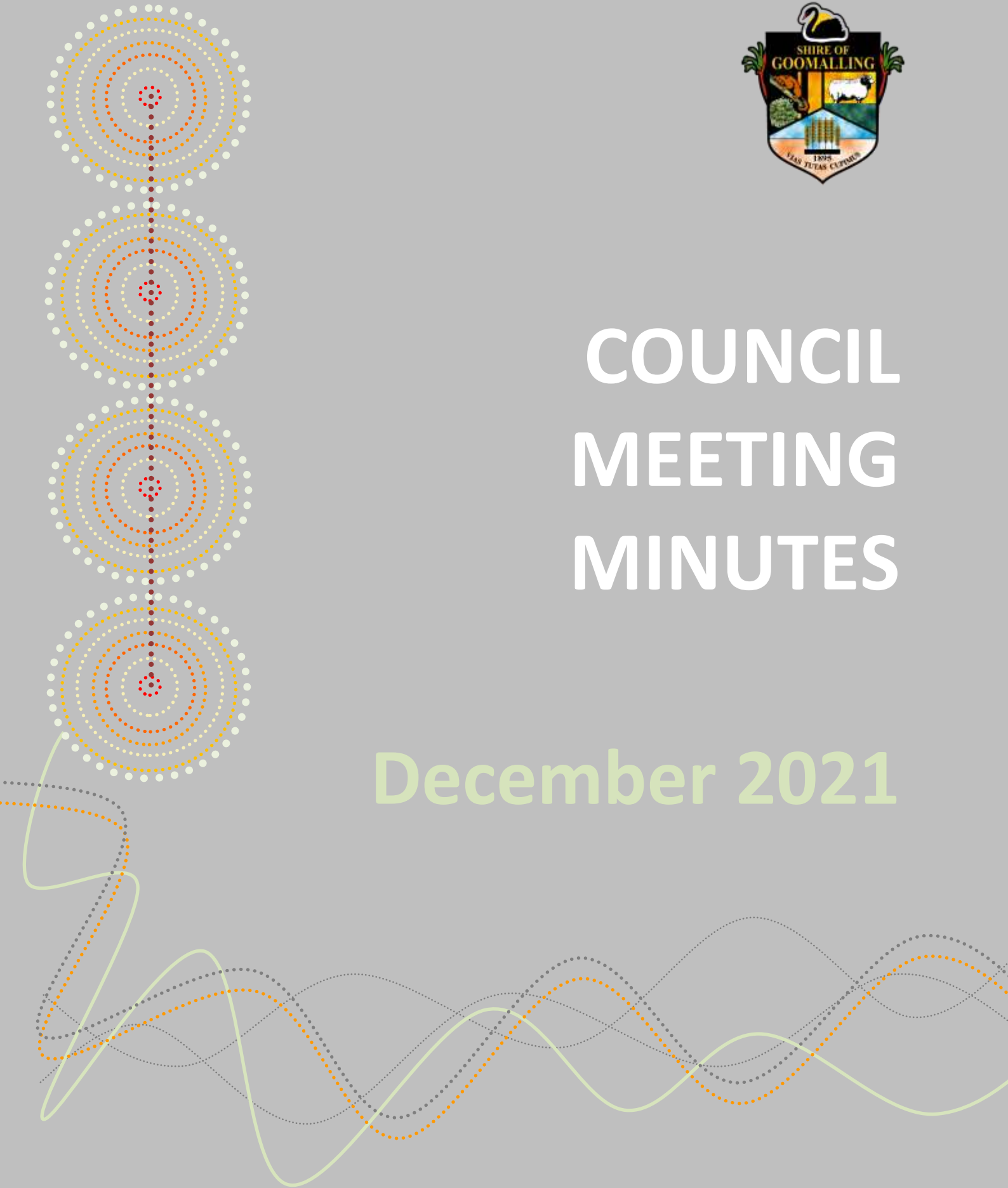


# Shire of Goomalling



## COUNCIL MEETING MINUTES

December 2021





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## NYOONGAR ACKNOWLEDGEMENT

We acknowledge this land that we meet on today is part of the traditional lands of the Nyoongar people and that we respect their spiritual relationship with their country. We also acknowledge the Nyoongar Ballardong people as the custodians of the greater Goomalling/Koomal area and that their cultural and heritage beliefs are still important to the living Nyoongar Ballardong people today.

## NOTICE OF MEETING

Meeting No. 11 of 2021 of the Shire of Goomalling Council to be held in the Council Chambers, Administration Office, 32 Quinlan Street, Goomalling on Wednesday, 15 December 2021 beginning at 5.28pm.

### 1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

### 2. RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

#### 2.1. Attendance

Council	President & Chairperson	Cr Barry Haywood
	Vice President	Cr Julie Chester
	Councillor	Cr Mark Ashton
	Councillor	Cr Roland Van Gelderen
	Councillor	Cr Brendon Wilkes
Administration	Chief Executive Officer	Mr Peter Bentley
	Finance Manager	Miss Natalie Bird
	Works Manager	Mr David Long

#### 2.2. Apologies

Apologies were received for nonattendance at today's meeting from Cr Casey Butt and Cr Christine Barratt.

#### 2.3. Approved Leave of Absence

### 3. DECLARATION OF:

- FINANCIAL INTEREST
- MEMBERS IMPARTIALITY INTEREST
- PROXIMITY INTEREST

### 4. PUBLIC QUESTION TIME

### 5. APPLICATION FROM MEMBERS FOR LEAVE OF ABSENCE

### 6. CONFIRMATION AND RECEIVING OF MINUTES & BUSINESS ARISING

6.1 Ordinary Meeting of Council held Wednesday 17 November 2021

#### **RESOLUTION 433**

***Moved Cr Wilkes, seconded Cr Van Gelderen that the minutes of Ordinary Meeting of Council held Wednesday 17 November 2021, be confirmed as true and correct recording of proceedings.***

**CARRIED 5/0  
Simple Majority**

PRESIDENT \_\_\_\_\_

DATE \_\_\_\_\_  
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**7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

- **Shire President attended AG Freight Network meeting in Perth November 21**
- **Shire President attended the Scared Heart and Goomalling Primary Schools presentation evenings**
- **Shire President attended Wheatbelt Secondary Freight Network Meeting**
- **Shire President, Cr Chester and Cr Barratt attended the RFDS helicopter visitation at the town oval.**

**8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

PRESIDENT \_\_\_\_\_

DATE \_\_\_\_\_  
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**9. OFFICERS' REPORTS**

**9.1 SCHEDULE OF ACCOUNTS PAID 1 OCTOBER TO 31 OCTOBER 2021**

File Reference	Not applicable
Disclosure of Interest	Nil
Applicant	Not Applicable
Previous Item Numbers	No Direct
Date	8 December 2021
Author	Kylie Burling, Accounts Payable
Authorising Officer	Natalie Bird, Finance Manager
<b>Attachments</b>	
1. Schedule of Payments – October 2021	

**Summary**

Agenda item presented in November 2021 has incorrect totals.

**FUND VOUCHERS AMOUNT**

EFT 3599-3600 & 3612 to 3685	\$285,342.24
Direct Debits 8479 to 8482	\$22,924.91
Cheques 15286 to 15298	\$22,166.31
Payroll JNL 6549, 6554 & 6560	\$127,750.00
Super DD13560 & 13634	\$21,537.20
<b>TOTAL</b>	<b>\$479,720.66</b>

**Voting Requirements**

Simple Majority



## OFFICERS' RECOMMENDATION

That the Council:

Approve vouchers from the Municipal Fund and Trust Fund as detailed:

### FUND VOUCHERS AMOUNT

EFT 3599-3600 & 3612 to 3685	\$285,342.24
Direct Debits 8479 to 8482	\$22,924.91
Cheques 15286 to 15298	\$22,166.31
Payroll JNL 6549, 6554 & 6560	\$127,750.00
Super DD13560 & 13634	\$21,537.20
<b>TOTAL</b>	<b>\$479,720.66</b>

#### **RESOLUTION 434**

***Moved Cr Chester, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***



**9.2 SCHEDULE OF ACCOUNTS PAID 1 NOVEMBER TO 30 NOVEMBER 2021**

<b>File Reference</b>	Not applicable
<b>Disclosure of Interest</b>	Nil
<b>Applicant</b>	Not Applicable
<b>Previous Item Numbers</b>	No Direct
<b>Date</b>	8 December 2021
<b>Author</b>	Kylie Burling, Accounts Payable
<b>Authorising Officer</b>	Natalie Bird, Finance Manager
<b>Attachments</b>	
2. Schedule of Payments – November 2021 3. Corporate Credit Card Statements – October 2021	

**Summary**

**FUND VOUCHERS AMOUNT**

EFT 3686 to 3772	\$555,344.48
Direct Debits 8487 to 8490	\$126,420.87
Cheques 15299 to 15307	\$26,801.75
Payroll JNL 6573 & 6575	\$88,382.00
Super DD13671 & 13698	\$14,699.49
<b>TOTAL</b>	<b>\$811,648.59</b>

**Voting Requirements**

Simple Majority



## OFFICERS' RECOMMENDATION

That the Council:

Approve vouchers from the Municipal Fund and Trust Fund as detailed:

EFT 3686 to 3772	\$555,344.48
Direct Debits 8487 to 8490	\$126,420.87
Cheques 15299 to 15307	\$26,801.75
Payroll JNL 6573 & 6575	\$88,382.00
Super DD13671 & 13698	\$14,699.49
<b>TOTAL</b>	<b>\$811,648.59</b>

**RESOLUTION 435**

***Moved Cr Van Gelderen, seconded Cr Wilkes that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***





**9.3 FINANCIAL REPORT FOR NOVEMBER 2021**

File Reference	Not Applicable
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	8 December 2021
Author	Natalie Bird, Finance Manager
Authorising Officer	Natalie Bird, Finance Manager
<b>Attachments</b>	
1. Monthly Financial Report to 30 November 2021	

**Summary**

In accordance with the *Local Government (Financial Management) Regulations 1996*, to follow is the presentation of the Monthly Financial Reports to Council.

**Background**

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

**Statutory Environment**

*Local Government Act 1995* – Section 6.4 (as amended)  
*Local Government (Financial Management) Regulations 1996* – Clause 34 and 35

**Policy Implications**

No specific policy regarding this matter.

**Financial Implications**

Ongoing management of Council funds

**Strategic Implications**

<b>Shire of Goomalling Community Strategic Plan 2019-2028</b>	
4.1.4	Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirements**

Simple Majority



## OFFICERS' RECOMMENDATION

That the Council:

1. Receive the Monthly Financial Report to 30 November 2021

**RESOLUTION 436**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***

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

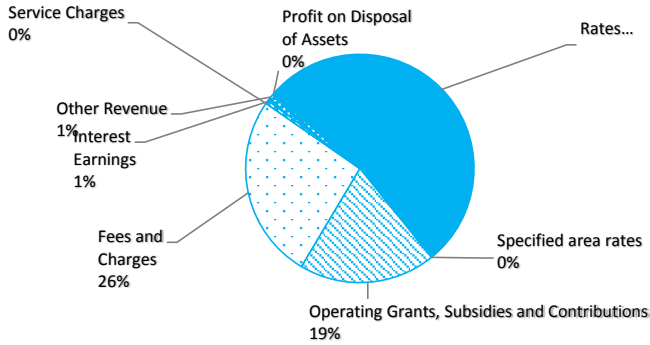
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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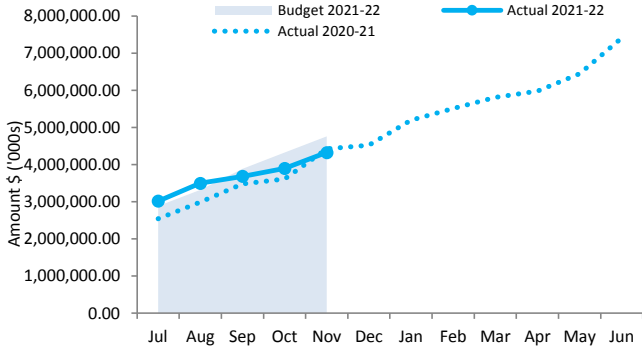
Statement of Financial Activity by Program	5
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OPERATING ACTIVITIES

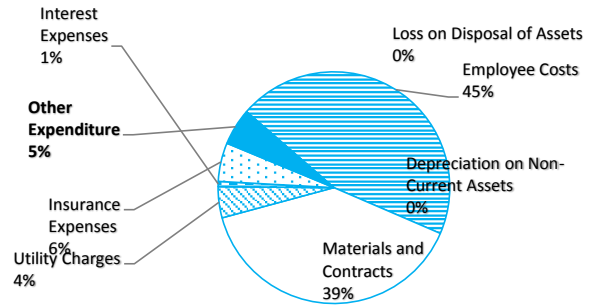
OPERATING REVENUE



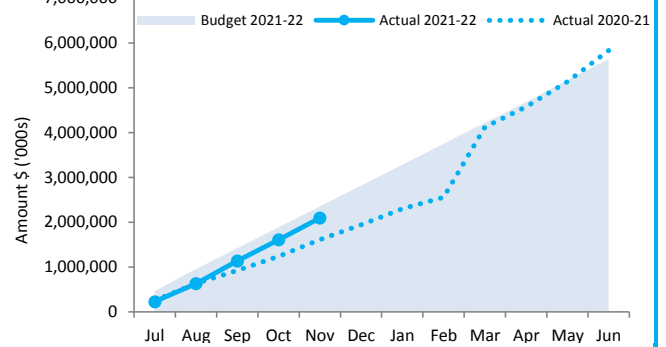
Budget Operating Revenues -v- Actual



OPERATING EXPENSES



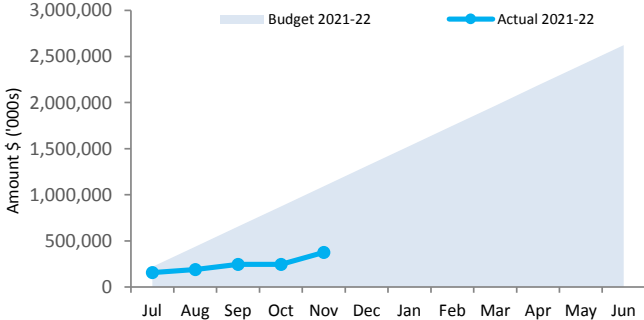
Budget Operating Expenses -v- YTD Actual



INVESTING ACTIVITIES

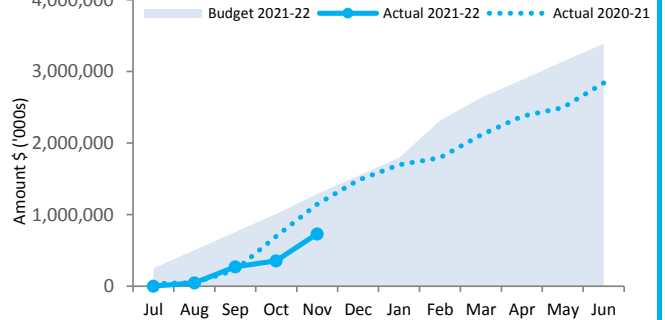
Non-Operating Grants

Budget Capital Revenue -v- Actual



CAPITAL EXPENSES

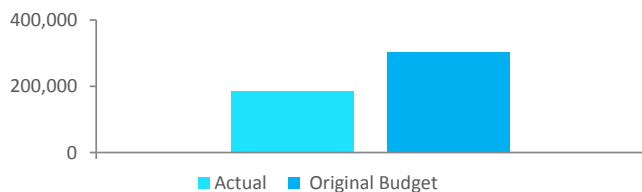
Budget Capital Expenses -v- Actual



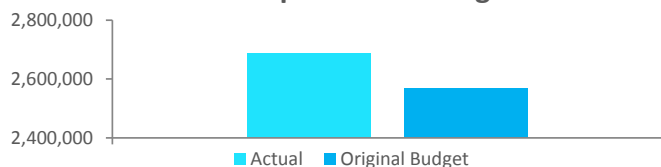
FINANCING ACTIVITIES

BORROWINGS

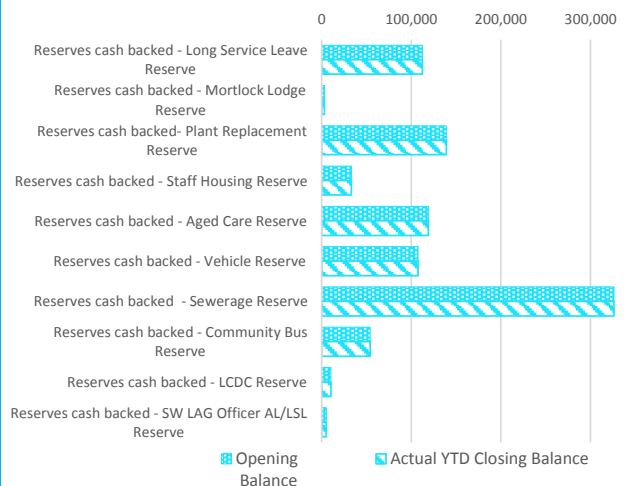
Principal Repayments



Principal Outstanding



RESERVES



Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	(\$0.27 M)	(\$0.29 M)	(\$0.29 M)	\$0.00 M
Closing	(\$0.05 M)	\$2.50 M	\$0.92 M	(\$1.57 M)

