**

**Date:** \_\_\_\_\_



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 12.1 (a)

*Monthly Statement of Financial Activity  
for 31 May 2021*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**

**SHIRE OF PERENJORI**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 31 MAY 2021**

**LOCAL GOVERNMENT ACT 1995**

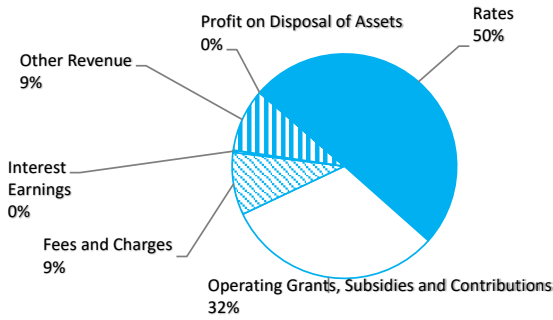
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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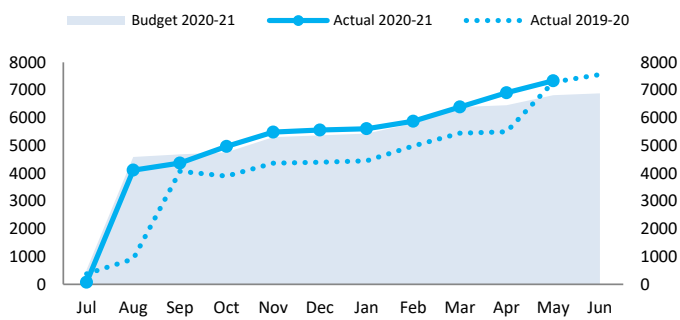
Statement of Financial Activity by Program	4
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**OPERATING ACTIVITIES**

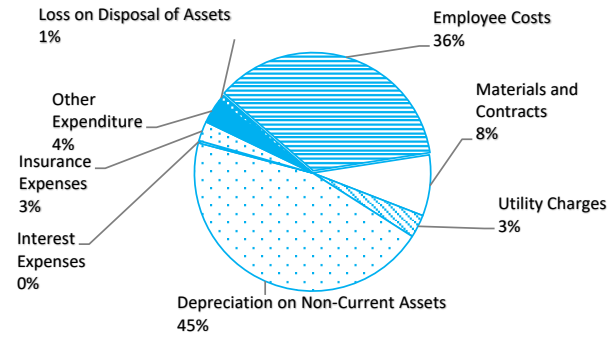
**OPERATING REVENUE**



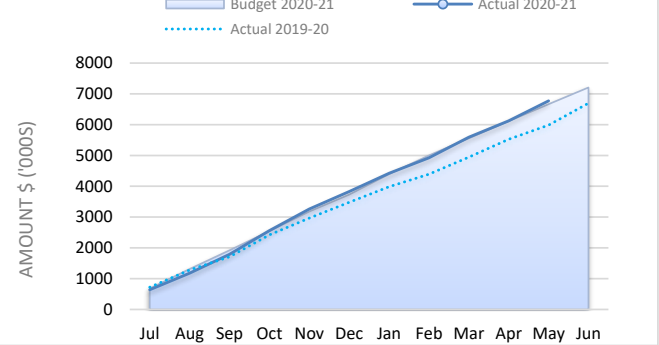
**Budget Operating Revenues -v- Actual**



**OPERATING EXPENSES**

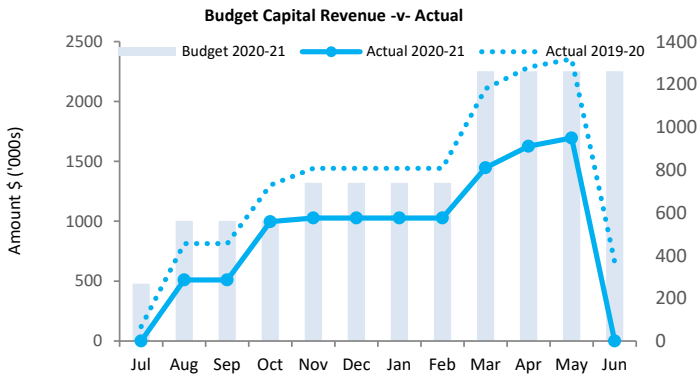


**Budget Operating Expenses -v- Actual**

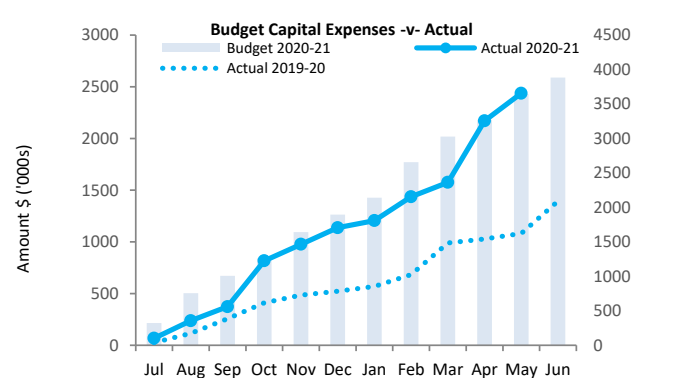


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**



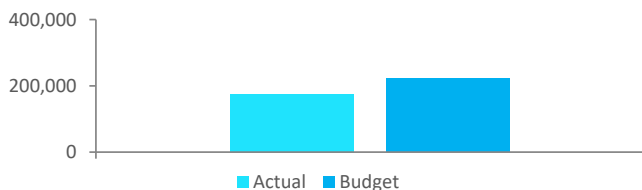
**CAPITAL EXPENSES**



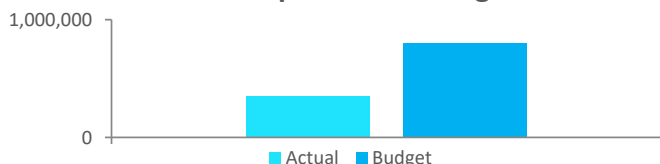
**FINANCING ACTIVITIES**

**BORROWINGS**

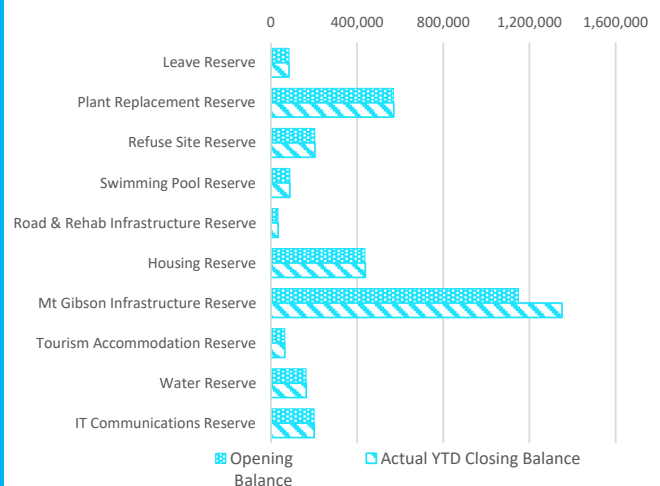
**Principal Repayments**



**Principal Outstanding**



**RESERVES**





Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.26 M	\$2.26 M	\$2.43 M	\$0.17 M
Closing	\$0.07 M	\$0.81 M	\$2.67 M	\$1.86 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$2.56 M	44.5%
Restricted Cash	\$3.20 M	55.5%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.05 M	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.04 M	98.6%
Trade Receivable	\$0.13 M	
Over 30 Days		7.2%
Over 90 Days		5.8%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.85 M	\$1.19 M	\$1.98 M	\$0.79 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$2.83 M	
YTD Budget	\$2.82 M	0.4%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$1.77 M	
YTD Budget	\$2.01 M	(12.0%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.51 M	
YTD Budget	\$0.53 M	(4.7%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.31 M)	(\$2.96 M)	(\$1.35 M)	\$1.61 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.08 M	
Adopted Budget	\$0.25 M	(67.8%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$3.13 M	
Adopted Budget	\$4.82 M	(35.1%)

Refer to Note 8 - Capital Acquisition

Capital Grants		
	\$	% Received
YTD Actual	\$1.70 M	
Adopted Budget	\$1.26 M	34.4%

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.27 M	\$0.32 M	(\$0.38 M)	(\$0.71 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.18 M
Interest expense	\$0.02 M
Principal due	\$0.35 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$3.20 M
Interest earned	\$0.01 M

Refer to Note 10 - Cash Reserves

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,256,095	2,256,095	<b>2,427,908</b>	171,813	7.62%	
<b>Revenue from operating activities</b>							
Governance		27,000	24,989	<b>330,864</b>	305,875	1224.04%	▲
General purpose funding - general rates	6	2,817,722	2,817,722	<b>2,829,167</b>	11,445	0.41%	
General purpose funding - other		1,779,448	1,778,993	<b>1,235,928</b>	(543,065)	(30.53%)	▼
Law, order and public safety		139,951	128,400	<b>164,147</b>	35,747	27.84%	▲
Health		2,500	2,300	<b>2,736</b>	436	18.96%	
Education and welfare		61,500	56,375	<b>185,774</b>	129,399	229.53%	▲
Housing		124,800	114,400	<b>143,627</b>	29,227	25.55%	▲
Community amenities		34,500	34,299	<b>43,268</b>	8,969	26.15%	
Recreation and culture		11,550	12,432	<b>208,199</b>	195,767	1574.70%	▲
Transport		241,924	228,115	<b>231,214</b>	3,099	1.36%	
Economic services		295,000	277,750	<b>195,550</b>	(82,200)	(29.59%)	▼
Other property and services		85,150	80,228	<b>70,095</b>	(10,133)	(12.63%)	▼
		<b>5,621,045</b>	<b>5,556,003</b>	<b>5,640,570</b>	84,567		
<b>Expenditure from operating activities</b>							
Governance		(323,860)	(322,730)	<b>(211,975)</b>	110,755	34.32%	▲
General purpose funding		(155,811)	(142,987)	<b>(132,193)</b>	10,794	7.55%	
Law, order and public safety		(329,310)	(302,362)	<b>(507,984)</b>	(205,622)	(68.01%)	▼
Health		(147,680)	(135,676)	<b>(103,326)</b>	32,350	23.84%	▲
Education and welfare		(525,166)	(482,279)	<b>(481,978)</b>	301	0.06%	
Housing		(104,833)	(100,503)	<b>(172,045)</b>	(71,542)	(71.18%)	▼
Community amenities		(608,104)	(562,374)	<b>(414,309)</b>	148,065	26.33%	▲
Recreation and culture		(1,199,837)	(1,110,142)	<b>(1,260,130)</b>	(149,988)	(13.51%)	▼
Transport		(2,818,393)	(2,583,081)	<b>(2,654,945)</b>	(71,864)	(2.78%)	
Economic services		(917,250)	(848,859)	<b>(694,450)</b>	154,409	18.19%	▲
Other property and services		(76,503)	(72,111)	<b>(139,164)</b>	(67,053)	(92.99%)	▼
		<b>(7,206,747)</b>	<b>(6,663,104)</b>	<b>(6,772,499)</b>	(109,395)		
Non-cash amounts excluded from operating activities	1(a)	2,439,228	2,299,863	<b>3,114,206</b>	814,343	35.41%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,192,762</b>	<b>1,982,277</b>	789,515		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,695,407</b>	433,750	34.38%	▲
Proceeds from disposal of assets	7	247,628	117,247	<b>79,818</b>	(37,429)	(31.92%)	▼
Payments for property, plant and equipment and infrastructure	8	(4,818,984)	(4,341,197)	<b>(3,129,925)</b>	1,211,272	27.90%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,962,293)</b>	<b>(1,354,700)</b>	1,607,593		
<b>Financing Activities</b>							
Proceeds from new debentures	9	500,000	500,000	<b>0</b>	(500,000)	(100.00%)	▼
Transfer from reserves	10	0	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(222,562)	(175,255)	<b>(175,255)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(208,035)</b>	(207,288)	(27749.41%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>323,998</b>	<b>(383,290)</b>	(707,288)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>810,562</b>	<b>2,672,195</b>	1,861,633		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer threshold. Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

This statement 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.

#### **KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS**

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire of Perenjori's Community Vision, and for each of its broad activities/programs.

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*"A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives"*

The Strategic Community Plan defines the key objectives of the Shire as:

*"Economic: A strong, resilient and balanced economy.*

*Environment: Our unique natural and built environment is protected and enhanced.*

*Social: Our community enjoys a high quality of life.*

*Civic Leadership: A collaborative and engaged community."*

#### **PROGRAM NAME AND OBJECTIVES**

##### **GOVERNANCE**

###### *Activities:*

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

##### **GENERAL PURPOSE FUNDING**

###### *Activities:*

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on police licensing. The costs associated with raising the above mentioned revenues, eg. valuation expenses, debt collection and overheads.

##### **LAW, ORDER, PUBLIC SAFETY**

###### *Activities:*

Enforcement of local laws, fire prevention, animal control and provision of ranger services.

##### **HEALTH**

###### *Activities:*

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

##### **EDUCATION AND WELFARE**

###### *Activities:*

Donations to local education facilities, Perenjori Early Childhood Centre .

##### **HOUSING**

###### *Activities:*

Provision of maintenance for staff and private housing.

##### **COMMUNITY AMENITIES**

###### *Activities:*

Rubbish collection services, operation and maintenance of refuse sites, cemetery maintenance and improvements, flood mitigation, public convenience maintenance.

##### **RECREATION AND CULTURE**

###### *Activities:*

Maintenance of halls, swimming pool, recreation centres, parks and gardens, ovals and various reserves, operation of library services.

##### **TRANSPORT**

###### *Activities:*

Maintenance of roads, drainage, footpaths, parking facilities, traffic control, street cleaning, maintenance of airstrip

##### **ECONOMIC SERVICES**

###### *Activities:*

Tourism, community development, pest control, building services, caravan parks and private works.

