



Shire of  
**Perenjori**  
Embrace Opportunity

AGENDA  
*for the*  
ORDINARY COUNCIL  
MEETING

20 MAY 2021



## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 20 May 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: 17 May 2021

# TABLE OF CONTENTS

<b>1.</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:</b> .....	<b>5</b>
<b>2.</b>	<b>OPENING PRAYER:</b> .....	<b>5</b>
<b>3.</b>	<b>DISCLAIMER READING:</b> .....	<b>5</b>
<b>4.</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:</b> .....	<b>5</b>
4.1	Attendance:.....	5
<b>5.</b>	<b>PUBLIC QUESTION TIME:</b> .....	<b>6</b>
5.1	Response to Questions Taken on Notice: .....	6
5.2	Questions Without Notice:.....	6
<b>6.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE:</b> .....	<b>6</b>
6.1	Application/s for Leave of Absence: .....	6
<b>7.</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:</b> .....	<b>6</b>
7.1	Ordinary Meeting held on 18 MARCH 2021 .....	6
7.2	SPECIAL Meeting held on 22 APRIL 2021 .....	6
<b>8.</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:</b> .....	<b>6</b>
<b>9.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS:</b> .....	<b>6</b>
<b>10.</b>	<b>ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED:</b> .....	<b>6</b>
<b>11.</b>	<b>DECLARATION OF INTEREST:</b> .....	<b>7</b>
<b>12.</b>	<b>FINANCE REPORTS</b> .....	<b>8</b>
12.1	MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2021 .....	8
12.2	MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 APRIL 2021 .....	10
12.3	SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 MARCH 2021 .....	12
12.4	SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 APRIL 2021 .....	15
<b>13.</b>	<b>COMMUNITY DEVELOPMENT</b> .....	<b>18</b>
<b>15.</b>	<b>PLANT AND WORKS</b> .....	<b>18</b>
<b>16.</b>	<b>GOVERNANCE</b> .....	<b>18</b>
16.1	LIQUID WASTE SERVICE OPTIONS .....	18
16.2	OAG – AUDIT OF REGULATION AND SUPPORT TO THE SECTOR.....	20
16.3	WAIVING OF BUILDING AND PLANNING APPLICATION FEES.....	25
16.4	PROPOSED TREE FARM – LOTS 4757, 4758, 7374 & 7487 NORTH ROAD & BESTRY ROAD.....	29
16.5	CYCLONE SEROJA.....	38
16.6	REVIEW OF THE DELEGATIONS REGISTER 2021 .....	41
16.7	PERENJORI AGRICULTURAL SHOW .....	43
16.8	STRATEGIC FUTURES DISCUSSION.....	45
<b>17.</b>	<b>CONFIDENTIAL REPORTS</b> .....	<b>47</b>
17.1	COUNCIL DECISION TO GO BEHIND CLOSED DOORS.....	47
17.2	CONFIDENTIAL ITEM – APPOINTMENT OF MANAGER CORPORATE & COMMUNITY SERVICES (DESIGNATED SENIOR EMPLOYEE) .....	47
17.3	COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS .....	47
<b>18.</b>	<b>ORDERING THE COMMON SEAL</b> .....	<b>47</b>
<b>19.</b>	<b>REPORTS OF COMMITTEES AND MEMBERS</b> .....	<b>47</b>
<b>20.</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b> .....	<b>47</b>
<b>21.</b>	<b>NOTICE OF MOTIONS</b> .....	<b>47</b>
<b>22.</b>	<b>NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL</b> .....	<b>48</b>
<b>23.</b>	<b>CLOSURE OF MEETING</b> .....	<b>48</b>
<b>24.</b>	<b>NEXT MEETING:</b> .....	<b>48</b>

## **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 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 to declare the meeting open and welcome 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 to read.

## **3. DISCLAIMER READING:**

As printed.

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

### **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 18 MARCH 2021**

**OFFICER RECOMMENDATION**

**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.**

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

**OFFICER RECOMMENDATION**

**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 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:**

**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.”

## 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.**

## 12.2 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.**

## 12.3 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.**

## 12.4 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.**

**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:

**16.1.1 LIQUID WASTE SERVICE OPTIONS**

**OFFICER RECOMMENDATION**

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

## 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.**



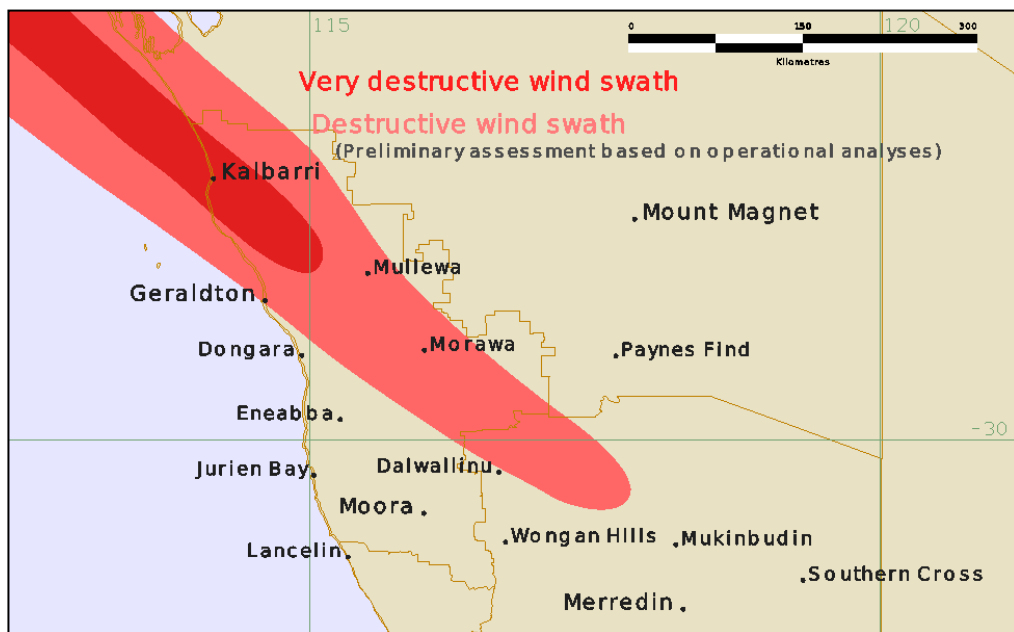
### 16.3 WAIVING OF BUILDING AND PLANNING APPLICATION FEES

<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 townsites 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.**

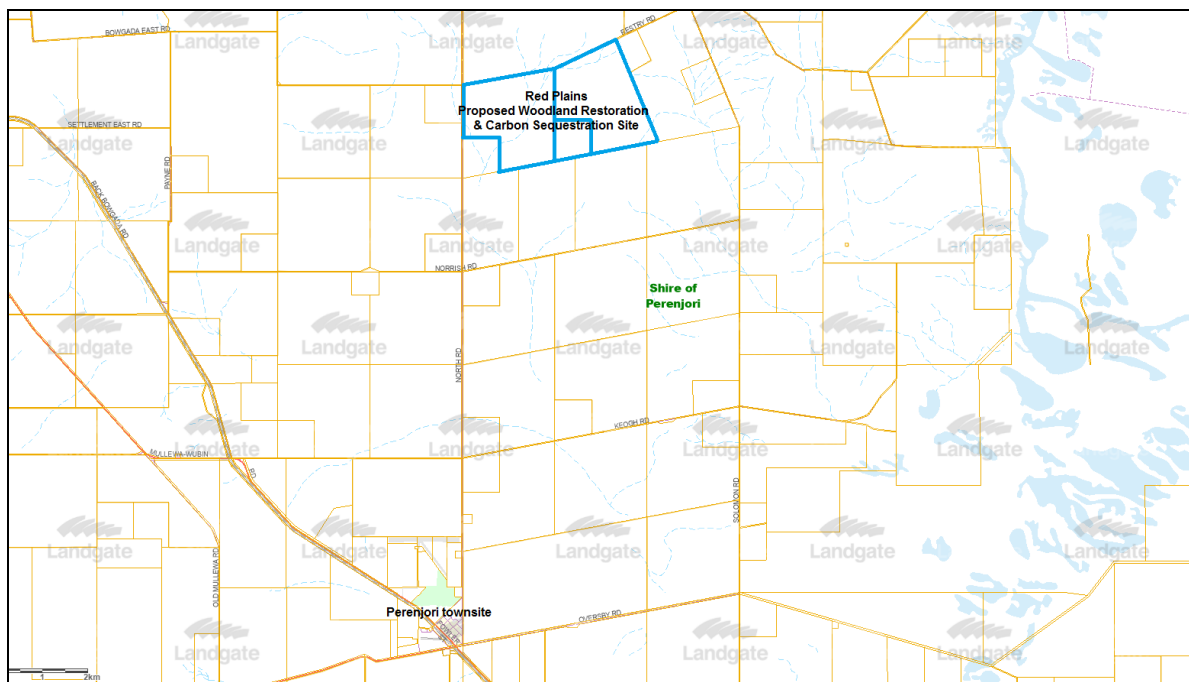
**16.4 PROPOSED TREE FARM – LOTS 4757, 4758, 7374 & 7487 NORTH ROAD & BESTRY ROAD**

<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.”*

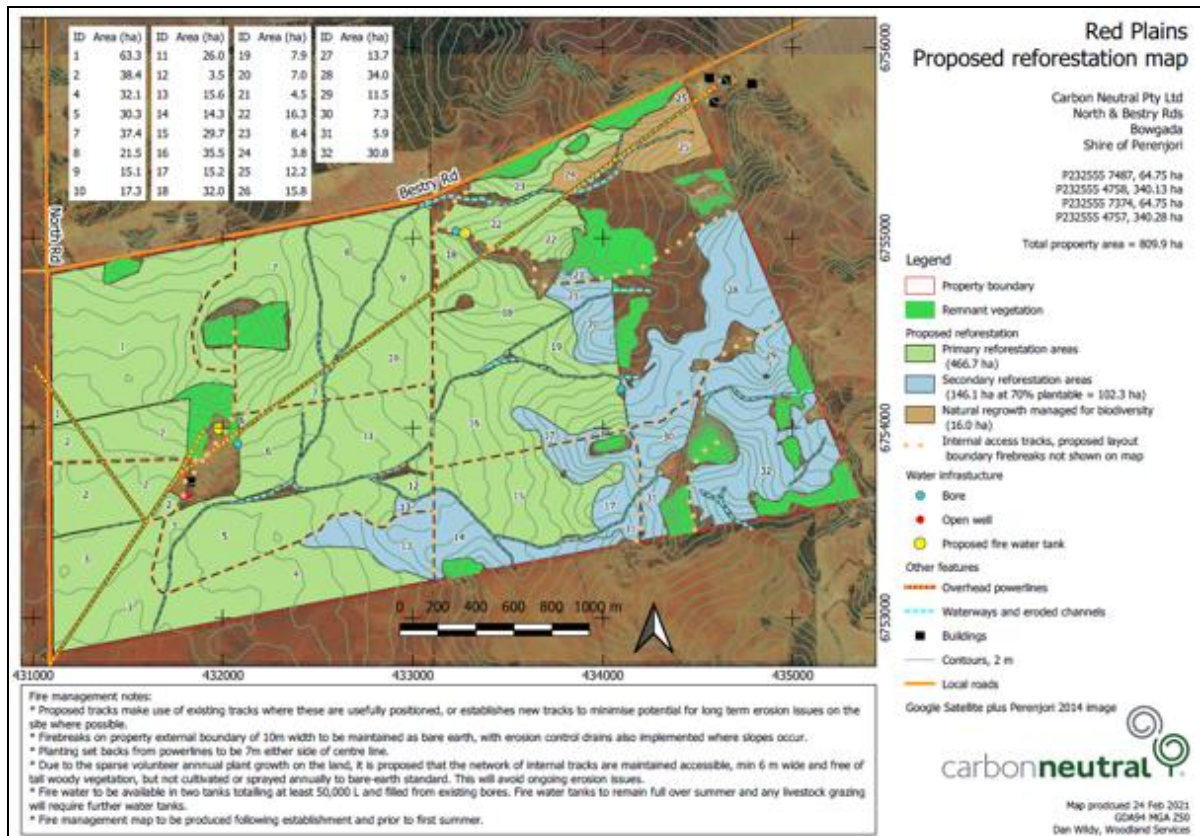
Water for fire fighting purposes will be maintained on site permanently through the use of strategically located water tanks totalling at least 50,000L. The proposed locations of water tanks are shown on the Proposed Reforestation Map provided as **Figure 16.4 (c)**

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 boundary 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 treefarm 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 be 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.**

## 16.5 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.**



## 16.6 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.**

## 16.7 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:

Risk Statement	Level of Risk	Risk Mitigation Strategy
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:

**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).**

## 16.8 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.**

**17. CONFIDENTIAL REPORTS**

**17.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS**

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

**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 as 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.**

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

**THAT Council return to standing orders and re-open the meeting to the public.**

**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 17 June 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)

*Ordinary Council Meeting Minutes  
18 March 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**



Shire of  
**Perenjori**  
Embrace Opportunity

MINUTES  
*for the*  
ORDINARY COUNCIL  
MEETING

18 MARCH 2021

# TABLE OF CONTENTS

<b>1.</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:</b> .....	<b>4</b>
<b>2.</b>	<b>OPENING PRAYER:</b> .....	<b>4</b>
<b>3.</b>	<b>DISCLAIMER READING:</b> .....	<b>4</b>
<b>4.</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:</b> .....	<b>4</b>
4.1	ATTENDANCE: .....	4
<b>5.</b>	<b>PUBLIC QUESTION TIME:</b> .....	<b>5</b>
5.1	RESPONSE TO QUESTIONS TAKEN ON NOTICE: .....	5
5.2	QUESTIONS WITHOUT NOTICE: .....	5
<b>6.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE:</b> .....	<b>5</b>
6.1	APPLICATION/S FOR LEAVE OF ABSENCE: .....	5
<b>7.</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:</b> .....	<b>5</b>
7.1	ORDINARY MEETING HELD ON 18 FEBRUARY 2021 .....	5
<b>8.</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:</b> .....	<b>5</b>
<b>9.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS:</b> .....	<b>6</b>
<b>10.</b>	<b>ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED:</b> .....	<b>6</b>
<b>11.</b>	<b>DECLARATION OF INTEREST:</b> .....	<b>6</b>
<b>12.</b>	<b>FINANCE REPORTS</b> .....	<b>7</b>
12.1	MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 2021 .....	7
12.2	SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 2021 .....	9
12.3	ANNUAL BUDGET REVIEW 2020/21 .....	12
<b>13.</b>	<b>COMMUNITY DEVELOPMENT</b> .....	<b>14</b>
<b>14.</b>	<b>PLANT AND WORKS</b> .....	<b>14</b>
14.1	LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM .....	14
<b>15.</b>	<b>GOVERNANCE</b> .....	<b>17</b>
15.1	PROPOSED ORDINARY COUNCIL MEETING TIMES FOR THE BALANCE OF 2020-21 AND AMENDMENT TO COUNCIL FORUM POLICY .....	17
15.2	TRANSITIONAL MODEL CODE OF CONDUCT REGULATION REQUIREMENTS .....	21
<b>16.</b>	<b>CONFIDENTIAL REPORTS</b> .....	<b>25</b>
16.1	COUNCIL DECISION TO GO BEHIND CLOSED DOORS .....	25
16.2	CONFIDENTIAL ITEM – DISPOSAL OF ONE (1) 2010 VOLVO GRADER .....	25
16.3	CONFIDENTIAL ITEM – LOTS 160 & 161 PLAN 188748 ENGLAND CRESCENT PERENJORI .....	26
16.4	COUNCIL DECISION TO ACCEPT LATE ITEM .....	28
16.5	CONFIDENTIAL LATE ITEM – COMMERCIAL CENTRE PROPERTY .....	27
16.6	COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS .....	27
<b>17.</b>	<b>ORDERING THE COMMON SEAL</b> .....	<b>27</b>
<b>18.</b>	<b>REPORTS OF COMMITTEES AND MEMBERS</b> .....	<b>27</b>
<b>19.</b>	<b>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b> .....	<b>27</b>
<b>20.</b>	<b>NOTICE OF MOTIONS</b> .....	<b>28</b>
<b>21.</b>	<b>NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL</b> .....	<b>28</b>
<b>22.</b>	<b>CLOSURE OF MEETING</b> .....	<b>28</b>
<b>23.</b>	<b>NEXT MEETING</b> .....	<b>28</b>

## **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 18 March 2021, at the Latham Community Centre, LATHAM WA 6616 commenced at 4:00 pm.**

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

The Shire President declared the meeting open at 4:00 pm and welcomed 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 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  
Debby Barndon – Accountant  
Wayne Scheggia – Executive Advisor  
Bianca Plug – Executive Assistant

#### **DISTINGUISHED VISITORS:** Nil

#### **MEMBERS OF THE PUBLIC:**

Alan English  
Brian King  
Elaine King

Kevin Varischetti  
Maureen McMannus  
Terina Campbell

**LEAVE OF ABSENCE:** Nil

**APOLOGIES:** Nil

**5. PUBLIC QUESTION TIME:**

**Q. M. McMannus**

When does the fire season start?

**A. Shire President:**

As of Monday 15 March permits are no longer required to burn.

**Q. T Campbell:**

What sort of funding is available to put a mini golf course on the Latham tennis courts? If none, am I able to do it myself?

**A. Shire President:**

The Shire will need to assess the plans first and will be able to look into any funding that may be available for Latham to attract tourists to the area.

**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 FEBRUARY 2021**

**COUNCIL DECISION**

**THAT the Minutes of the Ordinary Meeting of Council held on 18 February 2021, presented in attachment 7.1 (a), be confirmed as true and correct.**

**Moved: Cr C Bryant      Seconded: Cr P Logue      Motion put and carried: 7/0**

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

The new Minister for Local Government is the Hon. John Carey.

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

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

**10.1 PROCEDURAL MOTION**

**COUNCIL DECISION**

**THAT Council accepted all confidential items, including the late confidential item listed in the agenda as item 21, and these be considered sequentially as item 16.**

**Moved: Cr L Hepworth      Seconded: Cr C Bryant      Motion put and carried 7/0**

**Matters Behind Closed Doors:**

**16.2 CONFIDENTIAL ITEM - DISPOSAL OF ONE (1) 2010 VOLVO GRADER**

**16.3 CONFIDENTIAL ITEM - LOTS 160 & 161 PLAN 188748 ENGLAND CRESCENT PERENJORI**

**16.3 CONFIDENTIAL LATE ITEM – COMMERCIAL CENTRE PROPERTY**

**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.”

No declarations of interest were made.

## 12. FINANCE REPORTS

### 12.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 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 28 February 2021

#### **Executive Summary:**

This item recommends that Council receive the Financial Activity Statements for the period ending 28 February 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.

**12.1.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 28 FEBRUARY 2021**

**OFFICER RECOMMENDATION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 28 February 2021.**

**12.1.2 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 28 FEBRUARY 2021**

**COUNCIL DECISION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 28 February 2021.**

**Moved: Cr J Sutherland      Seconded: Cr D Bradford      Motion put and carried: 7/0**

## 12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 28 FEBRUARY 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 28 February 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 28 February 2021.**

<b>Municipal Account</b>	
EFT	\$ 356,999.07
Direct Debits	\$ 81,611.43
Cheques	\$ 1540.00
Corporate MasterCard	\$ 131.00
Bank Fees	\$ 136.18
<b>Total</b>	<b>\$440,417.68</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 \$440,417.68 from *Municipal and Trust Accounts* for the month ending 28 February 2021.**

**Voting Requirements: Simple Majority**

Change to Officer Recommendation:

No Change.

**12.2.1 SCHEDULE OF PAID ACCOUNTS AS AT 28 FEBRUARY 2021**

**OFFICER RECOMMENDATION**

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

**12.2.2 SCHEDULE OF PAID ACCOUNTS AS AT 28 FEBRUARY 2021**

**COUNCIL DECISION**

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

**Moved: Cr D Bradford      Seconded: Cr P Logue      Motion put and carried: 7/0**

### 12.3 ANNUAL BUDGET REVIEW 2020/21

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0339
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Mario Romeo - Chief Executive Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	12.3 (a) Budget Review 2020/21

#### **Executive Summary:**

Each Local Government is required to conduct a budget review between 1 January and 31 March each financial year. A budget review is a detailed comparison of the year to date actual results with the adopted budget and provides an opportunity to make necessary amendments.

#### **Background:**

The review has been carried out by senior staff responsible for budgets. The review has required a thorough investigation of all areas over several meetings to ensure expenditure and income stated will be as accurate as possible. The Council also needs to address any variations in actual and expected income and expenditure.

The Shire is required to provide a copy of the budget review to the Department of Local Government within 30 days after Council has made its determinations.

The more significant changes to income or expenditures are addressed in this report.

#### **Statutory Environment:**

Local Government (Financial Management) Regulations 1996 Part 33A requires the Council to consider the review for the period from July to December of that financial year. The regulation also requires the Council to consider the local governments financial position, consider the options presented and decide whether or not to adopt the review as presented, any part of the review or any recommendations made in the review, and consider the outcomes that are forecast in the budget.

#### **Policy Implications:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Risk Management:**

Nil.

#### **Consultation:**

CEO, Accountant, MIS & Executive Advisor.

#### **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.

**CEO Comment:**

Annual budgets are by nature predictions of what will happen during the term of the budget. Though budgets are carefully prepared unexpected circumstances and external influences result in the need to review the proposed activities for the remainder of the financial year.

A detailed summary of the budgetary situation is contained in the attachment. This includes the income and expenditure as at the 31<sup>st</sup> December 2020, together with proposed variations to ensure that the Council achieves a budget surplus of \$97,205.00 (1) for the financial year.

The key items of variance are listed on Note 5 of the attachment (Budget Review Document).

**Voting Requirements: Absolute Majority**

No Change.

**12.3.1 ANNUAL BUDGET REVIEW 2020/21**

**OFFICER RECOMMENDATION**

**THAT Council in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:**

- 1. Adopts the statutory mid-year budget review for the financial year of 2020/2021.**
- 2. Provides a copy of the budget review to the Department of Local Government within 30-days of Council adoption.**

**12.3.2 ANNUAL BUDGET REVIEW 2020/21**

**COUNCIL DECISION**

**THAT Council in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:**

- 1. Adopts the statutory mid-year budget review for the financial year of 2020/2021.**
- 2. Provides a copy of the budget review to the Department of Local Government within 30-days of Council adoption.**

**Moved: Cr J Sutherland      Seconded: Cr L Hepworth      Motion put and carried: 7/0**

**(1) The CEO advised that the budget surplus figure listed in the report should be \$76,662.00**

Debby Barndon left the meeting at 4.15 pm.

**13. COMMUNITY DEVELOPMENT**

**14. PLANT AND WORKS**

**14.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0832
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Ken Markham – Manager Infrastructure Services
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

**Executive Summary:**

This report outlines the allocations made to the Shire of Perenjori as part of the Federal Government's COVID19 response packages and seeks Council's endorsement of the proposed expenditure program, noting that expenditure must be completed by December 2021.

**Background:**

The last Federal Budget incorporated a range of expenditure programs which were designed to combat the impacts of the COVID19 pandemic on the Australian economy. The most significant of these for Local Governments was the Local Roads & Community Infrastructure Program.

Two allocations under this program have been made to Local Governments. The Shire of Perenjori was allocated \$571,000.00 in the first tranche, and \$396,417.00 in the second distribution.

**Statutory Environment:**

Federal Budget allocations.  
Local Roads & Community Infrastructure Program requirements.

**Policy Implications:**

Nil.

**Legal Compliance:**

Nil.

**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Financial management and grant compliance	Low	Advice from Department of Local Government, WALGA and Treasury.  Early engagement with funding agencies and auditors.

**Consultation:**

CEO, (former) Commissioner, Accountant, MIS, Council.

**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 first tranche of funding (\$571,000.00) was made to Perenjori as part of the initial Federal COVID19 response, prior to the election of the new Council.

Discussions with the (former) Commissioner, informed by an analysis of our strategic planning and an assessment of our capability, resulted in the following projects being identified as appropriate and achievable by the June 2021 expenditure deadline;

- Replacement of footpath and kerbing along Fowler Street- \$237,256
- Installation of CCTV at various locations in Perenjori - \$60,000
- Installation of concrete footpath along Livingstone Street - \$79,500
- Installation of concrete footpath along Crossing Street- \$70,000
- Reseal Britt Street and replace kerbing- \$125,000

The second tranche of funds was allocated to the Shire of Perenjori late December 2020 and officers have provisionally allocated the following list of projects to the \$396,417.00 of funding;

- Installation of three shelters at Camel soak - \$20,000
- Installation of two shelters at Maya - \$12,000
- Installation of BBQ, Shelter and table/seating at Latham Community centre - \$18,000
- Refurbishment of Oval public toilets- \$20,000
- Refurbishment of Main Street toilets- \$70,000
- Replacement of Caravan park fencing- \$65,000
- Refurbishment of Perenjori Sports club male toilets- \$26,252
- Upgrade/ refurbishment of camp kitchen at caravan park- \$25,000
- Installation of two shelters and table/seating Fowler street- \$20,000
- Refurbishment of ablutions at caravan park- \$40,000
- Replacement of two tennis court surfaces- \$80,165

Under the terms of the grants, funds must be expended by December 2021 or Council risks losing the allocation.

Any project submitted will need to be approved by the Department of Infrastructure, Transport, Regional Development and Communication before they can be undertaken.



It is important that Council confirms the project allocations so that these works can be progressed within the available timeframe to meet our accountability requirements.

**Voting Requirements: Simple Majority**

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: that the item be deferred until the next meeting of Council.

**14.1.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM**

**OFFICER RECOMMENDATION**

**THAT the following project allocations against the Local Roads & Community Infrastructure Program grant funds Phase 2 be endorsed.**

- **Installation of three shelters at Camel soak - \$20,000**
- **Installation of two shelters at Maya - \$12,000**
- **Installation of BBQ, Shelter and table/seating at Latham Community centre - \$18,000**
- **Refurbishment of Oval public toilets- \$20,000**
- **Refurbishment of Main Street toilets- \$70,000**
- **Replacement of Caravan park fencing- \$65,000**
- **Refurbishment of Perenjori Sports club male toilets- \$26,252**
- **Upgrade/ refurbishment of camp kitchen at caravan park- \$25,000**
- **Installation of two shelters and table/seating Fowler street- \$20,000**
- **Refurbishment of ablutions at caravan park- \$40,000**

**Replacement of two tennis court surfaces- \$80,165**

**14.1.2 PROCEDURAL MOTION**

**COUNCIL DECISION**

**That the item be deferred until the Special Council Meeting scheduled for March 25<sup>th</sup> to enable further consideration of the proposed projects.**

**Moved: Cr B Baxter      Seconded: Cr D Bradford      Motion put and carried: 6/1**

## 15. GOVERNANCE

### 15.1 PROPOSED ORDINARY COUNCIL MEETING TIMES FOR THE BALANCE OF 2020-21 AND AMENDMENT TO COUNCIL FORUM POLICY

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0211
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Mario Romeo - Chief Executive Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### Executive Summary

This report outlines a change to the proposed Shire of Perenjori Ordinary Council Meeting times and Council Forum dates and times for the balance of the 2020/21 financial year and to amend Council Forum Policy.

#### Background

Council Meeting dates and times were originally set for the 2020/21 financial year by the Commissioner (as Council), however this decision was revised in June 2020 and meeting dates only confirmed until October 2020 to give scope to the incoming Council to consider the matter. In a Special Meeting of Council on October 20, 2020, Council set the dates and times for Council Meetings for the remainder of the 2020/21 financial year. The times set at this time reflected times set by the Commissioner during his tenure at the Shire from June 2019 to October 2020. The Commissioner timing of Ordinary Council Meetings and Council Forums reflected an intent to allow as many Community members to attend. The Commissioner conducted a Council Forum (information session) immediately proceeding Council to allow feedback from attending Community members. The time set for Council Forums were inadvertently in conflict with Council Policy. Council now seeks to amend the remainder of the 2020/21 Ordinary Council meeting times including the date of the April Council meeting in consideration of the Easter break and school holidays and amend Council Policy to allow flexibility in the setting of Council Forum and meeting times to take into consideration the impact of attendance outside of "normal working hours" for Shire staff and to suit wherever possible Councillors attendance whilst providing the opportunity for the attendance of Community members.

#### 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

Current Council Policy.

**9016 – GOVERNANCE POLICY – COUNCIL FORUM / BRIEFING SESSIONS**

*Policy Objective*

To enhance councillor's participation and information exchange.

*Policy Statement*

A minimum of one council forum will be held per month, excluding January. The forum operating procedure is as follows.

**Forum Procedure**

1. Forum to be held each month prior to the Ordinary Council Meeting, commencing 1pm.
2. Forums to be attended by Councillors, the Chief Executive Officer, other senior staff, consultants and invited guests.
3. Forum Agenda shall include discussion on items included on the next Ordinary Council meeting agenda, issues that may result in agenda items for future Council meetings, concept items, matters raised by councillors and questions/discussion on the Councillors Information Bulletin.
4. The Chief Executive Officer will ensure timely written notice and the agenda for each Forum is provided to all members, at least three days prior to the Forum.
5. The Shire President is to be the presiding member at all forums.
6. Elected members, employees, consultants and other participants shall disclose their financial and conflict of interest in matters to be discussed. Interests are to be disclosed in accordance with the provisions of the Local Government Act, 1995 as they apply to Council meetings.
7. Members of the public can attend the Forums.
8. The Presiding Person shall be guided by the principles set out in Section 5.23 of the Local Government Act when determining if to go behind closed doors.
9. A record shall be kept of all Forums. As no decisions will be made the record need only be a general record of items discussed but should record disclosures of interest with appropriate departure/return times.

*Policy Administration*

**Date Adopted:      Item N° 18125.4      20<sup>th</sup> December 2018.**

**Reviews/Amendments:**

**Proposed Amendment to Council Forum Policy**

**9016 – GOVERNANCE POLICY – COUNCIL FORUM / BRIEFING SESSIONS**

*Policy Objective*

To enhance councillor's participation and information exchange.

*Policy Statement*

A minimum of one council forum will be held per month, excluding January. The forum operating procedure is as follows.