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$2.08 M	% of total
Unrestricted Cash	\$1.14 M	54.6%
Restricted Cash	\$0.95 M	45.4%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$0.16 M	% Outstanding
Trade Payables	\$0.10 M	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$0.26 M	% Collected
Rates Receivable	\$0.49 M	80.2%
Trade Receivable	\$0.26 M	
Over 30 Days		22.3%
Over 90 Days		21.7%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.14 M	\$2.91 M	\$1.70 M	(\$1.21 M)

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$2.30 M	% Variance
YTD Budget	\$2.06 M	11.7%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$0.69 M	% Variance
YTD Budget	\$0.39 M	76.2%

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$0.93 M	% Variance
YTD Budget	\$0.69 M	34.9%

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)
(\$0.63 M)	(\$0.07 M)	(\$0.30 M)	(\$0.22 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.16 M	%
Adopted Budget	\$0.12 M	34.6%

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$0.73 M	% Spent
Adopted Budget	\$3.42 M	(78.6%)

Refer to Note 8 - Capital Acquisition

Non-Operating Grants

YTD Actual	\$0.38 M	% Received
Adopted Budget	\$2.62 M	(85.7%)

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)
(\$0.28 M)	(\$0.05 M)	(\$0.19 M)	(\$0.14 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.19 M
Interest expense	\$0.07 M
Principal due	\$2.69 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$0.91 M
Interest earned	\$0.00 M

Refer to Note 11 - Cash Reserves

Lease Liability

Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.03 M

Refer to Note 10 - Lease Liabilities

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

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2021

## STATUTORY REPORTING PROGRAMS

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

### PROGRAM NAME AND OBJECTIVES

### ACTIVITIES

#### GOVERNANCE

To provide a decision making process for the efficient allocation of resources

To include the activities of members of Council and the administration support available to the Council for the provision of governance of the district. Other costs relate to assisting elected members and ratepayers on matters which do not concern specific Council services.

#### GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

#### LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control, community crime prevention and other aspects of public safety including emergency services.

#### HEALTH

To provide an operational framework for environmental and community health.

Inspection of food premises and food control. Provision of Medical Surgery and Doctor. Also noise control and waste disposal compliance

#### EDUCATION AND WELFARE

To provide services to disadvantaged persons including the elderly, children and youth.

Maintenance of child minding centre, playgroup centre, senior citizens centre. Provision and maintenance of youth services.

#### HOUSING

To provide and maintain housing for staff, aged and community housing projects operated by Joint Venture with the Department of Housing.

Staff housing, provision of general rental accommodation to the public when not required by staff.

#### COMMUNITY AMENITIES

To provide necessary services as required by the community.

Rubbish collection and recycling, operation of disposal sites, administration, maintenance & operation of the Shire Townsite Sewerage Scheme. Administration of the Shire of Goomalling Town Planning Scheme. Administration, maintenance & operation of the Goomalling public cemeteries, public toilets & the Goomalling Community Bus.

#### RECREATION AND CULTURE

To establish & effectively manage infrastructure and resources which will help the social wellbeing of the community.

Maintenance and operation of public halls, swimming pool, sporting pavilions, parks and gardens, recreation centre, sports playing surface areas and reserves including football oval, hockey oval, tennis courts, bowling greens. Contribution to the operation of the Goomalling Public Library, museums and cultural facilities.

#### TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of streets, roads, footpaths, drainage & signs. Maintenance and operation of street lights, works depot and aerodrome. Cleaning of streets and provision and maintenance of street trees. Purchase, maintenance and operation of plant.

#### ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of the Shire of Goomalling Caravan Park facilities and Motel Units. Provision of rural services including building control, standpipes, noxious weeds and vermin control. Maintenance costs associated with the Goomalling Community Resource Centre.

#### OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works, plant repairs and operations. Housing and Engineering operations costs.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**STATUTORY REPORTING PROGRAMS**

	Ref	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note						
<b>Opening funding surplus / (deficit)</b>	1(c)	\$ (273,269)	\$ (289,674)	\$ (289,674)	\$ 0	% 0.00%	
<b>Revenue from operating activities</b>							
Governance		32,000	19,160	(2,426)	(21,586)	(112.66%)	▼
General purpose funding		2,549,407	2,290,392	2,353,219	62,827	2.74%	
Law, order and public safety		365,800	152,405	213,662	61,257	40.19%	▲
Health		664,000	276,660	249,630	(27,030)	(9.77%)	
Education and welfare		600	250	305	55	22.00%	
Housing		273,310	113,860	47,462	(66,398)	(58.32%)	▼
Community amenities		501,600	481,175	481,297	122	0.03%	
Recreation and culture		126,656	52,725	51,812	(913)	(1.73%)	
Transport		328,408	136,825	203,193	66,368	48.51%	▲
Economic services		284,900	118,655	150,293	31,638	26.66%	▲
Other property and services		63,500	26,450	42,516	16,066	60.74%	▲
		<b>5,190,181</b>	<b>3,668,557</b>	<b>3,790,963</b>	122,406		
<b>Expenditure from operating activities</b>							
Governance		(255,183)	(119,060)	(107,419)	11,641	9.78%	
General purpose funding		(96,309)	(40,120)	(43,210)	(3,090)	(7.70%)	
Law, order and public safety		(557,992)	(232,465)	(192,372)	40,093	17.25%	▲
Health		(709,524)	(295,600)	(308,474)	(12,874)	(4.36%)	
Education and welfare		(16,262)	(6,770)	(6,699)	71	1.05%	
Housing		(414,582)	(172,110)	(94,965)	77,145	44.82%	▲
Community amenities		(603,391)	(251,275)	(233,567)	17,708	7.05%	
Recreation and culture		(958,033)	(398,920)	(284,053)	114,867	28.79%	▲
Transport		(1,449,389)	(603,790)	(563,091)	40,699	6.74%	
Economic services		(525,127)	(218,565)	(190,932)	27,633	12.64%	▲
Other property and services		(57,256)	(13,140)	(67,287)	(54,147)	(412.08%)	▼
		<b>(5,643,048)</b>	<b>(2,351,815)</b>	<b>(2,092,069)</b>	259,746		
Non-cash amounts excluded from operating activities	1(a)	1,588,999	1,589,999	0	(1,589,999)	(100.00%)	▼
<b>Amount attributable to operating activities</b>		<b>1,136,132</b>	<b>2,906,741</b>	<b>1,698,894</b>	(1,207,847)		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	14	2,623,045	1,092,925	375,295	(717,630)	(65.66%)	▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	14	0	0	(122,453)			
<b>Net Revenue from Non-Operating Grants</b>	14	<b>2,623,045</b>	<b>1,092,925</b>	<b>252,842</b>			
Proceeds from disposal of assets	7	120,000	120,000	161,538	41,538	34.62%	▲
Proceeds from financial assets at amortised cost - self supporting loans	9	39,157	19,256	19,256	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,415,700)	(1,306,510)	(732,345)	574,165	43.95%	▲
<b>Amount attributable to investing activities</b>		<b>(633,498)</b>	<b>(74,329)</b>	<b>(298,709)</b>	(224,380)		
<b>Financing Activities</b>							
Proceeds from new debentures	9	0	0	0	0	0.00%	
Transfer from reserves	11	50,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities	10	(21,412)	(2,088)	0	2,088	100.00%	
Repayment of debentures	9	(304,779)	(36,707)	(186,921)	(150,214)	(409.22%)	▼
Transfer to reserves	11	(7,500)	(7,500)	(0)	7,500	99.99%	
<b>Amount attributable to financing activities</b>		<b>(283,692)</b>	<b>(46,295)</b>	<b>(186,921)</b>	(140,626)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>(54,327)</b>	<b>2,496,443</b>	<b>923,590</b>	(1,572,853)		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 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.

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 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.



**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**BY NATURE OR TYPE**

	Ref	YTD	YTD	Var. \$	Var. %	Var.
	Note	Adopted Budget	Budget (a)	(b)-(a)	(b)-(a)/(a)	
		\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	(273,269)	(273,269)	<b>(289,674)</b>	(16,405)	6.00%
<b>Revenue from operating activities</b>						
Rates	6	2,067,708	2,060,291	<b>1,878,546</b>	(181,745)	(8.82%)
Other rates	6	233,350	233,350	<b>233,350</b>	0	0.00%
Operating grants, subsidies and contributions	13	1,276,758	607,770	<b>688,795</b>	81,025	13.33% ▲
Fees and charges		1,439,406	688,431	<b>928,556</b>	240,125	34.88% ▲
Interest earnings		41,957	18,345	<b>17,695</b>	(650)	(3.54%)
Other revenue		131,000	60,370	<b>44,020</b>	(16,350)	(27.08%) ▼
		<b>5,190,179</b>	<b>3,668,557</b>	<b>3,790,960</b>	122,403	
<b>Expenditure from operating activities</b>						
Employee costs		(2,061,721)	(848,175)	<b>(943,129)</b>	(94,954)	(11.20%) ▼
Materials and contracts		(1,262,922)	(525,485)	<b>(822,782)</b>	(297,297)	(56.58%) ▼
Utility charges		(256,101)	(106,450)	<b>(91,099)</b>	15,351	14.42% ▲
Depreciation on non-current assets		(1,588,999)	(662,035)	<b>0</b>	662,035	100.00% ▲
Interest expenses		(149,526)	(62,295)	<b>(14,920)</b>	47,375	76.05% ▲
Insurance expenses		(172,679)	(71,800)	<b>(112,858)</b>	(41,058)	(57.18%) ▼
Other expenditure		(151,100)	(75,575)	<b>(107,283)</b>	(31,708)	(41.96%) ▼
		<b>(5,643,048)</b>	<b>(2,351,815)</b>	<b>(2,092,070)</b>	259,745	
Non-cash amounts excluded from operating activities	1(a)	1,588,999	1,589,999	<b>0</b>	(1,589,999)	(100.00%) ▼
Movement in liabilities associated with restricted cash			0	<b>0</b>	0	0.00%
<b>Amount attributable to operating activities</b>		<b>1,136,130</b>	<b>2,906,741</b>	<b>1,698,890</b>	(1,207,851)	
<b>Investing activities</b>						
Proceeds from non-operating grants, subsidies and contributions	14	2,623,045	1,092,925	<b>375,295</b>	(717,630)	(65.66%) ▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	14	0	0	<b>(122,453)</b>		
<b>Net Revenue from Non-Operating Grants</b>	14	<b>2,623,045</b>	<b>1,092,925</b>	<b>252,842</b>		
Proceeds from disposal of assets	7	120,000	120,000	<b>161,538</b>	41,538	34.62% ▲
Proceeds from financial assets at amortised cost - self supporting loans	9	39,157	19,256	<b>19,256</b>	0	0.00%
Payments for property, plant and equipment and infrastructure	8	(3,415,700)	(1,306,510)	<b>(732,345)</b>	574,165	43.95% ▲
<b>Amount attributable to investing activities</b>		<b>(633,498)</b>	<b>(74,329)</b>	<b>(298,709)</b>	(224,380)	
<b>Financing Activities</b>						
Transfer from reserves	11	50,000	0	<b>0</b>	0	0.00%
Payments for principal portion of lease liabilities		(21,412)	(2,088)	<b>0</b>	2,088	100.00%
Repayment of debentures	9	(304,779)	(36,707)	<b>(186,921)</b>	(150,214)	(409.22%) ▼
Transfer to reserves	11	(7,500)	(7,500)	<b>(0)</b>	7,500	99.99%
<b>Amount attributable to financing activities</b>		<b>(283,691)</b>	<b>(46,295)</b>	<b>(186,921)</b>	(140,626)	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>(54,327)</b>	<b>2,512,848</b>	<b>923,590</b>	(1,589,258)	

**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.

(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: Movement in liabilities associated with restricted cash		1,000	0	0
Add: Depreciation on assets		1,588,999	662,035	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,589,999</b>	<b>662,035</b>	<b>0</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 2021	This Time Last Year 30 November 2020	Year to Date 30 November 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	11	(910,504)	(929,953)	(910,504)
Less: - Financial assets at amortised cost - self supporting loans	4	(39,157)	(39,157)	(19,901)
Add: Borrowings	9	304,779	2,273,379	117,858
Add: Provisions funded by Reserve	12	112,346	109,813	112,346
Add: Lease liabilities	10	21,412	0	21,412
<b>Total adjustments to net current assets</b>		<b>(511,124)</b>	<b>1,414,082</b>	<b>(678,789)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	1,358,851	1,307,145	2,083,358
Rates receivables	3	188,207	180,533	493,406
Receivables	3	179,731	93,402	262,041
Stock on Hand	4	30,898	54,625	6,639
<b>Total Current Assets</b>		<b>1,757,687</b>	<b>1,635,705</b>	<b>2,845,444</b>
<b>Less: Current liabilities</b>				
Payables	5	(384,158)	(274,210)	(155,453)
Borrowings	9	(304,779)	(2,273,379)	(117,858)
Contract liabilities	12	(261,845)	0	(384,298)
Lease liabilities	10	(21,412)		(21,412)
Provisions	12	(564,043)	(564,043)	(564,043)
<b>Total Current Liabilities</b>		<b>(1,536,237)</b>	<b>(3,111,632)</b>	<b>(1,243,064)</b>
		<b>221,450</b>	<b>(1,475,927)</b>	<b>1,602,380</b>
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(511,124)</b>	<b>1,414,082</b>	<b>(678,789)</b>
<b>Closing funding surplus / (deficit)</b>		<b>(289,674)</b>	<b>(61,847)</b>	<b>923,590</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.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
<b>Cash on hand</b>								
Floats	Cash and cash equivalents	650		650	0			
<b>Cash Deposits</b>								
Municipal Bank Account	Cash and cash equivalents	1,135,075		1,135,075	0	Bendigo	0.00%	At Call
Trust Bank Account	Cash and cash equivalents	0	0	0	25,368	Bendigo	0.00%	
Medical Surgery Bank Account	Cash and cash equivalents		33,343	33,343				
<b>Term Deposits</b>								
Term Deposits - Reserve	Financial assets at amortised cost	0	607,066	607,066	0	Bendigo	0.35%	28/03/2022
Term Deposits - Reserve	Financial assets at amortised cost	0	300,000	300,000	0	Bendigo	0.35%	24/03/2022
Term Deposits - Skeleton Weed A/L & LSI	Financial assets at amortised cost	0	5,234	5,234	0	Bendigo	0.30%	20/06/2021
<b>Total</b>		<b>1,135,725</b>	<b>945,642</b>	<b>2,081,368</b>	<b>25,368</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,135,725	33,343	1,169,068	25,368			
Financial assets at amortised cost		0	912,300	912,300	0			
		<b>1,135,725</b>	<b>945,643</b>	<b>2,081,368</b>	<b>25,368</b>			

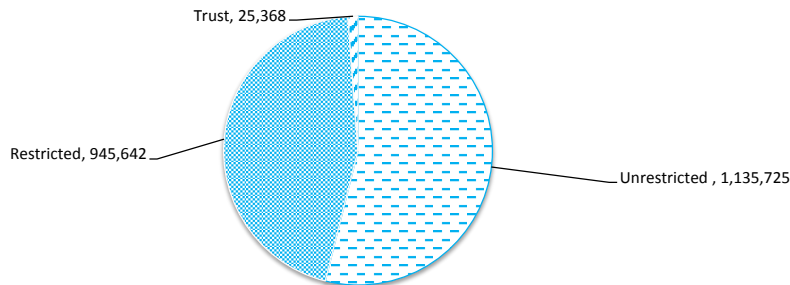
**KEY INFORMATION**

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 NOVEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