##### **OTHER PROPERTY AND SERVICES**

###### *Activities:*

Plant works, plant overheads and stock of materials.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**BY NATURE OR TYPE**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,256,095	2,256,095	<b>2,427,908</b>	171,813	7.62%	
<b>Revenue from operating activities</b>							
Rates	6	2,817,722	2,817,722	<b>2,829,167</b>	11,445	0.41%	
Operating grants, subsidies and contributions	12	2,017,461	2,014,332	<b>1,772,262</b>	(242,070)	(12.02%)	▼
Fees and charges		575,400	532,404	<b>507,609</b>	(24,795)	(4.66%)	
Interest earnings		15,550	14,281	<b>17,684</b>	3,403	23.83%	
Other revenue		174,912	160,599	<b>512,849</b>	352,250	219.34%	▲
Profit on disposal of assets	7	20,000	16,665	<b>999</b>	(15,666)	(94.01%)	▼
		<b>5,621,045</b>	<b>5,556,003</b>	<b>5,640,570</b>	84,567		
<b>Expenditure from operating activities</b>							
Employee costs		(2,911,948)	(2,685,891)	<b>(2,448,857)</b>	237,034	8.83%	
Materials and contracts		(940,613)	(873,686)	<b>(564,495)</b>	309,191	35.39%	▲
Utility charges		(291,501)	(286,091)	<b>(213,271)</b>	72,820	25.45%	▲
Depreciation on non-current assets		(2,491,169)	(2,283,578)	<b>(3,052,506)</b>	(768,928)	(33.67%)	▼
Interest expenses		(33,703)	(33,700)	<b>(21,148)</b>	12,552	37.25%	▲
Insurance expenses		(132,878)	(132,346)	<b>(183,194)</b>	(50,848)	(38.42%)	▼
Other expenditure		(365,395)	(334,862)	<b>(226,328)</b>	108,534	32.41%	▲
Loss on disposal of assets	7	(39,540)	(32,950)	<b>(62,699)</b>	(29,749)	(90.29%)	▼
		<b>(7,206,747)</b>	<b>(6,663,104)</b>	<b>(6,772,499)</b>	(109,395)		
Non-cash amounts excluded from operating activities	1(a)	2,439,228	2,299,863	<b>3,114,206</b>	814,343	35.41%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,192,762</b>	<b>1,982,277</b>	789,515		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,695,407</b>	433,750	34.38%	▲
Proceeds from disposal of assets	7	247,628	117,247	<b>79,818</b>	(37,429)	(31.92%)	▼
Payments for infrastructure, property, plant and equipment	8	(4,818,984)	(4,341,197)	<b>(3,129,925)</b>	1,211,272	27.90%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,962,293)</b>	<b>(1,354,700)</b>	1,607,593		
<b>Financing Activities</b>							
Proceeds from new debentures	9	500,000	500,000	<b>0</b>	(500,000)	(100.00%)	▼
Payments for principal portion of lease liabilities		0	0	<b>0</b>	0	0.00%	
Repayment of debentures	9	(222,562)	(175,255)	<b>(175,255)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(208,035)</b>	(207,288)	(27749.41%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>323,998</b>	<b>(383,290)</b>	(707,288)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>810,562</b>	<b>2,672,195</b>	1,861,633		

**KEY INFORMATION**

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

## KEY TERMS AND DESCRIPTIONS

### FOR THE PERIOD ENDED 31 MAY 2021

#### REVENUE

##### RATES

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

##### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

##### REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

##### 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.

##### PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

## NATURE OR TYPE DESCRIPTIONS

#### 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

Shortfall between the value of assets received over the net book value for assets on their disposal.

##### 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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

## **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) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has 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.

## **SIGNIFICANT ACCOUNTING POLICIES**

### **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.

### **THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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 financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

### **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.

### **ROUNDING OFF FIGURES**

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(20,000)	(16,665)	(999)
Less: Movement in liabilities associated with restricted cash		7,599		
Add: Loss on asset disposals	7	(39,540)	32,950	62,699
Add: Depreciation on assets		2,491,169	2,283,578	3,052,506
<b>Total non-cash items excluded from operating activities</b>		<b>2,439,228</b>	<b>2,299,863</b>	<b>3,114,206</b>

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 May 2020	Year to Date 31 May 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(2,991,355)	(2,561,322)	(3,199,390)
Add: Borrowings	9	175,267	241,080	12
Add: Provisions - employee	11	298,002	251,092	298,002
<b>Total adjustments to net current assets</b>		<b>(2,518,086)</b>	<b>(2,069,151)</b>	<b>(2,901,376)</b>

(c) Net current assets used in the Statement of Financial Activity

**Current assets**

Cash and cash equivalents	2	5,435,142	3,367,785	5,760,414
Rates receivables	3	61,408	61,514	41,571
Receivables	3	27,084	30,483	127,514
Other current assets	4	8,562	8,940	14,945
<b>Less: Current liabilities</b>				
Payables	5	(112,933)	0	(72,854)
Borrowings	9	(175,267)	(241,080)	(12)
Provisions	11	(298,002)	(251,092)	(298,002)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(2,518,086)</b>	<b>(2,069,151)</b>	<b>(2,901,376)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,427,908</b>	<b>907,400</b>	<b>2,672,195</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
<b>Cash on hand</b>								
Bankwest Municipal Account	Cash and cash equivalents	47,221		47,221		Bank	0.00%	On Hand
Petty Cash & Till Float	Cash and cash equivalents	300		300		Bank	0.00%	On Hand
Bankwest Municipal Telenet Saver Account	Cash and cash equivalents	2,513,502		2,513,502		Bank	0.05%	On Hand
Reserve Funds - Restricted Cash	Cash and cash equivalents	(0)	3,199,391	3,199,391		Bank	0.05%	On Call
<b>Total</b>		<b>2,561,023</b>	<b>3,199,391</b>	<b>5,760,415</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,561,023	3,199,391	5,760,415	0			
		<b>2,561,023</b>	<b>3,199,391</b>	<b>5,760,415</b>	<b>0</b>			

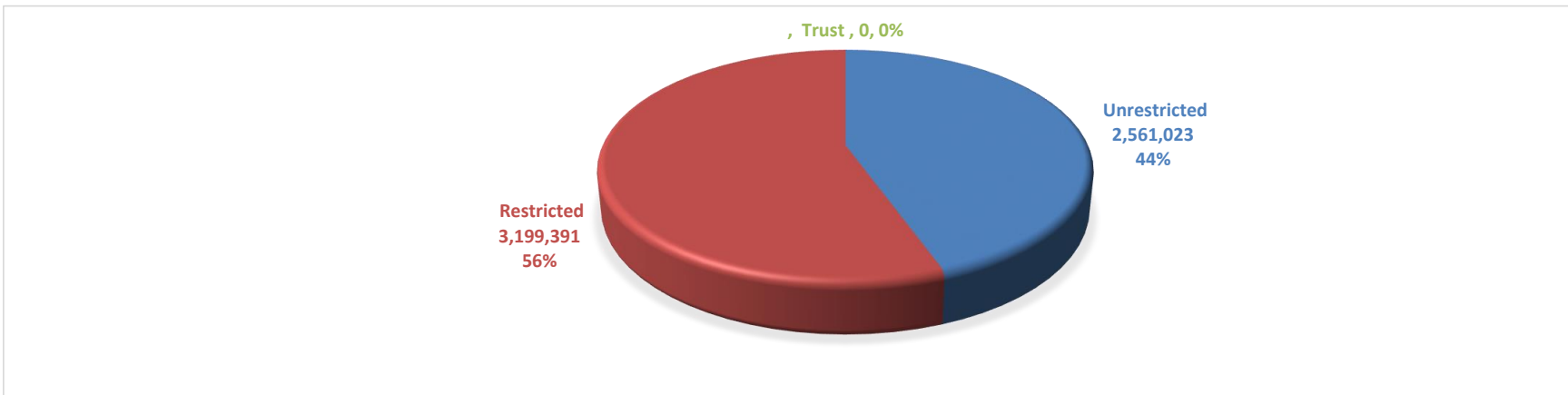
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less 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 net current assets.

The local government 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.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.





**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

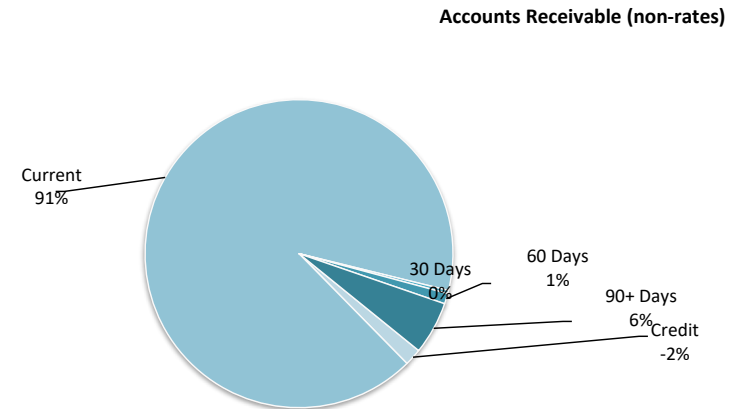
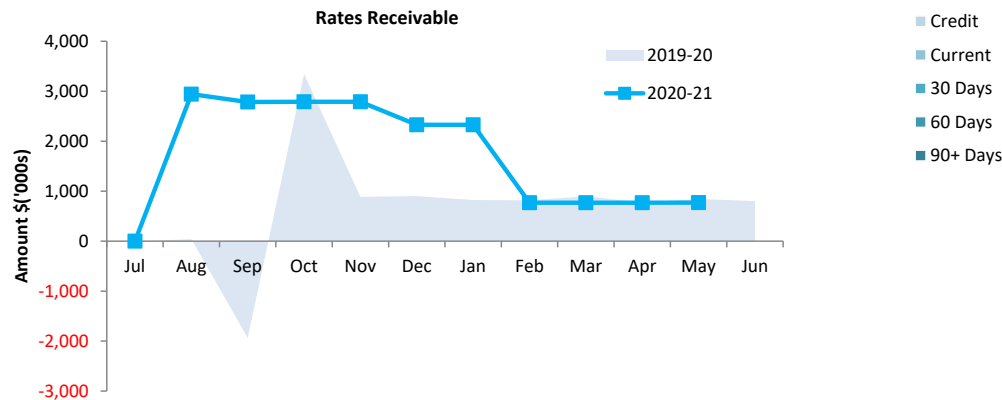
Rates receivable	30 June 2020	31 May 2021
	\$	\$
Opening arrears previous years	68,995	61,408
Levied this year		2,829,167
Less - collections to date	(7,587)	(2,849,004)
Equals current outstanding	<b>61,408</b>	<b>41,571</b>
<b>Net rates collectable</b>	<b>61,408</b>	<b>41,571</b>
% Collected	11%	98.6%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,737)	87,969	320	1,060	5,363	92,974
Percentage	(1.9%)	94.6%	0.3%	1.1%	5.8%	
<b>Balance per trial balance</b>						
Sundry receivable						89,803
<b>Total receivables general outstanding</b>						<b>127,514</b>

Amounts shown above include GST (where applicable)

**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. 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 impairment of receivables is raised when there is objective evidence that they will not be collectible.



Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 May 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Stock on Hand	8,562		6,383	14,945
<b>Total other current assets</b>	<b>8,562</b>	<b>0</b>	<b>6,383</b>	<b>14,945</b>
<b>Amounts shown above include GST (where applicable)</b>				

KEY INFORMATION

**Inventory**

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

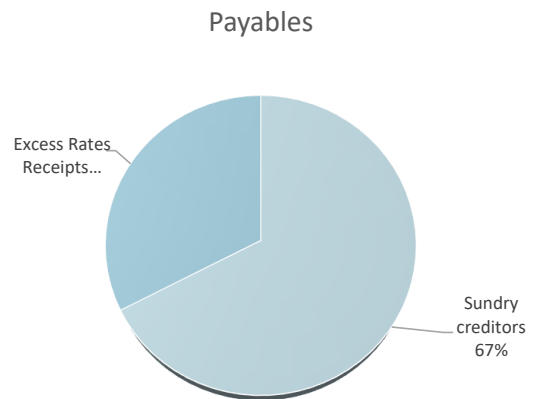
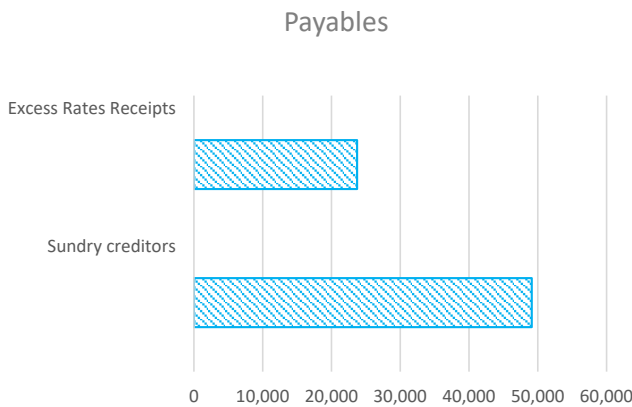
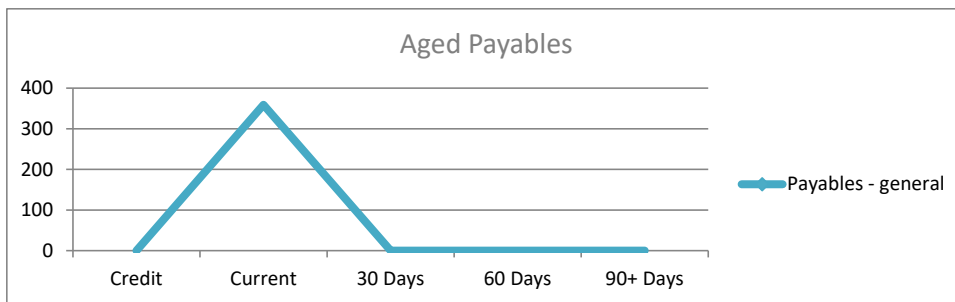
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	359	0	0	0	359
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						49,129
Excess Rates Receipts						23,725
<b>Total payables general outstanding</b>						<b>72,854</b>

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.