**Forum Procedure**

1. A Council Forum is to be scheduled to be held each month on the Thursday prior to the Ordinary Council Meeting commencing at 3pm.

2. The date and time of a Council Forum can be amended at the discretion of Council to suit Council requirements (to take into account seasonal working pressures amongst other variables that may impact Councillors ability to attend forums) as required.
3. Any amendments to the time and date of a Council Forum will be published by the Shire on its website, Town notice board and Social Media (Facebook) at least four days prior to the initial forum date.
4. Forums to be attended by Councillors, the Chief Executive Officer, other senior staff, consultants and invited guests.
5. Forum Agenda shall include discussion on items included on the next Ordinary Council meeting agenda, issues that may result in agenda items for future Council meetings, concept items, matters raised by councillors and questions/discussion on the Councillors Information Bulletin.
6. The Chief Executive Officer will ensure timely written notice and the agenda for each Forum is provided to all members, at least three days prior to the Forum.
7. The Shire President is to be the presiding member at all forums.
8. Elected members, employees, consultants and other participants shall disclose their financial and conflict of interest in matters to be discussed. Interests are to be disclosed in accordance with the provisions of the Local Government Act, 1995 as they apply to Council meetings.
9. Members of the public can attend the Forums.
10. The Presiding Person shall be guided by the principles set out in Section 5.23 of the Local Government Act when determining if to go behind closed doors.
11. A record shall be kept of all Forums. As no decisions will be made the record need only be a general record of items discussed but should record disclosures of interest with appropriate departure/return times.

### **Budget Implications**

Nil.

### **Risk Management**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Compliance with requirements	Low	Adopt meeting schedule in advance.

### **Consultation**

CEO, Councillors.

### **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**

Council traditionally meets on the third Thursday of the month and does not meet in January. Whilst Council meeting times have varied over time, most recently meetings have commenced at 5.30 pm, preceded by a public discussion forum at 5.00 pm. Council seeks to amend Ordinary Council meeting times for the remainder of the 20/21 financial year as follows:

Date	Current	New	Location
Thursday 15 April 2021	5.30 pm	Thursday 22 April	
		3:00 pm	Perenjori
Thursday 20 May 2021	5.00 pm	3:00 pm	Perenjori
Thursday 17 June 2021	5.00 pm	3:00 pm	Perenjori

**Voting Requirements: Simple Majority**

**Change to Officer Recommendation**

No Change.

**15.1.1 PROPOSED ORDINARY COUNCIL MEETING TIMES FOR THE BALANCE OF 2020-21 AND AMENDMENT TO COUNCIL FORUM POLICY**

**COUNCIL DECISION**

1. That the schedule of Council Meetings for the balance of the 2020/21 financial year be endorsed with appropriate public notice be given to the revised schedule.
2. That the amendment to Council Policy 9016 – governance policy – council forum / briefing sessions be endorsed and accepted.

**15.1.2 PROPOSED ORDINARY COUNCIL MEETING TIMES FOR THE BALANCE OF 2020-21 AND AMENDMENT TO COUNCIL FORUM POLICY**

**COUNCIL DECISION**

1. That the schedule of Council Meetings for the balance of the 2020/21 financial year be endorsed with appropriate public notice be given to the revised schedule.
2. That the amendment to Council Policy 9016 – governance policy – council forum / briefing sessions be endorsed and accepted.

**Moved: Cr L Hepworth      Seconded: Cr C Bryant      Motion put and carried: 6/1**

## 15.2 TRANSITIONAL MODEL CODE OF CONDUCT REGULATION REQUIREMENTS

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM
<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>	15.2 (a) Model Code of Conduct 15.2 (b) Code of Conduct Complaint Alleged Breach Form

### Executive Summary:

Key Points;

- the Local Government (*Model Code of Conduct*) Regulations 2021 were gazetted on 3 February 2021;
- the Department of Local Government, Sport and Cultural Industries has recognised that there may need to be a staged approach to implementing the changes;
- A Model Code of Conduct has been established which local governments must adopt within 3 months of gazettal;
- Local governments are required to authorise appropriate persons to receive complaints under the Code, and adopt a form on which complaints can be made.

### Background:

Local governments have been notified that regulations have been approved that bring into effect the remaining parts of the Local Government Legislation Amendment Act 2019 (*the Amendment Act*) including the Local Government (*Model Code of Conduct*) Regulations 2021.

The Department has advised that there will be an implementation phase of up to three months where local governments must undertake a series of actions to implement the legislative requirements.

However, there are two immediate actions local governments are required to take;

- 1) the appointment of one or more persons to receive complaints and withdrawals of complaints of the code under Regulation 11; and
- 2) approval of the form for making a complaint of an alleged breach under Regulation 11.

It is further expected that local governments adopt the new regulations and any other procedures and processes required for implementation within three months from the regulations taking effect (by 3 May 2021).

Complaints made before the commencement of the new regulations are not impacted by the changes to the regulations and will be managed in accordance with existing procedure. There are currently no outstanding conduct complaints at the Shire of Perenjori.

### Statutory Environment:

Local Government Legislation Amendment Act 2019.

Local Government (*Model Code of Conduct*) Regulations 2021.

(The Local Government (*Rules of Conduct*) Regulations 2007 have been repealed)

**Policy Implications:**

As part of the implementation of the new legislation, the current complaints management policy and procedure will be reviewed to ensure it reflects practical implementation of the Regulations.

**Legal Compliance:**

Nil.

**Risk Management:**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Complaints need to be handled efficiently and correctly.	Low.	Adopt template documents and procedures as per Departmental advice.  Review existing policy and procedure to ensure compliance.

**Consultation:**

CEO, WALGA, DLGSCI, neighbouring Local Governments.

**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 commencement of new regulations requires Council to adopt new documents and procedures. These will be presented to Council for consideration at future meetings in a systematic manner based on the feedback provided by the Department and the Western Australian Local Government Association (WALGA).

The Department has developed 'Guidelines on the Model Code of Conduct for Council Members, Committee Members and Candidates' which will be considered when reviewing the Shire's current Code of Conduct to ensure compliance with legislative requirements and behavioural standards the Shire deems appropriate. It is proposed that a new Code of Conduct (*incorporating the Model Code*) will be presented to Council in April 2021 and that in the meantime, the Model Code of Conduct is to apply immediately.

Regulation 11 requires the local government to appoint a person or persons to be the complaints officer for the purpose of receiving complaints and withdrawal of complaints under the code of conduct. It is proposed that the Chief Executive Officer be appointed the authorised complaints officer for the purposes of Regulation 11, except in the case where the complaint refers to the Chief Executive Officer, which will result in the matter being referred to the Shire President.

Beyond receipt and withdrawal of complaints under the code of conduct, the person appointed under Regulation 11 has no legislative responsibilities. The new legislation provides for Council (*through the adoption of appropriate procedures*) to adjudicate on alleged breach of the code of conduct. It is proposed this will be considered as part of the Chief Executive Officer's review of current complaints management policy and procedures and will be presented for consideration by Council at a future meeting.

Regulation 11 also requires the local government approves the form for making a complaint of an alleged breach. The Department has prepared a template of this form for local governments and it has been adapted for the Shire's use

**Voting Requirements: Simple Majority**

No Change.

**15.2.1 TRANSITIONAL MODEL CODE OF CONDUCT REGULATION REQUIREMENTS**

**OFFICER RECOMMENDATION**

**THAT Council:**

- 1. Notes the Model Code of Conduct as per Schedule 1 of the Local Government (Model Code of Conduct) Regulations is to be observed by Council members (*including the Chief Executive Officer*), Committee Members and Candidates, until the Shire of Perenjori adopts a new Code of Conduct that incorporates the model code [as per s5.104(5) of the Local Government Legislation Amendment Act 2019],**
- 2. Requests the Chief Executive Officer to undertake a review of the Code of Conduct, the Shire's Complaints management policy and procedures to ensure alignment with current legislative requirements;**
- 3. Authorises the Chief Executive Officer to receive complaints and withdrawals of complaints in accordance with Regulation 11 of the Local Government (Model Code of Conduct) Regulations 2021 except where the complaint relates to conduct of the Chief Executive Officer, in which case the Shire President is authorised to receive complaints and withdrawals of complaints.**
- 4. Endorses the Code of Conduct Complaint Alleged Breach Form as the complaint form required under Regulation 11; and**
- 5. Resolves that if a complaint under Regulation 11 is received prior to Council's adoption of a new procedure, these complaints will be dealt with once a new procedure is adopted, in accordance with that procedure.**

**15.2.2 TRANSITIONAL MODEL CODE OF CONDUCT REGULATION REQUIREMENTS**

**COUNCIL DECISION**

**THAT Council:**

- 1. Notes the Model Code of Conduct as per Schedule 1 of the Local Government (Model Code of Conduct) Regulations is to be observed by Council members (*including the Chief Executive Officer*), Committee Members and Candidates, until the Shire of Perenjori adopts a new Code of Conduct that incorporates the model code [as per s5.104(5) of the Local Government Legislation Amendment Act 2019],**
- 2. Requests the Chief Executive Officer to undertake a review of the Code of Conduct, the Shire's Complaints management policy and procedures to ensure alignment with current legislative requirements;**



**3. Authorises the Chief Executive Officer to receive complaints and withdrawals of complaints in accordance with Regulation 11 of the Local Government (Model Code of Conduct) Regulations 2021 except where the complaint relates to conduct of the Chief Executive Officer, in which case the**

**Shire President is authorised to receive complaints and withdrawals of complaints.**

**4. Endorses the Code of Conduct Complaint Alleged Breach Form as the complaint form required under Regulation 11; and**

**5. Resolves that if a complaint under Regulation 11 is received prior to Council's adoption of a new procedure, these complaints will be dealt with once a new procedure is adopted, in accordance with that procedure.**

**Moved: Cr D Bradford      Seconded: Cr J Sutherland      Motion put and carried: 7/0**

## 16. CONFIDENTIAL REPORTS

4:26 pm – Members of the public left the room in preparation for Council to go behind closed doors.

### 16.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS

#### COUNCIL DECISION

**THAT Council go behind closed doors to consider matters that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.**

**Moved: Cr P Logue      Seconded: Cr J Sutherland      Motion put and carried: 7/0**

### 16.2 CONFIDENTIAL ITEM – DISPOSAL OF ONE (1) 2010 VOLVO GRADER

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Ken Markham- Manager Infrastructure Services
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	16.2 (a) Correspondence from WA Machinery Brokers

**Voting Requirements: Absolute Majority**

No Change.

### 16.2.1 CONFIDENTIAL ITEM – DISPOSAL OF ONE (1) 2010 VOLVO GRADER

#### OFFICER RECOMMENDATION

1. THAT Council rescind the Council resolution regarding the outright purchase of the 2010 motor grader to WA Machinery Brokers for \$65,000 and:
2. THAT Council Accept the offer for the 2010 VOLVO motor grader from WA Machinery Brokers in the current condition for \$25,000 ex GST

### 16.2.2 CONFIDENTIAL ITEM – DISPOSAL OF ONE (1) 2010 VOLVO GRADER

#### COUNCIL DECISION

1. THAT Council rescind the Council resolution regarding the outright purchase of the 2010 motor grader to WA Machinery Brokers for \$65,000 and:
2. THAT Council Accept the offer for the 2010 VOLVO motor grader from WA Machinery Brokers in the current condition for \$25,000 ex GST

**Moved: Cr D Bradford      Seconded: Cr P Logue      Motion put and carried: 7/0**

**16.3 CONFIDENTIAL ITEM – LOTS 160 & 161 PLAN 188748 ENGLAND CRESCENT PERENJORI**

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

**Voting Requirements: Simple Majority**

**Change to Officer Recommendation**

No Change.

**16.3.1 CONFIDENTIAL ITEM - LOTS 160 & 161 PLAN 188748 ENGLAND CRESCENT PERENJORI  
OFFICER RECOMMENDATION**

**THAT:**

1. The report be noted.
2. That the CEO be authorised to engage appropriate legal advice as necessary to clarify Council's capacity to repurchase lots 160 & 161 England Crescent Perenjori and any legal and financial liability implications in doing so.
3. Subject to the receipt of satisfactory advice in relation to point 2 above, correspondence be issued to the property owners of lots 160 & 161 England Crescent Perenjori stating they have 10 days to comply with Special Condition 9 of the Contract of Sale to commence building on the land.
4. If the owners fail to comply with this request, further correspondence be issued advising that Council will commence the process to repurchase land after 20 days, in accordance with condition 10 of the Contract of Sale.

**16.3.2 CONFIDENTIAL ITEM - LOTS 160 & 161 PLAN 188748 ENGLAND CRESCENT PERENJORI  
COUNCIL DECISION**

**THAT:**

1. The report be noted.
2. That the CEO be authorised to engage appropriate legal advice as necessary to clarify Council's capacity to repurchase lots 160 & 161 England Crescent Perenjori and any legal and financial liability implications in doing so.
3. Subject to the receipt of satisfactory advice in relation to point 2 above, correspondence be issued to the property owners of lots 160 & 161 England Crescent Perenjori stating they have 10 days to comply with Special Condition 9 of the Contract of Sale to commence building on the land.
4. If the owners fail to comply with this request, further correspondence be issued advising that Council will commence the process to repurchase land after 20 days, in accordance with condition 10 of the Contract of Sale.

**Moved: Cr L Hepworth      Seconded: Cr C Bryant      Motion put and carried: 7/0**

#### 16.4 **CONFIDENTIAL LATE ITEM – COMMERCIAL CENTRE PROPERTY**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM0556
<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>	21.3 (a) Email Notification Inviting Offer 21.3 (b) Property Valuation

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

#### **Change to Officer Recommendation**

No Change.

#### 16.4.1 **CONFIDENTIAL LATE ITEM - COMMERCIAL CENTRE PROPERTY**

##### **OFFICER RECOMMENDATION**

That the CEO be authorised to enter negotiations for the purchase of Lots 26, 28 & 30 Fowler Street Perenjori, with the final decision to be resolved by Council at a future meeting.

#### 16.4.1 **CONFIDENTIAL LATE ITEM - COMMERCIAL CENTRE PROPERTY**

##### **COUNCIL DECISION**

That the CEO be authorised to enter negotiations for the purchase of Lots 26, 28 & 30 Fowler Street Perenjori, with the final decision to be resolved by Council at a future meeting.

Moved: Cr J Sutherland    Seconded: Cr C Bryant    Motion put and carried: 7/0

#### 16.5 **COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS**

##### **COUNCIL DECISION**

THAT Council return to standing orders and re-open the meeting to the public.

Moved: Cr D Bradford    Seconded: Cr J Sutherland    Motion put and carried: 7/0

#### 16.6 **PROCEDURAL MOTION**

##### **COUNCIL DECISION**

THAT the resolutions carried behind closed doors be adopted in open Council.

Moved: Cr D Bradford    Seconded: Cr J Sutherland    Motion put and carried 7/0

#### 17. **ORDERING THE COMMON SEAL**

Document	Organisation	Purpose	Date
-	-	-	-

#### 18. **REPORTS OF COMMITTEES AND MEMBERS**

#### 19. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**20. NOTICE OF MOTIONS**

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

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

Special Urgent Business submitted at item 21 was accepted and considered as item 16.4.

**22. CLOSURE OF MEETING**

The Shire President declared the meeting closed at 4:42 pm.

**23. NEXT MEETING**

The Shire President advised that the date of the next Ordinary Meeting of Council will be held on Thursday 22 April 2021, commencing at 3:00 pm at the Shire of Perenjori Council Chambers, Perenjori WA 6620.



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 7.2 (a)

*Special Council Meeting Minutes  
22 April 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

# **SPECIAL MEETING MINUTES**

## **THURSDAY, 22 APRIL 2021**

Shire of Perenjori Special Meeting of Council and Discussion Forum held on Thursday 22<sup>nd</sup> April 2021 at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620 commencing at 5:07 pm.

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

The Presiding Member declared the meeting open and welcomed 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:**

Shire President read the opening prayer.

### **3. DISCLAIMER READING:**

Taken as read

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

- MEMBERS:
  - Shire President Cr Chris King
  - Deputy Shire President Cr Jude Sutherland
  - Cr Brian Baxter
  - Cr Daniel Bradshaw
  - Cr Colin Bryant
  - Cr Les Hepworth
  
- STAFF:
  - Mr Mario Romeo CEO
  - Mr Wayne Scheggia Executive Advisor
  
- DISTINGUISHED VISITORS:
  - Nil
  
- MEMBERS OF THE PUBLIC:
  - Nil

- LEAVE OF ABSENCE
  - Nil
- APOLOGIES:
  - Cr Phil Logue

#### **5. PUBLIC QUESTION TIME:**

- Nil

#### **6. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

##### **Acknowledgement**

*I would like to take this opportunity, on behalf of Council, to express our gratitude and admiration for the contribution made by the Shire of Perenjori Council Staff during the recent catastrophic events initiated by Cyclone Seroja.*

*The initial response to make community members safe, followed by a massive clean-up, was magnificent. Not only through the provision of man and machine to clean up debris, but also the swift provision of accommodation for families left without a home and visits to community members homes to assure and assist where required.*

*We acknowledge that the clean-up has many more days and weeks to come.*

*We make special mention of Ken Markham and the outside crew, Jo Page Liz Markham and our office staff who took on extra duties. The cleaning and maintenance crew led by Joel Hesford were fantastic in sourcing beds and furnishing housing to help move people out of unsafe dwellings. Our CEO Mario Romeo worked tirelessly to obtain assistance and communication with and for the community and with emergency response coordinators.*

*We thank the community for their brave and resilient reaction to what we hope is a once in a lifetime event.*

*I can assure our community that the Perenjori Councillors and the Perenjori Shire Council will make every effort to rebuild those assets that have been damaged or lost and support families and businesses through what will be a long recovery.*

#### **7. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

- Nil

#### **8. 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 may be closed to the members of the public for



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.

## **9. 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.

- Nil

## **10. CEO Recruitment, Appraisal and Termination Standards - Advisor**

### **OFFICER RECOMMENDATION**

#### **That Council ADOPT:-**

- 1. the Shire of Perenjori Standards for the Recruitment, Performance Appraisal and Termination of the Chief Executive Officer (Standards). (Attachment 1).**
- 2. new Council Policy – Appointment of Acting CEO (Attachment 3)**

**Moved: Cr Sutherland**

**Seconded: Cr Hepworth**

**CARRIED 6/0**

## **11. DISCUSSION FORUM**

### **Suspension of Standing Orders**

#### **That Standing Orders be suspended to enable the conduct of a Discussion Forum on:**

- **Tropical Cyclone Seroja Update**
- **ANZAC Day Update**
- **Works Update**
- **Administration Update**
- **Fowler Street Update (Confidential Item)**
- **Employee Update (Confidential Item)**
- **General Discussion**

**Moved Cr Hepworth**

**Seconded Cr Bryant**

**CARRIED 6/0**

### **Tropical Cyclone Seroja Update – CEO**

The meeting was advised of progress in dealing with the impact of the cyclone, including;

- 60% of roads have been inspected and cleared where necessary
- Offer from Mount Magnet of a Loader and Operator

- Defence forces clean-up effort at the School and surrounds
  - Provision of information to the community, including potential health fund discounts and assistance
  - Installation of generators to power the Workers Village, caravan park, PECC, CRC/Post Office and Recreation Centre
  - Donation of food and supplies by a number of organisations and Companies
  - Relocation of families and individuals to emergency housing options in the town
  - Limited number of further domestic housing options
  - Potential utilisation of Village accommodation for work crews
  - Possible location of counselling and information services from the Department of Communities
  - Potential use of Business Incubators for trades people
  - Continuing preparation of damage summary and cost assessment
  - Insurance assessment
  - Potential to offer builders/repairers use of the incubators and old depot
  - The assistance of the farming community was acknowledged.
1. **It was noted that Western Power planned outage works were still occurring in other regions and staff were asked to pursue an explanation.**
  2. **Staff were asked to provide a list of closed roads in the Shire**
  3. **Staff were asked to acknowledge donations and assistance on the website and Facebook page**

#### **ANZAC Day Update – CEO**

A copy of the program was distributed with the papers.

The hotel is conducting a separate but complementing event.

#### **Works Update – CEO**

The CEO advised that Mr Markham was fully occupied with the cyclone recovery effort and could not present his report. It was noted that the new grader was not yet licensed, but that maintenance grading was continuing.

#### **Administration Update – CEO**

A brief update on servicing, recruitment and annual leave arrangements was provided.

#### **That the meeting go behind closed doors to discuss confidential items:**

- **Fowler Street Update - Advisor**
- **Employee Update - CEO**

**Moved: Cr Bradford**

**Seconded: Cr Bryant**

**CARRIED 6/0**

#### **That the meeting resumes its open status**

**Moved: Cr Bryant Seconded: Cr Bradford CARRIED 6/0**

**That Standing Orders be resumed**

**Moved: Cr Bryant Seconded: Cr Bradford CARRIED 6/0**

## **12. GENERAL BUSINESS**

**Appreciation**

**That thanks be extended to Jo Page**

**Moved: Cr Sutherland Seconded: Cr Bradford CARRIED 6/0**

## **13. CLOSURE OF MEETING**

**There being no further items of business the meeting was declared closed at 6.29pm**

## **14. NEXT MEETING:**

The next Ordinary Meeting of Council will be held on 20<sup>th</sup> May 2021, commencing at 3:00pm at the Shire of Perenjori Council Chambers 56 Fowler Street, Perenjori WA 6620.



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 12.1 (a)

*Monthly Statement of Financial Activity  
31 March 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

**SHIRE OF PERENJORI**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 March 2021**

**LOCAL GOVERNMENT ACT 1995**

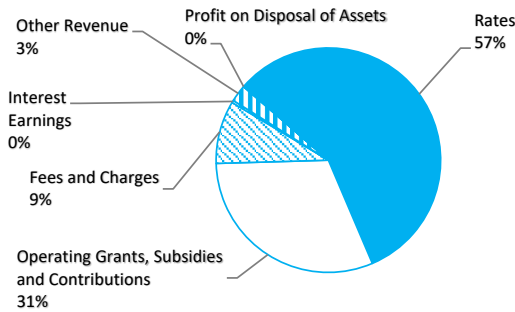
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

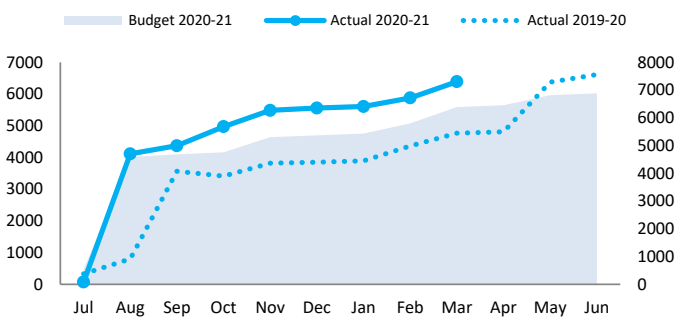
Statement of Financial Activity by Program	4
Statement of Financial Activity by Nature or Type	6
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 2 Cash and Financial Assets	10
Note 3 Receivables	11
Note 4 Other Current Assets	12
Note 5 Payables	13
Note 6 Rate Revenue	14
Note 7 Disposal of Assets	15
Note 8 Capital Acquisitions	16
Note 9 Borrowings	18
Note 10 Cash Reserves	19
Note 11 Other Current Liabilities	20
Note 12 Operating grants and contributions	21
Note 13 Non operating grants and contributions	22
Note 14 Trust Fund	23
Note 15 Budget Amendments	24
Note 16 Explanation of Material Variances	25

**OPERATING ACTIVITIES**

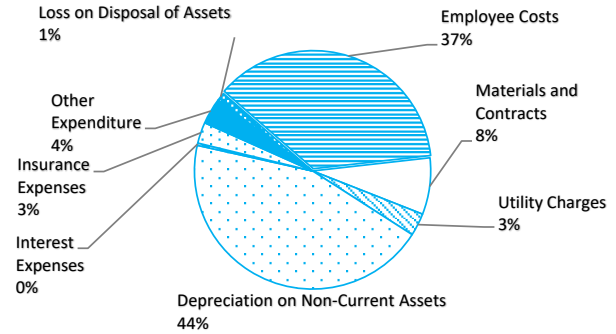
**OPERATING REVENUE**



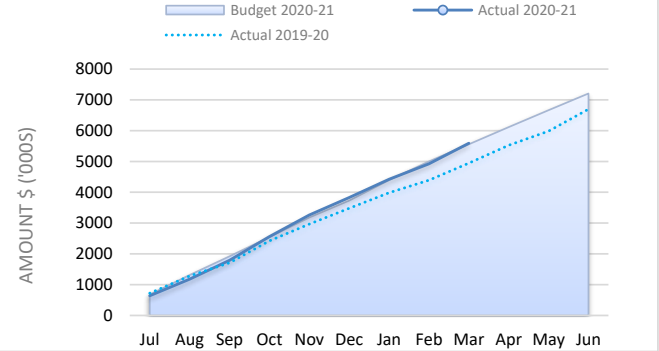
**Budget Operating Revenues -v- Actual**



**OPERATING EXPENSES**

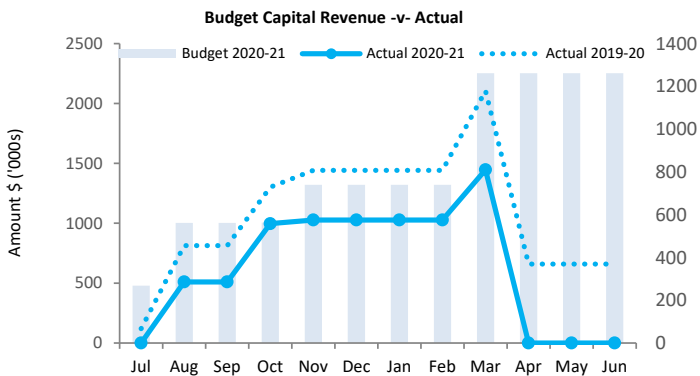


**Budget Operating Expenses -v- Actual**

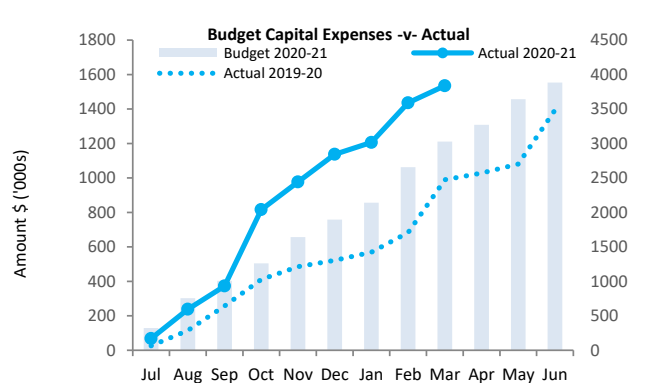


**INVESTING ACTIVITIES**

**CAPITAL REVENUE**



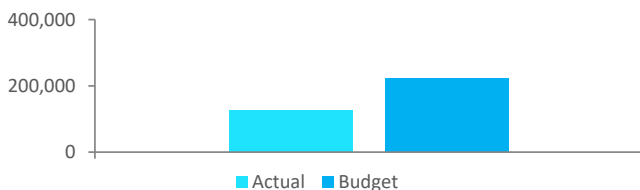
**CAPITAL EXPENSES**



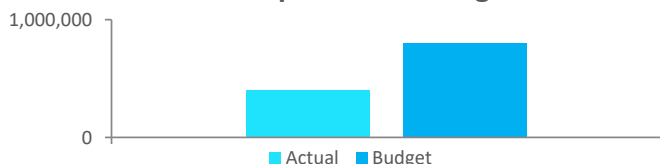
**FINANCING ACTIVITIES**

**BORROWINGS**

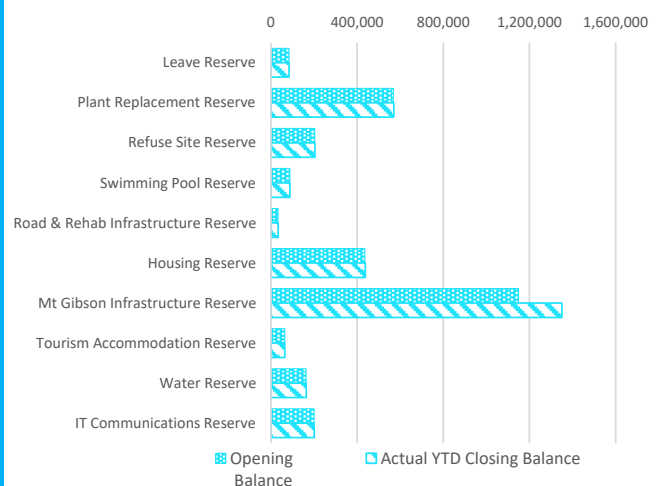
**Principal Repayments**



**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	\$1.78 M	\$3.29 M	\$1.51 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$3.30 M	50.8%
Restricted Cash	\$3.20 M	49.2%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	(\$0.00 M)	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.06 M	98.1%
Trade Receivable	\$0.01 M	
Over 30 Days		27.7%
Over 90 Days		27.7%

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	\$1.45 M	\$1.90 M	\$0.45 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	\$1.53 M	
YTD Budget	\$1.71 M	(10.4%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.45 M	
YTD Budget	\$0.45 M	0.3%

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)	(\$2.30 M)	(\$0.70 M)	\$1.60 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	\$2.23 M	
Adopted Budget	\$4.82 M	(53.8%)

Refer to Note 8 - Capital Acquisition

Capital Grants		
	\$	% Received
YTD Actual	\$1.45 M	
Adopted Budget	\$1.26 M	14.6%

