



**ATTACHMENT BOOKLET FOR
ORDINARY COUNCIL MEETING**

20 November 2019 at 4:30pm

ATTACHMENT: 7.1

Minutes of the 16 October 2019 Ordinary Council Meeting



MINUTES FOR THE ORDINARY COUNCIL MEETING

16 OCTOBER 2019

TABLE OF CONTENTS

1.0	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.0	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	3
3.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4.0	PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME	3
5.0	APPLICATIONS FOR LEAVE OF ABSENCE	3
6.0	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	3
7.0	CONFIRMATION OF PREVIOUS MEETING MINUTES	3
7.1	ORDINARY COUNCIL MEETING HELD 18 SEPTEMBER 2019	3
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	4
9.0	DECLARATIONS OF INTEREST	4
10.0	RECOMMENDATIONS OF COMMITTEES	4
	10.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 8 OCTOBER 2019	4
	10.2 MINGENEW BUSHFIRE ADVISORY COMMITTEE MEETING HELD 10 OCTOBER 2019	4
11.0	REPORTS BY THE CHIEF EXECUTIVE OFFICER	5
	11.1 ADOPTION OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS	5
	11.2 ACQUISITION OF LAND BY WAY OF GIFTED ASSET	7
	11.3 DISPOSAL BY LEASE OF BANK BUILDING AT 50 MIDLANDS ROAD MINGENEW	10
12.0	FINANCE	13
	12.1 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2019	13
	12.2 LIST OF PAYMENTS FOR THE PERIOD ENDING 30 SEPTEMBER 2019	16
	12.3 NEW COUNCIL POLICY – DEBT COLLECTION	18
	Strategy 1.2.1 Manage organisation in a financially sustainable manner	19
12.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING	20
13.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	20
14.0	CONFIDENTIAL ITEMS	21
	14.1 CLOSED SESSION [s5.23 (2)(c)]: TENDER – RFT 1 2019-20: Mingenew Rural Road Works	21
15.0	TIME AND DATE OF NEXT MEETING	26
16.0	CLOSURE	26



**MINUTES FOR THE ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON
16 SEPTEMBER 2019 COMMENCING AT 4.30PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President HM Newton declared the meeting open at 4:30pm and welcomed all in attendance.

**2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE
COUNCILLORS**

HM Newton	President	Town Ward
RW Newton	Deputy President	Rural Ward
JD Bagley	Councillor	Rural Ward
GJ Cosgrove	Councillor	Rural Ward
LM Eardley	Councillor	Town Ward
KJ McGlinn	Councillor	Town Ward
AR Smyth	Councillor	Town Ward

APOLOGIES

Nil.

STAFF

N Hay	Chief Executive Officer
J Clapham	Finance Manager
E Greaves	Governance Officer

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4.0 PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME

Nil.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

7.1 ORDINARY COUNCIL MEETING HELD 18 SEPTEMBER 2019

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 7.1 - Resolution 19101601

Moved: Cr Cosgrove Seconded: Cr Smyth

That the Minutes of the Ordinary Meeting of the Shire of Mingenew held in the Council Chambers on 18 September 2019 be confirmed as a true and accurate record of proceedings.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

9.0 DECLARATIONS OF INTEREST

President Newton disclosed an impartiality interest with regard to Item 11.3 Disposal by Lease of Bank Building at 50 Midlands Road Mingenew, as she is the Chairperson of the CRC Management Committee. The CRC submitted an expression of interest for the bank building lease.

As a Committee member of the CRC Management Committee, Cr McGlinn also disclosed an impartiality interest.

Cr McGlinn disclosed an indirect financial interest in Item 14.1 Tender – RFT1 2019/20 Mingenew Rural Road Works as her defacto partner is currently employed by one of the tenderer's contractors.

10.0 RECOMMENDATIONS OF COMMITTEES

10.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD 8 OCTOBER 2019

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.1 - Resolution 19101602

Moved: Cr Newton Seconded: Cr Bagley (10.1 & 2

That the minutes of the Local Emergency Management Committee meeting held in the Council Chambers on 8 October 2019 be received.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

10.2 MINGENEW BUSHFIRE ADVISORY COMMITTEE MEETING HELD 10 OCTOBER 2019

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.2 - Resolution 19101603

Moved: Cr Seconded: Cr

That the minutes of the Mingenew Bushfire Advisory Committee meeting held in the Council Chambers on 10 October 2019 be received.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

The Mingenew Bushfire Advisory Committee meeting is scheduled to be held on the evening prior to issuing this Agenda, therefore they will be provided as a late attachment and emailed separately.

11.0 REPORTS BY THE CHIEF EXECUTIVE OFFICER

11.1 ADOPTION OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	
Disclosure of Interest:	Nil
Date:	5 September 2019
Author:	Nils Hay, Chief Executive Officer
Authorising Officer:	Nils Hay, Chief Executive Officer
Voting Requirements:	Simple Majority

Summary

Under Section 41 of the *Emergency Management Act 2005*, a local government is to ensure that emergency management arrangements are in place for that local government district. This is in the form of a Local Emergency Management Arrangements (LEMA) document.

Through the Local Emergency Management Committee (LEMC) the Shire of Mingenew's LEMA has been iteratively built and reviewed, to the point where it has been endorsed to come to Council for adoption.

Key Points

- Legislatively mandated document, reviewed and submitted to District Emergency Management Committee (DEMC) and State Emergency management Committee (SEMC)
- Live document, so will continue to be updated as information changes
- Has been developed in close consultation with Department of Fire and Emergency Services (DFES) representatives and through Mingenew's LEMC

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.1 - Resolution 19101604

Moved: Cr Cosgrove Seconded: Cr Newton

That Council adopts the Shire of Mingenew Local Emergency Management Arrangements as attached.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachments

- Local Emergency Management Arrangements

Background

As noted above, and as per the version control in the draft proposed for adoption, this document has been undergoing development for some time. At the LEMC meeting on 8 October 2019 the LEMC endorsed the document to go to Council for adoption.

Comment

There will be ongoing work improving the LEMA's appendices, particularly the Bushfire Plan and Recovery Plan, however these are not prerequisites to have the Arrangements themselves adopted and noted by the DEMC. There is a DEMC meeting on 18 October and, should Council adopt the LEMA on 16 October, the matter will be put forward for noting there. Initial feedback from DFES has suggested that the document will be noted by the DEMC without issue.

Consultation

- DFES
- LEMC

Statutory Environment

Emergency Management Act 2005

41. Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —
 - (a) the local government's policies for emergency management; and
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and
 - (d) a description of emergencies that are likely to occur in the local government district; and
 - (e) strategies and priorities for emergency management in the local government district; and
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.
- (5) A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.

42. Reviewing and renewing local emergency management arrangements

- (1) A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
- (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

43. Local emergency management arrangements to be available for inspection

- (1) A local government is to keep a copy of its local emergency management arrangements at the offices of the local government.
- (2) The arrangements are to be available for inspection, free of charge, by members of the public during office hours.
- (3) The arrangements may be made available in written or electronic form.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Community Strategic Plan:

- Strategy 1.3.1 Provide a high level of compliance with external regulation, in a resource-efficient manner
- Strategy 1.3.2 Provide services and processes to enhance public safety

11.2 ACQUISITION OF LAND BY WAY OF GIFTED ASSET

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	
Disclosure of Interest:	Nil
Date:	10 October 2019
Author:	Nils Hay, Chief Executive Officer
Authorising Officer:	Nils Hay, Chief Executive Officer
Voting Requirements:	Simple Majority / Absolute Majority

Summary

Mr Terrence Finnigan owns six blocks of land in the Mingenew townsite. He was previously seeking to revest the land back to the Crown and the Shire approached him to ask if he would be considering providing the land back to the Local Government. Mr. Finnigan has indicated that he would be willing to do so, as such Council must determine if it will accept the gifted assets.

Key Points

- Six lots in Mingenew townsite, five vacant and one with a shed
- Shire would be responsible for any legal transfer fees
- Lots would be freehold, leaving the Shire free to develop/sell the lots

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.2 - Resolution 19101605

Moved: Cr Eardley Seconded: Cr Cosgrove

- That Council endorses the acquisition of the following lots as gifted assets from Mr. Terrence Finnigan: Lot 14 King Street and Lots 176, 177, 178 Oliver Street and Lots 163, 164 Broad Street Mingenew.
- That Council authorises the Chief Executive Officer to proceed with the transfer of this land to the Shire of Mingenew

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

- That Council makes available of a budget of \$5,000.00 from reserves for the purpose of land transfer costs.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 7/0

Attachments

- Nil

Background

The Shire was notified of Mr. Finnigan's intent to revest six lots (Lot 14 King Street and Lots 176, 177, 178 Oliver Street and Lots 163, 164 Broad Street Mingenew) by the State in August 2019. Following a request to consider the lots as part of the Geraldton Alternative Settlement Arrangement at the August 2019 Ordinary Council Meeting, Council request the CEO contact Mr. Finnigan to determine if he would consider gifting the lots back to the Shire. The CEO wrote to Mr. Finnigan on 23 August 2019 and has subsequently been in intermittent contact regarding this matter.

The lots in question are highlighted on the map below. All are vacant, except for 177 Oliver Street which contains a shed approximately 8x9m in size.



Following contact with Mr. Finnigan, he has confirmed in writing on 2 October 2019 his intent to proceed with transferring the lots back to the Shire.

Comment

This is a positive outcome. In acquiring these lots, the Shire will be in a position to either develop them or sell them to make them available for development by others. This will help to support a key pillar of our 2019-29 Strategic Community Plan relating to the availability of local housing stock. It also provides greater control over the future of this land than the GASA process would have.

Unrelated to this transaction, the Shire has been contacted by a developer seeking land in Mingenew, which suggests there may be a market emerging for the lots (which, legally, would have to be sold by a public tender or expression of interest process).

Consultation

- Mr Terrence Finnigan
- WALGA

Statutory Environment

Local Government Act 1995 section 3.59 'Commercial enterprises by local governments' does not apply. This is an exempt transaction, as per section 8A(2)(b) of the Local Government (Functions and General) Regulations 1996, as the value in question is below 10% of the Shire's operating expenditure for the previous financial year.

The Shire will however need to comply with section 3.58 of the *Local Government Act 1995* if and when it chooses to dispose the land, once acquired.

Policy Implications

Nil

Financial Implications

The Shire will be required to cover the costs of the property transfer (estimated to be up to \$5,000 depending upon complexity). This amount has not been previously budgeted for, and a budget amendment is requested.

Any funds remaining following this transaction can potentially be utilised for valuation and acquisition of other land that the Shire may be considering.

It is anticipated this additional expenditure will be able to be offset at the mid-year Budget Review.

In taking on this land, the Shire will be forgoing annual rates of approximately \$9,000 per annum (\$1502 per lot). That said, Mr. Finnigan's primary reason for wanting to dispose of the land was his increasing inability to pay rates on the lots, and it is not completely likely the Shire would have been able to recoup this money.

Strategic Implications

2019-2029 Strategic Community Plan:

- Strategy 3.1.1 Ensure pipeline of land available for development
- Strategy 3.1.2 Develop local housing marketing (support new business model)

11.3 DISPOSAL BY LEASE OF BANK BUILDING AT 50 MIDLANDS ROAD MINGENEW

Pr Newton asked the Deputy President to preside over the meeting and left the room at 4:37pm.

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	
Disclosure of Interest:	Pr Newton and Cr McGlinn
Date:	10 October 2019
Author:	Nils Hay, Chief Executive Officer
Authorising Officer:	Nils Hay, Chief Executive Officer
Voting Requirements:	Simple Majority

Summary

An EOI campaign has taken place seeking potential lessee to take over the former NAB building in Mingenew. Two applications were received over the campaign, the Mingenew CRC and the Hinterland Collective, a new business seeking to establish itself in Mingenew.

Council is requested to select a preferred lessee to move forward with.

Key Points

- Both applications support the aims of the Strategic Community Plan 2019-29
- CRC application seeks to extend existing CRC activities, including relocation of the Mingenew Tourist Centre and partnership with Tourism & Promotions Committee
- Hinterland Collective application seeks art space for music and writing studios as well as gallery/gift shop

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.2 - Resolution 19101606

Moved: Cr Cosgrove Seconded: Cr Eardley

- That Council endorses the application from The Hinterland Collective to rent the Bank Building at 50 Midlands Road Mingenew; and
- That Council authorises the Chief Executive Officer to proceed to enter into a lease for the disposal of the building with The Hinterland Collective

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 6/0

Attachments

- CRC Eol Documentation
- The Hinterland Collective Eol Documentation

Background

With the NAB vacating the building at 50 Midlands Road in September 2018, the building has remained vacant. Following the adoption of the Strategic Community Plan 2019-29, Council had a strong strategic document with which to measure potential applicants to ensure that any use of this building supported Council and Community aims.

A public expression of interest campaign for the building ran from 21 August to 27 September 2019, with two applications received (attached).

Comment

Both applications are worthy and support the aims of the SCP.

The CRC application would see existing CRC staff also man the bank building, with the Mingenew Tourist Centre to be relocated therein. They would also seek to utilise the office space to provide a space for visiting services, including government departments.

Opening hours would be 9am to 4pm Monday to Friday. A two-year lease with no rental consideration was offered.

The Hinterland Collective, a new business run by a couple who are in the process of relocating to Mingenew would see the building used as music space/recording studio (The Tracking Station), publisher office (for Blue Dingo Press) and the front of house would be the Hinterland Boutique, an art space and gift shop. They have provided a detailed description of their proposed operations.

The Hinterland Collective would also like to use this based to develop local music events, podcasts and provide writing/music workshops. The Boutique would be open Wednesday-Saturday 10.30am to 3.30pm, Blue Dingo Press Monday-Friday (by appointment) and The Tracking Station by appointment. They are offering \$4,000-\$8,000 per annum in rental consideration for a lease of at least two years (with a willingness to renegotiate after one).

Given that this represents a new enterprise, employing new people in Mingenew, and a small income stream from the Shire, The Hinterland Collective are put forward as the preferred tenants at this stage. It is noted that, if – for whatever reason – the venture does not proceed, the Mingenew CRC will likely remain as a viable back-up option.

If the Mingenew Tourist Centre required additional space, there may be alternative options that can be investigated to facilitate this.

Consultation

- CRC
- The Hinterland Collective

Statutory Environment

Section 3.58 of the *Local Government Act 1995* addresses the disposal of property by lease or sale

- (1) In this section —
 1. dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
 2. property includes the whole or any part of the interest of a local government in property but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (6) This section does not apply to —
- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

Policy Implications

Nil

Financial Implications

Should the Shire choose to proceed with the Hinterland Collective, they will receive approximately \$4,000-\$8,000 in rent per annum from the start date of the lease (tentatively February 2020).

Neither option has requested any building amendments, which had been budgeted for (\$5,000), and this could represent a saving to Council.

Strategic Implications

Both applications support a range of strategies from the 2019-2029 Strategic Community Plan:

- 1.1.2 Provide buildings, facilities and services to meet community needs
- 2.3.1 Develop arts spaces and programs to enliven community spaces and deepen experiences of visitors and community
- 2.3.2 Capture more value from tourism – build local experiences and products, tourism infrastructure and connections, build new day trip and tour markets
- 4.2.1 Facilitate the sustainability and growth of existing community and regional events, and encourage new ones to develop
- 4.3.3 Capture more value from tourism – build local experiences and products, including astrotourism, farm tourism and food tourism

Pr Newton returned to the meeting at 4:47pm and thanked Cr Newton for presiding.

12.0 FINANCE

12.1 FINANCIAL REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2019

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0304
Date: 8 October 2019
Author: Jeremy Clapham – Finance Manager

Summary

This report recommends that the Monthly Financial Report for the period ending 30 September 2019 as presented to the Council be received.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.2 - Resolution 19101607

Moved: Cr Newton Seconded: Cr Smyth

That the Monthly Financial Report for the period 1 July 2019 to 30 September 2019 be received.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachments

Monthly Financial Report for period ending 30 September 2019

Background

The Monthly Financial Report to 30 September 2019 is prepared in accordance with the requirements of the Local Government Act and the Local Government (Financial Management) Regulations and includes the following:

- Summary Information
- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature & Type
- Statement of Financial Activity Information
- Cash and Financial Assets
- Receivables
- Other Current Assets
- Payables
- Rating Revenue
- Disposal of Assets
- Capital Acquisitions
- Borrowings
- Cash Reserves
- Other Current Liabilities
- Grants and Contributions
- Trust Fund
- Explanation of Material Variances

Comment

Summary of Funds – Shire of Mingenew as at 30 September 2019	
Municipal Fund	\$2,515,831
Cash on Hand	\$100
Restricted Funds – 3 Month Term Deposit @ 2.50%	\$147,000
Trust Fund	\$13,524
Reserve fund (3 Month Term Deposit) @ 2.50%	\$308,490

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2019/20 financial year.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.

- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Nil

Financial Implications

No financial implications are indicated in this report.

Strategic Implications

Nil

12.2 LIST OF PAYMENTS FOR THE PERIOD ENDING 30 SEPTEMBER 2019

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0042
Attachment/s: List of Payments – September 2019
Disclosure of Interest: Nil
Date: 8 October 2019
Authorising Officer: Jeremy Clapham, Finance Manager
Voting Requirement: Simple Majority

Summary

This report recommends that Council receive the list of payments for period ending 30 September 2019 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 10.2 - Resolution 19101608

Moved: Cr Smyth Seconded: Cr Cosgrove

That Council receive the attached list of payments for the month of September 2019 as follows:

\$4,840.41	Municipal Cheques;
\$152,485.08	Municipal EFT's;
\$15,225.55	Municipal Direct Debit Department of Transport (Licencing) Payments;
\$29,151.32	Municipal Direct Debit Other;
\$1,254.06	Municipal Other Charges.

Totalling \$202,956.42 as per attached list of payments.

Net Salaries not included in the attached list of payments - \$87,924.00

Total of all payments - \$290,880.42.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Background

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costings, and that the amounts shown were due for payment.

Consultation

Nil

Statutory Environment

Local Government Act 1996, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 15

Policy Implications

Payments have been made under delegation.

Financial Implications

Funds available to meet expenditure.

Strategic Implications

Nil

12.3 NEW COUNCIL POLICY – DEBT COLLECTION

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0489
Disclosure of Interest: Nil
Date: 8 October 2019
Author: Jeremy Clapham - Finance Manager
Voting Requirements: Simple Majority

Summary

Presently the Shire of Mingenew does not have a Debt Collection Policy. The previous Policy was revoked and replaced with a CEO Directive, containing very little detail. It is considered prudent and in line with the continuous review of Council Policies, that a new Debt Collection Policy be adopted.

Key Points

- The Shire has identified a new policy which is presented for Council consideration and has been based on WALGA model policies and those adopted by other local governments, ensuring its relevance to the local context.
- The Debt Collection Policy will ensure that proper records are maintained of debts owed to the Shire as required by the Local Government Act 1995 and to provide guidance to Council in determining efficient, effective and economical procedures for debt collection.
- The Shire will exercise its debt recovery powers in order to reduce the overall debt burden on ratepayers.
- This Policy, as with all Finance Policies, is due to be reviewed on an annual basis.
- It is open to Council to review, amend, revoke or develop new policies as required, outside of the scheduled individual policies.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.3 - Resolution 19101609

Moved: Cr Smyth **Seconded:** Cr McGlinn

That Council adopts the new 1.3.9 Debt Collection Policy, as attached.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachment

Attachment 12.3.1 Debt Collection Policy

Background

The Shire of Mingenew previously had a Debt Collection Policy, which was replaced with a CEO Directive. The CEO Directive does not have a lot of detail; therefore, it is considered prudent to create a new Policy. In the past, Rates debtors have been well managed, with interest charged on outstanding amounts, and when necessary, debts have been followed up by taking legal action.

For Sundry debtors this has not been the case, with no interest being charged and no legal action being taken. Sundry debtors are generally quite low in value, but to be consistent in the treatment of all debtors, it is considered beneficial to have a new Policy.

Comment

The policies within the Policy Manual are strategic, outcome focused and set governing principles, guiding the direction of the organisation, and are to be considered for endorsement by Council.

The management procedures included, following the relevant Council Policy, are developed for administrative and operational purposes and endorsed by the CEO.

Consultation

- Leadership Team
- Council Forum

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations

Policy Implications

As outlined.

Financial Implications

Tight control of debts owed to the Shire will ensure no loss of revenue, however, by following the proposed Policy, it is possible that there will be a small impact on budgeted revenue, if any debts are written off.