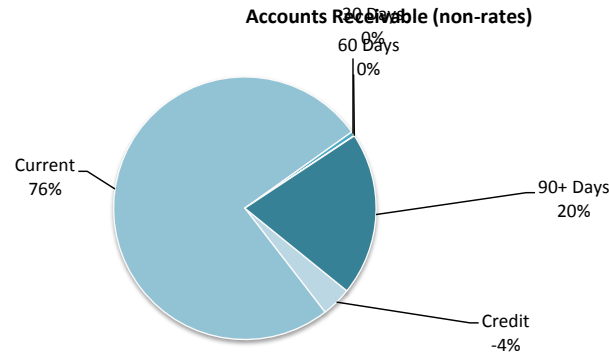
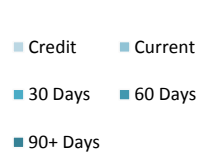
Rates receivable	30 Jun 2021	30 Nov 2021
	\$	\$
Opening arrears previous years	188,207	188,207
Levied this year	2,118,671	2,301,058
Less - collections to date	(2,118,671)	(1,995,859)
Equals current outstanding	<b>188,207</b>	<b>493,406</b>
<b>Net rates collectable</b>	<b>188,207</b>	<b>493,406</b>
% Collected	91.8%	80.2%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(7,322)	149,424	1,054	72	39,778	183,006
Percentage	(4.0%)	81.6%	0.6%	0%	21.7%	
<b>Balance per trial balance</b>						
Sundry receivable	0	183,006	0	0	0	183,006
GST receivable	0	59,134		0	0	59,134
Loans Club/Institutions - Current	0	19,901	0	0	0	19,901
<b>Total receivables general outstanding</b>						<b>262,041</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 uncollectable 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 2021	Asset Increase	Asset Reduction	Closing Balance 30 November 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Stock On Hand	30,898	(24,260)	0	6,638
<b>Total other current assets</b>	<b>30,898</b>	<b>(24,260)</b>	<b>0</b>	<b>6,638</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	(40,117)	0	0	0	(40,117)
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors	0	(97,785)	0	0	0	97,785
ATO liabilities		22,730				22,730
Other Payables		0				0
Payroll Creditors		0				0
Gst Payable		22,441				22,441
Accrued Loan Interest		0				0
Bonds & Deposits Held - Cl		12,497				12,497
<b>Total payables general outstanding</b>						<b>155,453</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 NOVEMBER 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 Residential	0.11287	119	1,316,466	148,592	0	0	148,592	148,592	0	0	148,592
GRV Commercial	0.12692	17	321,640	40,821	0	0	40,821	40,821	0	0	40,821
GRV Industrial	0.12172	11	80,636	9,815	0	0	9,815	9,815	0	0	9,815
GRV Urban Farmland	0.10871	17	211,120	22,951	0	0	22,951	22,951	0	0	22,951
<b>Unimproved value</b>											
UV Rural Zone 2	0.0062	37	20,416,000	127,294	0	0	127,294	127,294	0	0	127,294
UV Special Rural	0.0122	9	960,500	11,762	0	0	11,762	11,762	0	0	11,762
UV General Zone 3	0.0066	215	215,416,000	1,430,578			1,430,578	1,430,578	0	0	1,430,578
<b>Sub-Total</b>		<b>425</b>	<b>238,722,362</b>	<b>1,791,813</b>	<b>0</b>	<b>0</b>	<b>1,791,813</b>	<b>1,791,813</b>	<b>0</b>	<b>0</b>	<b>1,791,813</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	979	100	587,987	97,900	0	0	97,900	97,900	0	0	97,900
GRV Commercial	927	12	36,412	11,124	0	0	11,124	11,124	0	0	11,124
GRV Industrial	567	7	12,675	3,969	0	0	3,969	3,969	0	0	3,969
GRV Urban Farmland	737	7	23,951	5,159	0	0	5,159	5,159	0	0	5,159
<b>Unimproved value</b>											
UV Rural Zone 2	1,015	35	4,555,500	35,525	0	0	35,525	35,525	0	0	35,525
UV Special Rural	1,133	9	752,000	10,197	0	0	10,197	10,197	0	0	10,197
UV General Zone 3	1,231	91	7,904,157	112,021	0	0	112,021	112,021	0	0	112,021
<b>Sub-total</b>		<b>261</b>	<b>13,872,682</b>	<b>275,895</b>	<b>0</b>	<b>0</b>	<b>275,895</b>	<b>275,895</b>	<b>0</b>	<b>0</b>	<b>275,895</b>
<b>Amount from general rates</b>							<b>2,067,708</b>				<b>2,067,708</b>
Ex-gratia rates							36,199				36,199
<b>Total general rates</b>							<b>2,103,907</b>				<b>2,103,907</b>
<b>Specified area rates</b>	<b>Rate in \$ (cents)</b>										
Sewerage Residential	8.386		23,309	195,471	0	0	195,471	195,471	0	0	195,471
Sewerage Religious Church	4.00		420	1,680	0	0	1,680	1,680	0	0	1,680
<b>Total specified area rates</b>			<b>23,729</b>	<b>197,151</b>	<b>0</b>	<b>0</b>	<b>197,151</b>	<b>197,151</b>	<b>0</b>	<b>0</b>	<b>197,151</b>
<b>Total</b>							<b>2,301,058</b>				<b>2,301,058</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.

Capital acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$	\$
Buildings	389,500	389,500	133,945	0	(133,945)
Plant and equipment	325,000	325,000	135,405	218,182	82,777
Infrastructure - roads	2,375,200	2,375,200	1,007,160	514,163	(492,997)
Infrastructure - sewerage	30,000	30,000	0	0	0
Infrastructure - footpaths	30,000	30,000	30,000	0	(30,000)
Infrastructure - other	266,000	266,000	0	0	0
<b>Payments for Capital Acquisitions</b>	<b>3,415,700</b>	<b>3,415,700</b>	<b>1,306,510</b>	<b>732,345</b>	<b>(574,165)</b>
<b>Total Capital Acquisitions</b>	<b>3,415,700</b>	<b>3,415,700</b>	<b>1,306,510</b>	<b>732,345</b>	<b>(574,165)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$		\$	\$	\$
Capital grants and contributions	2,623,045	2,623,045	1,092,925	375,295	(717,630)
Cash backed reserves	910,504	910,504		0	
Reserves cash backed - Long Service Leave Reserve	1,000	1,000	0	0	0
Contribution - operations	(288,849)	(118,849)	72,752	195,512	122,760
<b>Capital funding total</b>	<b>3,415,700</b>	<b>3,415,700</b>	<b>1,306,510</b>	<b>732,345</b>	<b>(574,165)</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.



30/06/2022

30/11/2021

Account Description		Adopted Budget	Current Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Land and Buildings</b>						
48003	Roofing Project - admin LRCIP	68,000	68,000	0	0	0
98001	Capital housing Up grades	25,000	25,000	10,415	0	10,415
118005	Town Hall Ceiling Upgrade - LRCIP	100,000	100,000	41,665	0	41,665
138001	Public Buildings - Capital upgrade projects	6,500	6,500	2,705	0	2,705
138003	Old Road Board Building - LRCIP	60,000	60,000	25,000	0	25,000
138004	Gum Toilets Upgrade - LRCIP	50,000	50,000	20,830	0	20,830
138005	Slater Homestead upgrade - LRCIP	80,000	80,000	33,330	0	33,330
<b>Total</b>		<b>389,500</b>	<b>389,500</b>	<b>133,945</b>	<b>0</b>	<b>133,945</b>
<b>Plant &amp; Equipment</b>						
123906	Plant Replacement - Grader Go 020 (secondhand)	215,000	215,000	89,580	180,000	(90,420)
123907	Plant replacement - Small Tip Truck	30,000	30,000	12,500	0	12,500
123908	Plant replacement - Utility GO 039	20,000	20,000	8,330	17,273	(8,943)
123909	Plant replacement - Go 183	20,000	20,000	8,330	20,909	(12,579)
123910	Plant replacement - Torro ride on mower	15,000	15,000	6,250	0	6,250
123911	Small Plant - Mobile Traffic lights	25,000	25,000	10,415	0	10,415
<b>Total</b>		<b>325,000</b>	<b>325,000</b>	<b>135,405</b>	<b>218,182</b>	<b>(82,777)</b>
<b>Infrastructure - Roads</b>						
129904	EXPENSE - Regional Road Group Construction	545,990	545,990	227,495	75,947	151,548
129901	EXPENSE - R 2 R Construction	320,500	320,500	133,545	53,374	80,171
129910	Local Road and Community Infrastructure (Long Forrest/Gabby Quoi)	0	0	0	22,000	(22,000)
129911	Local Road and Community Infrastructure (Footpaths)	30,000	30,000	30,000	0	30,000
129912	Black Spot Funding	175,200	175,200	72,995	7,017	65,978
129913	Bridge Upgrade LRCIP	50,000	50,000	20,835	0	20,835
129908	EXPENSE - Wheatbelt Secondary Freight Network	1,253,510	1,253,510	522,290	355,826	166,464
<b>Total</b>		<b>2,375,200</b>	<b>2,375,200</b>	<b>1,007,160</b>	<b>514,163</b>	<b>492,997</b>
<b>Infrastructure - Footpaths</b>						
129911	Local Road and Community Infrastructure Program (footpaths)	30,000	30,000	30,000	0	30,000
<b>Total</b>		<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>
<b>Infrastructure - Sewerage</b>						
108003	Upgrade to sewerage water pipe line LRCIP	30,000	30,000	0	0	0
<b>Total</b>		<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - Other</b>						
118006	Anstey Park - Upgrade -LRCIP	185,000	185,000	0	0	0
118007	Upgrade to Playground at Rec Ground LRCIP	81,000	81,000	0	0	0
<b>Total</b>		<b>266,000</b>	<b>266,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTALS</b>		<b>3,415,700</b>	<b>3,415,700</b>	<b>1,306,510</b>	<b>732,345</b>	<b>574,165</b>

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

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>										
Aged Housing Wollyam Street	114	159,268	0	0	8,798	17,827	150,470	141,441	4,190	8,748
<b>Recreation and culture</b>										
New Sports Pavilion	111	1,080,058	0	0	14,044	28,723	1,066,014	1,051,335	34,332	68,155
Retic Football/Hockey Ovals	113	30,208	0	0	7,260	14,701	22,948	15,507	0	1,388
<b>Economic services</b>										
Community Centre	104	22,481	0	0	0	22,481	22,481	0	833	1,135
Slater Homestead	105	6,738	0	0	0	6,738	6,738	0	250	340
Rural Community Centre	106	330,576	0	0	11,409	23,050	319,167	307,526	6,776	11,378
Salmon Gum & Grange Subdivision	108	100,896	0	0	100,723	100,896	-0	0	3,887	3,855
Bank Overdraft - subdivision - new loan	115	945,000	0	0	25,432	51,206	919,568	893,794	13,571	41,271
<b>B/Fwd Balance</b>		2,675,225	0	0	167,665	265,622	2,507,387	2,409,603	63,839	136,270
<b>C/Fwd Balance</b>		2,675,225	0	0	167,665	265,622	2,507,387	2,409,603	63,839	136,270
<b>Self supporting loans</b>										
<b>Recreation and culture</b>										
Self Supporting Loan MSC	110	198,311	0	0	19,256	39,157	179,055	159,154	6,301	12,256
Self Supporting Loan MSC	110	198,311	0	0	19,256	39,157	179,055	159,154	6,301	12,256
<b>Total</b>		2,873,536	0	0	186,921	304,779	2,686,442	2,568,757	70,140	148,526
Current borrowings		304,779					(117,858)			
Non-current borrowings		2,568,757					2,804,300			
		2,873,536					2,686,442			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

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

**FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS**

**Repayments - borrowings**

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2021	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$

**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 NOVEMBER 2021**

**FINANCING ACTIVITIES  
NOTE 10  
LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases Particulars	Lease No.	1 July 2021	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Other property and services</b>										
Photocopier		0			0	0	0	0	0	0
GO015 Ford Utility Old works manager	6250532	0	0	0	0	0	0	0	0	0
GO040 Ford Escape (Blue)	6250509	5,944	0	0	0	5,835	5,944	109	0	151
GOSHIRE Ford Escape (White)	6250620	5,777	0	0	0	5,674	5,777	103	0	147
GO015 Ford Utility (WORKSMANAGER)	6463413	20,946	0	0	0	11,043	20,946	9,903	0	321
<b>Total</b>		<b>32,667</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,552</b>	<b>32,667</b>	<b>10,115</b>	<b>0</b>	<b>619</b>
Current lease liabilities		21,412					21,412			
Non-current lease liabilities		11,255					11,255			
		32,667					32,667			

All lease repayments were financed by general purpose revenue.

**KEY INFORMATION**

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

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

**OPERATING ACTIVITIES  
NOTE 11  
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 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>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Reserves cash backed - Long Service Leave Reserve	112,346	1,000	0	0	0		0	113,346	112,346
Reserves cash backed - Mortlock Lodge Reserve	3,172	0	0	0	0		0	3,172	3,172
Reserves cash backed- Plant Replacement Reserve	139,211	1,000	0	0	0	(50,000)	0	90,211	139,211
Reserves cash backed - Staff Housing Reserve	33,151	300	0	0	0	0	0	33,451	33,151
Reserves cash backed - Aged Care Reserve	119,247	1,100	0	0	0		0	120,347	119,247
Reserves cash backed - Vehicle Reserve	107,626	1,000	0	0	0		0	108,626	107,626
Reserves cash backed - Sewerage Reserve	326,074	2,500	0	0	0	0	0	328,574	326,074
Reserves cash backed - Community Bus Reserve	54,033	450	0	0	0		0	54,483	54,033
Reserves cash backed - LCDC Reserve	10,410	150	0	0	0		0	10,560	10,410
Reserves cash backed - SW LAG Officer AL/LSL Reserve	5,234	0	0	0	0	0	0	5,234	5,234
	<b>910,504</b>	<b>7,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>868,004</b>	<b>910,504</b>

**KEY INFORMATION**

Other current liabilities	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 30 November 2021
		\$	\$	\$	\$
<b>Contract liabilities</b>					
- operating	13	261,845	122,453	0	384,298
<b>Total unspent grants, contributions and reimbursements</b>		261,845	122,453	0	384,298
<b>Provisions</b>					
Annual leave		264,915	0	0	264,915
Long service leave		299,128	0	0	299,128
<b>Total Provisions</b>		564,043	0	0	564,043
<b>Total other current assets</b>		<b>825,888</b>	<b>122,453</b>	<b>0</b>	<b>948,341</b>

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

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

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

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

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

NOTE 13

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Provider	Adopted Budget Revenue	YTD Budget	Current Budget	YTD Revenue Actual
	\$	\$	\$	\$
<b>Operating grants and subsidies</b>				
<b>General purpose funding</b>				
GRANTS - General Purpose	210,000	87,500	210,000	131,137
GRANTS - Untied Road Grants	200,000	83,330	200,000	94,451
<b>Law, order, public safety</b>				
REVENUE - ESL Grant	45,000	18,750	45,000	16,231
<b>Recreation &amp; Culture</b>				
REVENUE - Other Recreation & Sport - No GST	1,000	415	1,000	1,000
<b>Community amenities</b>				
REVENUE - Other Grant Funding	130,000	130,000	130,000	130,000
<b>Transport</b>				
REVENUE - Direct Grant	96,908	40,375	96,908	96,908
<b>Economic services</b>				
REVENUE - Other Economic Services	0	0	0	0
<b>Other property and services</b>				
Various Contributions	209,263	30,536	317,190	219,069
	<b>892,171</b>	<b>390,906</b>	<b>1,000,098</b>	<b>688,795</b>