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	\$0.37 M	(\$0.33 M)	(\$0.71 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.13 M
Interest expense	\$0.02 M
Principal due	\$0.40 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 MARCH 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	20,991	<b>26,946</b>	5,955	28.37%	
General purpose funding - general rates	6	2,817,722	2,817,722	<b>2,827,789</b>	10,067	0.36%	
General purpose funding - other		1,779,448	1,477,606	<b>1,001,202</b>	(476,404)	(32.24%)	▼
Law, order and public safety		139,951	105,300	<b>81,164</b>	(24,136)	(22.92%)	▼
Health		2,500	1,800	<b>2,113</b>	313	17.39%	
Education and welfare		61,500	46,125	<b>175,073</b>	128,948	279.56%	▲
Housing		124,800	93,600	<b>117,795</b>	24,195	25.85%	▲
Community amenities		34,500	33,881	<b>40,430</b>	6,549	19.33%	
Recreation and culture		11,550	10,208	<b>206,654</b>	196,446	1924.43%	▲
Transport		241,924	220,517	<b>229,919</b>	9,402	4.26%	
Economic services		295,000	227,250	<b>178,499</b>	(48,751)	(21.45%)	▼
Other property and services		85,150	70,368	<b>55,718</b>	(14,650)	(20.82%)	▼
		<b>5,621,045</b>	<b>5,125,368</b>	<b>4,943,302</b>	(182,066)		
<b>Expenditure from operating activities</b>							
Governance		(323,860)	(300,418)	<b>(183,316)</b>	117,102	38.98%	▲
General purpose funding		(155,811)	(117,353)	<b>(113,429)</b>	3,924	3.34%	
Law, order and public safety		(329,310)	(248,478)	<b>(415,206)</b>	(166,728)	(67.10%)	▼
Health		(147,680)	(111,269)	<b>(87,605)</b>	23,664	21.27%	▲
Education and welfare		(525,166)	(396,501)	<b>(406,713)</b>	(10,212)	(2.58%)	
Housing		(104,833)	(83,592)	<b>(126,651)</b>	(43,059)	(51.51%)	▼
Community amenities		(608,104)	(470,320)	<b>(349,130)</b>	121,190	25.77%	▲
Recreation and culture		(1,199,837)	(932,450)	<b>(1,057,657)</b>	(125,207)	(13.43%)	▼
Transport		(2,818,393)	(2,109,875)	<b>(2,172,389)</b>	(62,514)	(2.96%)	
Economic services		(917,250)	(709,052)	<b>(598,558)</b>	110,494	15.58%	▲
Other property and services		(76,503)	(76,204)	<b>(80,232)</b>	(4,028)	(5.29%)	
		<b>(7,206,747)</b>	<b>(5,555,512)</b>	<b>(5,590,886)</b>	(35,374)		
Non-cash amounts excluded from operating activities	1(a)	2,439,228	1,878,153	<b>2,545,914</b>	667,761	35.55%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,448,009</b>	<b>1,898,330</b>	450,321		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,446,408</b>	184,751	14.64%	▲
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)	(3,679,971)	<b>(2,228,749)</b>	1,451,222	39.44%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,301,067)</b>	<b>(702,523)</b>	1,598,544		
<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)	(126,828)	<b>(126,828)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(207,556)</b>	(206,809)	(27685.26%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>372,425</b>	<b>(334,384)</b>	(706,809)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>1,775,462</b>	<b>3,289,332</b>	1,513,870		

**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 MARCH 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>2,827,789</b>	10,067	0.36%	
Operating grants, subsidies and contributions	12	2,017,461	1,707,615	<b>1,529,685</b>	(177,930)	(10.42%)	▼
Fees and charges		575,400	446,312	<b>447,751</b>	1,439	0.32%	
Interest earnings		15,550	11,739	<b>16,328</b>	4,589	39.09%	
Other revenue		174,912	131,981	<b>120,750</b>	(11,231)	(8.51%)	
Profit on disposal of assets	7	20,000	9,999	<b>999</b>	(9,000)	(90.01%)	
		<b>5,621,045</b>	<b>5,125,368</b>	<b>4,943,302</b>	(182,066)		
<b>Expenditure from operating activities</b>							
Employee costs		(2,911,948)	(2,217,893)	<b>(2,058,991)</b>	158,902	7.16%	
Materials and contracts		(940,613)	(728,306)	<b>(432,898)</b>	295,408	40.56%	▲
Utility charges		(291,501)	(266,228)	<b>(172,998)</b>	93,230	35.02%	▲
Depreciation on non-current assets		(2,491,169)	(1,868,382)	<b>(2,484,214)</b>	(615,832)	(32.96%)	▼
Interest expenses		(33,703)	(27,990)	<b>(17,628)</b>	10,362	37.02%	▲
Insurance expenses		(132,878)	(131,290)	<b>(161,128)</b>	(29,838)	(22.73%)	▼
Other expenditure		(365,395)	(295,653)	<b>(200,330)</b>	95,323	32.24%	▲
Loss on disposal of assets	7	(39,540)	(19,770)	<b>(62,699)</b>	(42,929)	(217.14%)	▼
		<b>(7,206,747)</b>	<b>(5,555,512)</b>	<b>(5,590,886)</b>	(35,374)		
<b>Non-cash amounts excluded from operating activities</b>							
	1(a)	2,439,228	1,878,153	<b>2,545,914</b>	667,761	35.55%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,448,009</b>	<b>1,898,330</b>	450,321		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,446,408</b>	184,751	14.64%	▲
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)	(3,679,971)	<b>(2,228,749)</b>	1,451,222	39.44%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,301,067)</b>	<b>(702,523)</b>	1,598,544		
<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)	(126,828)	<b>(126,828)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(207,556)</b>	(206,809)	(27685.26%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>372,425</b>	<b>(334,384)</b>	(706,809)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>1,775,462</b>	<b>3,289,332</b>	1,513,870		

**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 MARCH 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 POLICES**

**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)	(9,999)	(999)
Less: Movement in liabilities associated with restricted cash		7,599		
Add: Loss on asset disposals	7	(39,540)	19,770	62,699
Add: Depreciation on assets		2,491,169	1,868,382	2,484,214
<b>Total non-cash items excluded from operating activities</b>		<b>2,439,228</b>	<b>1,878,153</b>	<b>2,545,914</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 March 2020	Year to Date 31 March 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(2,991,355)	(2,203,636)	(3,198,911)
Add: Borrowings	9	175,267	241,080	48,439
Add: Provisions - employee	11	298,002	251,092	298,002
<b>Total adjustments to net current assets</b>		<b>(2,518,086)</b>	<b>(1,711,465)</b>	<b>(2,852,470)</b>

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

**Current assets**

Cash and cash equivalents	2	5,435,142	2,667,022	6,496,760
Rates receivables	3	61,408	121,128	55,976
Receivables	3	27,084	289,039	6,819
Other current assets	4	8,562	23,064	(2,887)
<b>Less: Current liabilities</b>				
Payables	5	(112,933)	0	(68,423)
Borrowings	9	(175,267)	(241,080)	(48,439)
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>(1,711,465)</b>	<b>(2,852,470)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,427,908</b>	<b>896,618</b>	<b>3,289,332</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 MARCH 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	84,681		84,681		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	3,212,867		3,212,867		Bank	0.05%	On Hand
Reserve Funds - Restricted Cash	Cash and cash equivalents	0	3,198,912	3,198,912		Bank	0.05%	On Call
<b>Total</b>		<b>3,297,848</b>	<b>3,198,912</b>	<b>6,496,760</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		3,297,848	3,198,912	6,496,760	0			
		<b>3,297,848</b>	<b>3,198,912</b>	<b>6,496,760</b>	<b>0</b>			

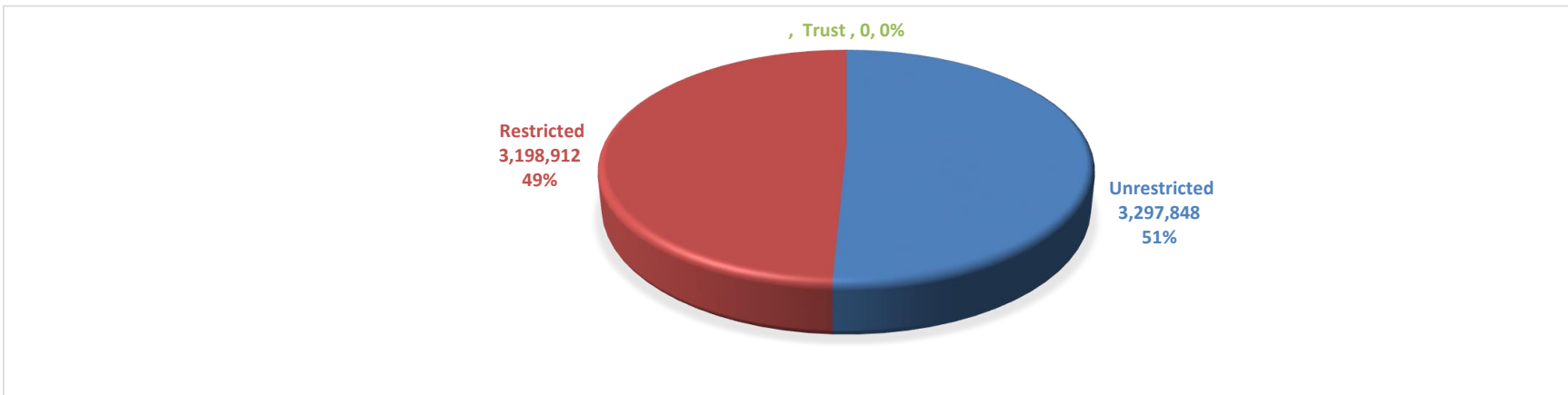
**KEY INFORMATION**

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 MARCH 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

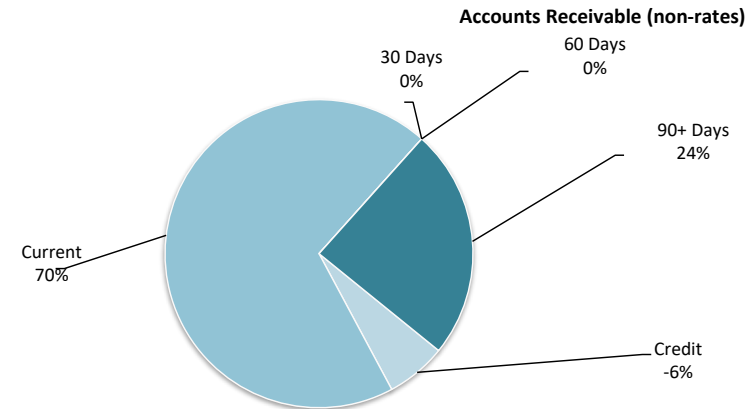
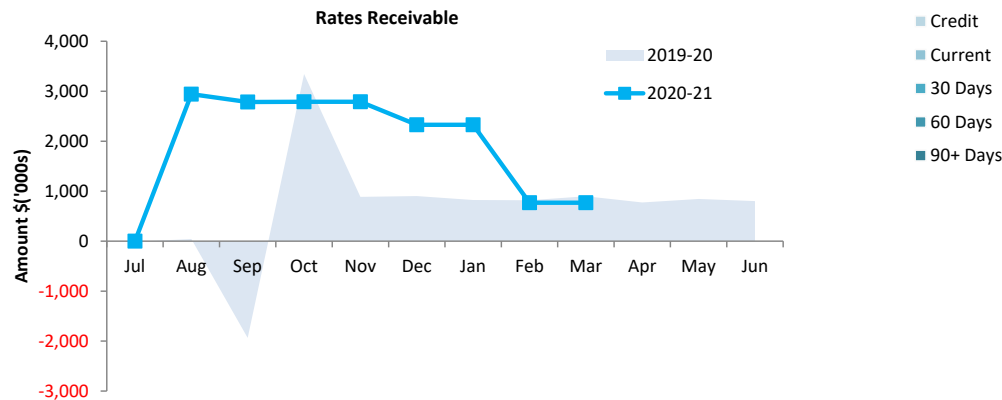
Rates receivable	30 June 2020	31 Mar 2021
	\$	\$
Opening arrears previous years	68,995	61,408
Levied this year		2,827,789
Less - collections to date	(7,587)	(2,833,221)
Equals current outstanding	<b>61,408</b>	<b>55,976</b>
<b>Net rates collectable</b>	<b>61,408</b>	<b>55,976</b>
% Collected	11%	98.1%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(725)	7,945	0	0	2,770	9,990
Percentage	(7.3%)	79.5%	0%	0%	27.7%	
<b>Balance per trial balance</b>						
Sundry receivable						6,819
<b>Total receivables general outstanding</b>						<b>6,819</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 March 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Stock on Hand	8,562		(11,449)	(2,887)
<b>Total other current assets</b>	<b>8,562</b>	<b>0</b>	<b>(11,449)</b>	<b>(2,887)</b>

Amounts shown above include GST (where applicable)

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.

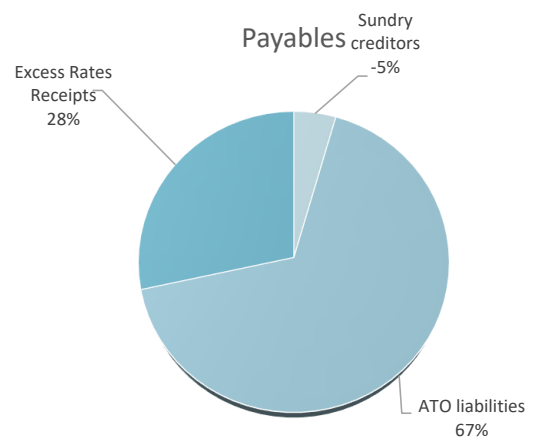
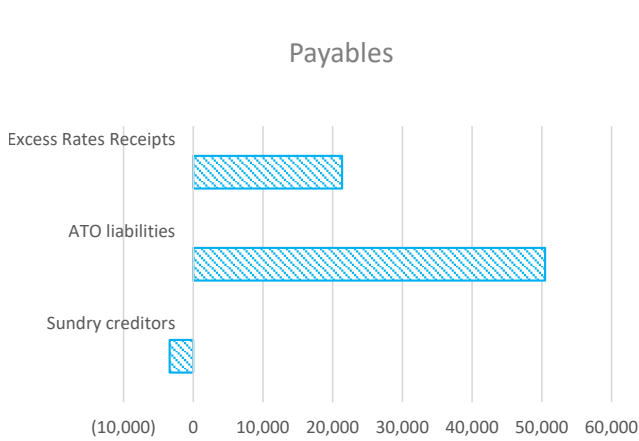
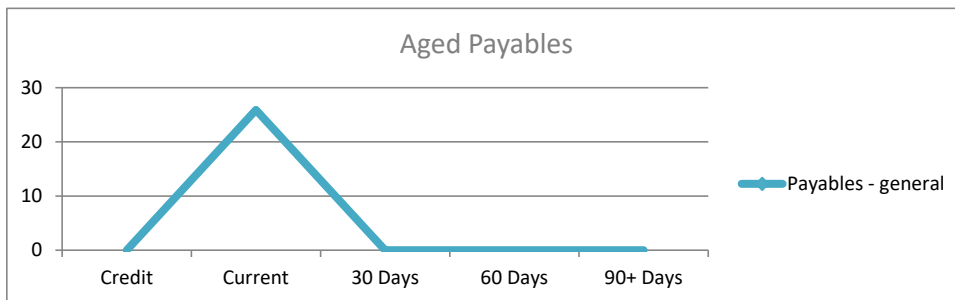


Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	26	0	0	0	26
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						(3,385)
ATO liabilities						50,458
Excess Rates Receipts						21,350
<b>Total payables general outstanding</b>						<b>68,423</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.



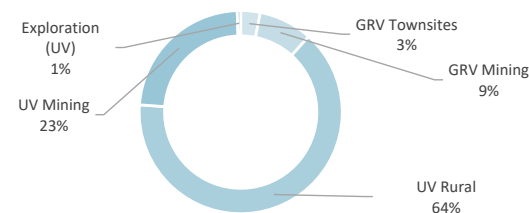
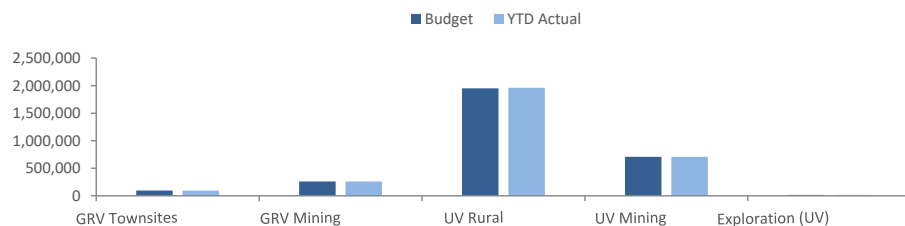
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

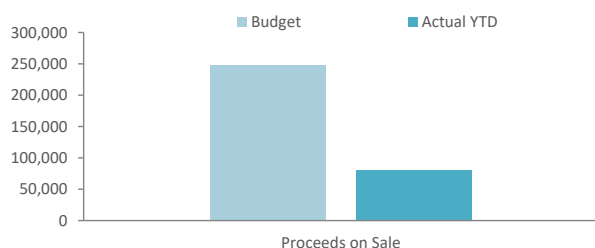
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Townsites	8.2712	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	18,771		1,961,274
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>17,376</b>	<b>(93)</b>	<b>3,041,122</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>2,811,201</b>
Ex-gratia rates							13,000				16,589
<b>Total general rates</b>							<b>2,817,722</b>				<b>2,827,789</b>
<b>Total</b>							<b>2,817,722</b>				<b>2,827,789</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>	



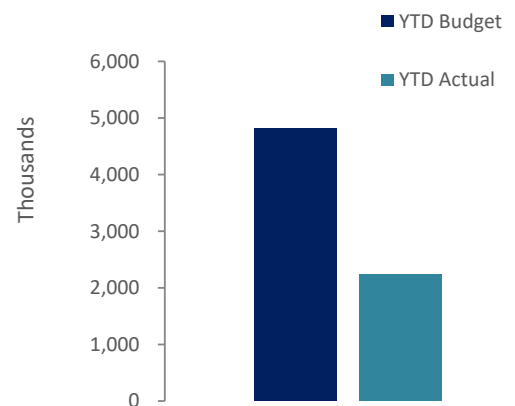
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2021**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	465,360	371,885	50,000	(321,885)
Plant and equipment	531,000	400,750	558,751	158,001
Infrastructure - roads	2,528,347	2,472,316	1,438,718	(1,033,598)
Infrastructure - Parks & Ovals	72,521	72,521	0	(72,521)
Infrastructure - Other	1,221,756	362,499	181,280	(181,219)
<b>Payments for Capital Acquisitions</b>	<b>4,818,984</b>	<b>3,679,971</b>	<b>2,228,749</b>	<b>(1,451,222)</b>
<b>Total Capital Acquisitions</b>	<b>4,818,984</b>	<b>3,679,971</b>	<b>2,228,749</b>	<b>(1,451,222)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,261,657	1,261,657	1,446,408	184,751
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	1,801,067	702,523	(1,098,544)
<b>Capital funding total</b>	<b>4,818,984</b>	<b>3,679,971</b>	<b>2,228,749</b>	<b>(1,451,222)</b>

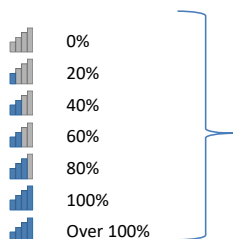
**SIGNIFICANT ACCOUNTING POLICIES**

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	39,747	0	(39,747)
	Community Amenities	Underground Power for Fowler Street	150,000	112,500	0	(112,500)
	Rec & Culture	PJ Sports Facility	72,521	72,521	0	(72,521)
	Rec & Culture	Perenjori Pavillion Building	302,860	227,142	0	(227,142)
	Transport	Plant & Equipment	521,000	390,750	558,751	168,001
	Transport	Road Equipment	10,000	10,000	0	(10,000)
	Transport	Road Construction	2,528,347	1,931,807	1,438,718	(493,089)
	Transport	Footpaths & Curbing	571,756	540,509	181,280	(359,229)
	Economic Services	Caravan Park	50,000	50,000	50,000	0
	Economic Services	Business Incubator	20,000	19,998	0	(19,998)
	Economic Services	Caron Dam	500,000	249,999	0	(249,999)
			<b>4,818,984</b>	<b>3,679,971</b>	<b>2,228,749</b>	<b>(1,451,222)</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 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			12,672	25,644	39,734	26,762	1,280	2,160
Duplex Construction	101	59,452			14,400	29,145	45,052	30,307	1,010	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			20,233	40,952	63,665	42,946	2,375	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	126,828	222,562	398,091	802,357	17,628	33,703
<b>C/Fwd Balance</b>		524,919	0	500,000	126,828	222,562	398,091	802,357	17,628	33,703
<b>Total</b>		524,919	0	500,000	126,828	222,562	398,091	802,357	17,628	33,703
Current borrowings		222,562					48,439			
Non-current borrowings		302,357					349,652			
		524,919					398,091			

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 MARCH 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	274	21	274	0	0	84,288	84,289
Plant Replacement Reserve	568,395	1,705	1,894	142	1,857	0	0	570,242	570,252
Refuse Site Reserve	203,442	0	678	51	665	0	0	203,493	204,107
Swimming Pool Reserve	87,902	264	293	22	287	0	0	88,188	88,189
Road & Rehab Infrastructure Reserve	33,411	100	111	8	109	0	0	33,519	33,520
Housing Reserve	436,557	1,310	1,455	109	1,426	0	0	437,976	437,983
Mt Gibson Infrastructure Reserve	1,149,088	3,447	1,678	41	201,537	0	0	1,152,576	1,350,625
Tourism Accommodation Reserve	64,506	194	211	287	211	0	0	64,987	64,717
Water Reserve	163,533	491	545	16	534	0	0	164,040	164,067
IT Communications Reserve	200,506	602	668	50	655	0	0	201,158	201,161
	<b>2,991,355</b>	<b>8,365</b>	<b>7,806</b>	<b>747</b>	<b>207,556</b>	<b>0</b>	<b>0</b>	<b>3,000,467</b>	<b>3,198,911</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 March 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>		298,002	0	0	298,002
<b>Total other current assets</b>		<b>298,002</b>	<b>0</b>	<b>0</b>	<b>298,002</b>

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

###### Other long-term employee benefits

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 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 Mar 2021	Current Liability 31 Mar 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	483,351	427,600
Untied Road Grant				0		449,077	418,032	273,736
LR & CIP Funding				0		571,756	571,756	285,878
<b>Law, order, public safety</b>								
DFES Operating Grant				0		37,539	28,152	18,770
<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>1,704,865</b>	<b>\$ 1 526 798</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>1,707,615</b>	<b>1,529,685</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 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 Mar 2021	Current Liability 31 Mar 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	493,717
Roads to Recovery	0	0	0	0	0	534,940	534,940	465,940
	<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>1,446,408</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>1,446,408</b>

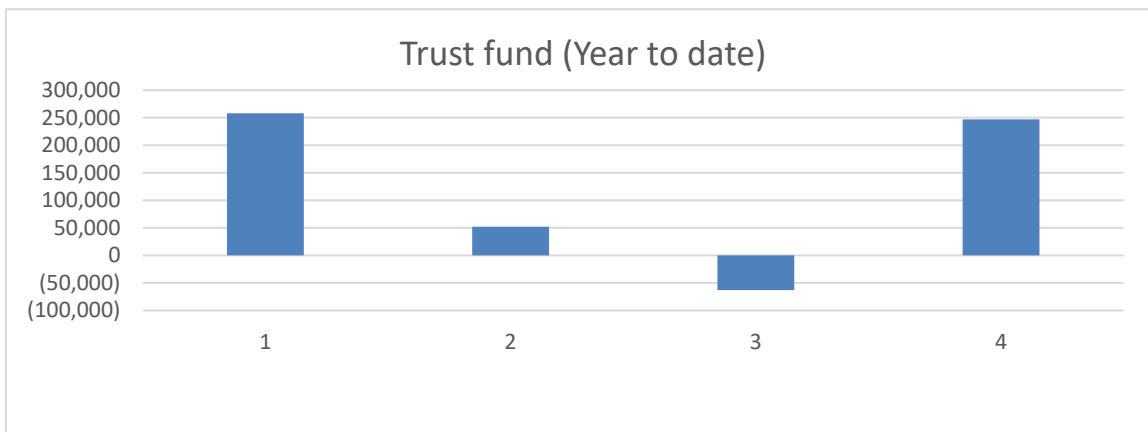
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2021**

**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 Mar 2021
Mt Gibson Public Benefit Fund	\$ 257,880	\$ 52,077	\$ (63,116)	\$ 246,842
	<b>257,880</b>	<b>52,077</b>	<b>(63,116)</b>	<b>246,842</b>

**KEY INFORMATION**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 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 MARCH 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	(476,404)	(32.24%)	▼ Timing	General Purpose Funding -FAGS & LR & CIP below YTD budget. FAGS is a permanent variance however LR & CIP funding is reliant on works carried out.
Law, order and public safety	(24,136)	(22.92%)	▼ Timing	DFES operating grant & CESM reimbursement below budget YTD.
Education and welfare	128,948	279.56%	▲ Timing	Grant Income & PECC Fees higher than budget YTD.
Housing	24,195	25.85%	▲ Timing	Private housing rental income higher than budget YTD.
Recreation and culture	196,446	1924.43%	▲ Timing	Mt Gibson funding was not budgeted due to mine closure however invoiced and paid on 04/01/2021.
Economic services	(48,751)	(21.45%)	▼ Timing	Caravan Park village accommodation fees lower than budgeted YTD.
Other property and services	(14,650)	(20.82%)	▼ Timing	Private works and mining income lower than budget YTD.
<b>Expenditure from operating activities</b>				
Governance	117,102	38.98%	▲ Timing	Various member & admin costs are below YTD budget - budget higher than actual.
Law, order and public safety	(166,728)	(67.10%)	▼ Timing	Administration alloc, wild dog, CESM actual expenditure greater than budget YTD predictions
Health	23,664	21.27%	▲ Timing	Other health budget predictions higher than actual YTD expenditure
Housing	(43,059)	(51.51%)	▼ Timing	Housing maintenance & depreciation expenditure greater than budget predictions
Community amenities	121,190	25.77%	▲ Timing	YTD actuals on Transfer station & refuse also community development expenditure is down in comparasion to budget YTD
Recreation and culture	(125,207)	(13.43%)	▼ Timing	Minor equipment, parks & gardens & oval expenditure above budget predicitions YTD
Economic services	110,494	15.58%	▲ Timing	Dams maint & Tourism Officer expenditure budget higher than actual expenditure YTD
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	184,751	14.64%	▲ 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.
Payments for property, plant and equipment and infrastructure	1,451,222	39.44%	▲ 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	(206,809)	(27685.26%)	▼ Timing	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)

*Monthly Statement of Financial Activity  
30 April 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

**SHIRE OF PERENJORI**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 April 2021**

**LOCAL GOVERNMENT ACT 1995**

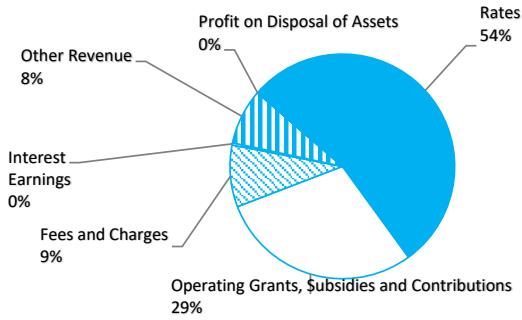
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

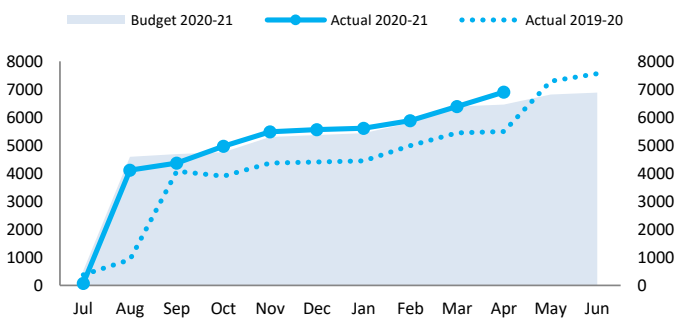
Statement of Financial Activity by Program	4
Statement of Financial Activity by Nature or Type	6
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 2 Cash and Financial Assets	10
Note 3 Receivables	11
Note 4 Other Current Assets	12
Note 5 Payables	13
Note 6 Rate Revenue	14
Note 7 Disposal of Assets	15
Note 8 Capital Acquisitions	16
Note 9 Borrowings	18
Note 10 Cash Reserves	19
Note 11 Other Current Liabilities	20
Note 12 Operating grants and contributions	21
Note 13 Non operating grants and contributions	22
Note 14 Trust Fund	23
Note 15 Budget Amendments	24
Note 16 Explanation of Material Variances	25