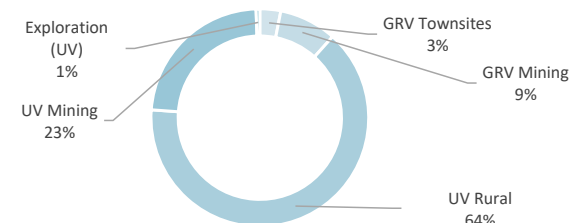
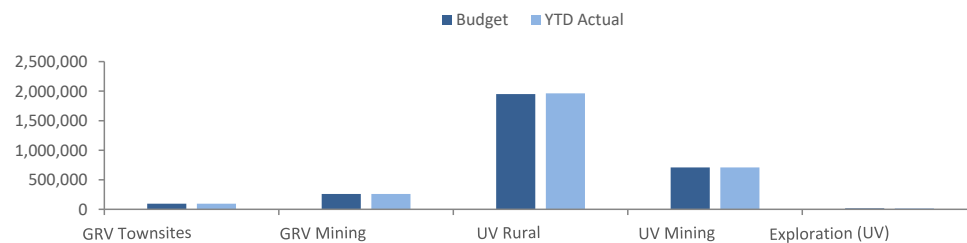
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

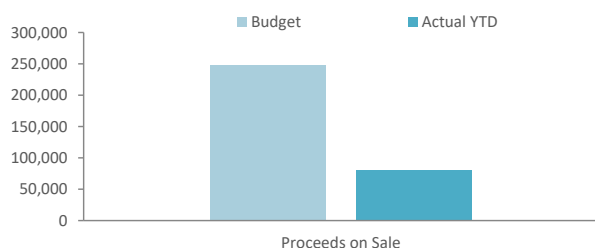
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Townsites	8.2712	106	1,157,948	95,776	0	0	95,776	95,776	(1,396)	0	94,380
GRV Mining	8.271200	1	3,144,000	260,047	0	0	260,047	260,047	0	0	260,047
<b>Unimproved value</b>											
UV Rural	1.9000	258	102,237,000	1,942,503	9,000	(1,500)	1,950,003	1,942,503	20,149		1,962,652
UV Mining	34.255000	38	2,068,797	708,667	0	0	708,667	708,666	0	(93)	708,574
Exploration (UV)	25.500000	17	66,066	16,847	0	0	16,847	16,847			16,847
<b>Sub-Total</b>		<b>420</b>	<b>108,673,811</b>	<b>3,023,840</b>	<b>9,000</b>	<b>(1,500)</b>	<b>3,031,340</b>	<b>3,023,839</b>	<b>18,754</b>	<b>(93)</b>	<b>3,042,500</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Townsites	349	36	29,391	12,564	0	0	12,564	12,564	0	0	12,564
GRV Mining	349	1	20	349	0	0	349	349	0	0	349
UV Rural	349	10	72,700	3,490	0	0	3,490	3,490	0	0	3,490
UV Mining	349	5	1,765	1,745	0	0	1,745	1,745	0	0	1,745
Exploration (UV)	349	15	10,925	5,235	0	0	5,235	5,235	0	0	5,235
<b>Sub-total</b>		<b>67</b>	<b>114,801</b>	<b>23,383</b>	<b>0</b>	<b>0</b>	<b>23,383</b>	<b>23,383</b>	<b>0</b>	<b>0</b>	<b>23,383</b>
Discount							(250,000)				(253,304)
<b>Amount from general rates</b>							<b>2,804,723</b>				<b>2,812,579</b>
Ex-gratia rates							13,000				16,589
<b>Total general rates</b>							<b>2,817,722</b>				<b>2,829,167</b>
<b>Total</b>							<b>2,817,722</b>				<b>2,829,167</b>

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual				disposed ?
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$	
	<b>Plant and equipment</b>									N
	<b>Law, order, public safety</b>									N
	Isuzu Fire Utility			0	0	50,315	28,000	0	(22,315)	Y
	<b>Recreation and Culture</b>									N
	Kabota Ride on Mower	0	2,000	2,000	0	0	0	0	0	N
	<b>Transport</b>									N
	Volvo Grader	60,000	70,000	10,000	0	0		0	0	N
	Volvo Vibe Roller	88,750	67,247	0	(21,503)	72,202	31,818		(40,384)	Y
	Skid Steer Loader	58,000	50,000	0	(8,000)	19,001	20,000	999	0	Y
	Hino - Mechanics Truck	35,168	33,131	0	(2,037)	0	0	0	0	N
	Mitsubishi Triton Ute	25,250	17,250	0	(8,000)	0	0	0	0	N
	<b>Economic Services</b>									N
	Cleaners Vehicle	0	8,000	8,000	0	0	0	0	0	N
		<b>267,168</b>	<b>247,628</b>	<b>20,000</b>	<b>(39,540)</b>	<b>141,519</b>	<b>79,818</b>	<b>999</b>	<b>(62,699)</b>	



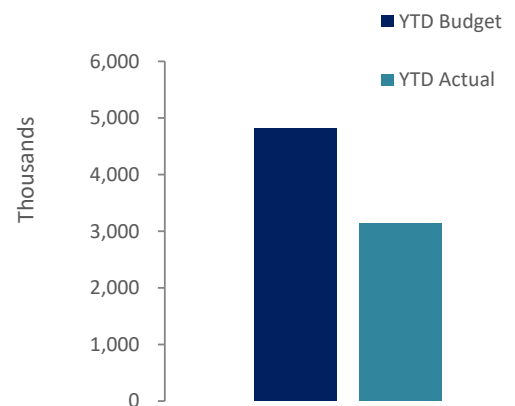
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	465,360	434,195	59,536	(374,659)
Plant and equipment	531,000	531,000	1,033,247	502,247
Infrastructure - roads	2,528,347	2,749,316	1,816,421	(932,895)
Infrastructure - Parks & Ovals	72,521	72,521	0	(72,521)
Infrastructure - Other	1,221,756	554,165	220,720	(333,445)
<b>Payments for Capital Acquisitions</b>	<b>4,818,984</b>	<b>4,341,197</b>	<b>3,129,925</b>	<b>(1,211,272)</b>
<b>Total Capital Acquisitions</b>	<b>4,818,984</b>	<b>4,341,197</b>	<b>3,129,925</b>	<b>(1,211,272)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,261,657	1,261,657	1,695,407	433,750
Borrowings	500,000	500,000	0	(500,000)
Other (disposals & C/Fwd)	247,628	117,247	79,818	(37,429)
Contribution - operations	2,809,699	2,462,293	1,354,700	(1,107,593)
<b>Capital funding total</b>	<b>4,818,984</b>	<b>4,341,197</b>	<b>3,129,925</b>	<b>(1,211,272)</b>

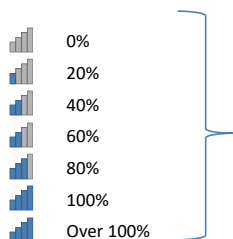
**SIGNIFICANT ACCOUNTING POLICIES**

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.



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

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

			Adopted			
Account Description			Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	Governance	Admin Building	35,000	34,998	0	(34,998)
	Housing	Capital Expenditure	57,500	51,581	0	(51,581)
	Community Amenities	Underground Power for Fowler Street	150,000	137,500	0	(137,500)
	Rec & Culture	PJ Sports Facility	72,521	72,521	0	(72,521)
	Rec & Culture	Perenjori Pavillion Building	302,860	277,618	6,400	(271,218)
	Transport	Plant & Equipment	521,000	521,000	1,033,247	512,247
	Transport	Road Equipment	10,000	10,000	0	(10,000)
	Transport	Road Construction	2,528,347	2,187,973	1,816,421	(371,552)
	Transport	Footpaths & Curbing	571,756	561,343	220,720	(340,623)
	Economic Services	Caravan Park	50,000	50,000	50,000	0
	Economic Services	Business Incubator	20,000	19,998	3,136	(16,862)
	Economic Services	Caron Dam	500,000	416,665	0	(416,665)
			<b>4,818,984</b>	<b>4,341,197</b>	<b>3,129,925</b>	<b>(1,211,272)</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>Housing</b>										
CHA Housing	96	62,701			14,192	14,196	48,509	48,505	2,578	3,872
Flat Pack Housing	97	52,406			25,640	25,644	26,766	26,762	2,212	2,160
Duplex Construction	101	59,452			29,138	29,145	30,314	30,307	2,066	2,456
<b>Community amenities</b>										
John Street Subdivision	98	222,703			21,574	21,584	201,129	201,119	9,817	15,153
<b>Recreation and culture</b>										
Perenjori Acquatic Centre	100	83,898			40,952	40,952	42,946	42,946	3,906	3,549
<b>Transport</b>										
John Deere Grader	102	43,759			43,759	43,759	0	0	569	581
<b>Economic services</b>										
Caron Dam	103	0		500,000		47,282	0	452,718		5,932
<b>B/Fwd Balance</b>		524,919	0	500,000	175,255	222,562	349,664	802,357	21,148	33,703
<b>C/Fwd Balance</b>		524,919	0	500,000	175,255	222,562	349,664	802,357	21,148	33,703
<b>Total</b>		524,919	0	500,000	175,255	222,562	349,664	802,357	21,148	33,703
Current borrowings		222,562					12			
Non-current borrowings		302,357					349,652			
		524,919					349,664			

All debenture repayments were financed by general purpose revenue.

New borrowings 2020-21

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
								Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Caron Dam	103	500,000	WATC	Fixed	10	32,148	1			0
		0	500,000			32,148		0	0	0

KEY INFORMATION

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES**

**Cash backed reserve**

<b>Reserve name</b>	<b>Opening Balance</b>	<b>Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Budget YTD Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	84,015	252	284	21	284	0	0	84,288	84,299
Plant Replacement Reserve	568,395	1,705	1,925	142	1,925	0	0	570,242	570,320
Refuse Site Reserve	203,442	0	689	51	689	0	0	203,493	204,131
Swimming Pool Reserve	87,902	264	298	22	298	0	0	88,188	88,200
Road & Rehab Infrastructure Reserve	33,411	100	113	8	113	0	0	33,519	33,524
Housing Reserve	436,557	1,310	1,478	109	1,478	0	0	437,976	438,035
Mt Gibson Infrastructure Reserve	1,149,088	3,447	1,796	41	201,796	0	0	1,152,576	1,350,884
Tourism Accommodation Reserve	64,506	194	218	287	218	0	0	64,987	64,724
Water Reserve	163,533	491	554	16	554	0	0	164,040	164,087
IT Communications Reserve	200,506	602	679	50	679	0	0	201,158	201,185
	<b>2,991,355</b>	<b>8,365</b>	<b>8,035</b>	<b>747</b>	<b>208,035</b>	<b>0</b>	<b>0</b>	<b>3,000,467</b>	<b>3,199,390</b>

**KEY INFORMATION**

All the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 2 to this financial report

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 May 2021
		\$	\$	\$	\$
<b>Provisions</b>					
Annual leave		201,450	0	0	201,450
Long service leave		96,552	0	0	96,552
<b>Total Provisions</b>		<b>298,002</b>	<b>0</b>	<b>0</b>	<b>298,002</b>
<b>Total other current assets</b>		<b>298,002</b>	<b>0</b>	<b>0</b>	<b>298,002</b>
<b>Amounts shown above include GST (where applicable)</b>					

#### 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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2021	Current Liability 31 May 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission Grant				0		644,468	644,468	570,133
Untied Road Grant				0		449,077	557,376	364,981
LR & CIP Funding				0		571,756	571,756	285,878
<b>Law, order, public safety</b>								
DFES Operating Grant				0		37,539	34,408	27,568
<b>Recreation and culture</b>								
Mt Gibson Funding Allocation				0		0	0	200,000
<b>Education &amp; Welfare</b>								
Community Child Care Funding	0	0	0	0	0	0	0	100,000
<b>Transport</b>								
Direct Grant	0	0	0	0	0	203,574	203,574	220,815
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,906,414</b>	<b>2,011,582</b>	<b>\$ 1 769 375</b>
<b>Operating contributions</b>								
<b>Transport</b>								
MRD Street Lighting Subsidy	0	0	0	0	0	2,750	2,750	2,887
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,750</b>	<b>2,750</b>	<b>2,887</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,909,164</b>	<b>2,014,332</b>	<b>1,772,262</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021

NOTE 13

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2021	Current Liability 31 May 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Law, order, public safety</b>								
Capital Grant - Fire Truck	0	0	0	0	0	0	0	485,751
<b>Community amenities</b>								
Grant	0	0	0	0	0	1,000	1,000	1,000
<b>Transport</b>								
Regional Road Group	0	0	0	0	0	725,717	725,717	673,717
Roads to Recovery	0	0	0	0	0	534,940	534,940	534,939
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,261,657</b>	<b>1,261,657</b>	<b>1,695,407</b>
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,261,657</b>	<b>1,261,657</b>	<b>1,695,407</b>

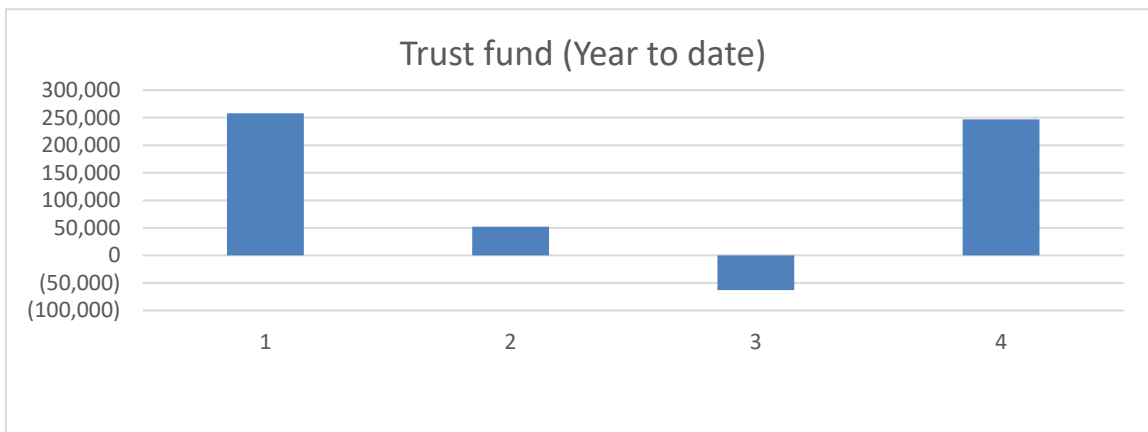
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**NOTE 14  
TRUST FUND**

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

Description	Opening Balance 1 July 2020	Amount Received	Amount Paid	Closing Balance 31 May 2021
Mt Gibson Public Benefit Fund	\$ 257,880	\$ 52,106	\$ (63,116)	\$ 246,870
	<b>257,880</b>	<b>52,106</b>	<b>(63,116)</b>	<b>246,870</b>