Non operating grants, subsidies and contributions revenue

	Adopted Budget Revenue	Current Budget	YTD Budget	YTD Revenue Actual	YTD Expenditure Actual	YTD Unspent Contract Liability
	\$		\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>						
<b>General purpose funding</b>						
Grants - Federal Government	752,000	752,000	313,330	0	180,000	0
<b>Transport</b>						
Revenue - Grants Regional Road Group	545,590	545,590	227,330	156,136	75,947	(80,189)
Revenue - Grant Wheatbelt Secondary Freig	997,612	997,612	415,670	135,333	355,826	0
Revenue - Grants R 2 R	234,244	234,244	97,600	0	53,374	0
Revenue - Grants Black Spot	73,599	73,599	30,665	49,280	7,017	(42,263)
Revenue - Grants Pathways	0	0	0	0	0	0
<b>Economic services</b>						
Revenue - Pioneer Pathways	0	0	0	0	0	0
	<b>2,603,045</b>	<b>2,603,045</b>	<b>1,084,595</b>	<b>340,749</b>	<b>672,163</b>	<b>(122,453)</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 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 2021-22 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>				
Governance	(21,586)	(112.66%)	▼	Received Grants Commission payment early
General purpose funding - rates	(181,745)	(8.82%)		The rates include the sewerage rates as well.
General purpose funding - other	62,827	2.74%		Within material variance
Law, order and public safety	61,257	40.19%	▲ Timing	Timing of receiving the funding from DFES for the ESL program
Health	(27,030)	(9.77%)		Within material variance
Education and welfare	55	22.00%		Within material variance
Housing	(66,398)	(58.32%)	▼	Within material variance
Community amenities	122	0.03%		Within material variance
Recreation and culture	(913)	(1.73%)		Within material variance
Transport	66,368	48.51%	▲ Timing	Within material variance
Economic services	31,638	26.66%	▲	Within material variance
Other property and services	16,066	60.74%	▲	Within material variance
<b>Expenditure from operating activities</b>				
Governance	11,641	9.78%		Within material variance
General purpose funding	(3,090)	(7.70%)		Dependent on when the annual report is completed so depreciation can be ran.
Law, order and public safety	40,093	17.25%	▲	Timing of payments for the ESL program
Health	(12,874)	(4.36%)		Dependent on when the annual report is completed so depreciation can be ran.
Education and welfare	71	1.05%		Within material variance
Housing	77,145	44.82%	▲ Timing	Dependent on when the annual report is completed so depreciation can be ran.
Community amenities	17,708	7.05%		Dependent on when the annual report is completed so depreciation can be ran.
Recreation and culture	114,867	28.79%	▲ Timing	Dependent on when the annual report is completed so depreciation can be ran.
Transport	40,699	6.74%		Within material variance
Economic services	27,633	12.64%	▲ Timing	Dependent on when the annual report is completed so depreciation can be ran.
Other property and services	(54,147)	(412.08%)	▼ Timing	Dependent on the timing of fuel and oils being ordered and paid for.
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	(717,630)	(65.66%)	▼	
Proceeds from disposal of assets	41,538	34.62%	▲	Sale of Bowen street and aslo Sale of Grange Street block sold didn't know the timing of the sale
Proceeds from financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for property, plant and equipment and infrastructure	574,165	43.95%	▲	Dependent on the timing of the Capital works program
<b>Financing activities</b>				
Proceeds from new debentures	0	0.00%		
Transfer from reserves	0	0.00%		
Payments for principal portion of lease liabilities	2,088	100.00%		Yet to show the year liability
Repayment of debentures	(150,214)	(409.22%)	▼	Yet to show all loan repayments
Transfer to reserves	7,500	99.99%		Not completed until the end of the financial year



**9.4 BUSH FIRE BRIGADE STRUCTURE**

<b>File Reference</b>	
<b>Disclosure of Interest</b>	Nil
<b>Applicant</b>	Shire of Goomalling
<b>Previous Item Numbers</b>	No Direct
<b>Date</b>	29 November 2021
<b>Author</b>	Robert Koch – Community Emergency Services Manager
<b>Authorising Officer</b>	Peter Bentley – Chief Executive Officer
<b>Attachments</b>	Nil

**Summary**

The purpose of this report is for Council to consider recommendations with respect to restructure/reform of the shire’s Bush Fire Service (BFS) to minimise legislative liabilities to the organisation.

**Please Note:** For the purpose of this report the term BFS is being used as a blanket term to cover brigades (BFB), Bush Fire Control Officers (FCOs) and actions taken manage bushfire.

**Background**

The Shire of Goomalling operates its Bush Fire Service (brigades and response) under the *Bush Fires Act 1954* (BFA). While the *Act* provides authority to the BFS, activities of the services are also governed by other acts such as (but not limited to) operation of emergency vehicles under the *Road Traffic Act 1974*, and relevant occupational health and safety legislations and regulations. With respect to the latter the *Work Health and Safety Act (WHS) 2020* replaces the *Occupational Safety and Health (OSH) Act 1984* commencing at the beginning of 2022. While the *OSH Act* had implications for the operation of the BFS, the incoming *WHS Act*, formally recognises volunteers as workers in the same vein as employees. More so the *WHS Act* removes the ability for an organisation or individual to insure their liabilities or exposure to the act. This has caused need for local governments (among other organisations) to consider their management of volunteers in the provision of emergency services and their exposure and consequences with respect to the incoming legislation. The *WHS Act*, places responsibility on a Person(s) Conducting a Business or Undertaking (PBUC). In the local government context, this is largely focused on the organisation in the first instance and the Chief Executive Officer who may be personally prosecuted.

The overall pretense of OSH/WHS legislation is that steps that are reasonably practical be taken to ensure the safety of workers. Some high-level pillars of compliance include:

- Provision of Training
- Provision of Protective Equipment/Clothing
- Safe Work Practices (Procedures)
- Knowledge and understanding of risks

Formalised avenues of communications is seen as an effective tool of implementing and monitoring the effectiveness of the above.

P R E S I D E N T \_\_\_\_\_

D A T E \_\_\_\_\_



The Shire of Goomalling has around 160 BFS volunteers. These are split over four BFBs being Konnongorring, Goomalling Central, Jennacubbine and Cunjardine Farm Support Brigade.

The Shire has no operational procedures documented. By virtue, this means there is no minimum standards for training or personal protective equipment/clothing (PPE/PPC). While both training and PPE/PPC are available to Shire of Goomalling Bush Fire Service Members, uptake is considered low.

Local Governments and their Bush Fire Brigades have responsibility for fire outside of gazetted fire districts. This includes structure and vehicle fires.

The Shire does not utilise advisory body/committee allowances permitted by the Bush Fires Act.

Analysis of Officer Recommendations can be found in the Comments/Conclusion of this report.

**Consultation**

The impacts of the WHS Act, were discussed at the Annual Brigades Meeting in October, with the CEO foreshadowing possible changes/actions the Shire could seek to make to its BFS.

**Statutory Environment**

*Bush Fires Act 1954*  
*Work Health and Safety Act 2020*

**Policy Implications**

May result in the adoption of new policy related to operation of BFS.  
 May result in reassessment of '4.27 Use of Council Equipment and Machinery for Bushfire Control'

**Financial Implications**

The Shire of Goomalling's BFS is almost entirely funded via the Local Government Grants Scheme. Training, PPE/PPC are eligible claimable items under this scheme. Administration and change management which would be a result of adoption of Officers' recommendations in this report will require a significant administration effort. It is envisaged that this would be achieved with prioritisation of tasks of existing officers. Minimal financial implications are therefore expected.

**Strategic Implications**

<b>Shire of Goomalling Community Strategic Plan 2019-2028</b>	
1.4.3	Support provision of emergency services
1.4.4	Encourage, facilitate and support community participation in the volunteer fire, ambulance and emergency services
1.4.6	Provide community services to uphold public safety standards

**Comment/Conclusion**

Before considering measures to improve safety and meet repertory requirements it is advised that Council first consider the current shire BFS structure, how this structure relates to current operations in reality and whether changes to the structure should be applied to aid implementation of other controls/measures.



### Current Shire of Goomalling BFS Structure

Brigade	Type	Appliance	Station	Members at 26/10/2021
Jennacubbine	Settlement	2.4R (Dual Cab) (Upgrading to 4.4B Single Cab)	Single Bay	38
Konnongorring	Settlement	LT	Single Bay	37
Goomalling Central	Settlement	4.4B (Single Cab)	Collocated with FRS	68
Cunjardine	Farm Response	N/A	N/A	5

### Analysis of Current BFS Structure

The Shire's Bush Fire Service is heavily reliant on farm response due the large geographic area and relatively few dedicated BFS appliances. However, in reality, only a hand full of personnel operate the BFS appliances, with other personnel turning out as farm response/spontaneous volunteers in private vehicles. The model could be described as farm response augmented by the dedicated BFS capacity.

This reality is not reflected in the structure of membership where most members are listed against one of the three settlement brigades. Historically, individuals have been registered to a brigade to support them in receiving turnout messages from DFES via the Shire's 000 agreement with DFES in which mobilisation is actioned by DFES communication centre.

It is advised that the Shire adopt changes how it registers and allocates members. Central to these considerations is the most effective way of handling farm response. Farm response can be further split into two categories; those officially recognised with BFS membership, and those who are spontaneous volunteers. The Shire's WHS obligations applies to all methods of attendance at a fire. Spontaneous volunteers represent a particular challenge.

### Alternative Structures:

Two alternate structures were considered by the Officer, before recommending the structure in Officer's Recommendation 1 of this report. At a high level the two structures considered were:

1. Retention of a Farm Response Brigade (but as a whole of shire);
2. Removal of a Farm Response Brigade entirely.

While the latter is attractive from an initial administration effort standpoint, it would inevitably result in a larger number of spontaneous volunteers, for whom the shire would not be funded to provide PPE or be able to enforce training standards. This would lead to less ability to manage the challenges of spontaneous volunteers with respect to the WHS legislation, and ultimately lead to poor on-ground WHS compliance and thus increased liability to the Shire. This approach could also reduce response efficiency due to ineligibility of spontaneous volunteers to receive 000 SMS turnout messages. It would also likely receive the most opposition from affected constituents.



Thus, the officer advocates for a retention of Farm Response Brigade (FRB) capability with the following overall brigade structure.

Brigade	Type
Jennacubbine BFB	Settlement
Konnongorring BFB	Settlement
Goomalling Central BFB	Settlement
Goomalling District FRB*	Farm Response

\*NB: While naming of this brigade is negotiable, the term 'Goomalling District' is suggested to avoid confusion with existing Goomalling VFRS, and 'Shire Goomalling' entities already in existence. The latter refer to an 'on-paper' designation on internal DFES system for recording Shire based membership (such as FCOs).

Bush Fire Brigades are Established under section 41 of the *Bush Fires Act 1945*:

#### **41. Bush fire brigades**

*(1) For the purpose of carrying out normal brigade activities a local government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.*

*(2) A local government shall keep a register of bush fire brigades and their members in accordance with the regulations and shall register therein each bush fire brigade established by it under subsection (1) and each member of each such brigade.*

*(2a) A local government is to notify the FES Commissioner as soon as practicable after any changes occur in any of the details required to be recorded in the register under subsection (2).*

*(3) A local government may at any time cancel the registration of a bush fire brigade.*

Thus, the Officer's Recommendation 1 recommends council endorse the CEO to advise the Fire & Emergency Services (FES) Commissioner:

- a) The cancellation of the Registration of the Cunjardine Bush Fire Brigade under s41(3); and
- b) Creation of the Goomalling Farm Response Brigade under s41(1).

#### Allocation of Membership

The above proposed structure creates two distinct categories of member. Bona fide BFB, with supplied specialised appliances/equipment, and Farm Response without dedicated appliances.



It is proposed that members are allocated into the type of brigade which reflects the nature of their participation in the service. Those who operate, or would be expected to operate, supplied fire appliances would be allocated to a settlement brigade. Those who turnout with their private fire unit would be moved to the Farm Response Brigade. This proposal allows suitable training to be applied to each type of brigade member. i.e. More training for Settlement Brigade members as the appliances have more equipment and features, and they are designated an emergency response vehicle under the Road Traffic Act.

It is anticipated that under this proposed structure that the number of members the settlement brigades would reduce significantly, while the Farm Response brigade would potentially be the majority of memberships.

To support the allocation of members to the proposed new brigade structure, a membership review would be required. The officer recommends a formal process (and period) of notification and response.

This would include writing to all existing members explaining the structure and training requirements with enclosed form to:

- a. Confirm personal details
- b. Nomination of Brigade (Shire to have final say).
- c. Acceptance of membership requirements
- d. Provide opt-out option

Members who do not respond will be considered as opting-out and membership suspended. It is recommended the above process also include advertising via other means to ensure that missed mail or unadvised address changes do not result in unnecessary membership suspensions.

The final method(s) and requirements of the review and response process is recommended at CEOs discretion.

This process forms the basis of Officers Recommendation 2 of this report. It is expected that the above process will tangibly reduce total number members as there has not been a substantial review of Shire of Goomalling's BFS membership for many years.

It is also expected that membership will have also been tangibly reduced prior to the commencement of this process due to the State Government COVID19 Fire and Emergency Services Worker (Restrictions of Access) Directions which require all BFS volunteers to be partially vaccinated by 01 January 2022 and Fully Vaccinated by 01 February 2022. It is anticipated that members not compliant with this directive (law) will have their membership suspended at each of the deadlines.

#### Auxiliary Membership

Auxiliary membership is a non-firefighter role within the service. As every membership represents a responsibility and liability under WHS legislation, it is recommended that

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the role of auxiliary members within Goomalling BFS is carefully considered. It is recommended that, except in cases where there is a clearly identified need for such a support role, that auxiliary memberships are not accepted. This forms Recommendation 3 of this report.

#### Vehicle Identifier Stickers

Vehicle identifier stickers are issued by many local governments including Goomalling to those with private fire fighting vehicles. At a high level these can be seen as pre-approval of resources which an Incident Controller may permit access through a partial road closure.

These are commonly held by (but not limited to) BFS members who respond in a farm response capacity or by ad-hoc volunteers. Approval is provided on a bi-annual basis with next renewal due 30 September 2022

The fact that 'pre-approval' is given by the Shire implies endorsement the Shire with respect to the safe operation of these personnel and vehicles. At present controls around safe operation are limited to 'tick-box' application form acknowledgement by the applicant. The Officer advises that more diligence can reasonably be done, and therefore should be done with respect to WHS obligations.

It is proposed that as part of Recommendation 4 of this report that Vehicle Identifier Stickers are only issued to farm response vehicles associated with members of Bush Fires Service (be it BFB or Farm Response Brigade) who meet the training firefighter rank requirements for their respective brigade (see next section).

#### Training Requirements

A cornerstone of WHS compliance is training personnel in all elements of the role/duties that they perform. As foreshadowed above different training standards are recommended for membership types (Settlement vs Farm Response). It is also recommended that the baseline training for firefighters is expanded on as rank increases.

DFES recently released a new training package 'Rural Fire Awareness' specially for the purpose of Farm Response brigade members. This is a one-day course.

It should be noted, for compliance with the *Bush Fires Act 1954* that each brigade must have a captain, one lieutenant and secretary. The Shire must also appoint at least two Bush Fire Control Officers (i.e. a Chief and a Deputy) for the entire Shire.

The below table contains minimum training standards proposed in Officer's Recommendation 5 of this report. Requirements adopted by the Shire of Toodyay, and those promoted by DFES training packages are included for comparison purposes. Duration of each course (in hours) is shown in brackets.

Rank	Minimum Recommended Standard for Goomalling		Adopted Toodyay Minimum Standard	DFES Recommendation
	Settlement BFB	Farm Response		
Fire	- Bushfire Safety	Rural Fire	- Bushfire Safety	- Bushfire Safety

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# SHIRE OF GOOMALLING

MINUTES FOR ORDINARY MEETING OF COUNCIL  
WEDNESDAY 15 DECEMBER 2021



<b>Fighter</b>	Awareness (16) - Fire Fighting Skills (16)	Awareness (8)	Awareness (16) - Fire Fighting Skills (16) - AIIMS Awareness (1*)	Awareness (16) - Fire Fighting Skills (16) - AIIMS Awareness (1*)
<b>Lieutenant</b>	<i>Above Plus</i> - AIIMS Awareness (1*) - Structural Fire Fighting (16) -Advanced Bush Fire Firefighting (8) -Crew Leader (8)	- Bushfire Safety Awareness (16) - Fire Fighting Skills (1*) - AIIMS Awareness (1*) - Advanced Bush Fire Firefighting (8) - Crew Leader (8)	<i>Above Plus</i> - Structural Fire Fighting (16) -Advanced Bush Fire Firefighting (8) -Crew Leader (8) - Machine Supervision (6)	<i>Above Plus</i> - Structural Fire Fighting (16) -Advanced Bush Fire Firefighting (8) -Crew Leader (8) - Sector Commander (16) - AIIMS 2017 (16) - Incident Controller Lv 1 (32) - Mental Health First Aid (16) - Leadership Fundamentals (16)
<b>Captain</b>	<i>Above Plus</i> - Sector Commander (16)	<i>Above Plus</i> - Sector Commander (16)	<i>Above Plus</i> - Sector Commander (16)	<i>Above Plus</i> - Fire Control Officer (8) - Fire Weather 1 (16)
<b>FCO</b>	<i>Above Plus</i> - AIIMS 2017 (16) - Incident Controller Lv 1 (32) - Fire Control Officer (8)		<i>Above Plus</i> - Ground Controller (6) - AIIMS 2017 (16) - Incident Controller Lv 1 (32) - Fire Control Officer (8)	<i>Above Plus</i> - Incident Controller Lv2 (32)

In addition to the above, the Council is requested to consider further reducing *WHS Act* and potential *Road Traffic Act* exposure, by mandating of training for those performing driving duties as part of fire response. This covers two main area considerations:

1. Driving a designated BFB appliance under Emergency Conditions (a.k.a. lights & siren)
2. Operation of a vehicle in an off-road capacity

The below table outlines an additional proposal contained in Officer's Recommendation 5 of this report.

Rank	Minimum Recommended Standard for Goomalling	
	Settlement BFB	Farm Response
<b>Any Driver of BFB Fire Appliance</b>	- DFES On-Road Driving (16) or National Unit of Competency Equivalent (8)	N/A
<b>Any Driver of a BFB or Farm Response Vehicle in an Off-Road Situation</b>	- DFES Off-Road Driving (16) or National Unit of Competency Equivalent (8)	

It should be noted that the proposed training requirements above the rank of Fire Fighter are unlikely to be achievable prior to 2022/23 fire season in all cases. However, Officer's Recommendation 5 includes the near-term requirement that all firefighters, regardless of rank, achieve the proposed Fire Fighter standard of their brigade type by 31 October 2022 with suspension of membership for those not meeting training requirements for brigades. Future deadlines for remaining training requirement compliance should be considered post membership review, based on further analysis of

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restricted brigades/membership with dates set by CEO and or Council. Consultation with the Bush Fires Advisory Committee (mentioned later in this report) is recommended in setting such dates.

It should also be noted that significant differences exist between the Officer's proposal and the comparison information provided for Toodyay and DFES. Future review is recommended as initial targets (recommendations) of this report are met. The above proposed training requirements should not be considered an exhaustive definition of tasks/duties of members of the Bush Fire Service examples include; Ground Controller (Aircraft Operations), Machine Supervision (Machinery Operations) and dedicated Radio Communications training.

#### Capacity to Provide Training

The Community Emergency Services Manager has the ability to deliver all training courses proposed for the firefighting rank and has made allowance of additional capacity with respect to Bush Fire Safety Awareness and Fire Fighting Skills courses in planning for the DFES Goldfields-Midlands 2022 training schedule. It is envisaged that most courses would be held in either Northam or Toodyay on weekends.

Courses in Rural Fire Awareness would be run locally (by the CESM) to meet required numbers. This would likely be a combination of weekdays and weekends.

The ability to provide training assumes that there is a tangible decrease in settlement membership, with the majority of membership moving over to a farm response brigade. Training costs are an eligible expense under the Local Government Grants Scheme (LGGS).

#### Recognition of Prior Learning/Gap Training

Some members may have existing training which can count as credit in whole or in part to current courses. This will need to be assessed on a case-by-case basis. Small gap courses covering newly introduced modules may be required, or recognition of prior learning processes applied in suitable circumstance.

#### Standard Operating Procedures

Another principal of WHS compliance is the adoption of safe work practices otherwise referred to Standard Operating Procedures (SOPs).

It is recommended council consider endorsing Standard Operating Procedures for the BFS. Such a documents generally covers basics such as:

- Organisational Objectives & values
- Membership Requirements & Processes (e.g. application, termination, training)
- Operational Procedures

Specific procedures are not presented as part of this report for adoption at this time. It is envisaged that resolutions made as a result of Officer Recommendations in this report would provide direction and form a framework administrative content of a future SOP document. On the operational side of the equation, DFES have SOPs which can be

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adopted verbatim or as modified by a local government. Recommendation 6 of this report support the creation of SOPs to be brought to council for endorsement.

### Advisory Committee

Good WHS compliance is supported by recorded consultative channels. This allows for official and documented pathways of issues (including safety) to be raised and resolved with the visibility to council.

Currently the Shire of Goomalling hold a single 'invite all' Annual Brigade Meeting.

Section 67(2) of the *Bush Fires Act 1954* allows local government to establish a Bush Fire Advisory Committee. BFACs commonly meet quarterly, though the schedule can be tailored to meet the needs of the individual local government. A BFAC must have at least one elected member of council present.

A BFAC would make recommendations to council with respect to operation of the Shire's Bush Fire Service, such as review and advice on SOPs for subsequent council endorsement.

It is proposed that BFAC meetings could run immediately prior to Local Emergency Management Committee (LEMC) meetings as some personnel would likely sit on both committees.

It is recommended that the committee exist of:

- Captain or nominated representative of Jennacubbine BFB
- Captain or nominated representative of Konnongorring BFB
- Captain or nominated representative of Goomalling Central BFB
- Captain or nominated representative of Goomalling District Farm Response Brigade\*
- Captain or nominated representative of Goomalling Fire and Rescue Service (VFRS)
- Department of Fire and Emergency Services – DO Avon
- Community Emergency Services Manager
- Chief Executive Officer (or nominated representative)
- Elected Member (Councillor)
- Elected Member (Councillor)

\*Subject to adoption of Officer's Recommendation 1

Officer's Recommendation 7 of this report recommends the formalised establishment of a BFAC, suggested founding membership and nomination for elected member(s).

### Personal Protective Equipment

The Shire will continue to provide PPE/PPC to all members. To allow this to be effectively managed is it proposed that confirmation of serviceable PPE (or request to



revised or replace) is managed in line with the membership review and response process (part of Officer's Recommendation 2) as determined by the CEO.

This will allow for lead times for ordering, collation, and distribution on completion of training requirements. This allows for ongoing COVID-19 related supply and shipping issues.

PPE/PPC costs are an eligible expense under the Local Government Grants Scheme (LGGS).

### Timelines

The content of this report amounts to a holistic proposed restructure and reform of the Shire of Goomalling BFS. This will take a long period of time (years) to fully implement, specifically in respect to training members of higher rank. However, it is possible to affect the majority of change within the seasonal nature of the service (and agricultural demographic of the membership). The table below aims to provide envisaged timelines, and serves to summarise the content of this report into a related action.

It assumes that Officers Recommendations in this report are endorsed by council at their December 2021 Ordinary General Meeting.

The Council may wish to take a period of public comment from members regarding the proposals for change, however change must occur for us to work within the new WHS legislation.

Action	Time Frame
1. Develop Materials to support Items 1-4 below.	January 2022
2. Advise DFES of changes to Bush Fire Brigades.	January 2022
3. Establish BFAC and send invitation for first meeting (February).	January 2022
4. Write (and advertise) to all existing members explaining the structure and membership requirements. Members to Respond.	February 2022 Responses due end of March 2022
5. Inform responders of membership review, their outcome and provide information pack.	Early April 2022
6. Conduct Training (Fire Fighting Rank)	April – October 2022
7. Bring initial SOPs to council for endorsement.	September 2022
8. Issue Vehicle Identifier Stickers/Issue PPE/PPC	October 2022
9. Suspend Membership of members who have not responded or met membership requirements.	October 2022



**Voting Requirements**  
Simple Majority

**OFFICERS' RECOMMENDATION 1**

That the Council:

1. Authorise the CEO to advise the Fire and Emergency Services Commissioner the cancellation of Cunjardine Farm Support Brigade and;
2. Authorise the CEO to advise the Fire and Emergency Services Commissioner of the creation of the Goomalling District Farm Support Brigade.

**RESOLUTION 437**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***

**OFFICERS' RECOMMENDATION 2**

That the Council:

1. Authorise the CEO to contact and/or advertise to existing Bush Fire Service members informing them of a membership review, advising requirements and required actions.
2. Authorise the CEO to allocate members to brigades as appropriate based on review of responses received.
3. Authorise the CEO to suspend membership of members who do not respond in line with the membership review requirements.

**RESOLUTION 438**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***



### **OFFICERS' RECOMMENDATION 3**

That the Council:

1. Adopt a position that Auxiliary membership classification with the Shire of Goomalling Bush Fire Service will only be granted, to the satisfaction of the CEO, that there is a defined and ongoing need role related to the person applying for Auxiliary Membership.

**RESOLUTION 439**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***

### **OFFICERS' RECOMMENDATION 4**

That the Council:

1. Adopt a position that Vehicle Identifier Stickers are only issued for firefighting capable vehicles of members of the Bush Fires Service who meet the training firefighter rank requirements for their respective brigade.

**RESOLUTION 440**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***



## OFFICERS' RECOMMENDATION 5

That the Council:

1. Adopt a minimum training standard for Bush Fire Service Members, based on brigade type and rank held being:

<b>Rank</b>	<b>Settlement BFB</b>	<b>Farm Response</b>
<b>Firefighter</b>	<i>Bushfire Safety Awareness Fire Fighting Skills</i>	<i>Rural Fire Awareness</i>
<b>Lieutenant</b>	<i>Bushfire Safety Awareness Fire Fighting Skills AIIMS Awareness Structural Fire Fighting Advanced Bush Fire Firefighting Crew Leader</i>	<i>Bushfire Safety Awareness Fire Fighting Skills AIIMS Awareness Advanced Bush Fire Firefighting Crew Leader</i>
<b>Captain</b>	<i>Bushfire Safety Awareness Fire Fighting Skills AIIMS Awareness Structural Fire Fighting Advanced Bush Fire Firefighting Crew Leader Sector Commander</i>	<i>Bushfire Safety Awareness Fire Fighting Skills AIIMS Awareness Advanced Bush Fire Firefighting Crew Leader Sector Commander</i>

and;

2. Adopt a minimum training standards for Bush Fire Control Officers, being:

<b>Bush Fire Control Officer</b>	<i>Bushfire Safety Awareness Fire Fighting Skills AIIMS Awareness Structural Fire Fighting Advanced Bush Fire Firefighting Crew Leader Sector Commander AIIMS 2017 Incident Controller Level 1 Fire Control Officer</i>
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and;

3. Adopt a minimum training standard for any Bush Fire Service vehicle driver being:

<b>Driving of a Bush Fire Brigade Appliance under Emergency Conditions</b>	<i>DFES On-Road Driving or National Unit of Competency Equivalent</i>
<b>Driving any vehicle off-road</b>	<i>DFES Off-Road Driving or National Unit of Competency Equivalent</i>

and;

4. Adopt a position of enforcement of the items 1-3 above as follows:
  - a. All members must meet the training applicable to 'Firefighter' rank for their membership type by 31 October 2022 and;
  - b. All members must meet remaining training applicable to their rank/role by dates as determined by the CEO or Council and;



- c. Members not meeting required training standards by advised dates, will have their membership suspended.

**RESOLUTION 441**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***

**OFFICERS' RECOMMENDATION 6**

That the Council:

1. Direct the CEO to develop Bush Fire Service Standard Operating Procedures documentation to be brought back to a future meeting of council.

**RESOLUTION 442**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***



## OFFICERS' RECOMMENDATION 7

That the Council:

1. Direct the CEO to establish a Bush Fire Advisory Committee consisting of the following membership:

Captain or nominated representative of Jennacubbine BFB  
Captain or nominated representative of Konnongorring BFB  
Captain or nominated representative of Goomalling Central BFB  
Captain or nominated representative of Goomalling District Farm Response Brigade\*  
Captain or nominated representative of Goomalling Fire and Rescue Service (VFRS)  
Department of Fire and Emergency Services – DO Avon  
Community Emergency Services Manager  
Chief Executive Officer (or nominated representative)  
Elected Member (Councillor) – Cr Barry Haywood (prepared to act in that capacity)  
Elected Member (Councillor) – Cr Christine Barratt (prepared to act in that capacity)

### **RESOLUTION 443**

***Moved Cr Van Gelderen, seconded Cr Ashton that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***





## 9.5 DELEGATIONS REGISTER – UPDATE

File Reference	
Disclosure of Interest	Nil
Applicant	Shire of Goomalling
Previous Item Numbers	No Direct
Date	20 July 2021
Author	Peter Bentley – Chief Executive Officer
Authorising Officer	Peter Bentley – Chief Executive Officer
<b>Attachments</b> 1. Revised Delegations and Authorisations.	

### Summary

Council is required to review the Delegations Register at least once in each year. The attached Delegation and Authorisation needs to be adopted by the Council. The CEO inadvertently missed the sub-delegation for the authorising of payments from the medical surgery account for other staff in the July review. This delegation was never made in the past.

### Background

Section 5.18 of the *Local Government Act 1995*, requires a local government to keep a Register of Delegations and review the delegations at least once every financial year. The aim of delegated authority is to assist with improving the time taken to make decisions subject to any constraints determined by Council or by the relevant legislation.

The Delegations Register is consistent with the Shire’s Community Strategic Plan directions, including its obligations at law to carry out the statutory responsibilities of Local Government.

The Register identifies the relevant document(s) from which the delegated authority is derived, including legislation and policies. This has been provided to enable cross-referencing between the delegations and other relevant documents.

### Consultation

Councils Auditor – Butler Settineri

### Statutory Environment

- Local Government Act 1995 (As Amended)

#### 5.41. Functions of CEO

The CEO’s functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and

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- (b) *ensure that advice and information is available to the council so that informed decisions can be made; and*
- (c) *cause council decisions to be implemented; and*
- (d) *manage the day to day operations of the local government; and*
- (e) *liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and*
- (f) *speak on behalf of the local government if the mayor or president agrees; and*
- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and*
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

**5.42. Delegation of some powers and duties to CEO**

- (1) *A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
- (a) *this Act other than those referred to in section 5.43; or*
  - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

*\* Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

*[Section 5.42 amended: No. 1 of 1998 s. 13; No. 28 of 2010 s. 70.]*

**5.43. Limits on delegations to CEO**

*A local government cannot delegate to a CEO any of the following powers or duties —*

- (a) *any power or duty that requires a decision of an absolute majority of the council;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) *the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) *any power or duty that requires the approval of the Minister or the Governor;*
- (i) *such other powers or duties as may be prescribed.*

*[Section 5.43 amended: No. 49 of 2004 s. 16(3) and 47; No. 17 of 2009 s. 23; No. 16 of 2019 s. 23.]*



**5.44. CEO may delegate powers and duties to other employees**

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —  
**conditions** includes qualifications, limitations or exceptions.

[Section 5.44 amended: No. 1 of 1998 s. 14(1).]

**5.45. Other matters relevant to delegations under this Division**

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
  - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing —
  - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
  - (b) a CEO from performing any of his or her functions by acting through another person.

**5.46. Register of, and records relevant to, delegations to CEO and employees**

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.



### Policy Implications

Council does not have a specific policy regarding Delegations beyond the delegations themselves.

### Financial Implications

Nil

### Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
4.2.2	Promote a culture of continuous improvement processes and resource sharing
4.2.3	Use resources efficiently and effectively
4.2.4	Recruit and retain suitably qualified, experienced and skilled staff and Elected Members
4.2.6	Provide responsive high-level customer service

### Comment/Conclusion

The Delegated Authority Register 2020/21, was presented to Council in May 2020 and shows delegations loosely grouped by area and contains delegations from the Council to CEO, authorisations from Council to its other Officers and authorisations from the CEO to other staff.

The following definitions are provided to explain the variance between the Sections.

**Delegation from the Council to the CEO** – Are instances where the Council delegates the undertaking of certain roles and responsibilities to the CEO.

**Authorisation by Council** – Are instances when an officer or class of officers is formally authorised to act on behalf of the local government in respect to policing specific legislation and the legislation requires that the authorisation be provided by the local government rather than or in addition to the Chief Executive Officer. This applies only to legislation other than that related directly to the Local Government Act 1995, for the Bush Fires Act 1954.

**Authorisations by Chief Executive Officer** – Are instances where an officer or class of officer is authorised to take relevant action in relation to a specific legislation, regulation or local law. This is an executive function of the Chief Executive Officer in relation to the Local Government Act 1995 and in other Acts the Chief Executive Officer is empowered to authorise individuals or classes of employees.

It should be noted that powers cannot be delegated to individual elected members, except in the case of the President as specified in the *Bush Fires Act 1954* (currently under review). A delegation to elected members can only be made to a committee and then the committee must comply with the requirements of the Local Government Act 1995 where a delegated authority exists.

### Voting Requirements

Simple Majority



## OFFICERS' RECOMMENDATION

That the Council:

Adopt the reviewed Delegation for authorising payments, as presented.

**RESOLUTION 444**

***Moved Cr Ashton, seconded Cr Wilkes that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***

<b>Delegation DE1 - Payments from Trust and Municipal Funds</b>	
<b>Function Delegated:</b>	That Council delegates to the Chief Executive Officer the exercise of its power to make payments from the Trust Fund or Municipal Fund (this includes Reserves and Restricted Assets)
<b>Statutory Power Being Delegated:</b>	<b>Local Government (Financial Management) Regulations 1996</b> r. 12(1)(a) Payments from municipal fund or trust fund
<b>Power is Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<b>Local Government Act 1995</b> s5.41 Functions of CEO s5.42 Delegation of some powers and duties to the CEO s5.43 Limits on delegations to CEO
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub Delegate</b>	<b>Local Government Act 1995</b> s5.44 CEO may delegate powers and duties to other employees
<b>CEO Sub Delegation to:</b>	Deputy CEO/Finance Manager Senior Finance Officer  <b>Medical Practice Account Only</b> Practice Manager – Carlene Brooks Receptionist – Mandy Bird Receptionist – Lara Lord
<b>CEO Conditions on Subdelegation:</b>	Nil
<b>Record Keeping Statement:</b>	A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty.
<b>Compliance Links:</b>	<b>Local Government Act 1995</b> <b>(Local Government (Financial Management) Regulations 1996</b> r. 5 Financial management duties of the CEO r. 11 Payment of accounts r. 13 Lists of accounts
<b>Council Policy Link:</b> <b>Strategic Plan Link:</b>	
<b>Delegation Administration: This delegation is to be reviewed annually s5.46(2)</b>	
<b>Decision / Reference:</b> Resolution 195	
<b>1<sup>st</sup> Adopted:</b>	4 March 2015
<b>Last Reviewed:</b>	16 December 2021



## 9.6 LRCIP PROJECTS

<b>File Reference</b>	
<b>Disclosure of Interest</b>	Nil
<b>Applicant</b>	Shire of Goomalling
<b>Previous Item Numbers</b>	No Direct
<b>Date</b>	12 November 2021
<b>Author</b>	Peter Bentley – Chief Executive Officer
<b>Authorising Officer</b>	Peter Bentley – Chief Executive Officer
<b>Attachments</b>	Nil

### Summary

Council to review the LRCIP projects for the 2022 year.

### Background

Council made provision for the completion of LRCIP projects to the value of \$542,142 within the 2021/2022 budget. The provisional projects identified were as follow;

Anstey Park	\$50,000
Gumnuts Toilets	\$50,000
Hall Ceiling	\$101,842
Slater Homestead – Museum	\$80,000
Mobile Traffic Lights	\$25,000
Old Road Board	\$60,000
Sewerage Works	\$30,000
Rec Ground Playground Upgrade	\$81,000
High Street Path	\$15,000
Bridge Maintenance	\$50,000

### Consultation

Nil other.

### Statutory Environment

Local Government Act 1995

### Policy Implications

This item is a review of policy

### Financial Implications

These projects would be fully funded.

### Strategic Implications

<b>Shire of Goomalling Community Strategic Plan 2019-2028</b>	
1.3.2	Develop, maintain and support appropriate recreation facilities throughout the Shire
1.3.3	Partner with stakeholders to achieve greater community participation in recreational facilities and services
2.2.4	Facilitate and support the maintenance and restoration of heritage structures within the district
2.2.5	Develop partnerships to actively support visitor growth
3.2.1	Develop plans to manage assets in a sustainable way
3.2.2	Maintain and protect heritage buildings and sites

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### Comment/Conclusion

It is considered that most of the projects are of high priority with the exception of the current recreation ground playground upgrade, however this too is seen as a relatively high priority.

Anstey Park	\$50,000
Gumnuts Toilets	\$50,000
Hall Ceiling & Electrics	\$101,142
Slater Homestead and/or Museum	\$80,000
Mobile Traffic Lights	\$30,000
Old Road Board Building	\$60,000
Sewerage Works	\$50,000
Rec Ground Playground Upgrade	\$81,000
High Street Path	\$40,000

The bridge maintenance works have been removed and allocated to other projects. The High Street Path will now be fully funded, the increase in the sewerage works should now cover the cost of replacing the section from the Southern side of Calingiri Road through to the Imhoff tank and I have increased the Mobile Traffic Lights to be fully funded through the LRCIP.

Council could apply the funds from the playground upgrade to the Slater Homestead/Museum project which may provide sufficient funds to upgrade the roof and ceilings at the museum and undertake some further maintenance at the homestead. Quotes to replace the gutters, downpipes & roof at the museum have varied from \$18,000 to \$28,000. This would currently leave up to \$50,000 for works at the Homestead at the current allocation.

There is also the option of applying further funds to the old Road Board building for the use as a visiting hub for business or allied health services.

### Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That the Council:

Endorse the projects listed above as the selections for the LRCIP Phase Three.

**RESOLUTION 445**

***Moved Cr Van Gelderen, seconded Cr Wilkes that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***





## 9.7 LOCAL GOVERNMENT REFORM

<b>File Reference</b>	
<b>Disclosure of Interest</b>	The Author has an Impartiality Interest that requires disclosure as the reform references how Chief Executive Officer (CEO) Key Performance Indicators might be handled into the future and changes to the role of a CEO.
<b>Applicant</b>	Shire of Goomalling
<b>Previous Item Numbers</b>	Confidential item October 2021
<b>Date</b>	10 December 2021
<b>Author</b>	Peter Bentley – Chief Executive Officer
<b>Authorising Officer</b>	Peter Bentley – Chief Executive Officer
<b>Attachments</b>	1. Local Government Reform Summary of Proposed Reforms

### Summary

The Western Australian Local Government Association (WALGA) are seeking submissions into the proposed Minister for Local Government's Local Government Act Reform process.

### Background

The State Government have recently advised of a 3-month consultation period, which is due to close on Friday 4 February 2022, (postscript now extended to 25 February) on the proposed Local Government Act legislative reforms.

At WALGA's State Council Meeting held on Wednesday 1 December, the State Council resolved to approach the Minister for Local Government for an extension to the consultation period by 1 month due to the Christmas holiday period. A response has been received extending submissions now to 25 February 2022.

The following is the timeline and process for a sector submission on the Local Government Legislative Reform Program developed by WALGA:

- Friday 28 January 2022 - Local Governments requested to provide feedback to WALGA by 5pm;
- February 2022 – Zone Meetings to consider a draft sector submission;
- Wednesday 23 February at 4pm – WALGA Special Meeting of State Council via video conference to endorse submission; and
- Friday 25 February - WALGA to present submission to the State Government.

### Consultation

Consultation has occurred with WALGA, Local Government Professionals (WA) and other Local Governments in the WALGA Central Country Zone.

### Statutory Environment

#### **Local Government Act 1995**

The reforms relate to the Local Government Act 1995, an Act of State Parliament that has now been substantially in place since 1996, some 25 years.



## Policy Implications

Nil

## Financial Implications

There are no know meaningful financial implications relative to this matter in excess of officer time and minor administrative cost. It should be noted that this comment relates to the submission process not the impact of any `reform. This is too hypothetical to go into researching costs / savings in relation to the various proposed reforms at this stage.

## Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
4.1.2	Enhance open and interactive communication between Council and the community
4.1.3	Promote and support community members' participation in the Shire's governance
4.1.6	Advocate the communities view against local government amalgamations

## Comment/Conclusion

The Department of Local Government, Sport and Cultural Industries notes the following:

*“Local government benefits all Western Australians. It is critical that local government works with:*

- *a culture of openness to innovation and change*
- *continuous focus on the effective delivery of services*
- *respectful and constructive policy debate and democratic decision-making*
- *an environment of transparency and accountability to ensure effective public engagement on important community decisions.*

*Since first coming to office in 2017, the McGowan Government has already progressed reforms to improve specific aspects of local government performance. This includes new laws that work to improve transparency, cut red tape, and support jobs growth and economic development - ensuring that local government works for the benefit of local communities.*

*Based on the significant volume of research and consultation undertaken over the past five years, the Minister for Local Government has now announced the most significant package of major reforms to local government in Western Australia since the Local Government Act 1995 was passed more than 25 years ago. The package is based on six major themes:*

1. *Earlier intervention, effective regulation and stronger penalties*
2. *Reducing red tape, increasing consistency and simplicity*

P R E S I D E N T \_ \_ \_ \_ \_

D A T E \_ \_ \_ \_ \_  
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3. *Greater transparency and accountability*
4. *Stronger local democracy and community engagement*
5. *Clear roles and responsibilities*
6. *Improved financial management and reporting.*

*A large focus on the new reform is oversight and intervention where there are significant problems arising within a local government. The introduction of new intermediate powers for intervention will increase the number of tools available to more quickly address problems and dysfunction within local governments. The proposed system for early intervention has been developed based on similar legislation in place in other jurisdictions, including Victoria and Queensland.*

*This will deliver significant benefits for small business, residents and ratepayers, industry, elected members and professionals working in the sector”.*

Elected Members should refer to the Attachment for a suggested response to each of the proposed matters slated for reform. Most are supported and relatively inconsequential.

Several are potentially far reaching, including;

- a maximum number of elected members (five) for smaller local governments up to 5,000 population;
- the election of Mayor / President by the people (for certain sized local governments);
- reversion to preferential voting for election of elected members; and
- compulsory live streaming and audio recording of meetings, including confidential meetings.

It is pleasing to see the Minister has listened to some of the concerns of the sector in relation to 'size and scale' with compliance and reporting.

The Council is free to alter any or all of the comments listed as 'Shire of Goomalling Response'.

### **Voting Requirements**

Simple Majority



**OFFICERS' RECOMMENDATION**

That the Council:

That with respect to the Minister for Local Government's Local Government Reform Proposals, Council endorse this Shire's responses, in accordance with the Attachment.

**RESOLUTION 446**

***Moved Cr Van Gelderen, seconded Cr Chester that Council endorses the Officer's recommendation.***

***CARRIED 5/0  
Simple Majority***



**10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL**

Moved Cr Chester, seconded Cr Van Gelderen that Council now deals with new business.

**CARRIED 5/0**  
**Simple Majority**

**11.1 DEVELOPMENT APPLICATION GOLDSTAR INVESTMENTS AUSTRALIA PTY LTD (GOLDACRES)**

<b>File Reference</b>	<b>10.05A</b>
<b>Disclosure of Interest</b>	Nil
<b>Applicant</b>	Goldstar Investments Australia Pty Ltd (Goldacres)
<b>Previous Item Numbers</b>	No Direct
<b>Date</b>	11 December 2021
<b>Author</b>	Peter Bentley – Chief Executive Officer
<b>Authorising Officer</b>	Peter Bentley – Chief Executive Officer
<b>Attachments</b> 1. Development Application 2. Covering Letter 3. Elevations & Sections 4. Floor Plans 5. Site Plans	

**Summary**

Council to determine the revised Development Application for a single shed proposed by Goldstar Investments Australia Pty Ltd (Goldacres) for 43 Main Street Goomalling.

**Background**

Council has received a development application from Goldstar Investments Australia Pty Ltd (Goldacres) for the construction of two sheds at 43 and 44 (Lot 73 & Lot 67) Main Street Goomalling. The sheds are 480sqm and 430sqm respectively as shown on the attached site plans and plans.

P R E S I D E N T \_\_\_\_\_

D A T E \_\_\_\_\_  
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Council approved a two shed development in October 2021 however the proponents have requested that the Council approve a single shed development in its place. The revised development has an estimated cost of \$1,250,000 as opposed to a \$400,000 cost for the original proposal.

### Consultation

Nil other.

### Statutory Environment

Local Government Act 1995  
Shire of Goomalling Town Planning Scheme No 3  
Planning and Development Act 2005

### Policy Implications

Nil

### Financial Implications

There are no direct financial impacts resulting from this item. There will be an additional amount in planning fees.

### Strategic Implications

Shire of Goomalling Community Strategic Plan 2019-2028	
	This matter is not directly dealt with within the Community Strategic Plan

### Comment/Conclusion

The Development Application overall addresses key Scheme requirements including that it is a permitted use for the Light Industry zone. The proponent will be required to pay a further \$3,632.50 prior to the development commencing and will also need to obtain a building permit as well.

The only considerations are:

- Development conditions should address drainage and wastewater disposal, control dust, and ideally include some landscaping.

### Voting Requirements

Simple Majority

PRESIDENT \_\_\_\_\_

DATE \_\_\_\_\_  
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**OFFICERS' RECOMMENDATION**

That the Council:

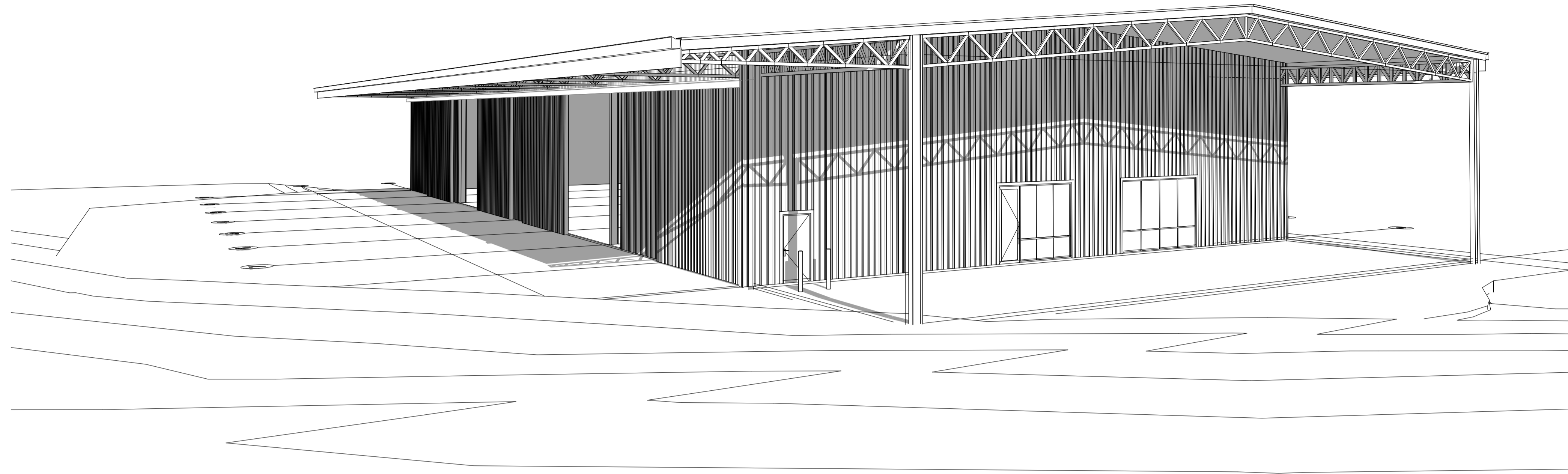
Approve the application for development approval for 43 and 44 (Lot 73 & Lot 67) Main Street Goomalling as per the attached documents subject to the following conditions:

3. The development hereby approved must substantially commence within two years from the date of this decision letter.
4. The development hereby approved must be carried out in accordance with the submitted plans and specifications (addressing all conditions) or otherwise amended by the Shire and these shall not be altered and/or modified without the prior knowledge and written consent of the Shire.
5. The provision of details with the Building Permit as to how stormwater will be addressed for the proposed development to the satisfaction of Shire. The Shire will require that all stormwater from the outbuilding shall be collected and detained on site to the satisfaction of the Shire prior to occupation. The stormwater facilities provided in accordance with this condition shall be permanently maintained in an operative condition to the satisfaction of the Shire.
6. Planning approval does not constitute a building approval, a separate building approval must be obtained prior to the commencement of the development.

**RESOLUTION 447**

**Moved Cr Chester, seconded Cr Ashton that Council endorses the Officer's recommendation.**

**CARRIED 5/0  
ABSOLUTE MAJORITY**



WAREHOUSE DEVELOPMENT

LOT 43 (67#) MAIN ROAD  
GOOMALLING - WESTERN  
AUSTRALIA

SHIRE OF GOOMALLING

AKRON

PROJECT

ADDRESS

COUNCIL

CLIENT

9/12/2021

Plot Date:

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DESIGN

07/12/2021

1:5.98

STATUS

DATE

SCALE

537

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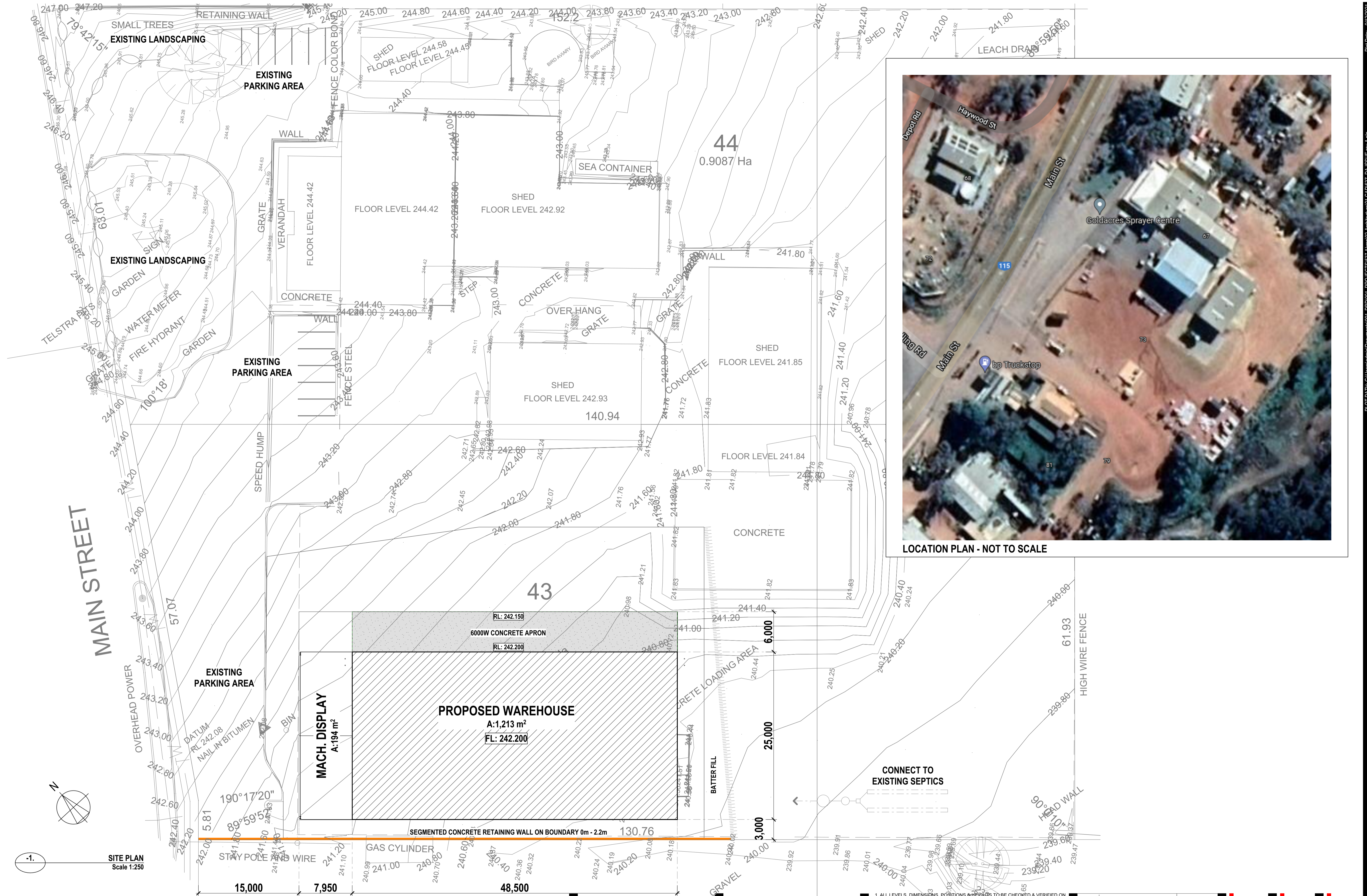
PROJECT No:

DWG. No:

REV. No:

**GOLDSTAR INVESTMENTS AUSTRALIA Pty. Ltd. - DEVELOPMENT APPROVAL**



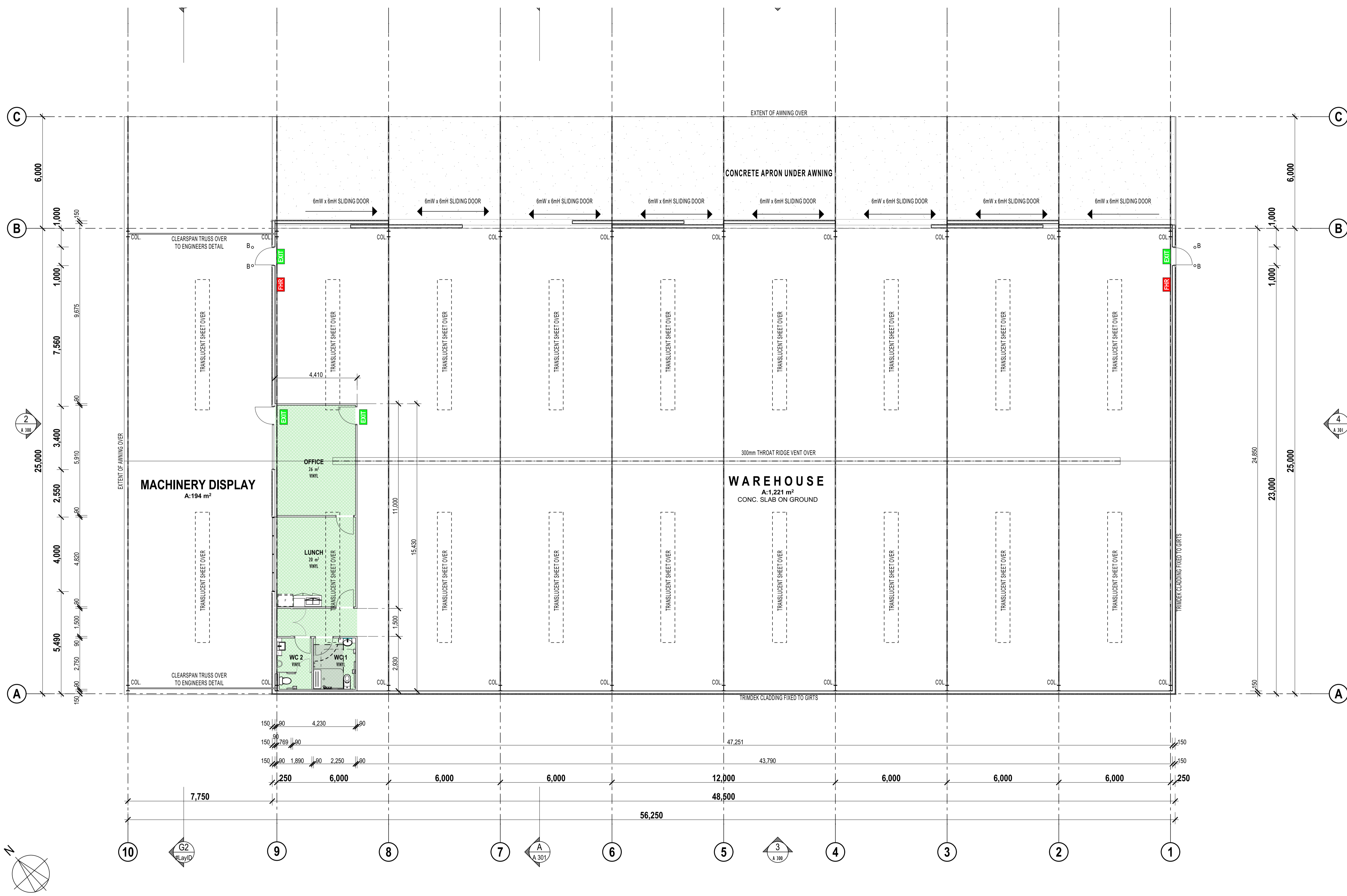


1. ALL LEVELS, DIMENSIONS, POSITIONS & HEIGHTS TO BE CHECKED & VERIFIED ON SITE BEFORE COMMENCEMENT OF BUILDING WORKS.
2. FIGURED DIMENSIONS ARE TO BE TAKEN, DO NOT SCALE OFF DRAWINGS.
3. ALL ARCHITECTURAL DRAWINGS TO BE READ IN CONJUNCTION WITH SPECIFICATIONS & ALL OTHER RELEVANT ENGINEERING DRAWINGS FROM STRUCTURAL, ELECTRICAL, HYDRAULIC & MECHANICAL.
4. ANY DISCREPANCIES TO BE REPORTED TO THE AUTHOR BEFORE ACTION IS TAKEN.
5. REFER TO STRUCTURAL ENGINEERS DRAWINGS FOR ALL STRUCTURAL WORKS.
6. LARGE SCALE DRAWINGS TO SUPERCEDE SMALL SCALE DRAWINGS.

REV	ITEM	DATE	STATUS	DATE	SCALE
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B	DA ISSUE	09/12/2021			

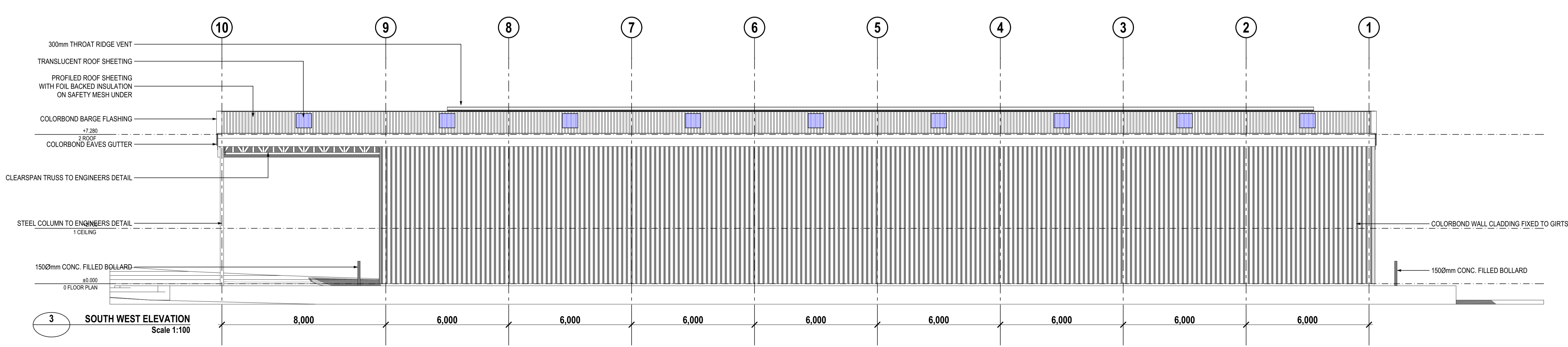
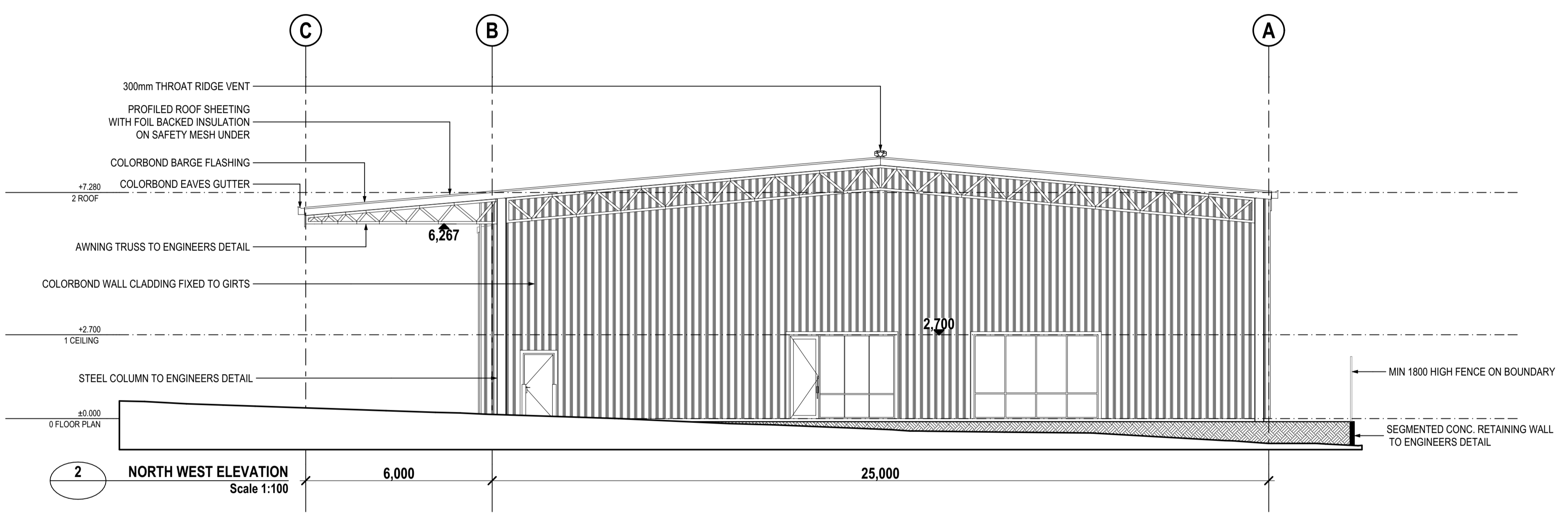
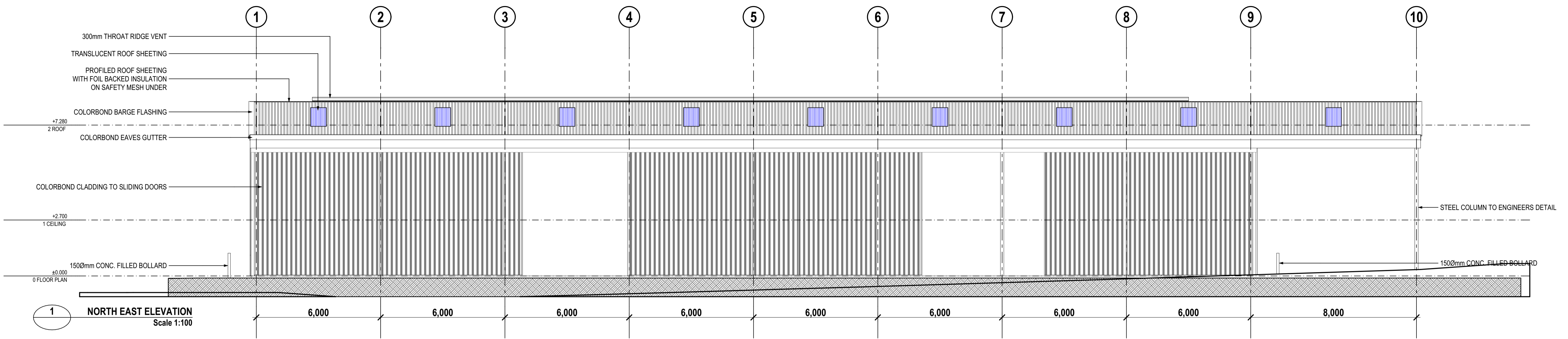
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PROJECT No.	DWG No.	REV No.



0. FLOOR PLAN  
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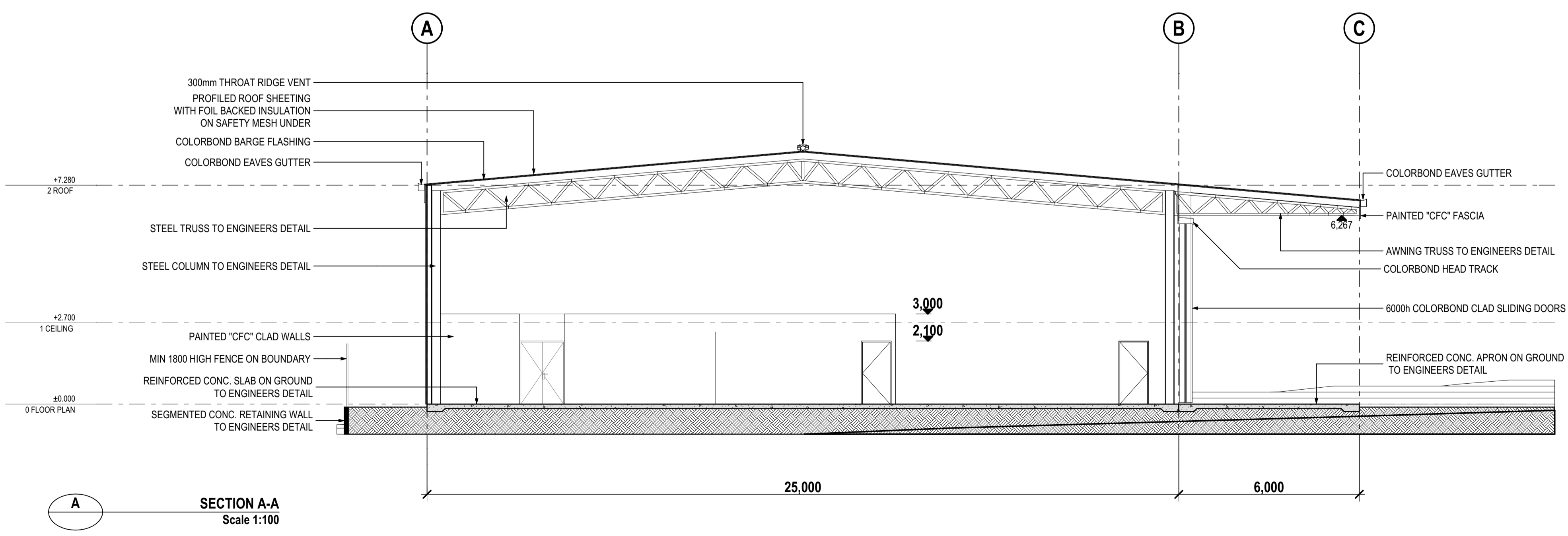
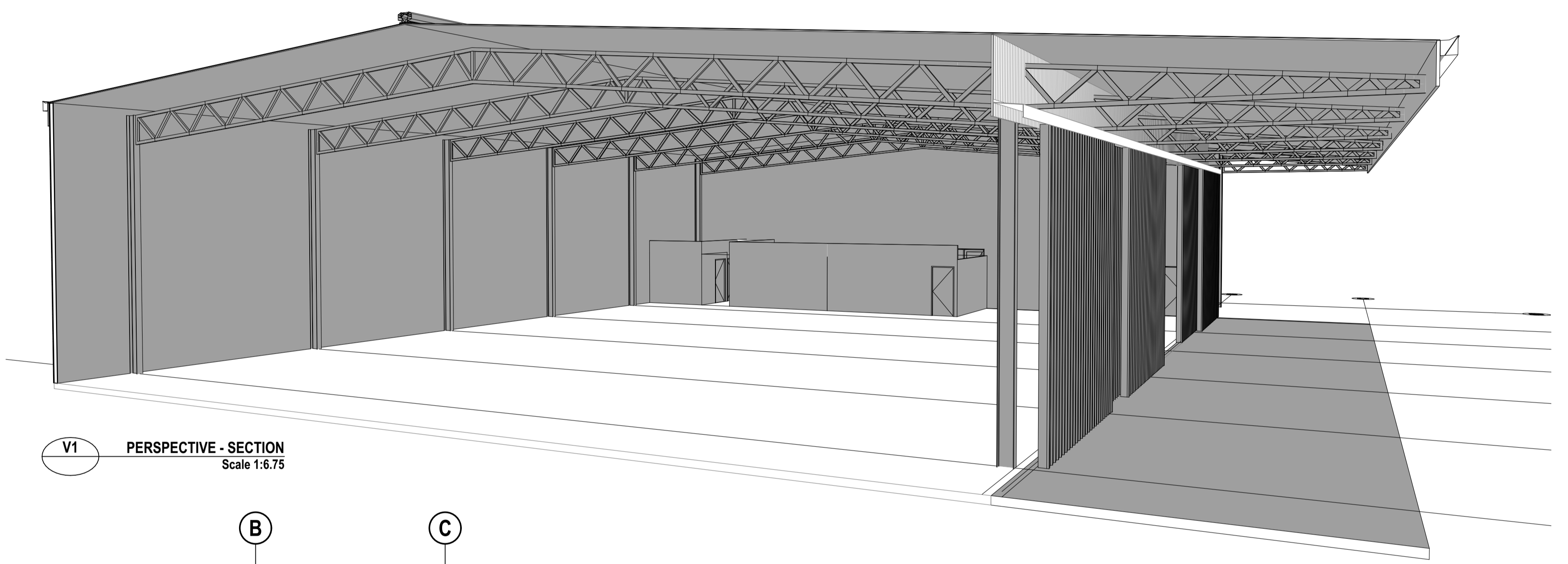
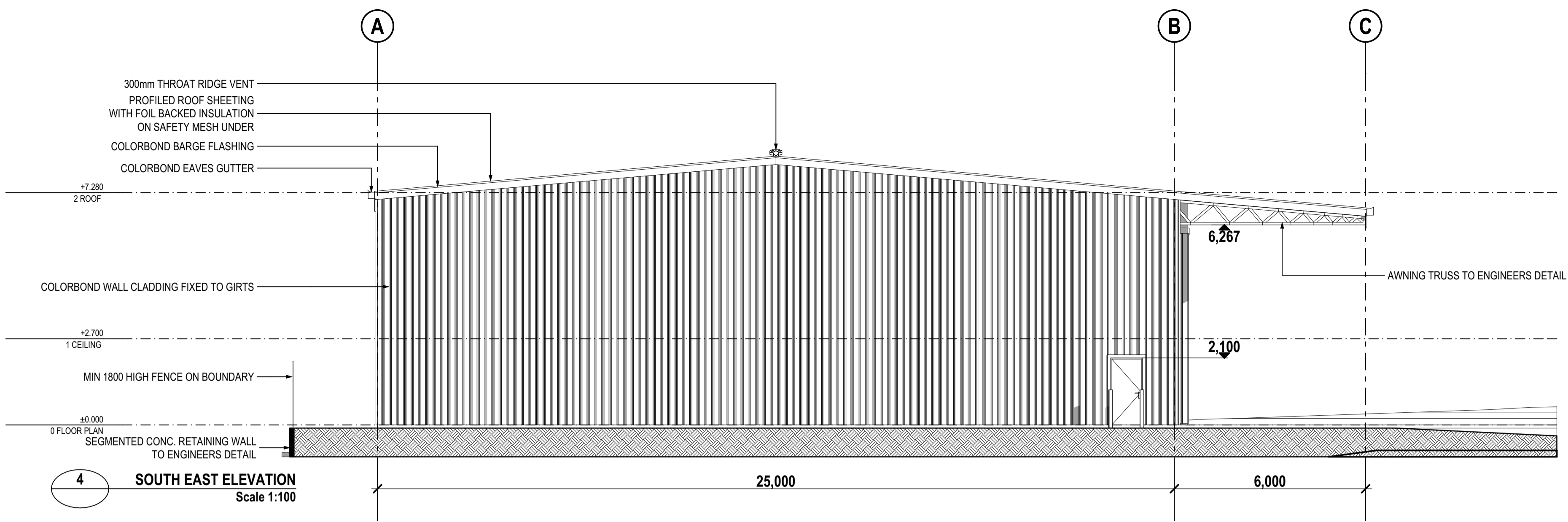
REV	ITEM	DATE
A	FOR REVIEW	07/12/2021
B	DA ISSUE	09/12/2021

DESIGN	07/12/2021	1:100
PROJECT No.	537	DWG No.
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REV	ITEM	DATE
A	FOR REVIEW	07/12/2021
B	DA ISSUE	09/12/2021

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DWG No:	A 300	
REVISIONS	B	



REV	ITEM	DATE
A	FOR REVIEW	07/12/2021
B	DA ISSUE	09/12/2021

<b>DESIGN</b>	07/12/2021	1:100
<b>STATUS</b>		1:6.75
<b>REVISIONS</b>		
<b>537</b>	<b>A 301</b>	<b>B</b>
<b>PROJECT No.</b>	<b>DWG No.</b>	<b>REV No.</b>



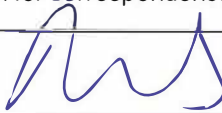
## SHIRE OF GOOMALLING


Office address: 32 Quinlan Street, Goomalling WA 6460

Postal address: PO Box 118, Goomalling WA 6460

Phone: 9629 1101 Email: [goshire@goomalling.wa.gov.au](mailto:goshire@goomalling.wa.gov.au)

### APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name: Goldstar Investments Australia Pty Ltd	ABN (if applicable): 49 611 975 252	
Address: 1 - 3 Morang Crescent, Mitchell Park VIC		Postcode: 3355
Phone: (work): 03 5342 6399 (home): (mobile):	Fax:	E-mail: roger@goldacres.com.au
Contact person for correspondence: Roger Richards		
Signature: 	Date: 10/12/21	
Signature:	Date:	
<i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2)</i>		

Applicant Details (if different from owner)		
Name: Akron Pty Ltd		
Address: 61 Old York Road, Northam WA		Postcode: 6401
Phone: (work): 1300 125 766 (home): (mobile): 0427 508 020	Fax:	E-mail: naomi.lucas@akron.com.au
Contact person for correspondence: Naomi Lucas		
The information and plans provided with this application may be made available by the local government for viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: 	Date: 10/12/2021	

Property Details		
Lot No:	House/Street No: 43	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Main Street	Suburb: Goomalling	
Nearest street intersection: Calingiri-Goomalling Road / Main Street		

**Proposed Development**

Nature of development:

New Workshop and Machinery Display Shed

Is an exemption from development claimed for part of the development?  Yes  No

If yes, what is the exemption for:

Description of proposed works and/or land use:

The proposed development will not change the current land usage, only allow for the business to expand its current capabilities.

Description of exemption claimed (if relevant):

Nature of any existing buildings and/or land use:

The land is currently used as a machinery dealership.

Approximate cost of proposed development: \$1,250,000.00

Estimated time of completion: 30th June 2022

**OFFICE USE ONLY**

Acceptance Officer's initials:

Date received:

Local Government reference no:



## 11.2 INTERIM PURCHASING POLICY

<b>File Reference</b>	
<b>Disclosure of Interest</b>	Nil
<b>Applicant</b>	Shire of Goomalling
<b>Previous Item Numbers</b>	No Direct
<b>Date</b>	11 December 2021
<b>Author</b>	Peter Bentley – Chief Executive Officer
<b>Authorising Officer</b>	Peter Bentley – Chief Executive Officer
<b>Attachments</b>	1. Revised Interim Purchasing Policy

### Summary

Council to adopt a revised purchasing policy

### Background

Council staff have struggled to provide a purchasing policy that provides a balance between flexibility and control. This has led to a number of matters being raised on our management letter from the Auditor.

It is hoped that this policy will strike the balance and allow the reasonable purchase of small items without multiple quotes and still maintain reasonably strong control on purchasing.

### Consultation

Nil other.

### Statutory Environment

*Local Government Act 1995*

### Policy Implications

This is the review of the purchasing policy

### Financial Implications

There are no direct financial impacts resulting from this item.

### Strategic Implications

<b>Shire of Goomalling Community Strategic Plan 2019-2028</b>	
	This matter is not directly dealt with within the Community Strategic Plan

### Comment/Conclusion

Nil further

PRESIDENT \_\_\_\_\_

DATE \_\_\_\_\_  
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**Voting Requirements**  
Simple Majority

**OFFICERS' RECOMMENDATION**

That the Council:

Adopt the attached Interim Purchasing Policy.

**RESOLUTION 448**

Moved Cr Ashton, seconded Cr Van Gelderen that Council adopt the Interim Purchasing Policy.

**CARRIED 5/0  
SIMPLE MAJORITY**



Title:	1.3.1 Purchasing Policy - Interim Review 2022
File No:	
Statutory Environment:	<i>Local Government (Functions and General) Regulations as amended</i>
Minute No:	8.1.3 052016.OM
Last Updated:	May 2016
Review Date:	December 2021

#### Objectives:

To provide compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996 as amended. This is an interim policy position to be in place until the Council adopts its revised Policy Manual in coming months.

To deliver a best practice approach and procedures for purchasing for the Shire of Goomalling. Having said this, there is a desire to reduce the administrative burden, in particular for small purchases for consumables such as small hardware items, batteries, tyres, stationery and photocopy charges, callout fees, alarm monitoring and the like. The administrative burden should not outweigh the benefit of complying with this policy.

To ensure consistency for all purchasing activities within the Shire of Goomalling operational areas.

#### Policy:

Limits	Policy	Officer who can Sign
Up to \$5,000	Direct small purchase from suppliers requiring verbal quotation(s) only, <b>if practical</b> . Again, <b>if practical</b> , written quotations should be obtained for amounts over \$1,000. Quotes will not be required for items such as software licences and support for corporate software already in use, utility payments, ongoing alarm monitoring, photocopy charges, small consumable charges such as stationery, hardware, small parts. Emergency purchases and callouts do not require quotation.	CEO Manager of Finance Manager of Works
\$5,001 - \$19,999	<b>Where practical</b> , obtain two verbal or written quotations.  Quotes will not be required for items such as software licences and support for corporate software already in use, utility payments, ongoing alarm monitoring, photocopy charges, small consumable charges such as stationery, hardware, small parts. Emergency purchases and callouts do not require quotation.	CEO Manager of Finance Manager of Works
\$20,000 - \$249,999	<b>Where practical</b> , obtain at least two written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).	CEO Manager of Works (For budgeted Works expense only)
\$250,000 and above	Conduct a <b>public tender process</b> .	CEO

### Conditions:

- (1) The above purchasing policy is to be used in conjunction with the *“Regional Price Preference (Buy Local) Policy”*.
- (2) Where suppliers require a fee for a quote, staff are to note this. The CEO to adjudicate as to whether that supplier should provide a quote in such instance.

**Where/if Practical** – This term is used to reduce the need to quote a situation where;

- The supply is an emergency supply or urgent callout situation;
- The supply is for small items such as stationery, hardware, small spares or parts and consumables;
- The supply is a utility charge such as power, water, telephony or ongoing photocopy charges and the like;
- The supply is for a good or service that is unlikely to be able to be quoted such as software or general IT support, licenses, alarm monitoring, or contractors providing an ongoing service such as contract cleaning, management services or agreed fee for service arrangements. (Such as swimming pool manager, contract planner, contract building surveyor, contract cleaning, contract health officer, finance consultant)
- The supply is for a service supplied locally where mobilisation costs would be incurred through an alternative supplier that would add significantly to the cost of the service or supply. (This could include a local contractor/plumber/electrician)



### 11.3 HARVEST/VEHICLE MOVEMENT BAND – DURING THE CHRISTMAS/NEW YEAR

#### RESOLUTION 449

Moved Cr Haywood, seconded Cr Chester that on the following dates there will be a Harvest/Vehicle Movement Band:

Saturday 25 December 2021 & Sunday 26 December 2021 and  
Saturday 1 January 2022 & Sunday 2 January 2022.

**CARRIED 5/0  
SIMPLE MAJORITY**

### 12. MATTERS BEHIND CLOSED DOORS

The meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.13.

### 13. INFORMATION BULLETIN

#### RESOLUTION 447

Moved Cr Van Gelderen, seconded Cr Ashton that Information Bulletin be received

**CARRIED 5/0  
Simple Majority**

### 14. MEETING CLOSURE

The Shire President thanked everyone for their attendance and declared the meeting closed at 6.35 pm