OPERATING ACTIVITIES

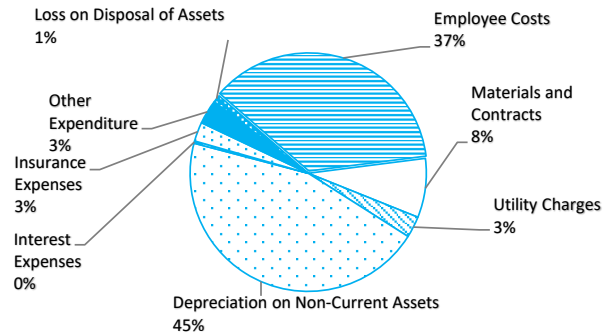
OPERATING REVENUE



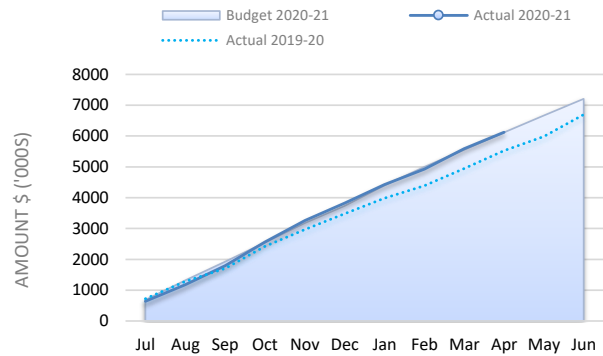
Budget Operating Revenues -v- Actual



OPERATING EXPENSES

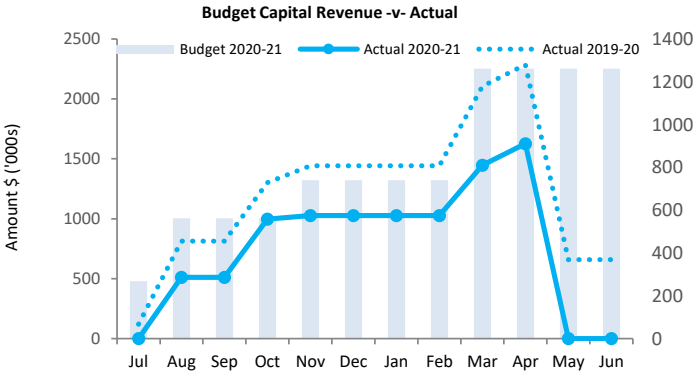


Budget Operating Expenses -v- Actual

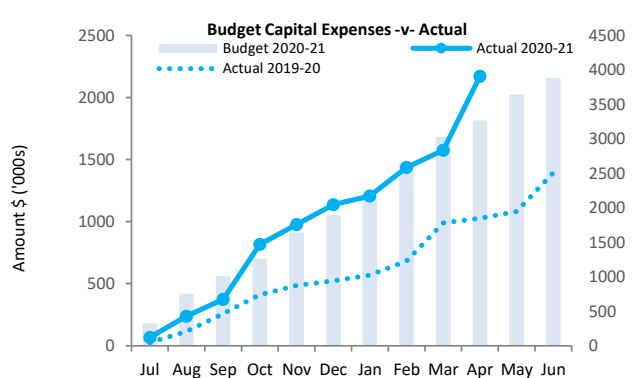


INVESTING ACTIVITIES

CAPITAL REVENUE



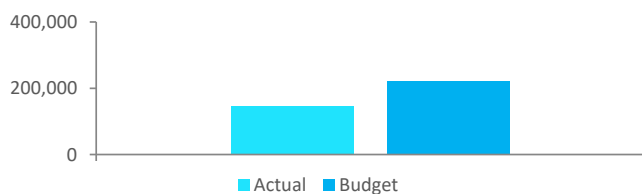
CAPITAL EXPENSES



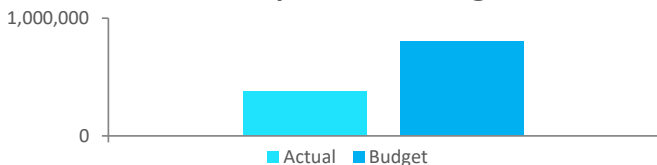
FINANCING ACTIVITIES

BORROWINGS

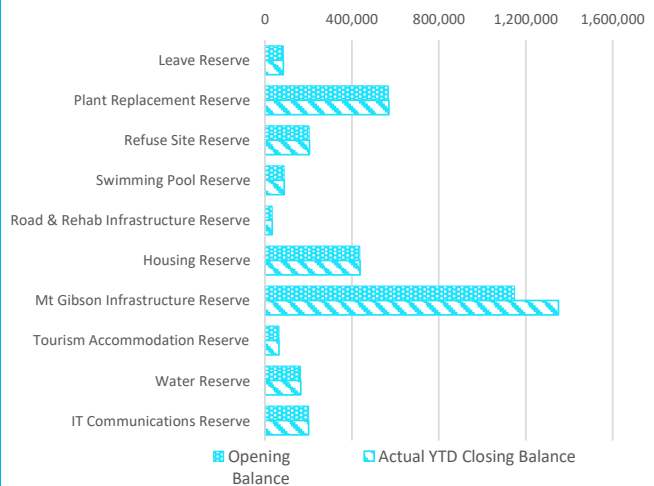
Principal Repayments



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	\$1.21 M	\$2.92 M	\$1.72 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$	% of total
Unrestricted Cash	\$2.88 M	47.4%
Restricted Cash	\$3.20 M	52.6%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$	% Outstanding
Trade Payables	\$0.04 M	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$	% Collected
Rates Receivable	\$0.05 M	98.2%
Trade Receivable	\$0.05 M	
Over 30 Days		70.9%
Over 90 Days		24.7%

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	\$1.16 M	\$1.98 M	\$0.81 M

Refer to Statement of Financial Activity

Rates Revenue

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

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

	YTD Actual	YTD Budget	% Variance
	\$1.54 M	\$1.71 M	(10.1%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges

	YTD Actual	YTD Budget	% Variance
	\$0.47 M	\$0.49 M	(4.2%)

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)	(\$2.57 M)	(\$1.12 M)	\$1.44 M

Refer to Statement of Financial Activity

Proceeds on sale

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

Refer to Note 7 - Disposal of Assets

Asset Acquisition

	YTD Actual	Adopted Budget	% Spent
	\$2.83 M	\$4.82 M	(41.3%)

Refer to Note 8 - Capital Acquisition

Capital Grants

	YTD Actual	Adopted Budget	% Received
	\$1.63 M	\$1.26 M	28.9%

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	\$0.35 M	(\$0.36 M)	(\$0.71 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.15 M
Interest expense	\$0.02 M
Principal due	\$0.38 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 30 APRIL 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	22,990	<b>327,951</b>	304,961	1326.49%	▲
General purpose funding - general rates	6	2,817,722	2,817,722	<b>2,827,684</b>	9,962	0.35%	
General purpose funding - other		1,779,448	1,478,069	<b>1,001,655</b>	(476,414)	(32.23%)	▼
Law, order and public safety		139,951	116,850	<b>90,263</b>	(26,587)	(22.75%)	▼
Health		2,500	2,000	<b>2,313</b>	313	15.65%	
Education and welfare		61,500	51,250	<b>177,871</b>	126,621	247.07%	▲
Housing		124,800	104,000	<b>129,486</b>	25,486	24.51%	▲
Community amenities		34,500	34,090	<b>42,258</b>	8,168	23.96%	
Recreation and culture		11,550	11,320	<b>207,818</b>	196,498	1735.85%	▲
Transport		241,924	224,316	<b>230,789</b>	6,473	2.89%	
Economic services		295,000	252,500	<b>180,512</b>	(71,988)	(28.51%)	▼
Other property and services		85,150	75,298	<b>55,784</b>	(19,514)	(25.92%)	▼
		<b>5,621,045</b>	<b>5,190,405</b>	<b>5,274,385</b>	83,980		
<b>Expenditure from operating activities</b>							
Governance		(323,860)	(316,574)	<b>(187,302)</b>	129,272	40.83%	▲
General purpose funding		(155,811)	(130,170)	<b>(122,799)</b>	7,371	5.66%	
Law, order and public safety		(329,310)	(275,420)	<b>(471,725)</b>	(196,305)	(71.27%)	▼
Health		(147,680)	(123,285)	<b>(92,271)</b>	31,014	25.16%	▲
Education and welfare		(525,166)	(439,390)	<b>(437,100)</b>	2,290	0.52%	
Housing		(104,833)	(92,251)	<b>(175,276)</b>	(83,025)	(90.00%)	▼
Community amenities		(608,104)	(516,597)	<b>(377,925)</b>	138,672	26.84%	▲
Recreation and culture		(1,199,837)	(1,022,183)	<b>(1,134,619)</b>	(112,436)	(11.00%)	▼
Transport		(2,818,393)	(2,347,747)	<b>(2,332,394)</b>	15,353	0.65%	
Economic services		(917,250)	(777,480)	<b>(644,318)</b>	133,162	17.13%	▲
Other property and services		(76,503)	(73,533)	<b>(146,714)</b>	(73,181)	(99.52%)	▼
		<b>(7,206,747)</b>	<b>(6,114,630)</b>	<b>(6,122,443)</b>	(7,813)		
Non-cash amounts excluded - from operating activities	1(a)	2,439,228	2,089,008	<b>2,823,635</b>	734,627	35.17%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,164,783</b>	<b>1,975,577</b>	810,794		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,626,408</b>	364,751	28.91%	▲
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)	(3,945,459)	<b>(2,829,818)</b>	1,115,641	28.28%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,566,555)</b>	<b>(1,123,592)</b>	1,442,963		
<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)	(147,548)	<b>(147,548)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(207,816)</b>	(207,069)	(27720.08%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>351,705</b>	<b>(355,364)</b>	(707,069)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>1,206,028</b>	<b>2,924,528</b>	1,718,500		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to 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 30 APRIL 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>2,827,684</b>	9,962	0.35%	
Operating grants, subsidies and contributions	12	2,017,461	1,710,743	<b>1,538,484</b>	(172,259)	(10.07%)	▼
Fees and charges		575,400	489,308	<b>468,659</b>	(20,649)	(4.22%)	
Interest earnings		15,550	13,010	<b>17,003</b>	3,993	30.69%	
Other revenue		174,912	146,290	<b>421,556</b>	275,266	188.16%	▲
Profit on disposal of assets	7	20,000	13,332	<b>999</b>	(12,333)	(92.51%)	▼
		<b>5,621,045</b>	<b>5,190,405</b>	<b>5,274,385</b>	83,980		
<b>Expenditure from operating activities</b>							
Employee costs		(2,911,948)	(2,449,098)	<b>(2,240,313)</b>	208,785	8.52%	
Materials and contracts		(940,613)	(808,496)	<b>(495,405)</b>	313,091	38.73%	▲
Utility charges		(291,501)	(278,274)	<b>(178,472)</b>	99,802	35.86%	▲
Depreciation on non-current assets		(2,491,169)	(2,075,980)	<b>(2,761,935)</b>	(685,955)	(33.04%)	▼
Interest expenses		(33,703)	(29,909)	<b>(19,160)</b>	10,749	35.94%	▲
Insurance expenses		(132,878)	(131,818)	<b>(161,128)</b>	(29,310)	(22.24%)	▼
Other expenditure		(365,395)	(314,695)	<b>(203,332)</b>	111,363	35.39%	▲
Loss on disposal of assets	7	(39,540)	(26,360)	<b>(62,699)</b>	(36,339)	(137.86%)	▼
		<b>(7,206,747)</b>	<b>(6,114,630)</b>	<b>(6,122,443)</b>	(7,813)		
Non-cash amounts excluded from operating activities							
	1(a)	2,439,228	2,089,008	<b>2,823,635</b>	734,627	35.17%	▲
<b>Amount attributable to operating activities</b>		<b>853,526</b>	<b>1,164,783</b>	<b>1,975,577</b>	810,794		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	1,261,657	1,261,657	<b>1,626,408</b>	364,751	28.91%	▲
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)	(3,945,459)	<b>(2,829,818)</b>	1,115,641	28.28%	▲
<b>Amount attributable to investing activities</b>		<b>(3,309,699)</b>	<b>(2,566,555)</b>	<b>(1,123,592)</b>	1,442,963		
<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)	(147,548)	<b>(147,548)</b>	0	0.00%	
Transfer to reserves	10	(8,365)	(747)	<b>(207,816)</b>	(207,069)	(27720.08%)	▼
<b>Amount attributable to financing activities</b>		<b>269,073</b>	<b>351,705</b>	<b>(355,364)</b>	(707,069)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>68,995</b>	<b>1,206,028</b>	<b>2,924,528</b>	1,718,500		

**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 30 APRIL 2021

## NATURE OR TYPE DESCRIPTIONS

### 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.

### 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 POLICES**

### **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)	(13,332)	(999)
Less: Movement in liabilities associated with restricted cash		7,599		
Add: Loss on asset disposals	7	(39,540)	26,360	62,699
Add: Depreciation on assets		2,491,169	2,075,980	2,761,935
<b>Total non-cash items excluded from operating activities</b>		<b>2,439,228</b>	<b>2,089,008</b>	<b>2,823,635</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 30 April 2020	Year to Date 30 April 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(2,991,355)	(2,403,744)	(3,199,171)
Add: Borrowings	9	175,267	241,080	27,719
Add: Provisions - employee	11	298,002	251,092	298,002
<b>Total adjustments to net current assets</b>		<b>(2,518,086)</b>	<b>(1,911,572)</b>	<b>(2,873,450)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	5,435,142	2,174,095	6,082,662
Rates receivables	3	61,408	108,269	52,388
Receivables	3	27,084	21,696	50,907
Other current assets	4	8,562	5,436	5,238
<b>Less: Current liabilities</b>				
Payables	5	(112,933)	(1,355)	(67,494)
Borrowings	9	(175,267)	(241,080)	(27,719)
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>(1,911,572)</b>	<b>(2,873,450)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,427,908</b>	<b>(95,602)</b>	<b>2,924,528</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 30 APRIL 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	69,967		69,967		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	2,813,223		2,813,223		Bank	0.05%	On Hand
Reserve Funds - Restricted Cash	Cash and cash equivalents	(0)	3,199,172	3,199,172		Bank	0.05%	On Call
<b>Total</b>		<b>2,883,490</b>	<b>3,199,172</b>	<b>6,082,662</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,883,490	3,199,172	6,082,662	0			
		<b>2,883,490</b>	<b>3,199,172</b>	<b>6,082,662</b>	<b>0</b>			

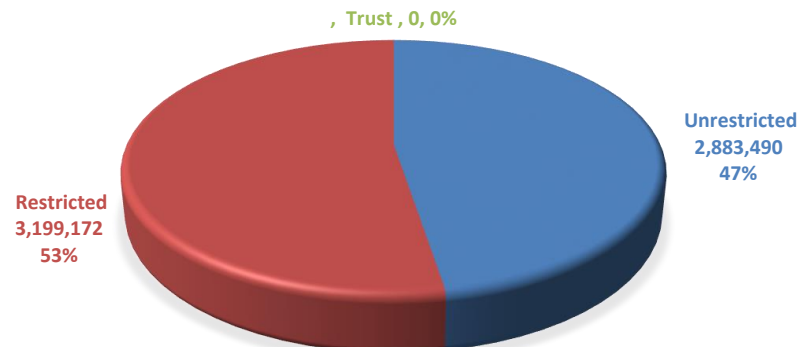
**KEY INFORMATION**

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 30 APRIL 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

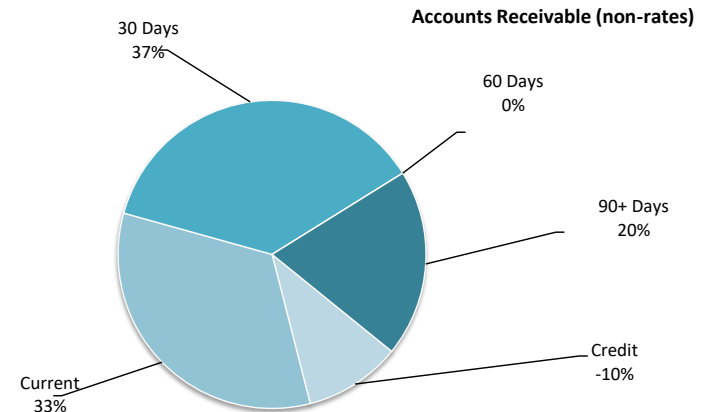
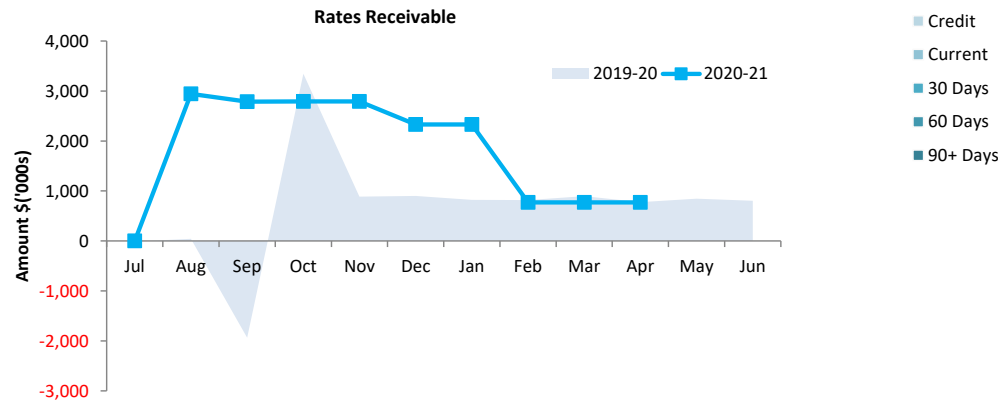
Rates receivable	30 June 2020	30 Apr 2021
	\$	\$
Opening arrears previous years	68,995	61,408
Levied this year		2,827,684
Less - collections to date	(7,587)	(2,836,704)
Equals current outstanding	<b>61,408</b>	<b>52,388</b>
<b>Net rates collectable</b>	<b>61,408</b>	<b>52,388</b>
% Collected	11%	98.2%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,305)	4,273	4,725	0	2,525	10,217
Percentage	(12.8%)	41.8%	46.2%	0%	24.7%	
<b>Balance per trial balance</b>						
Sundry receivable						7,046
<b>Total receivables general outstanding</b>						<b>50,907</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 30 April 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Stock on Hand	8,562		(3,324)	5,238
<b>Total other current assets</b>	<b>8,562</b>	<b>0</b>	<b>(3,324)</b>	<b>5,238</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.

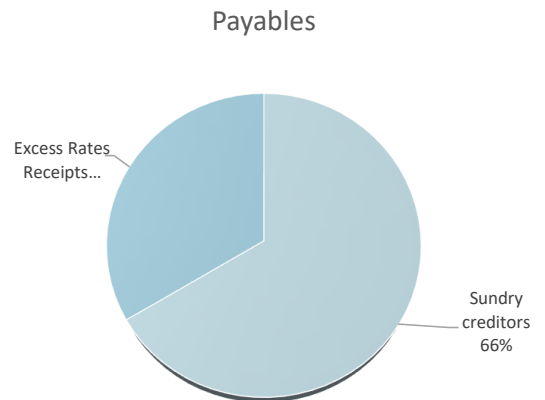
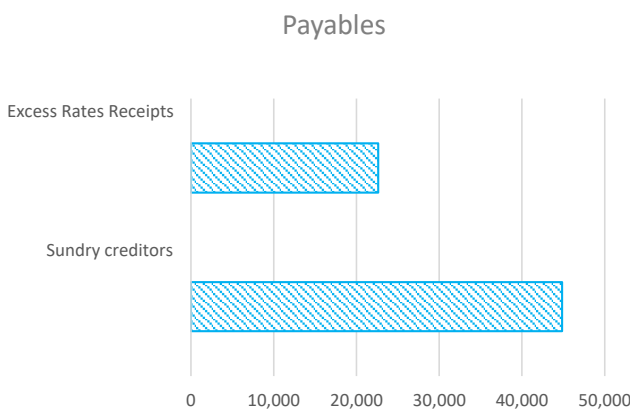
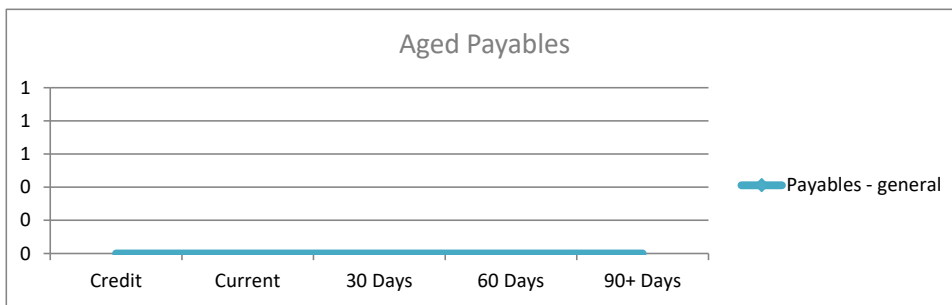
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						44,858
Excess Rates Receipts						22,636
<b>Total payables general outstanding</b>						<b>67,494</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.



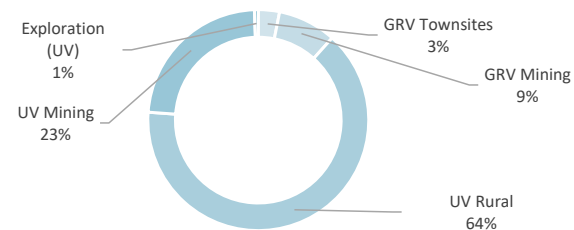
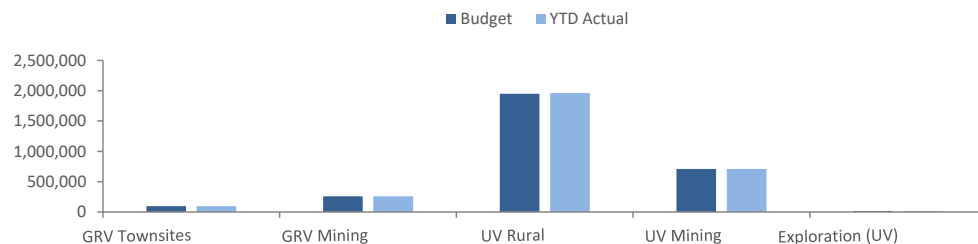
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

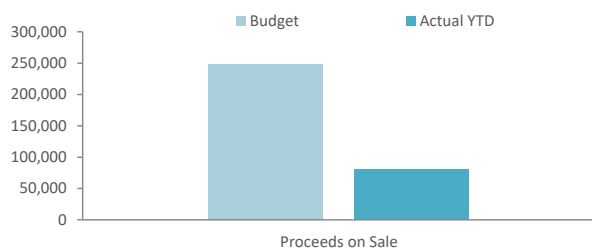
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Townsites	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	18,666		1,961,169
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>17,271</b>	<b>(93)</b>	<b>3,041,017</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>2,811,096</b>
Ex-gratia rates							13,000				16,589
<b>Total general rates</b>							<b>2,817,722</b>				<b>2,827,684</b>
<b>Total</b>							<b>2,817,722</b>				<b>2,827,684</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.



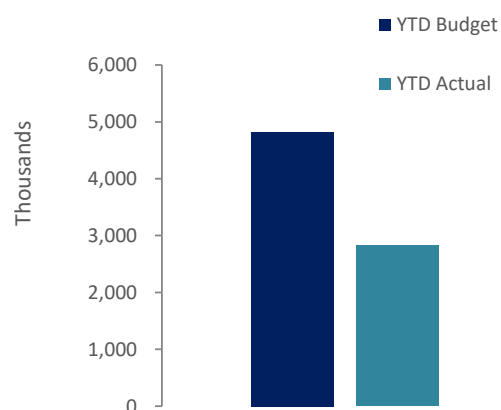
Asset Ref.	Asset description	Budget				YTD Actual				disposed ?
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)	
		\$	\$	\$	\$	\$	\$	\$	\$	
	<b>Plant and equipment</b>									N
	<b>Law, order, public safety</b>									N
	Isuzu Fire Utility			0	0	50,315	28,000	0	(22,315)	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>	



Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	465,360	403,040	53,136	(349,904)
Plant and equipment	531,000	400,750	873,516	472,766
Infrastructure - roads	2,528,347	2,610,816	1,715,317	(895,499)
Infrastructure - Parks & Ovals	72,521	72,521	0	(72,521)
Infrastructure - Other	1,221,756	458,332	187,849	(270,483)
<b>Payments for Capital Acquisitions</b>	<b>4,818,984</b>	<b>3,945,459</b>	<b>2,829,818</b>	<b>(1,115,641)</b>
<b>Total Capital Acquisitions</b>	<b>4,818,984</b>	<b>3,945,459</b>	<b>2,829,818</b>	<b>(1,115,641)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,261,657	1,261,657	1,626,408	364,751
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	2,066,555	1,123,592	(942,963)
<b>Capital funding total</b>	<b>4,818,984</b>	<b>3,945,459</b>	<b>2,829,818</b>	<b>(1,115,641)</b>

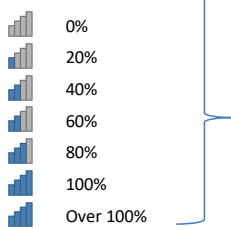
#### SIGNIFICANT ACCOUNTING POLICIES

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	45,664	0	(45,664)
	Community Amenities	Underground Power for Fowler Street	150,000	125,000	0	(125,000)
	Rec & Culture	PJ Sports Facility	72,521	72,521	0	(72,521)
	Rec & Culture	Perenjori Pavillion Building	302,860	252,380	0	(252,380)
	Transport	Plant & Equipment	521,000	390,750	873,516	482,766
	Transport	Road Equipment	10,000	10,000	0	(10,000)
	Transport	Road Construction	2,528,347	2,059,890	1,715,317	(344,573)
	Transport	Footpaths & Curbing	571,756	550,926	187,849	(363,077)
	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	333,332	0	(333,332)
			<b>4,818,984</b>	<b>3,945,459</b>	<b>2,829,818</b>	<b>(1,115,641)</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 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			12,672	25,644	39,734	26,762	1,280	2,160
Duplex Construction	101	59,452			14,400	29,145	45,052	30,307	1,010	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 Aquatic 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	147,548	222,562	377,371	802,357	19,160	33,703
<b>C/Fwd Balance</b>		524,919	0	500,000	147,548	222,562	377,371	802,357	19,160	33,703
<b>Total</b>		524,919	0	500,000	147,548	222,562	377,371	802,357	19,160	33,703
Current borrowings		222,562					27,719			
Non-current borrowings		302,357					349,652			
		524,919					377,371			

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	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 30 APRIL 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	280	21	280	0	0	84,288	84,295
Plant Replacement Reserve	568,395	1,705	1,925	142	1,894	0	0	570,242	570,289
Refuse Site Reserve	203,442	0	689	51	678	0	0	203,493	204,120
Swimming Pool Reserve	87,902	264	298	22	293	0	0	88,188	88,195
Road & Rehab Infrastructure Reserve	33,411	100	113	8	111	0	0	33,519	33,522
Housing Reserve	436,557	1,310	1,478	109	1,455	0	0	437,976	438,012
Mt Gibson Infrastructure Reserve	1,149,088	3,447	1,796	41	201,678	0	0	1,152,576	1,350,766
Tourism Accommodation Reserve	64,506	194	215	287	215	0	0	64,987	64,721
Water Reserve	163,533	491	554	16	545	0	0	164,040	164,078
IT Communications Reserve	200,506	602	679	50	668	0	0	201,158	201,174
	<b>2,991,355</b>	<b>8,365</b>	<b>8,027</b>	<b>747</b>	<b>207,816</b>	<b>0</b>	<b>0</b>	<b>3,000,467</b>	<b>3,199,171</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 30 April 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>		298,002	0	0	298,002
<b>Total other current assets</b>		<b>298,002</b>	<b>0</b>	<b>0</b>	<b>298,002</b>

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

###### Other long-term employee benefits

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 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 30 Apr 2021	Current Liability 30 Apr 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	483,351	427,600
Untied Road Grant				0		449,077	418,032	273,736
LR & CIP Funding				0		571,756	571,756	285,878
<b>Law, order, public safety</b>								
DFES Operating Grant				0		37,539	31,280	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>1,707,993</b>	<b>\$ 1 535 597</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>1,710,743</b>	<b>1,538,484</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 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 30 Apr 2021	Current Liability 30 Apr 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	465,940
	<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>1,626,408</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>1,626,408</b>

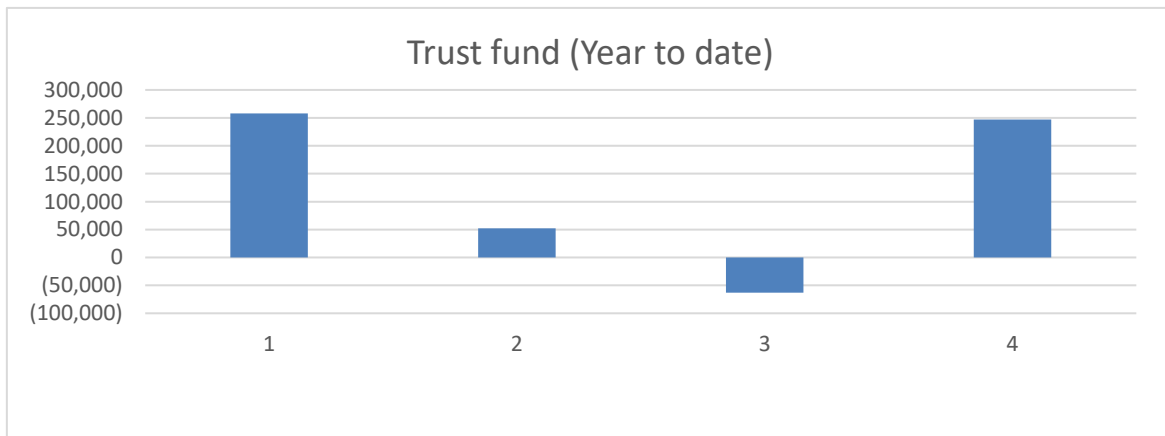
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2021**

**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 30 Apr 2021
Mt Gibson Public Benefit Fund	\$ 257,880	\$ 52,093	\$ (63,116)	\$ 246,857
	<b>257,880</b>	<b>52,093</b>	<b>(63,116)</b>	<b>246,857</b>

**KEY INFORMATION**



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 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
				0	2,115,494	(2,107,827)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 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	(476,414)	(32.23%)	▼ 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	(26,587)	(22.75%)	▼ Timing	DFES operating grant below budget YTD only 50% received to date
Education and welfare	126,621	247.07%	▲ Timing	Grant Income & PECC fees higher than budget YTD
Housing	25,486	24.51%	▲ Timing	Private housing rental income higher than budget YTD
Recreation and culture	196,498	1735.85%	▲ Timing	Mt Gibson funding was not budgeted due to mine closure however invoiced and paid on 04/01/2021
Economic services	(71,988)	(28.51%)	▼ Timing	Caravan Park village accommodation fees lower than budgeted YTD
Other property and services	(19,514)	(25.92%)	▼ Timing	Private works and mining income lower than budget YTD
<b>Expenditure from operating activities</b>				
Governance	129,272	40.83%	▲ Timing	Various member & admin costs are below YTD budget - budget higher than actual.
Law, order and public safety	(196,305)	(71.27%)	▼ Timing	Administration alloc, wild dog, CESM vehicle actual expenditure greater than budget YTD predictions
Health	31,014	25.16%	▲ Timing	Other health budget predictions higher than actual YTD expenditure
Housing	(83,025)	(90.00%)	▼ Timing	Housing maintenance & depreciation expenditure greater than budget predictions
Community amenities	138,672	26.84%	▲ Timing	YTD actuals on Transfer station & refuse also community development expenditure is down in comparasion to budget YTD
Recreation and culture	(112,436)	(11.00%)	▼ Timing	Minor equipment, parks & gardens & oval expenditure above budget predictions YTD
Economic services	133,162	17.13%	▲ Timing	Dams maint expenditure budget higher than actual expenditure YTD
Other property and services	(73,181)	(99.52%)	▼ Timing	Plant Op costs, personal & annual leave higher than budget YTD
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	364,751	28.91%	▲ 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	1,115,641	28.28%	▲ 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	(207,069)	(27720.08%)	▼ Timing	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 12.3 (a)