Strategic Implications

Community Strategic Plan

Strategy 1.2.1 Manage organisation in a financially sustainable manner

12.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING

13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Prior to consideration of Item 14.1 TENDER – RFT 1 2019-20: Mingenew Rural Road Works, Cr McGlinn disclosed a potential indirect financial interest, outlining that her defacto partner is an employee of one of the tenderers, Cr McGlinn left the meeting at 4:54pm and did not participate in discussion on the Item or vote on the matter.

COUNCIL DECISION - ITEM 13.1 - Resolution 19101610

Moved: Cr Bagley Seconded: Cr Eardley

That Council resolves to accept the Late Item 14.1 – RFT1 2019-20 Mingenew Rural Road Works as presented.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

COUNCIL DECISION - ITEM 13.1 - Resolution 19101611

Moved: Cr Cosgrove Seconded: Cr McGlinn

That Council closes the meeting to the public at 4:55pm to discuss the proposed contract for the tendered work as presented for Late Item TENDER – RFT 1 2019-20: Mingenew Rural Road Works, in accordance with s5.23(2)(c) of the Local Government Act 1995.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

14.0 CONFIDENTIAL ITEMS

14.1 CLOSED SESSION [s5.23 (2)(c)]: TENDER – RFT 1 2019-20: Mingenew Rural Road Works

Location/Address:	Not Applicable
Name of Applicant:	Shire of Mingenew
Disclosure of Interest:	Nil
File Reference:	
Date:	16 September 2019
Author:	Nils Hay, CEO
Authorising Officer:	Nils Hay, CEO
Voting Requirements:	Simple Majority

Summary

A Request for Tender RFT 1 2019/20: Mingenew Rural Road Works was issued to appoint a suitable Contractor for the delivery of roadworks (non-sealing) on the Shire's Coalseam Road Regional Roads Group project and Yandanooka North East Road Roads to Recovery project.

As the CEO was on leave for a large part of the tender period, Greenfield Technical Services were engaged to manage the tender process on the Shire's behalf.

Key Points

- Dean Contracting provided best price and second-best qualitative results of the five conforming tenders received
- Coalseam Road component of works anticipated to come in under budget
- Yandanooka NE Road component will require an increased allocation of Road to Recovery funds in current financial year if provisional works (culvert headwall and guardrail design and construction) are completed to support safe widening of the road
- It is recommended that this be completed in current year as we have received a request to lift our FY19-20 allocation of R2R funds from R2R administrator to at least one-fifth of five-year allocation, which will already necessitate an increase in the current year's allocation to at least \$206,086

OFFICER RECOMMENDATION AND COUNCIL DECISION – ITEM 14.1

MOVED: Newton

SECONDED: Bagley

ORIGINAL MOTION:

That Council:

1. Note the attached Evaluation report (CONFIDENTIAL ATTACHMENT) 14.1.1 with respect to RFT 1 2019-20: Mingenew Rural Road Works;
2. Award the contract for Separable Portion A of RFT 1 2018-19: Mingenew Rural Road Works to Dean Contracting Pty Ltd for the sum of \$406,811.80 excluding GST;
3. Award the contract for Separable Portion B of RFT 1 2018-19: Mingenew Rural Road Works, including Provisional Items B3.01 and B5.04 to Dean Contracting for up to \$182,000.00 excluding GST;
4. Amend the 2019-2020 Budget, increasing the allocation for item 4002.1221.42 Yandanooka NE Reconstruct (R2R) to \$251,300 and increasing the corresponding revenue item 4203.18 Roads to Recovery Funding to \$251,300*; and
5. Delegate authority to the Chief Executive Officer to manage the Dean Contracting Pty Ltd contracts, including the provision of possible variations, providing the variation is necessary in order for the

goods or services to be supplied and does not change the scope of the contract and that it is managed within the overall budget for the projects.

*requires decision by absolute majority

AMENDMENTS TO POINTS 3 & 4:

1. Remove “*including Provisional Items B3.01 and B5.04*” from point 3;
2. Remove “\$182,000” and replace with “\$130,800” in point 3; and
3. Remove “\$251,300” and replace with “\$206,100” in point 4.

SUBSTANTIVE MOTION – ITEM 14.1 – Resolution 19101612

MOVED: Eardley
That Council:

SECONDED: Smyth

1. Note the attached Evaluation report (CONFIDENTIAL ATTACHMENT) 14.1.1 with respect to RFT 1 2019-20: Mingenew Rural Road Works;
2. Award the contract for Separable Portion A of RFT 1 2018-19: Mingenew Rural Road Works to Dean Contracting Pty Ltd for the sum of \$406,811.80 excluding GST; and
3. Award the contract for Separable Portion B of RFT 1 2018-19: Mingenew Rural Road Works, to Dean Contracting for up to \$103,800 excluding GST; and
4. Amend the 2019-2020 Budget, increasing the allocation for item 4002.1221.42 Yandanooka NE Reconstruct (R2R) to \$206,100 and increasing the corresponding revenue item 4203.18 Roads to Recovery Funding to \$206,100.
5. Delegates authority to the Chief Executive Officer to manage the Dean Contracting Pty Ltd contracts, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and that it is managed within the overall budget for the projects.

VOTING DETAILS:

CARRIED BY ABOLUTE MAJORITY: 7/0

COUNCIL DECISION - ITEM 14.1 - Resolution 19101613

Moved: Cr Newton **Seconded:** Cr Bagley

That Council reopens the meeting to the public at 5:11pm.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 7/0

Attachments

- 14.1.1 Evaluation Report
- 14.1.2 Comiskey's Submission
- 14.1.3 Dean Contracting Submission
- 14.1.4 Direct Contracting Submission
- 14.1.5 Roadtech Submission
- 14.1.6 WCP Submission

Background

The RFT was advertised in The West Australian newspaper on Saturday 21 September 2019. Two tender addendums were issued.

The RFT specified that all tenders were to be submitted no later than 2.00pm Tuesday 8 October 2019 to either an electronic tender box (tenderbox@greenfieldtech.com.au), delivered by Post to the nominated Post Office Box or in person to the offices of the Shire of Mingenew.

Tenders were opened by Mr Nils Hay (Shire of Mingenew Chief Executive Officer) and Mr Nigel Goode (Greenfield – Project Manager) in the offices of the Shire on Wednesday 9 October 2019.

The project is in two sections:

Separable Portion A is for the upgrade of approx. 2.5km of the Coalseam Rd (currently unsealed) to a design standard in preparation for sealing by others. The works comprise minor clearing, earthworks to enable minor changes to the formation width and existing horizontal and vertical alignment, basecourse pavement construction and drainage works.

Separable Portion B is for the reconstruction of 1km of the Yandanooka NE Rd to a sealed standard (sealing by others). The scope also includes the construction of new concrete headwalls and guard-rail at a large existing pipe culvert structure, minor clearing, and basecourse pavement construction in preparation for sealing by others. As the engineering details of the headwall and guard railing are under development, this item was a provisional item in Separable Portion B.

Additionally, depending on the Shire's budget and the tendered prices, there is a provisional item to reconstruct a further 0.5km of this same road which also comprises similar work activities.

Five complete tender submissions were received, and the complete evaluation report is attached.

Comment

As per the evaluation, Dean Contracting have been chosen as the preferred contractor. They offered the lowest price and scored second-best on the qualitative measures. They are also Mingenew-based.

The headwall and guardrail requirement at SLK9.57 added an unexpected cost to the project, as the works were only discovered when developing a detailed scope for the job. In widening the road, the edge of the seal will be very close to the edge of the culvert headwall, which will not meet clear zone requirements. The structure in question comprises of 10 culverts, approximately 1500mm in diameter each. Three options were investigated:

1. Lengthen the culverts
 - a. This option was discounted as the current headwalls are almost touching the existing fence line, and this would likely require land acquisition
2. Choose different work location
 - a. This would only be avoiding the issue, but it would be (and still is) feasible to choose a different SLK for this year's works. It is noted, however, that the section selected (immediately north of last year's sealing works) remains one of the worse sections on Yandanooka NE road, and R2R funds are available to complete this work with no additional cost to the Shire
3. Install guardrail
 - a. This option was chosen for further investigation; noting that there would be both engineering and construction costs associated (outlined below). Now that we have been through an RFQ/RFT process, these costs are better known.

The financial implications of this, including alternative approaches, are outlined in the Financial Implications section of this report.

Consultation:

Greenfield Technical Services

Statutory Environment

The Local Government Act 1995 at Section 3.57 outlines the requirements for calling tenders for the provisions of goods or services. The Local Government (Functions and General) Regulations 1996 at clause 11 outlines when tenders must be publicly invited, and when that requirement is exempted. One of the exemptions is where “the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program”.

Local Government Act 1995 at section 5.23 outlines that meetings are generally open to public, except that the council may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with for example, a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Policy Implications

The Shire’s Purchasing Policy outlines how the Shire of Mingenew will deliver best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance whereby establishing efficient, effective, economical and sustainable procedures in all purchasing activities. This Policy was used to guide this procurement process.

Financial Implications

Separable Portion A:

On the basis of the prices provided, the Shire will potentially have some savings on the Coalseam Road project.

As we move through this project and any such savings emerge, we will need to negotiate with Main Roads WA as to the best way to manage additional funds (i.e. increase scope of works to cover a larger section, reallocate to another Shire of Mingenew project or return the funds to the regional pool for another Shire to utilise; the third option is, naturally, least preferable.)

Unfortunately, as RRG funds are separate from R2R funds, any saving here can’t be offset with additional expenditure on Separable Portion B.

Separable Portion B:

Whilst the previously awarded sealing works (\$50,535.68) and roadworks component (\$103,000) fall within budget, the concrete headwall and guardrail upgrade at SLK9.57 required to support the road widening will require a budget amendment, and an increase of the Shire’s FY19-20 Roads to Recovery allocation.

In addition to the construction of the headwall and guardrail (\$79,000), a recent RFQ process for the engineering design work came to \$18,750. As such, if the Shire were to safely complete these works, we would need to allocate a total of \$251,286 for the works, based on the quotes received (noting that receipt of the final design will have some bearing on the final cost of the construction; hopefully by reducing both uncertainty around it, and price).

As outlined above, this work will need to be completed at some stage in the future if the Shire is to widen this section of road. This work can either be completed in the current year, or a different SLK (a section to the south of last year’s sealed section – adjoining SLK 7.58) can be completed instead within this year’s budget.

That noted, the Shire has received a recent request from the Road to Recovery administrators to increase our annual allocation for this financial year (from its current level of \$164,000) to at least one-fifth of our total five-year allocation (which would see it rise to \$206,086). As a result, in any event, we will be required to spend at least \$206,086 of our R2R funds in the current financial year. Given this, and the limited likelihood

that the cost of the culvert works will decrease in the forward years, it's recommended that our budget be amended, and the works be completed this year.

Whilst this will draw down more of our Roads to Recovery funds, the budget amendment will not require additional Shire expenditure (as R2R is matched by own-source shire roadworks – across our entire network - and our own program will sufficiently cover any matching requirements).

Strategic Implications

Strategic Community Plan 2019-29: Strategy 1.1.1 – Provide and support cost effective transport networks.

Voting Requirements

Simple Majority

Cr McGlinn returned to the meeting at 5:12pm

Prior to closing the meeting, President Newton acknowledged and thanked retiring Councillors, Cr Eardley and Cr McGlinn for their contributions to Council and the Mingenew community.

15.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 20 November 2019 commencing at 4.30pm.

16.0 CLOSURE

The meeting was declared closed at 5.12pm.

These minutes were confirmed at an Ordinary Council meeting on 20 November 2019.

Signed _____
Presiding Officer

Date: _____

ATTACHMENT: 10.1

Minutes of the 10 November 2019 Audit & Risk Committee Meeting

*To be provided under separate cover

ATTACHMENT: 11.1

Appointment of Committee Delegates

LOCAL EMERGENCY MANAGEMENT COMMITTEE TERMS OF REFERENCE

This document defines the membership, authority, purpose, operational guidelines, responsibilities and resources of the Shire of Mingenew Local Emergency Management Committee, established by Council pursuant to Section 38(1) of the Emergency Management Act 2005.

1. **Name**
The name of the Committee shall be the Shire of Mingenew Local Emergency Management Committee, hereafter referred to in its abbreviated form as the LEMC.
2. **Establishment**
The LEMC is established pursuant to Section 38(1) of the Emergency Management Act 2005.
The Committee shall act for, and on behalf of the Council in accordance with all relevant provisions of the Act, policies of the Shire of Mingenew and this document.
3. **District / Area of Control**
The LEMC shall operate within the local government boundaries of the Shire of Mingenew.
4. **Vision/ Purpose**
To make the Shire of Mingenew a safe community by managing the risk of emergencies through the delivery and implementation of emergency prevention, preparedness, response and recovery strategies.
5. **Objectives**
 - 5.1 To develop emergency and bushfire management arrangements, that has a practical application to all stakeholders, within the community;
 - 5.2 To ensure that Local Emergency Management and Bushfire Plans and Arrangements remain contemporary and relevant to community, reflecting current community risks;
 - 5.3 Take an active role in disaster recovery planning, through the promotion of an informed and engaged committee;
 - 5.4 To actively participate in formal inter-local government relations, so to further emergency management objectives and cooperation, within the North Midlands District;
 - 5.5 To exercise the Shire of Mingenew Local Emergency Management Arrangements, to test their effectiveness in practical applications, actively seeking continuous improvement;
 - 5.6 Prepare and submit to the DEMC on an annual basis the LEMC Business Plan;
 - 5.7 To prepare and submit to the District Emergency Management Committee, an annual report of LEMC activities each financial year;
 - 5.8 Facilitate and foster open communication and cooperation with other local bushfire and local emergency agencies and neighbouring local governments;
 - 5.9 Advise the Shire on matters relating to emergency risk mitigation, preparedness, response and recovery from a strategic level;
 - 5.10 To report to Council on matters referred to the Committee by Council.
6. **Membership**
 - 6.1 Voting Membership
 - a) 1 X Councillor representative endorsed by Council
 - b) Shire Chief Bush Fire Control Officer
 - c) Shire Deputy Chief Bush Fire Control Officer
 - d) Department of Fire and Emergency Services (DFES)- District Manager
 - e) Shire Chief Executive Officer
 - f) Mingenew Police Officer in Charge (OIC) or proxy
 - g) Shire Ranger & Emergency Services Officer
 - 6.2 Non Voting Persons
Other persons, or representatives of organisations may participate in meetings, as determined by the majority of the Committee. Such persons will not be entitled to vote on any matter brought before the Committee.
7. **Presiding Person**
The Elected Member, appointed by Council to this Committee shall serve as Chairperson. The Mingenew Police Officer in Charge shall serve as Deputy Chair of the Local Emergency Management Committee;
8. **Executive Officer**
The Executive Officer as appointed by the CEO of the Shire of Mingenew shall be the Ranger and Emergency Services Officer. The Executive Officer shall research and manage information, for the committee and provide information and advice when required and shall be responsible for preparing the agenda for all LEMC meetings.
9. **Meetings**
 - 9.1 Committee Meetings
 - a) The Committee may meet from time to time as the Committee sees fit but, shall meet as a minimum twice annually, prior to, and following the harvest period (approximately October & March).
 - b) If a scheduled meeting is cancelled, the reason for cancelling the meeting shall be noted in the Minutes of the next meeting.

LOCAL EMERGENCY MANAGEMENT COMMITTEE TERMS OF REFERENCE

- 9.2 **Notice**
Notice of meetings shall be given to members at least 3 days prior to the meeting.
- 9.3 **Quorum**
The quorum for any meeting of the Committee shall be 3 voting members.
- 9.4 **Voting**
All voting members of the Committee are entitled to one vote. If the vote of the members present is equally divided, the person presiding shall cast a second vote.
- 9.5 **Standing Procedures for Committee Meetings**
- a) Every Meeting
 - Confirmation of local emergency management arrangements contact details;
 - Review of any post-incident reports and post exercise reports generated since last meeting;
 - Progress of emergency (including bushfire) risk management process;
 - Progress of treatment strategies arising from emergency risk management process;
 - Progress the development or review of local emergency management arrangements, bushfire response plan and any other plan/arrangement as required by legislation;
 - Other matters determined by the local government
 - b) First Meeting (October)
 - Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
 - Progress of Annual Business Plan;
 - Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
 - CBFCO report- overview of upcoming fire season, operations, training opportunities, mitigation activities, investigations/reviews, community engagement opportunities
 - c) Second Meeting (March)
 - Finalisation and approval of annual business plan;
 - Identify emergency management/ bushfire projects for possible grant funding for next year.
- 9.6 **Reporting**
A Shire appointed Administrative Officer shall be responsible for keeping detailed minutes of all business tabled at any LEMC meetings.
Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.
10. **Delegated Authority of the Committee**
Nil
11. **Strategic Alignment**
The specific tasks and actions undertaken by this committee will assist the Shire of Mingenew in achieving the following aspirations and objectives as contained within the Strategic Community Plan:
- a) Outcome 3.7- Maintain a safe community environment
 - 3.7.3 Continuously improve emergency services
 - b) Outcome 4.5- Achieve a high level of compliance
 - 4.5.1 Ensure compliance with local, town planning, building and health and all other relevant legislation.

END



City of Perth Local Development Assessment Panel - Local Government Members - Until 26 January 2020

City of Perth LDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Perth		Commissioner Andrew Hammond	Commissioner Gaye McMath	



Metro Central Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Metro Central JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Bayswater	Cr Catherine Ehrhardt	Cr Chris Cornish	Cr Elli Petersen-Pik	Cr Filomena Piffaretti
City of Belmont	Cr Philip Marks	Cr Robert Rossi	Cr Janet Powell	Cr Steve Wolff
City of Canning	Cr Sara Saberi	Cr Jesse Jacobs	Cr Yaso Ponnuthurai	Cr Margaret Hall
City of Melville	Cr Nicole Robins	Cr Tim Barling	Cr Patricia Phelan	Cr Nicholas Pazolli
City of South Perth	Cr Glenn Cridland	Cr Colin Cala	Cr Tracie McDougall	Cr Blake D'Souza
Town of Bassendean	Mayor Renee McLennan	Cr Kath Hamilton	Cr Bob Brown	Cr Jai Wilson
Town of Victoria Park	Cr Claire Anderson	Cr Vicki Potter	Cr Brian Oliver	Cr Bronwyn Ife



Metro East Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Metro East JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Armadale	Mayor Henry Zelones	Cr Donna Shaw	Cr Mark Geary	Cr Caroline Wielinga
City of Gosnells	Cr Julie Brown	Cr Ron Mitchell	Cr Terresa Lynes	Cr David Goode
City of Swan	Cr Rod Henderson	Cr Kevin Bailey	Cr Maria Haynes	Cr Charlie Zannino
Shire of Kalamunda		Cr Sara Lohmeyer	Cr Brooke O'Donnell	Cr Dylan O'Connor
Shire of Mundaring	Cr David Lavell	Cr Toni Burbidge	Cr Stephen Fox	Cr Darrell Jones
Shire of Serpentine Jarrahdale	Cr Michelle Rich	Cr Keira Mcconkey	Cr Sam Piipponen	Cr Jacqui See



Metro North-West Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Metro North-West JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Joondalup	Cr Christine Hamilton-Prime	Cr Philippa Taylor	Cr Sophie Dwyer	Cr Nige Jones
City of Stirling	Cr Giovanni Italiano	Cr David Boothman	Cr Bianca Sandri	Cr Elizabeth Re
City of Wanneroo	Cr Russell Driver	Cr Frank Cvitan	Cr Samantha Fenn	Cr Sonet Coetzee



Metro South-West Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Metro South-West JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Cockburn	Cr Chamonix Terblanche	Cr Carol Reeve-Fowkes	Cr Kevin Allen	Cr Chontelle Sands
City of Fremantle	Cr Andrew Sullivan	Cr Jon Strachan	Cr Rachel Pemberton	Cr Bryn Jones
City of Kwinana	Cr Shelia Mills	Cr Dennis Wood	Cr Wendy Cooper	Cr Matthew Rowse
City of Mandurah	Cr Caroline Knight	Cr Darren Lee	Cr Fred Riebeling	
City of Rockingham	Cr Chris Elliott	Cr Deb Hamblin	Cr Lee Downham	Cr Joy Stewart
Shire of Murray	Cr Casey Rose	Cr David Bolt		Cr Brad Cardilini
Town of East Fremantle	Cr Cliff Collinson	Cr Michael McPhail	Cr Andrew White	Cr Dean Nardi