**KEY INFORMATION**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**NOTE 15  
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus				68,995
	Adjusted Carried Forward balance after audit	12.3.2	Opening Surplus(Deficit)		171,813		240,808
03300	General Purpose Grant	12.3.2	Operating Revenue			(74,334)	166,474
03301	Local Roads Grant	12.3.2	Operating Revenue			(192,393)	(25,919)
04006	Members Meeting Payments	12.3.2	Operating Expenses		10,000		(15,919)
04007	Council IPAD Expenditure	12.3.2	Operating Expenses			(10,000)	(25,919)
04201	Council Superannuation Contribution	12.3.2	Operating Expenses			(42,000)	(67,919)
05152	FESA Fire Truck	12.3.2	Capital Expenses			(485,751)	(553,670)
05105	FESA Fire Truck - Capital Grant	12.3.2	Capital Revenue		485,751		(67,919)
07203	Medical centre Building Maintenance	12.3.2	Operating Expenses		5,600		(62,319)
07205	Medical Centre Capital	12.3.2	Capital Expenses			(5,600)	(67,919)
08421	Childcare Other Employee Costs	12.3.2	Operating Expenses			(11,000)	(78,919)
08427	Grant Income - PECC	12.3.2	Operating Revenue		100,000		21,081
08600	Childcare Fees	12.3.2	Operating Revenue		30,000		51,081
09291	Staff Housing Maintenance	12.3.2	Operating Expenses			(30,000)	21,081
09292	Non Staff Housing Maintenance	12.3.2	Operating Expenses			(20,000)	1,081
09300	Private Rental Income	12.3.2	Operating Revenue		15,000		16,081
10400	Cemetery Maintenance	12.3.2	Operating Expenses			(12,000)	4,081
10423	Aboriginal History	12.3.2	Operating Expenses		20,000		24,081
11203	Pool Operating Expense	12.3.2	Operating Expenses			(20,000)	4,081
11404	Perenjori Pavillion Maintenance	12.3.2	Operating Expenses			(30,000)	(25,919)
11405	Latham Community Maintenance	12.3.2	Operating Expenses			(12,625)	(38,544)
11450	Perenjori Pavillion Building	12.3.2	Operating Expenses		302,860		264,316
15210	Mt Gibson Funding	12.3.2	Operating Revenue		200,000		464,316
12001	Road Construction - Council	12.3.2	Operating Expenses		64,828		529,144
12260	General Road Maintenance	12.3.2	Operating Expenses		100,000		629,144
12283	Plant Purchases	12.3.2	Capital Expenses			(102,000)	527,144
13107	Caravan Park - Aurizon	12.3.2	Operating Expenses		33,928		561,072
13172	Caravan Park Maintenance	12.3.2	Operating Expenses			(12,000)	549,072
13201	Townscape Project Expense	12.3.2	Operating Expenses		10,000		559,072
13203	Regional Tourism Officer	12.3.2	Operating Expenses		4,500		563,572
13213	Local Tourism Officer	12.3.2	Operating Expenses		8,000		571,572
13651	Business Incubator	12.3.2	Capital Expenses			(28,000)	543,572
13615	Interest on Loan	12.3.2	Operating Expenses		5,932		549,504
14207	Long Service Leave Expense	12.3.2	Operating Expenses			(17,264)	532,240
14980	Capital - Caron Dam	12.3.2	Capital Expenses		500,000		1,032,240
14981	Proceeds of Loan - Caron Dam	12.3.2	Capital Revenue			(500,000)	532,240
16113	Loan 103 Repayment	12.3.2	Operating Expenses		47,282		579,522
	Transfer to Building Reserve	12.3.2	Capital Expenses			(302,860)	276,662
1017TT	Transfer to Road & Rehab Reserve	12.3.2	Capital Expenses			(100,000)	176,662
1008TT	Transfer to Plant Reserve	12.3.2	Capital Expenses			(100,000)	76,662
				<b>0</b>	<b>2,115,494</b>	<b>(2,107,827)</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MAY 2021**

**NOTE 16  
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
General purpose funding - other	(543,065)	(30.53%)	▼ Timing	FAGS Funding variance is permanent LR & CIP Funding is reliant on completion of works but is below YTD budget.
Law, order and public safety	35,747	27.84%	▲ Timing	CESM reimbursements below budget due to timing of the issue of invoices to other Shire's.
Education and welfare	129,399	229.53%	▲ Timing	Grant Income & PECC fees higher than budget YTD
Housing	29,227	25.55%	▲ Timing	Private housing rental income higher than budget YTD
Recreation and culture	195,767	1574.70%	▲ Timing	Mt Gibson funding was not budgeted due to mine closure however invoiced and paid on 04/01/2021
Economic services	(82,200)	(29.59%)	▼ Timing	Caravan Park village & chalet accommodation fees lower than budgeted YTD
Other property and services	(10,133)	(12.63%)	▼ Timing	Private works and mining income lower than budget YTD
<b>Expenditure from operating activities</b>				
Governance	110,755	34.32%	▲ Timing	Various member & admin costs are below YTD budget - budget higher than actual.
Law, order and public safety	(205,622)	(68.01%)	▼ Timing	Administration alloc, wild dog, CESM vehicle actual expenditure greater than budget YTD predictions
Health	32,350	23.84%	▲ Timing	Other health budget predictions higher than actual YTD expenditure
Housing	(71,542)	(71.18%)	▼ Timing	Housing maintenance & depreciation expenditure greater than budget predictions
Community amenities	148,065	26.33%	▲ Timing	YTD actuals on Transfer station & refuse also community development expenditure is down in comparasion to budget YTD
Recreation and culture	(149,988)	(13.51%)	▼ Timing	Minor equipment, parks & gardens & oval expenditure above budget predictions YTD
Economic services	154,409	18.19%	▲ Timing	Dams maint expenditure budget higher than actual expenditure YTD
Other property and services	(67,053)	(92.99%)	▼ Timing	Plant Op costs, personal & annual leave higher than budget YTD
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	433,750	34.38%	▲ Timing	Non cash grant received from FESA in the form of a new vehicle
Proceeds from disposal of assets	(37,429)	(31.92%)	▼ Timing	Variance due to timing of budget YTD - Plant Sales still pending.
Payments for property, plant and equipment and infrastructure	1,211,272	27.90%	▲ Timing	New FESA fire truck not budgeted for 20-21 & timing of other budgeted expenditure.
<b>Financing activities</b>				
Proceeds from new debentures	(500,000)	(100.00%)	▼ Permanent	No loan taken out to date
Transfer to reserves	(207,288)	(27749.41%)	▼ Permanent	Mt Gibson funding transferred to Reserve account & interest on other accounts

**KEY INFORMATION**

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

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



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 12.2(a)

*Accounts for Payment  
31 May 2021*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**



Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
433	03/05/2021	EFT GST - EFTTPOS FEES WITH GST	EFTTPOS Fees	M		142.14
433	03/05/2021	EFT GST - EFTTPOS FEES WITH GST	EFTTPOS Fees	M		33.06
EFTT14032	03/05/2021	TUTT BRYANT EQUIPMENT	PJ1501 - V Belt	M		370.16
EFTT14033	06/05/2021	WESTRAC PTY LTD	Supply and delivery of one CAT CS64B STD roller, quote number 5887. E quote 2/2020	M		147,466.00
EFTT14034	13/05/2021	AFGRI EQUIPMENT PTY LTD	Oils, fuel/oil mixing bottles, 35cm chain, 45cm chain, file handle, file, bar oils, hydraulic hose	M		2,717.06
EFTT14035	13/05/2021	AMD	Sign off of deferred Pensioner Rates Certification	M		440.00
EFTT14036	13/05/2021	AUSTRALIA POST	Postage for the month of April 2021	M		160.10
EFTT14037	13/05/2021	BAGOC PTY LTD	Provision of medical services for the Shire of Perenjori - Jan, Feb, March 2021	M		6,864.00
EFTT14038	13/05/2021	BPH (WA) PTY LTD	Hire of grader for road maintenance approx 232 hrs various roads	M		49,764.00
EFTT14039	13/05/2021	BRIAN BAXTER	Cr Meeting Fees - Special Meeting 25 March 2021	M		779.00
EFTT14040	13/05/2021	CANINE CONTROL	Ranger service for Tuesday 20 April 2021	M		632.50
EFTT14041	13/05/2021	CHRISTOPHER ROBERT KING	Cr Meeting Fees - Ordinary Council Meeting 18th March 2021	M		1,379.00
EFTT14042	13/05/2021	CJD EQUIPMENT	Investigate Transmission Noise, travel, labour	M		2,431.00
EFTT14043	13/05/2021	COLIN MURRICE BRYANT	Cr Meeting Fees - Ordinary Council Meeting 18th March 2021	M		779.00
EFTT14044	13/05/2021	DANIEL KEVIN BRADFORD	Cr Meeting Fees - Ordinary Council Meeting 18th March 2021	M		779.00
EFTT14045	13/05/2021	DAVE WATSON CONTRACTING PTY LTD	Cyclone Seroja vegetation clean up	M		8,370.00

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT14046	13/05/2021	DIGGA WEST AND EARTHPARTS WA	450mm A4 MFT Auger,300mm Rock Auger	M		1,720.40
EFT14047	13/05/2021	ECOWATER SERVICES PTY LTD	C20 Quarterly Service, Chlorine pack of 5, Biological insecticide per scoop, Air filter, Ecocare Activator per litre	M		774.41
EFT14048	13/05/2021	GERALDTON & MIDWEST TOWING SERVICES	Transport of 3 generators from Perenjori to Perth 3-5-21	M		6,380.00
EFT14050	13/05/2021	INDEPENDENT RURAL PTY LTD	Boot oil, mongrel sock cotton	M		317.40
EFT14051	13/05/2021	J'S HARDWARE & GIFTS	Purchases made from J's Hardware and Gifts for the month of April 2021	M		359.10
EFT14052	13/05/2021	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	PJ 1575 - LH and RH window, seal rear window, tinting of window	M		1,427.21
EFT14053	13/05/2021	JMH MECHANICAL SERVICES	Fuel Line 5mm, Hose Clamp, 1/4x1/8 Bush, Paint	M		41.37
EFT14054	13/05/2021	JUDE Sutherland	Cr Meeting Fees - Ordinary Council Meeting 18th March 2021	M		779.00
EFT14055	13/05/2021	KINGS WA PTY LTD	Cyclone clean up 23/4/21 - 30/4/21 single side tipper, Cyclone clean up 23/4/21 - 30/4/21 excavator with grab	M		12,160.50
EFT14056	13/05/2021	Kindyhub	Childcare Subscriptions for the month of April 2021	M		42.90
EFT14057	13/05/2021	LESLIE DEREK HEPWORTH	Cr Meeting Fees - Ordinary Council Meeting 18th March 2021	M		779.00
EFT14058	13/05/2021	MARIALAURA LONGO	Reimbursement for purchases for PECC resources	M		455.21
EFT14059	13/05/2021	MARKET CREATIONS	SSL Certificate - 1 year to 15/07/2022 - remote.perenjori.wa.gov.au	M		330.00
EFT14060	13/05/2021	MOORE AUSTRALIA (WA) PTY LTD	2021 Financial Reporting, Management Reporting, Finance Governance	M		3,124.00
EFT14061	13/05/2021	NAUARANGO SPRINGS	Liebe Street- supply of 5000m3 gravel	M		8,250.00

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque/EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT14062	13/05/2021	PERENJORI COMMUNITY RESOURCE CENTRE	Catering, phonebooks, Anzac Day letter box drop, TC Seroja letter box drops	M		184.32
EFT14063	13/05/2021	PERENJORI HOTEL	Re - stock of Council Fridge	M		124.00
EFT14064	13/05/2021	PERENJORI ROADHOUSE	Purchases made from Perenjori Roadhouse - March 2021	M		472.43
EFT14065	13/05/2021	PETER EGAN CARPENTRY	Make safe Ag society bar shed and supply and erect temporary fencing, Make safe netball courts and supply and erect temporary fencing, remove damaged fence, 2 lighting towers	M		6,638.50
EFT14066	13/05/2021	PHILLIP ROBERT LOGUE	Cr Meeting Fees - Ordinary Council Meeting 18 March 2021	M		559.00
EFT14067	13/05/2021	REPCO AUTO PARTS	Moly dry film	M		159.20
EFT14068	13/05/2021	RICK RYAN	Reimbursement of fuel and lunches	M		110.50
EFT14069	13/05/2021	RJ & LJ KING	Bar oil, CTN Moly grease, CCA batteries, HDZ hydraulic oil, 20lt HD 46 oil	M		2,047.10
EFT14070	13/05/2021	SHERRIN RENTALS	Hire of steel drum vibratory roller 01/04/21 - 21/04/21	M		3,432.00
EFT14071	13/05/2021	TELSTRA CORPORATION LIMITED	Ultimate business voice - Perenjori volunteer Bush Fire Brigade	M		55.00
EFT14072	13/05/2021	TOTALLY WORKWEAR	Embroidery of 19 Shire Logo's PECC	M		182.40
EFT14073	13/05/2021	WALLIS COMPUTER SOLUTIONS	ADSL internet 25g internet data allowance for the month of May 2021	M		77.00
EFT14074	13/05/2021	WURTH AUSTRALIA PTY LTD	Spray paint, black, spray paint pearl white, high gloss, fuse holder, cleaning cloth, tool bag, split pin	M		919.96
EFT14075	13/05/2021	ZED ELECT	Unit 1/137 North Rd - Remove existing cooktop and replace with new one, 9 Hirshauer Rd - Dishwasher is not working	M		1,328.31
EFT14076	25/05/2021	YOUNGMOTORS	2021 Mitsubishi MR Triton GLX 2.4L pet 5M/T 4x2 SC CC - Rego - IHHO189	M		28,210.15

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT14077	31/05/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	M		51.80
EFT14078	31/05/2021	AVON WASTE	Waste Services for the month of April 2021	M		2,619.60
EFT14079	31/05/2021	Australian Communications & Media Authority.	FM Tower licence renewal - 17/06/2022	M		59.00
EFT14080	31/05/2021	BLUEHILL COURIERS	3/05 - 3 x crates, 1 freezer - Woolworths click and collect - Blue Hill Couriers	M		30.00
EFT14081	31/05/2021	BOC LIMITED	Container service for the period 29/03/2021 - 27/04/2021	M		79.82
EFT14082	31/05/2021	BRIAN BAXTER	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		287.32
EFT14083	31/05/2021	BURGESS RAWSON (WA) PTY LTD	Toilets at Loading St, Lot RLY RES OPP School - water usage from 22/02/2021 - 29/04/2021	M		1,435.11
EFT14084	31/05/2021	CANINE CONTROL	Ranger Services Tuesday 4 May 2021	M		632.50
EFT14085	31/05/2021	CHRISTOPHER ROBERT KING	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		435.84
EFT14086	31/05/2021	CLEANPAK SOLUTIONS	Cleaning supplies as needed	M		418.83
EFT14087	31/05/2021	COATES HIRE OPERATIONS PTY LTD	Hire of tilt tray truck to pick up Hako road sweeper from Smith Broughton Auctioneers and deliver to Perenjori Shire works depot	M		1,430.00
EFT14088	31/05/2021	COLIN MURRICE BRYANT	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		437.82
EFT14089	31/05/2021	CORSIGN WA	Plastic guideposts	M		2,860.00
EFT14090	31/05/2021	DAIMLER TRUCKS	PJ1565 - Adblue Tank Fitting	M		94.86
EFT14091	31/05/2021	DANIEL KEVIN BRADFORD	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		386.32
EFT14092	31/05/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES PERTH	2020/21 ESL Quarter 4 in accordance with the DFES of WA Act 1998 Part 6a	M		3,662.40

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT14093	31/05/2021	DONGARA TOWING	Transport of generator to Perenjori from Geraldton	M		880.00
EFT14094	31/05/2021	GH COUNTRY COURIER	1 x carton and 2 tins paint	M		68.26
EFT14095	31/05/2021	GLASS CO CLEAR QUALITY	Pane of glass for Park home at Caravan Park	M		392.62
EFT14096	31/05/2021	GNC QUALITY PRECAST GERALDTON	Box culverts, base slabs, headwall	M		38,808.00
EFT14097	31/05/2021	Geraldton Air Compressors	Service/check of all air compressors	M		1,416.80
EFT14098	31/05/2021	HARVEY NORMAN	Chef 540mm freestanding LPG gas cooker with conventional oven	M		695.00
EFT14099	31/05/2021	HERRINGS COASTAL PLUMBING & GAS	Aquatic Centre - Toilet is continuously leaking	M		1,411.80
EFT14100	31/05/2021	HERSEY'S SAFETY PTY LTD	Duct tape, cable ties, white spray marker	M		236.98
EFT14101	31/05/2021	INDEPENDENT RURAL PTY LTD	Urea tech fertiliser 25kg	M		2,297.14
EFT14102	31/05/2021	JOHN BATMAN GROUP	LINX comforter king sand 245 x 210cm	M		149.38
EFT14103	31/05/2021	JUDE Sutherland	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		295.24
EFT14104	31/05/2021	Kindyhub	Kindyhub monthly subscription	M		42.90
EFT14105	31/05/2021	LESLIE DEREK HEPWORTH	Cr Meeting Fees - Ordinary Council 20 May 2021	M		262.52
EFT14106	31/05/2021	MARKET CREATIONS	Managed Service Agreement	M		5,340.85
EFT14107	31/05/2021	MODERN TEACHING AIDS	Resources for PECC	M		675.07
EFT14108	31/05/2021	OAKSTAR ASSET PTY LTD	Form pour and finish concrete footpath at the front of Latham general store	M		3,850.00
EFT14109	31/05/2021	PERENJORI COMMUNITY RESOURCE CENTRE	07/05 - 48 @ \$3 ea cupcakes for PECC Mother's Day	M		144.00

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque/EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT14110	31/05/2021	PERENJORI HOTEL	Farewell BBQ for staff member	M		369.00
EFT14111	31/05/2021	PETER EGAN CARPENTRY	Asset 61, Ag shed bar. Demolition of damaged structure, removal of M debris including all labour and disposal.	M		16,121.60
EFT14112	31/05/2021	PHILLIP ROBERT LOGUE	Cr Meeting Fees - Ordinary Council Meeting 20 May 2021	M		368.50
EFT14113	31/05/2021	ROSSITER & CO	BBQ for employee retirement	M		195.50
EFT14114	31/05/2021	RYLAN CONCRETE	Supply and install 670 metres of mountable kerbing to Britt Street Latham, supply and install 456 metres of semi mountable kerbing to Britt Street Latham	M		27,496.92
EFT14115	31/05/2021	SHIRE OF CARNAMAH	Contribution towards suite of legal documents prepared by McLeods Barristers and Solicitors	M		1,378.17
EFT14116	31/05/2021	TEAKLE AND LALOR	Pavilion upgrade of wet areas- preparation of tender drawings and specifications including site visit	M		7,040.00
EFT14117	31/05/2021	TELSTRA CORPORATION LIMITED	Perenjori Volunteer Bush Fire - Ultimate Business	M		110.00
EFT14118	31/05/2021	THE RETAIL RESOURCES COMPANY	Retail consultancy to establish business case/viability of potential supermarket/shop	M		1,068.57
EFT14119	31/05/2021	THINK PROJECT AUSTRALIA PTY LTD	RAMM annual support and maintenance fee for period 01 Jul 2021 to 30 Jun 2022	M		8,194.23
EFT14120	31/05/2021	TOLL IPEC PTY LTD	Freight from 19/04/2021 - 23/04/2021	M		873.86
EFT14121	31/05/2021	WINC AUSTRALIA PTY LIMITED	Purchases made from WINC as requested	M		3,412.74
EFT14122	31/05/2021	ZED ELECT	Attend Latham community centre power fault	M		1,096.06
19856	04/05/2021	SHIRE OF PERENJORI - DOT	12 months registration on PJI 577	M		2,895.05
DD13098.1	03/05/2021	WESTNET	Westnet billing for the month of March 2021	M		253.85

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD13110.1	11/05/2021	AWARE SUPER	Payroll deductions	M		7,491.21
DD13110.2	11/05/2021	INTEGRA SUPER	Superannuation contributions	M		1,285.91
DD13110.3	11/05/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13110.4	11/05/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13110.5	11/05/2021	AUSTRALIAN SUPER	Superannuation contributions	M		934.69
DD13110.6	11/05/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		286.09
DD13110.7	11/05/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD13110.8	11/05/2021	HOST PLUS SUPER	Superannuation contributions	M		205.41
DD13110.9	11/05/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		400.83
DD13124.1	10/05/2021	TELSTRA CORPORATION LIMITED	Internet and Data N9511924R Medical Centre	M		4,116.71
DD13125.1	07/05/2021	WRIGHT EXPRESS FUEL	Card management fees for the month of April 2021	M		12.36
DD13126.1	17/05/2021	SG FLEET AUSTRALIA PTY LIMITED	Fuel Charges for the month of April 2021	M		220.00
DD13126.2	17/05/2021	BOQ FINANCE (AUST) LTD	Ricoh MPC6004exSP	M		156.83
DD13127.1	14/05/2021	WATER CORPORATION	Hall at 51L Britt St Latham lot 51 Res 24146 - water usage from 22/02/2021 - 22/04/2021	M		202.31
DD13128.1	10/05/2021	SYNERGY	Lot 53X Fowler St Perenjori - electricity usage from 18/03/2021 - 14/04/2021	M		2,502.75
DD13129.1	12/05/2021	SYNERGY	Synergy Accounts	M		8,993.59

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD13130.1	17/05/2021	WATER CORPORATION	Water Corporation	M		5,777.03
DD13132.1	13/05/2021	BANKWEST MASTERCARD	Purchases Corporate Credit Card from 25/03/2021 - 23/04/2021	M	1,033.73	
			31/03 Technika Dishwasher – Good Guys – Jo Page		575.00	
			15/04 – 7 x ice @\$4 ea. – Carnamah IGA – CEO		28.00	
			15/04 – 30 pack Coke – Carnamah IGA – CEO		48.61	
			15/04 – 2L oil – Carnamah IGA – CEO		5.88	
			15/04 – Big serve 100's x 3 – Carnamah IGA – CEO		3.24	
			15/04 – Disposable dinner plates x 10 – Carnamah IGA – CEO		32.90	
			15/04 – No sugar Coke – Carnamah IGA – CEO		48.61	
			15/04 – Sprite – Carnamah IGA – CEO		41.49	
			15/04 – Plastic knives – Carnamah IGA – CEO		5.00	
			15/04 – Plastic forks – Carnamah IGA – CEO		5.00	
			20/4 – 4 x Wreaths for Anzac Day- EA		240.00	
DD13134.1	19/05/2021	WATER CORPORATION	7 Hirshauer - service charge from 01/03/2021 - 30/04/2021	M		44.18
DD13141.1	25/05/2021	AWARE SUPER	Payroll deductions	M		7,350.65
DD13141.2	25/05/2021	AMP SUPERLEADER PLAN	Superannuation contributions	M		94.76
DD13141.3	25/05/2021	INTEGRA SUPER	Superannuation contributions	M		1,301.34
DD13141.4	25/05/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13141.5	25/05/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13141.6	25/05/2021	AUSTRALIAN SUPER	Superannuation contributions	M		513.00
DD13141.7	25/05/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		306.11



Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31 May 2021

Cheque/EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD13141.8	25/05/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD13141.9	25/05/2021	HOST PLUS SUPER	Superannuation contributions	M		205.41
DD13142.1	21/05/2021	REFUEL AUSTRALIA	Fuel Card Purchases for month	M		16,974.18
DD13144.1	15/05/2021	SG FLEET AUSTRALIA PTY LIMITED	Refer to DD13126.1 - missed the cents off original invoice	M		0.24
DD13147.1	09/05/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 101 Fixed Component - Duplex Construction	M		29,695.37
DD13149.1	21/05/2021	WATER CORPORATION	Water Corp May 21 - water usage	M		14,770.16
DD13151.1	24/05/2021	SYNERGY	Street Lights - electricity usage from 01/04/2021 - 03/05/2021	M		1,954.51
DD13160.1	31/05/2021	SYNERGY	Lot 202 Mullewa Wubin Rd - electricity usage from 13/02/2021 - 16/04/2021	M		453.19
DD13141.10	25/05/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		400.83
<b>TOTAL PAYMENTS FOR THE MONTH OF MAY</b>						<b>559,541.28</b>



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.1 (a)

*Copy of Received Application  
Proposed Nature Based Park*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**



## Sutherland Grazing Co.

PO Box 61 ♦ PERENJORI ♦ WA ♦ 6620

Tel: (08) 9973 1113

ABN: 62 120 498 630

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Shire of Perenjori  
PO Box 22  
Perenjori WA 6620

16th March 2021

Dear Mario

Re: Nature Based Parks

I would like to apply for approval to establish a small Nature Based Park on our family farm located 18km west of Perenjori, at 3821 Carnamah-Perenjori Road.

The location selected for the camp is 500metres to the west of our residence, alongside a 5Hectare remnant vegetation of lovely bushland. Adjacent to this site we have revegetated 5Hectares of biodiverse plantings to enhance and link the sites.

We would like to offer 7 camp sites to Caravaners and Campers for a maximum of 3 nights for visitors to stop on their way to explore the Mid-West from the 1st April to 30<sup>th</sup> September. Ideally, I would like to be able to offer these sites for this coming wildflower season 2021.

This location provides a quiet, secluded space in which visitors could stay and enjoy the native flora and fauna, take in the landscape and experience the unique wildflowers which are on offer during this time. My target market is the Grey Nomads on their way up north, to encourage them to stop and appreciate our natural environment. Families may also enjoy the space that nature has to offer and relish an experience on a working farm.

The impact on the site will be minimal and there will be no related noise, waste or health and safety hazard to the environment and to our residence located nearby. At some point in the future, I may apply to build an environmental toilet, but at this stage I would like to see if there is any demand for this kind of camp site here in the Mid-West. Visitors will be required to be self-contained, i.e. supply everything themselves and take all their waste with them.

The biggest threat of course is fire, we have a firefighting truck which will be housed at the sheds 350m east of the site and will be accessible at all times. We will ensure that the fire-breaks surrounding the camp site are up to date at all times. I will be contactable as Manager at all times

should the need arise and ensure that the camp site is inspected on a daily basis when tourists are booked in.

I plan to manage the site with the support of my husband for the 6 months from April to September. My big picture perspective is to put Perenjori on the map and encourage visitors to take a tour inland and experience what we have on offer. I would like to encourage other landholders to do the same. When people begin to plan their journey in the Mid-West, they will ultimately see lots of camp locations throughout the region and be encouraged to explore our very unique community, environment, cultural heritage and landscapes.

If you require any further information, please don't hesitate to contact me on [jude.sutherland@outlook.com](mailto:jude.sutherland@outlook.com) or 0429 647 506.

Kind Regards

A handwritten signature in black ink, appearing to read 'Jude Sutherland', written in a cursive style.

Jude

Jude Sutherland  
Sutherland Grazing Co  
Perenjori WA




ri Road


### Camp Site Map

Overview of location, camp sites and distance to Perenjori townsite



**Legend**

-  3821 Carnamah-Perenjori Road
-  Feature 1
-  Road

 To Perenjori 18Km ->

Carnamah-Perenjori Rd

Metcalf Rd

th  
ologies

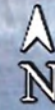
900 m

# Overview - Nature Based Park

This map includes Camp Sites, Muster Point, Water Tanks and Fire-Fighting Unit

## Legend

- Identification Pin
- Road



2 x 20,000L Water Tanks

Water Tank 120,000L Firefighting Truck garaged in shed

Camp Site 1

Camp Site 2

Camp site 3

Camp Site 4

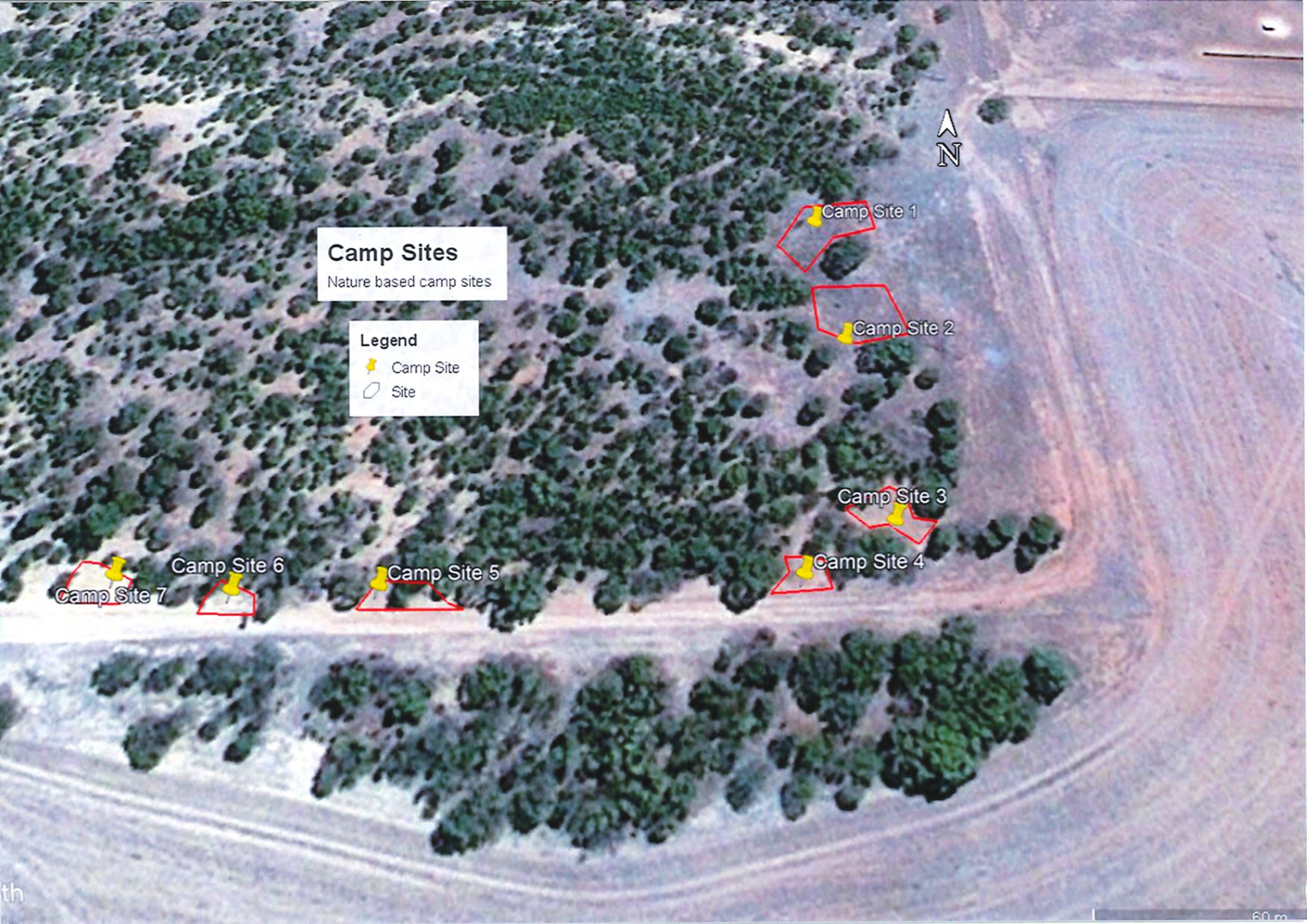
Camp Site 7

Camp Site 6

Camp Site 5

Biodiverse Revegetated Site 2017

Muster Point



**Camp Sites**  
Nature based camp sites

**Legend**  
📌 Camp Site  
🔺 Site



Camp Site 1

Camp Site 2

Camp Site 3

Camp Site 4

Camp Site 5

Camp Site 6

Camp Site 7

60 m



## Nature Based Parks Management Plan

A Nature Based Park operator is required to submit a Management Plan together with a **Schedule 1, Form 1 Application for Grant or Renewal of Licence** to the relevant local government. The Management Plan, as approved by the local government, will form the basis for the licence issued. This is a template Management Plan to assist operators and local governments.

Operators should complete the **Operator to complete** sections in blue, sign on pages 17-18 and submit it to the Licensing Authority for assessment. The Licensing Authority is to complete the **Licensing Authority to complete** sections in copper, sign on page 18 and return the Management Plan to the Operator to accept the terms and conditions of the licence.

Once accepted and returned to the Licensing Authority, the Licensing Authority is to provide a copy to the Operator.

Should you require further information, please telephone the Department on **(08) 6551 8700** or toll free for country callers on **1800 620 511** or email [caravan@dlgc.wa.gov.au](mailto:caravan@dlgc.wa.gov.au)



## 1. Market Segment

(Sections 2, 4, 8 of the Guidelines)

<b>Operator to complete</b>
<b>1.1 What is the market segment this facility will be targeting?</b>
My target market is tourists and travellers between April to September. This will predominantly be the Grey Nomads travelling up north who are looking for a quick stop over and families during school holidays periods also travelling throughout the Mid-West.
<b>1.2 How does this facility seek to meet the expectations of the target market?</b>
It's an ideal stop over for people travelling from Perth to pull up, rest and explore the region. Hundreds of caravans and campers drive by our front gate every wildflower season, many looking for a quick stop over, the idea being they stop and spend a day or 2 in and around the Town and Shire of Perenjori before moving on to other wildflower destinations. Capture their attention for a day or 2, and encourage them to visit our wonderful Shire. The site is very relaxing, plenty of room and has a lovely landscape view.

## 2. Environmental Impact and Sustainability

(Sections 4, 5, 8 and 9 of the Guidelines)

<b>Operator to complete</b>
<b>2.1 What are the unique environmental characteristics for the area in which this facility is located?</b>
The site selected is placed on the south side of a 5hectare parcel of remnant vegetation, ideal location to walk through and explore birds, wildflowers and native fauna. Adjoining the site we have revegetation 5 Hectares with a biodiverse planting of locally sourced plants which are well established and provide an array of native plants to explore. The site has excellent views of our landscape and easily accessible from the main road via the driveway. The site provides loads of space and a real bush experience for anyone wanting to see our beautiful wildflowers and animals during the "green season".

**2.2 Is there a stream or other water source located in or adjacent to the facility?**

Yes  No

**2.3 Are there any particular risks to the surrounding environment posed by the target market segment? If yes, please provide details below.**

Yes  No

There is always a risk that people will leave their litter and use the bushland for their waste but it will be monitored regularly and visitors will have to sign in before being shown to their site. The site is only 1km from the house and is only accessible via a road which travels alongside the entrance to the house and sheds.  
Fire is a risk, rules for the use fires will be outlined in the admission information and explained directly to visitors on arrival.

**2.4 What steps will be taken to minimise any potential environmental impact caused by the target market?**

All advertising will notify potential visitors that there will be no facilities available, everyone will be required to be fully self-contained within their vehicles, caravans and campers. A restricted length of stay of 3 nights. A limited opening season from April to September during the winter and wildflower season and therefore minimising the risk of fire. Contained fires will be allowed, weather and Shire fire bans permitting.

**Licensing Authority to complete**

**Ref Questions 2.1-2.4 – Do additional licence conditions need to be imposed?**

Yes  No

**If yes, please list below**

[Click here to enter text.]

### 3. Site Planning

---

(Sections 5, 6 of the Guidelines)

**Operator to complete**

**3.1 What is the proposed density (one site per \_\_\_\_ square metres)?**

The density of the camp sites are: Camp Site 1 – 60square metres; Camp Site 2 – 55square metres; Camp Site 3 – 28square metres; Camp Site 4 – 35square metres; Camp Site 5 – 66square metres; Camp Site 7 – 72square metres. Some sites will be more suited to caravans and other sites to camper trailers and tenting.

**3.2 What are the key considerations in arriving at this figure? (Examples may include environmental sustainability, fire risk and other safety issues)**

We want to provide a very limited amount of sites to ensure that Campers/Caravans experience peace and space whilst at our location. We don't want to affect the remnant bushland with any further clearing activities and provide a very natural camp location. It ensures groups are spaced throughout the location and will not necessarily have to know that other campers are at the same location as there is remnant bushland between each camp site. Fires will be contained in a safe environment away from any litter, trees and fallen debris. Fires will only be permitted in a safe environment. Visitors will be required to bring their own fire wood. The removal of dead wood will be discouraged to allow the bush to be natural habitat for native animals. Snakes should not pose a big risk during this time of the year, although on warm days there is a chance that snakes could be seen, this will be advertised on information given to the visitors.

**3.3 What is the minimum distance between one caravan/camp and another?**

On average there will be 30m between camp sites

**Licensing Authority to complete**

Ref Questions 3.1 – Has the minimum standard of one site per 50 square metres been met?

Yes  No

Ref Questions 3.1-3.3 – Is this density suitable for this facility?

Yes  No

Ref Questions <b>3.1-3.3</b> – Does the density need to be less than this to mitigate risk factors?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions <b>3.1-3.3</b> – If yes, what density is required?
[Click here to enter text.]

## 4. Infrastructure

(Sections 7, 14, 15, 16, 19 of the Guidelines)

<b>Operator to complete</b>
<b>4.1</b> What buildings/structures will be constructed or are present on the site?
There are no building structures at the site.

<b>Licensing Authority to complete</b>
Ref Question <b>4.1</b> – Is this appropriate for a nature based park? (Refer to Schedule 7, Clause 11)
Yes <input type="checkbox"/> No <input type="checkbox"/>

### 4.1.1 Water (Section 17 of the Guidelines)

<b>Operator to complete</b>
<b>4.1.1</b> Will the facility have a potable supply of water at least 300 litres per day?
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>4.1.2</b> How much potable water will be supplied?
None will be supplied however can be supplied on request.

**4.1.3 Will the facility be providing a centrally located tap?**

Yes  No

**4.1.4 Is it proposed that this facility will provide a washing up facility? (If yes, potable water is required at the washing up facility)**

Yes  No

**Licensing Authority to complete**

Ref Questions **4.1.1** and **4.1.2** – Has this arrangement received written approval of the Executive Director, Public Health or local government under delegation?

Yes  No

Ref Question **4.1.3** – Is this facility given exemption from providing a centrally located tap?

Yes  No

Ref Question **4.1.4** – Is this facility given exemption from providing a washing up facility?

Yes  No

**4.2 Power (Section 20 of the Guidelines)**

**Operator to complete**

**4.2.1 Is a power source reasonably available?**

Yes  No

**4.2.2 Will lighting be provided to public areas?**

Yes  No

**4.2.3 If no, how will any associated risks be minimised?**

Solar lighting will identify sites and walk/road areas
<b>4.2.4 Will the ablution block have at least 1 power point per four hand basins, with a minimum of one?</b>
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<b>Licensing Authority to complete</b>
Ref <b>Question 4.2.1</b> – Is it reasonably practicable to provide a power source for lighting at the facility?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref <b>Question 4.2.2</b> – Is this facility given exemption from the requirements of Schedule 7 Clause 32 (lighting)?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref <b>Question 4.2.4</b> – Is this facility given exemption from the requirements of Schedule 7 Clause 27 (powerpoints)?
Yes <input type="checkbox"/> No <input type="checkbox"/>

### 4.3 Toilets (Section 20 of the Guidelines)

<b>Operator to complete</b>
<b>4.3.1</b> Will the facility be providing the minimum of two toilets (unisex or otherwise) per 20 sites?
Yes (go to question 4.3.3) <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>4.3.2</b> What is the alternative arrangement proposed? (further questions on chemical dump points below)
Everyone is required to have their own chemical porta toilet

<b>4.3.3 Will the facility provide at least one toilet within 90 metres of each site?</b>
Yes <input type="checkbox"/> No (see question 4.3.4 below) <input checked="" type="checkbox"/>
<b>4.3.4 If no, provide details.</b>
Everyone is required to have their own chemical porta toilet.
<b>4.3.5 Detail the means and frequency of toilet maintenance.</b>
We will not be providing any toilets at this stage

<b>Licensing Authority to complete</b>
Ref Question <b>4.3.1</b> – Does the facility comply with the toilet number provisions?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions <b>4.3.1</b> and <b>4.3.2</b> – Is it reasonable for this facility to comply?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions <b>4.3.1 - 4.3.5</b> – Does the facility comply with Schedule 7, Clause 47? (See Waste Management below)
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions <b>4.3.1 - 4.3.5</b> – Is an exemption from Schedule 7, Clause 23 granted? (This can only be granted if Clause 47 is complied with)
Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Ref Questions <b>4.3.1 - 4.3.5</b> – Is the location of the toilets reasonable?
Yes <input type="checkbox"/> No <input type="checkbox"/>

**4.4 Showers (Section 17 of the Guidelines)**

**Operator to complete**

**4.4.1 Will showers be provided?**

Yes  No

**4.4.2 If yes, how many?**

[Click here to enter text.]

**Licensing Authority to complete**

Ref Questions **4.4.1** – Is this reasonable given the location and market segment?

Yes  No

Ref Question **4.4.2** – How many showers are required?

[Click here to enter text.]

**4.5 Hand basins (Section 17 of the Guidelines)**

**Operator to complete**

**4.5.1 Will hand basins be provided?**

Yes  No

**4.5.2 If yes, how many?**

[Click here to enter text.]

**Licensing Authority to complete**

Ref Questions **4.5.1** – Is this reasonable given the location and market segment?



Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Ref Question 4.5.2</b> – How many hand basins are required?
[Click here to enter text.]

**4.6 Hot water** (Section 17 of the Guidelines)

<b>Operator to complete</b>
<b>4.6.1</b> Will hot water be provided to showers and hand basins?
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

<b>Licensing Authority to complete</b>
<b>Ref Questions 4.6.1</b> – Is this reasonable?
Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Ref Question 4.6.1</b> – Is this facility given an exemption under Schedule 7, Clauses 24, 26 and 31?
Yes <input type="checkbox"/> No <input type="checkbox"/>

**5. Waste Management**

(Sections 17 and 18 of the Guidelines)

**5.1 Toilets and communal chemical soil waste dump/points**

If the facility is providing the number of toilets specified in the Regulations i.e. 2 toilets for every 20 sites then skip to ‘Grey water’

<b>Operator to complete</b>
<b>5.1.1</b> Please outline the reasons or obstacles preventing this facility from providing the specified number of toilets?