*Accounts for Payment  
31 March 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
431	03/03/2021	EFT GST - EFTPOS FEES WITH GST	EFTPOS fees with GST	M		118.70
431	03/03/2021	EFT GST - EFTPOS FEES WITH GST	EFTPOS fees with GST	M		60.14
EFT13903	10/03/2021	AUSTRALIA POST	Postage for the month of February 2021	M		218.94
EFT13904	10/03/2021	AVON WASTE	Waste Collection for the month of February 2021	M		2,095.68
EFT13905	10/03/2021	BUNNINGS WAREHOUSE	Caravan Park - Osram 11W 1000lm 230V BC warm white LED stick globes - 3 Pack	M		183.80
EFT13906	10/03/2021	BURGESS RAWSON (WA) PTY LTD	Toilets at Loading St Perenjori Lot RLY RES OPP School water usage from 21/12/2020 - 22/02/2021	M		1,422.77
EFT13907	10/03/2021	CANINE CONTROL	Ranger services for 18 February 2021	M		632.50
EFT13908	10/03/2021	DAVE WATSON CONTRACTING PTY LTD	Prune trees back to road verge on Perenjori Carnamah road from school to distance requested.	M		5,225.00
EFT13909	10/03/2021	DEPARTMENT OF ENVIRONMENT REGULATION	Latham tip - annual licence fee	M		1,948.80
EFT13910	10/03/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES PERTH	2020/21 ESL Quarter 3 in accordance with the Department of Fire and Emergency Services of WA Act 1998	M		10,987.20
EFT13911	10/03/2021	GERALDTON MOWER & REPAIR SPECIALIST	Alloy brush cutter head, brush cutter Honda 35cc	M		954.90
EFT13912	10/03/2021	GLASS CO CLEAR QUALITY	2 John Street - Part # 160 - door latch/lock	M		24.38
EFT13913	10/03/2021	HERRINGS COASTAL PLUMBING & GAS	Perenjori Caravan Park - water leak at fence of AV Units	M		826.34
EFT13914	10/03/2021	INDEPENDENT RURAL PTY LTD	Rapid set 20kg	M		959.49
EFT13915	10/03/2021	INDUSTRIAL AUTOMATION GROUP	2 Standpipe system fees 1 Jan 21 to 30 Jun 21, 1/2 Annual cloud server fees 1 Jan 21 to 30 Jun 21	M		949.85
EFT13916	10/03/2021	JMH MECHANICAL SERVICES	Masking tape, Loctite, retaining compound	M		369.37

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT13917	10/03/2021	JOHN MORRIS T/A CATUA LAKE	Hire of mini excavator to dig grave	M		550.00
EFT13918	10/03/2021	KINGS WA PTY LTD	Carnamah Perenjori Rd - semi watercart hire, Stan Cannon Road - semi watercart hire	M		12,402.50
EFT13919	10/03/2021	Kindyhub	Childcare Subscriptions the month	M		42.90
EFT13920	10/03/2021	MARKET CREATIONS	Managed Service Agreement	M		6,135.93
EFT13921	10/03/2021	MARKETFORCE	Advertising for staff	M		687.50
EFT13922	10/03/2021	MICK LUNDIE BITUTEK	Supply and deliver 6000lt CRS emulsion	M		6,600.00
EFT13923	10/03/2021	MODERN TEACHING AIDS	PECC resources	M		405.08
EFT13924	10/03/2021	MOORE AUSTRALIA (WA) PTY LTD	FBT & GST Training Zoom Meeting	M		1,815.00
EFT13925	10/03/2021	MORAWA IGA	Purchases made for Morawa IGA - February 2021	M		28.35
EFT13926	10/03/2021	PERENJORI HOTEL	18/02 - Restock of Councillor Fridge	M		192.00
EFT13927	10/03/2021	PERENJORI MEDICAL CENTRE	Medical for PECC employee	M		247.50
EFT13928	10/03/2021	PEST - A - KILL WA	Termite treatment including subterranean termite management system installation - 153 Livingstone St	M		1,380.00
EFT13929	10/03/2021	PROTECTOR FIRE SERVICES	6 Monthly service to portable fire equipment for Shire Buildings	M		3,133.19
EFT13930	10/03/2021	RICK RYAN	Reimbursement for lunches	M		31.83
EFT13931	10/03/2021	RJ & LJ KING	1 x 205lts 85W 140 Oil, 2 x 205lts Textran Oil, 2 x 20lts Havlin SW30 oil	M		4,727.80
EFT13932	10/03/2021	SETON AUSTRALIA	S0007 - Danger/ Open Pit sign - 225 x 300 Polypropylene	M		71.39

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT13933	10/03/2021	SHERRIN RENTALS	Dry hire of steel drum roller- 01/02/21- 28/02/21	M		4,400.00
EFT13934	10/03/2021	SPOTLIGHT PTY LTD	Pillows 2 pk x 5	M		69.00
EFT13935	10/03/2021	SUPAGAS	Yearly rental on 45kg bottled gas - 23 Hesford Street	M		148.10
EFT13936	10/03/2021	TELSTRA CORPORATION LIMITED	Telstra - 579 5333 000	M		3,942.99
EFT13937	10/03/2021	TOLL IPEC PTY LTD	15/02 - Freight - 1 x2kg - WINC	M		21.46
EFT13938	10/03/2021	TOTALLY WORKWEAR	Shirts for Administration Staff plus Shire logo	M		412.30
EFT13939	10/03/2021	WALLIS COMPUTER SOLUTIONS	ADSL internet 25g internet data allowance for March 2021	M		77.00
EFT13940	10/03/2021	WESTRAC PTY LTD	Supply and delivery of one Caterpillar 236D3 PP skid steer loader	M		58,300.00
EFT13941	10/03/2021	WINC AUSTRALIA PTY LIMITED	Black and White, Colour meter reading 18/01/2021 - 15/02/2021	M		499.21
EFT13942	10/03/2021	ZED ELECT	PECC and Playgroup - Installation of smoke alarm system	M		2,391.72
EFT13943	23/03/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	M		51.80
EFT13944	23/03/2021	BOC LIMITED	Container service for the period from 29.01.2021 - 25.02.2021	M		74.52
EFT13945	23/03/2021	BUNNINGS WAREHOUSE	Osram 11W 1000lm 230V Day Light LED stick BC Gloves - 3pk	M		28.35
EFT13946	23/03/2021	CLEANPAK SOLUTIONS	Plates, beer conical, swing top bottles	M		535.54
EFT13947	23/03/2021	COATES HIRE OPERATIONS PTY LTD	Plate compactor reversible 500kg diesel 25/01/21- 29/01/21	M		425.61
EFT13948	23/03/2021	GH COUNTRY COURIER	1 x Whipper snipper/1 carton	M		175.43
EFT13949	23/03/2021	HERRINGS COASTAL PLUMBING & GAS	ECO2 - Hot water system leaking- replace 315lt hot water unit with new 125 unit	M		1,979.60
EFT13950	23/03/2021	HITACHI	PJ1477 - Transmission Filler cap	M		140.83

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT13951	23/03/2021	INDEPENDENT RURAL PTY LTD	13mm x 25mm garden poly	M		57.50
EFT13952	23/03/2021	J'S HARDWARE & GIFTS	Purchases made from J's Hardware for the month of February 2021	M		920.05
EFT13953	23/03/2021	JMH MECHANICAL SERVICES	PJ1527 - battery	M		1,179.80
EFT13954	23/03/2021	JR & A HERSEY PTY LTD	Grease nipples, sunscreen, danger tape	M		1,211.43
EFT13955	23/03/2021	LEOPOLD CONTRACTING	Latham and Perenjori Fire Sheds - bedding sand for tank	M		1,800.78
EFT13956	23/03/2021	LISA CREEVY & MATT FURNESS	Rates refund for assessment A15007 Lot 162 England Crescent PERENJORI 6620	M		1,000.00
EFT13957	23/03/2021	LOIS JOY KING - For Bus refunds	Bus hire refund 12/03/2021	M		220.00
EFT13958	23/03/2021	MARIALAURA LONGO	Refund for PECC resources - notice board, groceries	M		51.08
EFT13959	23/03/2021	MIDWEST WINDSCREENS	Replace Windscreen - various vehicles	M		2,341.00
EFT13960	23/03/2021	MITCHELL & BROWN	Chef 60cm ceramic cooktop	M		448.00
EFT13961	23/03/2021	NATHALIA FERREIRA GUMARAES	Refund - First Aid Course	M		170.00
EFT13962	23/03/2021	ORBIT FITNESS SERVICE DEPARTMENT	On site service and safety audit of gym equipment	M		698.00
EFT13963	23/03/2021	REPCO AUTO PARTS	Oil Pump Kit	M		2,251.36
EFT13964	23/03/2021	RICK RYAN	Refund - lunches, frying pan for training	M		50.81
EFT13965	23/03/2021	RJ & LJ KING	1500PJ - Toyo A/T open country tyres LT245/70R16	M		1,573.00
EFT13966	23/03/2021	SHIRE OF MORAWA	Hire of street sweeper - 17/02/2021	M		1,487.50
EFT13967	23/03/2021	T-QUIP	PJ1599- belt	M		34.30

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT13968	23/03/2021	TOLL IPEC PTY LTD	Freight - 02/03 - 2 x 32kg - Interfire	M		21.18
EFT13969	23/03/2021	WAYNE SCHEGGIA	Refund - for car services on 04PJ and 01PJ	M		1,147.50
EFT13970	24/03/2021	MICK LUNDIE BITUTEK	Supply and spray various locations using Bituminous products	M		260,938.22
DD12990.1	02/03/2021	AWARE SUPER	Payroll deductions	M		8,602.23
DD12990.2	02/03/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		431.24
DD12990.3	02/03/2021	INTEGRA SUPER	Superannuation contributions	M		2,008.78
DD12990.4	02/03/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		687.49
DD12990.5	02/03/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,062.75
DD12990.6	02/03/2021	AUSTRALIAN SUPER	Superannuation contributions	M		1,106.75
DD12990.7	02/03/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		276.00
DD12990.8	02/03/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD12990.9	02/03/2021	HUB24 SUPERANNUATION	Superannuation contributions	M		248.78
DD12997.1	01/03/2021	WESTNET	Westnet billing for the month	M		253.85
DD13003.1	09/03/2021	WRIGHT EXPRESS FUEL	Card management fees for the month of February 2021	M		12.36
DD13004.1	10/03/2021	SYNERGY	Synergy Accounts	M		7,783.85
DD13016.1	16/03/2021	AWARE SUPER	Payroll deductions	M		7,553.22
DD13016.2	16/03/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		400.83

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD13016.3	16/03/2021	INTEGRA SUPER	Superannuation contributions	M		1,982.52
DD13016.4	16/03/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13016.5	16/03/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13016.6	16/03/2021	AUSTRALIAN SUPER	Superannuation contributions	M		1,145.19
DD13016.7	16/03/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		252.54
DD13016.8	16/03/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD13016.9	16/03/2021	HUB24 SUPERANNUATION	Superannuation contributions	M		248.78
DD13017.1	12/03/2021	WATER CORPORATION	Water Corporation	M		4,489.79
DD13018.1	15/03/2021	BANKWEST MASTERCARD	Credit Card Purchases from 23/01/2021 - 22/02/2021	M		7,822.96
			24/01 – JB HI-FI HDMI switch – CEO			49.95
			25/01 – Red Dot – Aussie hand wavers – Australia Day – CEO			2.00
			25/01 – Hagge & Phillipson – Bindoon Bakehouse – Catering Australia Day – CEO			102.00
			02/02 – Nespresso – Coffee Pods – EA			174.50
			02/02 – Department of Home Affairs – PECC Visa – EA			425.88
			02/02 – Department of Home Affairs – PECC Visa – EA			5201.82
			05/02 – Try Booking – MWCCI – Summit tickets and dinner – EA			1468.81
			17/02 – The Gerald Apartments Accommodation for Summit – EA			398.00
DD13019.1	15/03/2021	SG FLEET AUSTRALIA PTY LIMITED	Ford Ranger lease rental from 14/03/2021 - 13/04/2021	M		2,890.37
DD13020.1	11/03/2021	SYNERGY	Electricity usage from 21/01/2021 - 17/02/2021	M		2,374.05
DD13023.1	15/03/2021	REFUEL AUSTRALIA	Fuel Card Purchases for month of February 2021	M		12,871.77

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD13033.1	30/03/2021	AWARE SUPER	Payroll deductions	M		7,435.35
DD13033.2	30/03/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		385.83
DD13033.3	30/03/2021	INTEGRA SUPER	Superannuation contributions	M		1,287.31
DD13033.4	30/03/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13033.5	30/03/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13033.6	30/03/2021	AUSTRALIAN SUPER	Superannuation contributions	M		1,153.71
DD13033.7	30/03/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		276.61
DD13033.8	30/03/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD13033.9	30/03/2021	HUB24 SUPERANNUATION	Superannuation contributions	M		258.51
DD13037.1	18/03/2021	SYNERGY	Lot 51 Britt Street electricity usage from 12/12/2020 - 24/02/2021	M		180.84
DD13038.1	25/03/2021	SYNERGY	Street Lights x 116 electricity usage from 25/01/2021 - 24/02/2021	M		1,954.51
DD13039.1	29/03/2021	SYNERGY	Lot 202 Mullewa Wubin Rd - electricity usage from 11/12/2020 - 12/02/2021	M		121.51
DD13040.1	30/03/2021	SYNERGY	Synergy Other	M		784.91
DD13041.1	17/03/2021	WATER CORPORATION	Water Corp 17 March	M		4,875.94
DD13042.1	16/03/2021	WATER CORPORATION	Water Corp	M		15,606.81
DD13043.1	15/03/2021	BOQ FINANCE (AUST) LTD	Lease - Ricoh MPC6004exSP 012-0473494-000	M		156.83
DD13045.1	18/03/2021	SYNERGY	Synergy Accounts - 17/12/2020 - 17/02/2021	M		443.01



Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 31<sup>st</sup> March 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD13045.2	18/03/2021	WATER CORPORATION	Water usage for Rest Rooms at 27 Britt Latham, Garden at 2 Fowler St Lot OFF 91	M		79.87
DD13047.1	26/03/2021	AUSTRALIAN TAXATION OFFICE	BAS for the month of February 2021	M		7,783.00
DD13047.2	29/03/2021	AUSTRALIAN TAXATION OFFICE - FBT	Fringe Benefit Tax for the period 01 April 2020 - 31 March 2021	M		3,650.69
DD13049.1	18/03/2021	SYNERGY	Lot 11 Britt St Latham electricity usage from 17/12/2020 - 24/02/2021	M		159.84
DD12990.10	02/03/2021	HOST PLUS SUPER	Superannuation contributions	M		246.49
DD13016.10	16/03/2021	HOST PLUS SUPER	Superannuation contributions	M		205.41
DD13033.10	30/03/2021	HOST PLUS SUPER	Superannuation contributions	M		185.14
<b>Total payments for the month of March 2021</b>						<b>533,258.00</b>



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 12.4 (a)

*Accounts for Payment  
30 April 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
432	06/04/2021	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		285.08
432	06/04/2021	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	M		53.47
EFT13971	28/04/2021	AQUATIC SERVICES WA PTY LTD	Procal Feeder Assembly	M		514.80
EFT13972	28/04/2021	AUSTRALIA POST	Postage for the month of March 2021	M		146.32
EFT13973	28/04/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	M		77.70
EFT13974	28/04/2021	AVON WASTE	Waste services for the month of March 2021	M		2,095.68
EFT13975	28/04/2021	BLUEHILL COURIERS	1 x bag fittings - Think water, 2 x concrete headwalls - GNC	M		801.50
EFT13976	28/04/2021	BOC LIMITED	Container service from 26/02/2021 - 28/03/2021	M		82.50
EFT13977	28/04/2021	BRIAN BAXTER	Cr Travel Fees - Forum 11/03/2021	M		134.64
EFT13978	28/04/2021	BUNNINGS WAREHOUSE	Ryobi One+ 18V 5.0Ah Cordless Blower Kit	M		451.93
EFT13979	28/04/2021	BURGESS RAWSON (WA) PTY LTD	Rent - 01/04/2021 - 31/03/2022 Fowler Street, Management fee - 01/04/2021 - 31/03/2022 Fowler Street	M		255.66
EFT13980	28/04/2021	CANINE CONTROL	Ranger services for Wednesday 10th March 2021	M		1,897.50
EFT13981	28/04/2021	CARNAMAH ROADHOUSE	Fuel Purchases made - TC Serjora	M		2,331.53
EFT13982	28/04/2021	CARNAMAH TYRE SALES	Second hand 17.5R25 grader tyre, fitting + O-ring	M		220.00
EFT13983	28/04/2021	CHRISTOPHER ROBERT KING	Cr Travel Ordinary Council Meeting - Latham 18/03/2021	M		59.94
EFT13984	28/04/2021	CIVIC LEGAL	Landgate - Certificate of Title 2 Downer St	M		4,718.20
EFT13985	28/04/2021	CJD EQUIPMENT	Investigate Brake Pressure Fault	M		4,445.22
EFT13986	28/04/2021	CLEANPAK SOLUTIONS	Cleaning materials as required	M		623.38
EFT13987	28/04/2021	COLIN MURRICE BRYANT	Cr Travel Fees - Forum 11/03/2021	M		356.43

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT13988	28/04/2021	DANIEL KEVIN BRADFORD	Cr Travel Fees - Forum 11/03/2021	M		318.78
EFT13989	28/04/2021	GH COUNTRY COURIER	1 x carton - Bunnings Gero	M		31.90
EFT13990	28/04/2021	GLENN SCHOFIELD PAINTING	Repaint of 36 and 32 Livingstone Houses	M		26,840.00
EFT13991	28/04/2021	HERRINGS COASTAL PLUMBING & GAS	Decommission cold water machine at Depot	M		1,028.69
EFT13992	28/04/2021	INDEPENDENT RURAL PTY LTD	Acu - tech blueline poly 40mm PN12 150m	M		714.58
EFT13993	28/04/2021	J'S HARDWARE & GIFTS	Purchases made from J' Hardware and Gifts for the month of March 2021	M		470.70
EFT13994	28/04/2021	JOHN BATMAN GROUP	Commercial heat-set pillowcase white 48x73x20cm 155gsm, pillow protector zippered closure stain resistant 73cmx48cm, linx quilt cover set includes 2x pillowcases king 245x210cm sand, shipping	M		537.55
EFT13995	28/04/2021	JR & A HERSEY PTY LTD	Oversize flags	M		91.30
EFT13996	28/04/2021	JUDE Sutherland	Cr Travel Ordinary Council Meeting - Latham 18/03/2021	M		175.23
EFT13997	28/04/2021	KINGS WA PTY LTD	Semi water cart on Stan Cannon Rd - 02/03/2021 - 22/03/2021	M		15,427.50
EFT13998	28/04/2021	Kindyhub	Childcare Subscriptions for the year as per proposal ADM0544	M		42.90
EFT13999	28/04/2021	LESLIE DEREK HEPWORTH	Cr Travel fees - Special Council Meeting - 22/04/2021	M		63.78
EFT14000	28/04/2021	MARKET CREATIONS	Managed Service Agreement	M		6,474.70
EFT14001	28/04/2021	MARKETFORCE	Advertising - Manager Corporate and Community - The West Australian - 27/02/2021	M		1,627.62
EFT14002	28/04/2021	MODERN TEACHING AIDS	PECC resources	M		252.51
EFT14003	28/04/2021	O'BRIEN SMASH REPAIRS	Ford Ranger PX ii White solid paint	M		300.00
EFT14004	28/04/2021	O'Leary Waste Solutions	2 cartons of 13mm strapping tape (16 rolls)	M		739.20

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT14005	28/04/2021	OAKSTAR ASSET PTY LTD	Hire of dozer to push gravel pit - Tender panel 03/2018, topsoil removal, mob/demob	M		12,705.00
EFT14006	28/04/2021	OPTEON (MID WEST WA) PTY LTD	Carry out market valuation of Fowler street supermarket and residence	M		3,300.00
EFT14007	28/04/2021	PERENJORI COMMUNITY RESOURCE CENTRE	Support for the Community Christmas party Held 19 December 2020- M Romeo	M		900.98
EFT14008	28/04/2021	PERENJORI HOTEL	24/03 - re- stock of Council fridge	M		102.00
EFT14009	28/04/2021	PERENJORI ROADHOUSE	Purchase made from the Perenjori Roadhouse for the month of February	M		710.82
EFT14010	28/04/2021	PHILLIP ROBERT LOGUE	Midwest Wildflower meeting 25/02/2021	M		253.45
EFT14011	28/04/2021	REPCO AUTO PARTS	PJ1524- filter	M		437.30
EFT14012	28/04/2021	RJ & LJ KING	PJ1570 - 1x 205 R16 Kumho and 1 x wheel alignment	M		528.00
EFT14013	28/04/2021	ROB WHITE CONSULTING	Site measure and inspection, prelim drawings, estimated construction costs, Archives storage upgrade - Business Park	M		3,450.00
EFT14014	28/04/2021	SHERRIN RENTALS	Dry hire of steel drum vibratory roller 1/3/21- 31/3/21	M		4,840.00
EFT14015	28/04/2021	SIGMA CHEMICALS	Prime Express Ultra FN Flit Cleanse 20kg	M		485.10
EFT14016	28/04/2021	SUPAGAS	Yearly rental of 45kg gas fill	M		122.64
EFT14017	28/04/2021	TELSTRA CORPORATION LIMITED	Perenjori Volunteer bush Fire -- business line	M		55.00
EFT14018	28/04/2021	THE RETAIL RESOURCES COMPANY	Retail consultancy to establish business case/viability of potential supermarket/shop.	M		5,000.00
EFT14019	28/04/2021	THINK WATER GERALDTON	4" Foot Valve, 4" Male Camlock	M		164.70
EFT14020	28/04/2021	TOLL IPEC PTY LTD	Freight - 25/03/2021 - 26/03/2021	M		270.12
EFT14021	28/04/2021	TOTALLY WORKWEAR	Staff uniforms - Outside works crew	M		2,065.90
EFT14023	28/04/2021	WALLIS COMPUTER SOLUTIONS	UPS replacement - Medical Centre	M		1,073.16

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
EFT14024	28/04/2021	WCC Electrical & Air Conditioning.	1/137 Crossing – supply and install 2.5kW Mitsubishi split system	M		2,244.00
EFT14025	28/04/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Mandatory Online Training for Councillors 12 Month Subscription.	M		4,000.00
EFT14026	28/04/2021	WINC AUSTRALIA PTY LIMITED	HP LaserJet printer - Admin	M		3,155.97
EFT14027	28/04/2021	WINCHESTER INDUSTRIES	Supply and delivery of 7mm aggregate	M		3,041.50
EFT14028	28/04/2021	ZED ELECT	Replace LED panel and re tube other fittings - Admin HWS heat pump - CVP	M		1,186.68
EFT14030	29/04/2021	KOMATSU AUSTRALIA PTY LTD	Supply and delivery of one new Komatsu GD555_5 Motor Grader as per quotation 5015846001and RFT 04/2020	M		346,240.84
EFT14031	30/04/2021	MICK LUNDIE BITUTEK	Supply and spray using bituminous products	M		221,196.36
DD13036.1	13/04/2021	AWARE SUPER	Payroll deductions	M		7,421.65
DD13036.2	13/04/2021	INTEGRA SUPER	Superannuation contributions	M		1,293.85
DD13036.3	13/04/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13036.4	13/04/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13036.5	13/04/2021	AUSTRALIAN SUPER	Superannuation contributions	M		1,130.82
DD13036.6	13/04/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		198.51
DD13036.7	13/04/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30
DD13036.8	13/04/2021	HOST PLUS SUPER	Superannuation contributions	M		205.41
DD13036.9	13/04/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		400.83
DD13054.1	01/04/2021	WESTNET	WESTNET billing for the month of April 2021	M		285.85

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD13056.1	01/04/2021	ALLEASING PTY LTD	Lanier MPC5000 Photocopier Lease	M		884.27
DD13059.1	09/04/2021	SYNERGY	Lot 53X Crossing St - electricity usage from 18/02/2021 - 17/03/2021	M		2,732.30
DD13061.1	06/04/2021	SYNERGY	Crossing St - electricity usage from 11/12/2021 - 12/02/2021	M		1,245.24
DD13063.1	21/04/2021	WRIGHT EXPRESS FUEL	Card management fee for the month of April	M		11.16
DD13065.1	15/04/2021	SG FLEET AUSTRALIA PTY LIMITED	Ford Ranger, fuel charges and regional bull module	M		2,815.18
DD13065.2	15/04/2021	BOQ FINANCE (AUST) LTD	Ricoh MPC6004exSP	M		156.83
DD13067.1	10/04/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 100A Fixed Component – Aquatic Centre	M		22,250.51
DD13069.1	07/04/2021	TELSTRA CORPORATION LIMITED	Telstra - 579 5333 000	M		4,320.27
DD13072.1	14/04/2021	REFUEL AUSTRALIA	Fuel Card Purchases for month	M		18,984.85
DD13073.1	07/04/2021	TELSTRA CORPORATION LIMITED	Lot 74 Russell St - Internet and Data N9511924R to the 15th March 2021	M		50.00
DD13075.1	21/04/2021	SYNERGY	Fox St Latham - electricity usage from 16/12/2020 - 11/02/2021	M		231.41
DD13078.1	27/04/2021	AWARE SUPER	Payroll deductions	M		7,297.18
DD13078.2	27/04/2021	INTEGRA SUPER	Superannuation contributions	M		1,285.91
DD13078.3	27/04/2021	THE RL & JMA RYAN SUPERANNUATION FUND	Superannuation contributions	M		702.88
DD13078.4	27/04/2021	AMP SUPERANNUATION SAVINGS TRUST	Superannuation contributions	M		1,305.66
DD13078.5	27/04/2021	AUSTRALIAN SUPER	Superannuation contributions	M		1,158.11
DD13078.6	27/04/2021	REST INDUSTRY SUPERANNUATION	Superannuation contributions	M		185.49
DD13078.7	27/04/2021	BT SUPER FOR LIFE	Superannuation contributions	M		266.30

Shire of Perenjori  
Local Government Act 1995  
Accounts for Payment for Month Ended 30<sup>th</sup> April 2021

<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>INV Amount</b>	<b>Amount</b>
DD13078.8	27/04/2021	HOST PLUS SUPER	Superannuation contributions	M		205.41
DD13078.9	27/04/2021	PRIME SUPER PTY LTD	Superannuation contributions	M		400.83
DD13085.1	22/04/2021	SYNERGY	Street Lights - electricity usage from 25/02/2021 - 24/04/2021	M		1,765.37
DD13091.1	22/04/2021	AUSTRALIAN TAXATION OFFICE	Bas for the month of March 2021	M		50,399.00
DD13105.1	13/04/2021	BANKWEST MASTERCARD	Corporate Credit card purchases from 23/02/2021 - 24/03/2021	M		879.55
			23/02 – Try Booking MWCCI – credit			-96.35
			23/02 – Department of Communities – PECC annual fee – AO			239.90
			26/02 – Ocean Centre Hotel – CEO zone meeting with LGIS – EA			188.00
			14/03 – Kmart – 5 x Anko touch lamps – Head Cleaner			125.00
			16/03 – Woolworths online – PECC			254.00
			19/03 – Harvey Norman – 6L Breville Urn – Head Cleaner			169.00
			<b>Total Payments for April 2021</b>			<b>\$824,963.41</b>





Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.4 (a)

*Copy of Received Application  
Proposed Tree Farm*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

22 March 2021

Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
Perenjori, WA 6620

By email: [reception@perenjori.wa.gov.au](mailto:reception@perenjori.wa.gov.au)

**Re: Planning approval for biodiverse plantings at Red Plains for woodland restoration and carbon sequestration**

Dear Sir/Madam,

Please find attached the completed Planning Application for Shire approval of biodiverse plantings at 1072 North Rd, Bowgada ('Red Plains').

Carbon Neutral Pty Ltd and its affiliated entity, Auscarbon Pty Ltd, have been carrying out revegetation works in the Yarra Yarra catchment for eleven years, developing techniques for revegetation of land which is now considered marginal for agriculture within the region.

Carbon Neutral has purchased Red Plains, a property of four adjoining lots totalling 809 ha, which has most recently been used for livestock grazing.

It is proposed that the majority of the cleared area on the site will be planted with a mix of the endemic species in the winter of 2021. The whole property will be managed for biodiversity enhancement and woodland restoration. The income for these activities comes through markets Carbon Neutral has developed for carbon credits generated by the plantings.

As well as the Planning Application, I have attached a Management Plan for the property. This covers establishment and management, a map of the proposed plantings, and a proposed fire management plan. The plan has been compiled with reference to the Code of Practice for Timber Plantations and the DFES Guidelines for Plantation Fire Protection.

We would appreciate your reply at your earliest convenience.

Please don't hesitate to contact me if there are any issues or queries with our application.