Metro West Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Metro West JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Nedlands	Mayor Max Hipkins	Cr Nigel Shaw	Cr Kerry Smythe	Cr John Wetherall
City of Subiaco	Cr Murray Rowe	Cr Derek Nash	Cr Stephanie Stroud	Cr David McMullen
City of Vincent	Cr Dan Loden	Cr Josh Topelberg	Cr Susan Gontaszewski	Mayor Emma Cole
Shire of Peppermint Grove	Cr Rachel Thomas	Cr Charles Hohnen	Cr Karen Farley	Cr Gregory Peters
Town of Cambridge	Cr Andre Timmermanis	Cr Rod Bradley	Cr James Nelson	Ms Christine Tonkin
Town of Claremont	Cr Bruce Haynes	Cr Paul Kelly	Cr Chris Mews	Cr Alastair Tulloch
Town of Cottesloe	Cr Lorraine Young	Cr Sally Pyvis	Mayor Philip Angers	
Town of Mosman Park	Cr Zenda Johnson	Cr Andrew Maurice	Mayor Brett Pollock	Cr Jenna Ledgerwood



Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Kimberley/Pilbara/Gascoyne JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Ashburton	Cr Ivan Dias	Cr Kerry White	Cr Linton Rumble	Cr Peter Foster
Shire of Broome	Cr Chris Mitchell	Cr Harold Tracey	Cr Desiree Male	Cr Bruce Rudeforth
Shire of Carnarvon	Cr Karl Brandenburg	Cr Kane Simpson	Cr Luke Skender	Cr Brett Smith
Shire of Derby/West Kimberley	Cr Andrew Twaddle	Cr Peter Coggins	Cr Paul White	Cr Chris Kloss
Shire of East Pilbara	Cr Dean Hatwell	Cr Michael Kitchen	Cr Lynne Craigie	Cr Jay Ahmedi
Shire of Exmouth	Cr Mark Lucas			
Shire of Halls Creek	Cr Malcolm Edwards	Cr Virginia O'Neil	Cr Chris Loessl	
City of Karratha	Cr Peter Long	Cr Grant Cucel	Cr Evette Smeathers	Cr Margaret Bertling
Town of Port Hedland	Mayor Camilo Blanco	Cr Julie Arif	Cr George Daccache	Cr Tricia Hebbard
Shire of Shark Bay	Cr Cheryl Cowell	Cr Ben Bellottie	Cr Kevin Laundry	Cr Ed Fenny
Shire of Upper Gascoyne				
Shire of Wyndham East Kimberley	Cr David Menzel	Cr Tony Chafer	Cr Michelle McKittrick	



Mid-West/Wheatbelt Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Mid-West/Wheatbelt JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Beverley	Cr Lewis Shaw	Cr Christopher Pepper	Cr Donald Davis	Cr David White
Shire of Boddington			Cr David Smart	
Shire of Brookton				
Shire of Bruce Rock	Cr Stephen Strange	Cr Meredith Thornton		Cr Phillip Negri
Shire of Carnamah	Cr Merle Isbister	Cr Dwayne Wooltorton	Cr Con Kikeros	Cr Ian Stirling
Shire of Chapman Valley	Cr Anthony Farrell	Cr Pauline Forrester	Cr Kirrilee Warr	Cr Peter Humphrey
Shire of Chittering	Cr Gordon Houston	Cr Peter Osborn	Cr Carmel Ross	Cr Mary Angus
Shire of Coolgardie	Cr Tracey Rathbone	Cr Sherryl Botting		
Shire of Coorow	Cr Michael Bothe	Cr Bruce Jack		Cr Guy Sims
Shire of Corrigin	Cr Lynette Baker	Cr Des Hickey	Cr Janeane Mason	Cr Matt Dickinson
Shire of Cuballing	Cr Mark Conley	Cr Dawson Bradford	Cr Scott Ballantyne	Cr Roger Newman
Shire of Cue	Cr Fred Spindler	Cr Ian Dennis	Cr Ron Hogben	Cr Les Price
Shire of Cunderdin	Cr Alison Harris	Cr Bernie Daly	Cr Dennis Whisson	Cr Doug Kelly
Shire of Dalwallinu				
Shire of Dandaragan	Cr Peter Scharf	Cr Annette Eyre	Cr Kaye McGlew	Cr Dahlia Richardson
Shire of Dowerin				
Shire of Dumbelyung	Cr Pat O'Neill	Cr Nicholas Green	Cr Bevan Doney	Cr Jacqueline Ball
Shire of Dundas				
Shire of Esperance	Cr Natalie Bowman	Cr Lara McIntyre	Cr John Parsons	Cr Basil Parker
City of Greater Geraldton	Mayor Shane Van Styn	Cr Neil McIlwaine	Cr Rob Hall	Cr Stevn Douglas
Shire of Gingin	Cr Janice Court	Cr John Elgin	Cr Frank Johnson	Cr Kim Rule
Shire of Goomalling	Cr Barry Haywood	Cr Roland Van Gelderen	Cr Julie Chester	Cr Raymond Bowen
Shire of Irwin	Cr Ian West	Cr Mark Leonard	Cr Isabelle Scott	Cr Mike Smith
City of Kalgoorlie-Boulder	Cr Lisa Malicky	Cr Allan Pandal	Cr Gary Brown	Cr Glenn Wilson
Shire of Kellerberrin	Cr Rodney Forsyth	Cr David Leake		
Shire of Kondinin	Cr Allen Smoker	Cr Rex Growden	Cr Bruce Browning	Cr Murray James
Shire of Koorda				
Shire of Kulin	Cr Barry West	Cr Rodney Duckworth		
Shire of Lake Grace	Cr Ross Chappell	Cr Jeanette De Landgraft	Cr Debbie Clarke	Cr Peter Stoffberg
Shire of Laverton	Cr Rex Ryles	Cr Shaneane Weldon	Cr Deanne Ross	
Shire of Leonora	Cr Larnie Petersen	Cr Ross Norrie	Cr Peter Craig	
Shire of Meekatharra	Cr Peter Clancy	Cr Harvey Nichols	Cr Norm Trenfield	
Shire of Menzies	Cr Jill Dwyer	Cr Justin Lee		
Shire of Merredin	Cr Ken Hooper	Cr Mark Crees	Cr Mal Willis	
Shire of Mingenew	Cr Gary Cosgrove	Cr Leah Eardley		



Mid-West/Wheatbelt Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Mid-West/Wheatbelt JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Moora	Cr Denise Clydesdale-Gebert	Cr Tracy Georgina Humphry	Cr Ken Seymour	
Shire of Morawa	Cr Karen Chappell	Cr Dean Carslake	Cr Ken Stokes	Cr Debra Collins
Shire of Mount Magnet				
Shire of Mount Marshall	Cr Rachel Kirby	Cr Stuart Faulkner		
Shire of Mukinbudin	Cr Gary Shadbolt	Cr John O'Neil	Cr Sandie Ventris	
Shire of Murchison	Cr Rossco Foulkes-Taylor	Cr Andrew Whitmarsh	Cr Emma Foulkes-Taylor	
Shire of Narembeen	Cr Rhonda Cole	Cr Bevan Thomas	Cr Amy Hardman	Cr Kellie Mortimore
Shire of Narrogin	Cr Leigh Ballard	Cr Geoff Ballard	Cr Tim Wiese	Cr Paul Schutz
Shire of Ngaanyatjaraku				
Shire of Northam	Cr Julie Williams	Cr John Proud	Cr Michael Ryan	Cr Chris Davidson
Shire of Northampton	Cr Des Pike			
Shire of Nungarin				
Shire of Perenjori				
Shire of Pingelly	Cr Bill Mulroney	Cr David Freebairn	Cr Evan Hodges	Cr Peter Wood
Shire of Quairading	Cr Brett McGuinness	Cr Jo Haythornthwaite	Cr Jill McRae	Cr Bill Shenton
Shire of Ravensthorpe	Cr Kerry Dickinson	Cr Peter Smith	Cr Keith Dunlop	
Shire of Sandstone	Cr Beth Walton	Cr Carol Hodshon	Cr Freda May	
Shire of Tammin	Cr Carol Crane	Cr Michael Greenwood	Cr Glenice Batchelor	Cr Donald Thomson
Shire of Three Springs	Cr Richard Thorpe	Cr Christopher Connaughton	Cr Christine Lane	Cr Anthony Thomas
Shire of Toodyay	Cr Benjamin Bell		Cr Therese Chitty	Cr Brian Rayner
Shire of Trayning	Cr Freda Tarr			
Shire of Victoria Plains	Cr Stephanie Penn	Cr Pauline Bantock	Cr Jacqueline Corless-Crowther	Cr Neville Clarke
Shire of Wagin	Cr Geoff West	Cr Ron Walker	Cr Greg Ball	Cr Lachlan Ballantyne
Shire of Wandering	Cr Judith Price	Cr Brendan Whitely	Cr Chad Ferguson	Cr Graeme Parsons
Shire of Waroona	Cr Noel Dew	Cr Larry Scott	Cr John Mason	Cr Mike Walmsley
Shire of West Arthur	Cr Ray Harrington	Cr Ming Meredith	Cr Kevin King	Cr Marie Lloyd
Shire of Westonia				
Shire of Wickepin	Cr Allan Lansdell	Cr Gerri Hinkley	Cr Julie Russell	Cr Wesley Astbury
Shire of Williams	Cr Greg Cavanagh	Cr Moya Carne	Cr Natalie Major	Cr Jarrad Logie
Shire of Wiluna	Cr Graham Harris	Cr Jim Quadrio	Cr Caroline Thomas	
Shire of Wongan-Ballidu	Cr Jon Hasson	Cr Brad West		
Shire of Wyalkatchem	Cr Emma Holdsworth	Cr Quentin Davies	Cr Stephen Gamble	Cr Owen Garner
Shire of Yalgoo	Cr Neil Grinham	Cr Raul Valenzuela	Cr Jo Kanny	Cr Gail Trenfield
Shire of Yilgarn	Cr David Pasini	Cr Onida Truran	Cr Wayne Della Bosca	Cr Phil Nolan
Shire of York	Cr Denese Smythe	Cr Jane Ferro	Cr Kevin Trent	Cr Denis Warnick



Southern Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Southern JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
City of Albany	Mayor Dennis Wellington	Cr Bill Hollingworth		Cr Paul Terry
Shire of Augusta-Margaret River	Cr Ian Earl	Cr Michael Smart	Cr Naomi Godden	Cr Pauline McLeod
Shire of Boyup Brook	Cr Philippe Kaltenrieder	Cr Kevin Moir		
Shire of Bridgetown-Greenbushes	Cr Tony Practico	Cr Doreeen Mackman	Cr Alan Wilson	
Shire of Broomehill-Tambellup	Cr Scott Thompson	Cr Garry Sheridan	Cr Mark Paganoni	Cr Michael White
City of Bunbury	Cr Murray Cook	Cr Betty McCleary	Mayor Gary Brennan	Cr Michelle Steck
City of Busselton	Cr Grant Henley	Cr John McCallum	Cr Paul Carter	
Shire of Capel	Cr Peter McCleery	Cr Michael Southwell	Cr Brian Hearne	Cr Debbie Radisich
Shire of Collie	Cr Ian Miffling	Cr Jodie Hanns	Cr Gary Faries	Cr John Piavanini
Shire of Cranbrook	Cr Colin Egerton-Warburton	Cr Ruth Bigwood	Cr Peter Beech	Cr David Adams
Shire of Dardanup	Cr Mick Bennett	Cr Peter Robinson	Cr James Lee	Cr Carmel Boyce
Shire of Denmark	Cr Robert Whooley	Cr Janine Phillips	Cr Ceinwen Gearon	Cr Ian Osborne
Shire of Donnybrook-Balingup	Cr Dawn Tan	Cr Leanne Wringe	Cr Anita Lindemann	Cr Fred Mills
Shire of Gnowangerup	Cr Keith House	Cr Lex Martin	Cr Fiona Gaze	
Shire of Harvey	Cr Tania Jackson	Cr Paul Beech	Cr Craig Carbone	Cr Amanda Lovitt



Southern Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Southern JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Jerramungup	Cr Rob Lester	Cr Joanne Iffla	Cr Bruce Trevaskis	Cr Andrew Price
Shire of Katanning	Cr Owen Boxall	Cr Danny McGrath	Cr John Goodheart	
Shire of Kent	Cr Alan Smith			
Shire of Kojonup	Cr Ian Pedler	Cr Jill Mathwin	Cr Graeme Hobbs	
Shire of Manjimup	Cr Dean Bavich	Cr Robert Taylor	Cr Denis Jenkins	Cr Paul Omodei
Shire of Nannup	Cr Anthony Dean	Cr Norm Steer	Cr Christopher Buckland	Cr Vicki Hansen
Shire of Plantagenet	Cr Ken Clements	Cr Len Handasyde	Cr Chris Pavlovich	Cr Jon Oldfield
Shire of Woodanilling				

Mid-West Regional Road Group

Reference information for Elected Members on a Regional Road Group

November 2019

This reference information is designed to inform Elected Members of a Regional Road Group of matters pertinent to the business of that Group.

Specifically, the contents will inform Elected Members of:

- State Road Funds to Local Government Agreement
- Role of the State Road Funds to Local Government Advisory Committee
- Terms of Reference for a Regional Road Group
- Roads 2030
- Restricted Access Vehicle (RAV) network
- Accredited Mass Management Scheme (AMMS)
- Funding sources for road projects
- Key Performance Indicators for a Regional Road Group
- WALGA RoadWise

Contact:

Ian Duncan

Executive Manager, Infrastructure Unit

WALGA

ONE70, LV 1, 170 Railway Parade West Leederville

Phone: (08) 9213 2031

Fax: (08) 9213 2077

Mobile: 0439 947 716

Email: iduncan@walga.asn.au

Website: www.walga.asn.au

Document Information

Author:	Western Australian Local Government Association
Title:	Reference information for Elected Members on a Regional Road Group
Version:	1.2
Version date:	November 2019
Review date:	As required

Table of Contents

1.0	Regional Road Groups	4
2.0	Regional Road Sub-Groups.....	4
3.0	State Road Funds to Local Government Agreement.....	5
4.0	State Road Funds to Local Government Advisory Committee	6
	Membership	6
	Scope	6
5.0	Mid-West Regional Road Group Policy and Procedures Manual	6
6.0	Roads 2030	7
7.0	Key Performance Indicators for Regional Road Groups	7
	Expenditure performance.....	7
	Asset management	8
	Road safety.....	8
	Local road inventory data.....	8
8.0	Restricted Access Vehicle (RAV) Network.....	8
	Framework for adding a Local Government road to the Restricted Access Vehicle network	9
	Framework for downgrading a Local Government road on the Restricted Access Vehicle network	9
	Model policy for “Assessing applications to operate Restricted Access Vehicles on Local Government roads”	9
	As of right vehicles.....	9
9.0	Accredited Mass Management Scheme (AMMS)	9
10.0	Informing Own Councils	10
11.0	WALGA RoadWise.....	10
12.0	Main Roads WA Contact	11
13.0	WALGA Contacts	11
14.0	ANNEXURE 1 – Terms of Reference for Regional Road Groups	12
15.0	ANNEXURE 2 - Road Funding Sources	18
16.0	ANNEXURE 3 – Timetable for funding submissions.....	20
17.0	ANNEXURE 4 – Key Performance Indicators.....	22
18.0	ANNEXURE 5 – Profile of Mid-West Regional Road Group.....	26

1.0 Regional Road Groups

The State Road Funds to Local Government Agreement mandates the existence and operation of Regional Road Groups, which the State Road Funds to Local Government Advisory Committee oversees.

The State Roads to Local Government management structure identified the following Regional Road Groups:

- Gascoyne
- Goldfields-Esperance
- Great Southern
- Kimberley
- Metropolitan
- Mid-West
- Pilbara
- South West
- Wheatbelt North
- Wheatbelt South

The Chairperson of a Regional Road Group shall be an Elected Member.

The role of a Regional Road Group is to:

- Recommend Local Government road funding priorities to the State Road Funds to Local Government Advisory Committee.
- Monitor the implementation of the Local Government Road Program in their region.

Main Roads Western Australia provides technical and administrative support to Regional Road Groups.

See Annexure 1 for Terms of Reference for Regional Road Groups; and Annexure 4 for the profile of the Mid-West Regional Road Group.

2.0 Regional Road Sub-Groups

A Regional Road Group may establish Sub Groups to:

- Assist to identify road funding priorities
- Consider local road issues to inform decision making by the Regional Road Group
- Provide advice to the Regional Road Group

A Regional Road Group may establish a Technical Group(s) to:

- Assist with management and consideration of local road issues
- Provide technical advice to the Regional Road Group

Elected Members can be members of Regional Road Sub-Groups or Technical Groups. Ordinarily, Local Government technical staff comprise a Technical Group.

A Regional Road Group will determine and approve the Terms of Reference for Regional Road Sub-Groups or Technical Group(s). The Terms of Reference will include:

- Roles and responsibilities of the Sub-Groups or Technical Groups(s)
- Process to elect a Chairperson

- Membership of the Sub-Groups or Technical Group(s)

3.0 State Road Funds to Local Government Agreement

The Agreement is *intended to ensure that the funds available from State Government sources for local roads are allocated across the State of Western Australia, focusing on areas of strategic importance and areas that will provide maximum benefit. The needs of all road users and the Western Australian community will be considered during the distribution process.* (State Road Funds to Local Government Agreement, Guiding Principles, page 2)

The current Agreement expires in 2022/2023 and is based on the equivalent of 20% of motor vehicle licence fee collections.

The Agreement recognises and determines the membership of:

- State Road Funds to Local Government Advisory Committee
- Regional Road Groups; and Regional Road Sub Groups (if considered necessary)

Under the Agreement the available funding is split into two categories:

1. Local Government Managed Programs (Category 1)
2. Main Roads Western Australia Managed Programs (Category 2)

The Agreement is projected to produce annual allocations from State road funds to Local Government roads for the years 2018/19 to 2022/23 as per the following schedule:

2018/19	2019/20	2020/21	2021/22	2022/23
\$182.3 million	\$188.9 million	\$193.4 million	\$198.4 million	\$203.4 million

The revenue is to be distributed to Local Government roads on the basis of¹:

Local Government Managed Programs

(Category 1): 66%

Direct Grants
Road Project Grants
State Black Spot
Strategic and Technical Support

Main Roads Western Australian Managed Programs

(Category 2): 34%

State Initiative on Local Roads
Traffic Management, Signs and Pavement Markings
Bridgeworks and Inspections
Remote Aboriginal Access Roads
Regional Road Group Support

The allocation to the categories and sub categories will move in line with the total Agreement pool or as otherwise approved by the State Road Funds to Local Government Advisory Committee. (State Road Funds to Local Government Agreement, page 4)

¹ See Annexure 2: Road Funding Sources, and Annexure 3: Timetable for Funding Submissions.

4.0 State Road Funds to Local Government Advisory Committee

The Agreement stipulates the State Road Funds to Local Government Advisory Committee (SAC) will oversee, monitor and recommend to the Minister for Transport the distribution of State funds to Local Government roads.

The SAC sets and is responsible for the procedures covering the administration and functioning of the Agreement.

Membership

The SAC consists of:

- Managing Director of Main Roads Western Australia
- Chief Executive Officer of the Western Australian Local Government Association (or their nominee)
- Four elected State Councillors as nominated by the Western Australian Local Government Association
- Four Main Roads Western Australia senior officers nominated by the Managing Director of Main Roads.

The Committee is chaired by the Managing Director of Main Roads Western Australia.

Scope

The SAC is accountable for the:

- Assessment of Local Government road funding needs
- Annual distribution of State Funds to Local Government roads
- Monitoring and reporting on the effectiveness of the application of State Funds to Local Government roads in the State of Western Australia

The SAC recommends to the Minister for Transport the annual Local Government Roads Program and other relevant issues.

The SAC meets four times each year and its meeting agendas and minutes are published on the WALGA website at:

<http://walga.asn.au/Policy-Advice-and-Advocacy/Infrastructure/Funding.aspx>

5.0 Mid-West Regional Road Group Policy and Procedures Manual

The Mid-West Regional Road Group has a document titled “Mid West Regional Road Group Policy and Procedure Manual”. The manual provides information on:

- Representation and Election of Office Bearers
- Local Road Project Funding
- Significant Roads
- Miscellaneous Policy

The manual can be accessed [here](#).

6.0 Roads 2030

Roads 2030 documents a strategic view of regionally significant Local Government roads and the development strategies for those roads.

Each Regional Road Group has a *Roads 2030* strategy document.

A Memorandum of Understanding between the State Government and WALGA requires that Regional Road Groups review their road development strategies at five yearly intervals to assess the effects of changing circumstances and demand on the local road network.