We will only provide a site in which visitors will be fully self-contained, this will be advertised on the site and stated that they must provide their own toilets, water and take their own rubbish with them. I have looked into compost environmental toilets but would like to see how the site goes before investing a lot of money into any infrastructure. We would like to keep the site as pristine as possible so that everyone can enjoy the natural bushland. The ground is particularly hard with shallow gravel and not suited to building any kind of infrastructure without using big machinery.

If a communal chemical soil waste dump point is required in accordance with the Regulations:

**Operator to complete**

**5.1.2 Is the chemical dump point in logical proximity?**

Yes  No

**5.1.3 Provide details of its location in relation to the nature-based park?**

There is a chemical dump point located at the Shire managed Caravan Park in Perenjori that is available to tourists. It is 18Kms east of the nature-based park. Information received from the Shire of Perenjori: Given the dump point is on a Shire managed site and not privately owned/operated, there is no need for a written agreement/lease to be able to use this facility. Part of the Shire's role is to encourage visitors to our region and this is part of the associated service. By providing a dump point to visitors, it is hoped that they will be encouraged to stop and use other facilities, business whilst they are in the townsite. If the cost of operating the dump point was to markedly rise as a result of the nature based park, then the Shire would revisit the need for an agreement/contribution.

**5.1.4 Do park users have ready access?**

Yes  No

**5.1.5 If it is not provided by the licence holder, is there a written agreement guaranteeing access?**

Yes (please attach a copy to this document)  No

<b>Licensing Authority to complete</b>
Ref Questions <b>5.1.1 - 5.1.5</b> – Is there compliance with Schedule 7, Clause 23?
Yes <input type="checkbox"/> No <input type="checkbox"/>
Ref Questions <b>5.1.1 - 5.1.5</b> – If No, is the requirement in Schedule 7, Clause 47 complied with?
Yes <input type="checkbox"/> No <input type="checkbox"/>

**5.2 Waste disposal**

Grey water

<b>Operator to complete</b>
<b>5.2.1</b> Is the greywater system you are planning to install at the facility a Health Department approved system?
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>5.2.2</b> Describe the system below
We are not planning on installing a greywater system

<b>Licensing Authority to complete</b>
Ref Question <b>5.2.1</b> and <b>5.2.2</b> – Does the proposed waste management satisfy the statutory requirements?
Yes <input type="checkbox"/> No <input type="checkbox"/>

Solid

<b>Operator to complete</b>
<b>5.2.3</b> What is the means for solid waste (rubbish) disposal at this facility?

There will be no rubbish disposal available at the site, visitors will need to take their rubbish with them.

**5.2.4 Detail the means and frequency of solid waste collection and ultimate disposal.**

There will be no solid waste collection available. The Shire of Perenjori waste disposal site is located 13km heading east towards the townsite of Perenjori, tourists have access to this site to dispose of their rubbish.

**5.2.5 Do all buildings with toilets have napkin disposal units approved by the Licensing authority?**

Yes  No  NA

**5.2.6 If yes to 5.2.5, how will these disposal units be maintained?**

[Click here to enter text.]

## 6. Infrastructure Summary

---

**Operator to complete**

**6.1 How does the infrastructure align with the market segment?**

All of the market segment we will target will be fully contained and happy to take their rubbish, provide their own water and provide their own portable toilet. We will target fully contained visitors travelling through the region. I want to target ecologically responsible tourists and engage people with their natural environment.

## 7. Informing of Shortfalls in Infrastructure

---

(Section 12 of the Guidelines)

**Operator to complete**

**7.1 What are the key infrastructure or amenities not provided at this facility? (Regulation 19(1)(m))**

Toilets, water, hot water and solid waste disposal.

**7.2 What avenues will the operator use to ensure the target market is aware of these shortfalls?**

All advertising will inform the public that these restrictions are put in place and that only fully contained visitors will be allowed on site.

**Licensing Authority to complete**

**Ref Questions 7.1 and 7.2 – Does this need to form a licence condition?**

Yes  No

## 8. Traffic Management

(Section 13 of the Guidelines)

**Operator to complete**

**8.1 Are the one-way roads within the facility 4 metres wide?**

Yes  No (go to question 8.2)

**8.2 If no, what is the minimum width?**

[Click here to enter text.]

**8.3 Are the two-way roads within the facility at least 6 metres wide?**

Yes  No (go to question 8.4)

**8.4 If no, what is the minimum width?**

[Click here to enter text.]

**8.5 If no to 8.1 or 8.3, what system of ingress and egress is to be put in place to minimise risk?**

[Click here to enter text.]

**8.6 How do the roads and paths identified in the facility plan meet the needs of the market segment?**

We have access to our own grader and will ensure that the access roads will be graded to enable vehicles and caravans access to all sites.

**Licensing Authority to complete**

Ref Questions **8.1 - 8.4** – Is approval given under Schedule 7, Clause 16A for narrower roads?

Yes  No

Ref Questions **8.5 and 8.6** – Does the proposed traffic management plan minimise risk?

Yes  No

## 9. Risk Management

(Sections 20-22 of the Guidelines)

### 9.1 Fire

**Operator to complete**

**9.1.1 Is every site within the reach of the nozzle end of a fire hose as required?**

Yes  No

**9.1.2 Does the facility have at least one fire extinguisher?**

Yes  No

**9.1.3 Will every person in the facility be able to access the fire extinguisher?**

Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>9.1.4 How will this facility continue to keep the firefighting equipment accessible and ready for use at all times?</b>
A fire extinguisher will be available in a central location at the site. We also have a water truck which is used as a fire-fighting unit during the Summer months on the property, this will be available and garaged in the shed, 350metres from the location.
<b>9.1.5 How is the risk of fire and any loss due to fires to be managed?</b>
A fire break will be maintained around the site to ensure that the fire does not spread into the wider area. All machinery and infrastructure are insured against fire. The Manager will be contactable at all times when there are visitors on site. A fire break will also be maintained around the farm infrastructure to ensure safety to everyone. The site can be exited in a westerly, southerly and northerly direction if needed to escape the fire. A muster point will be set up at the sheds.

<b>Licensing Authority to complete</b>
<b>Ref Question 9.1.1 – Is the water supply adequate to operate fire hoses effectively?</b>
Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Ref Question 9.1.5 and 3.3 – Is the power to <b>increase</b> minimum distances between camps at this facility being exercised?</b>
Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Ref Question 9.1.5 – If yes, what is the distance that is required between camps at this facility?</b>
[Click here to enter text.]

**9.2 Cyclone (if the facility is in a cyclonic region)**

<b>Operator to complete</b>
<b>9.2.1 Where is the manager or other responsible person for the facility residing?</b>

The manager resides in a house on the property approx. 500m from the nature base site. The site is not located in a cyclonic region.

**9.2.2 What communication system is available for the manager or other responsible person in case of a cyclone?**

Telephone (landline & mobile), 2-way channel is available which most grey nomads have access to and they can readily access the residence if required.

**9.2.3 How will the manager or other responsible person notify all occupants in a timely manner?**

The Manager will visit the site to notify occupants of a cyclone. Phone numbers will be recorded and contact will be made via phone/ 2-way if they cannot be located.

**9.3 Other**

**Operator to complete**

**9.3.1 Detail any other risks that require consideration in the area this facility is located.**

If we do have a significant rain event, the farm owners are able to assist in the removal of any vehicle which becomes bogged or stuck. This location is situated on a working farm, which involves large machinery from time to time on roads around the farm. Visitors will not be allowed to drink and drive around the property.

**9.3.2 What steps are being taken to minimise the impact?**

Farm machinery are able to assist with vehicles which become stuck for any reason. Visitors will be informed that the farm is a working farm and that big machinery is sometimes being driven around. Safety of our visitors and farm workers are our priority. Awareness will be raised and speed of vehicles surrounding the camping location will be encouraged to be reduced to 20km/hr.

**9.4 Communications / Emergency Contacts**

**Operator to complete**

**9.4.1 Will a public telephone be provided?**



Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>9.4.2 Will there be a sign or a point at the facility providing emergency contact details?</b>
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>9.4.3 How will communication be addressed in an emergency situation?</b>
The manager of the camp location will be contactable by phone at all times, there is a phone at the residence which is located 500m from the camp sites. Mobile phone coverage is good at the site and surrounding areas. Contact details will be provided at check in. 2-way channel will be provided if required. A muster point will be identified at the sheds.
<b>9.4.4 Name and contact details of manager at facility</b>
Jude Sutherland, Email: jude.sutherland@outlook.com; Mobile: 0429 647 506 or 9973 1113.

<b>Licensing Authority to complete</b>
Ref Questions <b>9.1 – 9.4</b> – Does the facility have an adequate risk mitigation and management plan?
Yes <input type="checkbox"/> No <input type="checkbox"/>

## 10. Length of Stay

(Section 9 of the Guidelines)

<b>Operator to complete</b>
<b>10.1 Based on the above information, what is the appropriate length of stay for users of this facility?</b>
3 nights
<b>10.2 How will the length of stay be monitored?</b>

Visitors will check in and check out, the camp sites will be monitored daily to make sure that the visitors are safe and well.

**Licensing Authority to complete**

Ref Questions **10.1** and **10.2** – Detail any restrictions on the 28 day length of stay in a three month period for any market segment at this facility.

[Click here to enter text.]

## Signatures

### 1. Operator to sign:

I provide the above information as an accurate reflection of the proposed nature based park.

*Judith Sutherland*

Operator Name

*Judith*

Signature

*16/03/2021*

Date



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.1 (b)

*Copy of Received Submissions  
Proposed Nature Based Park*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**



Your Ref: Nature Based Park  
Our Ref: EHB-02602 D-AA-21/200412  
Contact: John Coles 9222 2000

Mr Mario Romeo  
Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Via email: [ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)

Dear Mr Romeo

**PROPOSED NATURE BASED PARK – LOT M1600 (#3821) CARNAMAH-PERENJORI ROAD, PERENJORI**

Thank you for your letter of 30 April 2021 requesting comments from the Department of Health (DOH) on the above proposal. The DOH provides the following comment:

**1. Public Health and Safety**

Vehicles and trailers must be physically separated from camping (tent) areas to prevent vehicles driving over sleeping campers.

**2. Rubbish**

Contingencies are to be in place by the operator to ensure that any solid waste left from occupants is regularly monitored and disposed of in the correct manner. Advertising the option for campers to dispose of rubbish at the Shire's waste disposal site should be discussed with the Shire's Environmental Health Officer.

**3. Wastewater Dump Point (Shire-owned)**

Contingencies for illegal dumping of grey or black water waste from campers should be established.

Advertising the option for campers to dispose of liquid effluent at the Shire's dump point should be discussed with the Shire's Environmental Health Officer, and if necessary, a formal agreement entered between both parties.

Should you have any queries or require further information please contact John Coles on 9222 2000 or [eh.eSubmissions@health.wa.gov.au](mailto:eh.eSubmissions@health.wa.gov.au)

Yours sincerely

Dr Michael Lindsay  
**EXECUTIVE DIRECTOR  
ENVIRONMENTAL HEALTH DIRECTORATE**

12 May 2021



**Perenjori**  
Embrace Opportunity

## DEVELOPMENT APPLICATION SUBMISSION FORM

**PROPOSED NATURE BASED PARK  
3821 (LOT M1600) CARNAMAH-PERENJORI ROAD, PERENJORI**

Name: JAN COMBEN (DEPARTMENT OF FIRE & EMERGENCY SERVICES)

Postal Address: 6 VULCAN WAY GERALDTON W.A. 6530

Phone Number: 9956 6000 - 0427 024125

**SUBMISSION:**

Support

Object

Indifferent

Give in full your comments and any arguments supporting your comments (if insufficient space, please attach additional sheets) -

FROM A DFES PERSPECTIVE THERE ARE NO ISSUES WITH THIS PROPOSED NATURE BASED PARK.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

12/05/2021

Please return to:

Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

or

[admin@perenjori.wa.gov.au](mailto:admin@perenjori.wa.gov.au)

or

(fax) 9973 1029

**NOTE:** The local government in determining the application will take into account the submissions received but is not obliged to support those views.

**Submissions Close: 4:00pm Friday 21<sup>st</sup> May 2021**



Department of **Biodiversity,  
Conservation and Attractions**



Your ref: PRS46978  
Our ref: 2020/001499  
Enquiries: Michael Raykos  
Phone: 9964 0901  
Email: [Michael.Raykos@dbca.wa.gov.au](mailto:Michael.Raykos@dbca.wa.gov.au)

Mr Mario Romero  
CEO  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Email: [ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)

Dear Mr Romero

**PROPOSED NATURE BASED PARK – 3821 (LOT M1600) CARNAMAH-PERENJORI ROAD,  
PERENJORI**

Thank you for your letter of 30 April 2021 regarding the proposed nature-based park.

The Department of Biodiversity, Conservation and Attractions has no comments to the proposal as outlined in your letter. It is anticipated that the proposed nature-based park and any associated environmental impacts will be appropriately managed through the existing planning framework.

Thank you for raising this matter to our attention. If you have any queries regarding this matter, please contact Michael Raykos on 9964 0901.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Nigel Sercombe', with a long, sweeping underline that extends across the page.

Nigel Sercombe  
REGIONAL MANAGER  
Midwest Region

14 May 2021



Department of  
**Primary Industries and  
Regional Development**

Your reference:  
Our reference: LUP1085  
Enquiries: A Stuart-Street

Mr Mario Romeo  
Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620  
Email: [ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)

Date: 17 May 2021

Dear Mario

**Development Approval - Proposed nature based park – 3821 (Lot M1600)  
Carnamah-Perenjori Road, Perenjori**

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above proposal.

DPIRD does not object to the proposal and offers the following comments:

- DPIRD recommends that careful monitoring of waste removal is undertaken for the camp sites as food scraps or other waste may become an attractant for foraging vermin such as foxes.
- DPIRD recommends that the operator includes additional guidance for campers who may be travelling with pets. The local Recognised Biosecurity Group (RBG) may periodically conduct baiting programs which could impact on unrestrained domestic animals.

Lastly, DPIRD recommends that the shire is guided by State Planning Policy 2.5 – Rural Planning (2016) and the associated Rural Planning Guidelines, Version 3 (2016) in its consideration of this development to prevent any conflict associated with the introduction of a sensitive land use into rural land.

I trust these comments inform you on this matter. If you have any queries regarding the comments, please contact Angela Stuart-Street at (08) 9780 6124 or [angela.stuart-street@dpird.wa.gov.au](mailto:angela.stuart-street@dpird.wa.gov.au).

Yours sincerely

Dr Melanie Strawbridge  
**Director Agriculture Resource Management Assessment  
Sustainability and Biosecurity**

1 Nash Street East Perth 6004  
Locked Bag 4 Bentley Delivery Centre 6983  
Telephone +61 (0)8 9368 3333 [landuse.planning@dpird.wa.gov.au](mailto:landuse.planning@dpird.wa.gov.au)  
**[dpird.wa.gov.au](http://dpird.wa.gov.au)**

ABN: 18 951 343 745

**From:** Landy Jones <[landy.jones@dwer.wa.gov.au](mailto:landy.jones@dwer.wa.gov.au)>

**Sent:** Monday, 17 May 2021 7:58 AM

**Cc:** Bianca Plug <[ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)>

**Subject:** RE: PROPOSED NATURE BASED PARK – 3821 (LOT M1600) CARNAMAH-PERENJORI ROAD, PERENJORI

Our Reference: PA 41864

To: Shire of Perenjori

From: Department of Water and Environmental Regulation

Attention: Bianca Plug

Dear Bianca

***NATURE BASED PARK – 3821 (LOT M1600) CARNAMAH-PERENJORI ROAD, PERENJORI***

The Department has identified that the Nature based park – 3821 (Lot M1600) Carnamah – Perenjori Rd, Perenjori has the potential for impact on environment and/or water resource values and/or management. Key issues and recommendations are provided below and these matters should be addressed:

- Issue: Clearing of native vegetation
  - Advice: It is noted that no vegetation is proposed to be cleared as part of this application, however the removal of dead vegetation or damage caused to vegetation constitutes clearing.

More detail pertaining to the above items are provided in the table below.

In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.

Should you require any further information on the comments please contact Landy Jones on 9726 4115

Yours sincerely

**Yolande Jones**

NRMO Planning Advice

South West Region

**Department of Water and Environmental Regulation**

35-39 McCombe Road, Bunbury, WA 6230

PO Box 261, WA 6231

P: 9726 4115

E: [landy.jones@dwer.wa.gov.au](mailto:landy.jones@dwer.wa.gov.au) | [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)

Twitter: [@DWER\\_WA](https://twitter.com/DWER_WA)





Item No.	Reference	Reviewer comment/advice
		<p><b>Issue:</b> Clearing of native vegetation</p> <p><b>Advice:</b> It is noted that no vegetation is proposed to be cleared as part of this application, however the removal of dead vegetation constitutes clearing.</p> <p><b>Discussion:</b> Under section 51C of the <i>Environmental Protection Act 1986</i> (EP Act), clearing of native vegetation is an offence unless undertaken under the authority of a clearing permit, or the clearing is subject to an exemption. Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the <i>Environmental Protection (Clearing of Native Vegetation) Regulations 2004</i> (the Clearing Regulations).</p> <p>Under the <i>Environmental Protection Act 1986</i> “clearing” means —</p> <ul style="list-style-type: none"> <li>(a) the killing or destruction of;</li> <li>(b) the removal of;</li> <li>(c) the severing or ringbarking of trunks or stems of; or</li> <li>(d) the doing of any other substantial damage to, some or all of the native vegetation in an area, and includes the draining or flooding of land, the burning of vegetation, the grazing of stock, or any other act or activity, that causes —</li> <li>(e) the killing or destruction of;</li> <li>(f) the severing of trunks or stems of; or</li> <li>(g) any other substantial damage to, some or all of the native vegetation in an area;</li> </ul> <p>Pruning that doesn’t cause substantial damage is not considered to be cleared under the EP Act.</p> <p>Travellers staying at the site should be informed of the native vegetation and made aware of the activities that would constitute clearing as to prevent degradation of the native vegetation.</p>



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.6 (a)

*Corporate Business Plan  
Performance Spreadsheet*

**ORDINARY COUNCIL MEETING 17 JUNE 2021**

**CORPORATE BUSINESS PLAN 2017 - 2021**

Action		2017/18	2018/19	2019/20	2020/21	Officer	Priority	Funding	Cost	Schedule	Resource	Project Standing	Comments
<b>AREA ONE: INFRASTRUCTURE AND NATURAL ASSETS</b>													
<b>Strategic Theme 1: Our Natural and Built Environment</b>													
Telecommunications	1.1.1 Continue to advocate for coverage across black spot areas		X			CEO	MED				Sufficient Resource	Average	Submission made in October 2018.
	1.1.2 Fibre Connection or Equivalent technology to Perenjori and outlying areas		X			CEO	MED				Sufficient Resource	Average	Fibre network dependent on NBN plans
Water Supply	1.2.1 Explore alternative non-potable water supplies and sources to supplement road, gardening (town), agriculture and emergency needs		X		X	MIS	MED				Sufficient Resource	Average	Potential site for dam identified. Locations of 2 emergency/ roadwork bores identified and grant funding sought from DWER
	1.2.2 Preserve the Caron Dam		X		X	MIS	MED				Insufficient Resource	Average	Cost efficient alternatives being explored. Public liability issues
Energy	1.3.1 Support development local power supply options		X	X	X	CEO	HIGH				Sufficient Resource	Above average	Ongoing
	1.3.2 Support development Solar Park Power Project		X	X	X	CEO	HIGH				Sufficient Resource	Average	In principle support is ongoing. A specific project requires scoping in order to proceed.
Transport Linkages	1.4.1 Maintain local road network to required standard		X	X	X	MIS	Hlgh				Sufficient Resource	Average	Maintenance behind due to recent cyclone and rain events.
	1.4.2 Continue to work with CBH on development of North Perenjori Site, and Latham upgrades				X	MIS	MED				Sufficient Resource	Average	No further action. Continue to monitor CBH plans and upgrades in regards to impact on Council infrastructure
Waste Management	1.5.1 Investigate sewerage alternatives for CBD and PJ			X		MIS	MED				Insufficient Resource	Average	Project not viable due to amount of waste
	1.5.2 Participate in Regional Strategic Waste Management Project and explore opportunity for recycling				X	MIS	MED				Insufficient Resource	Average	Development and upgrade of current waste facilities being undertaken including Latham transfer station option.
Environment	1.6.1 Develop environment centre offering space for NACC, BHA and other land care services				X	CEO	MED						Completed
<b>AREA TWO: INDUSTRY AND BUSINESS DEVELOPMENT</b>													
<b>Strategic Theme 2: Our Economy</b>													
Current & Future Business Planning	2.1.1 Work with CCI to support business growth and communications across businesses in PJ	X	X	X	X	CEO	Low				Sufficient Resource	Above average	Exploring development of a retail strategy
	2.1.2 Support strong sustainable agricultural industry	X	X	X		CEO	MED				Sufficient Resource	Above Average	Ongoing
	2.1.3 Support the management of pests	X	X	X	X	CEO	MED				Sufficient Resource	Average	Ongoing
Land Development	2.2.1 New Industrial Park Development		X			MIS	Low				Insufficient Resou	Below Average	Deferred
	2.2.2 New Residential land development		X			CEO	MED				Sufficient Resource	Above average	Completed
Tourism Development	2.3.1 Development of Tourism Marketing Straegy		X			MCCS	HIGH				Sufficient Resource	Above average	Completed / Rolling Program
	2.3.2 Development of tourism information	X	X			MCCS	HIGH				Sufficient Resource	Above average	Completed / Rolling Program
	2.3.3 Development of tourism activities, sites		X			MCCS	HIGH				Sufficient Resource	Above average	Completed / Rolling Program

Workforce Development	2.4.1 Link CRC to universities, Durack Institute of Technology and private sector to deliver training in region	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Average		Ongoing
	2.4.2 Encourage the employment of locals and skill development, promote career path opportunities	X	X	X	X	MCCS	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing
New Industry Development	2.5.1 New industry ideas identified and pursued eg. Local produce, marker gardens, eggs, linen, hydroponics, algar farming	X	X	X	X	CEO	MED				Behind Schedule		Insufficient Resource		Average		Ongoing
	2.5.2 Support renewable energy development				X	CEO	HIGH				On schedule		Sufficient Resource		Average		Ongoing

**AREA THREE: PEOPLE AND PLACE**

**Strategic Theme 3: Our Community**

Affordable Housing	3.1.1 Continued housing development to support demand and allow for population growth	X	X	X	X	MIS	MED				On Schedule		Sufficient Resource		Above average		Ongoing - Residential Housing Review proposed
	3.1.2 Ensure the continued maintenance and preservation of housing	X	X	X	X	MIS	MED				On Schedule		Sufficient Resource		Average		Ongoing - Residential Housing Review proposed
Education and Learning	3.2.1 Support services provided to young people and children - holiday program, junior council, youth advisory council	X	X	X	X	MCCS	MED				Unscheduled		Grant funding to be sourced		Average		COVID19 Pandemic and staff vacancies have mitigated this action
	3.2.2 Contine to develop Perenjori Early Childhood Centre	X	X	X	X	MCCS	HIGH				Intermittent		Problematic resourcing		Above Average		Researching alternative operating model
	3.2.3 Develop knowledge base hub that fosters innovation (CRC) and provides all post-secondary options for learning	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing
	3.2.4 Support the development of NMEITA and secondary schooling options in the North Midlands	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing
Town Revitalisation	3.3.1 Continue town revitalisation	X	X	X	X	MIS	MED				On Schedule		Sufficient Resource		Above average		Ongoing. New projects budgeted for 2021/22 including main street footp
Lifestyle: Including Cultural, and Sport & Rec Facilities	3.4.1 Support Touring Facility to visit Perenjori	X	X	X	X	MCCS	LOW				Unscheduled		Unbudgetted		Below Average		COVID19 Pandemic and Tropical Cyclone Seroja has mitigated this ac
	3.4.2 Acknowledgement of Aboriginal history in area, promoting to residents and visitors		X			MCCS	MED				On Schedule		Sufficient Resource		Above average		Shire Information Statement has been updated
	3.4.3 Complete Sport and Recreation Plan and review periodically	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing
	3.4.4 Develop Perenjori Recreation Centre to be more user friendly for all	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing
	3.4.5 Ensure ongoing maintenance and renewal of existing facilities	X	X	X	X	MIS	MED				On Schedule		Sufficient Resource		Above average		Ongoing
Safety & Security	3.5.1 Monitor risk management plan for major events such as fire	X	X	X	X	MCCS	HIGH				On Schedule		Sufficient Resource		Above average		Risk Management Plans to be reviewed following TC Seroja
	3.5.2 Support FESA, St Johns and Roadwise Committee to continue services to community	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing - Impacted by staff vacancies
	3.5.3 Improve community awareness on safety risks for community and address where possible	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing - Impacted by staff vacancies
Building Population	3.6.1 Develop migration strategy to support population growth	X				CEO	HIGH				Intermittant		Sufficient Resource		Average		Inherent in our economic development activity
	3.6.2 Shire recruitment focus on attracting families		X			CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing - Residential Housing Review
	3.6.3 Ensuring affordable accommodation available	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing - Residential Housing Review
	3.6.4 Assisting with job matching where possible	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing

Community Enrichment	3.7.1 Keep the community informed of progress on projects	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing	
	3.7.2 Seek feedback from the community on Shire performance	X	X	X	X	MCCS	HIGH				On Schedule		Sufficient Resource		Above average		Enhanced by the return of elected Council in October 2020	
	3.7.3 Support the conduct of Events to attract people to PJ and to celebrate our community	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing - severely impacted by COVID19 Pandemic & TC Seroja	
<b>AREA FOUR: INVESTING IN COMMUNITY CAPACITY</b>																		
<b>Strategic Theme 4: Civic Leadership</b>																		
Marketing the Community	4.1.1 Develop a marketing program for Perenjori including: • Induction for new residents • Marketing PJ to itself – 'what's great about PJ' • To keep the community informed of progress with projects and activities	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing - Impacted by COVID19 restrictions and staff vacancies	
	4.2.1 Support volunteering and the development of volunteers	X	X	X	X	MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing	
Leadership and Innovation	4.3.1 Children and young people leadership through the Junior Council and Youth Advisory Council	X	X	X	X	MCCS	MED				Unscheduled		Grant funding to be sourced		Above Average		COVID19 Pandemic and staff vacancies have mitigated this action	
	4.3.2 Ensure local leaders are trained, mentored and supported			X		MCCS	MED				Unscheduled		Grant funding to be sourced		Above average		COVID19 Pandemic and staff vacancies have mitigated this action	
	4.3.3: Innovation space is created in CRC/business incubator space so people with good ideas can come together and link digitally to support mechanisms		X				MCCS	MED				On Schedule		Sufficient Resource		Above average		Ongoing
<b>AREA FIVE: INVESTING IN COUNCIL CAPACITY</b>																		
<b>Strategic Theme 5: Our Leadership</b>																		
Build Capacity	5.1.1 Invest in leadership and management capacity building for Councillors and Staff	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Enrolment in on-line training modules	
	5.1.2 Invest in Workforce Development Plan	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing	
	5.1.3 Improve Financial management understanding and skills		X				MCCS	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing
	5.1.4 Build risk management capacity and skills		X				CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing - highlighted by COVID19 Pandemic and TC Seroja
	5.1.5 Develop and Implement Asset Management	X	X	X	X	CEO	HIGH				On Schedule		Sufficient Resource		Above average		Ongoing	
Implement Integrated Strategic Planning	5.2.1 Update Corporate Business Plan: • Minor review every 2 yrs • Major review every 4 yrs		X		X						On Schedule		Sufficient Resource		Above average		Ongoing - new Council elected in October 2020	
	5.2.2 Link Asset Man Plan, FCWP and Financial Plan to Strat Plan through Corp Bus Plan	X	X	X	X						On Schedule		Sufficient Resource		Above average		Ongoing - MCCS to commence in June	
	5.2.3 Undertake Strategic Community Plan Review in 2021				X						On Schedule		Sufficient Resource		Above average		Ongoing	
Financial Leveraging	5.3.1 Develop high level of knowledge of alternative funding sources and build capacity to access	X	X	X	X						On Schedule		Sufficient Resource		Above average		Ongoing	
	5.3.2 Review Long Term Financial Plan	X	X								On Schedule		Sufficient Resource		Above average		Will form part of new Corporate Business Planning process	