Yours sincerely,



Ray Wilson,  
Chief Executive Officer

0423 519 006

Management Plan for biodiverse plantings at  
“Red Plains”  
for woodland restoration and carbon sequestration

Cnr North Rd and Bestry Rd,  
Bowgada  
Shire of Perenjori

6 March 2021



## Table of Contents

1.	Key reference details .....	4
2.	Project and Objectives .....	5
	Background .....	5
	Commercial Objective .....	5
	Natural Resource Management Objective.....	5
	Community Objective .....	5
3.	Relevant codes of practice .....	5
4.	Site features .....	6
5.	Restoration plan overview .....	6
	Reference plan and goals.....	6
	Establishment silviculture .....	6
	Species to be established.....	7
	Timeline of reforestation activities .....	8
6.	Establishment and maintenance plan.....	8
	Cultural heritage sites .....	8
	Buffer zones .....	8
	Planting layout .....	8
	Ground preparation plan .....	8
	Management of competitive plant species during establishment phase.....	9
	Existing recent regrowth.....	9
	Remnant vegetation .....	10
	Planting of seedlings .....	10
	Nutrition.....	10
	Insect management .....	10
	Disease .....	10
	Survival assessment and replanting.....	10
7.	Harvest of forest products .....	10
8.	On-going management .....	10
	Monitoring .....	11
	Grazing .....	11
	Patchwork burning.....	11
	Feral animal control .....	11
	Fire management.....	11
9.	Fire management plan .....	12
	Aim .....	12
	Contact details .....	12

Significant infrastructure ..... 13

Fire appliances and availability ..... 13

Water points ..... 13

Fire maps ..... 13

Vehicle access and firebreak construction ..... 13

Firebreak maintenance ..... 14

Power transmission lines ..... 14

Potential ignition sources and measures to reduce hazards ..... 14

Fire detection, reporting and initial response ..... 14

10. Appendix 1: Preliminary proposed reforestation map ..... 15



## 1. Key reference details

### **Land**

Formerly known as “Green’s”, “Scotties”, and “Red Plains”

1072 North Rd

Locality of Bowgada

Shire of Perenjori

Lot 4757 on DP232555,

Lot 4758 on DP232555,

Lot 7487 on DP232555,

Lot 7374 on DP232555

Total land area 809.9 ha,

Map is shown at Appendix 1

### **Land owner**

Carbon Neutral Pty Ltd

Suite G.01, 525 Stirling Highway

COTTESLOE WA 6011

Contact: Ray Wilson, CEO

[Ray.wilson@carbonneutral.com.au](mailto:Ray.wilson@carbonneutral.com.au)

T: 9200 4253

M: 0423 519 006

### **Management Plan prepared by**

Dr Dan Wildy

Woodland Services & Consulting

2206 Boyup Brook Nth Rd, Boyup Brook, WA, 6244

[danwildy@gmail.com](mailto:danwildy@gmail.com)

M: 0458 011 599

## 2. Project and Objectives

### Background

Carbon Neutral specialises in restoration of degraded farmland in the northern wheatbelt.

**Restoration** of species-rich woodland and shrubland is a long-term process that consists of

- initial agreement of aims and processes,
- planning and organisation,
- **reforestation** activities consisting of site works and establishment, and
- enabling natural processes to continue through time, with ongoing management to control threats and damaging factors.

Carbon Neutral has been carrying out reforestation activities continually since 2009, continuing to improve and customise restoration and reforestation across the northern wheatbelt with each season.

The management of the Red Plains property by Carbon Neutral has the following objectives:

### Commercial Objective

*To establish and maintain a mixed-species woodland based on the original pre-European vegetation at the site, for the purposes of long-term carbon sequestration and permanent biodiversity restoration. While the woodland is to be retained in perpetuity and will not be cleared or harvested, there is scope for harvest of forest products, including fruits, nuts, sandalwood timber, and honey.*

### Natural Resource Management Objective

*To establish woodland vegetation that is self-sustaining, self-regenerating and adaptable through time. The restoration of woodland on the site will improve biodiversity values on the site and in the local area. It will provide habitat for flora and fauna, sequester and store carbon dioxide from the atmosphere, rejuvenate soil structure, increase soil organic matter, reduce current soil erosion, reduce water recharge to saline groundwater aquifers, and provide wind protection and forest cover to the nearby remnant vegetation.*

### Community Objective

*To carry out reforestation and on-going management operations, engaging with people from the area, and improving the landscape values within the Bowgada area. To enhance the natural aesthetics of the landscape which draws tourists to the Shire. To provide an ongoing source of native forest products such as fruits, nuts, sandalwood timber and honey. To adhere to good neighbourly practices, carry out responsible fire risk mitigation, engaging experienced local contractors and suppliers, and carry out operations in accordance with all the respective legal, environmental and social obligations required in the State of Western Australia.*

## 3. Relevant codes of practice

In addition to the laws of Western Australia, the following are relevant:

- Code of Practice for Timber Plantations in Western Australia (Forest Industries Federation (WA) Inc., 2014)
- Guidelines for Plantation Fire Protection (FESA, 2011)
- Code of Practice for the use of Agricultural Chemicals in Western Australia (2005, Agriculture Western Australia).

Furthermore, plantation operations will be conducted with the requirement to abide by relevant safety standards, and only experienced and professional contractors will be engaged.

## 4. Site features

**Topography:** Gently undulating, with lateritic capped hills standing above the surrounding plains. Natural drainage is to the southwest, and eventually into the Yarra Yarra lake system.

**Soil description:** A range of soils from heavy red clay-based soils on the valley floor to red gravels higher up the valleys, and rocky clay-based soils higher in the landscape.

The farm appears degraded and has not been cropped for many years. Internal fences are non-functional. No water points are currently operational. It has been used for light grazing with sheep most recently.

Original vegetation is likely to have been dominated by *Eucalyptus*, *Melaleuca*, *Allocasuarina* and *Acacia* species. Remnant *Eucalyptus loxophleba* subsp. *supralaevis*, *Acacia acuminata* and *Melaleuca nematophylla* are prevalent among remaining vegetation.

## 5. Restoration plan overview

### Reference plan and goals

A final restoration plan will be completed prior to establishment commencing, after further site assessment and consultation. This will reference and describe a target site condition, which will likely be based on natural occurrence of species on similar soils nearby. This will likely involve York Gum, Salmon Gum, *Acacia*, *Melaleuca* and *Allocasuarina*-dominated vegetation types.

The plan will address factors such as structural diversity, external exchanges, and ecosystem functionality.

The plan will then detail the short and long term activities required to achieve the restoration goals. This will include cessation of detrimental factors (grazing by hooved animals, water erosion, rabbit activity), and activities such as ongoing management, fire risk suppression. Forest establishment activities will be focussed on larger shrubs and trees initially, allowing time and natural vectors to add further species to the mix.

### Establishment silviculture

Silviculture is the term given to the strategies used in the establishment and management of a forest – this is just one component of the full restoration plan.

Basic elements of establishment silviculture used on Carbon Neutral reforestation sites are (i) species selection, (ii) ground cultivation techniques, (iii) water harvesting techniques i.e. V-shaped planting lines are always used to accumulate rainfall, (iv) timing of operations (discussed separately below), (v) competitive vegetation management approaches, (vi) techniques to deal with site-specific issues, and (vii) other parameters or goals that affect the design of the establishment systems for the reforestation.



For mixed species reforestation, direct seeding is often used for the establishment of species which have a life cycle which is geared towards regeneration by seed (seed usually abundant, and germinates reliably). Conversely, many long-lived species do not regenerate by seed easily, or would require larger amounts of seed than is readily available, and these are grown in nurseries and planted as seedlings. This usually includes larger overstorey eucalypt and melaleucas in southern Western Australia. For this reason, both direct seeding and seedling establishment are used by Carbon Neutral.



It is likely that two to three ecological communities will be established on the site, based on mapping of landforms and soils. There will be significant overlap in the species selected for each community due to the fact that distinct delineations do not occur in the natural world. Carbon Neutral restoration plans typically involve the use of natural processes over time, such as the use of natural thinning for the most ideal and well-suited species to eventually dominate in the variety of micro-sites within the restoration area.

It is noted that silviculture plans typically change with new developments and seasonal conditions, and the details of plans in this document are likely to be subject to minor change even after final drafting.

### Species to be established

The 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 overstory species which create the overstory of the forest environment.

The following list of species is an example only at this stage, being based on a similar site established in 2020. The final proposed list will be developed as part of the final restoration plan. It will also include some useful food and timber plants such as Quandong (*Santalum acuminatum*), Australian Sandalwood (*S. spicatum*).

- Example of list of species to be established as seedlings

*Allocasuarina acutivalvis*<sup>1</sup>  
*A. dielsiana*  
*Calothamnus gilesii*  
*Eucalyptus ebbanoensis*  
*E. ewartiana*  
*E. kochii* subsp. *borealis*  
*E. leptopoda*  
*E. loxophleba* subsp. *loxophleba*  
*E. loxophleba* subsp. *supralaevis*  
*E. salmonophloia*  
*E. salubris*  
*E. subangusta*  
*Melaleuca atroviridis*  
*M. conothamnoides*  
*M. cordata*  
*M. eleuterostachya*  
*M. nematophylla*

Example list of species to be established by direct seeding:

*Acacia acuminata burkittii*  
*A. acuminata narrow phyllode*  
*A. anthocharea*  
*A. brumalis*  
*A. coolgardiensis*  
*A. daphnifolia*  
*A. hemeteles*  
*A. microbotrya*



<sup>1</sup> NOTE: These lists are examples from a Carbon Neutral planting site in the Shire of Morawa in 2020. The actual list for the current project will be selected for the site after further assessment.

*A. murryana*  
*A. ramulosa*  
*A. saligna*  
*A. sclerosperma*  
*A. victoriae*  
*Atriplex amnicola*  
*A. isatidea*  
*A. nummularia*  
*Senna artemisoides subsp. petiolaris*  
*S. charlesiana*  
*S. pleurocarpa*

## Timeline of reforestation activities

Proposed establishment years: 2021 and 2022

Timing is of critical importance to successful outcomes in establishment activities. Carbon Neutral is accustomed to working with the critical timelines of reforestation projects each year. Note that any consultation processes will have season-imposed deadlines on them, so that Carbon Neutral can make decisions and allow the project to stay on track and meet the ultimate deadline of establishment with ideal site conditions.

Mar 2021	Final restoration planning, final silvicultural design. Organisation of resources and personnel Site mark out, deep ripping if required. Sheep removed.
Apr/May 2021	Pre-establishment organisation.
Jun/Jul 2021	Site cultivation (light scalping and light ripping) including direct seeding. Seedling planting immediately following significant rain. Possible watering of seedlings in some areas. (Herbicide unlikely to be required)
Aug/Sep 2021	Monitoring and infill as required
Oct/Nov 2021	Monitoring for insect impact, follow up spraying (unlikely)
2022	Repeat of above for infill or remaining unplanted areas.

## 6. Establishment and maintenance plan

### Cultural heritage sites

A survey of known Indigenous or European cultural or heritage sites will be carried out on the proposed reforestation area, and the results included in future management planning. This will include database searches and further checking with local indigenous elders who we are in contact with. Currently there are some known European cultural sites in the form of rusting vintage farm machinery which will be left undisturbed.

### Buffer zones

Given that there are no defined watercourses on the property, buffers for operations away from watercourses (typical in higher rainfall areas) are not applicable. However, operations will be sensitive to existing erosion channels and aim to capture water higher in the landscape with the aim of allowing these channels to slowly revegetate.

### Planting layout

An indicative layout of the area to be planted is shown in Appendix 1. Block sizes will be less than 100 ha in size and are typically 10–40 ha due to the natural features of the land.

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.

### Ground preparation plan

Building on recent reforestation activities in the region, two systems are likely to be used across the site.

- Lines created with a V-shear and small ripper (e.g. Chatfield tree planter), which can contain direct seeded species as well as seedlings which have been raised in a nursery (see Figure below). Direct seeding lines are designed to create an even and controlled seed bed for accurate seed placement and minimal further burial, with a water-harvesting ‘V’ profile.
- Seedling-only lines which are deep ripped, rolled to have clods broken, and formed to create water-accumulating shapes ahead of the winter rains using Chatfield tree planter or Grader. The aim is for a rough surface along the bottom of the V shape that will allow natural puddling after rainfall – these receive disproportionately more water than the rest of the site, to allow survival through the summer and are the micro-sites that are planted.
- The two are likely to be employed separately across the site depending on soil type. The figure below shows both adjacent to each other.
- 



#### Management of competitive plant species during establishment phase

Native perennial species, i.e. the plants being established as part of the establishment phase, are usually slower growing in the first year than winter-active annual pasture species, and can be choked out and killed in the first spring by moisture competition from more these aggressive annual species.

During establishment operations, Carbon Neutral typically uses light topsoil scalping to remove competitive annual species from near the establishing woodland species in the first year. Herbicide is rarely considered for use, but if necessary will be used according to label requirements.

After establishment, a ground cover of mixed pasture species (“weeds”) between planting rows is beneficial in providing a micro-climate for establishing trees over the summer months, including protection from wind events. The subsequent build up of dead weed material promotes soil biological processes and water infiltration following any rain.

#### Existing recent regrowth

The presence of existing regrowth in some areas on the site can be detrimental to establishing seedlings, since the perennial plants are very effective at depleting soil moisture levels in the soil which would otherwise be relied on by the newly established seedlings for survival during the first summer.

The intention is not to clear existing young regrowth vegetation but work around it. Areas with heavy regrowth may receive supplementary infilling with additional species.

#### Remnant vegetation

Remnant vegetation on the property will not be disturbed or cleared. Adjacent new plantings of similar species will enhance the longevity of the existing remnant vegetation.

#### Planting of seedlings

Seedlings will be planted on approximately 6m spacing in winter months at a stocking rate of around 250 stems per hectare by hand.

Seedling quality is one of the critical factors affecting the likelihood of success. Seedlings will be sourced from experienced nurseries with a proven track record operating in regional WA.

#### Nutrition

Soil testing will be used to gain knowledge on site mineral levels and salinity levels. Small amounts of conventional fertilizer, slow release fertilizer, or carbon-rich compost material may be added during the ground preparation phase as a result of this testing.

#### Insect management

Monitoring in the months following the establishment is critical to identify issues that can be altered by management practices.

In the unlikely event that monitoring and assessment indicates that foliar application of pesticides are required, these will be through ground based application by authorised providers at label rates.

#### Disease

Diseases in plantation trees will be monitored at routine plantation inspections, and if control measures are required they will be in line with current industry practices.

#### Survival assessment and replanting

As well as ongoing monitoring, plantings will be surveyed for survival approximately 8 months following planting. This will identify any infill and replanting that will be required to be carried out to ensure that Carbon Neutral and customer expectations are met. Replanting in 2022 would involve the repeat implementation of many of the steps described for the establishment in 2021.

## 7. Harvest of forest products

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.

## 8. On-going management

A critical component of restoring natural woodlands is setting up systems to enable natural processes to continue through time. This involves aspects such as ongoing monitoring, ensuring that cloven-hooved animals (goats and sheep) are able to be effectively excluded, cool burning can be considered, rabbits, foxes and feral cats can be controlled, and fire risk management can be carried out as required.

## Monitoring

Regular monitoring of the property and the plantings will be carried out, with emphasis on frequent checks through the early establishment phase, and in the lead up to and during the fire season. This includes general property inspections as well as forest health surveys.

## Grazing

Grazing (agistment) has been used in the past for controlling fire risk in plantations, but long-term observations by Carbon Neutral, and experience in the rangelands of the Murchison, have increasingly shown the negative influence of sheep on long-term woodland health.

Particularly on heavier country such as at Red Plains, soil can be packed hard by hard-hooved sheep, causing run off rather than infiltration after rain. New germinating native species can be eaten before they can establish. Changes occur gradually so can't be noticed, but long-term exclusion observations show dramatic differences in biodiversity values and restoration success between long-ungrazed and grazed woodlands.

Short intensity and highly controlled grazing may be used as a tool for fire risk management.

## Patchwork burning

While difficult to operationalise, the long-established practice of patch-work low-intensity burning can be beneficial to the goals of the woodland restoration, once established seedlings have grown to a size to withstand the impact of low intensity fire. This practice reduces build-up of fuel loads to dangerous levels and stimulates germination of some species. Small patchwork burning giving a mosaic effect across the site enhances the diversity of habitats and ecosystems within the restoration area. Cool season burning will likely feature as an aspiration in the restoration plan.

## Feral animal control

Feral animal control (foxes, rabbits) will be carried out as required by law.

## Fire management

Fire management is addressed separately below.



## 9. Fire management plan

### Aim

The aim of the fire management plan is to create a documented reference point for fire management of the Red Plains property.

This section should be used primarily by Carbon Neutral Pty Ltd to manage fire risks on the properties.

The plan should be reviewed and updated periodically as contact details may change, and goals of land use and approaches to fire management may be updated from time to time.

Reference documents are the Shire of Perenjori Firebreak Notice 2020/21, Guidelines for Plantation Fire Protection (2011) and the Code of Practice for Timber Plantations in Western Australia (2014).

### Contact details

#### *Owner*

Carbon Neutral Pty Ltd  
Suite G.01, 525 Stirling Highway  
COTTESLOE WA 6011

#### Contacts:

#### *Chief Executive Officer*

Ray Wilson  
[ray.wilson@carbonneutral.com.au](mailto:ray.wilson@carbonneutral.com.au)  
T: 9200 4253  
M: 0423 519 006

#### *Operations manager*

Richard Wilson, operations manager  
Fabling Rd, Canna  
[operations@auscarbongroup.com.au](mailto:operations@auscarbongroup.com.au)  
M: 0457 379 977

#### *Forester*

Dr Dan Wildy  
Woodland Services & Consulting  
2206 Boyup Brook Nth Rd, Boyup Brook, WA, 6244  
[danwildy@gmail.com](mailto:danwildy@gmail.com)  
M: 0458 011 599

Dan Wildy is a bush fire brigade member in the Shire of Boyup Brook, call sign 'McAlinden 4'. Fast attack unit maintained.

#### *Fire contact details (current as of 2020/2021 fire season)*

Perenjori CFCO 9973 1137 (Phil Page)  
Deputy CFCO 0427 731 004 (Shire CEO)  
Community Emergency Services Manager  
0417 697 896 / 0438 277 582 (Rick Ryan)  
DFES Fire Emergency 000

DFES Emergency Information Line 133 337  
DFES Geraldton 9956 6000

#### *Neighbour contact details*

North: Pete and Mick Bestry 9971 4036 (Mob required)  
West: Barry McGlew 0428 731 097  
East: Adam Leopold 0429 051 969  
South: Ric Sutherland 0428 731 160  
South East: George Stratton 0429 397 046

#### *Earth moving machinery nearby*

Adam Leopold 0429 051 969: Loader, Grader, Excavator  
Barry McGlew 0428 731 097: Dozer, Grader

#### Significant infrastructure

On the property: Shearing shed, powerlines, water tanks

Within 200m of the property: Adam Leopold's house and sheds near the North East corner of the property

#### Fire appliances and availability

No appliances will be immediately available on the property. Carbon Neutral maintains a slip on fire unit at Canna where manager, Richard Wilson, lives.

#### Water points

Fire water 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 (Appendix 1). 50,000L will be kept on hand with the exception of the winter months (Jun-Aug). Tanks will be plumbed to existing bores on the property.

Water points will be signposted at strategic points within the plantation.

#### Fire maps

An updated fire map, showing access points, tracks, water points, hazards and plantation layout will be produced once the plantation has been established. Maps will be placed in a brightly painted cylinder ('map tube') at the main access point into the plantation.

Key details that will appear on the final fire map are currently shown on the Proposed Reforestation Map (Appendix 1) which includes details of access tracks, setbacks from powerlines, and boundary fire breaks.

#### Vehicle access and firebreak construction

Plantation access design has been carried out with reference to the FESA Guidelines for Plantation Fire Protection.

The following approach is planned:

- \* Proposed tracks will make use of existing tracks where these are usefully positioned, or establishes new tracks to minimise potential for long term erosion issues on the site where possible. Proposed internal tracks are shown on the map in Appendix 1
- \* Additional access is in the form of boundary firebreaks and access around the perimeters of the planting areas. Set backs for powerlines form an additional network of access with the exception of particularly rough or steep areas that are traversed by the powerlines.
- \* Planting set backs from powerlines to be 7m either side of centre line.

\* Firebreaks on property external boundary of 10m width to be maintained as bare earth, with erosion control drains also implemented where slopes occur.

\* Due to the sparse volunteer annual plant growth on the land, it is proposed that the network of internal tracks are maintained accessible, min 6 m wide and free of tall woody vegetation, but not cultivated or sprayed annually to bare-earth standard. This will avoid ongoing erosion issues.

#### Firebreak maintenance

Firebreak maintenance requirements will be periodically assessed through the fire season, with the aim of maintaining them to specifications of the Shire of Bridgetown-Greenbushes 2019/2020 Firebreak and Fuel Hazard Reduction Notice during the fire season.

Firebreaks will be maintained primarily through the use of herbicides at label rates, or via mechanical cultivation.

Where bare earth firebreaks may increase the risk of erosion, cut-off drains will be constructed to slow surface water movement and re-direct water into tree rows.

#### Power transmission lines

Plantings will be set back from powerlines at least 7m on either side. These often act as additional access throughout the plantation and are shown on the Proposed Reforestation Map (Appendix 1).

Like internal access tracks, due to the sparse volunteer annual plant growth on the land and the erosion issues at the site, powerlines will be maintained accessible, min 6 m wide and free of tall woody vegetation, but not cultivated or sprayed annually to bare-earth standard.

#### Potential ignition sources and measures to reduce hazards

Potential ignition sources are

- Lightning
- Vehicles/machinery on the properties
- Powerline faults
- Fires from activities on the properties such as welding/angle grinding
- Neighbouring fires such as hop-overs from stubble burns

Measures to reduce fire hazard on Carbon Neutral land include

- Restricting access to unwanted traffic
  - Implementing a policy of closing boundary gates even when there are no livestock present.
- Possible use of periodic grazing with sheep so that livestock trample and eat grassy weeds
- Maintaining bare areas around the buildings through use of herbicide in winter

#### Fire detection, reporting and initial response

Fire detection traditionally relies on all people in the area (neighbours, Carbon Neutral personnel, etc) being vigilant for smoke.

At the first sign of smoke, the Perenjori bush fire brigade should be immediately contacted. Several numbers are available to be called (contact details above).

An alternative is to contact 000.

Initial response and attack of fires will be through the local bush fire brigade network due to the fact that speed of response is a significant factor in suppression of fires. Carbon Neutral resources would be useful in the event of larger fire, or for mop up and fire ground monitoring.



# Red Plains Proposed reforestation map

Carbon Neutral Pty Ltd  
North & Bestry Rds  
Bowgada  
Shire of Perenjori

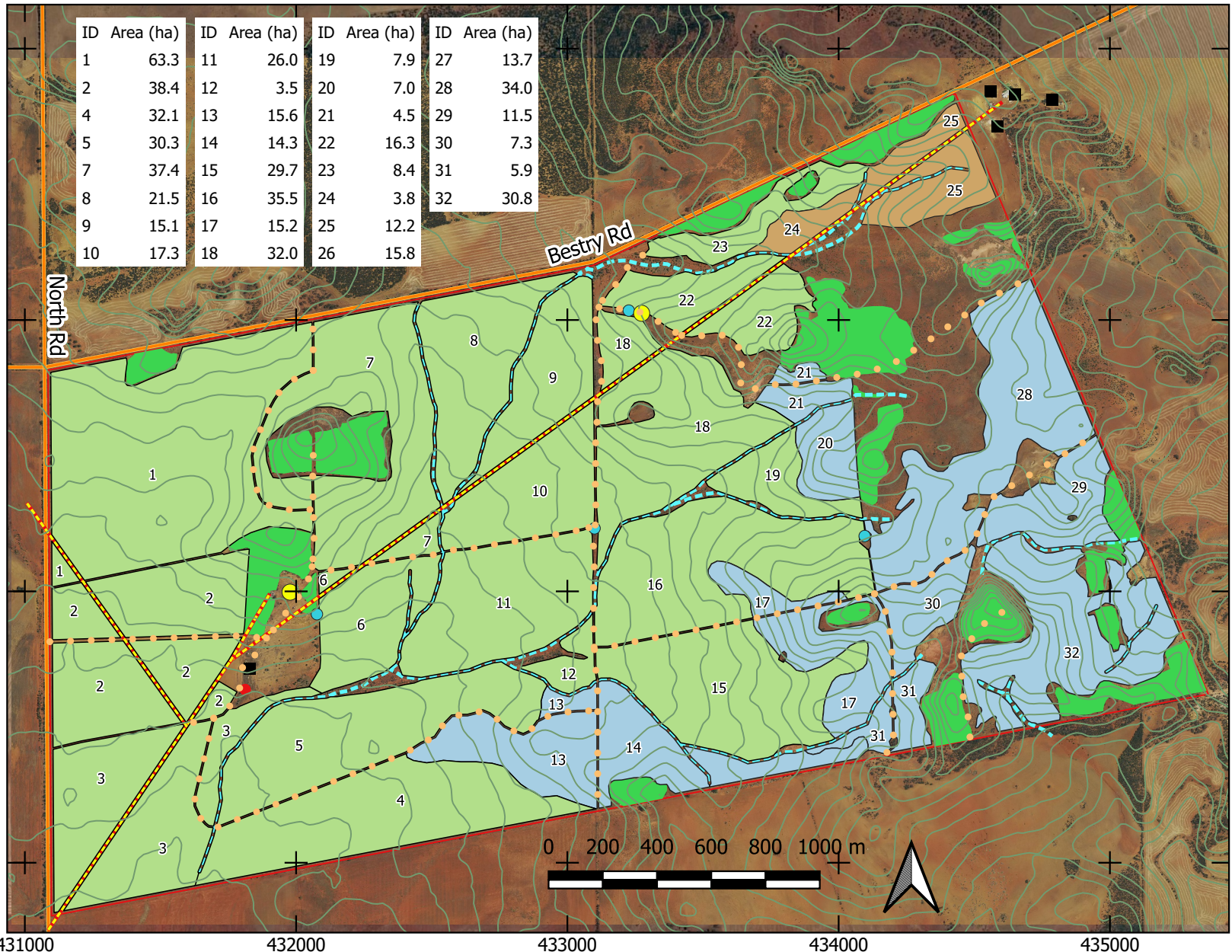
P232555 7487, 64.75 ha  
P232555 4758, 340.13 ha  
P232555 7374, 64.75 ha  
P232555 4757, 340.28 ha

Total property area = 809.9 ha

ID	Area (ha)	ID	Area (ha)	ID	Area (ha)	ID	Area (ha)
1	63.3	11	26.0	19	7.9	27	13.7
2	38.4	12	3.5	20	7.0	28	34.0
4	32.1	13	15.6	21	4.5	29	11.5
5	30.3	14	14.3	22	16.3	30	7.3
7	37.4	15	29.7	23	8.4	31	5.9
8	21.5	16	35.5	24	3.8	32	30.8
9	15.1	17	15.2	25	12.2		
10	17.3	18	32.0	26	15.8		

## Legend

- Property boundary
- Remnant vegetation
- Proposed reforestation
  - Primary reforestation areas (466.7 ha)
  - Secondary reforestation areas (146.1 ha at 70% plantable = 102.3 ha)
  - Natural regrowth managed for biodiversity (16.0 ha)
- Internal access tracks, proposed layout  
boundary firebreaks not shown on map
- Water infrastructure
  - Bore
  - Open well
  - Proposed fire water tank
- Other features
  - Overhead powerlines
  - Waterways and eroded channels
  - Buildings
  - Contours, 2 m
  - Local roads



**Fire management notes:**

- \* Proposed tracks make use of existing tracks where these are usefully positioned, or establishes new tracks to minimise potential for long term erosion issues on the site where possible.
- \* Firebreaks on property external boundary of 10m width to be maintained as bare earth, with erosion control drains also implemented where slopes occur.
- \* Planting set backs from powerlines to be 7m either side of centre line.
- \* Due to the sparse volunteer annual plant growth on the land, it is proposed that the network of internal tracks are maintained accessible, min 6 m wide and free of tall woody vegetation, but not cultivated or sprayed annually to bare-earth standard. This will avoid ongoing erosion issues.
- \* Fire water to be available in two tanks totalling at least 50,000 L and filled from existing bores. Fire water tanks to remain full over summer and any livestock grazing will require further water tanks.
- \* Fire management map to be produced following establishment and prior to first summer.

Google Satellite plus Perenjori 2014 image





Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.4 (b)

*Copy of Received Submissions  
Proposed Tree Farm*

**ORDINARY COUNCIL MEETING 20 MAY 2021**



Department of **Biodiversity,  
Conservation and Attractions**



Enquiries: Rowan Dawson  
Phone: 9964 0901  
Email: [Rowan.Dawson@dbca.wa.gov.au](mailto:Rowan.Dawson@dbca.wa.gov.au)

Mr Mario Romero  
CEO  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Email: [admin@perenjori.wa.gov.au](mailto:admin@perenjori.wa.gov.au)

Dear Mr Romero

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

Thank you for your letter of 23 April 2021 regarding the proposed tree farm for carbon sequestration.

The Department of Biodiversity, Conservation and Attractions has no objections to the proposal as outlined in your letter. It is anticipated that the proposed tree farm 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 Rowan Dawson on (08) 9964 0901.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Nigel Sercombe", with a long horizontal flourish extending to the right.

Nigel Sercombe  
REGIONAL MANAGER  
Midwest Region

6 May 2021

**From:** Mid West Gascoyne <[midwestgascoyne@dwer.wa.gov.au](mailto:midwestgascoyne@dwer.wa.gov.au)>  
**Sent:** Monday, 10 May 2021 3:00 PM  
**To:** Bianca Plug <[ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)>  
**Cc:** Bianca Plug <[ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au)>  
**Subject:** Proposed tree farm - Lots 4757, 4758, 7374 & 7487 North Rd & Bestry Rd, Bowgada

Our Reference: PA 41856  
Your Reference: A265  
To: Shire of Perenjori  
From: Department of Water and Environmental Regulation  
Attention: Simon Lancaster

Dear Simon Lancaster

***PROPOSED TREE FARM - LOTS 4757, 4758, 7374 & 7487 NORTH RD & BESTRY RD, BOWGADA***

Thank you for providing the Proposed tree farm - Lots 4757, 4758, 7374 & 7487 North Rd & Bestry Rd, Bowgada for the Department of Water and Environmental Regulation (Department) to consider.

The Department has identified that the Proposed tree farm - Lots 4757, 4758, 7374 & 7487 North Rd & Bestry Rd, Bowgada 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: Currently no water licence held for the property
  - Advice: The proponents should contact the Midwest Gascoyne Water Licensing Team via 99657400 [midwestgascoyne@dwer.wa.gov.au](mailto:midwestgascoyne@dwer.wa.gov.au) to discuss water licence requirements.

Where the Department has a statutory role, planning applications should be considered prior to the Department issuing any relevant permits, licenses and/or approvals.