Local Governments (via Regional Road Groups) worked collaboratively to review their local road network to produce *Roads 2030* thus providing an agreed strategic approach to allocate limited funding across the extensive local road network in WA.

It is important to note that only projects on local roads included in *Roads 2030* are eligible for Road Project Grant funding under the current State Roads Funds to Local Government Agreement.

See Annexure 2 for a breakdown of State Government and Federal Government funding sources for Local Government roads.

The SAC must endorse any amendment to a Regional Road Group's *Roads 2030* strategy document. If the road for which the proposed amendment is sought crosses into an adjoining region, agreement should be reached with that Regional Road Group.

Roads 2030 for each Regional Road Group can be accessed on the WALGA website at:

<http://walga.asn.au/Policy-Advice-and-Advocacy/Infrastructure/Roads/Roads-2030-Regional-Road-Development-Strategies.aspx>

7.0 Key Performance Indicators for Regional Road Groups

Part 7 of the Agreement relates to Key Performance Indicators (KPIs) for Regional Road Groups. Part 7 states, *Key Performance Indicators will focus on Expenditure Performance, asset management and road safety. KPIs have been established for monitoring purposes and no financial incentives or penalties will apply on the basis of performance against KPIs. Main Roads Western Australia and WALGA will prepare an annual KPI report for SAC. The report will be provided to the Regional Road Groups.*

Expenditure performance

- 1.1 Number of Regional Road Group meetings held. Minimum 2 meetings per year.
- 1.2 Percentage of State Government and Australian Government Black Spot Programs funding expended. Target 90%.
- 1.3 Percentage of road project grants expended (includes commodity route funds). Target 90%.
- 1.4 Road project grant applications submitted to SAC (via Main Roads WA) by November each year.

Asset management

- 2.1 Percentage of sealed road length subject to a documented visual condition survey in the previous 5 years within the region. Target is 50%.

Road safety

- 3.1 Metropolitan Regional Road Group only - Percentage of road project grant funded road improvements subject to road safety audits/inspections. Target is 100%
- 3.2 Other Regional Road Groups - Percentage of Road Project Grant funded projects that include Safe System improvements to roads and roadsides. Target is 50%.

Local road inventory data

- 4.1 Number of Local Governments by RRG that have uploaded road inventory data into the Main Roads WA IRIS database in the last three financial years. Target is 100%.

Reporting on the KPIs commenced in 2012-2013. The KPI report for 2018/2019 is attached as Annexure 5, which includes a comparison of the reporting years of 2013/2014, 2014/2015 and 2015/2016.

8.0 Restricted Access Vehicle (RAV) Network

The Restricted Access Vehicle (RAV) Network consists of ten levels of road network (i.e. RAV Network 1 to RAV Network 10) on which an approved category of restricted access (heavy) vehicle can be driven (i.e. category 1 restricted access vehicle to category 10 restricted access vehicle). Main Roads WA maintains an electronic list of all roads in the RAV Network.

A restricted access vehicle cannot travel on any road not listed in the RAV network - to do so is contrary to the law.

A higher category restricted access vehicle (e.g. a category 10 restricted access vehicle) cannot be driven on a lower RAV rated road (e.g. a RAV network 5 road); however a lower category restricted access vehicle (e.g. a category 4 restricted access vehicle) can be driven on a higher RAV rated road (e.g. a RAV network 7 road).

Main Roads WA maintains the *Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines* to assist Local Government, Main Roads' staff, transport operators or consultants assess the suitability of routes for inclusion on the RAV network. Restricted access vehicle categories are grouped into four (4) assessment levels:

Level 1 - RAV Categories 2, 3 and 4 (e.g. pocket road train, B-double, and other restricted access vehicles with a maximum length of either 25m or 27.5m).

- Level 2 - RAV Categories 5 and 6 (e.g. restricted access vehicles with a maximum length of 36.5m and a maximum mass of 87.5t).
- Level 3 - RAV Categories 7 and 8 (e.g. restricted access vehicles with a maximum length of 36.5m and a maximum mass of 107.5t).
- Level 4 - RAV Categories 9 and 10 (e.g. restricted access vehicles with a maximum length of 53.5m).

The guidelines are available on the Main Roads website:

<https://www.mainroads.wa.gov.au/UsingRoads/HVS/roadaccess/Pages/default.aspx>

Framework for adding a Local Government road to the Restricted Access Vehicle network

To assist Local Governments, Main Roads WA has developed a framework to approve the inclusion of a local road on the RAV network.

The framework is available on the Main Roads website:

<https://www.mainroads.wa.gov.au/UsingRoads/HVS/roadaccess/Pages/default.aspx>

Framework for downgrading a Local Government road on the Restricted Access Vehicle network

To assist Local Governments, Main Roads WA has developed a framework on the process of downgrading a local road on the RAV network.

The framework is available on the Main Roads website:

<https://www.mainroads.wa.gov.au/UsingRoads/HVS/roadaccess/Pages/default.aspx>

Model policy for “Assessing applications to operate Restricted Access Vehicles on Local Government roads”

Restricted Access Vehicles can only operate on a road (RAV route) approved by Main Roads WA. Vehicle operators may apply to Main Roads WA to add or amend a RAV route and it is the policy of Main Roads WA to refer applications to Local Governments for preliminary assessment.

The (model) “Policy for Assessing Applications to Operate Restricted Access Vehicles on Local Government Roads” provides guidance to Local Government when assessing an application to add or amend a road on the RAV network.

Download the model policy from the WALGA website [here](#).

As of right vehicles

An *as of right vehicle* is any vehicle not a restricted access vehicle, for example, rigid trucks and semi-trailers. These vehicles may operate state-wide provided they are:

- Not a road train or b-double;
- Within regulation axle mass limits;
- Less than nineteen (19) metres in combination length or less than 12.5 metres in length for rigid vehicles;
- Less than 42.5 tonnes in total combination mass;
- Less than 2.5 metres wide (excluding mirrors and lights); and
- Less than 4.3 metres high.

9.0 Accredited Mass Management Scheme (AMMS)

The Accredited Mass Management Scheme (AMMS) is a scheme allowing heavy vehicles to carry additional payload on an identified and limited part of the road network assessed as suitable by Main Roads WA.

AMMS allows for three concessional mass levels and allows for any product and use of any proven loading control method. Vehicles accredited under the AMMS can only carry additional mass

Local Governments retain control over heavy vehicles using local roads. A transport operator applies to have local roads assessed for inclusion in the AMMS network. Main Roads WA seek the support of Local Government before assessing the suitability of a local road for inclusion in the AMMS network. At that time, Local Governments can seek to have relevant conditions applied to the use of a particular local road.

Once a road is approved for access, it is included on the AMMS network list of roads published on the AMMS page of the Main Roads WA website.

Similar to the RAV network, transport operators must comply with the particular conditions of the AMMS network on which they are operating.

Information about the AMMS is available on the Main Roads WA website:

<https://www.mainroads.wa.gov.au/UsingRoads/HVS/Permits/Permits/Pages/AMMS.aspx>

10.0 Informing Own Councils

Each Regional Road Group approves and recommends to the SAC a substantial amount of road funding on behalf of member Local Governments. It is useful that delegates to each Regional Road Group or Sub-Group keep their own Councils informed of the business and decisions made by the Regional Road Group of which they are a member.

11.0 WALGA RoadWise

WALGA RoadWise aims to engage Local Governments and communities in actions that support and contribute to the implementation of *Towards Zero*, which is the road safety strategy for Western Australia (2008-2020).

WALGA RoadWise supports Local Governments, community groups, local businesses and individuals to become involved in the community road safety network across Western Australia.

A team of regional and metropolitan based RoadWise Road Safety Advisors assist members of the statewide community road safety network (that includes Local Governments) by:

- promoting participation and community ownership
- facilitating opportunities for leadership in local road safety
- supporting local road safety committees
- providing access to resources and training
- sharing information

These actions contribute to building the capacity of the network to make an effective contribution to preventing or reducing death or serious injury on the public road network in Western Australia.

The contact details for the WALGA RoadWise Road Safety Advisor for the Mid-West Region are:

Samantha Adams

Telephone: 0419 953 583

Email: sadams@walga.asn.au

12.0 Main Roads WA Contact

Contact details for Main Roads WA Mid-West Region are:

Eastward Road
Geraldton WA 6531

or

PO Box 165
Geraldton WA 6531

Telephone 9956 1200

13.0 WALGA Contacts

For further information, please contact the people listed below.

Ian Duncan, Executive Manager, Infrastructure
Telephone: 9213 2031
Email: iduncan@walga.asn.au

Mark Bondietti, Manager, Transport and Roads
Telephone: 9213 2040
Email: mbondietti@walga.asn.au

Sebastian Davies-Slate, Policy Officer Transport and Roads
Telephone: 9213 2050
Email: sdavies-slate@walga.asn.au

Mal Shervill, Policy Officer Road Safety
Telephone: 9213 2068
Email: mshervill@walga.asn.au

14.0 ANNEXURE 1 – Terms of Reference for Regional Road Groups

Excerpt from *State Road Funds to Local Government Procedures*
(Issue 6.0 – 6 May 2013 – document number 6200/04/02, Main Roads Western Australia)

6. Terms of Reference for Regional Road Groups

6.1 Introduction

Regional Road Groups will operate under the delegated authority of the State Road Funds to Local Government Advisory Committee.

These Terms of Reference shall apply to the role and activities of the Regional Road Groups.

6.2 Management and Administration

6.2.1 Region

Each Local Government in Western Australia shall be included in an appropriate region as defined by the State Road Funds to Local Government Advisory Committee. Local Governments may apply to the State Road Funds to Local Government Advisory Committee for a transfer from one region to another. Such applications should be accompanied with supporting documentation to justify the reasons for such a change. As a general principle, it is intended that the regions be as similar as possible to those used by Main Roads Western Australia. This principle will be taken into consideration by the State Road Funds to Local Government Advisory Committee when considering Local Governments' applications for transfer.

Where approval is granted for a Local Government to transfer to another Regional Road Group, funding allocations will be amended to reflect this change.

6.2.2 Sub Groups

The Regional Road Group may establish a structure of Regional Sub Groups in consultation with Local Governments in order to assist with management and consideration of local road issues.

6.2.3 Membership

Local Governments may apply to the Regional Road Group for a transfer to another Sub Group.

Each Local Government within a region shall be offered representation on either:

- the Regional Road Group for that region, if no Sub Groups have been established; or
- a Sub Group within the region.

Each Local Government seeking representation on the Regional Road Group/Sub Group shall nominate a Councillor to be its member of the Regional Road Group/Sub Group.

Each Regional Road Group may determine the appropriate representation of Sub Groups on the Regional Road Group, provided that all Sub Groups are offered equal representation.

6.2.4 Chairperson

The Chairperson of the Regional Road Group shall be an elected Local Government person and be elected by the Regional Road Group annually.

6.2.5 Secretariat

Technical and administrative support to the Regional Road Group will be provided by Main Roads Western Australia. Main Road Western Australia's Regional Managers will provide the primary contact for Regional Road Group. (See Attachment 5 for a Guide)

6.2.6 Observers

Members of the Regional Road Group/Sub Group may invite to meetings of the Regional Road Group/Sub Group, support staff and other personnel who they consider would assist.

6.2.7 Decision Making

As far as practicable, decisions should be arrived at by consensus. However, where voting is necessary, only elected Local Government members will be the voting representatives with:

- one vote for each Local Government represented at Sub Group meetings;
- one vote for each Local Government represented at Regional Road Group meetings, for Regional Road Groups with no Sub Groups; and
- one vote for each Sub Group represented at Regional Road Group meetings, for Regional Road Groups with Sub Groups.

Subject to approval by the State Funds to Local Government Advisory Committee, variations to voting procedures may be agreed to as long as an equitable balance is maintained.

6.2.8 Meetings

The Chairperson of the Regional Road Group, through the Secretariat, will develop an annual meeting timetable relating to the timetable of the State Funds to Local Government Advisory Committee.

The annual meeting timetable shall be determined at the first meeting after the meeting timetable of the State Funds to Local Government Advisory Committee has been advised to the Regional Road Group.

6.2.9 Delegated Representatives

Each member may delegate authority to an elected Local Government representative to attend and otherwise represent the Regional Road Group member.

6.2.10 Reporting Structure

The Regional Road Group shall record minutes of its meetings and forward a copy to each member and the State Funds to Local Government Advisory Committee.

The Regional Road Group shall make its recommendations to the State Funds to Local Government Advisory Committee.

6.2.11 Correspondence

All correspondence is to be addressed to the:

Chairperson
Regional Road Group
C/- Regional Manager
Main Roads Western Australia

6.3 Regional Road Group Responsibilities

6.3.1 Scope

Within policies and guidelines established by the State Funds to Local Government Advisory Committee, the Regional Road Group shall be responsible for the assessment of road funding needs, the annual distribution of State funds to Local Government roads, monitoring and reporting on the effectiveness of the application of the State funds for Local Government roads in its region.

In so far as Local Government roads are concerned, the Regional Road Group shall ensure that funds made available by the State are applied to the road network to:

- maximise capacity and resources through joint purchasing and resource sharing;
- maximise benefits to the community;
- preserve, improve and extend the road system; and
- comply with the obligations of the Managing Director of Main Roads under legislation.

6.3.2 Responsibilities

The Regional Road Group shall arrange for sufficient information for it to comply with these Terms of Reference and other tasks including the following:

- determining the relative road funding need in its region, both present and future;
- establishing a five year plan for distribution of State road funds in the region;
- developing methods for annual distribution of road funds to Local Government roads within the region;
- providing funding information to Local Governments to facilitate expenditure of road funds;
- making recommendations to the State Funds to Local Government Advisory Committee for improved procedures and guidelines;
- assisting the State Funds to Local Government Advisory Committee with Local Government priorities at the regional level;
- monitoring the implementation of the program in their region;

- providing the State Funds to Local Government Advisory Committee with a summary of the annual Direct Grant expenditure (refer to clause 8.4); and
- applying criteria developed for Roads 2030 or the Functional Road Hierarchy to determine a network of roads that are eligible for Road Project Grants.

6.3.3 Delegated Responsibilities

The Regional Road Group may delegate certain functions and tasks to Regional Sub Groups, provided that all Regional Sub Groups shall have the same delegated responsibilities.

6.4 Improvements to Terms of Reference and Procedures

The Regional Road Group shall made recommendations to the State Funds to Local Government Advisory Committee for improvements to these Terms of Reference and Procedures.

Attachment 5 – State Road Funds to Local Government Administrative Procedures

(To be used as a guide)

Executive Support

Main Roads Western Australia's Regional Office will provide the executive support and all other administrative, technical support to the Regional Road Groups. (Where there are Sub Groups to the Regional Road Group, support is to be provided by Local Government.) The following is an outline of the support to be provided:

- Provide information to Regional Road Groups and Local Governments on annual and programs of works, indicative funding and other financial matters.
- Provide the necessary support to assist Local Governments in programming and prioritising projects.
- Provide minute takers for meetings, distribute the minutes to the Regional Road Group members and State Funds to Local Government Advisory Committee.
- Provide the necessary administrative duties involved in the follow up of meeting action.

Records

The following will be maintained by Main Roads Western Australia to support Regional Road Groups:

- Correspondence File (which provides background information required to support action of the Regional Road Group).
- Meeting and Agenda files (to ensure that ready access is available and records of Minutes maintained).
- Annual and Five Year Program of Works including amendments.
- Summary of Payments of Local Road Funds to Local Governments.
- Certificates of Completion for Local Roads Projects and Direct Grants.
- An up to date Procedures and Road Projects Evaluation Guidelines Manual.
- An up to date list of Regional Road Group and Sub Group membership.

Meetings

Timing and Venue

An annual timetable will be established and meeting should be conducted on a regular basis. The date and venue of meetings to be determined by the Regional Road Group. Consideration to meetings being held at locations that are equitable for all participants should be given.

Meeting Agenda

Main Roads Western Australia staff to prepare the Agenda in consultation with Chairperson of the Regional Road Group.

Agenda Format

- Chairperson to open meeting, welcome members and observers and call for apologies.
- Confirmation of Minutes of previous meeting.
- Business arising from previous minutes.
- Presentation of Advisory Committee Minutes since last Regional Road Group meeting.
- Inwards and Outwards Correspondence.
- Reports:
 - Chairperson
 - Western Australian Local Government Association Representative
 - Submissions from Local Governments
 - Recommendations to State Road Funds to Local Government Advisory Committee
 - Summary of payments made to Local Governments (Recoups, Audit Forms)
 - Amendments to Program of Works
 - Black Spot and Road Safety Progress Reports
- General Business.
- Future meeting dates.
- Meeting close.

The Agenda provided to each Regional Road Group member is to include the following:

- Minutes of the previous meeting.
- Summary of financial status and completion of projects.
- Copies of Inward and Outward correspondence.
- Any other papers, maps, etc. that are relevant and will assist the Group.

Correspondence

In general, correspondence is to be dealt with in the following manner:

- Regional Road Group correspondence is addressed to the Chairperson or the Regional Manager.

- All correspondence dealing with Local Roads Funding and Regional Road Group involvement is treated as inwards correspondence at the Regional Road Group meetings.
- Urgent matters are referred by email/facsimile direct to the Chairperson, or otherwise presented at the Regional Road Group meeting.

15.0 ANNEXURE 2 - Road Funding Sources

The following funding sources are available to Local Governments for roads.

Direct Grants (State Road Funds to Local Government Agreement)

Provided annually for routine maintenance of local roads at the discretion of Local Governments.

Road Project Grants (State Road Funds to Local Government Agreement)

Provided annually for specific road improvements; provision of new roads; and major preservation works such as resealing to maintain the road asset.

Commodity Route Supplementary Fund (State Road Funds to Local Government Agreement)

Provided annually for routes where there is a significant high priority transport task associated with the transport of a commodity such as grain, timber, agricultural lime, iron ore, etc.

Bridges Works/Bridge Inspections (State Road Funds to Local Government Agreement)

A combination of State Government and Australian Government funding provided annually for the improvement, maintenance and periodic inspection of bridges on local roads.

Remote Aboriginal Community Access Roads (State Road Funds to Local Government Agreement)

A combination of State Government and Australian Government funding provided annually for access roads serving Aboriginal communities.

State Initiatives on Local Roads (State Road Funds to Local Government Agreement)

Provided annually for typically large projects on the local road network that provide a wider community and regional benefit.

State Black Spot Program (State Government)

Funded by the State Government, the Program is aimed at providing a safe road system by treating road lengths or intersections with a crash history; or treating potential hazardous locations on the basis of a formal road safety audit.

Projects on local roads are funded by a joint contribution of two dollars from the State Government and a one dollar contribution from the Local Government where the project resides.

Australian Government Black Spot Program (Australian Government)

Funded by the Australian Government, the Program is aimed at reducing the social and economic costs of road trauma by treating locations with a record of casualty crashes. Sites can also be treated on the basis of an official road safety audit.

Projects on local roads are fully funded by the Australian Government.

Roads to Recovery (Australian Government)

Funded by the Australian Government, the Roads to Recovery Program commenced in 2001 to address the significant amount of Local Government road infrastructure reaching the end of its economic life and its replacement was beyond the capacity of Local Governments.

Roads to Recovery funds are paid directly to Local Governments for priority road projects chosen by Local Governments.

16.0 ANNEXURE 3 – Timetable for funding submissions

Below is the indicative timetable for funding applications with proposed meetings of the Mid-West Regional Road Group.

AUSTRALIAN GOVERNMENT BLACK SPOT PROGRAM

Process step	Month
Call for submissions	April
Proposed Mid-West RRG meeting	May
Submissions close	July
Submissions assessed	September/October
Prepare recommended program	October/November
Proposed Mid-West RRG meeting	November
State Panel meets and assesses recommended program	December
Submit recommended program to State Government for approval	December
Proposed Mid-West RRG meeting	February
Approved program announced	May

STATE GOVERNMENT BLACK SPOT PROGRAM

Process step	Month
Call for submissions	April
Proposed Mid-West RRG meeting	May
Submissions close	July/August
Submissions assessed	September/October
Proposed Mid-West RRG meeting	November
Prepare recommended program	November
State Panel meets and assesses recommended program	December
Submit recommended program to State Government for approval	December
Proposed Mid-West RRG meeting	February
Approved program announced	May

ROAD PROJECT GRANTS

Process step	Month
Local Governments apply to the RRG for project funds with supporting justification	September (for next financial year)
Proposed Mid-West RRG meeting	November
RRG's provide project recommendations to SAC	November (for next financial year)
SAC makes project recommendations to the Managing Director, Main Roads WA	December (for next financial year)
Proposed Mid-West RRG meeting	February
Proposed Mid-West RRG meeting	May
Local Governments advised of approved projects	June (for next financial year)
RRG to advise SAC of likely under expenditure of allocated funds (if applicable)	Before end of June (for current financial year)

COMMODITY ROUTE SUPPLEMENTARY FUNDING

Process step	Month
Proposed Mid-West RRG meeting	May
Call for submissions	June
Submissions close	September
RRG assesses projects and makes recommendations to Technical Review Group (consists of representatives from WALGA and Main Roads WA, Perth)	September/October
Technical Review Group assesses projects and makes recommendations to SAC	October/November
Proposed Mid-West RRG meeting	November
SAC approval	December
To State Government for approval	January
Approved program announced	January
Proposed Mid-West RRG meeting	February

17.0 ANNEXURE 4 – Key Performance Indicators

Regional Road Groups Key Performance Indicator Annual Report 2017/2018

1.1 Number of Regional Road Group meetings held. (Minimum 2 meetings per year)

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Great Southern	2	2	2	2	2
South West	4	4	4	4	4
Gascoyne	3	3	3	3	3
Mid-West	2	2	2	2	2
Goldfields-Esperance	1	1	1	2	2
Kimberley	2	2	2	2	2
Wheatbelt South	1	2	2	2	2
Wheatbelt North	2	2	2	2	2
Pilbara	2	1	2	2	1
Metropolitan	4	2	2	2	2

Regional Road Groups met at least twice during the reporting year except for the Pilbara Regional Road Group.

1.2 Percentage of Black Spot Programs funding expended. (Target is 90%) (Note: Includes State Black Spot Program and Nation Building Program)

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	%	%	%	%	%
Great Southern	52	65	90	83	87
South West	90	93	87	86	90
Gascoyne	47	100	100	0*	0*
Mid-West	89	74	36	87	49
Goldfields-Esperance	74	95	48	100	50
Kimberley	86	100	91	49	39
Wheatbelt South	88	82	53	78	75
Wheatbelt North	70	84	64	55	52
Pilbara	49	18	93	125	100
Metropolitan	70	57	72	52	63
Total	76	77	73	70	60

The South West and Pilbara RRGs achieved the 90% target and the Great Southern RRG was just under the target.

*The Gascoyne Regional Road Group did not receive any Black Spot Program funding.

1.3 Percentage of road project grants expended. (Target is 90%) (Note: Includes Commodity Route Supplementary Fund projects)

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	%	%	%	%	%
Great Southern	92	88	93	82	86
South West	91	89	91	90	89
Gascoyne	100	100	100	100	97
Mid-West	83	96	97	100	94
Goldfields-Esperance	67	98	92	78	89
Kimberley	91	99	79	87	89
Wheatbelt South	96	81	89	91	99
Wheatbelt North	88	98	96	97	91
Pilbara	74	69	100	100	63
Metropolitan	74	77	95	79	79
Total	83	90	93	86	88

Four RRGs met the 90% target while four other RRGs were just under the target.

Metropolitan Region by Sub Group

Sub Group	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	%	%	%	%	%
North West	Not reported	98	100	100	89
West		63	62	83	86
Central		64	100	61	78
East		100	100	79	97
South East		85	100	58	76
South West		71	100	92	92
Total		80	95	79	86*

Two of the six metropolitan sub-groups achieved the 90% target while two other sub-groups were just under the target.

*Excluded are funds for reallocation.

Member Local governments of Metropolitan Subgroups

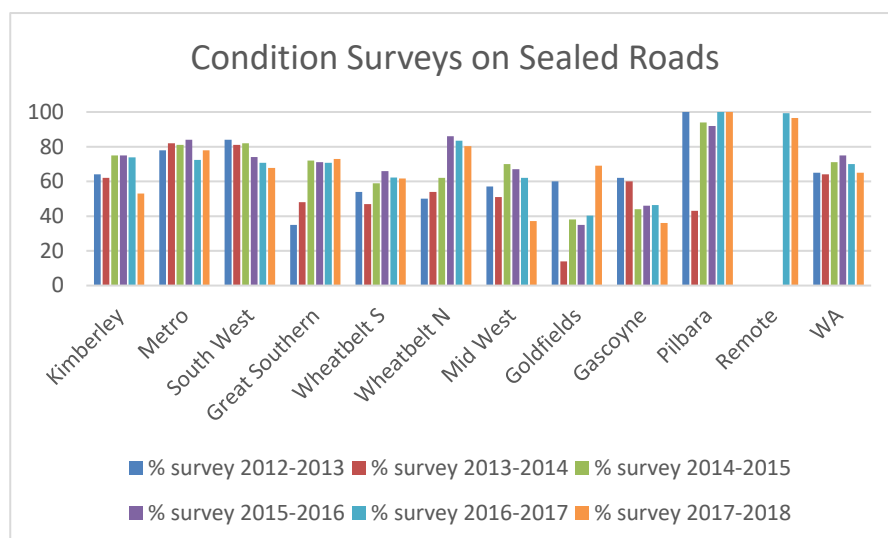
North West	Joondalup, Stirling & Wanneroo
West	Cambridge, Claremont, Cottesloe, Mosman Park, Nedlands & Peppermint Grove
Central	Perth, Subiaco & Vincent
East	Bassendean, Bayswater, Kalamunda, Mundaring & Swan
South East	Armadale, Belmont, Canning, Gosnells, Serpentine-Jarrahdale, South Perth & Victoria Park
South West	Cockburn, East Fremantle, Fremantle, Kwinana, Melville & Rockingham

1.4 Road project grant applications submitted to the State Advisory Committee (via Main Roads WA) by November each year:

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
Great Southern	Yes	Yes	Yes	Yes	Yes
South West	Yes	No	Yes	Yes	Yes
Gascoyne	Yes	Yes	Yes	Yes	Yes
Mid-West	Yes	Yes	Yes	Yes	Yes
Goldfields-Esperance	Yes	Yes	Yes	Yes	Yes
Kimberley	Yes	Yes	Yes	Yes	Yes
Wheatbelt South	Yes	Yes	Yes	Yes	Yes
Wheatbelt North	No	No	Yes	Yes	Yes
Pilbara	Yes	Yes	Yes	Yes	Yes
Metropolitan	Yes	Yes	No*	Yes	Yes

2.1 Percentage of sealed road length subject to a documented visual condition survey within the region in the previous 5 years. (Target is 50%)

Region	% of sealed road length surveyed in the past 5 years				
	2013-2014	2014-2015	2015-2016	2016/2017	2017-2018
Great Southern	48	72	71	71	73
South West	81	82	74	71	68
Gascoyne	60	44	46	46	36
Mid-West	51	70	67	62	37
Goldfields-Esperance	14	38	35	40	69
Kimberley	62	75	75	74	53
Wheatbelt South	47	59	66	62	62
Wheatbelt North	54	62	86	83	80
Pilbara	43	94	92	100	100
Metropolitan	82	81	84	72	78
Total for WA	64	71	75	70	65



Excludes 17 Local Governments that do not use RAMM to manage road condition data: Shire of Ashburton, City of Bayswater, City of Bunbury, City of Cockburn; Shire of Coolgardie, Shire of Dalwallinu, Shire of Kalamunda, City of Karratha, City of Mandurah, Shire of Merredin, Shire of Murray, Shire of Ngaanyatjaraku, Shire of Nungarin, City of Perth, Town of Port Hedland, City of Stirling and Shire of Westonia.

3.1 Metropolitan Regional Road Group only - Percentage of Road Project Grant funded road improvements subject to road safety audits. (Target is 100%)

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	%	%	%	%	%
Metropolitan	100	100	100	100	100

3.2 Other Regional Road Groups - Percentage of Road Project Grant funded projects that include Safe System improvements to roads and roadsides. (Target is 50%)

Region	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
	%	%	%	%	%
Great Southern	76	68	69	51	51
South West	51	67	75	66	68
Gascoyne	44	50	70	57	100
Mid-West	71	91	66	62	100
Goldfields-Esperance	58	52	50	51	60
Kimberley	58	83	86	92	75
Wheatbelt South	70	50	96	40	70
Wheatbelt North	66	50	84	34	59
Pilbara	75	90	80	79	100

All the non-metropolitan RRGs achieved the target.

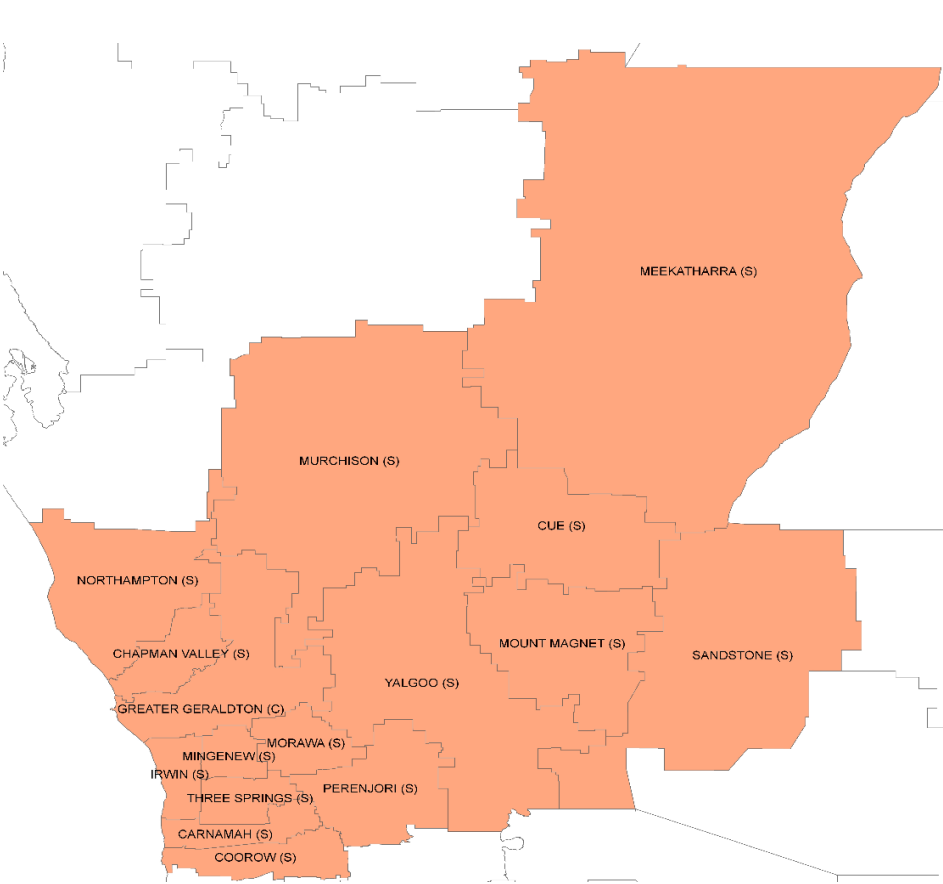
4.1 Number of Local Governments by RRG that have uploaded road inventory data into the Main Roads WA IRIS database in the last three financial years (2015/2016, 2016/2017 and 2017/2018). (Target is 100%)

Region	Number of Local Governments in RRG	2014-15, 2015-16 and 2016-2017	2015-16, 2016-17 and 2017-18
Great Southern	12	7	5
South West	16	10	10
Gascoyne	4	2	3
Mid-West	16	7	8
Goldfields-Esperance	9	2	3
Kimberley	4	1	3
Wheatbelt South	18	14	12
Wheatbelt North	24	13	13
Pilbara	4	3	3
Metropolitan	30	16	21
Total	137	75	81

Fifty nine per cent (59%) of Local Governments have uploaded road inventory data into the Main Roads WA IRIS database in the last three financial years.

18.0 ANNEXURE 5 – Profile of Mid-West Regional Road Group

(Source: Local Government Report on Road Assets & Expenditure 2017/18, Appendix 10, page 109)

Source: Local Government Report on Road Assets & Expenditure 2017/18, Appendix 10, page 100			
Local Governments (16)	Carnamah, Chapman Valley, Coorow, Cue, Greater Geraldton, Irwin, Meekatharra, Mingenew, Morawa, Mount Magnet, Murchison, Northampton, Perenjori, Sandstone, Three Springs, Yalgoo		
Length of roads in Region (km)	Sealed:	3,082	
	Gravel:	7,954	
	Formed:	4,520	
	Unformed:	1,378	
	Total:	16,935	
Coastal Sub-Group	Shire of Chapman Valley City of Greater Geraldton Shire of Irwin Shire of Northampton		
Murchison Sub-Group	Shire of Cue Shire of Meekatharra Shire of Mount Magnet Shire of Murchison Shire of Sandstone Shire of Yalgoo		
North Midlands Sub-Group	Shire of Carnamah Shire of Coorow Shire of Mingenew Shire of Morawa Shire of Perenjori Shire of Three Springs		



Elected Member Prospectus

Becoming a Zone Delegate or State Councillor

About WALGA

WALGA is the Western Australian Local Government Association, formed in 2001 with the merging of the WA Municipal Association, Local Government Association of WA, Country Urban Councils Association, and Country Shire Councils Association.

WALGA is not a government department or agency; WALGA exists to advocate and negotiate on behalf of the WA Local Government sector in the best interests of its Member Councils.

What Does WALGA Do

WALGA aims to provide value to Member Local Governments by:

- Enhancing the capacity of Local Governments to deliver services;
- Building a positive profile for Local Government;
- Providing effective advocacy and leadership on behalf of the sector; and,
- Ensuring representation in the interests of Local Government in WA.

How Does WALGA Work

WALGA employs approximately 100 staff across the areas of:

- Policy portfolios including asset management, community, emergency management, environment, infrastructure, planning, roads and waste;
- Services and advice including governance, industrial relations, procurement, recruitment, supplier panels, tender management, and training for officers and Elected Members; and,
- Operational functions including events, finance, human resources, information technology, marketing and media management.

How is WALGA Funded

A number of components contribute to the WALGA operational budget. As with most member-based organisations, WALGA has an annual Membership fee paid by all Member Councils. To ensure fairness, the annual Membership fee is indexed to the size and capacity of each Local Government. It contributes less than 10 per cent of WALGA total turnover.

WALGA secures additional funding through: charges to State and Federal departments and agencies for the administration of grants; fee-for-services selected for use by Member Local Governments; and returns from supplier contracts as part of group buying arrangements that guarantee lowest market rates for Members.

Role of Zones

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- Elect one or more State Councillors;
- Consider the State Council agenda;
- Provide direction and feedback to their State Councillor; and,
- Any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- Developing and advocating on positions on regional issues affecting Local Government;
- Progressing regional Local Government initiatives;
- Identifying relevant issues for action by WALGA;
- Networking and information sharing; and,
- Contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy agenda in two critical ways: by passing resolutions on items contained in the State Council agenda, and by generating new agenda items for consideration by State Council.

Zone Motions

To generate new agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council; however, as Zones are self-governing and autonomous, individual Zone delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council, or has been submitted by an individual Zone delegate.

Role of Zone Delegates

Zone delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's delegate, the Zone delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone delegates will report back to their Council about decisions made by the Zone.

Role of State Council

WALGA is governed by a President and a 24 member State Council, elected from the Local Government sector.

Each State Councillor represents a WALGA Zone. There are 12 metropolitan zones and 12 regional zones. All 139 WA Local Governments are invited to be Members of WALGA and a zone.

Elected Members are able to nominate to represent their Local Government on their zone and in turn, through the zone election process, to represent the zone on State Council.

State Council's primary role is to govern the successful operation of WALGA and broadly includes:

- i. Strategy formulation and policy making;
- ii. Development, evaluation and succession of the Chief Executive Officer;
- iii. Monitoring financial management and performance, including the annual budget;
- iv. Monitoring and controlling compliance and organisational performance;
- v. Ensuring effective identification, assessment and management of risk;
- vi. Promoting ethical and responsible decision making;

- vii. Ensuring effective communication and liaison with members and stakeholders; and;
- viii. Ensuring an effective governance framework and culture.

Role of State Councillor

State Councillors have ultimate responsibility for the overall successful operations of WALGA.

The principal roles of State Councillors relate to:

- Policy positions and issues;
- The strategic direction of WALGA;
- Financial operations and solvency; and,
- All matters as prescribed by law.

State Councillors, as directors of a board, are required to act consistently in the “best interests of the organisation as a whole”. This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

State Councillors are also expected to be ‘champions’ for WALGA and for the Local Government sector.

Commitment of the Role of State Councillor

State Councillors are expected to attend State Council meetings, of which there are six per year. As State Councillors are elected to State Council by their Zone, State Councillors would also be expected to attend and play a prominent role in Zone meetings, including reporting back to their Zone about WALGA’s activities and advocacy.

State Councillors are also expected to attend WALGA events and functions and play an active role in representing the Local Government sector, and contributing to policy debates and other forums.

State Council operates a number of internal and external committees and policy forums. There is an expectation that State Councillors play a leading role in serving on State Council’s committees on behalf of WALGA and the Local Government sector.

State Councillors are paid a sitting fee of \$3,500 per annum and expenses incurred to attend State Council meetings are reimbursable.

Opportunities for State Councillors

State Councillors, as board members of WALGA, are key leaders in the Local Government sector in Western Australia. Not only do State Councillors represent their community on their Council, they also have the opportunity to represent their region (Zone) and the Local Government sector at the state level.

All State Councillors will be appointed to a Policy Team or the Finance and Services Committee. Policy Teams provide State Councillors with hands-on exposure to development of policy positions and submissions to Government on behalf of the Local Government sector in WA. The Chair of the relevant Policy Team will also have the opportunity to attend meetings with Government Ministers to advocate on behalf of Local Government.

There is also the potential for State Councillors, as Local Government leaders in WA, to play a role in supporting and mentoring other Elected Members, either informally or through WALGA's Member Advisor Program.

Become Involved

We hope that involvement in your Association – by representing your Council on the Zone, or representing your Zone on State Council – will be an enriching and rewarding experience.

Consider nominating for a position on the Zone or State Council and you play a role in shaping policy and advocacy on behalf of Local Government in Western Australia!

Contacts

For more information contact:

Chantelle O'Brien, Governance Support Officer – (Zones)
(08) 9213 2013 cobrien@walga.asn.au

Margaret Degebrodt, Executive Officer Governance – (State Council)
(08) 9213 2036 mdegebrodt@walga.asn.au

Tim Lane, Manager Strategy and Association Governance
(08) 9213 2029 tlane@walga.asn.au

Tony Brown, Executive Manager, Governance and Organisational Services
(08) 9213 2051 tbrown@walga.asn.au

ATTACHMENT: 12.1

Financial Report for the Period Ended 31 October 2019

SHIRE OF MINGENEW
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2019

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

TABLE OF CONTENTS

Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4 - 5
Statement of Financial Activity by Nature or Type	6 - 7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Other Current Assets	11
Note 5 Payables	12
Note 6 Rating Revenue	13
Note 7 Disposal of Assets	14
Note 8 Capital Acquisitions	15 - 16
Note 9 Borrowings	17
Note 10 Cash Reserves	18
Note 11 Other Current Liabilities	19
Note 12 Grants and Contributions	20 - 21
Note 13 Trust Fund	22
Note 14 Explanation of Material Variances	23

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 OCTOBER 2019

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 August 2019

Prepared by: Helen Sternick

Reviewed by: Jeremy Clapham

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

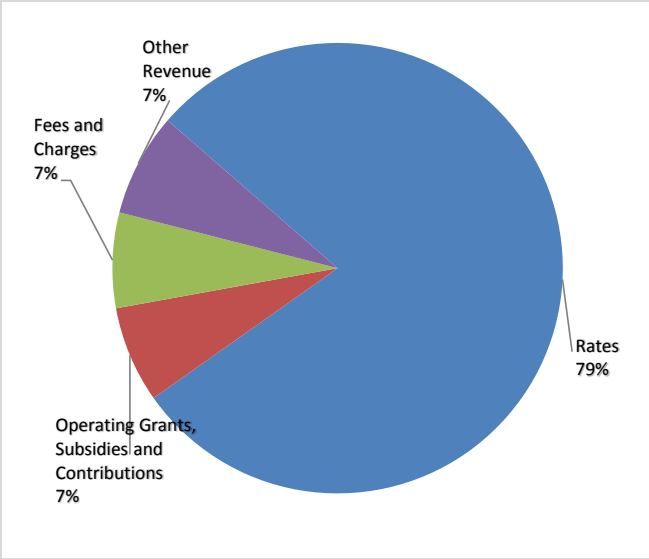
CRITICAL ACCOUNTING ESTIMATES

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

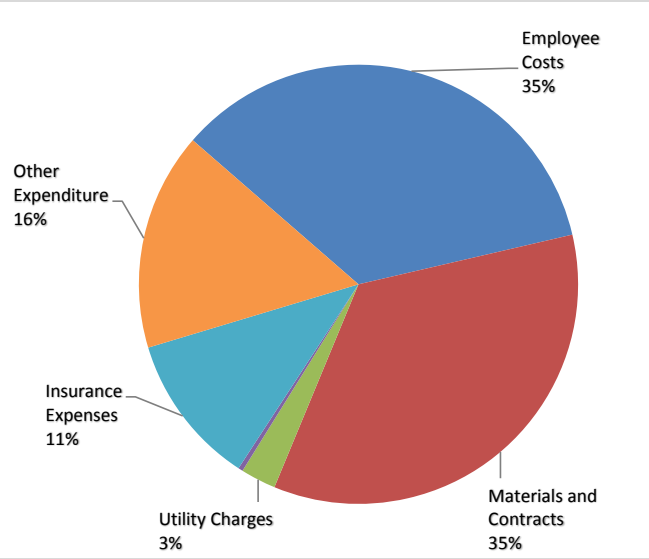
ROUNDING OFF FIGURES

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

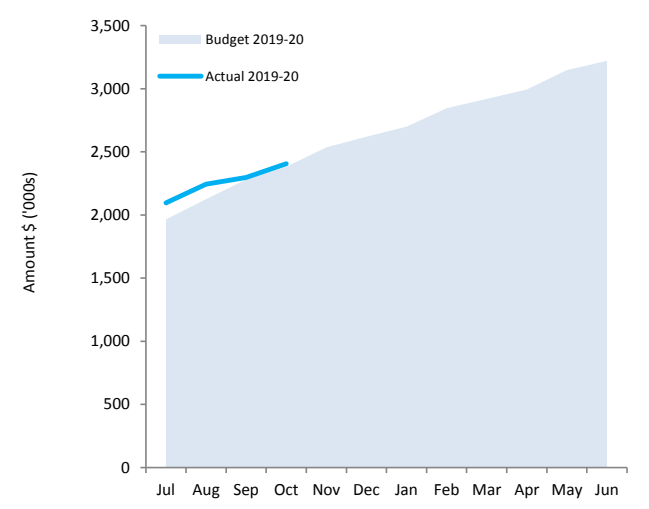
OPERATING REVENUE



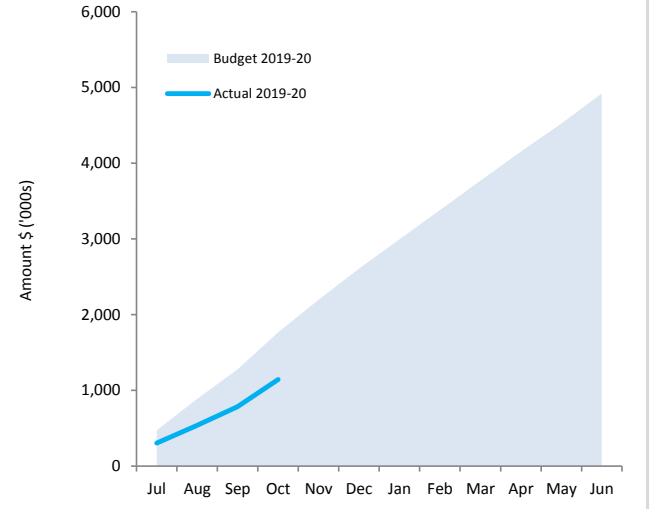
OPERATING EXPENSES



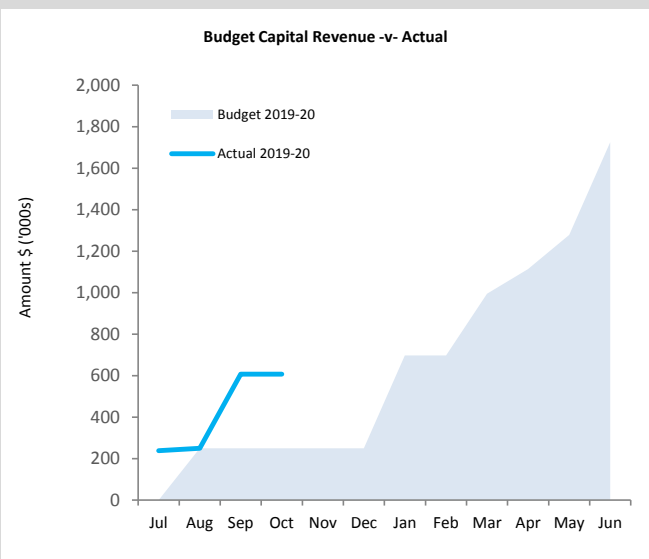
Budget Operating Revenues -v- Actual



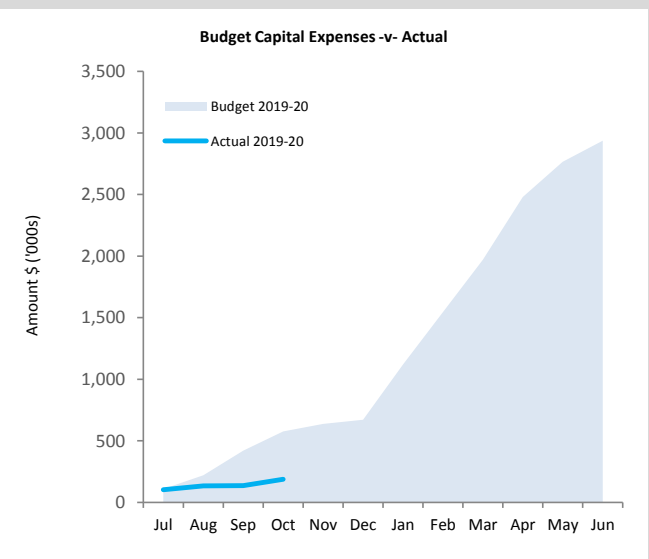
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2019

STATUTORY REPORTING PROGRAMS

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

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of council; other costs that relate to the tasks of 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 community.	Fire prevention, animal control and safety.
HEALTH	
To provide services to help ensure a safer community.	Food quality, pest control and inspections.
EDUCATION AND WELFARE	
To meet the needs of the community in these areas.	Includes education programs, youth based activities, care of families, the aged and disabled.
HOUSING	
Provide housing services required by the community and for staff.	Maintenance of staff, aged and rental housing.
COMMUNITY AMENITIES	
Provide services required by the community.	Rubbish collection services, landfill maintenance, townsite storm water drainage control and maintenance, administration of the Town Planning Scheme and maintenance of cemeteries.
RECREATION AND CULTURE	
To establish and manage efficiently, infrastructure and resources which will help the social well being of the community.	Maintenance of halls, recreation centres and various reserves, operation of library, support of community events and matters relating to heritage.
TRANSPORT	
To provide effective and efficient transport services to the community.	Construction and maintenance of streets, roads and footpaths, cleaning and lighting of streets, roads and footpaths, traffic signs and depot maintenance.
ECONOMIC SERVICES	
To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, building control and noxious weeds.
OTHER PROPERTY AND SERVICES	
To provide effective and efficient administration, works operations and plant and fleet services.	Private works operations, plant repairs and operational costs. Administration overheads.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	1,206,732	1,206,732	1,196,051	(10,681)	(0.89%)	
Revenue from operating activities							
Governance		17,449	13,722	18,989	5,267	38.38%	
General Purpose Funding - Rates	6	1,884,633	1,884,633	1,884,721	88	0.00%	
General Purpose Funding - Other		344,050	92,022	92,762	740	0.80%	
Law, Order and Public Safety		23,618	10,806	6,925	(3,881)	(35.92%)	
Health		371	124	0	(124)	(100.00%)	
Education and Welfare		1,755	1,555	283	(1,272)	(81.80%)	
Housing		103,035	34,345	30,574	(3,771)	(10.98%)	
Community Amenities		78,337	26,112	71,267	45,155	172.93%	▲
Recreation and Culture		38,335	24,198	34,242	10,044	41.51%	▲
Transport		656,375	269,958	233,873	(36,085)	(13.37%)	▼
Economic Services		9,945	3,315	2,260	(1,055)	(31.83%)	
Other Property and Services		63,326	21,112	30,234	9,122	43.21%	
		3,221,229	2,381,902	2,406,130	24,228		
Expenditure from operating activities							
Governance		(256,852)	(144,830)	(136,759)	8,071	5.57%	
General Purpose Funding		(90,742)	(29,281)	(23,578)	5,703	19.48%	▲
Law, Order and Public Safety		(155,559)	(57,291)	(35,975)	21,316	37.21%	▲
Health		(113,300)	(38,095)	(51,100)	(13,005)	(34.14%)	▼
Education and Welfare		(69,532)	(22,638)	(12,094)	10,544	46.58%	▲
Housing		(184,228)	(74,897)	(40,263)	34,634	46.24%	▲
Community Amenities		(272,077)	(91,437)	(63,601)	27,836	30.44%	▲
Recreation and Culture		(1,167,970)	(403,211)	(241,184)	162,027	40.18%	▲
Transport		(2,181,553)	(728,282)	(419,030)	309,252	42.46%	▲
Economic Services		(369,934)	(126,317)	(104,907)	21,410	16.95%	▲
Other Property and Services		(59,649)	(47,966)	(14,981)	32,985	68.77%	▲
		(4,921,396)	(1,764,245)	(1,143,472)	620,773		
Non-cash amounts excluded from operating activities	1(a)	1,838,261	611,421	9,158	(602,263)	(98.50%)	▼
Amount attributable to operating activities		138,094	1,229,078	1,271,816	42,738		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12(b)	1,725,016	249,314	607,087	357,773	143.50%	▲
Proceeds from disposal of assets	7	43,000	29,667	0	(29,667)	(100.00%)	▼
Purchase of property, plant and equipment	8	(2,937,405)	(577,236)	(188,423)	388,813	67.36%	▲
Amount attributable to investing activities		(1,169,389)	(298,255)	418,664	716,919		
Financing Activities							
Transfer from Reserves	10	35,000	(15,000)	0	15,000	(100.00%)	
Repayment of Debentures	9	(158,164)	(39,541)	(39,187)	354	(0.90%)	
Transfer to Reserves	10	(52,273)	6,713	(1,545)	(8,258)	(123.01%)	
Amount attributable to financing activities		(175,437)	(47,828)	(40,732)	7,096		
Closing Funding Surplus / (Deficit)	1(c)	(0)	2,089,727	2,845,800	756,072		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer threshold. Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 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 31 OCTOBER 2019

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

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

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019

BY NATURE OR TYPE

	Ref Note	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus / (Deficit)	1(c)	1,206,732	1,206,732	1,196,051	(10,681)	(0.89%)	
Revenue from operating activities							
Rates	6	1,884,633	1,884,633	1,884,721	88	0.00%	
Operating grants, subsidies and contributions	12(a)	416,677	178,202	165,589	(12,613)	(7.08%)	
Fees and charges		249,008	94,095	163,510	69,415	73.77%	▲
Interest earnings		55,110	18,370	15,262	(3,108)	(16.92%)	
Other revenue		603,800	201,269	177,048	(24,221)	(12.03%)	
Profit on disposal of assets	7	12,000	5,333	0	(5,333)	(100.00%)	
		3,221,228	2,381,902	2,406,130	24,228		▲
Expenditure from operating activities							
Employee costs		(1,116,088)	(378,614)	(399,961)	(21,347)	(5.64%)	
Materials and contracts		(1,055,756)	(396,535)	(398,893)	(2,358)	(0.59%)	▲
Utility charges		(124,697)	(41,566)	(29,780)	11,786	28.35%	▲
Depreciation on non-current assets		(1,850,261)	(616,754)	0	616,754	100.00%	▲
Interest expenses		(15,819)	(4,146)	(3,923)	223	5.38%	▲
Insurance expenses		(121,123)	(119,925)	(127,450)	(7,525)	(6.27%)	▲
Other expenditure		(637,651)	(206,705)	(183,465)	23,240	11.24%	▲
		(4,921,395)	(1,764,245)	(1,143,472)	620,773		▲
Non-cash amounts excluded from operating activities	1(a)	1,838,261	611,421	9,158	(602,263)	(98.50%)	
Amount attributable to operating activities		138,094	1,229,078	1,271,816	42,738		▲
Investing activities							
Non-operating grants, subsidies and contributions	12(b)	1,725,016	249,314	607,087	357,773	143.50%	▲
Proceeds from disposal of assets	7	43,000	29,667	0	(29,667)	(100.00%)	
Payments for property, plant and equipment	8	(2,937,405)	(577,236)	(188,423)	388,813	(67.36%)	▲
Amount attributable to investing activities		(1,169,389)	(298,255)	418,664	716,919		▲
Financing Activities							
Transfer from reserves	10	35,000	(15,000)	0	15,000	(100.00%)	▲
Repayment of debentures	9	(158,164)	(39,541)	(39,187)	354	(0.90%)	▲
Transfer to reserves	10	(52,273)	6,713	(1,545)	(8,258)	(123.01%)	▲
Amount attributable to financing activities		(175,437)	(47,828)	(40,732)	7,096		▲
Closing Funding Surplus / (Deficit)	1(c)	(0)	2,089,727	2,845,800	756,072		

KEY INFORMATION

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

Refer to Note 15 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)
Non-cash items excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(12,000)	(5,333)	0
Movement in employee benefit provisions (non-current)	0	0	(10,797)
Movement in lease liabilities (non-current)	0	0	19,955
Add: Depreciation on assets	1,850,261	616,754	0
Total non-cash items excluded from operating activities	1,838,261	611,421	9,158

(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 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 31 Oct 2018	Year to Date 31 Oct 2019
Adjustments to net current assets				
Less: Reserves - restricted cash	10 (308,491)	(308,491)	(408,823)	(310,036)
Less: Cost of acquisition	(40,394)	(40,394)	(40,394)	(40,394)
Add: Borrowings	9 158,165	158,165	115,473	118,979
Add: Provisions - employee	11 135,960	135,960	214,319	125,163
Add: Change in accounting policies - AASB 16 Leases	0	0	0	29,060
Total adjustments to net current assets	(54,760)	(54,760)	(119,425)	(77,228)

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

Current assets					
Cash and cash equivalents	2	1,488,357	1,508,858	2,544,732	2,723,150
Rates receivables	3	30,715	22,809	670,340	358,473
Receivables	3	291,996	286,725	108,554	103,620
Inventories		0	0	3,065	0
Other current assets	4	59,331	59,331	40,394	40,394
Less: Current liabilities					
Payables	5	(314,781)	(332,786)	(430,810)	(52,040)
Borrowings	9	(158,166)	(158,166)	(115,473)	(118,979)
Contract liabilities	11	0	0	0	(6,427)
Provisions	11	(135,960)	(135,960)	(214,319)	(125,163)
Less: Total adjustments to net current assets	1(c)	(54,760)	(54,760)	(119,425)	(77,228)
Closing Funding Surplus / (Deficit)		1,206,732	1,196,051	2,487,059	2,845,800

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	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash on Hand	Cash and cash equivalents	100	0	0	100		Nil	On Hand
At call deposits								
Municipal Funds	Cash and cash equivalents	192,232	17,896	0	210,128	NAB	1.00%	Cheque A/C
Municipal Funds	Cash and cash equivalents	753,018	0	0	753,018	NAB	1.95%	On Call
Municipal Funds	Cash and cash equivalents	1,000,614	0	0	1,000,614	Bendigo Bank	1.40%	On Call
Trust Bank Account	Cash and cash equivalents	0	0	0	0	NAB	1.00%	Cheque A/C
Term Deposits								
Municipal Funds	Cash and cash equivalents	147,814	0	0	147,814	NAB	1.70%	25/03/2020
Municipal Funds	Cash and cash equivalents	301,442	0	0	301,442	NAB	1.60%	8/04/2020
Reserve Funds	Cash and cash equivalents	0	310,035	0	310,035	NAB	1.70%	25/03/2020
Total		2,395,219	327,931	0	2,723,150			
Comprising								
Cash and cash equivalents		2,395,219	327,931	0	2,723,150			
Financial assets at amortised cost		0	0	0	0			
		2,395,219	327,931	0	2,723,150			

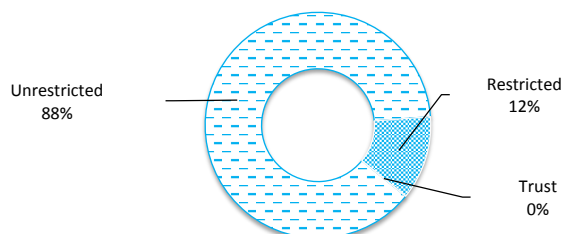
KEY INFORMATION

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.



Total Cash	Unrestricted
\$2.72 M	\$2.4 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019

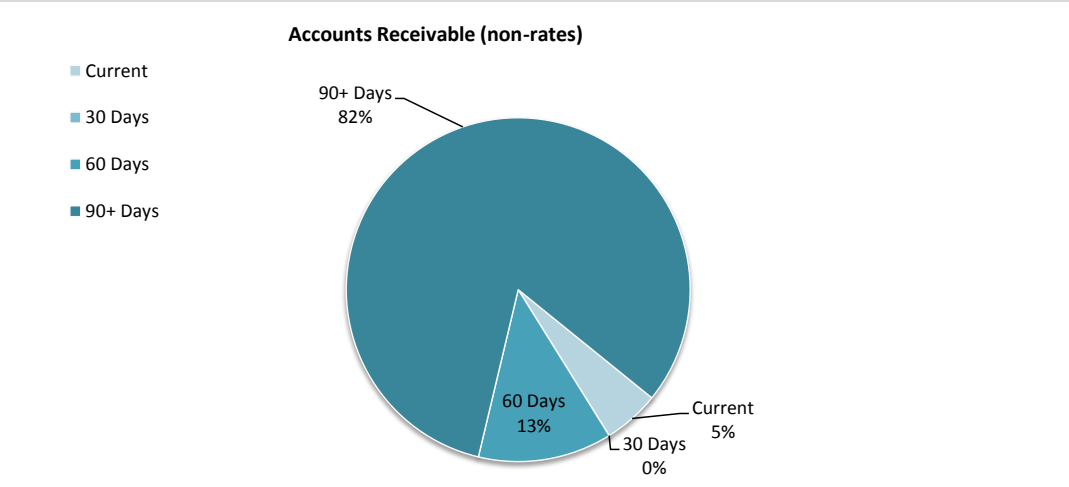
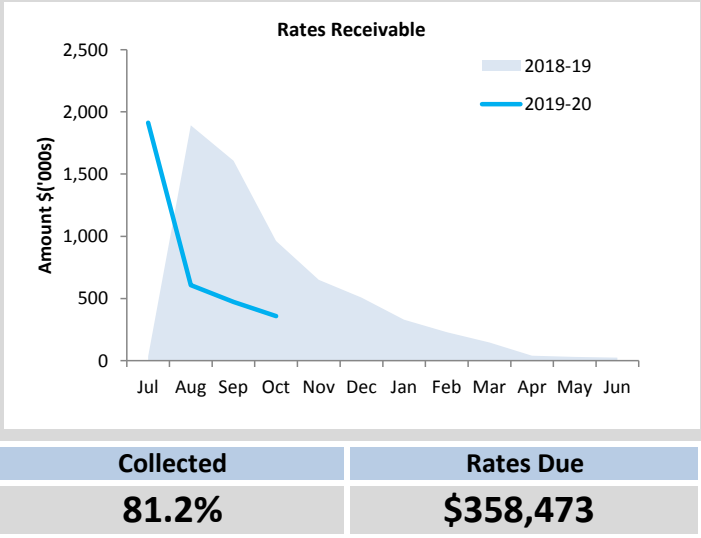
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 Jun 2019	31 Oct 19
	\$	\$
Opening Arrears Previous Years	44,775	22,809
Levied this year	1,857,448	1,884,721
Less - Collections to date	(1,879,414)	(1,549,057)
Equals Current Outstanding	22,809	358,473
Net Rates Collectable	22,809	358,473
% Collected	98.8%	81.2%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(511)	4,881	0	11,600	75,645	91,615
Percentage	-0.6%	5.3%	0%	12.7%	82.6%	
Balance per Trial Balance						
Sundry receivable						91,615
GST receivable						17,126
Allowance for impairment of receivables						(5,121)
Total Receivables General Outstanding						103,620
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



Debtors Due
\$103,620
Over 30 Days
95%
Over 90 Days
82.6%

Other Current Assets	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 October 2019
	\$	\$	\$	\$
Prepayments				
Prepayments	18,937	0	18,937	0
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

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

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

Inventory

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

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

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

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

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

CONTRACT ASSETS

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

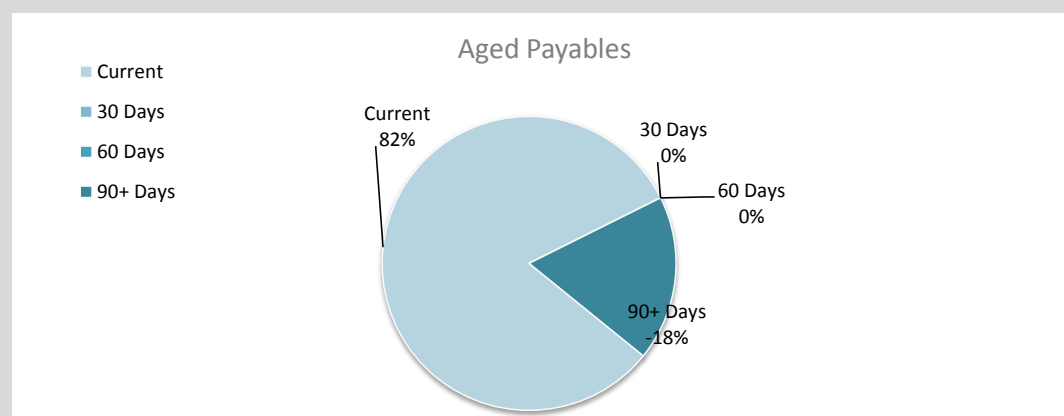
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

**OPERATING ACTIVITIES
NOTE 5
Payables**

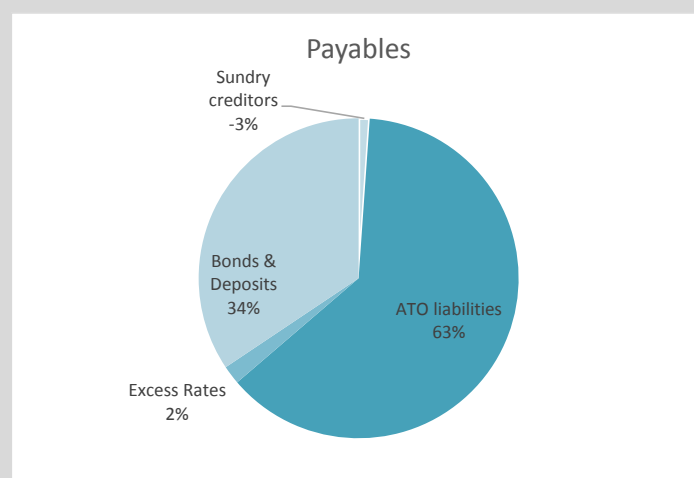
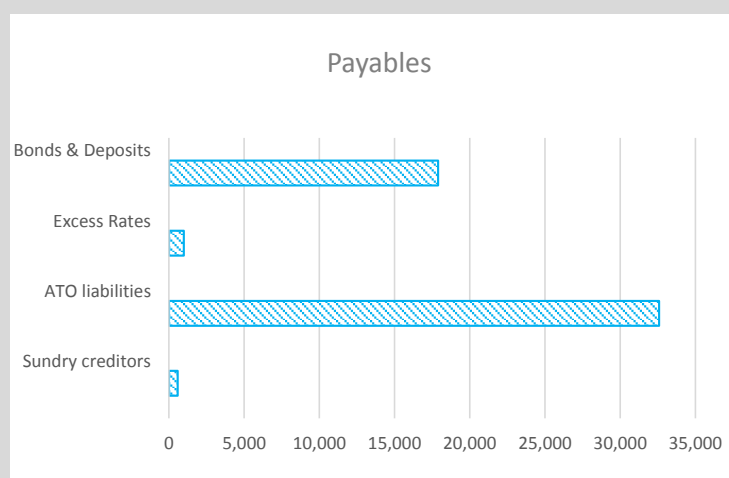
Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	742	0	0	(165)	577
Percentage	0%	128.6%	0%	0%	-28.6%	
Balance per Trial Balance						
Sundry creditors						577
ATO liabilities						32,583
Excess Rates						984
Bonds & Deposits						17,896
Total Payables General Outstanding						52,040
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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

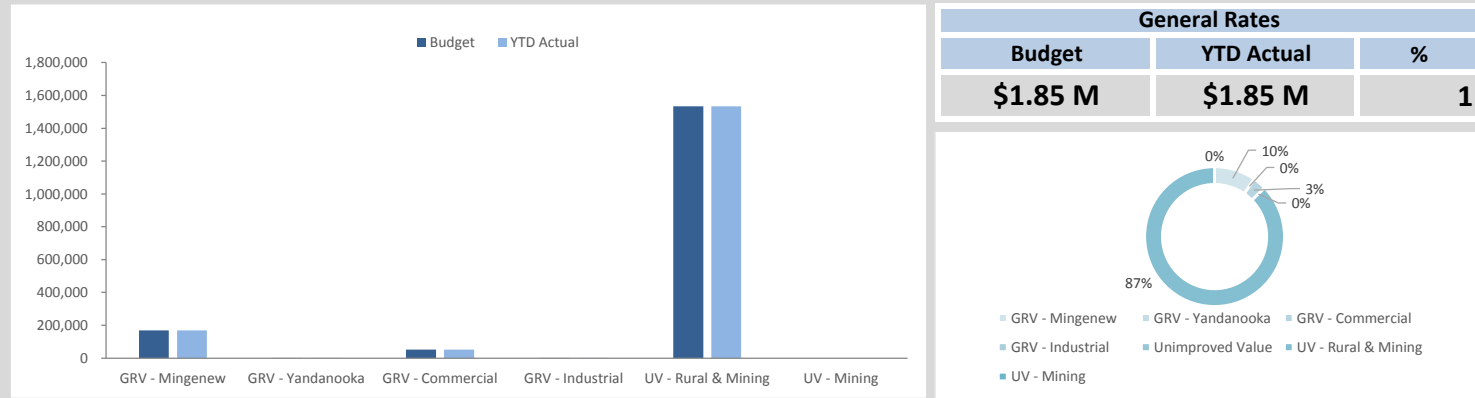


Creditors Due
\$52,040
Over 30 Days
-29%
Over 90 Days
-28.6%



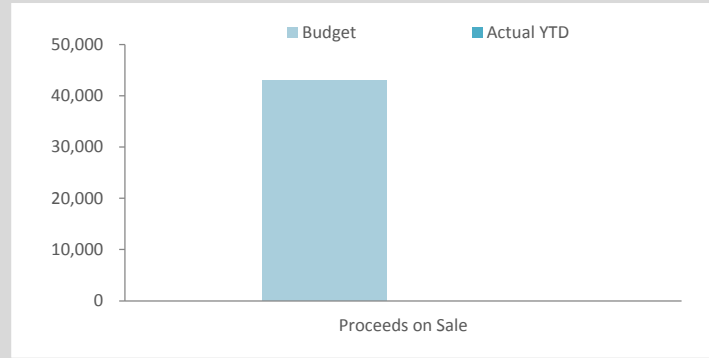
General Rate Revenue				Budget				YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE											
Differential General Rate											
Gross Rental Value											
GRV - Mingenew	0.150280	127	1,120,756	168,423	0	0	168,423	168,424	97	0	168,521
GRV - Yandanooka	0.150280	2	13,884	2,086	0	0	2,086	2,086	0	0	2,086
GRV - Commercial	0.150280	14	346,632	52,090	0	0	52,090	52,090	0	0	52,090
GRV - Industrial	0.150280	1	12,480	1,875	0	0	1,875	1,875	0	0	1,875
Unimproved Value											
UV - Rural & Mining	0.012920	114	118,792,000	1,534,199	0	0	1,534,199	1,534,199	0	0	1,534,199
UV - Mining	0.012920	0	0	0	0	0	0	0	0	0	0
Sub-Total		258	120,285,752	1,758,673	0	0	1,758,673	1,758,674	97	0	1,758,771
Minimum Payment											
Minimum \$											
Gross Rental Value											
GRV - Mingenew	707	67	27,780	47,369	0	0	47,369	47,369	0	0	47,369
GRV - Yandanooka	707	0	0	0	0	0	0	0	0	0	0
GRV - Commercial	707	9	6,200	6,363	0	0	6,363	6,363	0	0	6,363
GRV - Industrial	707	3	2,786	2,121	0	0	2,121	2,121	0	0	2,121
Unimproved Value											
UV - Rural & Mining	1,061	22	674,600	23,331	0	0	23,331	23,331	0	0	23,331
UV - Mining	1,061	9	27,548	9,545	0	0	9,545	9,545	0	0	9,545
Sub-Total		110	738,914	88,729	0	0	88,729	88,729	0	0	88,729
Concession							(1,035)				
Amount from General Rates							1,846,367				
Ex-Gratia Rates							38,266				
Total General Rates							1,884,633				

KEY INFORMATION
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
909	Finance Manager Vehicle	21,000	23,000	2,000	0		0	0	0
	Recreation and culture								
0560	Ride on Mower	10,000	20,000	10,000	0		0	0	0
		31,000	43,000	12,000	0	0	0	0	0

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$43,000	\$0	0%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

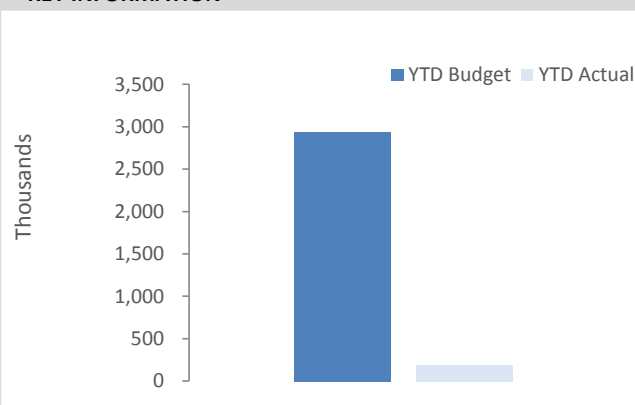
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	20,000	10,000	0	(10,000)
Plant and equipment	134,000	118,000	16,025	(101,975)
Infrastructure - Roads	2,588,605	441,436	171,221	(270,214)
Infrastructure - Bridges	147,000	0	0	0
Infrastructure - Recreation Areas	7,800	7,800	0	(7,800)
Infrastructure - Other	40,000	0	1,176	1,176
Capital Expenditure Totals	2,937,405	577,236	188,423	(388,813)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,725,016	249,314	607,087	357,773
Other (Disposals & C/Fwd)	43,000	29,667	0	(29,667)
Cash Backed Reserves				
Land & Building Reserve	5,000	5,000	0	(5,000)
Environment Reserve	10,000	10,000	0	(10,000)
RTC/PO/NAB Building Reserve	10,000	0	0	0
Economic Development & Marketing Reserve	10,000	0	0	0
Contribution - operations	1,134,389	283,255	(418,664)	(701,919)
Capital Funding Total	2,937,405	577,236	188,423	(388,813)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.94 M	\$0.19 M	6%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.73 M	\$0.61 M	35%

Capital Expenditure Total
Level of Completion Indicators



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

% of
Completion

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

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
Capital Expenditure					
Buildings - specialised					
0070	Old Railway Station	20,000	10,000	0	(10,000)
Buildings - specialised Total		20,000	10,000	0	(10,000)
Plant and equipment					
A102	Finance Manager Vehicle	38,000	38,000	0	(38,000)
PE002	Water Tanker	60,000	60,000	0	(60,000)
PE001	Traffic Counters	16,000	0	16,025	16,025
0176	Ride on Mower	20,000	20,000	0	(20,000)
Plant and equipment Total		134,000	118,000	16,025	(101,975)
Infrastructure - Roads					
0001	Roadworks Construction - Own Resources (Gravel Sheeting)	295,301	98,434	0	(98,434)
1221	R2R - Yandanooka NE Reconstruct	164,870	0	3,313	3,313
CS001	Coalseam Road Upgrade - LGCFRFund	894,432	0	57,037	57,037
RR65	RRG - Mingenew Mullewa Road	0	0	0	0
RR66	RRG - Mingenew Mullewa Road - PN21115505	343,002	343,002	90,714	(252,288)
1213	RRG - Coalseam Road - Widen & Realign	450,000	0	0	0
C001	RRG - Coalseam Road - Stage 2	441,000	0	20,157	20,157
Infrastructure - Roads Total		2,588,605	441,436	171,221	(270,214)
Infrastructure - Bridges					
1227	Yarragadee Bridge	47,000	0	0	0
1229	Lockier River Bridge	100,000	0	0	0
Infrastructure - Bridges Total		147,000	0	0	0
Infrastructure - Recreation Areas					
I001	Hockey Goals	7,800	7,800	0	(7,800)
Infrastructure - Recreation Areas Total		7,800	7,800	0	(7,800)
Infrastructure - Other					
T1126	Waste Transfer Station	10,000	0	0	0
I002	Public WIFI	10,000	0	0	0
0142	Mingenew Hill Walk Trail (Installation)	20,000	0	1,176	1,176
Infrastructure - Other Total		40,000	0	1,176	1,176
Grand Total		2,937,405	577,236	188,423	(388,813)

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2019	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare									
Loan 137 - Senior Citizens Building	66,645	0	0	5,373	21,685	61,273	44,960	400	2,500
Housing									
Loan 133 - Triplex	42,464	0	0	3,423	13,817	39,041	28,647	255	1,157
Loan 134 - Phillip Street	32,348	0	0	2,608	10,525	29,740	21,823	194	1,100
Loan 136 - Moore Street	80,671	0	0	6,503	26,248	74,168	54,423	484	2,198
Loan 142 - Field Street	37,228	0	0	3,003	12,121	34,225	25,107	224	1,014
Recreation and culture									
Loan 138 - Pavilion Fitout	63,980	0	0	5,158	20,817	58,822	43,163	384	2,300
Transport									
Loan 139 - Roller	15,683	0	0	1,264	5,103	14,419	10,580	94	550
Loan 141 - Grader	54,457	0	0	4,390	17,719	50,067	36,738	327	1,800
Loan 144 - Side Tipper	37,253	0	0	3,003	12,121	34,250	25,132	224	1,200
Loan 145 - Drum Roller	55,346	0	0	4,462	18,008	50,885	37,338	332	2,000
	486,077	0	0	39,187	158,164	446,890	327,913	2,916	15,819
Total	486,077	0	0	39,187	158,164	446,890	327,913	2,916	15,819
Current borrowings	158,164					118,979			
Non-current borrowings	327,913					327,911			
	486,077					446,890			

All debenture repayments were financed by general purpose revenue.

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.

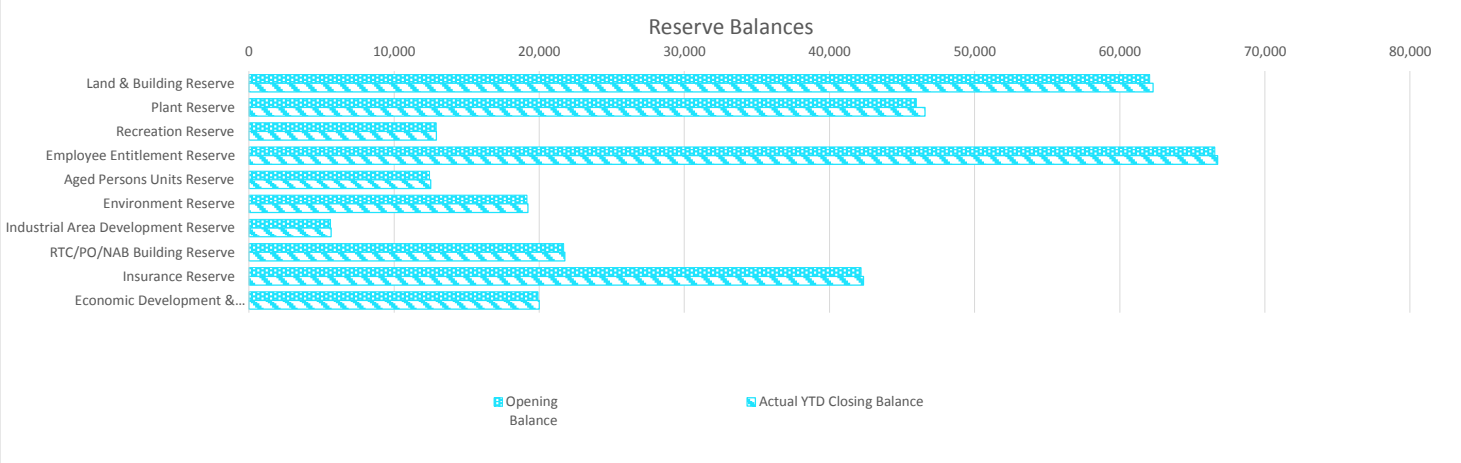
Category	Actual	Budget
Borrowings	40,000	160,000

Principal Repayments	\$39,187
Interest Earned	\$15,262
Interest Expense	\$2,916
Reserves Bal	\$0.31 M
Loans Due	\$0.45 M

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land & Building Reserve	62,066	1,500	232	10,000	0	(5,000)	0	68,566	62,298
Plant Reserve	45,978	3,875	603	32,413	0	0	0	82,266	46,581
Recreation Reserve	12,900	60	15	0	0	0	0	12,960	12,915
Employee Entitlement Reserve	66,544	1,250	201	0	0	0	0	67,794	66,745
Aged Persons Units Reserve	12,444	500	77	0	0	0	0	12,944	12,521
Environment Reserve	19,155	450	62	0	0	(10,000)	0	9,605	19,217
Industrial Area Development Reserve	5,626	125	31	0	0	0	0	5,751	5,657
RTC/PO/NAB Building Reserve	21,688	500	77	0	0	(10,000)	0	12,188	21,765
Insurance Reserve	42,171	1,100	170	0	0	0	0	43,271	42,341
Economic Development & Marketing Reserv	19,919	500	77	0	0	(10,000)	0	10,419	19,996
	308,491	9,860	1,545	42,413	0	(35,000)	0	325,764	310,036

KEY INFORMATION



Other Current Liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 October 2019
		\$	\$	\$	\$
Provisions					
Annual leave		74,656	0	0	74,656
Long service leave		61,304	0	(10,797)	50,507
Contract Liabilities					
Lease liability		0	6,427	0	6,427
Total Other Current assets					131,590
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at 11(a) and 11(b)

KEY INFORMATION

PROVISIONS

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
General purpose funding											
Grants Commission - General	0	0	0	0	0	149,189	37,297	149,189	0	149,189	37,489
Grants Commission - Roads	0	0	0	0	0	146,361	36,590	146,361	0	146,361	38,971
Law, order, public safety											
DFES - LGGS Operating Grant	0	0	0	0	0	15,468	5,156	15,468	0	15,468	1,696
DFES - LGGS Administration Grant	0	0	0	0	0	4,400	4,400	4,400	0	4,400	4,000
Education and welfare											
Seniors Week Community Grant	0	0	0	0	0	1,000	1,000	1,000	0	1,000	0
Community amenities											
Department of Communities - Thank a Volunteer	0	0	0	0	0	2,000	667	2,000	0	2,000	0
Transport											
MRWA - Direct Grant	0	0	0	0	0	78,000	78,000	78,000	0	78,000	78,427
Street Lighting	0	0	0	0	0	2,500	0	2,500	0	2,500	0
	0	0	0	0	0	398,918	163,110	398,918	0	398,918	160,583
Operating Contributions											
Governance											
Reimbursements	0	0	0	0	0	3,000	1,000	3,000	0	3,000	0
Sundry Income	0	0	0	0	0	9,859	9,859	9,859	0	9,859	0
Housing											
Reimbursements	0	0	0	0	0	0	0	0	0	0	447
Reimbursements	0	0	0	0	0	0	0	0	0	0	209
Recreation and culture											
Contributions	0	0	0	0	0	3,900	3,900	3,900	0	3,900	0
Reimbursements	0	0	0	0	0	0	0	0	0	0	407
Economic services											
DrumMuster	0	0	0	0	0	1,000	333	1,000	0	1,000	0
Other property and services											
Reimbursements	0	0	0	0	0	0	0	0	0	0	2,510
Expenses Recovered (Income)	0	0	0	0	0	0	0	0	0	0	750
Reimbursements	0	0	0	0	0	0	0	0	0	0	683
	0	0	0	0	0	17,759	15,092	17,759	0	17,759	5,006
TOTALS	0	0	0	0	0	416,677	178,202	416,677	0	416,677	165,589

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019

NOTE 12(b)

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies											
General purpose funding											
Grants Commission - Special Purpose Grant	46,666	0	0	46,666	46,666	0	0	0	0	0	0
Grants Commission - Special Purpose Grant	100,000	0	0	100,000	100,000	0	0	0	0	0	0
Transport											
WANDRRA - Flood Damage	0	0	0	0	0	11,714	11,714	11,714	0	11,714	11,714
MRWA - Regional Road Group	168,169	0	(60,476)	107,693	107,693	654,000	237,600	654,000	0	654,000	237,600
Roads to Recovery	0	0	0	0	0	164,870	0	164,870	0	164,870	0
LG Commodity Freight Roads Funds	0	0	0	0	0	894,432	0	894,432	0	894,432	357,773
Economic services											
Department Local Government, Sport & Cultural Industries - North Midlands Trails Master Plan	2,889	0	0	2,889	2,889	0	0	0	0	0	0
	317,724	0	(60,476)	257,248	257,248	1,725,016	249,314	1,725,016	0	1,725,016	607,087
Total Non-operating grants, subsidies and contributions	317,724	0	(60,476)	257,248	257,248	1,725,016	249,314	1,725,016	0	1,725,016	607,087

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

**NOTE 13
BONDS & DEPOSITS**

In previous years, bonds and deposits were held as trust monies, they are now included in Restricted cash and shown as a current liability in Note 5. Below provides allocation of bonds and deposits:

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Oct 2019
	\$	\$	\$	\$
Councillor Nomination Fees	160	240	(80)	320
BCITF Levy	1,249	0	0	1,249
BRB Levy	636	113	(692)	57
Autumn Committee	974	0	0	974
Community Bus	3,045	0	(1,685)	1,360
ANZAC Day Breakfast Donation	501	0	0	501
Building Relocation Bond	1,000	0	0	1,000
Mingenew Cemetery Group	4,314	0	0	4,314
Cool Room Bond	530	0	(390)	140
Outdoor Camera Bond	350	0	(350)	0
Other Bonds	200	0	0	200
Rates Incentive Prizes	100	0	(100)	0
Tree Planter - LCDC	88	0	(88)	0
Weary Dunlop Memorial	87	0	0	87
Joan Trust	6	0	0	6
Youth Advisory Council	746	0	0	746
Centenary Committee	897	0	0	897
Community Christmas Tree	432	0	0	432
Seniors Donations	50	0	(50)	0
NBN Rental	0	1,240	0	1,240
Railway Station Project	0	4,372	0	4,372
	15,365	5,966	(3,435)	17,896

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

**NOTE 14
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				(0)
117050	Transfer from Reserve for the purpose of land transfer costs	19101605	Capital Revenue		5,000		5,000
105720	Land transfer costs	19101605	Operating Expenses			(5,000)	(0)
140020	Roads to Recovery (Yandanooka NE Recontruction)	19101612	Capital Expenses			(41,227)	(41,227)
142030	Roads to Recovery	19101612	Capital Revenue		41,227		(0)
				0	46,227	(46,227)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2019**

**NOTE 15
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 2019-20 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %		Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Community Amenities	45,155	172.93%	▲	Timing	Annual refuse charges invoiced with rate notices in July
Recreation and Culture	10,044	41.51%	▲	Timing	Annual club leases raised earlier than anticipated; Anticipated receiving hockey goals contribution
Transport	(36,085)	(13.37%)	▼	Timing	Less Department of Transport transactions than anticipated
Expenditure from operating activities					
General Purpose Funding	5,703	19.48%	▲	Timing	Administration costs allocated less than anticipated
Law, Order and Public Safety	21,316	37.21%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Second vehicle insurance instalment not received
Health	(13,005)	(34.14%)	▼	Permanent	Additional building maintenance required at the childcare building
Education and Welfare	10,544	46.58%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Less maintenance on Autumn Centre building than anticipated
Housing	34,634	46.24%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Less maintenance on houses than anticipated
Community Amenities	27,836	30.44%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Timing of processing contract services for refuse collection; Timing of employee costs, contracts and materials at public conveniences, refuse site and cemetery
Recreation and Culture	162,027	40.18%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Timing of employee costs, contracts and materials at Parks, Gardens and Sporting complex
Transport	309,252	42.46%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Additional maintenance road works than anticipated; Less Department of Transport transaction than anticipated; Timing of employee costs at depot; Timing of contract services for tree pruning
Economic Services	21,410	16.95%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Timing of area promotion expense; Less maintenance on MIG office, Post Office building than anticipated
Other Property and Services	32,985	68.77%	▲	Timing	Depreciation not raised due to finalisation of the 18/19 financial year; Timing of vehicle insurance and workers compensation payment; Timing of annual RAMM subscription; Timing of fuel purchases; Timing of quarterly FBT payment; Long Service Leave taken; Timing of staff training; Allocation of employee costs to repair wages
Investing Activities					
Non-operating Grants, Subsidies and Contributions	357,773	143.50%	▲	Timing	Received LG Commodity Freight Roads Fund Grant earlier than anticipated
Proceeds from Disposal of Assets	(29,667)	(100.00%)	▼	Timing	Anticipated disposal of assets
Capital Acquisitions	388,813	67.36%	▲	Timing	Timing of capital road works; Anticipated purchase of plant & equipment

ATTACHMENT: 12.2

List of Payments for the Period Ended 31 October 2019

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
NABFEES10	24/10/2019	NAB	NAB Connect Fees - October 2019	M		32.74
PHONEOCT19	15/10/2019	BUSINESS 1300	Live Answering Services - October 2019	M		120.73
MERCH1019	01/10/2019	NAB	Merch Fees October 2019	M		151.69
PRINT1019	04/10/2019	DE LAGE LANDEN	Photocopier Lease - October 2019, Photocopier Lease - October 2019,	M		356.80
OCT1019	28/10/2019	FINRENT	IT Equipment Lease - October 2019, IT Equipment Lease - October 2019,	M		656.57
NAB1019	31/10/2019	NATIONAL AUSTRALIA BANK	Bank Service Fees - October 2019	M		50.00
FEES1019	31/10/2019	NATIONAL AUSTRALIA BANK	Bank Account Fees - October 2019	M		33.30
BPAY1019	31/10/2019	NATIONAL AUSTRALIA BANK	BPAY Fees - October 2019	M		24.78
8627	10/10/2019	SYNERGY	Street Lights Power Account	M		1,938.20
8628	10/10/2019	WATER CORPORATION	Water Accounts September 2019	M		3,308.88
8629	24/10/2019	SYNERGY	Rec Centre Power Account October 2019	M		1,253.15
8630	24/10/2019	WATER CORPORATION	13 Moore Street Water Account	M		51.37
DOT011019	03/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 01/10/2019	M		2,597.30
EFT12951	10/10/2019	Five Star Business & Communications	Billing Period for September 2019	M		640.26
EFT12952	10/10/2019	Australian Taxation Office	September 2019 BAS	M		42,904.00
EFT12953	10/10/2019	AUSTRALIA POST	September 2019 Postage Fees	M		354.12
EFT12954	10/10/2019	AVON WASTE	Rubbish Collection Charges	M		5,023.71
EFT12955	10/10/2019	AIT SPECIALISTS PTY LTD	Professional Services Provided - Aug and Sep	M		700.70

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT12956	10/10/2019	BUNNINGS Group Limited	Pool Maintenance Materials	M		877.13
EFT12957	10/10/2019	BOC GASES	Monthly Gas Bottle Charges	M		46.24
EFT12958	10/10/2019	BOLTS-R-US	Purchase of Materials	M		85.73
EFT12959	10/10/2019	Bedrock Electrical Services	Electrical Works at Day Care	M		440.00
EFT12960	10/10/2019	BREEZE CONNECT PTY LTD	Phone System Charges	M		232.00
EFT12961	10/10/2019	Toll Transport Pty Ltd	Freight Charges	M		101.26
EFT12962	10/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	M		652.45
EFT12963	10/10/2019	CENTRAL REGIONAL TAFE	Chainsaw Course at Mingenew Shire Depot	M		1,799.00
EFT12964	10/10/2019	CRAIGES AUTO ELECTRICAL & AIR CONDITIONING	Repairs to MI 125 - MI 027, MI 461, Bobcat	M		7,167.38
EFT12965	10/10/2019	DONGARA DRILLING & ELECTRICAL	Disconnection and reconnection of airconditioner allowing for seal works at 23 (Lot 5) Field Street, Mingenew	M		869.00
EFT12966	10/10/2019	DONGARA BUILDING & TRADE SUPPLIES	Treated Pine 35 x 70 x 6 metres	M		57.34
EFT12967	10/10/2019	ELDERS LIMITED	Purchase of Cement	M		376.50
EFT12968	10/10/2019	GERALDTON MOWER & REPAIR SPECIALIST	Mowing Parts - Blades, Oil and Whipper Snipper cord	M		515.20
EFT12969	10/10/2019	GREENFIELD TECHNICAL SERVICES	Management of Rural Road Works Tenders	M		1,756.15
EFT12970	10/10/2019	GNC CONCRETE AND PRECAST	375mm Headwall Concrete Pipe and 375mm Dia Class Concrete Pipe with Rubber Ring. For roadworks.	M		7,788.00
EFT12971	10/10/2019	FLICK ANTICIMEX PTY LTD	Annual Sanitary Disposal Services 19/20	M		2,810.95
EFT12972	10/10/2019	SHIRE OF IRWIN	Consultant Services - EHO Services, July 2019	M		541.67
EFT12973	10/10/2019	IRWIN PLUMBING SERVICES	Plumbing Works to Public Toilets	M		1,839.75

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT12974	10/10/2019	KARL MONAGHAN PHOTOGRAPHY	Plaque Replacement	M		65.00
EFT12975	10/10/2019	LO-GO APPOINTMENTS	Contracting Services for the weeks ending 21 and 28/09/2019	M		4,416.08
EFT12976	10/10/2019	LATERAL ASPECT	Service Fee September 2019, FB and display ad campaign	M		5,606.33
EFT12977	10/10/2019	LGRCEU	Payroll deductions	M		20.50
EFT12978	10/10/2019	Shire Of Mingenew	Payroll deductions	M		100.00
EFT12979	10/10/2019	STARICK TYRES	Tyres August 2019 - various vehicles and puncture repairs	M		3,992.41
EFT12980	10/10/2019	MIDWEST TRAFFIC CONTROLLERS	TMP including approvals, site visit and risk assessment	M		550.00
EFT12981	10/10/2019	MINGENEW SPRING CARAVAN PARK	Accommodation Costs for RFDS Dentists	M		1,575.40
EFT12982	10/10/2019	TUNCOAT AUSTRALIA	Auger Parts	M		322.30
EFT12983	10/10/2019	MINGENEW IGA X-PRESS & LIQUOR	IGA Account September 2019	M		269.67
EFT12984	10/10/2019	Mach 1 Auto One	Repairs and Maintenance for various machinery	M		210.70
EFT12985	10/10/2019	Officeworks	Purchase of Office Furniture	M		609.35
EFT12986	10/10/2019	PEST A KILL WA	Renewal of Seventh Year Exterra Termite Inspections - Enanty Barn - 10/10/19 to 10/10/20	M		866.25
EFT12987	10/10/2019	PATIENCE SANDLAND PTY LTD	Plasterer's Cream Sand	M		63.36
EFT12988	10/10/2019	PIRTEK (GERALDTON) PTY LTD	Repairs to MI 262	M		2,954.91
EFT12989	10/10/2019	LANDMARK	Parts for Ute Pump	M		122.65
EFT12990	10/10/2019	SPORT AND RECREATION SURFACES	PO: 10571 - Mingenew Netball Court Upgrade - final payment per contract	M		5,000.00
EFT12991	10/10/2019	Telstra Corporation	Telstra Account September 2019	M		1,819.71

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT12992	10/10/2019	TARTS & CO CATERING	Purchase of Flowers	M		80.00
EFT12993	10/10/2019	Urbis	Professional Services Fee - Town Planning Scheme Progress	M		409.42
EFT12994	10/10/2019	TOTAL UNIFORMS	Purchase of Work Crew Uniforms	M		327.83
EFT12995	10/10/2019	VELPIC	Monthly Velpic Fees, SaaS Fee for September 2019, GST	M		473.00
EFT12996	10/10/2019	WESTRAC PTY LTD	Coolant and Keys	M		210.67
EFT12997	10/10/2019	WILDFLOWER COUNRY INC.	Annual Membership Contribution	M		4,950.00
EFT12998	15/10/2019	Department of Mines, Industry Regulation & Safety	REFUND OF BSL FOR 33 BRIDE STREET	M		56.65
EFT12999	24/10/2019	Five Star Business & Communications	Billing Period for October 2019	M		114.39
EFT13000	24/10/2019	ABCO PRODUCTS	Cleaning Products	M		246.49
EFT13001	24/10/2019	AVON WASTE	Rubbish Collection Charges - final invoice	M		1,691.16
EFT13002	24/10/2019	Afgri Equipment	Purchase of Parts	M		151.78
EFT13003	24/10/2019	BUNNINGS Group Limited	Clotheslines	M		1,123.96
EFT13004	24/10/2019	Toll Transport Pty Ltd	Freight Charges	M		36.14
EFT13005	24/10/2019	CHILD SUPPORT AGENCY	Payroll deductions	M		621.10
EFT13006	24/10/2019	GEOFF THORNCROFT	Reimbursements	M		41.80
EFT13007	24/10/2019	DELTA CLEANING SERVICES GERALDTON	Cleaning Services	M		2,308.90
EFT13008	24/10/2019	DONGARA BUILDING & TRADE SUPPLIES	Building Materials for Men's Shed	M		9.95
EFT13009	24/10/2019	ELDERS LIMITED	Snake Defence	M		80.00
EFT13010	24/10/2019	GREENFIELD TECHNICAL SERVICES	Project Management Fees	M		1,639.00

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT13011	24/10/2019	GLASS CO	Glass Replacement	M		400.00
EFT13012	24/10/2019	GARRARDS PTY LTD	Chemicals	M		843.55
EFT13013	24/10/2019	JASON SIGN MAKERS	Purchase of Cones	M		2,595.67
EFT13014	24/10/2019	CANINE CONTROL	Firebreak Inspections	M		400.00
EFT13015	24/10/2019	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Annual State Conference 2019	M		1,660.00
EFT13016	24/10/2019	LO-GO APPOINTMENTS	Contracting Services	M		4,059.95
EFT13017	24/10/2019	LGRCEU	Payroll deductions	M		20.50
EFT13018	24/10/2019	Shire Of Mingenew	Payroll deductions	M		100.00
EFT13019	24/10/2019	MIDWEST TURF SUPPLIES	Oval Maintenance	M		28,380.00
EFT13020	24/10/2019	LGIS	LGIS Property Insurance - final payment	M		49,118.98
EFT13021	24/10/2019	MIDWEST AERO MEDICAL AIR AMBULANCE P/L	Professional Services Provided in September 2019	M		3,000.00
EFT13022	24/10/2019	Metrocount	Full Field Kit	M		386.10
EFT13023	24/10/2019	Mach 1 Auto One	Parts for Trailer	M		138.95
EFT13024	24/10/2019	M P ASSETS WA PTY LTD	Coalseam Road Works - 11/10/2019 to 18/10/2019	M		5,192.00
EFT13025	24/10/2019	THE OLD PINDAR HOTEL	Seniors Activities	M		245.00
EFT13026	24/10/2019	Purcher International	Various Parts for Plant Repairs	M		1,190.92
EFT13027	24/10/2019	PIRTEK (GERALDTON) PTY LTD	Parts for Loader	M		89.65
EFT13028	24/10/2019	Shire Of Three Springs	Reimbursement Charges	M		2,870.00

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT13029	24/10/2019	TRUCKLINE	Vehicle Accessories	M		378.85
EFT13030	24/10/2019	TOTAL EDEN	Sprinkler Parts	M		1,519.91
EFT13031	24/10/2019	TOTAL PACKAGING PTY LTD	Doggy Bags	M		85.80
EFT13032	24/10/2019	WESTLINE CONTRACTING	Painting Works	M		352.00
EFT13033	24/10/2019	MINGENEW FABRICATORS	Free up hight wheel	M		500.00
DOT021019	04/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions	M		528.85
DOT031019	07/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 03/10/2019	M		195.05
DOT041019	08/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 04/10/2019	M		6,182.55
DOT071019	09/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 07/10/2019	M		2,091.40
DOT081019	10/10/2019	DEPARTMENT OF TRASPORT	DoT Licensing Transactions: 08/10/2019	M		4,316.10
DD9060.1	03/10/2019	NAB BUSINESS VISA	Credit Card September 2019, Subscription fees, CDO recruitment, Shire Logo Number Plate Sample, Steel and Fence Sheet, Whitecard Training x 2, Monthly Card Fees	M		1,611.91
DD9063.1	01/10/2019	Western Australian Treasury Corporation	Loan Repayment September 2019	M		42,103.55
DD9066.1	07/10/2019	Motorpass	Fuel Purchases September 2019	M		10,492.57
DD9081.1	13/10/2019	WA SUPER	Payroll deductions	M		2,009.87
DD9081.2	13/10/2019	Host Plus Superannuation Fund	Superannuation contributions	M		232.82
DD9081.3	13/10/2019	PRIME SUPER	Superannuation contributions	M		274.04
DD9081.4	13/10/2019	Australian Super	Superannuation contributions	M		675.01
DD9081.5	13/10/2019	Sun Super	Superannuation contributions	M		951.92

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD9081.6	13/10/2019	Australlian Super	Superannuation contributions	M		209.16
DD9081.7	13/10/2019	Ioof Portfolio Service Superannuation Fund	Superannuation contributions	M		103.52
DD9081.8	13/10/2019	ANZ Smart Choice Super	Superannuation contributions	M		58.36
DD9081.9	13/10/2019	Plum Personal Plan	Superannuation contributions	M		1,232.21
DD9091.1	30/10/2019	NAB BUSINESS VISA	Credit Card October 2019	M		918.81
DD9094.1	27/10/2019	WA SUPER	Payroll deductions	M		1,827.16
DD9094.2	27/10/2019	Host Plus Superannuation Fund	Superannuation contributions	M		209.16
DD9094.3	27/10/2019	PRIME SUPER	Superannuation contributions	M		274.04
DD9094.4	27/10/2019	Australian Super	Superannuation contributions	M		675.01
DD9094.5	27/10/2019	Sun Super	Superannuation contributions	M		951.92
DD9094.6	27/10/2019	Australlian Super	Superannuation contributions	M		209.16
DD9094.7	27/10/2019	Ioof Portfolio Service Superannuation Fund	Superannuation contributions	M		90.58
DD9094.8	27/10/2019	ANZ Smart Choice Super	Superannuation contributions	M		78.90
DD9094.9	27/10/2019	Plum Personal Plan	Superannuation contributions	M		209.16
DOT091019	11/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 09/10/2019,	M		796.35
DOT101019	14/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 10/10/2019	M		386.20
DOT111019	15/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 11/10/2019	M		280.60
DOT151019	18/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 15/10/2019	M		918.05
DOT161019	22/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 16/10/2019	M		633.80

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DOT171019	21/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 15/10/2019	M		2,442.60
DOT181019	22/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 18/10/2019	M		24,428.30
DOT211019	23/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 21/10/2019	M		7,101.55
DOT221019	24/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions 22/10/2019	M		1,105.35
DOT231019	25/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 23/10/2019	M		146.65
DOT251019	29/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 2510/2019	M		8,148.95
DOT260919	01/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 26/09/2019	M		8,647.95
DOT270918	01/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 27/09/2018	M		1,223.95
DOT281019	30/10/2019	DEPARTMENT OF TRANSPORT	DoT Licensing Transactions: 28/10/2019,	M		539.95
DOT291019	31/10/2019	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction: 29/10/2019	M		1,525.25
DD9081.10	13/10/2019	REST Super Fund	Superannuation contributions	M		302.73
DD9081.11	13/10/2019	MLC SUPER FUND	Superannuation contributions	M		175.38
DD9094.10	27/10/2019	REST Super Fund	Superannuation contributions	M		209.16
DD9094.11	27/10/2019	MLC SUPER FUND	Superannuation contributions	M		159.59

Date: 11/11/2019
Time: 1:54:17PM

SHIRE OF MINGENEW
List of Accounts - October 2019

USER: Jeremy Clapham
PAGE: 9

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
-------------------	------	------	---------------------	--------------	---------------	--------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
M	MUNI - NATIONAL AUST BANK	372,703.89
TOTAL		372,703.89