More detail pertaining to the above issues 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

**Yolandee Jones**  
NRMO Planning Advice  
Mid West Gascoyne Region  
**Department of Water and Environmental Regulation**  
20 Gregory St Geraldton  
PO Box 73 WA 6531  
P: 08 9965 7431  
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> Currently no water licence held for the property</p> <p><b>Advice:</b> The proponents should contact the Midwest Gascoyne Water Licensing Team via 9965 7400 <a href="mailto:midwestgascoyne@dwer.wa.gov.au">midwestgascoyne@dwer.wa.gov.au</a> to discuss water licence requirements.</p> <p><b>Discussion:</b> The proponent has identified in their application that the seedlings may require watering (Pg 8), however there is no further information regarding the volume of water required or where the water is to be sourced from. The property doesn't have an existing groundwater licence.</p> <p>The subject area is located within the Gascoyne Groundwater Area which is proclaimed under the <i>Rights in Water and Irrigation Act 1914</i>. As such any abstraction of groundwater for the tree farm activities will require a licence.</p> <p>Any groundwater abstraction in this proclaimed area is subject to licensing by the department, other than supply from the shallow water table (superficial aquifer) for domestic and non-intensive stock watering purposes.</p> <p>The proponents should contact the Midwest Gascoyne Water Licensing Team via 99657400 <a href="mailto:midwestgascoyne@dwer.wa.gov.au">midwestgascoyne@dwer.wa.gov.au</a> to discuss water licence requirements.</p>

Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.5 (a)

*Damaged Asset Listing  
Cyclone Seroja*

**ORDINARY COUNCIL MEETING 20 MAY 2021**









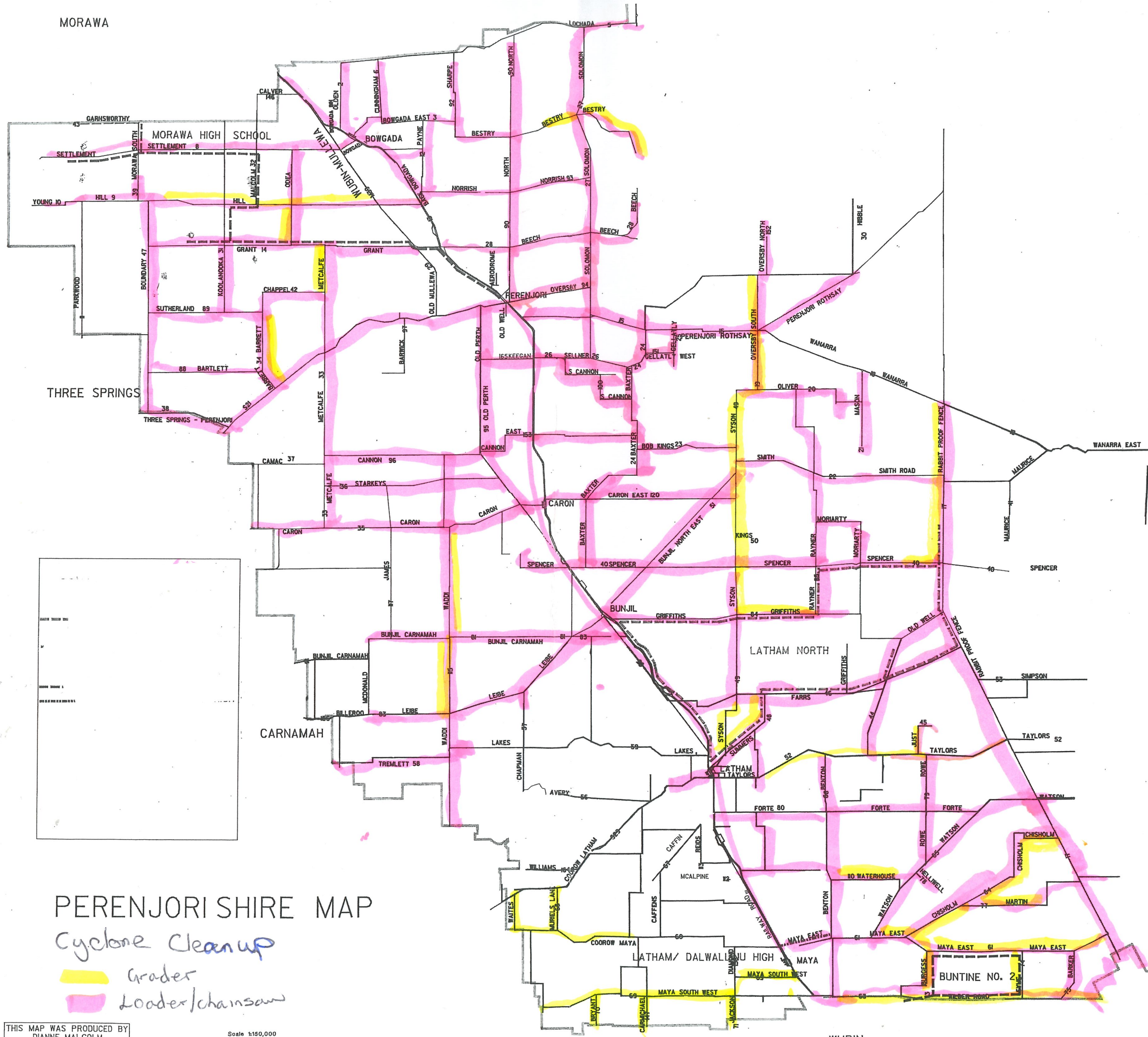
Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.5 (b)

*Cyclone Damage Map  
Cyclone Seroja*

**ORDINARY COUNCIL MEETING 20 MAY 2021**

MORAWA

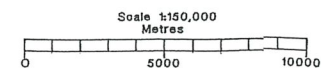


# PERENJORI SHIRE MAP

*Cyclone Cleanup*

- Grader
- Loader/chainsaw

THIS MAP WAS PRODUCED BY  
 DIANNE MALCOLM  
 PHONE 099 715035



COOROW

WUBIN



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.6 (a)

*Reviewed Delegations Register  
May 2021*

**ORDINARY COUNCIL MEETING 20 MAY 2021**



## DELEGATIONS REGISTER

# Shire of Perenjori

LOCAL GOVERNMENT TO  
CHIEF EXECUTIVE OFFICER

### RECORD OF REVIEWS

FULL REVIEW DATE	MINUTE REFERENCE
15 August 2013	13086.2
21 August 2014	14082.3
20 August 2015	15082.6
15 September 2016	16092.3
21 September 2017	17092.4
15 November 2018	18112.5
10 July 2019	190718.7
17 December 2020	16.6.2

### DELEGATION AMENDED/ADDED

21 May 2020	16.3.1
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# TABLE OF CONTENTS

<b>TITLES - ABBREVIATIONS</b>	<b>4</b>
<b>ABBREVIATION</b> .....	4
<b>TITLES</b> .....	4
<b>1000 – ADMINISTRATION</b>	<b>5</b>
<b>1001 LOCAL LAWS ADMINISTRATION</b> .....	5
<b>1002 FUNCTIONS OUTSIDE OWN DISTRICT</b> .....	5
<b>1003 NOTICES TO OWNERS AND OCCUPIERS OF LAND</b> .....	6
<b>1004 POWERS OF ENTRY</b> .....	6
<b>1005 REMOVE AND IMPOUND GOODS</b> .....	7
<b>1005.1 AUTHORITY TO REMOVE AND IMPOUND ABANDONED VEHICLE</b> .....	7
<b>1005.2 PROVIDE NOTICE TO WHERE ABANDONED VEHICLE TO BE COLLECTED</b> .....	7
<b>1005.3 DECLARING A VEHICLE AN ABANDONED WRECK</b> .....	8
<b>1006 DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS</b> .....	9
<b>1007 STAFF EMPLOYMENT</b> .....	9
<b>1008 ADVERTISING OF CEO POSITION</b> .....	10
<b>1009 SENIOR EMPLOYEE POSITION TO BE ADVERTISED</b> .....	10
<b>1010 ADVERTISING OF ADOPTION OR MODIFICATION OF PLAN</b> .....	11
<b>1011 CERTIFICATE – AUTHORISED ENFORCEMENT PERSON</b> .....	11
<b>1012 PRESCRIBED INFORMATION MAY BE INSPECTED</b> .....	12
<b>1013 FREEDOM OF INFORMATION</b> .....	13
<b>1013.1 FOI DECISION</b> .....	<b>13</b>
<b>1013.2 FOI INTERNAL REVIEW</b> .....	<b>13</b>
<b>1014 PROVIDING INFORMATION TO THE MINISTER</b> .....	13
<b>1014.1 ADVICE TO THE MINISTER WITHIN 35 DAYS</b> .....	14
<b>1014.2 COPIES OF ADVICE TO THE MINISTER MADE PUBLIC</b> .....	14
<b>1015 AUTHORISATION OF OFFICERS</b> .....	15
<b>1016 EXPRESSION OF INTEREST AND TENDERS – FOR SUPPLY OF GOODS OR SERVICES</b> .....	16
<b>1017 PERENJORI HISTORY BOOKS</b> .....	17
<b>190718.7 EXECUTING AND AFFIXING OF COMMON SEAL TO DOCUMENTS AND BUSH FIRES ACT 1954</b> .....	17
<b>2000 – WORKS</b>	<b>18</b>
<b>2001 ROAD CLOSURES</b> .....	18
<b>2001.1 TEMPORARY ROAD CLOSURES</b> .....	<b>18</b>
<b>2001.2 PUBLIC NOTICE OF ROAD CLOSURE</b> .....	<b>18</b>
<b>2001.3 CLOSURE WITHOUT PUBLIC NOTICE FOR MAINTENANCE OR REPAIRS</b> .....	<b>19</b>
<b>2001.4 AFFECTED OWNERS TO BE NOTIFIED OF CERTAIN PROPOSALS</b> .....	<b>19</b>
<b>2001.5 LOCAL GOVERNMENT AND PARKS AND RESERVES ACT 1996</b> .....	20
<b>2002 GATES AND PIPES ACROSS THOROUGHFARES</b> .....	20
<b>2003 ALTERING THOROUGHFARE ALIGNMENTS</b> .....	21
<b>2004 DANGEROUS EXCAVATION</b> .....	21
<b>2005 CROSSING FROM PUBLIC THOROUGHFARE TO PRIVATE LAND OR PRIVATE THOROUGHFARE</b> .....	22
<b>2006 DISPOSAL OF PROPERTY BY AUCTION</b> .....	22
<b>2007 DISPOSAL OF PROPERTY BY PRIVATE TREATY</b> .....	23
<b>2008 LICENCE TO DEPOSIT MATERIALS ON OR EXCAVATE ADJACENT TO A STREET</b> .....	23
<b>2009 SUPPORT OR OPPOSE RESTRICTED ACCESS VEHICLE HEAVY HAULAGE APPLICATIONS</b> .....	24
<b>2010 PRIVATE WORKS</b> .....	24
<b>2011 DAMAGE TO ROADS, KERBING, FOOTPATHS ETC</b> .....	25
<b>2012 COMPENSATION FOR DAMAGE CAUSED BY LOCAL GOVERNMENT</b> .....	25



2013	<b>MAKING A PERSON COMPLY WITH A NOTICE FOR CERTAIN THINGS TO BE DONE ON THEIR</b>	
	<b>LAND</b> .....	26
2014	<b>CONTINUE TO CARRY OUT WORK NOT CARRIED OUT BY OWNER</b> .....	26
2015	<b>AUTHORITY TO CARRY OUT WORK ON PRIVATE LAND</b> .....	27
2016	<b>PAYMENT OF SUBSIDIES</b> .....	27
<b>3000</b>	<b>– FINANCE</b>	<b>28</b>
3001	<b>PAYMENTS OF ACCOUNTS</b> .....	28
3002	<b>AMEND THE RATE RECORD</b> .....	29
3003	<b>AGREEMENT AS TO PAYMENT OF RATES AND SERVICE CHARGES</b> .....	29
3004	<b>UNPAID RATES OR SERVICE CHARGES (SECTION 6.64)</b> .....	30
3005	<b>PAYMENT OF OUTSTANDING DEBTS AND CANCELLATION OF PROPOSED SALE</b> .....	30
3006	<b>PROCEEDURES FOR CONTROL OVER INVESTMENTS</b> .....	31
3007	<b>INVESTMENT OF SURPLUS FUNDS</b> .....	31
3008	<b>COUNCIL PURCHASING AUTHORITY</b> .....	32
3009	<b>MUNICIPAL FUND ACCOUNTING</b> .....	32
3010	<b>APPLICATION OF MUNICIPAL ACCOUNT FUNDS</b> .....	33
3011	<b>REFERRAL OF DISPUTE WITH CBH TO MINISTER</b> .....	33
3012	<b>AUTHORITY TO WAIVE, GRANT DISCOUNTS, DEFER OR WRITE OFF DEBTS</b> .....	34
3013	<b>EXPENSE REIMBURSEMENTS</b> .....	34
3013.1	<b>PRESCRIBED EXPENSE REIMBURSEMENTS TO ELECTED MEMBERS</b>	34
3013.3	<b>APPROVED EXPENSE REIMBURSEMENTS TO NON-COUNCIL MEMBERS OF COMMITTEES</b> .....	<b>35</b>
3013.4	<b>EXPENSE REIMBURSEMENTS TO EMPLOYEES</b> .....	<b>35</b>
3013.5	<b>REIMBURSEMENTS-CASH ADVANCE</b> .....	<b>35</b>
16.3.1	<b>MINOR COMMUNITY GRANTS FUND DELEGATION</b> .....	36
<b>4000</b>	<b>– BUSH FIRE CONTROL</b>	<b>37</b>
4001	<b>FIREBREAK ORDER, VARIATION TO</b> .....	37
4002	<b>BURNING OF ROADSIDES</b> .....	37
<b>5000</b>	<b>– HEALTH &amp; BUILDING</b>	<b>38</b>
5001	<b>CARAVAN PARK AND CAMPING GROUNDS</b> .....	38
5002	<b>TREATMENT OF SEWAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE</b> .....	38
5003	<b>PRIVATE SWIMMING POOLS</b> .....	39
5004	<b>DELEGATIONS UNDER BUILDING ACT 2011</b> .....	40
5005	<b>ISSUING NOTICES (SECTION 3.25) OF THE LOCAL GOVERNMENT ACT 1995</b> .....	41
<b>6000</b>	<b>– ANIMAL CONTROL</b>	<b>42</b>
6001	<b>ENFORCEMENT OF DOG ACT AND LOCAL LAWS</b> .....	42
6002	<b>ENFORCEMENT OF CAT ACT 2011</b> .....	42
<b>7000</b>	<b>– PLANNING</b>	<b>42</b>
7001	<b>SHIRE OF PERENJORI PLANNING SCHEME NO. 2</b> .....	43
7002	<b>PLANNING AND DEVELOPMENT ACT 2005 – OTHER DELEGATIONS</b> .....	44
1).	<b>SUBDIVISION RECOMMENDATIONS</b>	<b>45</b>
2).	<b>SUBDIVISION CLEARANCES</b>	<b>45</b>
3).	<b>BUILT STRATA SUBDIVISION APPLICATIONS</b>	<b>45</b>
4).	<b>PUBLIC WORKS PLANNING APPLICATIONS</b>	<b>45</b>
5).	<b>CLAUSE 32 PLANNING APPLICATIONS</b>	<b>45</b>
6).	<b>LIQUOR LICENCE APPLICATIONS</b>	<b>46</b>
7).	<b>STREET NAMING</b>	<b>46</b>
8).	<b>NOTICES</b>	<b>46</b>

## TITLES - ABBREVIATIONS

<b>ABBREVIATION</b>	<b>TITLE</b>
<b>ACC</b>	<b>Accountant</b>
<b>ACM</b>	<b>Aquatic Centre Manager</b>
<b>AO</b>	<b>Accounts Officer</b>
<b>BFCO</b>	<b>Bush Fire Control Officer</b>
<b>CBFCO</b>	<b>Chief Bush Fire Control Officer</b>
<b>CDO</b>	<b>Community Development Officer</b>
<b>CEO</b>	<b>Chief Executive Officer</b>
<b>CESM</b>	<b>Community Emergency Services Manager</b>
<b>CPM</b>	<b>Caravan Park Manager</b>
<b>CSO</b>	<b>Customer Service Officer</b>
<b>MCCS</b>	<b>Manager Corporate Community Services</b>
<b>EADV</b>	<b>Executive Advisor</b>
<b>EA</b>	<b>Executive Assistant</b>
<b>EHO</b>	<b>Environmental Health Officer</b>
<b>FO</b>	<b>Finance Officer</b>
<b>MEC</b>	<b>Mechanic</b>
<b>MIS</b>	<b>Manager Infrastructure Services</b>
<b>ACCOUNTANT</b>	<b>Accountant</b>
<b>OTHERS</b>	<b>Ranger</b>

## 1000 – ADMINISTRATION

1001 LOCAL LAWS ADMINISTRATION	
<b>Function to be performed:</b>	The CEO is delegated authority to administer the local government's Local Laws, subject to regard being taken of sections 9.1(1) and 9.4 of the Local Government Act 1995.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS, CDO, MIS, CPM, ACM, Ranger
<b>Reference:</b>	Section 3.18(1) (2) and (3) Local Government Act 1995

1002 FUNCTIONS OUTSIDE OWN DISTRICT	
<b>Function to be performed:</b>	The CEO is delegated authority over the performance of a local government's executive functions outside its own district, but before it can do anything on land outside its own district that is not local property of that local government, it is required to have obtained the consent of: <ul style="list-style-type: none"> <li>(a) The owner of the land;</li> <li>(b) If the land is occupied, the occupier of the land; and</li> <li>(c) If the land is under the control or management of any other person, that other person.</li> </ul>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS, MIS
<b>Reference:</b>	Section 3.20 Local Government Act 1995



<b>1003 NOTICES TO OWNERS AND OCCUPIERS OF LAND</b>	
<b>Function to be performed:</b>	The Chief Executive Officer is authorised to issue notices to owners or occupiers or land in accordance with the provisions of Schedule 3.1, Divisions 1 and 2 of the Local Government Act 1995.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS; MIS; Environmental Health Officer
<b>Reference:</b>	Section 3.25(1) & Schedule 3.1, Divisions 1 and 2 Local Government Act 1995.

<b>1004 POWERS OF ENTRY</b>	
<b>Function to be performed:</b>	The CEO is delegated authority to; <ol style="list-style-type: none"> <li>1. Give a Notice of Entry.</li> <li>2. Seek and execute an Entry under Warrant.</li> <li>3. Execute an Entry in an Emergency.</li> <li>4. Give notice and execute the Opening of a Fence.</li> </ol>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS, MIS, CESH
<b>Reference:</b>	Local Government Act 1995 s.3.31 General procedure for entering property s3.32 Notice of entry s3.33 Entry under warrant s3.34 Entry in an emergency s3.36 Opening Fences

<b>1005 REMOVE AND IMPOUND GOODS</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to remove and impound goods from a public place if the goods present a hazard to public safety or they obstruct the lawful use of any place.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, MIS</b>
<b>Reference:</b>	<b>Section 3.39 Local Government Act 1995</b>

<b>1005.1 AUTHORITY TO REMOVE AND IMPOUND ABANDONED VEHICLE</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to remove and impound an abandoned vehicle wreck.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, MIS</b>
<b>Reference:</b>	<b>Section 3.40A(1) Local Government Act 1995</b>
<b>1005.2 PROVIDE NOTICE TO WHERE ABANDONED VEHICLE TO BE COLLECTED</b>	
<b>1005.2</b>	
<b>Function to be performed:</b>	<b>The local government is to provide notice to the owner of a removed abandoned vehicle wreck, advising that the vehicle may be collected.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, MIS</b>
<b>Reference:</b>	<b>Section 3.40A(2) Local Government Act 1995</b>

**1005.3 DECLARING A VEHICLE AN ABANDONED WRECK**

<b>Function to be performed:</b>	<b>The CEO is delegated authority to declare that a vehicle is an abandoned wreck.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, MIS</b>
<b>Reference:</b>	<b>Section 3.40A(4) Local Government Act 1995</b>

<b>1006 DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS</b>	
<b>Function to be performed:</b>	<ol style="list-style-type: none"> <li>1. Sell or otherwise dispose of any confiscated or impounded goods in accordance with [s3.47 of the Local Government Act 1995 (the Act)].</li> <li>2. Destroy an impounded animal where it is determined to be too ill or injured to treat [s3.47A(1) of the Act].</li> <li>3. Where an offender is convicted, recover from the offender expenses incurred for removing, impounding and disposing confiscated or impounded goods [s3.48 of the Act].</li> </ol>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	<p>Local Government Act 1995</p> <p>s3.47 Disposing of confiscated or uncollected goods – subclauses (1), (2), (2a)</p> <p>s3.47A Disposal of sick or injured animals – subclause (1)</p> <p>s3.48 Recovery of impounding expenses</p>

<b>1007 STAFF EMPLOYMENT</b>	
<b>Function to be performed:</b>	The CEO is delegated authority to employ such other persons as the Council believes are necessary to enable the functions of the local government and the functions of council to be performed.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	NIL

<b>1008 ADVERTISING OF CEO POSITION</b>	
<b>Function to be performed:</b>	<b>If the position of CEO becomes vacant, the CEO is delegated authority to advertise the position in the manner and containing such information as prescribed.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 5.36(4) Local Government Act</b>

<b>1009 SENIOR EMPLOYEE POSITION TO BE ADVERTISED</b>	
<b>Function to be performed:</b>	<p><b>If the position of a senior employee becomes vacant, the CEO is delegated authority to advertise the position in the manner and containing such information as prescribed. The local government will prescribe which positions other than the CEO are to be designated Senior Positions.</b></p> <p><b>Currently these positions are:</b></p> <ul style="list-style-type: none"> <li>• <b>Manager Corporate Community Services;</b></li> <li>• <b>Manager Infrastructure Services.</b></li> </ul>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 5.37(3) Local Government Act 1995</b>

<b>1010 ADVERTISING OF ADOPTION OR MODIFICATION OF PLAN</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to carry out local advertising when a new Community Strategic Plan is adopted or if the existing plan is modified.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Local Government (Administration) Regulations 19D(1)(2)</b>

<b>1011 CERTIFICATE – AUTHORISED ENFORCEMENT PERSON</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to issue to each person authorised to enforce laws, a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS with CEO approval</b>
<b>Reference:</b>	<b>Section 9.10(2) Local Government Act 1995</b>

<b>1012      PRESCRIBED INFORMATION MAY BE INSPECTED</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to make available information prescribed as confidential that under Section 5.95(7) of the Local Government Act 1995, may be made available for inspection. The CEO may also refuse inspection of documents in accordance with Section 5.95 (1) where an unreasonable use of resources is required.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Local Government (Administration) Regulation 29A(2) &amp; 5.95(1)</b>

<b>1013 FREEDOM OF INFORMATION</b>	
<b>1013.1 FOI DECISION</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to make decisions in regards to applications submitted to the Shire under the Freedom of Information Act 1992.</b>
<b>Power or Duty Assigned:</b>	<b>Principal of the agency - Chief Executive Officer</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Nil</b>
<b>Reference:</b>	<b>Section 100(1) Freedom of Information Act 1992</b>
<b>1013.2 FOI INTERNAL REVIEW</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to deal with an application for an internal review made under the Freedom of Information Act 1992.</b>
<b>Power or Duty Assigned:</b>	<b>No person who is subordinate to the primary decision maker</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 41 Freedom of Information Act 1992</b>

<b>1014 PROVIDING INFORMATION TO THE MINISTER</b>	
<b>Function to be performed:</b>	<b>Upon receiving a request from the Minister for information, the CEO is delegated authority to provide the information to the Minister within the specified time of the notice.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 8.2(2) Local Government Act 1995</b>



<b>1014.1 ADVICE TO THE MINISTER WITHIN 35 DAYS</b>	
<b>Function to be performed:</b>	The CEO is authorised to within 35 days after receiving the report or such longer period as the Minister allows, give the Minister written advice setting out the things that it has done or proposes to do to give effect to the recommendations of the authorised person.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 8.14(3) Local Government Act 1995

<b>1014.2 COPIES OF ADVICE TO THE MINISTER MADE PUBLIC</b>	
<b>Function to be performed:</b>	<p>Within 35 days after receiving the report or such longer period as the Minister allows, the local government is to give the Minister written advice setting out –</p> <ul style="list-style-type: none"> <li>(a) the things that it has done or proposes to do to give effect to the recommendations in the report; or</li> <li>(b) if the report recommends that the council be dismissed, its comments on that recommendation.</li> </ul>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 8.23(4) Local Government Act 1995

<b>1015 AUTHORISATION OF OFFICERS</b>	
<b>Function to be performed:</b>	<p>The CEO is delegated authority to authorise officers to make complaints and enforce the various Acts and Regulations for the Shire including, yet not limited to, those listed hereunder:</p> <p><b>Local Government Act 1995</b></p> <p><b>Dog Act 1976 (as amended) and Regulations thereunder;</b></p> <p><b>Cat Act 2011 &amp; Regulations thereunder</b></p> <p><b>Bushfire Act 1954 and Regulations thereunder;</b></p> <p><b>Control of Vehicles (Off Road Areas) Act 1978 and Regulations thereunder;</b></p> <p><b>Litter Act 1979 and Regulations thereunder;</b></p> <p><b>Caravan Parks and Camping Act 1995 and Regulations thereunder.</b></p> <p><b>Planning &amp; Development Act 2006</b></p> <p><b>Building Act 2011 and Regulations thereunder</b></p>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Nil</b>
<b>Reference:</b>	<b>Section 5.42 Local Government Act 1995</b>

<b>1016 EXPRESSION OF INTEREST AND TENDERS – FOR SUPPLY OF GOODS OR SERVICES</b>	
<b>Function to be performed:</b>	<p>The CEO is delegated authority to;</p> <p>Determine:</p> <ol style="list-style-type: none"> <li>1. When to call tenders or not to call tenders [s3.57(1) of the Local Government Act 1995 (the Act) and Reg.11 of the Local Government (Functions and General) Regulations 1996 (the Regulations)].</li> <li>2. The circumstances to invite tenders, though not required to do so [Reg.13 of the Regulations];</li> <li>3. Selection criteria for the acceptance of tenders [Reg.14(2a) of the Regulations];</li> <li>4. The information to be disclosed to those interested in submitting a tender [Reg.14(4) of the Regulations];</li> <li>5. Minor variations before entering into a contract [Reg.20 of the Regulations];</li> <li>6. Appropriate circumstances (for application of the Expression of interest process) and to call for Expressions of Interest [Reg.21 of the Regulations]; and,</li> <li>7. Where the successful tenderer does not want to accept the contract and a variation or agreement cannot be reached, determine to select the next most appropriate tenderer [Reg.20 of the Regulations].</li> </ol>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Chief Executive Officer
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS; MIS
<b>Reference:</b>	<p>Local Government Act 1995 Section 3.57 Local Government (Function and General) Regulations 1996 Reg.11 Tenders to be invited for certain contracts Reg.13 Procedure when local government invites tenders though not required to do so Reg.14 (2a), (4) and (5) Requirements for publicly inviting tenders Reg.20 Variation of requirements before entry into contract Reg.21 Limitation may be placed on who can tender</p>

<b>1017 PERENJORI HISTORY BOOKS</b>	
<b>Function to be performed:</b>	The CEO is authorised to offer "Perenjori History Books" (those owned by the Shire only) in exchange for other history books being offered to the Shire for purchase.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	Nil
<b>Reference:</b>	Section 5.42 Local Government Act 1995

<b>190718.7 EXECUTING AND AFFIXING OF COMMON SEAL TO DOCUMENTS AND BUSH FIRES ACT 1954</b>	
<b>Function to be performed:</b>	The Shire President is delegated authority to; Perform the duties of delegations Executing and Affixing of Common Seal to Documents and Bush Fires Act 1954 - Auth
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	The President of the Shire of Perenjori (Vice President in Presidents Absence) and the Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS (in absence of the CEO)
<b>Reference:</b>	Section 6.12(1)(b), (1) (c) and (3) Local Government Act 1995

## 2000 - WORKS

2001 ROAD CLOSURES	
2001.1 TEMPORARY ROAD CLOSURES	
Function to be performed:	<p>Subject to having regard for the requirements of Section 3.50 and 3.50A of the Local Government Act 1995 and for clauses 4, 5 and 6 of the Local Government (Functions and General) Regulations 1996 the CEO is delegated authority to:</p> <ul style="list-style-type: none"> <li>a) temporarily close a thoroughfare to vehicles; <ul style="list-style-type: none"> <li>I. In cases of emergency;</li> <li>II. Where, in the opinion of the CEO that, due to adverse weather conditions it is likely to be damaged by the passage of traffic generally or traffic of any particular class.</li> <li>III. For the conduct of an event, in accordance with the Road Traffic (Events on Roads) Regulations 1991; and</li> <li>IV. Where the local government is undertaking repair and maintenance works to a thoroughfare,</li> </ul> </li> <li>b) To revoke an order to close a road or thoroughfare subject to the provisions of section 3.50(6) of the Local Government Act 1995.</li> </ul>
Power or Duty Assigned:	Local Government
Power to Delegate:	Yes
Delegation Recommended:	Yes
Delegation to:	MIS, MCCS
Chief Executive Officer sub-delegates to:	MIS (in consultation with CEO, or the MCCS in the absence of the CEO).
Reference:	Section 3.50 Local Government Act 1995 Section 5.44 Local Government Act 1995
2001.2 PUBLIC NOTICE OF ROAD CLOSURE	
Function to be performed:	<p>Before it makes an order in accordance with Section 3.50 of the Local Government Act 1995 wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks, the CEO is delegated authority to give local public notice of the proposal inviting submissions.</p> <p>In addition, the local government is to give written notice to each person who either owns or occupies affected land or who is prescribed as having an interest.</p> <p>The CEO is delegated authority to close a thoroughfare to vehicles for up to 4 weeks without giving public notice.</p>
Power or Duty Assigned:	Local Government
Power to Delegate:	Yes
Delegation Recommended:	Yes

<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.50(4) Local Government Act 1995</b>
<b>2001.3 CLOSURE WITHOUT PUBLIC NOTICE FOR MAINTENANCE OR REPAIRS</b>	
<b>Function to be performed:</b>	<b>Notwithstanding Section 3.50, the CEO is delegated authority to partially and temporarily close a thoroughfare, without giving local public notice, if the closure is:</b>  <b>(a) For the purpose of carrying out repairs or maintenance; or</b>  <b>(b) Unlikely to have a significant adverse effect on users of the thoroughfare.</b>
<b>Power or Duty Assigned:</b>	<b>Local government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.50(A) Local Government Act 1995</b>
<b>2001.4 AFFECTED OWNERS TO BE NOTIFIED OF CERTAIN PROPOSALS</b>	
<b>Function to be performed:</b>	<b>Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the CEO is delegated authority to give affected owners, notice of its proposal, invite submissions providing a reasonable time for submissions and consider those submissions.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.51 Local Government Act 1995</b>

<b>2001.5 LOCAL GOVERNMENT AND PARKS AND RESERVES ACT 1996</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to do anything it could do under the Parks and Reserves Act 1895 if it were a Board appointed under that Act, to control and manage any land reserved under the Land Act 1933 and vested in or placed under the control and management of the local government.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.54(1) Local Government Act 1995</b>

<b>2002 GATES AND PIPES ACROSS THOROUGHFARES</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to approve the installation of gates across, or pipes under, Shire controlled thoroughfares with Council Policy, with a register of gates and pipes being kept in accordance with the requirements of the Local Government 1995.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 5.42 Local Government Act 1995</b>

<b>2003 ALTERING THOROUGHFARE ALIGNMENTS</b>	
<b>Function to be performed:</b>	<b>Before fixing or altering the level of alignment of a public thoroughfare, the CEO is delegated authority to give notice of the proposal inviting submissions from any person prescribed as having an interest.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes, if no objection</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 3.51 (3) Local Government Act 1995</b>

<b>2004 DANGEROUS EXCAVATION</b>	
<b>Function to be performed:</b>	<b>If there is, in a public thoroughfare or land adjoining a public thoroughfare, an excavation that the local government considers to be dangerous the CEO is delegated authority to fill in or fence the excavation or request the owner or occupier to fill or securely fence the excavation.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 11(1) Local Government (Uniform Local Provisions) Regulations 1996</b>



<b>2005 CROSSING FROM PUBLIC THOROUGHFARE TO PRIVATE LAND OR PRIVATE THOROUGHFARE</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 12(1)Local Government (Uniform Local Provisions) Regulations 1996</b>

<b>2006 DISPOSAL OF PROPERTY BY AUCTION</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to dispose of property to the highest bidder at public auction or by the most suitable public tender.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.58 (2) Local Government Act 1995</b>

<b>2007 DISPOSAL OF PROPERTY BY PRIVATE TREATY</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to dispose of property by private treaty but must follow the process set out under section 3.58(3) Local Government Act 1995.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Nil</b>
<b>Reference:</b>	<b>Section 3.58 (3) Local Government Act 1995</b>

<b>2008 LICENCE TO DEPOSIT MATERIALS ON OR EXCAVATE ADJACENT TO A STREET</b>	
<b>Function to be performed:</b>	<b>The Chief Executive Officer is delegated the authority to issue permits to deposit materials on a street, way or other public place and to excavate on land abutting or adjoining a street, way or other public place pursuant to the Activities on Thoroughfares Local Law.</b>
<b>Power or Duty Assigned:</b>	<b>Council</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 5.42 Local Government Act 1995 &amp; Activities on Thoroughfares Local Law Section 2.2</b>

<b>2009 SUPPORT OR OPPOSE RESTRICTED ACCESS VEHICLE HEAVY HAULAGE APPLICATIONS</b>	
<b>Function to be performed:</b>	<b>Authority to support or oppose restricted access heavy vehicle haulage applications.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 3.18 Local Government Act 1995 Section 5.42 Local Government Act 1995 Section 5.44 Local Government Act 1995</b>

<b>2010 PRIVATE WORKS</b>	
<b>Function to be performed:</b>	<b>The CEO is authorised to approve all private works applications in accordance with rates and charges set by the Council and always bearing in mind Policy Nos 2002, 3001 &amp; 3003.</b>
<b>Power or Duty Assigned:</b>	<b>Council</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 5.42 Local Government Act 1995 Section 5.44 Local Government Act 1995</b>

<b>2011 DAMAGE TO ROADS, KERBING, FOOTPATHS ETC.</b>	
<b>Function to be performed:</b>	<b>The CEO is authorised to issue accounts for repairs to damage caused to roads, kerbing and footpaths. Where payment of the accounts is not received, the is authorised to take legal action to recover the cost. The Council is to be advised of the proposed legal action prior to taking action.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS for the issue of accounts only</b>
<b>Reference:</b>	<b>Section 5.42 Local Government Act 1995</b>

<b>2012 COMPENSATION FOR DAMAGE CAUSED BY LOCAL GOVERNMENT</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to pay compensation to the owner or occupier of a property if the local government causes damage through the performance of its functions.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS</b>
<b>Reference:</b>	<b>Section 3.22 (1) Local Government Act 1995</b>

<b>2013 MAKING A PERSON COMPLY WITH A NOTICE FOR CERTAIN THINGS TO BE DONE ON THEIR LAND</b>	
<b>Function to be performed:</b>	<b>In order to make a person comply with a notice, a local government may do anything it considers necessary (within the confines of the Act) to achieve the purpose for which the notice was given.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.26(2) Local Government Act 1995</b>

<b>2014 CONTINUE TO CARRY OUT WORK NOT CARRIED OUT BY OWNER</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to continue to undertake works that are not carried out by the owner or occupier and recover the costs as a debt.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MIS, MCCS</b>
<b>Reference:</b>	<b>Section 3.26(3) Local Government Act 1995</b>

<b>2015 AUTHORITY TO CARRY OUT WORK ON PRIVATE LAND</b>	
<b>Function to be performed:</b>	The CEO is delegated authority go onto private land in the circumstances prescribed in Schedule 3.2 of the Local Government Act 1995 and carry out works, even if it does not have the consent of the owner.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MIS
<b>Reference:</b>	Section 3.27(1) Local Government Act 1995

<b>2016 PAYMENT OF SUBSIDIES</b>	
<b>Function to be performed:</b>	The CEO is delegated authority to approve the construction of, and payment of subsidies for vehicular crossovers.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MIS
<b>Reference:</b>	Section 13(1) Local Government (Uniform Local Provisions) Regulations 1996 r12 Crossing from public thoroughfare to private land or private thoroughfare r13 Requirement to construct or repair crossing r15 Contribution to cost of crossing

## 3000 - FINANCE

3001 PAYMENTS OF ACCOUNTS	
<b>Function to be performed:</b>	<b>Municipal, Trust &amp; Reserve Accounts:</b> The Chief Executive Officer is delegated authority to make payments from the Municipal Fund, Trust Fund and Reserve Fund (transfers only)
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation</b>	<p>This delegation may only be exercised in accordance with policies or strategies formally adopted by Council.</p> <ol style="list-style-type: none"> <li>1. Payment of salaries up to the amount required to meet employee entitlements obligations; and</li> <li>2. Authorisation of payments made by Electronic Funds Transfer (EFT):               <ol style="list-style-type: none"> <li>(i) A list of payments made is presented to Council each month as part of the Agenda.</li> </ol> </li> <li>3. In accordance with Council policies and adopted budget.</li> <li>4. Contract Variations are not to exceed \$500,000, and must be within the approved Council Budget for the project.</li> </ol>
<b>Chief Executive Officer delegates to:</b>	MCCS, ACCOUNTANT, MIS President (in the absence of the CEO, MCCS, MIS or ACCOUNTANT)
<b>Reference:</b>	Section 6.7 (2) the Local Government Act 1995 Local Government (Financial Management) Regulations 1996 Regulation 12(1)(a) Payments from municipal fund or trust fund. Finance Policy, Purchasing Policy

<b>3002 AMEND THE RATE RECORD</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to, on application by a person proposing to make an objection to the rate record, amend a rate record up to 5 years preceding the current financial year.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, ACCOUNTANT</b>
<b>Reference:</b>	<b>Section 6.39(2) Local Government Act 1995</b>

<b>3003 AGREEMENT AS TO PAYMENT OF RATES AND SERVICE CHARGES</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, ACCOUNTANT</b>
<b>Reference:</b>	<b>Section 6.49 Local Government Act 1995 Section 5.44 Local Government Act 1995</b>



<b>3004 UNPAID RATES OR SERVICE CHARGES (SECTION 6.64)</b>	
<b>Function to be performed:</b>	To take possession of land, and hold the land as against a person having an estate or interest in the land if any rates or service charges which are due in respect of rateable land have been unpaid for at least 3 years and – <ul style="list-style-type: none"> <li>(a) from time to time lease the land; or</li> <li>(b) sell the land; or</li> <li>(c) cause the land to be transferred to the Crown; or</li> <li>(d) cause the land to be transferred to itself; or</li> <li>(e) lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.</li> </ul>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS, ACCOUNTANT
<b>Reference:</b>	Section 6.64 Local Government Act 1995

<b>3005 PAYMENT OF OUTSTANDING DEBTS AND CANCELLATION OF PROPOSED SALE</b>	
<b>Function to be performed:</b>	If a local government accepts payment of outstanding rates or service charges, under sections 6.69(1) or 6.69(2), the CEO is delegated authority to make such notifications and take such measures as are prescribed to cancel the proposed sale.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 6.69(3) Local Government Act 1995

<b>3006 PROCEDURES FOR CONTROL OVER INVESTMENTS</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to establish and document internal control procedures to ensure control over investments.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS, ACCOUNTANT</b>
<b>Reference:</b>	<b>Financial Management Regulations 19(1) Investment Policy</b>

<b>3007 INVESTMENT OF SURPLUS FUNDS</b>	
<b>Function to be performed:</b>	<b>The Finance Committee is authorised to direct the investment of money held in any Shire fund, that is not required for immediate use, in an approved investment fund as defined by the Trustees Act sections 17,18 and 19, provided that sufficient working funds are retained at all times with conditions as per policy number 272.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Finance Committee</b>
<b>Chief Executive Officer delegates to:</b>	<b>Nil</b>
<b>Reference:</b>	<b>Section 6.14(1) Local Government Act 1995 Local Government Act 1995 (Section 5.16,5.17,5.18) Trustees Act sections 17,18 and 19 Investment Policy</b>

<b>3008 COUNCIL PURCHASING AUTHORITY</b>	
<b>Function to be performed:</b>	The CEO is authorised to carry out authorised purchasing on behalf of the Shire and within budgetary constraints and in accordance with the Shire of Perenjori Purchasing Policy.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	Manager Corporate Community Services \$50,000 Manager Infrastructure Services \$50,000 Mechanic \$5,000 Accountant \$5,000
<b>Reference:</b>	Section 5.42 Local Government Act 1995 Section 5.44 Local Government Act 1995 Purchasing Policy

<b>3009 MUNICIPAL FUND ACCOUNTING</b>	
<b>Function to be performed:</b>	The CEO is delegated authority to ensure that all money and the value of all assets received or receivable by a local government are held and brought to account in its municipal fund unless otherwise required by the Local Government Act 1995 or any other written law to be held in the trust fund.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS, ACCOUNTANT
<b>Reference:</b>	Section 6.7(1) Local Government Act 1995

<b>3010 APPLICATION OF MUNICIPAL ACCOUNT FUNDS</b>	
<b>Function to be performed:</b>	The CEO is delegated authority to ensure that money held in the municipal fund be applied towards the performance of the functions and the exercise of the powers conferred on the local government by this Act or any other written law.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS; ACCOUNTANT
<b>Reference:</b>	Section 6.7(2) Local Government Act 1995

<b>3011 REFERRAL OF DISPUTE WITH CBH TO MINISTER</b>	
<b>Function to be performed:</b>	If Co-operative Bulk Handling Ltd and the Shire cannot reach an agreement, under section 6.26(2)(i) of the Local Government Act 1995, the CEO is delegated authority to refer the matter to the Minister for determination.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 6.26(3) Local Government Act 1995

<b>3012 AUTHORITY TO WAIVE, GRANT DISCOUNTS, DEFER OR WRITE OFF DEBTS</b>	
<b>Function to be performed:</b>	<p>The CEO is delegated authority to;</p> <ol style="list-style-type: none"> <li>1. To waive or grant concessions in relation to any amount of money (Does not apply to rates and service charges); or</li> <li>2. Write off any amount of money owed to the City;</li> <li>3. Determine conditions to be imposed when granting concessions.</li> </ol> <p>The limit of authority to the CEO is \$300.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 6.12(1)(b), (1) (c) and (3) Local Government Act 1995

<b>3013 EXPENSE REIMBURSEMENTS</b>	
<b>3013.1 PRESCRIBED EXPENSE REIMBURSEMENTS TO ELECTED MEMBERS</b>	
<b>Function to be performed:</b>	<p>The CEO is delegated authority to;</p> <ol style="list-style-type: none"> <li>1. To reimburse a council member who incurs an expense of a kind prescribed as being an expense- <ol style="list-style-type: none"> <li>a) To be reimbursed by all local governments; or which may be approved for reimbursement</li> <li>b) Is entitled to be reimbursed for the expense in accordance with subsection (3).</li> </ol> </li> <li>2. The local Government may approve reimbursement of an expense either generally or in a particular case.</li> </ol> <p>Local Government Act (Administration Regulations)1996 32. (1) (a)-(c) Expenses that may be approved for reimbursement.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	MCCS
<b>Reference:</b>	Section 5.98 (2) and Section 5.98 (4) Local Government Act 1995

<b>3013.3 APPROVED EXPENSE REIMBURSEMENTS TO NON-COUNCIL MEMBERS OF COMMITTEES</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to approve of reimbursement of expenses of committee members who are not Council members.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 5.100(2) Local Government Act 1995</b>
<b>3013.4 EXPENSE REIMBURSEMENTS TO EMPLOYEES</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to approve reimbursements of employee expenses.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>MCCS</b>
<b>Reference:</b>	<b>Section 5.101(2) Local Government Act 1995</b>
<b>3013.5 REIMBURSEMENTS- CASH ADVANCE</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to approve a cash advance in relation to an expense that may be reimbursed.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Nil</b>
<b>Reference:</b>	<b>Section 5.102 Local Government Act 1995</b>

<b>16.3.1 MINOR COMMUNITY GRANTS FUND DELEGATION</b>	
<b>Function to be performed:</b>	<p>The CEO is delegated authority to;</p> <ol style="list-style-type: none"> <li>1. approve standard funding requests to the value of \$500 within the scope of the global community grant funding budget established in the annual Council budget.</li> <li>2. A quarterly report be presented to the Council detailing the grants made under the delegation.</li> </ol> <p>The limit of authority to the CEO is \$500.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	Nil
<b>Reference:</b>	Section 6.12(1)(b), (1) (c) and (3) Local Government Act 1995

## 4000 – BUSH FIRE CONTROL

4001 FIREBREAK ORDER, VARIATION TO	
<b>Function to be performed:</b>	<p>Pursuant to the provisions of Council's Firebreak Order, the CEO and Chief Bushfire Control Officer are delegated joint authority to vary the requirements for the construction of firebreaks, the restricted burning period, and the issue of permits for burning on land within the Shire of Perenjori.</p> <p>The CEO in exercising this delegation is to liaise with the Chief Bush Fire Control Officer on each specific variation request.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	Deputy Bushfire Control Officer (in the absence of the CEO).
<b>Reference:</b>	<p>Bush Fires Act, 1954 s48</p> <p>Section 5.44 Local Government Act 1995</p>

4002 BURNING OF ROADSIDES	
<b>Function to be performed:</b>	The CEO is delegated authority to approve applications submitted by the relevant Fire Control Officer to burn a road verge vested in the care, control and management of the Shire of Perenjori.
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	<p>Chief Executive Officer</p> <p>Chief Bush Fire Control Officer</p>
<b>Chief Executive Officer delegates to:</b>	Chief Bush Fire Control Officer; CESM; MIS
<b>Reference:</b>	<p>Bush Fires Act, 1954; Activities on Thoroughfares &amp; Trading in Thoroughfares and Public Places local Law; Environmental Protection Act 1986; Environmental Protection (Clearing of Native Vegetation) Regulations 2004;</p> <p>Section 5.44 Local Government Act 1995</p>



**5000 – HEALTH & BUILDING**

<b>5001 CARAVAN PARK AND CAMPING GROUNDS</b>	
<b>Function to be performed:</b>	<b>The CEO is authorised to carry out the provisions of the Caravan Park and Camping Grounds Act 1995 and Caravan Parks and Camping Grounds Regulations 1997.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Caravan Park Manager, Environmental Health Officer, MCCS</b>
<b>Reference:</b>	<b>Caravan Park &amp; Camping Grounds Act 1995 &amp; Caravan Parks and Camping Grounds Regulations 1997.</b>

<b>5002 TREATMENT OF SEWAGE AND DISPOSAL OF EFFLUENT AND LIQUID WASTE</b>	
<b>Function to be performed:</b>	<b>The CEO is authorised to carry out the provisions of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Environmental Health Officer</b>
<b>Reference:</b>	<b>Health Act 1911, Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</b>

<b>5003 PRIVATE SWIMMING POOLS</b>	
<b>Function to be performed:</b>	<ol style="list-style-type: none"> <li><b>1 Approve alternative requirements to r. 50(4)(b) of the Building Regulations 2012 (the Regulations) if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with Australian Standard AS 1926.1 [r.51(2) of the Regulations]</b></li> <li><b>2 Approve a door for the purposes of r.50(4)(c)(ii) of the Regulations if the door is in accordance with the requirements of Australian Standard AS 1926.1 and the conditions in r.51(3) are satisfied [r.51(3) of the Regulations]</b></li> <li><b>3 Arrange for an authorised person to inspect the enclosures of private swimming pools in the district at intervals of no more than 4 years for the purpose of monitoring whether the provisions in rr.50 and 52 the Regulations are complied with [rr.50, 52 and 53(1) of the Regulations].</b></li> </ol>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Environmental Health Officer</b>
<b>Reference:</b>	<b>Local Government Act 1995</b> <b>Building Regulations 2012 rr.51 and 53</b>

<b>5004 DELEGATIONS UNDER BUILDING ACT 2011</b>	
<b>Function to be performed:</b>	<p>The Chief Executive Officer is delegated the authority to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act 2011:</p> <p>S17- Uncertified application to be considered by building surveyor</p> <p>S18 - Require further information from applicant</p> <p>S20 – Authority to grant or refuse to grant building permits;</p> <p>S21 – Authority to grant or refuse to grant demolition permits;</p> <p>S22 – Authority to grant or refuse building or demolition permits if</p> <p>There appears to be an error in the documents or information provided in the application;</p> <p>If an application is inconsistent with;</p> <ul style="list-style-type: none"> <li>a) A function that the permit authority has underwritten law or;</li> <li>b) An agreement between the permit authority and the applicant.</li> </ul> <p>S27 - Conditions imposed by permit authority</p> <p>S32 – Extension of time during which a permit has effect.</p> <p>S58 – Authority to grant, modify or refuse to grant an Occupancy Permits or Building Approval Certificates.</p> <p>S65 – Authority to extend the periods of which the Occupancy Permit or modification or the Building Approval Certificate has effect.</p> <p>S96 – Authorise persons for the purpose of the Building Act 2011.</p> <p>S110 – Authority to issue Building Orders.</p> <p>S117 – Authority to revoke Building Orders.</p> <p>S139 – Authority to commence prosecution.</p> <p>S145A – Issue certificates</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	Sections 17, 18, 20, 21, 22, 32, 58, 65, 110, 117, 139, 145A to an appointed Building Surveyor and/or MCCS (in consultation with the CEO)
<b>Reference:</b>	<p>Building Act 2011</p> <p>Section 5.36 &amp; 5.44 Local Government Act 1995</p>

**5005  
1995**

**ISSUING NOTICES (SECTION 3.25) OF THE LOCAL GOVERNMENT ACT**

<b>Function to be performed:</b>	<b>The CEO is authorised to;</b> <b>give a person who is the owner or, unless Schedule 3.1 (of the Local Government Act 1995) indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that –</b> <b>(a) is prescribed in Schedule 3.1, Division 1; or</b> <b>(b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>EHO, MCCS, MIS</b>
<b>Reference:</b>	<b>Local Government Act 1995 Schedule 3.25.</b>

## 6000 – ANIMAL CONTROL

6001 ENFORCEMENT OF DOG ACT AND LOCAL LAWS	
<b>Function to be performed:</b>	<p>Enforcement of the provisions of the Dog Act 1976, subsidiary legislation and Dog Local Laws is delegated to the CEO.</p> <p>Court proceedings will be instituted administratively, with the provision that legal advice be obtained if necessary.</p> <p>By providing this delegation the local government expressly authorises the chief executive officer to further delegate the power or duty.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	<p>Authorised Officers – MCCS, MIS, Ranger</p> <p>Registered Officers – CEO, MCCS, Administration Staff</p>
<b>Reference:</b>	<p>Local Government Act 1995</p> <p>10AA Dog Act 1976</p>

6002 ENFORCEMENT OF CAT ACT 2011	
<b>Function to be performed:</b>	<p>Enforcement of the provisions of the Cat Act 2011 and subsidiary legislation and Cat Local Laws is delegated to the CEO.</p> <p>Court proceedings will be instituted administratively, with the provision that legal advice be obtained if necessary.</p> <p>The CEO is authorised to make such arrangements as is considered necessary for staff, temporary, part-time or otherwise, to effectively administer the Cat Act 2011, within the limitations of the adopted Annual Budget.</p> <p>The CEO is authorised to delegate employees of the local government to carry out certain functions of the Cat Act 2011.</p>
<b>Power or Duty Assigned:</b>	Local Government
<b>Power to Delegate:</b>	Yes
<b>Delegation Recommended:</b>	Yes
<b>Delegation to:</b>	Chief Executive Officer
<b>Chief Executive Officer delegates to:</b>	<p>Authorised Officers – MCCS, MIS and Ranger</p> <p>Registered Officers – CEO, MCCS and Administration Staff</p>
<b>Reference:</b>	<p>Local Government Act 1995</p> <p>S44 Cat Act 2011</p> <p>Cat Regulations 2012</p>

## 7000 – PLANNING

<b>7001 SHIRE OF PERENJORI PLANNING SCHEME NO. 2</b>	
<b>Function to be performed:</b>	<b>The CEO is delegated authority to exercise all powers and duties under the Shire of Perenjori Local Planning Scheme No. 2.</b>
<b>Power or Duty Assigned:</b>	<b>Local Government</b>
<b>Power to Delegate:</b>	<b>Yes</b>
<b>Delegation Recommended:</b>	<b>Yes</b>
<b>Delegation to:</b>	<b>Chief Executive Officer</b>
<b>Chief Executive Officer delegates to:</b>	<b>Contracted Planner, MCCS</b>
<b>Reference:</b>	<b>Planning and Development Act 2005 Schedule 2, Part 10, Clause 82 Planning and Development (Local Planning Schemes) Regulations 2015</b>

<b>7002 PLANNING AND DEVELOPMENT ACT 2005 – OTHER DELEGATIONS</b>																			
<b>Function to be performed:</b>	<table border="0"> <tr> <td><b>Subdivision Recommendations</b></td> <td><b>Authority to Progress</b></td> </tr> <tr> <td><b>Subdivision Clearances</b></td> <td><b>Authority to Approve</b></td> </tr> <tr> <td><b>Public Works Planning Applications</b></td> <td><b>Authority to Progress</b></td> </tr> <tr> <td><b>Clause 32 Planning Applications</b></td> <td><b>Authority to Progress</b></td> </tr> <tr> <td><b>Licensed Premises Applications</b></td> <td><b>Authority to Approve</b></td> </tr> <tr> <td><b>Notices</b></td> <td><b>Authority to Issue</b></td> </tr> <tr> <td><b>Street Naming</b></td> <td><b>Authority to Approve</b></td> </tr> <tr> <td><b>(As per the attachment)</b></td> <td></td> </tr> <tr> <td><b>Built Strata Subdivision Applications</b></td> <td><b>Authority to Approve</b></td> </tr> </table>	<b>Subdivision Recommendations</b>	<b>Authority to Progress</b>	<b>Subdivision Clearances</b>	<b>Authority to Approve</b>	<b>Public Works Planning Applications</b>	<b>Authority to Progress</b>	<b>Clause 32 Planning Applications</b>	<b>Authority to Progress</b>	<b>Licensed Premises Applications</b>	<b>Authority to Approve</b>	<b>Notices</b>	<b>Authority to Issue</b>	<b>Street Naming</b>	<b>Authority to Approve</b>	<b>(As per the attachment)</b>		<b>Built Strata Subdivision Applications</b>	<b>Authority to Approve</b>
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## **1). SUBDIVISION RECOMMENDATIONS**

### **FUNCTIONS DELEGATED**

The authority to make the following recommendations to the Western Australian Planning Commission (WAPC) in respect to any application to subdivide, strata subdivide or amalgamate land in the district:

- (a) To support an application to subdivide, strata subdivide or amalgamate land with or without conditions where the proposal is generally in conformity with TPS2, Residential Design Codes, Rural Land Strategy, City Planning Policy, Comprehensive Development Plan, Structure Plan, Integrated Development Guide Plan, Local Development Plan, Subdivision Guide Plan or Rural Concept Plan which has been approved by the Council as the basis for the subdivision of a defined area or precinct, subject to the imposition of the following:
  - (i) appropriate requirements and specifications under TPS2 and any applicable City Planning Policy;
  - (ii) any applicable conditions as set out under the City's 'Planning Procedure No. 1.1.3 – Model Subdivision Conditions Schedule for Subdivision Applications.
  - (iii) any other relevant non-standard conditions, subject to the criteria having regard to the subdivision design matters, land use matters, landscape matters and site planning and amenity issues.
- (b) To refuse to support an application to subdivide, strata subdivide or amalgamate land where the proposal is contrary to TPS2, Residential Design Codes, Rural Land Strategy, City Planning Policy, Comprehensive Development Plan, Structure Plan, Integrated Development Guide Plan, Local Development Plan, Subdivision Guide Plan or Rural Concept Plan.

## **2) SUBDIVISION CLEARANCES**

### **FUNCTIONS DELEGATED**

The authority to issue a letter in support for subdivision clearance to the WAPC in respect to any application to subdivide or amalgamate land in the district, subject to the following conditions:

- (a) Subdivision condition(s) imposed must be relevant to the City.
- (b) The subdivision condition(s) must be fulfilled in accordance with all the Local Government conditions specified on the WAPC approval, to the satisfaction of the delegate, and the clearance advice is to be signed by the delegate.
- (c) In the event of a dispute between the delegate and the applicant on the measures required to satisfy a condition, the matter must be referred to the WAPC for clearance, together with the City's advice on the matter.

## **3). BUILT STRATA SUBDIVISION APPLICATIONS**

### **FUNCTIONS DELEGATED**

The authority to determine applications for approval to subdivide land subject to built strata plan submitted under section 25 of the Strata Titles Act 1985. These applications relate to a strata plan for existing dwellings or buildings (or a building which is proposed to be constructed).

## **4). PUBLIC WORKS PLANNING APPLICATIONS**

### **FUNCTIONS DELEGATED**

The authority to make recommendations as deemed appropriate to the WAPC in respect of applications for the development of land referred to the City by public authorities for public works under the Metropolitan Region Scheme.

## **5). CLAUSE 32 PLANNING APPLICATIONS**



## **FUNCTIONS DELEGATED**

**The authority to make recommendations as deemed appropriate to the WAPC in respect of applications for the use or development of land, which is of a type or in a locality the subject of a WAPC Notice of Clause 32 Declaration pursuant to the Metropolitan Region Scheme.**

### **6). LIQUOR LICENCE APPLICATIONS**

## **FUNCTIONS DELEGATED**

**The granting of a Section 40 Certificate under the Liquor Control Act 1988, with or without conditions for all liquor licence applications.**

### **7). STREET NAMING**

## **FUNCTIONS DELEGATED**

**The authority to approve street names that are consistent with an approved street naming theme.**

### **8). NOTICES**

## **FUNCTIONS DELEGATED**

#### **(1) Notice Requiring Certain Things to be Done by Owner or Occupier of Land**

**The determination under section 3.25(1)(a) of the Local Government Act 1995 whether to give a person a notice referred to in that section.**

#### **(2) Additional Powers when Notice Given**

- (a) The determination under section 3.26(2) of the Local Government Act 1995 whether to do anything that it considers necessary as referred to in that section.**
- (b) The determination under section 3.26(3) of the Local Government Act 1995 whether to recover costs as referred to in that section.**



Shire of  
**Perenjori**  
Embrace Opportunity

ATTACHMENT  
Item 16.7(a)

*Letter of Request  
Perenjori Agricultural Society*

**ORDINARY COUNCIL MEETING 20 MAY 2021**



# Perenjori Agricultural Society Inc.

A: PO Box 46, Perenjori WA 6620  
E: [pjag@hotmail.com.au](mailto:pjag@hotmail.com.au)  
ABN: 31 163 849 680

Shire of Perenjori  
PO Box 22  
Perenjori WA 6620

16<sup>th</sup> May 2021

Dear Mario

Re – Perenjori Ag Show – 14<sup>th</sup> August 2021

This year is the 80<sup>th</sup> year of the Perenjori & Districts Agricultural Show and our volunteer team are planning to hold many special activities throughout the day, including the history of the show, an extended opening to reflect past Presidents and Secretaries and additional night entertainment. We hope to attract many more people to return to Perenjori, to help celebrate this event, as we have done with our previous anniversaries.


One of the biggest challenges, particularly this year due to the cyclone, will be accommodation and the Perenjori Ag Society Committee would like to request assistance from the Shire of Perenjori in providing free caravan/camping sites for 2 nights at the caravan park on the weekend of the 14<sup>th</sup> August 2021.

We have in the past, encouraged people to bring their swags, caravans & campers etc to camp at the Sporting Complex, however with the support of the Shire, this will encourage people to visit the town for the weekend and alleviate some pressure off the Sports Complex and existing accommodation sites which may not be fully functioning by August.

We are also obliged to accommodate some of our entertainers, such as the band, which would have normally been placed at the Hotel and the motocross guys. We have already booked 10 'single men's' units for these people, and whilst we understand that accommodation may be difficult at the caravan park at this time of year, we would appreciate some subsidisation in this area also, if possible.

We greatly appreciate the support that the Shire has given the Perenjori Ag Society in the past and acknowledge their generous contribution to the 80<sup>th</sup> year of the show, noting that this is an important event on the calendar for Perenjori and we look forward to providing another great day of entertainment to all patrons.

Yours Sincerely

  
Paddy King  
Secretary

## 2019 Major Donors:

