



## ATTACHMENT BOOKLET FOR ORDINARY COUNCIL MEETING

10 August 2021 at 4:30pm

### INDEX

7.1 Ordinary Council Meeting Minutes 21 July 2021	1
7.2 Special Council Meeting Minutes 10 August 2021	23
11.1.1 Land Ownership Map	39
11.1.2 Access Agreement between Shire of Mingenew and K & M Boyland	40
11.1.3 Youth Precinct Layout Options	41
11.2.1 WALGA State Council Agenda 3 September 2021	44
11.3.1 WALGA State Council AGM Minutes 2020	113
11.4.1 Emergency Temporary Accommodation – Cyclone Seroja Guidelines and Application Form	123
11.5.1 Proposed Policy 1.4.3 Community Bus	131
11.5.2 Existing Policy 1.4.3 Community Bus	133
11.6.1 Amended Policy 1.2.4 Temporary Employment or Appointment of CEO	135
11.6.2 Existing Policy 1.2.4 Temporary Employment or Appointment of CEO	138
12.1.1 Monthly Financial Report for period ending 31 July 2021	140
12.2.1 Accounts for Payment	167
12.3.1 Amended Budget for the year ended 30 June 2022	177
12.3.2 List of Fees & Charges for the year ended 30 June 2022 as amended	199



# MINUTES OF THE ORDINARY COUNCIL MEETING

21 JULY 2021

## 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.....	4
7.1	<b>ORDINARY COUNCIL MEETING HELD 16 JUNE 2021 .....</b>	<b>4</b>
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION .....	4
9.0	DECLARATIONS OF INTEREST .....	4
10.0	RECOMMENDATIONS OF COMMITTEES .....	4
11.0	REPORTS BY THE CHIEF EXECUTIVE OFFICER.....	5
11.1	<b>5 YEAR ROAD PLAN ANNUAL REVIEW .....</b>	<b>5</b>
11.2	<b>EXPRESSIONS OF INTEREST SUBMISSION – MINGENEW TOURIST CENTRE .....</b>	<b>7</b>
12.0	FINANCE .....	10
12.1	<b>FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2021 .....</b>	<b>10</b>
12.2	<b>LIST OF PAYMENTS FOR THE PERIOD 1 JUNE TO 30 JUNE 2021 .....</b>	<b>13</b>
12.3	<b>ADOPTION OF 2021/22 BUDGET .....</b>	<b>15</b>
13.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING.....	21
14.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....	21
14.1	<b>CONFIDENTIAL: MINGENEW TENNIS CLUB REDEVELOPMENT.....</b>	<b>21</b>
15.0	CONFIDENTIAL ITEMS.....	22
16.0	TIME AND DATE OF NEXT MEETING .....	22



**MINUTES OF THE ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON  
21 JULY 2021 COMMENCING AT 4.30PM**

**1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr GJ Cosgrove, opened the meeting at 4:30pm and welcomed all for their attendance.

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

**COUNCILLORS**

GJ Cosgrove	Shire President	Town Ward
HR McTaggart	Councillor	Rural Ward
HM Newton	Councillor	Town Ward
RW Newton	Deputy President	Rural Ward
JD Bagley	Councillor	Rural Ward
AR Smyth	Councillor	Town Ward
CV Farr	Councillor	Town Ward

**APOLOGIES**

Nil.

**STAFF**

N Hay	Chief Executive Officer
J Clapham	Finance and Administration Manager
P Wood	Works Manager
E Greaves	Governance and Community Manager

**GALLERY**

Mrs Annette Thomas

**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 16 JUNE 2021

**OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 7.1 – RESOLUTION# 01210721**

**MOVED: Cr AR Smyth**

**SECONDED: Cr JD Bagley**

That the Minutes of the Ordinary Meeting of the Shire of Mingenew held in the Council Chambers on 16 June 2021 be confirmed as a true and accurate record of proceedings.

**VOTING REQUIREMENTS:**

**CARRIED BY SIMPLE MAJORITY 7/0**

### 8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

### 9.0 DECLARATIONS OF INTEREST

Cr HR McTaggart, Cr AR Smyth and Mr Nils Hay submitted a Disclosure of Interest form to disclose an interest in proposed Late Item 14.1 Mingenew Tennis Club Redevelopment (Confidential) that was emailed to Councillors prior to the meeting with a request to consider as a late, urgent item.

### 10.0 RECOMMENDATIONS OF COMMITTEES

Nil.



- The Shire will not incur any costs with relation to road realignment related to CBH site
- RRG funding split (66% MRWA / 33% Shire) will remain constant
- In FY24/25 and 25/26 we will successfully receive the full amount of Black Spot funding for upgrades to Yandanooka NE Rd
  - This is unlikely and may involve spreading this project over several additional years
  - We are seeking to get Yandanooka NE listed on the MRWA 2030 list to allow RRG funds to go towards it
- A new round of Roads to Recovery funding will be released for FY24/25 onwards
- None of the currently proposed regional works packages (Federally funded grain freight route upgrades) have been factored into this plan; they could have a significant impact on future years if they are funded and delivered
- This plan covers includes some maintenance works (Allanooka Springs edging and road pull-in) as discrete projects, but is largely capex in nature
- No significant changes to the size and scale of the workforce have been assumed

### **Consultation**

- Councillors
- Leadership team

### **Statutory Environment**

Local Government Act 1995:

5.56. Planning for the future

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

### **Policy Implications**

Nil

### **Financial Implications**

The Plan for FY21/22 reflects what is proposed in the draft FY21/22 budget.

FY22/23 onwards will be dependent upon a number of factors, including:

- Success (or otherwise) of funding applications
- Available Council funds for future roadworks programs
- Changes in priority for various road projects

As such, the document will be reviewed – along with the budget – annually to ensure that it reflects our financial reality as closely as possible.

### **Strategic Implications**

The plan has links to the following documents:

- 12.0 Long Term Financial Plan
- 13.0 Asset Management Plan

The Shire's Strategic Community Plan 2019-2029 includes the following Goals:

- 1.1.1 Provide and support cost effective transport networks
- 1.2.1 Manage organisation in a financially sustainable manner

## 11.2 EXPRESSIONS OF INTEREST SUBMISSION – MINGENEW TOURIST CENTRE

**Location/Address:** Shire of Mingenew  
**Name of Applicant:** Euphorium Creative Pty Ltd  
**Disclosure of Interest:** Nil  
**File Reference:** CP.LSO.5  
**Date:** 16 July 2021  
**Author:** Erin Greaves, Governance and Community Manager  
**Voting Requirement:** Simple Majority

### Summary

To consider the submission received by Euphorium Creative Pty Ltd in response to the Shire's Expression of Interest notice seeking proposals for interested parties to lease and man the Mingenew Tourist Centre for the upcoming 2021 tourist season.

### Key Points

- The Expressions of Interest (EOI) were open to 12 July 2021 and only one submission was received
- Euphorium Creative is a social entrepreneur group with a vision to empowering communities to independently invest creative potential
- The EOI proposes the Visitor Centre would be manned at least 4 days per week (Thurs-Sun 9am-4pm), it would also deliver a range of community programs, including:
  - A weekly youth improvisation program, at least four social events, Maker to Market workshops and is offering consultancy services for local community groups
- The proposal seeks a \$20,000 co-investment from Council to assist with resourcing of a part-time person to deliver the programs
- Whilst the expenditure is unanticipated, the EOI outlines a strong alignment with the Shire's Strategic Community Plan and focuses not just on visitor information services and attraction but also in activating the Visitor Centre as a communal activity space and investment hub for local products and services, which would be of benefit to visitors and locals alike

### **OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 11.2 – RESOLUTION# 03210721**

**MOVED: Cr HM Newton**

**SECONDED: Cr CV Farr**

#### **That Council;**

- 1. Accepts the Expression of Interest proposal from Euphorium Creative Pty Ltd for tourism information and community engagement services and the Tourist Centre lease for the 2021 tourist season, at a cost of \$20,000.00 excluding GST; and**
- 2. Authorises the Chief Executive Officer to enter into a lease with Euphorium Creative Pty Ltd for \$1 for the Mingenew Tourist Centre located at 54 Midlands Rd, Mingenew**

**VOTING REQUIREMENTS:**

**NOT CARRIED 0/7**

### Attachment

11.2.1 Euphorium Expression of Interest submission

11.2.2 Project Strategic Plan Alignment

### Background

The Shire received advice in April 2021 from the Mingenew Tourist & Promotions Committee outlining that due to a decline in volunteer capacity and the increase in visitor numbers, they did not anticipate being able to run tourist information services from the Mingenew Tourist Centre during the 2021 season.

The Shire therefore sought Expression of Interests for interested parties (individual, group, business or organisation) to take on tourist and information services and the lease of the facility under a different model.

Following the close of submissions on Monday, 12 July 2021 the Shire was in receipt of one application.

### **Comment**

Euphorium Creative Pty Ltd are a social entrepreneurship company based in Geraldton with staff experienced in community development and entrepreneurship; more information on the organisation can be found at <https://www.circuitwest.com.au/producer/euphorium-creative/>. Euphorium has had success with a similar concept in the Shire of Ravensthorpe with the Ravensthorpe Regional Arts Council and more locally, the Funtavia Fringe Festival in Geraldton.

The proposal submitted by Euphorium addresses a number of strategic objectives outlined by the community and Council within the Strategic Community Plan (as outlined in Attachment 11.2.2). The proposal includes various cultural and socially inclusive events and programs that bring arts and culture to Mingenew in a form that has not previously been trialled. What they are proposing provides a unique opportunity to merge visitor services with community development that will facilitate social inclusiveness and local investment through events and programs.

As a three-month activation (initially) the proposal could serve as a pilot for future longer/expanded activation of the tourist centre (or other sites in Mingenew).

### **Consultation**

Euphorium Creative

### **Statutory Environment**

Local Government Act 1995

### **Policy Implications**

Nil

### **Financial Implications**

The initial intent was for the leasing of the centre to be cost-neutral to Council.

That said, the proposal does address a significant number of Strategic Community Plan elements, and also supports recent discussions around focusing the Shire's marketing and promotional efforts more towards the community. To that end, if supported, funds could be potentially redirected from related budget areas.

Given the timing of this application, along with the draft budget, no allocation has been made in the draft budget – but it would be possible to utilise draft budget line items to deliver this. External funds could be used to top back up the areas outlined above, and the overall impact of this, and the below, can be addressed at the mid-year budget review if any adjustments are necessary.

A suggestion is that up to \$5,000 of the \$30,000 allocated in the draft budget to the Community Assistance Scheme (CAS). Given the community, social and cultural benefits this project could deliver to the local community, a portion of the amount allocated each year for Sundry Donations/Fee Waivers could be put towards this. This won't impact the CAS grant program, which under our Council's Supporting the Community Policy, is allocated 80% of the CAS budget.

A further \$7,500 could be redirected from the existing Tourism and Area Promotions budget (budget total for Contracts and Materials \$24,000). The final \$7,500 could come from the Other Consultancy line item, as this is generally set aside for consulting work/external assistance with public projects.

As these are existing budget items, which can be used for this purpose, no budget amendment is required.

It is also anticipated – but not guaranteed – that we would be able to secure some external funding to contribute towards the project (particularly around community recovery from TC Seroja elements) and this would be actively pursued to reduce the cost to Council.

Should the proposal not be adopted, any costs for maintaining collateral or management of the Tourist Centre will be borne by the Shire. At present there is limited capacity to take this on, so it will likely see a return to an unmanned/ad hoc volunteer-manned approach, as per 2020. Shire staff will ensure that whiteboards are kept up to date and brochure holders refilled. We will also make the space available for any volunteers who wish to provide tourist information services throughout the season. This will likely result in increased demand on Shire staff to provide tourist advice however, as it's expected enquiries will flow through to the office.

### **Strategic Implications**

As per the submission, the project addresses the Strategic Community Plan 2019-2029 in several ways:

- 2.3.1 Develop art spaces and programs to enliven community spaces and deepen experiences of visitors and community
- 2.4.2 Continue programs to improve the look and feel of the community spaces, places and services to support an active and inclusive lifestyle
- 4.2.1 Facilitate the sustainability and growth of existing community and regional events, and encourage ones to develop
- 4.3.2 Support development of Tourism infrastructure to support deepening of local product
- 4.3.3 Capture more value from tourism – build local experiences and products, including Astrotourism, farm tourism and food tourism
- 5.2.2 Enable small business support services to assist local business to grow



## Comment

Summary of Funds as per bank statements – Shire of Mingenew as at 30 June 2021	
Municipal Funds – Corporate cheque account	\$153,918
Cash on Hand	\$100
Trust Fund	\$1
Municipal Funds – Business Maximiser	\$1,154,419

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 2020/21 financial year.

The Opening Funding Surplus on 1 July 2020 is different to the Closing Funding Surplus at 30 June 2020. The reason for this is that the Closing Funding Surplus at 30 June 2020 was estimated in order to prepare the budget, due to the June 2020 accounts not yet being finalised. There were a number of adjustments made after year end, mainly to do with legislation changes (the treatment of income, the treatment of leases and the treatment of loss allowances). The largest of these adjustments was to do with the Bridge Funds received in 2016/17 but not yet spent, amounting to \$146,667. An adjustment was required as the funds received needed to be shown as a liability rather than as income. When the funds get paid to MRWA for the work done, they will be transferred back to income and increase the Funding Surplus once more.

The Monthly Financial Report for the period ending 30 June 2021 has not yet been audited and is subject to change. No significant changes are foreseen.

## 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 —
- annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  - budget estimates to the end of the month to which the statement relates; and
  - actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
  - material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - 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**

Strategic Community Plan 2019-2029 Strategies

1.2.1 Manage organisation in a financially sustainable manner

1.3.1 Provide a high level of compliance with external regulation, in a resource-efficient manner



## **Strategic Implications**

Strategic Community Plan 2019-2029 Strategies

1.2.1 Manage organisation in a financially sustainable manner

1.3.1 Provide a high level of compliance with external regulation, in a resource-efficient manner

## 12.3 ADOPTION OF 2021/22 BUDGET

Location/Address: Shire of Mingenew  
Name of Applicant: Shire of Mingenew  
Disclosure of Interest: Nil  
File Reference: FM.BUD  
Date: 14 July 2021  
Author: Jeremy Clapham, Finance & Admin Manager  
Voting Requirement: Absolute Majority

### Summary

This report seeks Council's adoption of the Shire of Mingenew 2021/22 Budget.

### Key Points

- A balanced budget has been prepared
- Increase in general rates of 3.04%, resulting in a reduction in the rate in the dollar for UV rates of 4.84% and an increase in the rate in the dollar of GRV rates of 2.4%
- Increase in GRV minimum rates of 2.97% and in UV minimum rates of 3.06%
- Current loans to be paid up by June 2022 with a new lease for the purchase of a new grader
- Fees & Charges increased by 3% in line with Rates increase (rounded to nearest \$5)
- Elected Members fees paid in line with Council Policy 1.1.1 and according to Section 6 and 7 of the LG CEO and Elected Members Determination No 1 of 2021
- Interest on outstanding rates increased from 5.5% pa to 7% pa (in 2019/20 interest was 11%)

### OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2A – RESOLUTION# 06210721 MOVED: Cr HR McTaggart                      SECONDED: Cr JD Bagley

#### PART A – MUNICIPAL FUND BUDGET FOR 2021/22 FINANCIAL YEAR

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund Budget as contained in Attachment 12.3.1 of this Agenda for the Shire of Mingenew for the 2021/22 financial year which includes the following:

- Rates Setting Statement
- Statement of Cash Flows
- Comprehensive Income Statement by Program
- Comprehensive Income Statement by Nature/Type
- Notes to and Forming Part of the Budget

and the following Attachments:

- 12.3.2 - Capital Works Program
- 12.3.3 - Road Program
- 12.3.4 - Plant Replacement Program

VOTING REQUIREMENTS:

CARRIED BY ABSOLUTE MAJORITY 5/2

*Cr RW Newton requested his name be recorded as voting against the Item.*

### OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2B – RESOLUTION# 07210721 MOVED: Cr AR Smyth                      SECONDED: Cr JD Bagley

#### PART B – GENERAL AND MINIMUM RATES AND INSTALMENT PAYMENT ARRANGEMENTS

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the

following general rates and minimum payments on Gross Rental and Unimproved Values, as supplied by Landgate (as amended) as at 1 July 2021.

#### 1.1 General Rates

- Mingenew & Yandanooka (GRV) 15.3878 cents in the dollar
- Rural & Mining (UV) 1.2290 cents in the dollar

#### 1.2 Minimum Payments

- Mingenew & Yandanooka (GRV) \$728
- Rural & Mining (UV) \$1093

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council provides the option for ratepayers to pay their rates as a single payment or by 4 equal instalments; and, in accordance with Section 6.50 of the Act nominates the following due dates for the payment in full or by instalments:
  - Full payment and 1st instalment due date 3 September 2021
  - 2nd quarterly instalment due date 5 November 2021
  - 3rd quarterly instalment due date 14 January 2022
  - 4th quarterly instalment due date 18 March 2022
3. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$15 for each instalment after the initial instalment is paid.
4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% where the owner has elected to pay rates and service charges through an instalment option.
5. Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
6. Pursuant to section 6.47 of the Local Government Act 1995, Council grants a 50% concession on rates assessments issued to all properties rateable on the basis of Gross Rental Valuation in the Yandanooka Townsite with the object of recognising the reduced level of service provided to properties in Yandanooka Townsite as compared to Mingenew Townsite. Rates for A219 (Charitable property) are exempt and subject to a 20% voluntary contribution by the ratepayer.

**VOTING REQUIREMENTS:**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

#### **OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2C – RESOLUTION# 08210721**

**MOVED: Cr HR McTaggart**

**SECONDED: Cr AR Smyth**

#### **PART C – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2021/22**

1. Pursuant to Section 5.99 of the Local Government Act 1995, and regulation 30 of the Local Government (Administration) Regulations 1996, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

Shire President	\$6,444
Councillors	\$3,800
2. Pursuant to Section 5.98(5) of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

Shire President	\$7,424
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3. Pursuant to Section 5.98A of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

Deputy Shire President                      \$1,856

VOTING REQUIREMENTS:

CARRIED BY ABSOLUTE MAJORITY 7/0

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2D – RESOLUTION# 09210721

MOVED: Cr CV Farr                      SECONDED: Cr JD Bagley

PART D – GENERAL FEES AND CHARGES FOR 2021/22

Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges as presented forming part of the 2021/22 Budget included as a separate Attachment to this Agenda.

VOTING REQUIREMENTS:

CARRIED BY ABSOLUTE MAJORITY 6/1

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2E – RESOLUTION# 10210721

MOVED: Cr AR Smyth                      SECONDED: Cr HM Newton

PART E – OTHER STATUTORY FEES FOR 2021/22

Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopts the following charges for the removal and deposit of domestic and commercial waste:

3.1 Residential Premises

- 240 Litre bin per weekly collection \$390 per annum

3.2 Commercial Premises

- 240 Litre bin per weekly collection \$390 per annum

Pursuant to section 53 of the *Cemeteries Act 1986* and the *Shire of Mingenew Cemeteries Local Law 2017*, Council adopts the Cemetery Fees and Charges included as a separate Attachment – Fees and Charges 2021/22, as presented forming part of the 2021/22 Budget. The set fees will come into effect 14 days after the notice of the fees have been published in the Government Gazette.

CEMETERY FEES	UNIT	2021/22 Total Cost
Funeral Director's Licence	per annum	\$40
Single Funeral Permit	per funeral	\$30
Extra Charge - Interment without notice	per funeral	\$200
Monumental Mason's Licence	per annum	\$40
Grant / Renewal of Grant of Right of Burial (25 years)	per application	\$50
Reservation Fee (Burial Plot or Niche Wall)	per application	\$40
Permission to erect a headstone, monument, plaque etc.	per application	\$50
Re-opening of a grave / reinternment / exhumation	per application	\$720
Burial Fee – adult	per application	\$600
Burial Fee – child under 10 years	per application	\$450
Burial Fee – still born	per application	\$50
Additional burial depth (standard grave depth 1.8m)	Per additional 300mm depth	\$50
Internment of ashes into existing plot or Niche Wall compartment	per application	\$120

VOTING REQUIREMENTS:

CARRIED BY ABSOLUTE MAJORITY 7/0

**OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2F – RESOLUTION# 11210721**  
**MOVED: Cr HM Newton**                      **SECONDED: Cr JD Bagley**

**PART F – MATERIAL VARIANCE REPORTING FOR 2021/22**

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2021/22 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

**VOTING REQUIREMENTS:**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

**Attached**

- 12.3.1 Budget for the year ended 30 June 2022
- 12.3.2 Capital Works Program 2021-22
- 12.3.3 Road Program 2021-22
- 12.3.4 Plant Replacement Program 2021-22
- 12.3.5 Fees and Charges 2021-22
- 12.3.6 Rates Modelling 2021-22 summary
- 12.3.7 Detailed Budget 2021-22

**Background**

As part of the function of local government and its operations, each year the Council is required, under Section 6.2 of the Local Government Act 1995, to formally adopt its annual financial year budget to enable the administration to carry out the defined services and programmes and to raise revenue through rates and fees and charges.

Consistent with sections 6.2(4) of the Local Government Act 1995, the 2021/22 Budget for the Shire of Mingenew includes the following:

- Rates and Minimum Payments for 2021/22
- Capital Works
- Fees and Charges
- Concessions
- Allowances
- Borrowings
- Reserves
- Budget Estimates for Adoption

**Comment**

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The budget results in an estimated Unrestricted Cash balance of (\$4,727) at 30 June 2022 (excluding anticipated advance payment of 2022/23 FAG grants). It should be noted that the 2020/21 Budget column in the statutory documents refers to the 2020/21 budget as adopted in July 2020, not any of the subsequently reviewed versions.

**Rating & Minimum Payments**

The raising of revenue via annual rates is an important source of funds for all Councils throughout Australia. The Local Government Act 1995 (the Act) empowers WA Councils to impose general rates and minimum payments.

Rate Modelling (2021/22):

The proposed rates model is based on the following:

- Annual UV & Mining valuations applied
- Increase in general rates of 3.04%
- GRV Rate in the \$ - 15.3878c (2020/21: 15.0276c)
- UV Rate in the \$ - 1.2290c (2020/21: 1.2915c)
- Minimum Payments – UV - \$1,093 (2020/21: \$1,060.50)
- Minimum Payments – GRV - \$728 (2020/21: \$700)
- 50% concessions applied to Yandanooka Townsite
- 80% concession applied to A219 – charitable property

- No differential rates

### **Fees and Charges**

The proposed fees and charges have increased by 3% (to the nearest \$5). Sports and Community Club fees have been increased by 3%.

Household and commercial waste removal charges have increased by 2.63%.

Statutory fees and charges associated with town planning, health and building have been increased/decreased or remain unchanged as per relevant legislation that determines those fees and charges.

### **Concessions**

A 50% concession will be available to persons owning rateable properties within the Shire that are rateable on the basis of Gross Rental Value (GRV) and are in the Yandanooka Townsite. The purpose of the concession is to recognise the reduced level of service provided to these ratepayers as compared to that provided to those in the Mingenew Townsite.

As per Council's resolution, application for rates exemption (with a 20% voluntary contribution by the ratepayer) under the Local Government Act 1995 for property A219 (charitable property) is proposed.

### **Borrowings**

The current loan will be paid off by 30 June 2022. It is proposed that the purchase of new grader be via a finance lease over 5 years at an approximate interest rate of 2.5% per annum. The amount to be leased will be approximately \$300,000.

### **Reserve Accounts**

The following transfers to reserves for the financial year 2021/22 are proposed:

- Transfer to Plant Reserve – \$25,000 in lieu of Utility replacement plus \$39,958 surplus funds to balance the budget.

### **Brought Forward Value and Surplus**

There is an estimated surplus of \$81,424 shown in the Budget as the brought forward amount from 30 June 2021. This figure is unaudited and may change with any adjustments to the opening position to be addressed during the year end and audit process.

The budget has been prepared as a balanced budget.

### **Capital Works and Funding**

Capital Works of \$11,643,479 are proposed in the 2021/22 financial year and these projects (together with the relevant funding) are itemised in the supplementary budget information.

A total of \$10,523,538 is budgeted for the Road Programme.

Funding sources (other than the Local Government Municipal or restricted funds) allocated to the 2021/22 Road Programme include:

- \$300,000 – Main Roads Regional Road Group
- \$206,086 – Roads to Recovery
- \$370,000 – Financial Assistance Grants - Roads
- \$ 84,310 – MRWA Direct Grant
- \$577,320 – State Black Spot
- \$336,000 – Local Roads & Community Infrastructure Program
- \$1,941,202 – R2R Special funding for bridges
- \$3,420,822 – DRFAWA
- \$2,700,000 - RRSP

### **Elected Members Fees & Allowances**

President Allowance	\$7,424
Deputy President Allowance	\$1,856
Annual Meeting Fee – President	\$6,444
Annual Meeting Fee – Councillors	\$3,800



### **Consultation**

While no specific community consultation has occurred during the compilation of the draft 2021/22 Budget, community consultation was previously undertaken during the development of the Community Strategic Plan.

There has been internal consultation with staff and elected members throughout the preparation of the budget and the budget meetings involving elected members.

The effects of COVID 19 have been taken into account in preparing the budget for 2021/22.

### **Statutory Environment**

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

In addition, Section 6.2 of the Local Government Act 1995 requires that in preparing its annual budget the Council is to have regard to the contents of its Plan for the Future, prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan in conjunction with the Corporate Business Plan.

The 2021/22 Budget as presented is considered to meet statutory requirements.

Voting Requirements:

Part A - Municipal Fund Budget for 2021/22 Financial Year - Absolute Majority

Part B - General and Minimal Rates and Instalment Payment Arrangements - Absolute Majority

Part C – Elected Members' Fees and Allowances for 2021/22 – Absolute Majority

Part D - General Fees and Charges for 2021/22 - Absolute Majority

Part E - Other Statutory Fees for 2021/22 - Simple Majority

Part F - Material Variance Reporting for 2021/22 - Simple Majority

### **Policy Implications**

The 2021/22 Budget is prepared on the principles outlined within the Corporate Business Plan and other related documents.

### **Financial Implications**

As detailed within the report and as per the attached 2021/22 Budget documentation.

### **Strategic Implications**

The 2021/22 Budget will address Council's capacity to deliver on projects identified in the Community Strategic Plan, Corporate Business Plan, Long Term Financial Plan and other associated plans.

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

Nil.

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

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 14.0 – RESOLUTION# 12210721

MOVED: Cr AR Smyth

SECONDED: Cr CV Farr

That Council accepts the Item 14.1 Mingenew Tennis Club Redevelopment – Confidential to be considered as a late item.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 7/0

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 14.0 – RESOLUTION# 13210721

MOVED: Cr JD Bagley

SECONDED: Cr CV Farr

That Council closes the meeting to the public at 5:04pm to consider Item 14.1 Mingenew Tennis Club Redevelopment as a confidential item in accordance with s5.23(2)(c) as the item may impact a contract the local government may enter into.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 7/0

*Mrs Annette Thomas left the meeting at 5:04pm.*

*Prior to Item 14.1, Cr HR McTaggart, Cr AR Smyth and Mr Nils Hay disclosed an impartiality interest in the item, as members of the Mingenew Tennis Club. Those disclosing an interest remained in the meeting for discussion on the item and Elected Members voted in accordance with the Local Government (Administration) Regulations 1996.*

14.1 CONFIDENTIAL: MINGENEW TENNIS CLUB REDEVELOPMENT

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 14.1 – RESOLUTION# 14210721

MOVED: Cr JD Bagley

SECONDED: Cr CV Farr

That Council:

- a) Affirm its support for the Mingenew Tennis Club Redevelopment project; and
- b) Agree to co-fund the project in partnership with the Mingenew Tennis Club; and
- c) Allocate \$50,000 of LRCI funding towards the project; and
- d) Support the allocation of up to \$37,000 in in-kind support towards the project, to fulfil Council's one-third co-contribution, should the CSRFF funding application be successful; and
- e) Authorise the Chief Executive Officer to complete the Project Assessment Sheet within the application form on the Local Government's behalf.

VOTING REQUIREMENTS:

CARRIED BY SIMPLE MAJORITY 7/0

**15.0 CONFIDENTIAL ITEMS**

Nil.

**16.0 TIME AND DATE OF NEXT MEETING**

Next Ordinary Council Meeting to be held on Wednesday 18 August 2021 commencing at 4.30pm.

**17.0 CLOSURE**

The meeting was closed at 5:12pm.

These minutes were confirmed at an Ordinary Council meeting on 18 August 2021.

Signed \_\_\_\_\_  
Presiding Officer

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



# MINUTES OF THE SPECIAL COUNCIL MEETING

10 August 2021

## 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	PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME.....	3
4.0	APPLICATIONS FOR LEAVE OF ABSENCE .....	3
5.0	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	3
6.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION .....	3
7.0	DECLARATIONS OF INTEREST .....	3
8.0	REPORTS BY THE CHIEF EXECUTIVE OFFICER.....	4
8.1	EXPRESSIONS OF INTEREST ROUND 2 – MINGENEW TOURIST CENTRE .....	4
9.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING.....	7
10.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....	7
11.0	CONFIDENTIAL ITEMS.....	7
12.0	TIME AND DATE OF NEXT MEETING .....	7
13.0	CLOSURE.....	7



**MINUTES OF THE SPECIAL MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON  
10 AUGUST 2021 COMMENCING AT 4.30PM**

**1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr RW Newton, opened the meeting at 4:30pm and welcomed all for their attendance.

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

**COUNCILLORS**

RW Newton	Deputy President	Rural Ward
HR McTaggart	Councillor	Rural Ward
HM Newton	Councillor	Town Ward
JD Bagley	Councillor	Rural Ward
CV Farr	Councillor	Town Ward

**APOLOGIES**

GJ Cosgrove	Shire President	Town Ward
AR Smyth	Councillor	Town Ward

**STAFF**

N Hay	Chief Executive Officer
J Clapham	Finance and Administration Manager
P Wood	Works Manager
E Greaves	Governance and Community Manager

**GALLERY**

**3.0 PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME**

**4.0 APPLICATIONS FOR LEAVE OF ABSENCE**

**5.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**6.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

**7.0 DECLARATIONS OF INTEREST**



## **Background**

The Shire received advice in April 2021 from the Mingenew Tourist & Promotions Committee outlining that due to a decline in volunteer capacity and the increase in visitor numbers, they did not anticipate being able to run tourist information services from the Mingenew Tourist Centre during the 2021 season.

In July 2021, the Shire invited Expression of Interests for interested parties (individual, group, business or organisation) to take on tourist and information services and the lease of the facility under a different model. Following the close of submissions on Monday, 12 July 2021 the Shire was in receipt of one application which was presented to the Ordinary Council meeting on 21 July 2021. The submission by Euphorium proposed a 12-week lease of \$1 and requested a Council contribution of \$20,000. As the only proposal before Council, and meeting a range of desirable Strategic Community Plan outcomes, the proposal was recommended for approval.

Between issuing the Council meeting Agenda and holding the meeting, the Shire was in receipt of several letters from community members indicating that they felt the proposal by Euphorium did not meet the brief by seeking a Council contribution (although it is noted that the original EOI flyer did not indicate an such restricted and was intentionally left open) and that a clarification on this point might open up opportunities for local community groups or businesses to consider an alternative proposal.

Mr Julian Canny of Euphorium (applicant to have submitted an EOI in round 1) addressed Councillors prior to the Council meeting, indicating that Euphorium would be withdrawing their application in support of local community groups or organisations should they be provided the opportunity to submit an application. The proposal by Euphorium was not accepted by Council at the meeting and subsequently proposed that a second round be promoted, clarifying that applications proposing a Council contribution may be considered.

One application in Round 2 of the EOIs was received from the Mingenew CRC.

## **Comment**

The CRC's proposal outlines a clear alignment with various Strategic Community Plan (SCP) strategies which claims to provide benefits to visitors, local businesses and the broader community. Some of the initiatives outlined include:

- Opening the Tourist Centre 16 August to 1 October 2021 (or as required)
- Creating an up-to-date Local Business Directory
- Creating and maintaining a Community Calendar of Events
- Creating a Business Information sharing platform
- Collaboration with local community groups and regional businesses e.g. Mingenew Tourist & Promotions Committee, North Midlands Project, Euphorium, tour providers etc.
- Opportunity for hot desk / meeting space to be established off-season

The proposal for the 12-month lease gives the CRC an opportunity to undertake some strategic planning and testing to potentially present a more sustainable model into the future.

In the absence of any other applications, the alternative would be for the Tourist Centre to remain closed, or for the Shire to recruit its own staff to operate the centre, which would carry a cost component, and take time.

In the event that the Shire keeps the centre closed, Shire staff will ensure that whiteboards are kept up to date and brochure holders refilled. We will also make the space available for any volunteers who wish to provide tourist information services throughout the season. This will likely result in increased demand on Shire staff to provide tourist advice however, as it's expected enquiries will flow through to the office in greater volume.

It is therefore, recommended that the Tourist Centre be leased under a peppercorn lease arrangement (as proposed for \$1 per annum) and the CRC be given an opportunity to trial their proposal over the next 12 months.



## **Statutory Environment**

The Local Government Act 1995 and Local Government (Functions and General) Regulations 1996 prescribe requirements around disposal of property (including disposal by lease) however the Mingenew CRC is considered be exempt from the requirements as per Regulation 30(2)(b) given the CRC is a registered not for profit and charitable organisation of which its board members are not entitled to receive any pecuniary profit.

## **Policy Implications**

Nil

## **Financial Implications**

As outlined in the report to Council in July 2021, the initial intent was for the leasing of the centre to be cost-neutral to Council.

Following the initial round of Expressions of Interest for leasing the Mingenew Tourist Centre to provide tourist information services for 2021, Council determined to offer a second round, encouraging local applicants to apply and consider developing partnerships that may enhance service delivery and community benefits. No budget was set at that time. Clarifying that applications that included a request for a Council contribution would be considered but as with Round 1, applications will be expected to demonstrate value for money and meet all other criteria.

Unlike Round 1, Council now has an adopted Budget but no allocation has specifically made for any such proposal. Therefore, as with the original application, funds are proposed to be reallocated as follows:

- \$7,000 from the Tourism and Area Promotions budget
- \$3,500 from the Community Grants Scheme budget (noting that this does not include the portion allocated to the Community Assistance Scheme but the discretionary funds generally allocated for sundry donations and waivers)
- \$3,500 from Other Consultancy

## **Strategic Implications**

As per the submission, the project addresses the Strategic Community Plan 2019-2029 in several ways:

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

2.3.3 Enhance our natural and built environment and promote and protect the history and heritage within Mingenew

2.4.1 Support community volunteers to maximise impact of their contributions

2.4.2 Continue programs to improve the look and feel of the community public spaces, places and services to support an active and inclusive lifestyle

3.2.1 Central business/community hub development

4.2.1 Facilitate the sustainability and growth of existing community and regional events, and encourage new ones to develop

4.3.1 Continue and deepen Tourism promotion and development and “see you in Mingenew” campaign

4.3.2 Support development of Tourism infrastructure to support deepening of local product

4.3.3 Capture more value from tourism – build local experiences and products, including astrotourism, farm tourism and food tourism

5.2.2 Enable small business support services to assist local businesses to grow



# REQUEST FOR EXPRESSIONS OF INTEREST LEASE OF MINGENEW TOURIST CENTRE Round 2

**Date of Issue:** Friday 22 July 2021  
**Closing Date & Time:** 9.00am Friday, 6 August 2021  
**Lodgement Address:** [governance@mingenew.wa.gov.au](mailto:governance@mingenew.wa.gov.au)  
**More Information:** [www.mingenew.wa.gov.au/resources](http://www.mingenew.wa.gov.au/resources)

## Council

Following an initial round of Expressions of Interest for leasing the Mingenew Tourist Centre to provide tourist information services for 2021, Council have determined to offer a second round, encouraging local applicants to apply and consider developing partnerships that may enhance service delivery and community benefits.

Applications that include a request for Council contribution will be considered but as with Round 1, applications will be expected to demonstrate value for money and meet all other criteria.

## Overview

The Tourist Centre is located at 54 Midlands Road, Mingenew. It is the western end of the former post office building, now occupied by the Mingenew Irwin Group.

In previous years Mingenew's Tourist and Promotions Committee volunteers have manned the building during wildflower season, but a year-on-year reduction in volunteer availability – and increase in visitors has meant that this year we will be trialing a different model.

The Tourist Centre will be made available for an individual, group, business or organisation to lease – and utilise as they wish, provided that during tourist season the building be open, and the occupants assist with the provision of tourist information.

The space is ground floor level and consists of two main rooms (totalling ~25sqm) as well as a 3sqm storeroom and toilet/washroom. During operating hours, the lessee would also be able to utilise the covered area in front of the Centre. It is intended to be leased as-is.

## The Vision

The intent of leasing this space is to further the delivery of the Shire's Strategic Community Plan 2019-2029 vision:

*"Mingenew Shire is a safe, inclusive and connected community with a thriving local economy that provides opportunity for all to succeed."*

To that end, we will preference applications which are aligned with the Strategic Community Plan's goals and values. This will include (but not be limited to) proposed uses which:

- Support economic growth and social strengthening for Mingenew
- Provide services, goods and spaces to meet community and visitor needs
- Further develop of the community's diverse culture and heritage
- Generate employment within the area especially for the youth
- Encourage people and families to move to the area
- Build on, and promote agriculture and local products within the region
- Encourage tourists to spend more time in Mingenew and the region
- Promote and enable local businesses to grow and prosper

### Your Submission

The following information is to be included in the Expression of Interest response:

- The name and contact details of the proponent
- Profile and previous relevant experience
- The vision for the venture and physical space
- How this vision links to and supports the Shire's Strategic Community Plan 2019-2029
- The preferred term of the lease and options
- Commencement date of lease and proposed opening hours
- Proposed rent per annum range

The application will be assessed according to:

- Alignment with Community Strategic Plan
- Experience and capacity for applicant to deliver on vision
- Perceived community benefit
- Proposal value for money

A copy of the Application Form can be found at: [www.mingenew.wa.gov.au/resources](http://www.mingenew.wa.gov.au/resources).

### Making an Enquiry or Submission

Any enquiries, regarding the Expression of Interest process, including requests to inspect the building, should be directed to Erin Greaves, Governance and Community Manager:

T: (08) 9928 1102

E: [governance@mingenew.wa.gov.au](mailto:governance@mingenew.wa.gov.au)

Submissions can be emailed to the above address, posted to PO Box 120 Mingenew WA 6522 or delivered by hand to 21 Victoria Street, Mingenew WA 6522.

To view a copy of the Strategic Community Plan 2019-2029, visit [www.mingenew.wa.gov.au/strategic-plan/](http://www.mingenew.wa.gov.au/strategic-plan/) or visit the Shire office for a hard copy.

More information, including a copy of the Application Form can be found at [www.mingenew.wa.gov.au/resources](http://www.mingenew.wa.gov.au/resources), or by contacting the Shire directly.

Expressions of Interest will be received up to 9.00 am Friday, 6 August 2021 and the matter will be decided at a Special Council Meeting the following week. Any submissions received after the designated closure date will not be accepted.

## Applicant Details

Please provide some information about you and your organisation.

Applicant name:	Mingenew Community Resource Centre
Phone:	08 9928 12 64
Email:	crcmanager@mingenew.wa.au
Address:	50 Midlands Road, Mingenew WA 6522
ABN (if held):	40207815052

## Organisational/Personal Profile

Describe your organisation/group (attach extra pages if needed):

Mingenew Community Resource Centre (CRC) is one of over 100 centres operating throughout Western Australia, forming the Western Australian Community Resource Centre Network (WACRN), which is supported by the Department of Primary Industries and Regional development (DPIRD). We are a member of Linkwest, the peak body for community resource centres and neighborhood centres in WA.

The Mingenew CRC are also the service providers of the Mingenew Education and Care Centre and the Mingenew Post Office.

Across the 3 services we employ 9 staff in various roles, including 2 trainees working towards their Diploma in Early Childhood Education.

Overseeing the Mingenew CRC is a passionate board of volunteers who have a drive to see Mingenew succeed as a vibrant and inclusive community.

The role of the CRC network is to provide information, services, activities and initiatives to improve skills and capacity to foster economic growth, and to create or improve community connectedness and capacity.

Our funding through DPIRD is reliant upon meeting annual targets that include - referrals, provision of services and access to government information, business and economic development initiatives, community initiatives and projects through training and workshops.

## Previous Relevant Experience

Tell us about similar operations you have been involved with (attach extra pages if needed):

Tourism:

Mingenew CRC has worked closely with the Tourist and Promotion Committee over the years, with a CRC staff representative attending committee meetings and some staff, in their own time volunteering in the tourist centre.

Over the busy tourist season the CRC assists visitors on a daily basis with queries for local information including accommodation, wildflower reports and road information as well as selling visitor souvenirs at the Post Office. Our staff are professional and prompt in relaying information to the customer and positively promoting Mingenew and the surrounding region.

The Mingenew CRC also shares and creates social media content during tourist season and in 2019 created the Kids Wildflower Hunt to engage children in the natural beauty of our local flora.

Events and collaborations:

Our staff are equipped with the skills to run events and initiatives utilising existing procedures in administration, finance, marketing and Human Resources. We have established collaborations and relationships within the Arts and Creative, Health, Business and Social Service sector which provide us with inspiration and professional direction to ensure success of our endeavors.

Several examples of recent community and business events presented through the CRC include: RSM Business Planning, Estate Planning, First Aide Course, Good Governance, Food Sensations, Heavy Vehicle Pilots Licence course, WA Opera, ANZAC Day, Clean up Australia Day.



# Expression of Interest Form – Mingenew Tourist Centre Lease Round 2

## Vision for Mingenew Tourist Centre

Please outline your vision for the building and its operations (attach extra pages if needed):

### Proposed use:

Part 1. Operation of the Tourist Centre for the specific purpose of providing tourist information and events for the duration of the wildflower season Monday 16th August - Friday 1st October 2021.

Mingenew CRC acknowledges the commitment of volunteers over many years to establish the Mingenew Tourist Centre and will work collaboratively with the Tourist and Promotion Committee and the Shire of Mingenew to ensure visitors to our region are supported with up to date information and a vibrant space that showcases the best of Mingenew.

The CRC envisages the centre will become a meeting place for tourists and locals.

During the tourist season Mingenew CRC will open the centre Monday-Friday, 9am - 3pm (based on the previously successful model created by the T&P committee) with a mix of CRC staff and volunteers. The centre will house tourist information in the form of brochures, magazines and information boards and outdoor seating will provide a welcoming space to enjoy the friendly Mingenew hospitality.

Our proposal includes but is not limited to;

- A departure point for tours, collaborating with established tour operators New Leaf Connect and Midwest Adventures to provide a weekly timetable to explore the Midwest.
- Promotion of self tour's - Mingenew Historical Society's Ant Trail and Mingenew Irwin Groups' DIY Crop Tour.
- Scheduled 'locals chats' to showcase Mingenew landmarks, history and culture - engaging with, sharing and celebrating the knowledge of our locals.
- The creation of an evolving art piece that visitors and locals collectively build upon to become a snap shot in time of Mingenew during wildflower season.
- Art gallery to display and sell - collaboration with Mingenew Art group and other regional artists.
- North Midlands Project collaboration - Springtime at the Coalseam event.
- Euphorium Creative collaboration - working with local businesses to create a ticketed event.
- Collation and distribution of wildflower information through social media, website and Mingenew Matters.
- Collection of tourist data, providing the Shire of Mingenew, Mingenew Tourist & Promotion and Mingenew CRC with informative data to build on future tourism endeavors.

Part 2. Utilising the Tourist Centre infrastructure outside of the tourist season to create a CRC Hub to provide opportunities for community engagement, events and collaborations.

Mingenew CRC create and annual calendar of services, referrals and events for the residents of Mingenew and the Midwest. Having a street front presence will open possibilities for the CRC to engage with and promote to a wider audience - value adding to our business plan and the Shire of Mingenew Strategic Plan - see alignment to Strategic plan attached for proposed actions.

We are an adaptable and creative team that will also take advantage of opportunities as they arise.

### Expected hours/days of operation:

Tourist season - Monday - Friday, 9am - 3pm

Outside tourist season - dependent on planned events, external bookings and collaborations. However our hope will be to see the centre being used on a regular basis.

### Anticipated employment details or use of volunteers:

Worker Type	Estimated # Full Time Equivalent (FTE)
Employee	0.7 FTE (28 hours per week of tourist season)
Volunteer	0.25 - 0.5 FTE (10-20 hours per week of tourist season)



### Other details/comments

*Please provide any additional information, or further attachments, that you think may support your application:*

The Mingenew Community Resource Centres' future is reliant upon meeting targets set by DPIRD. In a small community there is a balance of providing the required amount of activities and events but also to not overburden our community.

We believe that the success of our proposal to run the Tourist Centre will allow us to delve into other opportunities through collaborations that will not only benefit our organisation but a much broader spectrum of the community.

Our proposal requires an investment from the Shire of Mingenew of \$14,000, which is less than half of the total costs to complete our objectives for the centre over the next 12 months.

The CRC would like to see a realistic and sustainable tourism model built upon this investment. After 12 months the Mingenew Community Resource Centre will provide the Shire of Mingenew with a comprehensive report/acquittal of funds.

### Conditions:

The following must be met:

- Part of use, during tourist season at least, must be to provide visitor information
  - The Shire will assist by providing brochures and collateral to give to visitors
- You may request a \$1 peppercorn lease, but please justify this request (e.g. community purpose)
- No fresh food or drinks to be sold from the Centre (local produce, preserves etc. may be permitted)
- Appropriate insurance must be in place

### Assessment Criteria:

The application will be assessed according to:

- Alignment with Community Strategic Plan
- Experience and capacity for applicant to deliver on vision
- Perceived community benefit
- Proposal value for money
- Applications due by 9am Friday, 6 August 2021

Please feel free to add attachments/additional pages that may support your application.

### More Information and Lodgement of Submissions:

Access online at [www.mingenew.wa.gov.au/resources/](http://www.mingenew.wa.gov.au/resources/) or contact Erin Greaves, Governance & Community Manager on (08)9928 1102, by email [governance@mingenew.wa.gov.au](mailto:governance@mingenew.wa.gov.au) or visit in person at 21 Victoria St Mingenew WA 6522.

## EoI Tourist Centre – Shire of Mingenew Strategic Plan Alignment

Mingenew Community Resource Centre Vision: *Empowering community connection, vibrancy, and growth*

		Action 16 <sup>th</sup> August 2021 – 15 <sup>th</sup> August 2022
<b>Strategy 2: Love Living in Mingenew</b>		
2.3 Culture & Heritage	<p>2.3.1 Develop arts spaces and programs to enliven community spaces and deepen experiences of visitors and community</p> <p>2.3.2 Capture more value from tourism – build local experiences and products, tourism infrastructure and connections, build new day trip and tour markets</p> <p>2.3.3 Enhance our natural and built environment and promote and protect the history and heritage within Mingenew</p>	<ul style="list-style-type: none"> <li>• Create a vibrant hub, for all to enjoy, in the main street of Mingenew.</li> <li>• Mingenew Painting Group Gallery for display and sales of artwork.</li> <li>• Collaboration with local indigenous artist.</li> <li>• Evolving piece of creative artwork to become a snapshot in time – tourist season.</li> <li>• Collaboration with tour providers - New Leaf Connect and Midwest Adventures, promotion and scheduling. Tourist season and beyond.</li> <li>• Support local tourism initiatives.</li> <li>• Departure Point for self-lead tours – Mingenew Irwin Group ‘DIY Crop Tour’ and Mingenew Historical Society ‘Ant Trail’.</li> <li>• Scheduled 'locals chats' to showcase Mingenew landmarks, history and culture.</li> <li>• Display of tourist information – pamphlets, magazines etc.</li> <li>• Biggest Morning Tea Community Event – May 2022.</li> <li>• Tourist souvenirs and local creator wares sold at Mingenew Post Office.</li> <li>• Promotion of events and opportunities through social media and Mingenew Matters.</li> </ul>
2.4 Sense of Community	<p>2.4.1 Support community volunteers to maximise impact of their contributions</p> <p>2.4.2 Continue programs to improve the look and feel of the community public spaces, places and services to support an active and inclusive lifestyle</p>	<ul style="list-style-type: none"> <li>• Volunteers – skill matching database, incentive, retention and recognition program.</li> <li>• Rostered hours (Tourist Centre) paid back to Mingenew Tourist and Promotion Committee.</li> <li>• Outdoor seating.</li> </ul>



		<ul style="list-style-type: none"> <li>Establishment of outdoor meeting spaces with community garden bed.</li> </ul>
<b>Strategy 3: Growing Mingenew</b>		
3.2 Development	3.2.1 Central business/community hub development	<ul style="list-style-type: none"> <li>Utilise the Tourist Centre Building year-round – keep tidy, vibrant and adaptable.</li> <li>Provide hot desk space – add to CRC booking system.</li> <li>Pop up shop space –include advertising package.</li> <li>Collaborate with Euphorium Creative – Creator’s night market, October/Nov.</li> <li>Commercial meeting place – accountant, banking, farm advisor etc.</li> <li>Street front promotion of Mingenew CRC and Mingenew Post Office – activities, products and services.</li> </ul>
<b>Strategy 4: See you in Mingenew</b>		
4.2 Events	4.2.1 Facilitate the sustainability and growth of existing community and regional events, and encourage new ones to develop	<ul style="list-style-type: none"> <li>Community Calendar of Events</li> <li>Collaboration with North Midlands Project – Springtime in the Midwest at the Coalseam.</li> <li>Collaboration with Euphorium Creative and local business – Long Table luncheon (Tourist season) – ticketed event.</li> <li>Provide initiatives to improve community and business connectedness and capacity – CRC funding requirements</li> </ul>
4.3 Tourism Assets	<p>4.3.1 Continue and deepen Tourism promotion and development and “see you in Mingenew” campaign</p> <p>4.3.2 Support development of Tourism infrastructure to support deepening of local product</p> <p>4.3.3 Capture more value from tourism – build local experiences and products, including astrotourism, farm tourism and food tourism</p>	<ul style="list-style-type: none"> <li>Open Tourist Centre 16<sup>th</sup> August to 1<sup>st</sup> October (longer if required).</li> <li>Collate and distribute wildflower information on a weekly basis or more regularly if available.</li> <li>Collect and analyse data over tourist season – build on future tourism endeavours.</li> <li>Collaborate with Mingenew Irwin Group for future tourism/education opportunities.</li> </ul>

		<ul style="list-style-type: none"> <li>Assist with promotion and support of agri and astro tourism business endeavours.</li> </ul>
<b>Strategy 5: Making Business Easy in Mingenew</b> <b>Goal: Ensure Mingenew is supporting local businesses to grow and maintain employment within the community</b>		
5.2 Economic Development	5.2.2 Enable small business support services to assist local businesses to grow	<ul style="list-style-type: none"> <li>Establish Local Business Directory</li> <li>Collaborate with Euphorium Creative and RSM Local Business to provide business workshops and advice.</li> <li>Increase sales opportunities at the Mingenew Post Office – souvenirs, local creators.</li> <li>Develop business information sharing platform – useful for funding opportunities, employment issues, government announcements etc</li> <li>Support new business through promotion, design and referrals.</li> </ul>

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

Nil.

**10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**11.0 CONFIDENTIAL ITEMS**

**12.0 TIME AND DATE OF NEXT MEETING**

Next Ordinary Council Meeting to be held on Wednesday 18 August 2021 commencing at 4.30pm.

**13.0 CLOSURE**

The meeting was closed at 4:43pm.

These minutes were confirmed at an Ordinary Council meeting on 18 August 2021.

Signed \_\_\_\_\_  
Presiding Officer

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

# LAND OWNERSHIP BREAKDOWN





# MINGENEW SHIRE COUNCIL

PHONE (099) 28 1102

Victoria Road  
MINGENEW

All communications to be addressed to:  
The Shire Clerk, P.O. Box 120, Mingenew 6522

Your Ref.

Our Ref.

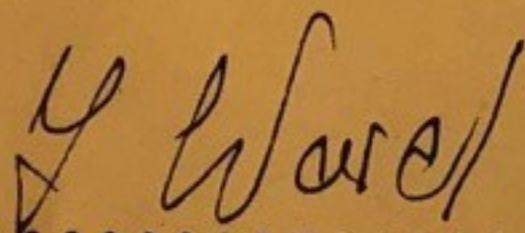
25 June 1993

TO WHOM IT MAY CONCERN

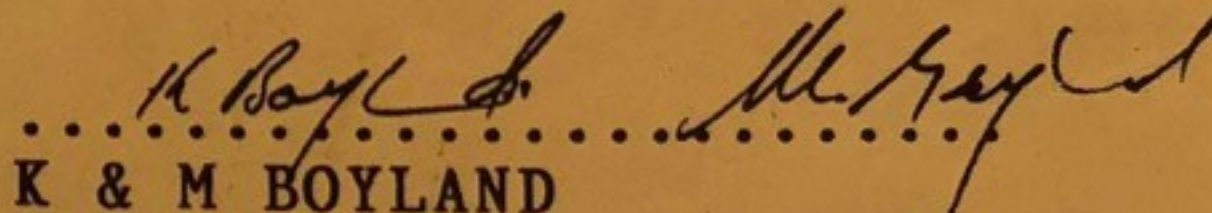
## Access to Lot 38 Midlands Road, Mingenew - K and M Boyland

This is to certify that the Mingenew Shire Council resolved at the Council meeting held on June 16, 1993, that the portion of Lot 39 Victoria Street, Mingenew as delineated on the attached sketch be dedicated to provide access to the rear of the business on Lot 38 Midlands Road and owned by K and M Boyland for all traffic associated with the management and activities of the business situated there on.

This agreement is valid for that period during which Lot 38 is owned by K and M Boyland and Lot 39 is owned by the Mingenew Shire Council and shall lapse with the sale of either or both lots.



.....  
T. WARD  
MINGENEW SHIRE COUNCIL



.....  
K & M BOYLAND





BAKERY

MIDLANDS ROAD

BAKERY GRAVEL ACCESS ROAD

Fencing 900mm height

Existing BBQ retained

Existing picnic table retained

Bench seat

Fencing 900mm height

Disability access gate










SHENTON STREET

Fencing 900mm height

Existing turf embankment

SKATE PARK DESIGN BY OTHERS

Bench seat

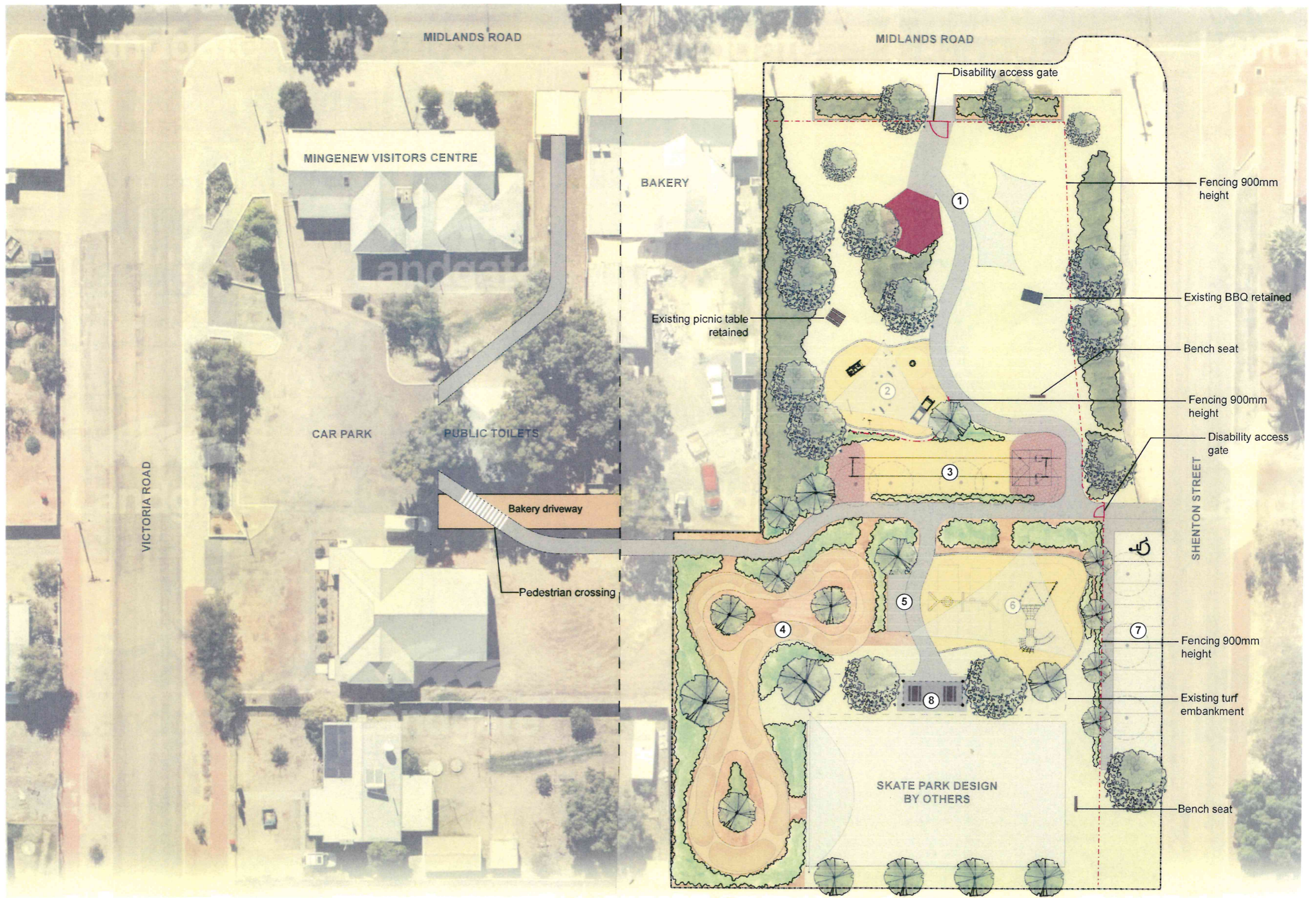
-  Removed Tree
-  Existing Tree
-  Proposed Tree
-  Existing Planting
-  Proposed Planting
-  Turf
-  Mulch
-  Sand
-  Soft fall Mulch
- 1** Existing gazebo & shade sails retained
- 2** Junior sensory play in sand area
- 3** 25m flying fox over mulch & soft fall - *proposed if funding made available*
- 4** Gravel pump track
- 5** Concrete platform for viewing - *proposed if funding permits*
- 6** Senior mixed age play area swing & climbing tower
- 7** Car parking - 9 bays & 1 ACROD bay
- 8** Location for new shade structure and seating on existing turf embankment





- |  |               |  |                   |          |  |          |  |          |   |          |   |
|--|---------------|--|-------------------|----------|--|----------|--|----------|---|----------|---|
|  | Removed Tree  |  | Existing Planting |          | Mulch                                  |          | Soft fall Mulch  | <b>3</b> | 25m flying fox over mulch & soft fall - <i>proposed if funding made available</i> | <b>6</b> | Senior mixed age play area swing & climbing tower |
|  | Existing Tree |  | Proposed Planting |          | Sand                                   |          |  | <b>4</b> | Gravel pump track   | <b>7</b> | Car parking - 9 bays & 1 ACROD bay                |
|  | Proposed Tree |  | Turf              | <b>1</b> | Existing gazebo & shade sails retained | <b>5</b> | Concrete platform for viewing - <i>proposed if funding permits</i> | <b>8</b> | Location for new shade structure and seating on existing turf embankment          |          |   |
|  |               |  |                   | <b>2</b> | Junior sensory play in sand area       |          |  |          |   |          |   |





- Gravel
- Concrete paving
- Removed Tree
- Existing Tree
- Proposed Tree
- Existing Planting
- Proposed Planting
- Turf
- Mulch
- Sand
- Concrete paving
- Soft fall
- Mulch
- Concrete paving
- ① Existing gazebo & shade sails retained
- ② Junior sensory play in sand area
- ③ 25m flying fox over mulch & soft fall - *proposed if funding made available*
- ④ Gravel pump track
- ⑤ Concrete platform for viewing - *proposed if funding permits*
- ⑥ Senior mixed age play area swing & climbing tower
- ⑦ Car parking - 9 bays & 1 ACROD bay
- ⑧ Location for new shade structure and seating on existing turf embankment





# State Council Agenda

3 September 2021

## NOTICE OF MEETING

Meeting No. 5 of 2021 of the Western Australian Local Government Association (WALGA) State Council to be hosted by the Shire of Broome at The Continental Hotel, Broome on Friday, 3 September 2021 commencing at 10:00am.

### 1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

#### 1.1 Attendance

Members	President of WALGA - <b>Chair</b>	Mayor Tracey Roberts JP
	Deputy President of WALGA, Northern Country Zone	President Cr Karen Chappel JP
	Avon-Midland Country Zone	Cr Ken Seymour
	Central Country Zone	President Cr Phillip Blight
	Central Metropolitan Zone	Cr Paul Kelly
	Central Metropolitan Zone	Cr Jenna Ledgerwood
	East Metropolitan Zone	Cr Catherine Ehrhardt
	East Metropolitan Zone	Cr Cate McCullough
	Goldfields Esperance Country Zone	President Cr Malcolm Cullen
	Great Eastern Country Zone	President Cr Stephen Strange
	Great Southern Country Zone	Cr Ronnie Fleay
	Kimberley Country Zone	Cr Chris Mitchell JP
	Murchison Country Zone	Cr Les Price
	North Metropolitan Zone	Cr Frank Cvitan JP
	North Metropolitan Zone	Mayor Mark Irwin
	North Metropolitan Zone	Cr Russ Fishwick JP
	Peel Country Zone	President Cr Michelle Rich
	Pilbara Country Zone	Mayor Peter Long
	South East Metropolitan Zone	Cr Julie Brown
	South East Metropolitan Zone	Mayor Ruth Butterfield
South Metropolitan Zone	Cr Doug Thompson	
South Metropolitan Zone	Mayor Carol Adams OAM	
South Metropolitan Zone	Mayor Logan Howlett JP	
South West Country Zone	President Cr Tony Dean	
Ex Officio	Lord Mayor – City of Perth	Lord Mayor Basil Zempilas
Secretariat	Chief Executive Officer	Mr Nick Sloan
	EM Commercial & Communications	Mr Zac Donovan
	EM Governance & Organisational Services	Mr Tony Brown
	EM Infrastructure	Mr Ian Duncan
	Acting EM Strategy, Policy & Planning	Ms Nicole Matthews
	Manager Strategy & Association Governance	Mr Tim Lane
	Executive Officer Governance	Ms Katherine Robertson
1.2 Apologies	Gascoyne Country Zone	President Cr Cheryl Cowell
	Local Government Professionals WA	Mr Jamie Parry

### 1.3 Announcements

- 1.3.1 WALGA acknowledges the Yawuru people who are the Traditional Custodians of the land on which we meet today, and pays respects to their Elders past and present.

## 2. MINUTES

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### 2.1 Minutes of Meeting Held 7 July 2021

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#### RECOMMENDATION

That the Minutes of the WALGA State Council Special Meeting held on [Wednesday, 7 July 2021](#) be confirmed as a true and correct record of proceedings.

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### 2.2 Flying Minute – 2021-22 State Budget Submission

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#### RECOMMENDATION

That the [Flying Minute – 2021-22 State Budget Submission](#), be confirmed as a true and correct record of proceedings.

---

### 2.3 Flying Minute – WALGA Submission: Inquiry into the Delivery of Ambulance Services in Western Australia

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#### RECOMMENDATION

That the [Flying Minute – WALGA Submission: Inquiry into the Delivery of Ambulance Services in Western Australia](#), be confirmed as a true and correct record of proceedings.

## 3. DECLARATIONS OF INTEREST

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

## 4. EMERGING ISSUES

Notification of emerging issues must be provided to the Chair no later than 24 hours prior to the meeting.

## 5. MATTERS FOR DECISION

- As per matters listed
- Items Under Separate Cover to State Council only

## 6. MATTERS FOR NOTING / INFORMATION

- As per matters listed

## 7. ORGANISATIONAL REPORTS

### 7.1 Key Activity Report

7.1.1 Commercial and Communications Unit

7.1.2 Governance and Organisational Services

- 7.1.3 Infrastructure
- 7.1.4 Strategy, Policy and Planning

## 7.2 Policy Forum Report

### 7.3 President's Report

#### **RECOMMENDATION**

That the President's Report for September 2021 be received.

### 7.4 CEO's Report

#### **RECOMMENDATION**

That the CEO's Report for July 2021 be received.

## 7.5 Ex Officio Reports

7.5.1 LG Professionals President, Jamie Parry, is an apology for this meeting.

7.5.2 The Right Honourable Lord Mayor Basil Zempilas to provide City of Perth report to the meeting.

## **8. ADDITIONAL ZONE RESOLUTIONS**

To be advised following Zone meetings.

## **9. DATE OF NEXT MEETING**

The next ordinary meeting of the WALGA State Council will be held in the Boardroom at WALGA, ONE70, LV1, 170 Railway Parade, West Leederville on Wednesday, 1 December commencing at 4:00pm.

## **10. CLOSURE**

# Agenda Items

<b>5. MATTERS FOR DECISION.....</b>	<b>5</b>
5.1 External Oversight of Local Level Complaints (05-034-01-0001 JM) .....	5
5.2 Tender Exemption Provisions – General Practitioner Services (05-034-01-0005 TB) .....	8
5.3 Phase 2 Planning Reform Submission (05-047-02-0015 CH/RP) .....	10
<b>6. MATTERS FOR NOTING / INFORMATION .....</b>	<b>42</b>
6.1 Stop Puppy Farming Legislation (05-034-01-0001 FM) .....	42
6.2 Regional Telecommunications Resilience (05-059-03-003 JB).....	44
6.3 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB).....	46
6.4 2021-22 State Budget Submission (05-001-03-0006 DM) .....	47
6.5 WALGA Submission: Inquiry into the Delivery of Ambulance Services in Western Australia (05-030-03-0001 BW) .....	50
<b>7. ORGANISATIONAL REPORTS.....</b>	<b>52</b>
<b>7.1 Key Activity Reports .....</b>	<b>52</b>
7.1.1 Report on Key Activities, Commercial and Communications Unit (01-006-03-0017 ZD) ...	52
7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)	54
7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID).....	56
7.1.4 Report on Key Activities, Strategy, Policy and Planning Unit (01-006-03-0017 NM) .....	58
<b>7.2 Policy Forum Report (01-006-03-0007 TB).....</b>	<b>61</b>
<b>STATUS REPORT ON STATE COUNCIL RESOLUTIONS.....</b>	<b>62</b>

## 5. MATTERS FOR DECISION

### 5.1 External Oversight of Local Level Complaints (05-034-01-0001 JM)

By James McGovern, Manager Governance and Procurement

#### RECOMMENDATION

**That WALGA advocate for an external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.**

#### Executive Summary

- The *Local Government (Model Code of Conduct) Regulations 2021* were Gazetted on 3 February, with a requirement that all Local Governments adopt Code of Conduct based on the Model within three months;
- Division 3 of the Model Code introduced new provisions for behavioural complaints to be made and managed at the local level, with the Model Code requiring Local Government to deal with complaints and arrive at findings;
- The Local Government sector has expressed concern that the new system of local level complaints will give rise to actual or perceived conflicts of interest, particularly where Councillors who are the complainant or respondent are involved in dealing with the complaint.
- WALGA's Governance and Organisational Services Policy Team considered this matter on 6 July, resolving:

*That the Governance and Organisational Services Policy Team SUPPORT the preparation of an agenda item to the next State Council meeting in September 2021, summarising the external oversight models in other jurisdictions and make recommendation for the adoption of a model closely aligned to the Victorian Councillor Complaints Framework.*

#### Background

The Local Government sector is concerned that the regulated local level complaints management system directly involves Local Governments in the assessment, findings and determining actions arising from complaints. This is exemplified in the State Council resolution of December 2020:

*That WALGA:*

- *Does not support the inclusion of local level complaints about alleged behavioural breaches and Local Governments dealing with complaints provisions in Division 3, Clauses 10 and 11; and*
- *Supports an external oversight body to manage local level complaints involving council members as prefaced in the Local Government Review Panel Report, City of Perth Inquiry Report and Select Committee into Local Government Report, to be considered in a future Local Government Act.*

At the same State Council meeting, the following WALGA advocacy position was adopted in relation to the Local Government Act Review Panel Report:

#### 2.6.7 External Oversight

*Position  
Statement*

*The Local Government sector supports:*

1. *Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.*
2. *Remove the CEO from being involved in processing complaints.*

3. *That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.*

Research undertaken into the approach of other jurisdictions identifies similar legislation dealing with local level complaints but incorporating an independent assessment mechanism. The following information provides a summary of the independent assessment of council member complaints:

#### Victoria

A Councillor Conduct Framework was established under the *Local Government Act 2020* (Vic) which provides a hierarchy for the management of Councillor conduct issues. Under the Councillor Conduct Framework:

- complaints of misconduct by a Councillor are heard and determined under the Council's internal arbitration process by an independent arbiter;
- complaints of serious misconduct by a Councillor are heard and determined by independently established Councillor Conduct Panels; and
- allegations of gross misconduct are dealt with by Victorian Civil and Administrative Tribunal.

The Municipal Association of Victoria (MAV) provided comment indicating support for the Councillor Conduct Framework, albeit the legislation is relatively new. MAV are confident that the consultation leading to the adoption of the *Local Government Act 2020* will provide for a fair, timely and independent resolution of Councillor Complaints. A detailed summary can be found [here](#).

#### Queensland

The *Local Government (Councillor Complaints) and other Legislation Amendment Act 2018* (Qld) established the Office of the Independent Assessor (OIA) to investigate and assess Councillor complaints, and provided the OIA with jurisdiction to investigate and prosecute claims against Councillors from all Local Governments in Queensland. The Independent Assessor reports directly to the Minister for Local Government.

The Independent Assessor investigates and assesses complaints about Councillor conduct involving inappropriate conduct and misconduct; corruption allegations received by the OIA are referred to the Queensland CCC. The Independent Assessor also:

- provides advice, training and information about dealing with alleged or suspected inappropriate conduct, misconduct or corrupt conduct to Councillors, Local Government employees and the public.
- prosecutes misconduct offences via the Councillor Conduct Tribunal.

The Local Government Association of Queensland provided comment that there are some concerns with the operation of the OIA due to the interpretive nature of the *'inappropriate conduct'* and *'misconduct'* definitions within the legislation. This is resulting in a growing number of seemingly trivial matters being dealt with by the OIA and the LGAQ is currently seeking a review of the *Local Government (Councillor Complaints) and other Legislation Amendment Act 2018*. A detailed summary can be found [here](#).

#### Tasmania

In 2016 Tasmania established a Code of Conduct Framework, replacing a former model where complaints dealt with by individual Councils was regarded as lacking consistency and credibility.

Key aspects of the current framework, which is currently under review, include:

- A Model Code of Conduct (made by order of the Minister for Planning and Local Government) which prescribes the standard of behaviour that all Tasmanian Councillors are required to meet when performing their role;
- The Minister's independent Local Government Code of Conduct Panel which is responsible for the investigation and determination of code of conduct complaints; and
- The availability of new sanctions to the Panel in relation to breaches and an ability to dismiss frivolous and vexatious complaints.

The Local Government Association of Tasmania provided comment that the Code of Conduct Framework was being used for unintended purposes and resulting in high legal costs, for example; a Council raised concern that the Code provisions were being used to threaten Councillors on the basis of how they vote on matters; and Member Councils provided information that dealing with the Code is leading to the accumulation of legal costs from between \$40,000 and \$100,000. Having identified the unintended consequences of the Code of Conduct Framework, the Association has been lobbying for a review of the Code and this remains in the consultation phase. A detailed summary can be found [here](#).

### South Australia

Legislation currently before the State's Parliament will soon be proclaimed and introduce behavioural standards to be managed by an independent Behavioural Standards Panel. Concurrently, the legislation will require that Local Governments develop a Behavioural Management Policy based on statewide behavioural standards given effect by the Minister for Local Government with alleged breaches of the policy to be referred to the Standards Panel, which will have powers ranging from censure to three month suspension. Local Governments will have the ability to manage behavioural issues by arranging for mediation or arbitration depending on the behavioural issue arising and the willingness of involved parties to participate.

The Local Government Association of South Australia provided comment that the new legislation is reflective of feedback from the SA Local Government sector and the Association is confident the legislated process meets expectations.

### **Conclusion**

The Governance and Organisational Services Policy Team members requested that the Secretariat ensure that advocacy includes considering flexibility in how matters might be dealt with locally and to ensure that any future complaints process did not detract from the leadership role of the Mayors and Presidents to guide Council Members. There remains a role for Mayors and Presidents to play a leadership role by encouraging behavioural concerns or inter-personal disputes between Elected Members to be conciliated to a satisfactory conclusion between the parties, without necessarily requiring recourse to a local level complaints process.

The Minister for Local Government, Hon John Carey addressed WALGA State Council in May 2021 and has expressed tacit support for an independent approach to managing local level complaints. WALGA's assessment of the separate jurisdictional approaches to external oversight models favours the Victorian model as it most closely meets the WALGA advocacy positions relating to independent complaints management frameworks.



## 5.2 Tender Exemption Provisions – General Practitioner Services (05-034-01-0005 TB)

By Tony Brown, Executive Manager, Governance and Organisational Services

### RECOMMENDATION

That WALGA:

1. Adopt a new Advocacy Position Statement under ‘Local Government Legislation - Tender Exemption General Practitioner Services’:

***WALGA advocates for the inclusion of a tender exemption for General Practitioner (GP) services under Part 4, Division 2 of the Local Government (Functions and General) Regulations 1996, to support Local Governments to secure and retain necessary primary health care services for their communities; and***

2. Undertake additional research in support of the Advocacy Position with the following aims:
  - a. Identify State and Federal Government policy settings and other factors contributing to gaps in primary health care services in regional communities; and
  - b. Quantify the number of regional Local Governments that have current contracts, or are proposing to enter into contracts, for General Practitioner services and the associated costs to Local Government incurred.

### Executive Summary

- Local Governments advise that:
  - There is a limited pool of General Practitioners (GPs) willing to relocate to regional areas, let alone remain long term as a part of the community;
  - Communities place high value on local GP services and therefore, value Local Government exercising general competence powers to attract and retain GP services;
  - GP services are acquired by either directly engaging a GP as an employee of the Local Government, or by tendering for services;
  - Community expectations are inconsistent with Local Government tender obligations where a community expects the Local Government to retain a well-regarded GP that is willing to continue in the role, but compliance requires Local Government to re-market GP services initially acquired by a tender process with potential risk that the current service provider may not engage in the new tender process.
- WALGA advocacy for a ‘*size and scale*’ regional tender exemption for GP services will support regional Local Governments and their communities to secure necessary primary health care.
- Further research is proposed to support WALGA’s proposed advocacy.

### Policy Implications

This report proposed WALGA’s adoption of a new Advocacy Position for Tender Exemption – Regional General Practitioner Services.

### Background

The Central Country Zone at its meeting held 21 February 2020 requested WALGA investigate tendering issues for General Practitioner (GP) services in rural areas and consider a tender exemption for GP services under the *Local Government (Functions and General) Regulations 1996*.

At the March 2020 State Council meeting, the matter was referred to the Governance and Organisational Services Policy Team which resolved on 29 June 2020, to include this issue as part of WALGA’s Phase 2 Local Government Act Review advocacy. The Policy Team revisited the issue in July 2021 and support the proposed advocacy recommendation.

It is noted that in February 2000, a related issue led to the amendment of Regulation 30(2) of the *Local Government (Functions and General) Regulations 1996* to provide for an exemption from the

disposal of property provisions under s.3.58 of the *Local Government Act 1995* where a Local Government is 'leasing of land to a person registered under the *Health Practitioner Regulation National Law (Western Australia)* in the medical profession to be used for carrying on his or her medical practice'.

### **Comment**

Advocacy proposed in this report aligns with WALGA's existing advocacy position in relation to Regional Health Services, adopted in 2018:

*The Association supports continuing to work with affected Local Governments and key stakeholders to identify and develop collaborative strategies. The Association supports continuing to advocate to the State Government to prioritise regional health and the regional health workforce. The Association supports developing a policy connection with the Australian Local Government Association as a pathway for advocating for stronger specialised regional health workforces.*

(State Council Resolution September 2018 – 105.5/2018)

Robust advocacy will require research and consideration of a range of matters, including:

- The proposal for a tender exemption for procurement of GP services. This may be an opportunity for 'size and scale' innovation, but should also consider probity and best value principles.
- The implications of State and Federal Government policy settings and other factors contributing to reduced primary health care services in regional communities and the consequential cost shifting to Local Government. This may require separate advocacy considerations.
- The number of regional Local Governments and the quantum of costs incurred through contracting GP services, to evidence the costs that have been shifted to the Local Government sector.

## 5.3 Phase 2 Planning Reform Submission (05-047-02-0015 CH/RP)

By Chris Hossen, Policy Manager, Planning and Building & Ruby Pettit, Policy Officer Planning

### RECOMMENDATION

**That the submission to the Department of Planning, Lands and Heritage on Phase 2 Planning Reform be endorsed.**

### Executive Summary

- Phase 2 of the *Action Plan for Planning Reform* has been released for comment by the Department of Planning, Lands and Heritage (DPLH). Phase 2 builds upon the reforms initiated through the Independent Planning Reform Team's Green Paper (2018) and the State Government's Action Plan for Planning Reform.
- Phase 2 proposes 28 reform initiatives under three overarching goals, while also requesting community and stakeholders submit their own ideas for additional reforms of the planning system.
- WALGA's submission provides a response to all relevant reform initiatives as well as detailed commentary on suggested further areas for reform. Broadly the Association's suggested reforms aim to enhance liveability and sustainability, as well as improve efficiency and role definition within the planning system.

### Attachments

- [Planning Reform Phase 2 – Action Plan for Planning Reform](#)
- WALGA Planning Reform Phase 2 Submission

### Policy Implications

Relevant WALGA Advocacy Position Statements:

*6.1 Planning Principles – All legislation and policy that deals with planning and development must:*

- *ensure role clarity and consistency across all legislation controlling development, to avoid confusion of powers and responsibilities,*
- *be easily interpreted by, understood by, and accessible to all sections of the community, and*
- *be amended only with WALGA involvement and/or consultation/involvement with Local Government.*

*6.2 Planning Reform – The Local Government sector supports the underlying principles of planning reform and the continuing focus of streamlining the planning system.*

*6.5 Development Assessment Panels – the Association does not support Development Assessment Panels, in their current structure.*

The Recommendations in the submission are consistent with WALGA's previous submissions on Phase 1 Planning Reform, the Independent Planning Reform Green Paper and the Planning Makes it Happen reform process.

### Background

The current planning reform process was initiated as a result of the Independent Reviewer's Green Paper (2018), which proposed five key areas of reform: strategically-led, legible, transparent, efficient and delivering smart growth. In 2019, an Action Plan for reform of the planning system was released by the Minister for Planning. The first phase of planning reform was introduced through amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* and amendments to the *Planning and Development Amendment Act* in 2020, with the intent to create a more flexible, responsive and contemporary planning system to drive Western Australia's economic recovery through the COVID-19 pandemic. This included creation of a State Development Assessment Unit

(SDAU) to assess State Significant development, the creation of a head of power to establish a Special Matters Development Assessment Panel, and a reduction in the number of Development Assessment Panels from nine to five.

Phase 2 builds on these earlier reforms of the Action Plan, proposing reforms across three key themes: planning creates great places for people; planning is easier to understand and navigate; and planning systems are consistent and efficient. It is intended that feedback on Phase Two will inform drafting of amendments to the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*.

In addition to a number of potential reforms, Phase 2 consultation seeks additional suggestions for further areas of reform across the planning system. For this reason, the submission prepared by WALGA has been structured in two parts – part one providing comment on the Department’s proposed reforms, and part two suggesting further areas of reform.

### **Comment**

The release of Phase 2 Planning Reform is generally welcomed, as there has been a clear commitment to date from the State Government to work alongside the Local Government sector prior to implementing proposed reforms. The opportunity for Local Government officers and elected members to be engaged early in these processes has been a positive and constructive approach. Further, WALGA has a demonstrated, long-held commitment to planning reform, in particular the aim to refocus strategic priorities, address design and operational problems in the planning approval process and clarify and streamline institutional arrangements.

WALGA in its submission has provided a response to all relevant reform initiatives as well as detailed commentary on suggested further areas for reform. The majority of reforms proposed by the Department are supported by the Association, noting however that further detail is required on a number of proposals in order to provide meaningful comment on their implications for the sector. The submission also grants the Association a unique opportunity to outline further reforms of the planning system.

As the reforms progress, it is anticipated the Association will have further opportunities to provide comment and engage the Local Government sector on reforms, including through the establishment of working groups. The Minister for Local Government is undertaking complimentary consultation with the sector through both a Red Tape Reduction and Crossover Working Group. WALGA and Local Government representatives are participating in both groups.

The public comment period closed on Tuesday, 31 August, with an extension granted to the Association to provide its comment by Friday, 3 September.

WALGA provided a draft submission to the sector on 9 July for a four-week comment period. WALGA identified three Council endorsed submission (Bayswater, Fremantle and Serpentine Jarrahdale) on the Phase 2 reforms and officer comments were received from seven Local Governments (Vincent, Gosnells, Rockingham, Harvey, Bassendean, Serpentine Jarrahdale and Busselton). These submissions were overwhelmingly supportive of both WALGA’s positions on the proposed reforms and suggested improvements. Two additional suggested reforms have been incorporated into the submission following proposals from Local Governments.

**Attachment to item 5.3**

# Planning Reform Phase 2

## Submission

**August 2021**



**Contact:**

Chris Hossen

Policy Manager, Planning and Building

WALGA

ONE70, LV 1, 170 Railway Parade West Leederville

Phone: (08) 9213 2056

Email: [planning@walga.asn.au](mailto:planning@walga.asn.au)

Website: [www.walga.asn.au](http://www.walga.asn.au)

## 1.0 About us

The Western Australian Local Government Association (WALGA) is the peak industry body for Local Government in Western Australia. WALGA is an independent, membership-based organisation representing and supporting the work and interests of 139 Local Governments in Western Australia.

WALGA provides an essential voice for approximately 1,222 Elected Members and approximately 22,000 Local Government employees as well as over 2.5 million constituents of Local Governments in Western Australia. WALGA also provides professional advice and services that provide financial benefits to the Local Governments and the communities they serve.

WALGA's governance structure is comprised of WALGA State Council, the decision-making representative body of all Member Councils, responsible for sector-wide policy making and strategic planning on behalf of Local Government, and Zones, (5 metropolitan and 12 country), groups of geographically aligned Member Councils responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters.

## 2.0 WALGA's comments

WALGA welcomes the opportunity to comment on Phase 2 of the State Government's planning reform agenda. **Local Governments have been consulted in the development of this submission and it has been endorsed by WALGA State Council.**

Local Government is an important decision maker, regulator, and participant in the planning system, and has a key role in setting the strategic land use planning framework and managing statutory functions at a local level as part of the Western Australian planning system. As such, the community has a strong expectation that local character will continue to be considered within the planning framework and that Local Government is the level of government best placed to ensure this.

WALGA acknowledges the ongoing engagement between the Department of Planning, Lands and Heritage (DPLH) and the Local Government sector throughout the State Government's planning reform agenda. The opportunity for Local Government officers and elected members to be engaged early in these processes has been a positive and constructive approach to date, and we welcome opportunities to continue this going forward.

WALGA has previously commented on a number of reviews to the planning system, including submissions on the *Planning makes it happen – Phase 2 Planning Reform Discussion Paper* in 2013, the *Planning makes it happen: phase two: Blueprint for planning reform* in 2014, the *Independent Planning Reform – Green Paper* in 2018, and the Phase 1 of the *Action Plan for Planning Reform*.

WALGA has a demonstrated, long-held commitment to supporting planning reform, in particular the aim to refocus strategic priorities, address design and operational problems in the planning approval process and clarify and streamline institutional arrangements. To this end WALGA has operated the Planning Improvement Program (PIP) since 2012, whose mission statement is to ensure better outcomes through consistency and efficiency by providing best practice examples and information for Local Government.

In framing a response to The State Government's Phase 2 consultation WALGA is guided by the State Council endorsed principle that all legislation and policy which deals with planning and development must:

- ensure role clarity and consistency across all legislation controlling development, to avoid confusion of powers and responsibilities,
- be easily understood by, and accessible to, all sections of the community,
- be amended only with WALGA involvement and/or more direct consultation/involvement with Local Government.

The comments in this submission are in two parts. The first relates to the proposed reforms raised by the State Government in its *Phase 2 Reform Summary*, with comments in this section restricted to those relevant to Local Government. The second part of the submission responds to the State Government's request for further suggestions for reform and details other matters WALGA considers would improve the effectiveness of the planning system for the benefit of the community.

Several of the proposed reforms outlined by the Government are at this stage lacking in detail. While the Association has provided conditional support to these as concepts, with disclaimers as necessary, should the Government move ahead with these reforms comprehensive engagement with the Local Government sector will be required to ensure that the regulatory settings of any changes will not create unexpected consequences for applicants, decision makers and the communities they serve.



### 3.0 Comment on proposed amendments

WALGA's position and additional commentary on proposed reforms raised by the State Government in its *Phase 2 Reform Summary* are summarised in the table below. Comments in this section are restricted to those amendments of relevance to local government.

Potential reform	Level of support	Comment
<b>Planning creates great places for people</b>		
Government led structure planning for areas of key strategic importance with fragmented land ownership. Consider and test legislative or regulatory amendments required.	Further Information required	<p>The State Government has a range of existing regulatory tools to manage the comprehensive planning of strategic and/or complex sites. This includes Improvement Plans and Schemes, Planning Control Areas, Special Control Areas, identification of land as a Redevelopment Area under the Metropolitan Redevelopment Authority Act 2011, and through the establishment of specific legislation such as the Swan Valley Planning Act 2020.</p> <p>While the Association is not opposed to the State Government taking a more involved role in structure planning for strategic sites, there is insufficient information within this proposal to comment in detail at this stage. The establishment of such a regime and the testing of any new instrument should be done in cooperation with the Local Government sector.</p> <p>In the experience of Local Governments, the key barrier to delivering infill development in areas of fragmented land ownership is the coordination and delivery of infrastructure, particularly trunk infrastructure. A decision of the State to take on structure planning activities for an area may provide an opportunity for better coordination between infrastructure agencies in the delivery of infrastructure for planned areas as determined through the approval process in an agreed timeframe.</p>
Introduce statutory and regulatory amendments to reduce duplication in decision-making and better balance land use, transport and road planning outcomes for key urban roads and highways. Finalise new Movement and Place Framework.	Supported	<p>For development proposals that seek access to or near a major road a second approval is often required from the authority charged with managing the road, generally Main Roads or the WAPC. This approval, while often sought in conjunction with a development approval is not subject to the same review rights and may, depending on the view of the transport authority, not align with the intended place outcome of the planning authority. Thus, the desires of the transport authority may usurp or undermine the agreed urban development outcome for a site.</p> <p>The current legislative framework has the effect of giving primacy to the interests of transport authorities, often at the expense of Local Governments. Transport authorities are primarily concerned with the need to ensure efficiency (continuous vehicle flows) in the road network, which is often at odds with Local Governments who are invested in the development of economically and culturally successful urban corridors and activity centres. Under the current legislative</p>

Potential reform	Level of support	Comment
		<p>framework matters such as access, traffic speeds, pedestrian crossing points, and intersection treatments are wholly in the purview of Main Roads and therefore, seeking approval for alternative arrangements that support vibrant places can be difficult. For these reasons, the Association has previously supported shifting the overarching responsibility for transport planning along identified urban corridors within the Central Sub-Regional Planning Framework to the Department of Transport.</p> <p>The Association has been an active participant in the development of the Movement and Place Framework being prepared by the Department of Transport and supports the Framework's finalisation following consultation with the Local Government sector. This Framework offers the potential to create a whole of Government position on the role of particular roads and streets as both movement corridors and places in their own right. Finalisation of the Framework will be an important step in delivering on the intent of this proposed planning reform.</p>
<p>Review and reform developer contribution plans, specifically to streamline the assessment and approvals process.</p>	<p>Not supported</p>	<p>The WAPC recently completed a comprehensive review of State Planning Policy 3.6 Infrastructure Contributions (SPP3.6). This review took over five years to complete. Following the completion of SPP 3.6 several modifications to the Local Planning Scheme Regulations 2015 are being drafted to operationalise the Policy.</p> <p>It is the Association's view that further changes to the Development Contribution system are not required at this time. Rather, the newly gazetted SPP 3.6 should be afforded time to be implemented and monitored before additional changes are contemplated.</p> <p>The proposed reform talks to reviewing development contribution plans to streamline assessment and approval. The need for this reform is unclear as development contribution plans do not affect the delivery of subdivision or development given that interim contributions are made possible by SPP 3.6 and widely used.</p> <p>Streamlining the creation and assessment of development contribution plans should not be prioritised at the expense of landowners and developers having rights to be consulted on the way that development contributions are determined, and the opportunity to seek a review by an independent third party regarding the calculation of costs and return of funds.</p>
<p>Reduce duplication and conflict in decision making across State and local Government through</p>	<p>Supported</p>	<p>Western Australia has three region schemes in operation - The Metropolitan Region Scheme, the Peel Region Scheme, and the Greater Bunbury Region Scheme, which operate in tandem with Local Planning Schemes.</p>

Potential reform	Level of support	Comment
regulatory and statutory amendments.		<p>Under the current planning framework dual approval under both a region and local planning scheme is required. In practice most approvals under a region scheme are delegated to Local Government and an applicant only observes one process. However, applicants are still technically required to lodge two forms and receive approval under both Schemes, where relevant.</p> <p>However, the current arrangement creates a complex and convoluted series of delegations from the WAPC to Local Government, which may not only affect the proposal but also the tenure of the land or the response from state authorities as part of a referral process.</p> <p>WALGA supports regulatory amendments to reduce the need for dual determination under both local and region schemes.</p> <p>For example, it is recommended that the WAPC instrument of delegation be amended such that advice from government agencies (such as Main Roads WA) is advice only and does not determine whether a local government is required to refer an application to the WAPC for determination where the recommendations of the agency and local government differ.</p> <p>Secondly, applications on reserved land should be lodged directly to the WAPC for determination. The current requirement is for local governments to receive the applications, and then immediately forward the application to the WAPC within 7 days. This process is confusing for applicants as well as being inefficient and creating additional regulatory burden for both Local Government and the DPLH.</p> <p>The Association recommends that the WAPC establish a Local Government Stakeholder Reference Group to guide the formulation of a contemporary dual approval process and reorganisation of WAPC delegations to Local Government.</p>
Finalise new State Planning Policy to guide medium density development	Supported	<p>WALGA has previously provided a submission regarding SPP7.3. WALGA broadly supports the intention of SPP7.3 to guide medium density development, particularly its intent to increase housing diversity and high-quality infill outcomes.</p> <p>WALGA support for this initiative should be read in conjunction with the specific comments made in its submission on SPP7.3.</p>

Potential reform	Level of support	Comment
<p>Develop and consult on a new Neighbourhood Design Policy to modernise and replace existing policy guidance.</p>	<p>Supported</p>	<p>The 2016 Independent Review into the Planning System (Green Paper) that informed the Action Plan for Planning Reform proposed to establish a new Smart Growth State Planning Policy (for infill areas) and to elevate Liveable Neighbourhoods (LN) to a SPP status.</p> <p>The Association supports the proposition to elevate LN to a SPP status, noting:</p> <p><i>“The underlying notion that the matters dealt with in the current iteration of Liveable Neighbourhoods should be elevated to the Status of a State Planning Policy is supported. However the Association finds contradiction in this recommendation and that of recommendation 5.2.1, which seek to develop two new standalone State Planning Policies outside the single State Planning Policy proposed in recommendation 2.2.1.”</i></p> <p>The Association continues to be of the view that the principles of Liveable Neighbourhoods and Smart Growth are strongly aligned and the principles of Smart Growth should apply to both greenfield and urban in-fill sites.</p> <p>Therefore, in line with the common theme of simplifying the planning system, it would seem logical for an elevated Neighbourhood Design Policy to have common Smart Growth principles and objectives for urban development in both greenfield and in-fill areas located outside activity centres and designated precincts.</p>
<p><b>Planning is easier to understand and navigate</b></p>		
<p>Elevate status of local planning strategies to ensure all local governments have a clear development vision for their communities.</p>	<p>Conditional Support</p>	<p>The Association supports in principle the idea of elevating the status of Local Planning Strategies to give certainty to development outcomes for local communities. There is growing community angst concerning the form and scale of development occurring within both existing communities and growth areas. While Local Governments are committed to delivering the state planning framework and dwelling targets through their local planning frameworks, the connection between these targets and how they will be met through local planning strategies has weakened in recent years by what at times appears to be arbitrary increases in density required by the WAPC prior to advertising. This growing disconnect has partially fuelled community concern towards development.</p> <p>Clearer guidance will be required in the Local Planning Manual to clarify what is required to be included within a Local Planning Strategy. The existing requirements within the manual are extensive and arguably onerous for many Local Governments. The manual should also be amended to support a stronger connection to the Strategic Community Plan and more appropriate scalability of the content for smaller and low growth local governments.</p>

Potential reform	Level of support	Comment
		<p>The Association has made additional recommendations regarding Local Planning Strategies in Part 4 of this Submission. Comments in this part should be read in conjunction with those in Part 4.</p>
<p>Introduce a new simplified and efficient system for review of State planning policies, including new Regulations.</p>	<p>Supported</p>	<p>The <i>Planning and Development Act 2005</i> outlines the process for creating and reviewing SPPs. The Act currently does not distinguish between a new SPP and an amendment to an existing SPP. Thus, any change to an SPP requires full compliance with the requirements of the Act.</p> <p>Establishing a process through Regulations that allows for a contemporary approach to SPP review is supported. WALGA supports the retention of the current wording of Cl. 28(1) of the Act, which mandates consultation with impacted Local Governments and/or WALGA during the preparations of a SPP, with detail on how this should occur being placed in Regulation.</p> <p>WALGA recommends consideration of a ‘minor’ amendment pathway for SPPs as this will reduce regulatory burden and ensure that low-impact changes to SPPs can occur outside formal review periods, or where complimentary changes are required in response to other new or amended SPPs.</p> <p>At the time of writing, several SPPs are outdated and require review to align with State Planning Strategy and contemporary urban planning principles. The older policies have reduced effectiveness as their age calls into question the level of due regard that decision makers should give them.</p> <p>Consideration should also be given to setting end dates to SPPs and standard policy review periods. This approach has been systematically implemented for other statutory and policy tools within the planning framework. Such a mechanism would ensure that SPPs remain contemporary and relevant and are able to be afforded the appropriate level of regard in decision making.</p>
<p>Launch online planning portal to track applications and facilitate improved community engagement.</p>	<p>Conditional support</p>	<p>WALGA is unable to provide its full support of this recommendation until further information is provided, including:</p> <ul style="list-style-type: none"> <li>• Clarification on what types of applications will be tracked by the portal i.e. will it only be used for applications lodged with the State or by all decision makers, including Local Governments?</li> <li>• Clarification that Local Governments will be involved in the design of the portal, to ensure its usability for local practitioners, decision makers and residents.</li> </ul>

Potential reform	Level of support	Comment
		<ul style="list-style-type: none"> <li>Clarification that the State will be responsible for the portal's construction and maintenance costs i.e. that this responsibility will not fall to Local Governments.</li> </ul> <p>Many Local Governments have implemented application tracking software that incorporates community consultation and transparency features. These systems are generally integrated into the information technology suites used by Local Governments. It is important that any portal developed by the state does not make these systems redundant and that any State tool developed offers the same level of functionality as currently provided by Local Government.</p>
Further improve consistency of consultation on development applications	Conditional support	<p>Phase 1 of Planning Reform was partially tasked with creating greater consistency in community consultation on local development matters. The Association has supported these reforms through Local Government Stakeholder Reference Groups that informed the Phase 1 Reforms.</p> <p>Phase 1 Reforms implemented:</p> <ul style="list-style-type: none"> <li>New consultation requirements for non-complex and complex DAs, including the requirement to advertise complex applications for 28 days, have a sign on-site and to provide written notification to owners and occupiers within a minimum 200m radius of the development, and</li> <li>Mandating online publication of applications and associated documents.</li> </ul> <p>The Association has been working with Local Governments to improve community consultation practices since 2015 and has prepared an <i>Advertising of Planning Proposals Model Local Planning Policy</i> and a <i>Guide to Community Engagement on Planning Matters</i>. These documents have been used extensively by Local Governments in the development of their community consultation Local Planning Policies. The Association is not opposed to greater consistency in consultation practices for development applications, however such work should be informed by Local Government practitioners through a Local Government Stakeholder Reference Group to inform the nature and extent of any proposed reform in this regard.</p>
Introduce new requirements for plain English, one-page community focused summaries of proposed local and regional planning scheme amendments.	Conditional support	<p>Local governments currently provide sufficient information within advertised Scheme amendments as part of their consultation process and during the scheme amendment initiation process. As a result, the production of one-page community focused summaries may be a duplication of process and therefore, represents an additional administrative burden to local governments in the case of local Scheme amendments.</p> <p>Where a Scheme Amendment is lodged by an applicant there may be value in the inclusion of a one-page summary as a requirement of lodgement. Where an amendment may lead to a change in built form, a graphical representation of this change should be included.</p>

Potential reform	Level of support	Comment
<p>Clarify use and function of local planning policies and identify an appropriate lifespan for their operation.</p>	<p>Neutral</p>	<p>Clause 3 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 is clear on the ability for Local Governments to prepare a Local Planning Policy (LPP) and states that -  <i>“[a] local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area.”</i></p> <p>While this regulation permits LPPs to be established over a broad range of matters, the wording of cl. 3(2) and cl. 3(3) of the deemed provisions clarify this further. Clause 3(3) states that an LPP can address a strategic or operational matter but must be based on sound town planning principles. Further, cl. 3(2) states that an LPP may be applied to either one or more classes of matters and can be applied to a part or the entirety of a Scheme area.</p> <p>The Association contends that the use of LPPs is clearly outlined in the Regulations, and that the discretion of local governments to determine if a local planning policy is warranted to address a specific local planning matter should be retained.</p> <p>There is however a need to better clarify the purpose of an LPP within the planning decision making, as this is not currently clearly defined. The State Administrative Tribunal has provided some guidance on this matter, stating that an LPP  <i>“as a matter of ‘[g]ood public administration’, is for the decision-maker to formulate, adopt and publish planning principles that find expression in a planning policy in order to guide the decision-maker’s exercise of discretion in planning assessment decision making.”</i><sup>1</sup></p> <p>The Association supports the formation of a Local Government Stakeholder Reference Group to guide further consideration of the function of LPPs within the planning framework.</p> <p>The Association is not opposed to the principle of applying clearly defined lifespans for LPPs. Notwithstanding, it must be noted that Local Governments already undertake regular reviews of their local planning frameworks. As a principle, where a Local Government undertakes a public review of a LPP any timespan set through the Regulations should reset.</p> <p>Further, the application of lifespans to LPPs should take into consideration the pace of change for different communities across Western Australia. That is, it would not be appropriate for a rural Local Government with slow (or no) population growth and limited development activity to be held to the same review schedule as a growth metropolitan Local government with a dynamic population and local planning framework.</p> <p><small>1 Clive Elliott Jennings &amp; Co Pty Ltd v Western Australian Planning Commission (2002) 122 LGERA 433 [24]</small></p>

Potential reform	Level of support	Comment
Develop standard manner and form for local planning policies to ensure consistency across all local governments.	Conditional support	<p>In 2019 WALGA produced the <i>Model Local Planning Policy – Guideline</i> in collaboration with eight Local Governments. This guideline was produced in response to variations in the content and style of LPPs across Local Governments and the perception that this negatively affected legibility of the planning system. The purpose of the Guide is to:</p> <ul style="list-style-type: none"> <li>• Assist in improving consistency in the way that LPPs are worded, structured and applied across Local Government jurisdictions,</li> <li>• Provide guidance on the preparation and writing of LPPs,</li> <li>• Provide guidance on the way that LPPs could be ordered and numbered,</li> <li>• Provide guidance on how LPPs could be structured, and</li> <li>• Provide a template LPP</li> </ul> <p>The continued use of LPPs, and the ability of Local Governments to set their own local planning frameworks, is vital in ensuring that communities have faith in the planning system’s capacity to provide appropriate contextual responses as Western Australia continues to grow. Standardisation of the content and planning controls within LPPs is not supported by WALGA, and given this situation, is not the purpose of WALGA’s guideline. However, WALGA acknowledges that there is scope to improve both the consistency and legibility of LPPs while retaining appropriate local content and planning controls.</p> <p>The <i>Model Local Planning Policy – Guideline</i> may provide a sound basis for the development of a manner and form for LPPs, and such development should occur alongside Local Government practitioners through a Local Government Stakeholder Reference Group.</p>
Finalise new Planning Engagement Toolkit	Conditional support	<p>WALGA has previously provided a submission to DPLH regarding The Planning Engagement Toolkit. WALGA broadly supports the intention of the Toolkit.</p> <p>WALGA support for this initiative should be read in conjunction with the specific comments made in its submission on the Toolkit.</p>
Develop clear and consistent guidance for structure plans, planning schemes and scheme amendments	Further Information required	<p>Further information is required to allow WALGA to make detailed comment on this proposed reform.</p> <p>WALGA has in the past supported a comprehensive update to the Local Planning Manual. The clear and concise guidance outlined in this proposal should be included in any update to the Manual, following consultation with the Local Government sector.</p>



Potential reform	Level of support	Comment
<b>Planning systems are consistent and efficient</b>		
Scope and implement a new, streamlined pre-lodgement model for development applications, and progressively implement a similar model for other planning processes.	Conditional support	<p>WALGA's understanding of this recommendation is that a formalised process for pre-lodgement advice will be incorporated into the LPS Regulations; and that Local Government will be able to charge a commensurate fee for this service.</p> <p>Based on this understanding, WALGA conditionally supports this recommendation and the proposal is generally welcomed by Local Governments. This support is reflective of the fact that for many Local Governments this is a process that already occurs before an application is lodged. However, pre-lodgement advice is not currently a matter that Local Governments can charge a fee for service, therefore, this portion of the recommendation is welcomed.</p> <p>Any system of pre-lodgement advice must be fit for purpose and designed to work for all Local Governments, including those that have small planning teams or no planning staff (where a consultant may assist in planning matters).</p> <p>The Association recommends that consideration be given to Local Government capacity when considering the wording of any proposed regulation, particularly as to whether this is a 'mandatory' requirement or one in which a request from an applicant for pre-lodgement advice 'cannot be refused' by the Local Government.</p>
<p>Review land use classifications across local planning schemes.</p> <ul style="list-style-type: none"> <li>Rationalising the number of land use classifications.</li> <li>Establishing a more consistent approach to permissible uses.</li> </ul>	<p>Not supported</p> <p>Conditional support</p>	<p>Rationalising land use classifications is not considered appropriate, as land use classifications provide certainty on the type of use and permissibility in differing zones. Reducing the number of land use classifications will result in more applications for 'uses not listed', which adds complexity to planning frameworks and is not a desirable outcome. Considering how fundamental a driver land-use classifications are to the Western Australian decision-making framework any review must look beyond just rationalising the current list. The Local Government sector would be the key stakeholder in any review of land-use classifications. Any review of land-use classification should ensure that contemporary land-uses are considered for inclusion.</p> <p>A Local Government reference group should be established to investigate the potential to standardise land use permissibility in activity centres.</p>

Potential reform	Level of support	Comment
<ul style="list-style-type: none"> <li>Developing a suite of consistent car parking requirements.</li> </ul>	Conditional support	<p>WALGA, in collaboration with state agencies and Local Governments, has prepared a comprehensive Car Parking Guideline to improve consistency in car parking provision and management and encourage the uptake of progressive car parking policies.</p> <p>WALGA supports the establishment of a Local Government reference group to work with state agencies to (1) identify a common set of standard minimum parking requirements that simplify application processes for decision-makers and proponents and (2) identify provisions that allow Local Governments to adopt and apply progressive and alternative approaches to parking provision and management that are evidence-based, enable development and support vibrant, walkable, mixed-use centres.</p> <p>These alternative approaches might include: grouping and rationalising minimum parking requirements, setting requirements based on local demand and supply, removing minimum parking requirements, and introducing parking maximums. WALGA also supports expanding this scope to include end of trip facilities and bike parking.</p>
Working with the local government sector, define timeframes and establish consistent approaches for crossovers (connecting driveway to street).	Conditional support	<p>The establishment of state-wide standards for crossovers is generally supported. WALGA has produced the <i>Guidelines for Residential Vehicle Crossovers</i>, which provides a consistent framework to assist understanding of the requirements of local governments. It is however considered outside the scope of 'planning reform' to establish and impose requirements relating to timeframes and procedural approaches as the management of crossovers is through other Acts of Parliament.</p> <p>WALGA is currently part of a Crossover Working Group convened by the Minister for Housing and Local Government to investigate opportunities for greater consistency and enhanced efficiency with regard to crossovers.</p>
Investigate a central referral process across State Government agencies to improve consistency in consideration of related development matters such as heritage, environment and traffic.	Supported	<p>Delays in development assessment due to late or absent referral responses continue to be a source of frustration for the Local Government sector, evidenced by surveys undertaken by WALGA. The Local Government sector generally shoulders the blame for these kinds of delays, when a significant amount of time is attributable to waiting for a referral agency to respond.</p> <p>Referral processes currently in use in other States should be investigated as part of this suggested reform. For example, timeframes and expectations of referral agencies are embedded within the Queensland planning system and fees payable to referral agencies directly in South Australia help to resource agencies to manage and process referrals. Such measures would greatly improve processes and consistency of referrals in Western Australia.</p>

Potential reform	Level of support	Comment
		<p>A centralised referral system should also be accessible to applicants so that they can see the dates that a request was lodged and the time that it has taken to receive a response from the agency.</p> <p>It is recommended that any central system:</p> <ul style="list-style-type: none"> <li>• be fully funded by the State Government,</li> <li>• be subject to extensive trials before being widely implemented,</li> <li>• be designed and tested by both state referral agencies and Local Government prior to such trials.</li> </ul>
<p>Reduce red tape in assessment and decision-making for region schemes, structure plans and amendments.</p>	<p>Supported</p>	<p>There is wide scope to reduce the regulatory burden associated with decision making for region schemes and structure plans, and amendments to both.</p> <p><b>Region Schemes</b></p> <p>While a minor and major amendment pathway exists for region scheme amendments, in practice both processes are lengthy and involve the same steps. All amendments require referral to the Environmental Protection Authority (EPA) to decide whether environmental assessment is needed, public advertising and presentation to the Minister. The Association supports the establishment of a ‘true’ minor amendment pathway for region schemes.</p> <p>WALGA, in its submission on proposed changes to the <i>Environmental Protection Act 1986</i>, proposed that ‘minor’ amendments to a region scheme that do not materially impact the environment should not require referral to the EPA. This matter is outlined in greater detail in Part 4 of this submission.</p> <p><b>Structure Plans</b></p> <p>The implementation of the Local Planning Scheme Regulations in 2015 created additional regulatory burden for applicants lodging structure plans. Previously, structure plans that did not facilitate subdivision, as well as minor amendments to existing structure plans, could both be handled solely by the Local Government. In the case of minor amendments these could often be determined under delegation by officers.</p> <p>The approval of minor amendments to Structure Plans should be re-delegated to Local Government. This will result in reduced decision timeframes and allow DPLH to focus on larger, more complex structure plans and matters of strategic importance. Secondly, structure plans that do not facilitate subdivision should also be delegated to Local Government.</p>

Potential reform	Level of support	Comment
		WALGA has also made several additional recommendations regarding MRS decision making in part 4 of this submission.
Review advertising timeframes for schemes and local planning strategies.	Support	WALGA supports a review of the advertising timeframes for both schemes and local planning strategies. This work should be informed by Local Government practitioners through a Local Government Stakeholder Reference Group.
Continue collaboration with local government and key stakeholders to identify data and collection method for mandatory reporting of planning activity.	Conditional support	<p>WALGA has been collecting planning and building performance data for the past 4 years through its Performance Monitoring Project. It is WALGA's preference that this data be collected by DPLH through a central database.</p> <p>Data collection/mandatory reporting of planning activity should be applied to all decision makers, not only local government. WALGA has been participating in the Data Collection Stakeholder Reference Group as part of Phase 1 of Planning Reform and will continue to positively contribute to this work.</p>
<b>Development assessment panels (DAP)</b>		
Further reduce the number of panels to three (3).	Conditional support	<p>In principle, the further reduction in the number of panels from five to three is supported, to the extent that this reduces the administrative burden on local governments and enhances consistency of decision making. The reduction in the number of panels will likely see the need for more Local Governments and members of the community to travel greater distances to access a JDAP meeting. The State Government should ensure that the DAP secretariat is adequately resourced to support DAP meetings and provide online access to the community so that distance does not become a barrier to participation.</p> <p>It is important that this reduced number of panels operates in tandem with the following reform to appoint permanent panel members, in order to ensure, as much as possible, that decision-makers possess both expert knowledge and awareness of unique contexts across the state.</p>
Appoint permanent panel members.	Conditional support	WALGA supports the permanent appointment of panel members where this results in consistent decision-making, reduces the potential for conflicts of interest and ensures sound knowledge of DAP processes and procedures. Transparency in the recruitment process for appointment to the panel and independence of panel members from interference from the DPLH and Government is critical to enhancing public understanding and trust of DAP decision-making. Permanent panel members should be restricted from undertaking other paid work in the planning and development industry, or other industries deemed to create a real or perceived conflict to improve transparency and reduce negative community perceptions related to conflicted or biased processes.

Potential reform	Level of support	Comment
Create new Special Matters DAP to deal with development proposals of State significance.	Not supported	<p>The creation of a distinct Special Matters DAP is considered unnecessary, given there are already multiple avenues for determination on the basis of zoning and monetary value of applications. With the above proposed reduction in the number of panels, and appointment of permanent panel members, the need for an additional Special Matters DAP is unclear.</p> <p>Creation of a Special Matters DAP has the potential to further erode public trust in the DAP system as decision-making is further removed from its local context.</p> <p>Rather than the creation of an additional Special Matters DAP, WALGA has formed a position on a number of further reforms required to the current DAP system. These are outlined in detail below in Section 4 of this submission.</p>
Improve public access to clear explanatory materials and greater transparency of DAP decisions.	Supported	<p>WALGA is wholly supportive of greater transparency around DAP processes and decisions, as community distrust of DAP decision-making is a key area of concern for many local governments. As outlined above, transparency should as much as possible extend to the process of appointment and ongoing training of permanent panel members.</p> <p>Other measures such as livestreamed/recorded DAP meetings which give the public better understanding of decision-making processes are also encouraged.</p>
<b>Western Australian Planning Commission (WAPC)</b>		
Consider WAPC composition to reframe it as a more flexible and independent board.	Comment	This reform is noted. WALGA does not support any reduction in the current level of Local Government representation on the WAPC or its committees.
Clarify WAPC functions and powers of the WAPC to ensure focus remains on strategic planning, oversight of the planning system and policy framework, and it will also inform emerging trends and challenges.	Comment	This reform is noted. WALGA has provided a range of recommendations within this submission that seeks to remove minor statutory functions from the WAPC and delegate them to Local Government. The delegation of additional responsibilities from the WAPC will support it in having more of a strategic focus.

## 4.0 Further recommendations for modernisation of the planning system

Additional recommendations and suggestions to modernise the planning system are detailed below. WALGA has focused heavily on proposals that will improve the effectiveness of the planning system for the benefit of the community, streamline the planning system, reduce unnecessary regulatory burden on decision makers and help achieve strategic planning objectives outlined in various State agency documents such as state planning policies.

These initiatives are provided without prejudice and will require further consultation with the Local Government sector during development and prior to implementation.

### 4.1 Addressing Tree Loss on Private Land

#### What is the reform?

The 2017 report *Where should all the trees go?* showed an overall decline in established vegetation across Perth and Peel between 2009 and 2016 and that 85 per cent of Perth's canopy loss is occurring on private land. In Western Australia the removal of a tree on private land is not generally controlled through the planning system. While some mechanisms do exist to protect *significant* urban trees, such as significant tree registers and tree preservation orders, these apply to only a subset of canopy trees on private land and as a result have been unable to reduce the trend of declining urban canopy cover on private land.

The loss of mature trees in urban areas, combined with the impacts of climate change, is contributing to creating hotter cities, suburbs and regional centres. As well as lessening the impact of the urban heat island effect and increasing resilience to a changing climate, improving tree canopy cover increases neighbourhood liveability and amenity, improves air quality, assists to conserve biodiversity and contributes positively to psychological and emotional wellbeing.

The recent changes to the state planning framework to preserve existing trees and include additional trees in new developments will assist in this regard. Likewise, Local Governments are taking action to reduce tree loss on private land and implementing extensive tree planting programs on street verges, parks and other public areas. However, while these initiatives may slow the rate of urban canopy loss, they will not be sufficient to reverse the current trend.

The recently released draft *State Infrastructure Strategy: Foundations for a Stronger Tomorrow* outlines the importance of trees in urban settings and identifies the current planning framework as being deficient in reversing current trends and development patterns. The draft Strategy identifies a State-led approach as necessary to ensure more strategic and equitable outcomes. Recommendation 25 (d) of the draft Strategy states that there is a need to: *'Develop an overarching urban forest strategy for the Perth and Peel regions. This should include: further reviewing existing planning policy settings with regards to the treatment of trees in new greenfield and infill developments.'*

WALGA and the 26 Local Governments that make up the Urban Forest Working Group are currently working to identify new ways to protect urban trees on private land outside the development assessment process. For these initiatives to be successful, support will be required from the State Government.

Thus, a collaboration between the WAPC and Local Government sector is proposed to develop a consistent and effective mechanism within the planning system to protect mature urban trees on private land.

### **What outcomes is the reform likely to achieve?**

This reform will assist in developing a preferred and consistent model for the protection of urban trees across the State's urban landscapes that has both the support of the State and Local Government.

The development of a preferred model will assist Local Governments in working with the community to reduce urban canopy loss on private land. This will in turn help reduce the impact of climate change and the urban heat island effect on communities, increase suburban amenity and liveability and assist in the preservation of Western Australia's unique biodiversity.

The establishment of an agreed mechanisms to address tree loss is an opportunity to improve consistency in the way in which the urban canopy is protected, across jurisdictions, improving legibility of the planning system for decision makers and proponents.

### **What are the ramifications if the reform is not introduced?**

Without an effective model for protecting trees on private land, the current trend in decline of tree canopy will continue. Evidence shows that extensive public planting undertaken by Local Government cannot replace the loss occurring on private land. While the new initiatives through DesignWA go some way to changing the consideration of trees during the development process, trees will remain at risk from removal prior to a DA or subdivision application being lodged or when no DA is required, without changes to the current system.

Should no agreed approach be developed Local Governments will continue to trial and test their own approaches to achieve local objectives, potentially creating confusion for decision makers and proponents who have responsibilities and interests across jurisdictions.

The ongoing loss of our urban forest will lead to our communities being less resilient to climate change, more vulnerable to urban heat, and further diminish the character of our suburbs.

## **4.2 Advancing Net Zero Carbon Buildings**

### **What is the reform?**

In Western Australia, the construction and operation of buildings produces about 25 per cent of the State's carbon emissions. To achieve the objectives of the Western Australian Climate Policy and State net zero emissions target, and avoid catastrophic global warming, emissions from the construction and operation of buildings will need to be significantly reduced.

There are many ways to improve the energy efficiency of buildings, reduce emissions and provide operating cost savings to occupants; however, a range of challenges often prevent these outcomes from occurring, such as up-front construction and renovation costs, the availability of energy efficiency information on individual properties at point of sale or lease, and inadequate planning and building provisions.

This reform would in the first instance establish a key stakeholder reference group, including industry and decision makers, to identify measures to overcome these challenges and help the State achieve a net zero carbon building stock by 2050.<sup>1</sup>

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<sup>1</sup> Measures may include extending the State's carbon emissions targets for social housing under the housing stimulus package to all new buildings. See [Western Australian Climate Policy](#) (Department of Water and Environmental Regulation 2020, p.36).



### **What outcomes is the reform likely to achieve?**

This reform will stimulate economic activity and job creation in the construction, manufacturing and transport industries by identifying and implementing reforms that encourage the uptake of energy efficiency measures in new builds, refurbishments and renovations. This reform will take pressure off the public energy network and make a substantial contribution to reducing the State's greenhouse gas emissions and achieving its net zero emissions target. The reform will align Western Australia with action being taken in other states.<sup>2</sup>

### **What are the ramifications if the reform is not introduced?**

Jobs in the State's construction industry have grown rapidly over the past twelve months due to State and Commonwealth home builder grant programs. As these programs come to end and the construction industry inevitably slows, workers in the sector will seek employment. There is a significant risk of job growth stagnation and economic slowdown in the absence of measures that keep this workforce employed.

Further, buildings constructed today will be standing in 2050 and beyond. As the State's climate continues to warm, the cost of maintaining the habitability of these buildings through growing operating costs and refurbishment will continue to increase. Additionally, achieving the State's net zero emissions targets will become increasingly difficult as the number of energy inefficient buildings grows.

## **4.3 Supporting Local Governments who implement CHRMAPs**

### **What is the reform?**

*State Planning Policy 2.6: Coastal Planning Policy*, requires Local Governments to prepare Coastal Hazard Risk Management and Adaptation Plans (CHRMAPs) to prepare their communities for the effects of rising sea levels and increasing storm intensities resulting from climate change.

Implementing CHRMAPs requires Local Governments to make decisions which may affect property values or are perceived by the community to affect property values. These decisions include establishing special control areas in local planning schemes to oversee development in coastal hazard areas, applying conditions of development approval that require the removal of buildings as sea levels increase and shorelines change, and applying notifications on property titles that notify current and future property owners that land is located in a coastal hazard area.

In NSW, Local Government Councils are afforded protection from litigation when acting in good faith, which would include applying the planning instruments mentioned above. In Western Australia, Local Government staff are afforded protection from such claims through the Local Government Act and Civil Liability Act; however, Local Government Councils are not afforded such protections.

Changes to the Local Government Act would support Local Governments who are required to implement CHRMAPs in accordance with State Planning Policy 2.6.

### **What outcomes is the reform likely to achieve?**

This reform will encourage Local Government Councils to adopt and apply planning instruments to implement local CHRMAPs given they will have confidence that actions carried out in good faith will not be the subject of litigious and vexatious claims by private property owners. The implementation

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<sup>2</sup> For example, see Victoria's [environmentally sustainable development of buildings and subdivisions initiative](#).



of local CHRMAPs is imperative if Western Australia's coastal communities are to effectively adapt to the impending and substantive challenges associated with increasing sea levels and storm intensities.

#### **What are the ramifications if the reform is not introduced?**

Local Governments who make decisions may be subjected to litigation from property owners who, rightly or wrongly, claim that property values have been affected by Council decisions. In turn, Local Governments may avoid making difficult decisions due to the potential for expensive, litigious action, compromising the capacity of Local Governments to adapt to coastal erosion and inundation.

### **4.4 Preserving Public Beaches and Foreshores**

#### **What is the reform?**

The *WA Coastal Zone Strategy (2017)* and *State Planning Policy 2.6: State Coastal Planning Policy (2013)* include clear objectives to preserve Western Australia's beaches and foreshores for public use. However, unlike in other States, permanently inundated land in Western Australia is likely to remain in private ownership due to a quirk in the Land Administration Act.

This issue means that as sea levels rise and coastal and estuarine shorelines move inland and across private property boundaries, more and more of Western Australia's public beaches will become private property.

The definition of Crown Lands in the Land Administration Act should be reviewed and amended so as not to interfere with the common law doctrine of accretion and erosion, which is not interfered with by legislation in any other states, meaning that the Courts can apply the common law doctrine.

A time limited and targeted State Government funding program should be established to accompany this legislative change that offers relief to private property owners who may be affected in the short term.

#### **What outcomes is the reform likely to achieve?**

This reform allows coastal managers and planning authorities to preserve public beach access in line with objectives outlined in *State Planning Policy 2.6: State Coastal Planning Policy* and the *WA Coastal Zone Strategy*, particularly those who may not have revenue streams to construct and maintain engineering structures or purchase private property.

#### **What are the ramifications if the reform is not introduced?**

In order to prevent beaches from becoming private property as sea levels rise, coastal managers would need to either (1) stabilise shorelines through expensive coastal engineering structures and measures such as seawalls, rock groynes and sand nourishment programs; or (2) purchase private property to expand foreshore reserves. Most Local Governments do not have the resources to adopt these approaches and therefore, conflicts over public beach access and private property rights will become a major issue in Western Australia as sea levels continue to rise for the next several centuries.

## **4.5 Responsive Planning Systems to Coastal and Climactic Science Change**

### **What is the reform?**

To ensure that coastal hazard areas can continue to be used for development and housing, planning authorities need to be able to assess new development and apply flexible conditions of development approval that allow the continued use of private and public land until hazards materialise.

The main planning instrument for ensuring oversight of new development in coastal hazard areas is a special control area, introduced through an amendment to a local planning scheme. Special control areas can be delineated by coastal hazard maps.

Coastal and climatic science is rapidly advancing and changing, meaning that coastal hazard maps can quickly become outdated, which means that special control areas may also quickly become outdated.

This reform would establish a reference group to identify mechanisms that allow planning authorities to quickly adapt planning instruments to respond to changes in coastal and climatic science without having to process costly and lengthy planning scheme amendments.

### **What outcomes is the reform likely to achieve?**

This reform allows planning authorities to ensure that development assessment processes can quickly respond to changes in coastal and climatic science, such as new studies about a local beach or large studies like sea level rise projections by CSIRO and the Intergovernmental Panel on Climate Change (IPCC).

### **What are the ramifications if the reform is not introduced?**

61 Local Governments across Western Australia have coastal and/or estuarine land. Many of these Local Governments, who have developed and developable land in coastal hazard areas, would need to introduce special control areas into their local planning schemes to ensure the safe and appropriate development of these areas into the future as sea levels rise.

Within the present framework, making changes to these special control areas, as new information, studies and science become available, will require the processing of expensive, lengthy and cumbersome scheme amendments, absorbing substantial resources that could be focused on more pressing needs.

## **4.6 Waive the requirement for small local governments to prepare local planning strategies in particular circumstances**

### **What is the reform?**

Introduce an additional sub-regulation to Part 3, Regulation 11 of the *Planning and Development (LPS) Regulations 2015* to provide the Minister for Planning with power, on the request of a Local Government, to waive the requirement to prepare a Local Planning Strategy.

### **What outcomes is the reform likely to achieve?**

This proposal aims to remove additional regulatory burden associated with preparing a Local Planning Strategy for smaller and low growth Local Governments.

Such Local Governments are currently required to prepare a Strategic Community Plan (SCP) as part of their Integrated Reporting Framework. The SCP outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities. A full review is required every four years with a desktop review every two years.

The preparation of a Local Planning Strategy for communities not experiencing development and growth pressures is unnecessary and largely replicates the work undertaken to prepare a CSP.

#### **What are the ramifications if the reform is not introduced?**

The costs and resources required to prepare and review a Local Planning Strategy will continue to act as a significant barrier to the preparation and review of these documents for smaller Local Governments and consequently, these Local Governments may delay updating and refreshing their Local Planning Schemes. This proposal would also free up resources for the WAPC and DPLH to focus on other important priorities.

This proposal could see the SCPs incorporate matters deemed necessary to inform a new Local Planning Scheme. On the finalisation of a new SCP the previous Local Planning Strategy would be rescinded and the SCP, or parts of the SCP would take its place.

This proposal would not only free up resources for Local Government but also for the DPLH / WAPC as well, to focus resources on more important priorities.

### **4.7 Streamline subdivision by delegating small subdivision applications**

#### **What is the reform?**

Subdivision applications for freehold and survey strata lots of no more than five lots should be delegated to Local Government, consistent with built strata subdivisions. Subdivision clearances for these applications should also be processed by Local Government.

The WAPC currently utilises Model Subdivision Conditions for almost all subdivision applications, this would continue under the proposed reform. Most conditions placed on subdivisions are recommended by the Local Government and many of these are cleared by the Local Government. Local Governments would be required to use model conditions as part of any delegation.

#### **What outcomes is the reform likely to achieve?**

This reform will, for the first time since the establishment of the *Town Planning and Development Act 1928*, provide subdivision assessment and decision responsibilities to Local Government, in certain circumstances.

This reform will see small subdivision applications lodged with a Local Government instead of the WAPC, and the assessment of the proposals and referral of the application to State agencies also undertaken by the Local Government. Delegating small subdivision applications to Local Government would likely reduce assessment timeframes, creating a faster pathway for proponents while supporting the State's infill targets.

### **What are the ramifications if the reform is not introduced?**

By not supporting this reform the WAPC and DPLH would continue focus on assessing and determining minor applications that generally do not have state significance instead of key strategic issues facing the State and major complex proposals.

## **4.8 MRS Matters Requiring WAPC Approval Submitted Directly to WAPC**

### **What is the reform?**

Remove cl. 29(1) of the MRS, which requires Local Governments to receive certain applications for approval and forward them to the WAPC for a decision. Any application meeting the criteria of this clause, i.e. on reserve land or subject to a notice under Clause 32, should be submitted directly to the WAPC as the determining body instead of being lodged with the relevant Local Government.

### **What outcomes is the reform likely to achieve?**

Any application meeting the criteria of this clause (i.e. on reserve land or subject to a notice under Clause 32) should be submitted directly to the WAPC as the determining body instead of being lodged with the relevant Local Government. This reform will improve legibility of the planning system and avoid confusion for applicants, further to this it will reduce regulatory burden from Local Government.

### **What are the ramifications if the reform is not introduced?**

The need for Local Governments to refer these applications to the WAPC within 7 days for determination will continue the current confusion and unnecessary delays in processing the application currently being experienced by proponents.

## **4.9 Powers of Local Governments and Referral Agencies**

### **What is the reform?**

Provision 4(b) of the instrument of delegation within the Planning and Development Act 2005 should be amended to enable Local Governments to determine applications proposed on zoned land where the recommendation by a public authority specified in the delegation notice is not acceptable to the Local Government. The current delegation requires Local Government to forward such applications to the WAPC for a decision.

### **What outcomes is the reform likely to achieve?**

Currently, where the state agency referral advice is not acceptable, the Local Government is required to refer the application and advice to the WAPC, creating confusion for applicants and unnecessary delays in processing the application. This reform would reduce unnecessary red tape from the planning system and create greater certainty for applicants.

### **What are the ramifications if the reform is not introduced?**

In many instances, advice received from agencies is either vague or general in nature, does not provide a recommendation in support of or against a proposal, or poses an objection to the proposal that is not founded on planning grounds.

Public authorities should be acting as an advice agency within the decision-making process and should not have authority to circumvent the decision-making process by providing referral comments. This reform would reduce unnecessary red tape from the planning system, clearly outline what the role of referral agencies is in the planning system and create greater certainty for applicants.

#### **4.10 Preserving public open space in infill areas**

##### **What is the reform?**

Section 153 (3) of the Planning and Development Act 2005 should be removed or amended to enable the WAPC to impose a requirement for public open space (or cash-in-lieu) on subdivisions creating fewer than three lots.

The SAT has considered POS requirements extensively (see *Bestry v WAPC*, *Bileck v WAPC*, *Claddah Holdings Pty Ltd v City of Gosnells*, *Tierney v WAPC* and *CNES Property Pty Ltd v City of Gosnells*) with the following findings:

- POS can be imposed where there is a demonstrated need;
- Need or nexus is not limited to walkable catchments, but is to have regard for the strategic planning for POS outside of these catchments;
- POS can be imposed on built strata-title subdivisions; and
- POS conditions can be validly imposed on both strata title and freehold subdivisions.

It has therefore been demonstrated on numerous occasions that the provision of POS conditions is valid, particularly where infill development is occurring and in established urban areas where POS has already been provided as part of the original subdivision/development of the area.

##### **What outcomes is the reform likely to achieve?**

This reform will allow Public Open Space (POS) contributions to be more closely linked to need and demand in areas experiencing change. POS conditions are being imposed for infill and strata title subdivisions within existing urban areas, where POS is already established as a result of earlier planning.

##### **What are the ramifications if the reform is not introduced?**

Smaller scale developments in in-fill areas will continue to be approved without a contribution towards upgrading or improving local POS. As areas continue to be built out additional demand will be placed on existing POS due to increased population density associated with infill. Under the current regime the cost burden of upgrading existing POS (or providing additional POS) would fall to Local Governments, rather than the developments that create, at least in part, the need for upgraded/additional facilities.

#### **4.11 Streamline the Local Planning Scheme Amendment Process**

##### **What is the reform?**

This reform has two parts:

- a) Remove the requirement to refer any 'basic' local planning scheme amendment to the Environmental Protection Authority (EPA).

Basic scheme amendments are largely administrative in nature. For instance, by definition of the P&D Act, a scheme amendment that is inconsistent a local planning scheme, planning strategy or state

planning policy cannot be categorised as a basic amendment. Consequently, the likelihood of a basic amendment meeting the threshold of assessment under s. 48A(b) or being incapable of being made environmentally acceptable under s. 48A(c) the EP Act is extremely low and should not be required to be referred to the EPA.

This change requires modifications to the Planning and Development Act 2005 and possibly the Planning and Development (Local Planning Scheme) Regulations 2015 (LPS Regulations) but is not likely to require modifications to s. 48A of the Environmental Protection Act 1986.

- b) Consider the potential to remove or reduce the regulatory burden of referring 'standard' and 'complex' amendments where there is no likelihood, or low risk, that the amendment will materially impact the environment.

The P&D Act currently requires all planning schemes and amendments to planning schemes to be referred to the EPA for determination as to whether an environmental assessment is required under the EP Act. This requirement applies for both region and local planning schemes.

With the decision in 2015 to create a tiered system of local planning scheme amendments there is an opportunity to alter s. 81 of the P&D Act to remove or reduce the regulatory burden of formal referrals to the EPA on scheme amendments where the amendment is 'basic', or where the amendment is 'standard' or 'complex' and there is no likelihood that the amendment will materially impact the environment.

The meanings for both 'standard' and 'complex' amendments as provided for in r. 34 of the LPS Regulations include several descriptions that are either administrative in nature or relate to matters that would not likely involve the need to consider the environmental impact of the proposal. An example of this would be point (e) of the 'Complex' amendment definition. This requires all proposals for a development contribution scheme or an amendment to such a scheme to be considered as a 'complex' amendment. In this example the amendment could be as simple as amending a cost schedule or altering the administrative requirements in the cost schedule, both of which would pose no risk to the environment of the Scheme area or the wider environment.

WALGA does not support a blanket removal of the referral requirement under s. 81 of the P&D Act for 'standard' and 'complex' amendments. Instead, it is recommended that a streamlined 'referral' process for such proposals is adopted. Where a Local Government has determined to adopt or prepare an amendment, and that amendment is determined to be 'complex' or 'standard', it is proposed to allow the Local Government to make an initial assessment on whether a formal referral is required or not. On making such a decision the Local Government would then forward this to the EPA. The EPA would have a period of time (~14 days) to determine if this is the appropriate decision. Should the EPA determine that a formal referral is required then the Local Government would refer the amendment in line with the current requirements of s.48A of the EP Act and s. 81 of the P&D Act.

### **What outcomes is the reform likely to achieve?**

Such changes would greatly reduce the regulatory burden of the EPA in reviewing and responding to the large number of scheme amendments processed each year that are unlikely to reach the threshold of requiring environmental assessment. The EPA's 2019/20 Annual report found that of the 156 determinations made by the EPA on the level of assessment required that 111 or 71 per cent were not assessed (with no advice) and 28 per cent were not assessed (with public advice). No amendments referred to the EPA in 2019/20 were assessed for environmental assessment under the EP Act or deemed incapable of being made environmentally acceptable.

This would also reduce timeframes for the processing of scheme amendments, particularly 'basic' amendments, for both Local Governments and the WAPC. WALGA's *2021 Performance Monitoring Report* found that 15 per cent of the time taken to process a local planning scheme amendment in 2019/20 can be attributed to referring an item to the EPA for advice and awaiting the response. This



finding is consistent with those in the three previous iterations of WALGA's performance monitoring reports. By removing some referral requirements and reducing timeframes for others, a significant improvement in this important statutory process can be made, while still ensuring that those matters likely to have an impact on the environment are still adequately captured and considered for environmental assessment.

### **What are the ramifications if the reform is not introduced?**

The continuation of current practice will see the forwarding of all region and local planning scheme amendments to the EPA to review if an environmental assessment is required. The need for the EPA to review all amendments places a significant resource requirement on the EPA and this in turn reduces that agency's ability to focus on matters of true environmental importance and strategic concerns. In many instances, such as the normalisation of structure plans, development has already occurred, making an environmental assessment redundant.

The time taken to forward referrals to the EPA and the time taken to receive the response accounts for over 10 per cent of the total time to determine a Local Planning Scheme Amendment. This is a considerable period for a process that, in many cases, does not provide an environmental or public amenity benefit.

## **4.12 Development Assessment Panel Reform**

### **What is the reform?**

This reform includes two changes:

- Abolish the current 'mandatory' mechanism which requires a DAP to act as the decision maker where a proposal has a value of \$10 million or greater, and replace this with an 'opt in' mechanism for all proposals, and
- Raise the DAP threshold from the current \$2 million to \$5 million

These reforms are existing WALGA policy positions.

### **What outcomes is the reform likely to achieve?**

The current system, in which proposals exceeding \$10 million in value or greater **must** be decided by DAPs, results in significant inefficiencies and is therefore contrary to the intent of planning reform. WALGA has undertaken extensive analysis of the operation of DAPs since their introduction in 2011. Inefficiency of DAP decision making was a key finding of WALGA's analysis, and the presentation of some of these findings below presents strong evidence for reconsideration of the current \$10 million mandatory threshold.

Since 2011 the average processing time for DAs, Form 2 applications and deferred DAs (DA Ds) have generally increased year on year. The average processing time for all forms of decisions by a DAP now stands at 145 days, double the average number of days in the first year. A breakdown of the main decision categories shows average processing time:

- for a DA in 2019-20 was 147 days, an increase of 37 per cent since the 2015-16 report,
- for a Form 2 in 2019-20 was 94 days, an increase of 51 per cent since the 2015-16 report, and
- to determine a DA (Deferred) in 2019/20 was 148 days, an increase of 19 per cent since the 2015-16 report.

Furthermore, in 2019-20 the proportion of DAs that exceeded 90 days to determine was 68 per cent, with 41 per cent taking more than 120 days. These timeframes far exceed the legislated timeframes for DA determination of 60 days (no advertising required) or 90 days (advertising required). Similar trends are observable in the data for both Form 2s and Deferred DAs. WALGA

analysis indicates a rate of 72.9 per cent of DAP applications being determined within statutory timeframes for 2018/19.

Deferrals are not only taking longer to determine but there has been a significant increase in the likelihood of deferral, with currently around 12 per cent of decisions deferred. Perhaps of most concern is the rate at which DAPs will defer an application when an RAR has recommended an approval.

Rates of refusal by DAPs now sit between 11-13 per cent, down from the high of 19.5 per cent in 2015-16. These numbers stand in stark contrast to the rates that Local Governments approve DAs, with the Local Government Performance Monitoring Report finding that 98 per cent of all DAs assessed by Local Governments are approved. The above examples demonstrate that, in many instances, the DAP system can hardly be described as 'efficient' in comparison with Local Government decision making. With efficiency a key principle of this phase of planning reform, it appears well within the scope of reform to look into ways applicants can choose their own preferred approval pathway.

Removing the mandatory \$10 million threshold would allow applicants to choose whether they wanted to submit applications to a DAP or to a Local Government and hence 'opt out' of the DAP system. A WALGA survey of Local Governments in 2016 found that within the 'opt in' threshold of DAPs at that time, 75 per cent of applications were determined by Local Government and that those decisions on average were made more quickly than those made by a DAP.

A further proposed reform to the DAP system is to raise the entry threshold from \$2 million to \$3 million, reversing an earlier reform. The decision to reduce the entry threshold from \$3 million to \$2 million in 2015 has reduced the effectiveness of the DAP system to achieve its aims and objectives of focusing on assessing significant and more complex proposals. The percentage of lower value, smaller scale proposals has increased in 2015-16, 10% and 29 per cent of proposals fell within \$2-\$3million and <\$5 million value brackets respectively, however in 2019-20 this increased to 26 and 38 per cent respectively. Developments with a lower development value are unlikely to be strategic in nature, such as proposals for service stations and small-scale residential developments, and they are considerably more likely to be refused or deferred by a DAP.

Raising the application cost threshold would remove these low cost, typically simple applications, the vast majority of which could be determined under delegation by Local Government. Given that these are a larger proportion of resource intensive applications, being those that are either refused or deferred, this reform would help to deliver greater efficiency within the planning assessment process.

#### **What are the ramifications if the reform is not introduced?**

The DAP system will continue to be focused on low value non-strategic proposals that the community largely see as being matters of local significance. The community will continue to be concerned that issues of local amenity are ignored by DAPs and this will in turn politicise the planning system and reduce community trust in the State planning system and planning professionals.

Applicants will be afforded less choice in which decision maker they choose to advance their proposal and be forced to use the DAP system when a faster and more favourable decision may be possible through the Local Government.

### **4.13 Modernisation of the Metropolitan Region Scheme**

#### **What is the reform?**

Review and modernise the Metropolitan Region Scheme (MRS) text to bring it in line with that found in the Peel Region Scheme and Greater Bunbury Region Scheme.



This proposal should be read in conjunction with the proposals 4.7, 4.8 and 4.8 of this submission that propose changes to the WAPC delegations and decision making.

#### **What outcomes is the reform likely to achieve?**

This reform will aid in streamlining the current planning framework within the metropolitan region and ensure that decision making, delegation of decision making and the tools within the MRS are contemporary. This reform will also create greater uniformity between the current three region schemes.

#### **What are the ramifications if the reform is not introduced?**

The MRS will continue to function, but the tools and contemporary processes available to other parts of the State will remain unavailable to the metropolitan region. This will reduce the effectiveness of the planning system and reduce the likelihood that the intent of the Government's planning reform agenda will be successful.

### **4.14 Local Government Fees and Charges Reform**

#### **What is the reform?**

That the fees and charges associated with Local Government planning functions be set by Local Government.

Clause 47 and 48(5) of the Planning and Development Regulations 2009 set the maximum fees a Local Government can charge for specific planning services and an hour rate for Local Government staff, respectively. The rate is currently set by the State Government and is not determined by Local Government. The current rates have not been amended or reviewed since 2015, thus considerable revenue leakage occurs that is likely covered by rates revenue.

Over the same period planning fees associated with the planning functions of the WAPC have increased significantly. As an example, since 2015 DAP fees collected by DPLH have been increased by nearly 40 per cent, while Form 1A subdivision application fees have increased by 41% since 2016.

The current regime for setting fees and charges is inequitable to Local Government and requires reform.

#### **What outcomes is the reform likely to achieve?**

This reform will see planning fees become more reflective of the cost to the Local Government in providing the service. This reform will support the adequate resourcing of Local Government planning departments by reducing rates leakage and ensure that those benefiting from the service are the primary contributors not ratepayers.

This reform will remove the need for DPLH to undertake complex reviews of the costs associated with Local Government planning functions to determine an appropriate change in fees and charges.

#### **What are the ramifications if the reform is not introduced?**

Significant revenue leakage from Local Government planning functions will continue to occur and cross subsidisation by ratepayers. The inability to recover costs from user-pay activities will reduce the ability for Local Governments to adequately resource their planning departments and potentially increase timeframe for assessment and decision making.

## 5.0 Conclusion

WALGA appreciates the opportunity to comment on Phase 2 of the State Government's planning reform agenda. The opportunity to propose additional areas of planning reform is also welcomed, and in the preceding paragraphs a range of initiatives have been put forward that will improve the planning system and reduce regulatory burden on decision makers, while ensuring that local amenity and character are protected. WALGA looks forward to further collaboration with the State Government on planning reform.

## 6. MATTERS FOR NOTING / INFORMATION

### 6.1 Stop Puppy Farming Legislation (05-034-01-0001 FM)

By Felicity Morris, Governance Specialist

#### RECOMMENDATION

**That the update on the Dog Amendment (Stop Puppy Farming) Bill 2021 be noted.**

#### Executive Summary

- State Council adopted a detailed position in relation to the Stop Puppy Farming Initiative, and subsequently sought the withdrawal of the Dog Amendment (Stop Puppy Farming) Bill 2020 (the 2020 Bill).
- The Dog Amendment (Stop Puppy Farming) Bill 2021 (the 2021 Bill) was introduced on 2 June 2021. The 2021 Bill is substantially similar to the 2020 Bill but provides an exemption from sterilisation for livestock working dogs.
- There may be an opportunity to engage with DLGSC on remaining issues of significance to the sector, primarily cost recovery through fees and charges.

#### Background

- At its September 2018 meeting, State Council adopted a detailed position in relation to the Stop Puppy Farming Initiative (*Advocacy Position 2.11, Resolution 103.6/2018*).
- The Dog Amendment (Stop Puppy Farming) Bill 2020 (the 2020 Bill) was introduced to Parliament on 19 February 2020.
- At its March 2020 meeting, State Council resolved:
 

*“That WALGA write to the Minister and request that he withdraw the Stop Puppy Farming Bill and more appropriately consult with the sector, traditional custodians and the wider community, or failing that, that he remove any reference to Local Government in the bill as the sector does not endorse it in its current form.”*

*Advocacy Position 2.11, Resolution 13.1/2020*
- The 2020 Bill was not passed by the Legislative Council, and lapsed when Parliament was prorogued on 7 December 2020. The Dog Amendment (Stop Puppy Farming) Bill 2021 (the 2021 Bill) was introduced on 2 June 2021.
- On 6 July 2021, the Governance and Organisational Services Policy Team supported:
  1. That WALGA continue to engage with DLGSC to advocate for the outstanding points of Advocacy Position 2.11, and in particular to ensure that fees and charges are set at levels that achieve cost recovery for Local Governments.
  2. That an Item for Noting be prepared for the September 2021 State Council meeting.

#### Comment

The 2021 Bill has been introduced without the further consultation requested in Resolution 13.1/2020. However, given the State Government’s control of both Houses of Parliament, it may be more effective to engage with the State Government in relation to key points from WALGA’s original advocacy position (Resolution 103.6/2018), rather than seeking the Bill’s withdrawal. The details of that Resolution are considered below.

Resolution 103.6/2018	2021 Bill
1. Welcomes a cost modelling review of the financial impact on Local Governments to ensure that Local Government is able to fully recover costs and not be disadvantaged in	Fees and charges to be prescribed based on 2018 cost modelling. WALGA seeking further information from DLGSC to ensure cost recovery.

ensuring compliance of any new legislation to Stop Puppy Farming.	
2. Acknowledges the benefit of de-sexing of dogs not used for approved breeding purposes, and request further information on the complexities associated with desexing of dogs prior to considering supporting the proposal.	Requires sterilisation of all dogs by 2 years of age unless exempt. Exemptions apply if dogs already registered, vet provides a certificate stating that sterilisation would adversely affect health, dog owned by person with approval to breed, dog is primarily kept for droving or tending of stock, the dog is sterile, or belongs to a class of dogs to be prescribed.
3. Supports a centralised dog registration system that is developed, operated and maintained by State Government.	DLGSC will be responsible for the establishment of the centralised registration system. Local Governments and DLGSC will be responsible for recording information, keeping it up to date, and correcting any errors.
4. Supports appropriate legislative exemptions for livestock working dogs in recognition of their special breeding requirements.	Provides for a dog to be exempt from sterilisation if it is primarily kept to be used in the droving or tending of stock. This will allow the owners of livestock working dogs to assess the suitability of each animal for breeding, before making a decision to apply for an approval to breed.
5. Does not support the transition of pet shops to adoption centres.	The transition of pet shops to adoption centres is a key feature of the 2021 Bill, as in the 2020 Bill.
6. Requests there be a Local Government-specific consultation process in relation to the proposed amendments to the Animal Welfare Act to introduce Standards and Guidelines for the Health and Welfare of Animals including dogs.	It is proposed that standards and regulations under the <i>Animal Welfare Act 2002</i> will relate to the keeping and housing of dogs. WALGA has not been advised of the process for developing these standards but will continue to advocate for Local Government consultation.
7. Supports a State Government-led education initiative whereby the community is encouraged to purchase puppies from professional registered breeders.	Not provided for in the 2021 Bill.
8. Requests the State Government discontinue the use of the term 'Farming' due to the negative connotation that may be associated with other regulated industries, and consider re-naming the initiative 'Stop Puppy Mills'.	The term 'Puppy Farming' has been used consistently by the Government since consultation on the subject began in 2018. This is unlikely to change.

Unlike the 2020 Bill, the 2021 Bill has addressed point 4 of the advocacy position, as clause 23 provides for a dog to be exempt from sterilisation if it is primarily kept to be used in the droving or tending of stock. This will allow the owners of livestock working dogs to assess the suitability of each animal for breeding, before making a decision to apply for an approval to breed.

A key remaining concern is the introduction of significant additional Local Government responsibilities, without an assurance that fees and charges will be set at a level that achieves full cost recovery. Local Governments will be responsible for the assessment and grant or refusal of approvals to breed and pet shop approvals, as well as associated investigation and enforcement functions. WALGA is continuing to liaise with DLGSC to advocate for fees and charges to be set at levels to achieve full cost recovery.

## 6.2 Regional Telecommunications Resilience (05-059-03-003 JB)

*By Joanne Burges, Senior Advisor, Intergovernmental Relations & Risk*

### RECOMMENDATION

**That the update on Regional Telecommunications Resilience be noted.**

#### Executive Summary

- At the National level, WALGA continues to access the knowledge and influence of key parliamentarians to ensure all Western Australians can access equitable, affordable and reliable telecommunication that is appropriate for emergencies.
- The Association is contributing to a Working Group established at the request of the Fire and Emergency Services Commissioner, consisting of the State Government agencies of the Departments of Fire and Emergency Services (DFES), Primary Industries and Regional Development (DPIRD) and Power and Telecommunication providers seeking a collaborative approach to telecommunication resilience.
- Regional Telecommunications Review Issues Paper released 16 July 2021 with the Committee accepting submissions until 30 September 2021.
- Each WALGA Zone requested to consider the Regional Telecommunications Review as part of the Agenda for their August round of meetings.

#### Attachment

- [Regional Telecommunications Review Issues Paper:](#)

#### Background

Late in 2019, Local Governments generously provided examples of their experience of Telecommunication issues. The initial focus of the examples provided centered on:

- Blackspots
- Battery Back Up Failures
- Outages (Planned and Unplanned)
- Telstra Notification Systems

These issues were presented by WALGA to the State Emergency Management Committee (SEMC) on Friday, 13 December 2019, and further to Senator Dean Smith on 22 July 2020.

Significant natural events across the nation have resulted in the following progress:

The Commonwealth Government announcement of \$37.1 million through the Strengthening Telecommunications Against Natural Disasters (STAND) package developed in response to the Black Summer Bushfires, to strengthen telecommunications resilience in bushfire and disaster-prone areas so that communities can stay connected during emergencies.

The package contains four elements:

- 1) Improving the resilience of regional and remote mobile phone base stations
- 2) Portable communications facilities to allow quicker service restoration
- 3) Program to deliver improved communications
- 4) Enhanced telecommunications for rural fire authorities and evacuation centres

Stage 1 of the program announced in December 2020 provided \$13.2 million in Commonwealth Government funding to Optus, Telstra and TPG to improve network resilience by upgrading battery backup power at 467 base stations. Western Australia was successful in receiving funding for 108 sites under Round 1 of the Government's Mobile Black Spot Program. These upgrades will increase

backup operation to at least 12 hours. Telstra have advised that all of the upgrades to Telstra base stations was completed in early July 2021.

At the State Government level, DFES were able to provide the Commonwealth with data based on Bushfire and Community Resilience Risk Rating to assist in prioritising sites. Although Telco's were funded directly, DFES continues to ensure close contact with the Commonwealth on progress of this project.

In line with the second and third element, NBN Co has confirmed with DFES that a 'Road Muster' satellite truck has been based at Belmont from early January 2021, and that two (2) portable satellite communications systems have been provided to NBN WA.

Element four progressed through the DFES working with NBN Co and Local Governments resulted in the installation of satellite communications services to 19 pilot sites. A further application process in March 2021 resulted in 79 Local Governments applying for 141 NBN fixed satellite services to facilities such as community evacuation centres, community halls or Local Government offices. The Commonwealth has endorsed all applications which are now being assessed by NBN for installation suitability based on the data provided by Local Governments.

Building telecommunication resilience during emergencies for both the community and emergency responders is at the core of the Working Groups focus and is resulting in positive outcomes for Local Governments and their communities.

Further, every three years a Regional Telecommunications Independent Review Committee (the Committee) is established to conduct a review into telecommunications services in regional, rural and remote parts of Australia.

Committee reports are important in setting the regional communications policy agenda in the following years.

With the Consultation Period running from 6 July 2021 to 30 September 2021, the Committee is inviting regional communities, businesses and governments to engage directly through face to face consultations, written submissions and online forums. The Association encourages Local Government to make a submission and take the opportunity to be involved in a consultation forum.

WALGA will be coordinating a whole of sector response and welcomes Local Government contributions on this important issue to our rural, regional and remote members and those who live, work or visit your communities.

### **Comment**

The Association will continue to advocate for equitable provision of telecommunication in regional WA, particularly to ensure resilient solutions for telecommunications during and after disaster events.

Further, the Association will provide a submission to the Regional Telecommunications Review, incorporating the views of member Local Governments and will seek to ensure that the views of the sector are heard via the consultation process including providing prompt advice to members on locations and/or timing, particularly if these are being held virtually.



## **6.3 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)**

*By Rebecca Brown, (Manager, Waste & Recycling)*

### **RECOMMENDATION**

**That State Council note the resolutions of the Municipal Waste Advisory Council at its 30 June meeting.**

### **Executive Summary**

- This item summaries the outcomes of the MWAC meeting held on 30 June 2021.

### **Background**

The Municipal Waste Advisory Council is seeking State Council noting of the resolutions from the 30 June meeting, consistent with the delegated authority granted to the Municipal Waste Advisory Council to deal with waste management issues.

Copies of Agendas and Minutes are available from WALGA staff, on request.

### **Comment**

The key issues considered at the meeting held on **30 June 2021** included:

### **Advocacy Strategy for Effective Product Stewardship**

MWAC has considered advocacy for both the TV and Computer Product Stewardship Scheme and in relation to the Export Bans on recycling (plastics, paper and cardboard and tyres). These two national issues present an opportunity for Local Government to advocate at both the State and Federal level for effective product stewardship for key products collected through kerbside (paper, cardboard and plastics) and vergeside / drop off facilities (electronic waste). Both of the Product Stewardship Schemes have key decision points in the coming months, which provide an opportunity for change to the current approach.

### **TV and Computer Product Stewardship Scheme**

The TV and Computer Product Stewardship Scheme was put in place in 2011 and is a co-regulatory product stewardship scheme. The Scheme initially covered all of the costs associated with recycling the products covered. In the time since the Scheme implementation less of the costs are being covered and the materials being collected that are not covered by the Scheme have increased. An ongoing concern is that the recovery targets for the Scheme are national, rather than state based. From the 2018/19 data (which is the most recent publically available) WA collection amounts are only 5% of the material collected, despite WA having 10% of the national population. The Scope of the Scheme is due for review, which presents an opportunity for Local Government nationally to provide consistent feedback on the improvements needed of the Scheme.

### **Export Bans**

Without effective product stewardship, the Export Bans on plastics, cardboard and paper are likely to significantly impact the cost of kerbside recycling. Government and industry are investing in on shore processing options, however it is likely this will be at a higher costs / reduced revenue than the current export options.

### **MUNICIPAL WASTE ADVISORY COUNCIL MOTION**

**That the Municipal Waste Advisory Council endorse the Draft Advocacy Strategy for Effective Product Stewardship.**

**Moved: Cr Price      Seconded: Mayor Butterfield  
CARRIED**

## 6.4 2021-22 State Budget Submission (05-001-03-0006 DM)

*By Dana Mason, Principal – Economics and Strategic Projects*

### RECOMMENDATION

**That the Immediate Priorities for State Government policy platform, which was endorsed via Flying Minute, be noted.**

#### Executive Summary

- Each year, WALGA prepares a submission to the State Government outlining the sector's priorities for the upcoming budget.
- The proposed approach to the 2021-22 Submission and priorities were endorsed by State Council in May via Flying Minute (Resolution 201.FM/2021).
- Since then, WALGA has received further information from the State Government about its focus for the budget and timeframes for the 2022-23 State Budget. As a result of this new information, WALGA has adjusted its approach to the State Budget Submission to ensure the initiatives have the best chance for success.
- While there has been no fundamental change to the priority initiatives, the context has been reframed. Instead of focusing just on the 2021-22 Budget, the document has shifted to a more strategic policy platform identifying the immediate spending priorities for the McGowan Government in its second term. It is intended that this submission would cover the next two budget periods, 2021-22 and 2022-23.
- The final submission was endorsed by State Council via Flying Minute (Resolution 205.FM/2021).

#### Attachment

- [Flying Minute – 2021-22 State Budget Submission](#)

#### Background

Each year, WALGA prepares a submission to the State Government outlining the sector's priorities for the upcoming budget. Given the recent State Election and delays to the 2020-21 Budget, this year's budget will now be handed down in September.

In May 2021, WALGA circulated a proposed submission approach and list of priorities to the State Council, which was endorsed. It asserted that to provide the best chance of success and standing out from the crowd, WALGA's submission would be:

- Targeted and succinct – An extended list of priorities is not likely to be considered by Government given they already have a full agenda of election commitments and other emerging priorities.
- Aligned to Government priorities – The Government is more likely to fund requests that align with their agenda or that address a pressing or emerging issue.
- Infrastructure-focussed – The windfall nature of the surplus means that there is a better chance of receiving funding for capital, rather than recurrent programs.
- Return for the State and the Community – A strong evidence base is needed to demonstrate the value that the initiatives will deliver for the community. Those which already have a demonstrated track record, or where there is a co-funding arrangement are likely to have a greater chance of success.

The priorities proposed for the submission included:

- Funding to fill existing gaps in **FOGO processing infrastructure** needed to turn the collected FOGO into high quality compost.
- Evolution of the **State Underground Power Program**, with State Government funding prioritized to project areas where the benefits to the households are less (lower property values) and the financial capacity to contribute is less.



- Investment in **climate change adaptation**, including funding for managing urgent **coastal erosion** hotspots, and enhancing the **urban tree canopy**.
- Funding to repurpose, upgrade and build new **cultural and social infrastructure** at a local level and as part of joint initiatives between the State and Local Governments and community organisations.
- Additional investment in **telecommunications infrastructure**, to unlock further opportunities to work in partnership with the Commonwealth and other key players to reduce communications gaps in regional areas.
- Extending the election commitment for funding for **homelessness outreach services** for an additional financial year.
- Extending funding for the **Small Business Friendly Approvals Program** to allow a greater number of Local Governments to participate.
- **Support for the Local Government sector to transition to the State Industrial Relations System.**
- Funding to WALGA for a service level agreement with the Department of Local Government, Sport and Cultural Industries to provide **capacity building support to assist Local Governments with good governance, financial management and process.**

Since WALGA put the proposed priorities to State Council, it has received feedback from the State Government regarding the focus of the 2021-22 Budget and the timing for the 2022-23 Budget. Specifically:

- The 2021-22 Budget will be focused on the delivery of election commitments, and as a result, there is limited scope for any other initiatives. This means that any submission put forward by WALGA for this Budget would have minimal impact.
- The 2022-23 Budget will be handed down in May 2022. This means that the timeframe for the next budget process would commence almost immediately after the 2021-22 Budget is handed down in September.

As a result, WALGA has adjusted the context for the final submission. The broad principles that underpin the submission and the priority initiatives remain largely unchanged.

Given the close timeframes for the 2021-22 and 2022-23 Budget, the Submission is now intended to cover both Budget periods and has been framed in terms of the immediate spending priorities for the McGowan Government in its second term.

This approach is considered appropriate given that the priority initiatives are not expected to fundamentally change in coming months. It also mitigates potential perceptions that WALGA is out of touch with State Government processes and priorities.

Two initiatives have been removed from the submission, as it was deemed that there was greater chance of achieving funding for these initiatives through other advocacy channels. Although these issues have been removed from the submission, they remain priority issues for the sector and will be pursued through other avenues, and in future budget submissions.

- **Local Government Capacity Building** - The new Minister for Local Government and Director General of the Department of Local Government, Sport and Cultural Industries have advised of their commitment to strengthen the Department of Local Government. In light of this, it is considered that WALGA should continue to support its existing advocacy position: *“WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.”*

- *Social and Cultural Infrastructure* – It was considered that inclusion of this item was premature, given that further information on the Government’s infrastructure priorities will become available once the State Infrastructure Strategy is released in coming months. Given the breadth and importance of this initiative, a more specific funding request will be developed to support this initiative once further information becomes available.

## **Comment**

The State Election and the delay to the State Budget has meant that there is a condensed timeframe to prepare the 2021-22 State Budget submission. The Government’s decision to hand down the 2022-23 Budget in May 2022 has exacerbated this issue.

It is considered that the revised approach will provide the best opportunity to represent the sector’s interests without duplicating activities or risking reputational damage by being viewed as out of touch with State Government priorities and processes. Once the Submission has been provided to the State Government, WALGA will seek to meet with Government officials and Members of Parliament to discuss the key initiatives.

Putting forward this document does not preclude WALGA from undertaking additional advocacy on these initiatives, or from putting forward other spending priorities to the State Government as they arise. The State Budget Submission is just one opportunity to represent the sector’s interests, and the Association continues to advocate for the initiatives contained in the submission through other channels.

## 6.5 WALGA Submission: Inquiry into the Delivery of Ambulance Services in Western Australia (05-030-03-0001 BW)

By Bec Waddington, Policy Officer, Resilient Communities

### RECOMMENDATION

**That the submission to the Standing Committee on Public Administration on the Inquiry into the Delivery of Ambulance Services in Western Australia, which was endorsed via Flying Minute, be noted.**

### Executive Summary

- The Standing Committee on Public Administration commenced an inquiry into the delivery of ambulance services in Western Australia on 23 June with submissions due by 23 July.
- Given the short time frame WALGA emailed all CEOs directly and put an article in LG News encouraging submissions and that WALGA would also make a submission if there was sufficient sector interest.
- Three regional Local Governments provided feedback to WALGA that expressed support for the current volunteer based ambulance system in regional Western Australia and highlighted the potential risk to service levels if it is taken over by the State Government.
- The submission was endorsed by State Council via Flying Minute (Resolution 206.FM/2021).

### Attachment

- [Flying Minute: WALGA Submission - Inquiry into the Delivery of Ambulance Services in Western Australia](#)

### Background

The Standing Committee on Public Administration commenced an inquiry into the delivery of ambulance services in Western Australia on 23 June 2021 with submissions due by 23 July 2021.

The Terms of Reference sought submissions on the following matters:

- how 000 ambulance calls are received, assessed, prioritised and despatched in the metro area and in the regions;
- the efficiency and adequacy of the service delivery model of ambulance services in metro and regional areas of WA; and
- whether alternative service delivery models in other jurisdictions would better meet the needs of the community.

Given the short timeframe WALGA emailed all CEOs directly and put an article in LG News encouraging submissions, indicating that WALGA would also make a submission if there was sufficient sector interest. Three Local Governments; the Shire of Lake Grace, Shire of Carnamah and Shire of Mt Marshall provided comment to WALGA.

### Comment

When announcing the Inquiry the Chair of the Standing Committee, Hon Pierre Yang MLC said:

*'Ambulance services constitute a vital part of our health system, directly impacting hundreds of Western Australians every single day. For this reason, ambulance services are always topical for the community.'*

This is particularly the case in regional Western Australia. The three responses received all emphasised the importance of the ambulance service in their regions, expressed support for the current volunteer based ambulance system in regional Western Australia and highlighted the risk to



service levels through the potential loss of volunteers if the service were taken over by the State Government.

WALGA's submission highlights that any changes recommended to the operation or ownership of the service must not negatively impact on regional areas where the current ambulance system provides an important contribution to community connectedness through volunteering and accessibility to health services at the local level.

The submission also acknowledges that changing demographic patterns and an aging population means that in some areas there may be difficulty attracting ambulance volunteers in the future and a hybrid model of volunteers and career ambulance personnel may be appropriate, and that some Local Governments are partners in the provision of regional health services through the operation of airports which support patient transfer between ambulance and Royal Flying Doctor Service.

## 7. ORGANISATIONAL REPORTS

### 7.1 Key Activity Reports

#### 7.1.1 Report on Key Activities, Commercial and Communications Unit (01-006-03-0017 ZD)

*By Zac Donovan, Executive Manager Commercial and Communications*

#### RECOMMENDATION

**That the Key Activity Report from the Commercial and Communications unit to the September 2021 State Council meeting be noted.**

Commercial and Communications comprises of the following WALGA work units:

- Commercial Development
- Commercial Management
- LGIS Contract Management
- Communications (Marketing and Events)

#### Commercial Development

##### Energy Project Update

There have now been 43 Local Governments sign up to the non-binding Memorandum of Understanding for the Energy Sustainability and Renewables project.

Support for the project comes as State Government recently released plans to establish the world's largest renewable energy hub to encourage investment towards sustainable infrastructure technology for the WA market. WALGA's sustainable buying group will place our Members in a strong position to draw resources from upcoming renewable developments.

WALGA has prospectively secured the required volume from the Sector to meet indicative price targets. The project intends to release the Request for Quotation in the second week of August. The process is being governed by a Local Government led Steering Group.

The original project intend was to provide the sector participants with contract pricing early in the New Year, however it is now anticipated that this will be delivered by mid-October 2021.

#### Commercial Management

##### Member Engagement

The Commercial Management Team has continued to prioritise visits to Member Local Governments. During the past period, representatives from the team have visited 19 Local Governments, which brings the total to 87 visited since the start of the year. Local Governments visited in the past period were:

- 20-21 July: Shires of Cunderdin, Tammin, Kellerberrin, Narembeen, Bruce Rock, Quairading and Beverley.
- 3-4 August: City of Karratha, Town of Port Hedland, and the Shires of East Pilbara and Ashburton.
- 17-19 August: Shires of Gnowangerup, Jerramungup, Denmark, Plantagenet, Cranbrook, Broomehill-Tambellup and Boddington, and the City of Albany.



## **LGIS Contract Management**

### **Heads of Agreement**

WALGA and JLT have now finalised the operational Heads of Agreement that will form the basis of the new LGIS Scheme Management Agreement to be presented to State Council for endorsement.

The new Heads of Agreement is an interim operational agreement to facilitate the continued operation of the Scheme while the new formal Agreement is negotiated between the parties. It is intended that the new Agreement will establish a set term for the Scheme management, from the current in perpetuity arrangement, with defined performance review requirements and obligations.

In enacting the Heads of Agreement interim arrangement, fees payable to JLT for the Fund Year commencing 30 June 2021 are \$2,161,700 for the LGISWA Scheme Indemnity Cover Broking and Placement services fee; and \$11,372,633 Scheme Management fee comprising:

- LGIS WorkCare fund management fee \$4,000,264
- LGIS Liability fund management fee \$3,150,715
- LGIS Property fund management fee \$2,635,284
- LGIS Bush Fire Volunteers Personal Injury fund management fee \$190,370
- LGIS Motor fund management fee \$1,396,000

## **Marketing and Communications**

### **West Australian Rates Competition**

The WALGA and The West Australian newspaper rates competition – conducted recently to help increase awareness on how rates are calculated – received almost 100,000 entries.

As part of the competition, entrants were required to correctly nominate (from three options) how rates were calculated. WALGA sponsored the competition prize of 10 rates paid for a year (residential rates capped at \$3,500). Seven West Media supported the competition with print, television and radio advertising with an estimated value of \$170,000. Based on previous competition in the newspaper, The West Australian estimated the rates competition would attract 30,000 entrants. The final number of correct entries submitted was 99,136.

### **Electoral Reform Social Campaign**

In response to State Council direction, WALGA is currently developing material for a social media-based campaign to present the sector's position regarding the State Electoral reform process. An initial tactic of the campaign will be to publish the perspective of regional Local Government on the potential outcomes in the monthly WALGA column in The West Australian.

## **WALGA Events**

### **HR Forum – 24 June**

Support for the Governance and Organisational Services unit to hold the HR Forum for Local Government practitioners at the Wembley Gold Course.

### **Roads and Transport Forum – 1 July postponed**

As a consequence of the most recent Perth and Peel COVID-19 lockdown, the Roads and Transport Forum that was scheduled for 1 July was again postponed. It is the third time the event has needed to be postponed due to pandemic restrictions. Given the proximity of the WALGA annual convention and the overlap for delegates, it is now intended to attempt to reschedule the Roads and Transport Forum to March 2022 to coincide with a Local Government interactive fleet exhibition.

## 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)

*By Tony Brown, Executive Manager Governance and Organisational Services*

### RECOMMENDATION

**That the Key Activity Report from the Governance and Organisational Services Unit to the September 2021 State Council meeting be noted.**

Governance and Organisational Services comprises of the following WALGA work units: Governance and Procurement, Employee Relations, Training, Regional Capacity Building and Strategy and Association Governance

The following provides an outline of the key activities of Governance and Organisational Services since the last State Council meeting.

### Governance and Procurement

#### 2021 Local Government Elections

With the October 2021 Local Government elections approaching, WALGA has prepared resources for Candidate information's sessions on the role of an Elected Member and WALGA's Governance and Organisational Services staff are available to attend Local Government Candidate Information Forums. Currently WALGA has been invited to 11 forums covering 14 Local Governments.

In addition WALGA will be hosting a webinar for candidates on Wednesday, 18 August at 5:00pm. This webinar will be recorded and will be available for Local Governments to place the link on their websites on election information for community members.

### Employee Relations

#### Potential Transition to the State Industrial Relations (IR) System

##### State Government engagement

Following the State Council Resolution carried on 5 May regarding the review of the State IR System, President Tracey Roberts, Tony Brown (Executive Manager, Governance and Organisational Services) and Davina Hunter (Employee Relations Service Manager) met with the Hon. Stephen Dawson MLC, Minister for Mental Health, Aboriginal Affairs; Industrial to discuss the potential Industrial Relations Legislation Amendment Bill (Bill) that is likely to be re-introduced into WA Parliament this year.

At the meeting the Minister confirmed:

- (a) The Government intends to re-introduce the Bill later this year with an aim to it being passed by Parliament before Christmas 2021.
- (b) Minor amendments to the Bill will be made including to introduce five days' family and domestic violence leave.
- (c) In response to WALGA's request for funding of \$15 million to fund the transition (as supported by evidence provided through a sector wide survey), that no funding was currently allocated to Local Governments to assist with the transition.
- (d) The Government has no intention to further modernise the State IR system at this time, despite the WALGA request for amendments to the Bill.
- (e) A regulatory impact assessment has not been undertaken by the Government on the legislation requiring Local Government employers to transition from the Federal to the State IR system, as this issue was the subject of a special review process.
- (f) The Department of Mines, Industry Regulation and Safety, which provides resources and advice to State system employers, has no additional resources allocated at this time to prepare for the transition, however will be available to assist Local Governments and WALGA.

- (g) An additional Commissioner will be appointed to the Western Australian Industrial Relations Commission.

WALGA will continue to advocate for funding in our State Budget submission and will also continue to advocate for modernization of the State IR system

### Sector Reference Group

WALGA convened a Sector Reference Group on 24 June to discuss the proposed Bill and to seek feedback from Local Governments about the key support measures they require from WALGA and the State Government. The Group had over 34 participants in person and via Zoom.

## **Training**

WALGA Training has produced a new Council Member Essential brochure in preparation for the upcoming October 2021 election. This will be available in printed and e-version within the next few weeks.

The Training team is receiving daily enquiries from Local Governments for the Council Members Essential training for on-site Training and eLearning subscriptions and we are working to finalise the review to update all course materials in preparation for a busy period ahead.

General course numbers have been increasing with some courses catering for 20 participants. The feedback we are collecting and analysing after every course demonstrated that learners are very satisfied with the updated training they receive at WALGA.

Nationally Accredited Training development is also taking shape as we are hoping to add three qualifications onto our Registered Training Organisation (RTO) Scope of registration in the near future. The three courses being developed are:

- Type 1 Child Car Restraint Fitting,
- Certificate III in Waste Management and
- The new Diploma for Local Government - Elected Member.

All courses are developed with input from Industry Advisory Groups and the feedback we have received during the consultation phase has been very insightful and helpful for our product developers to ensure our training meets the need of industry.

## **Strategy & Association Governance**

### **WALGA Annual General Meeting – 20 September 2021**

WALGA's Annual General Meeting will be held on Monday, 20 September at Crown Perth.

All member Local Governments are entitled to be represented by two voting delegates. Registration of voting delegates is due by Friday, 27 August.

The Annual General Meeting will include presentation of WALGA's Annual Report, political addresses, presentation of Honours Program Awards and five motions, as follows:

- Amendments to WALGA's Constitution
- Cost of Regional Development
- Community Sporting and Recreation Facilities Fund (CSRFF) Funding Pool and Contribution Ratios
- Regional Telecommunications Program
- Review of the Environmental Regulations for Mining

The Agenda for the AGM will be distributed to Members by mid-August.

### 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)

By Ian Duncan, Executive Manager, Infrastructure

#### RECOMMENDATION

That the Key Activity Report from the Infrastructure Unit to the September 2021 State Council meeting be noted.

#### Roads

##### Road Asset Preservation Model

Feedback from WALGA Zones regarding strategic options for review of the Road Asset Preservation Model was considered by State Council in May. In accordance with the State Council resolution, the WALGA President wrote to the Chair of the Local Government Grants Commission, requesting that Commission officers be made available to brief Zones or Regional Road Groups, as requested. Commission officers have indicated a willingness to provide information to the sector, as requested, and have begun labelling and formatting changes to the model, to improve the model's legibility.

##### Condition Assessment of Roads of Regional Significance

Talis Consultants have commenced the second phase of a project to assess the condition of all Roads of Regional Significance. This phase covers the Great Southern and Goldfields-Esperance regions. In addition to the condition assessment and video data capture of sealed roads, the survey will include video of Significant unsealed roads and condition reporting on access roads to remote Aboriginal communities. Funding has been provided through the *State Road Funds to Local Government Agreement* to perform visual condition surveys of Significant sealed roads over a five year cycle. The first phase of this project, a survey of the roads in the Mid-West region, was recently completed.

##### Road Safety Management System

WALGA, Main Roads WA and the South West Regional Road Group have finalised modifications to the project prioritisation guidelines and multi-criteria assessment model to provide a greater focus on road safety when setting the annual roads program for the region. The South West Regional Road Group will consider the revised guidelines and model. This is an important pilot to deliver the commitment agreed in the *State Road Funds to Local Government Agreement 2018/19 to 2022/23* to work towards establishing a road safety management system. If the approach is successful, work will commence with other Regional Road Groups regarding the road safety focus of their project prioritisation guidelines.

##### Road – Rail Interface Agreements

WALGA, Main Roads WA and the Public Transport Authority (PTA) continue to develop a revised Road-Rail Interface Agreement. The draft Agreement, which identifies the responsibilities of the parties to manage risks associated with a road/rail crossing on the PTA network, will be provided to Local Governments for consideration and feedback.

##### Transport and Roads Forum 2021

Due to repeated COVID-related postponements, the Transport and Roads Forum has been cancelled for 2021. All registration fees have been refunded. Planning will begin for a 2022 Transport and Roads Forum later this year.

#### Funding

##### Regional Road Safety Program

A proposed \$35 million program of work to provide sealed shoulders and audible edge lines on about 1,000km of Local Government roads in 2021/22 has been developed in conjunction with Local Governments and Main Roads WA. Main Roads has informed all Local Governments with proposed projects that have been put forward to the Commonwealth for approval. The program must be completed in two six month tranches starting in July 2021. The first tranche of projects have been



approved by the Commonwealth Government. WALGA has been working with the Local Governments in the South West region, seeking to identify the best ways to support the procurement and delivery of these projects

## **Urban and Regional Transport**

### **Regional Roadworks Signage Review**

Engagement with Local Governments, the traffic management industry, road contractors, transport industry and the general public concerning their experience with roadworks signage in regional WA has been completed. This input, along with findings of video-recorded drive throughs of road works sites and desk top analyses is being used to inform recommendations to the Minister for Transport that will be finalised in August.

### **Draft State Infrastructure Strategy**

Work has commenced to identify the opportunities, threats and missed opportunities for Local Governments as a consequence of the infrastructure strategy as set out in the draft "*Foundations for a Stronger Tomorrow*". Local Governments are encouraged to participate in the forums being delivered by Infrastructure WA.

### **Agricultural Supply Chain Improvements Program**

The Association has encouraged and supported Local Governments to actively participate in forums convened by the Department of Transport to consult with stakeholders regarding the prioritisation of projects identified in the Revitalising Agricultural Region Freight Strategy and the Tier 3 rail engineering reviews. There is \$178 million of Federal and State funding to be allocated over the coming three years.



## 7.1.4 Report on Key Activities, Strategy, Policy and Planning Unit (01-006-03-0017 NM)

By Nicole Matthews, Acting Executive Manager, Strategy, Policy and Planning

### RECOMMENDATION

**That the Key Activity Report from the Strategy, Policy and Planning Unit to the September 2021 State Council meeting be noted.**

### Economics and Strategic Projects

#### Immediate Spending Priorities for the WA Government

WALGA recently prepared a strategic policy platform identifying the immediate spending priorities for the McGowan Government in its second term (see item 6.4). WALGA is encouraging the Government to use the State's strong financial position to build upon the success of its COVID-19 Recovery Plan, and further invest in areas that will ensure that the State is well placed to address looming economic, environmental and social challenges. These initiatives primarily relate to the extension or expansion of existing successful State Government programs in areas including climate change adaptation, waste management, small business support, underground power and housing. The document will be provided to the State Government in coming weeks.

#### Economic Briefing

In August, WALGA released its latest Economic Briefing, which contained updated forecasts for the Local Government Cost Index (LGCI). Costs faced by Local Governments are expected to rise in coming years due to strengthening economic activity and capacity constraints in the construction sector. WALGA's latest forecasts indicate that the LGCI will grow by 3.2% in 2021-22, and 2.8% in 2022-23. Given challenges with forecasting in the current environment, WALGA is urging caution when using the LGCI, and encouraging Local Governments to take into account their own local issues and experiences when considering cost pressures, and prepare multiple scenarios for cost increases coming years.

### Environment

#### Regional Climate Alliances

Following strong advocacy from WALGA, the State Government provided \$550,000 over two years to support a trial of regional Local Governments forming alliances or partnerships to work collaboratively to drive action on climate change as a key initiative of the *Western Australian Climate Policy*. Following a competitive expression of interest process, the South Coast Alliance (Shires of Plantagenet, Jerramungup, Denmark and the City of Albany) and the Goldfields Voluntary Regional Organisation of Councils (GVROC) (City of Kalgoorlie-Boulder, Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Menzies, Ngaanyatjaraku and Wiluna) were selected. Under the trial, the alliances will receive funding to employ alliance facilitators and grants for climate change mitigation and adaptation actions.

#### WaterWise Perth Urban Canopy Grants Program

WALGA is administering the Water Corporation's WaterWise Perth Urban Canopy Grants Program, which aims to increase canopy cover in high heat risk areas of the Perth and Peel regions through support for additional tree planting or the bringing forward of future planting in Local Governments' urban forest plans. A total of \$607,500 in grants has been awarded to 18 Local Governments: the Cities of Armadale, Bayswater, Canning, Cockburn, Fremantle, Gosnells, Kalamunda, Kwinana, Melville, Perth, Rockingham, South Perth, Swan and Vincent; the Shire of Serpentine-Jarrahdale; and the Towns of Bassendean, Cottesloe and East Fremantle.

## Planning and Building

### Crossover Working Group

WALGA is participating in the Minister for Local Government's Crossover Working Group which is aimed at achieving greater standardisation of both crossover approval processes and crossover specifications, and reducing regulatory burden for proponents. Membership of this group includes officers from metropolitan and regional Local Governments alongside government and industry representatives. The group is currently working through a preferred new model that will meet the Government's objectives. WALGA is taking a proactive and positive approach while also seeking to ensure that the interests of Local Government are highlighted and considered. The work of the group is likely to result in regulatory changes, with these being subject to consultation with the sector at a later date.

### CHRMAP Forum

WALGA hosted the Local Government Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) Forum on Thursday, 24 June. The Forum provides opportunities for officers working in coastal Local Governments in WA to share information, challenges and experiences in relation to coastal hazard risk management adaptation planning and coastal adaptation in general. Over 30 officers participated in the latest forum. Guest presentations from Cardno and the City of Rockingham focused on planning for coastal inundation. The Forum is also currently developing an *Advocacy Priorities Paper*.

### DAP Working Groups and Planning Reform Phase 2

The Department of Planning, Lands and Heritage (DPLH) is currently engaging with stakeholders on changes to the DAP system as part of Phase 2 of the State Government's Planning Reform agenda. This includes the formation of stakeholder reference groups (SRGs) for industry and Local Government. The Local Government group, which includes WALGA and officers from eight Local Governments, has met twice, focusing on the regional DAPs and the new Special Matters DAP. The DAP SRGs are running concurrently with the Government's Phase 2 Planning Reform consultation. WALGA, through its submission on the Government's Phase 2 Planning Reforms, has outlined a number of proposed changes to the DAP system in line with existing advocacy positions. The draft submission is presented for endorsement as part of the September 2021 State Council Agenda (item 5.3).

### Local Government Building Surveyor Snapshot

WALGA recently undertook a survey of Local Government Building Surveyors to better understand the current sustainability of the industry. In recent months, WALGA has been approached repeatedly with difficulties around filling vacancies and the demographic trends in the profession. WALGA received 64 responses from 39 Local Governments, which equates to approximately half of all Local Government building surveyors. Of these, **51% plan** to leave the industry within five years, which equates to **628 years** of local experience leaving the sector. WALGA has briefed the Commerce Minister's office on these findings and met with the Department of Mines, Industry Regulation and Safety (DMIRS) Director General to discuss options to address this issue.

## Resilient Communities

### Animal Welfare in Emergencies Grants

WALGA is currently administering the second round of the Animal Welfare in Emergencies Grant Program. This round includes funding to cover the cost of incident response training for Local Government officers and project grants of up to \$10,000 for individual Local Governments and collaborative grants of up to \$25,000.

On Tuesday, 22 June WALGA hosted a webinar on Local Plans for Animal Welfare, with presentations from the City of Swan, Shire of Mundaring and DPIRD about their experiences during the Woorloo Bushfires earlier this year. The recording is available [here](#).

### **South West Native Title Settlement Webinar**

On Thursday, 17 June WALGA hosted a webinar to provide an update for Local Governments on the South West Native Title Settlement (SWNTS), with more than 90 regional and metropolitan Local Government officers participating. The update included an overview of the SWNTS; the governance structure of the South West Aboriginal Land and Sea Council (SWALSC) and the six Noongar regional corporations; the Noongar Land Estate; Aboriginal heritage; and customary activities on Crown and conservation estate lands. The presentations and recording are now available on the [WALGA website](#). WALGA will continue to work in partnership with SWALSC, the Noongar Boodja Trustee, the Department of the Premier and Cabinet (DPC) and the Department of Planning, Lands and Heritage (DPLH) to provide information and support to Local Governments.

WALGA is hosting an all-day Aboriginal Engagement and Reconciliation Forum for officers and Elected Members at the Crown Perth on Wednesday, 22 September 2021. The Forum will focus on how Local Governments can develop strong, ongoing relationships with local Aboriginal communities that recognise our shared cultural heritage, create opportunities for Aboriginal empowerment, and celebrate successes.

### **Future Emergency Welfare Management Partnership Forum**

On Tuesday, 27 July 2021 WALGA staff attended the Future Emergency Welfare Management Partnership Forum hosted by the Department of Communities. The focus of the Forum was to explore how stakeholders can best collaborate to build capability and capacity to support communities during and after disasters; establish what processes, systems and frameworks need to be in place at a local, regional and state level prior to and during a disaster and recovery. Discussion focused on the six emergency welfare domains that are the responsibility of the Department of Communities: emergency accommodation, emergency food provision, emergency clothes and personal requisites, personal support services, registration and reunification and financial assistance.

## 7.2 Policy Forum Report (01-006-03-0007 TB)

*By Tony Brown, Executive Manager, Governance and Organisational Services*

The following provides an outline of the key activities of Policy Forums that have met since the last State Council meeting.

### RECOMMENDATION

**That the report on the key activities of WALGA Policy Forums to the September 2021 State Council meeting be noted.**

### Electoral Reform Policy Forum

WALGA President, Mayor Tracey Roberts JP, established an Electoral Reform Policy Forum in May 2021 to guide WALGA's submission to the [Ministerial Expert Committee on Electoral Reform](#), formed by the Minister for Electoral Affairs, Hon John Quigley MLA, on 30 April to put forward:

1. Recommendations as to how electoral equality might be achieved for all citizens entitled to vote for the Legislative Council, and
2. Recommendations for the distribution of preferences in the Legislative Council's proportional representation system.

The Policy Forum met twice in May 2021 to develop [WALGA's submission](#) to the Ministerial Expert Committee, which was endorsed by State Council by Flying Minute on Friday, 4 June 2021.

Since the close of the submission period, the WALGA President has requested a meeting with the Minister for Electoral Affairs, Hon John Quigley MLA, to present the Local Government sector's views on this issue, and has written to all Members of Parliament to outline the sector's concerns and provide a copy of WALGA's submission.

The Policy Forum met again on 22 July 2021 to consider a request from the Central Country Zone for a social media campaign emphasising the importance of regional, rural and remote political representation. To that end, a social media-based campaign is being developed to present the sector's position on this issue. An initial tactic of the campaign will be to publish the perspective of regional Local Government on the potential outcomes in the monthly WALGA column in *The West Australian*.

WALGA will continue to keep the sector informed on developments relating to Electoral Reform relating to the Legislative Council.

No other Policy Forums have met since the last State Council meeting.

## STATUS REPORT ON STATE COUNCIL RESOLUTIONS To the September 2021 State Council Meeting

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
<b>7 July 2021</b> <b>Item 5.1</b> Reviews of the <i>Cat Act 2011</i> and <i>Dog Act 1976</i>	That WALGA seek a commitment from the State Government: <ol style="list-style-type: none"> <li>1. for the conduct of comprehensive reviews of the Cat Act 2011 and Dog Act 1976;</li> <li>2. that the reviews incorporate Local Government-specific consultation processes, coordinated in discussion with WALGA and Local Government stakeholders;</li> <li>3. any call for review includes specific outcomes rather than just consultation with the Local Government sector; and</li> <li>4. any review include cost recovery permitted by Local Government through animal registrations.</li> </ol> RESOLUION 232.4/2021	Correspondence has been sent to the Minister for Local Government advising of the State Council resolution.	Complete	Tony Brown Executive Manager Governance and Organisational Services
<b>7 July 2021</b> <b>Item 5.2</b> Amendments to WALGA's Constitution	That the WALGA Constitution be amended as follows: <ol style="list-style-type: none"> <li>1. INSERT Definition – "Present" means attendance in person or by electronic means deemed suitable by the Chief Executive Officer.</li> <li>2. Clause 5 (10) – DELETE "and Associate Members".</li> <li>3. Clause 5 (11) – DELETE "Ordinary Member or", REPLACE "State Council" with "Chief Executive Officer" in the first sentence, INSERT "or its delegate" after State Council in the second sentence.</li> <li>4. Clause 6 (3) – REPLACE "31 May" with "30 June".</li> <li>5. Clause 7 (2) – REPLACE "30 June" with "31 July".</li> <li>6. Clause 11 (1) – after Chief Executive Officer, INSERT "in accordance with the Corporate Governance Charter".</li> <li>7. Clause 11 (2) – after Chief Executive Officer INSERT "by providing notice to State Councillors of the date, time, place and purpose of the meeting"</li> </ol>	An item has been prepared for the Annual General Meeting to be held on 20 September 2020 where a Special majority of 75% of delegates is required to amend the constitution.	In-progress	Tony Brown Executive Manager Governance and Organisational Services



MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
	<p>8. DELETE Clause 11 (3)</p> <p>9. Clause 12 (1) – DELETE “as, being entitled to do so, vote in person”</p> <p>10. DELETE Clause 12 (2)</p> <p>11. Clause 12 (3) – DELETE “as, being entitled to do so, vote in person”</p> <p>12. Clause 12 (4) – DELETE “as, being entitled to do so, vote in person”</p> <p>13. Clause 16 (1) &amp; (2) – After Any election INSERT “other than to elect the President or Deputy President”, REPLACE “generally in accordance with the provisions of the Local Government Act 1995 as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”.</p> <p>14. Clause 16 (2) (f) – REPLACE two instances of “2” with “1”.</p> <p>15. INSERT Clause 16A – Election Procedure – President and Deputy President</p> <p>(1) An election to elect the President or Deputy President shall be conducted as follows:</p> <p>(a) the Chief Executive Officer or his/her delegate shall act as returning officer;</p> <p>(b) representatives are to vote on the matter by secret ballot;</p> <p>(c) votes are to be counted on the basis of “first-past-the-post”;</p> <p>(d) the candidate who receives the greatest number of votes is elected;</p> <p>(e) if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;</p> <p>(f) any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;</p>			

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
	<p>(g) when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d);</p> <p>(h) if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected.</p> <p>16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.</p> <p>17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.</p> <p>18. Clause 22 (3) – DELETE “in person”</p> <p>19. DELETE Clause 22 (4) (b).</p> <p>20. Clause 23 (3) – DELETE “in person”</p> <p>21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”</p> <p>22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”</p> <p>23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”</p> <p>24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person”</p> <p>25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person”</p> <p>26. Clause 31 (4) (c) – DELETE “and Regional Development”.</p> <p>RESOLUTION 233.4/2021</p>			
<p><b>5 May 2021</b> <b>Item 5.1</b> Local Government Financial Ratios</p>	<p>That WALGA:</p> <p>1. Advocate to the Minister for Local Government to amend the <i>Local Government (Financial Management) Regulations 1996</i> to prescribe the following ratios:</p> <ol style="list-style-type: none"> <li>Operating Surplus Ratio,</li> <li>Net Financial Liabilities Ratio,</li> <li>Debt Service Coverage Ratio, and</li> </ol>	<p>Correspondence has been sent to the Minister for Local Government advising of this resolution. The letter was also cc'd to the Director General of the Department of Local Government Sport &amp; Cultural Industries.</p> <p>A response has been received from the Minister as follows;</p> <p><i>WALGA s recommendations have been forwarded to the Department of Local Government, Sport and Cultural Industries (DLGSC) to enable them to progress the project and provide further advice on the proposals for model</i></p>	<p>Complete</p>	<p>Tony Brown Executive Manager Governance and Organisational Services</p>

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
	<p>d. Current Ratio.</p> <p>2. Recommend that Local Governments consider including Asset Management ratios in their Annual Report.</p> <p>3. Request the Department of Local Government, Sport and Cultural Industries to review the Asset Management ratios in consultation with the Local Government sector.</p> <p>4. Continue the Local Government Financial Ratios Working Group as a reference group for the development of a Model set of Financial Statements and Budget Statements, and to establish new financial indicators.</p> <p>RESOLUTION 204.2/2021</p>	<p><i>financial statements, model budget statements and reduced detail in annual financial reports.</i></p> <p><i>The sector s contribution on these initiatives is encouraging and I am supportive of the DLGSC continuing to work with WALGA s reference group.</i></p>		
<p><b>5 May 2021</b> <b>Item 5.3</b> Western Australian Development Index</p>	<p>That the development and implementation of the Western Australian Development Index, led by the Department of Local Government, Sport and Cultural Industries, be supported, subject to:</p> <p>1. WALGA and the Local Government sector being represented on the governance group providing oversight to the project, and</p> <p>2. The Department of Local Government, Sport and Cultural Industries committing to provide further consultation opportunities to the Local Government sector as the project progresses.</p> <p>RESOLUTION 206.2/2021</p>	<p>Correspondence has been sent to the Department of Local Government Sport and Cultural Industries advising of State Council's resolution.</p> <p>No response has been received to date.</p>	<p>Ongoing</p>	<p>Tony Brown Executive Manager Governance and Organisational Services</p>
<p><b>5 May 2021</b> <b>Item 5.4</b> Review of the State Industrial Relations System</p>	<p>That WALGA:</p> <p>1. Seek confirmation from the State Government on whether it intends to re-introduce legislation for Local Governments to operate solely in the State Industrial Relations System.</p> <p>2. If the State Government reintroduces legislation to require all Local Governments to operate within the State Industrial Relations System, continue to advocate for the State Government to:</p> <p>a. Amend the <i>Industrial Relations Act 1979 (WA)</i> to include additional provisions to modernise the State IR system; and</p>	<p>Correspondence has been sent to the Minister for Industrial Relations advising of this resolution.</p> <p>A meeting was held with the Minister for Industrial Relations on 14 July 2021.</p> <p>The Minister advised that this legislation is likely to be introduced in the spring session in Parliament and hopes the legislation will go through State Parliament prior to Christmas 2021.</p>	<p>Ongoing</p>	<p>Tony Brown Executive Manager Governance and Organisational Services</p>

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
	<p>b. Provide adequate funding and resourcing to ensure Local Governments are equipped with the appropriate tools and training to enable a smooth transition.</p> <p>RESOLUTION 207.2/2021</p>	<p>This legislation then requires the support of the Federal Government.</p>		
<p><b>3 March 2021</b> <b>Item 5.3</b> Eligibility of Slip On Fire Fighting Units for Local Government Grants Scheme Funding</p>	<p>That WALGA:</p> <ol style="list-style-type: none"> <li>1. Supports the inclusion of capital costs of Trailer Fire Fighting Units and Slip On Fire Fighting Units including for Farmer Response Brigades (for use on private motor vehicles) on the Eligible List of the Local Governments Grants Scheme (LGGS).</li> <li>2. Requests the Local Government Grants Scheme Working Group to include this matter on the Agenda of their next Meeting (expected March 2021).</li> <li>3. Requests WALGA to work with the Local Government Grants Scheme Working Group to develop appropriate operational guidelines and procedures for the safe use of Slip On Fire Fighting Units funded in accordance with the LGGS.</li> <li>4. Supports the update of the WALGA membership of the Local Government Grants Scheme Working Group to include one Local Government Elected Member and one Local Government Officer, with these appointments determined through the WALGA Selection Committee process.</li> </ol> <p>RESOLUTION 180.1/2021</p>	<p>A letter was sent to DFES Commissioner Klemm on 16 March 2021 advising of State Council's decision on 3 March. The Local Government Grants Scheme Working Group met on 20 March 2021 however did not discuss eligible items in the Manual. An EOI process for the Officer position was successful but a second round process will be run for the Elected member position.</p> <p>DFES has advised that the Local Government Grants Scheme Working Group has been discontinued. WALGA CEO Nick Sloan is meeting with the DFES Commissioner Darren Klemm on 2 August to discuss how Local Government input to the LGGS Manual will be collected in future.</p> <p>DFES advised on 4 June 2021 that the matter of eligibility of slip on units was not yet finalized. A further follow up email was sent on 26 July 2021.</p>	<p>May 2021</p>	<p>Narelle Cant Executive Manager Strategy, Policy and Planning</p>
<p><b>2 December 2020</b> <b>Item 5.3</b> Family and Domestic Violence and the Role of LGs</p>	<p>That:</p> <ol style="list-style-type: none"> <li>1. WA Local Governments recognise the prevalence, seriousness and preventable nature of family and domestic violence and the roles that Local Governments can play in addressing gender equity and promoting respectful relationships in their local community.</li> <li>2. WALGA advocates to the State Government:             <ol style="list-style-type: none"> <li>a. to work with Local Government in defining the role and responsibilities and expectations of</li> </ol> </li> </ol>	<p>In February 2021 WALGA wrote a letter to the Director General Communities, Michelle Andrews, to advise of WALGA State Council's newly adopted policy position on family and domestic violence.</p> <p>WALGA met with the Department of Communities on Thursday, 25 February 2021 to discuss WALGA State Council's endorsed policy position and key advocacy statements. The key message provided was that the Department of Communities needs to engage more thoroughly with Local Governments, and in particular more</p>	<p>Ongoing</p>	<p>Narelle Cant Executive Manger Strategy, Policy and Planning</p>

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
	<p>Local Governments in family and domestic violence.</p> <p>b. for adequate funding for family and domestic violence programs and services, particularly in regional areas.</p> <p>c. for appropriate resources and funding be allocated to Local Governments to implement any particular roles and actions addressing family and domestic violence as defined in the State Strategy.</p> <p>d. to provide support to Local Government in the broader rollout of the Prevention Toolkit for Local Government.</p> <p>e. to continue advocacy to the Commonwealth Government for additional funding and support.</p> <p>3. WALGA organises presentations for Local Governments that address family and domestic violence, as part of relevant events or webinars.</p> <p>RESOLUTION 144.6/2020</p>	<p>engagement and communication is required regarding the State Strategy which was adopted in July 2020.</p> <p>Since 18 January 2021 WALGA has been meeting with the Australian Local Government Association and other Local Government Associations, together with Our Watch (the National prevention agency established by the Commonwealth Government) to share information and combine advocacy efforts for Local Governments across Australia. Our Watch is working on a strategy to engage more thoroughly with Local Governments across Australia through this group.</p> <p>WALGA in collaboration with the Local Government Community Safety Network Steering Committee delivered an event on 18 May focusing on family and domestic violence.</p> <p>WALGA has recently been added to the Department of Communities Path to Safety Steering Group. The next meeting is on 16 August 2021.</p>		
<p><b>1 July 2020</b></p> <p><b>Item 5.4</b></p> <p>WALGA JLT Scheme Management Agreement Extension</p>	<p>State Council require that:</p> <p>a) The terms of existing WALGA JLT/Marsh Scheme Management Agreement be maintained for a further 12 months or until the review actions are completed.</p> <p>b) A contingency planning project be undertaken to ensure the WALGA LGIS insurance service is competitive, resilient and appropriate to serve the needs of Member Councils.</p> <p>c) All other details as to the State Council LGIS review to remain confidential.</p> <p>RESOLUTION 95.3/2020</p>	<p>a) Action implemented. Completed</p> <p>b) Contingency planning project in scoping stage. To be aligned with previous review actions with a June 2022 completion target.</p>	July 2021	Zac Donovan Executive Manager Commercial and Communications
<p><b>5 December 2018</b></p> <p><b>Item 5.1</b></p> <p>Proposed Removal by Main Roads WA of the "Letter of Approval"</p>	<p>That WALGA:</p> <p>1. Opposes withdrawal of the "Letter of Approval" Restricted Access Vehicle Operating Condition until an acceptable alternative to Local Government is developed;</p> <p>2. Supports the position that Local Governments not use provision of the Letter of Authority to charge transport</p>	<p>On advice from the State Solicitors Office, Main Roads WA is intending to remove the CA07 condition that requires a transport operator to obtain a letter of approval from the relevant Local Government. Main Roads is proposing to replace the condition with a notification process (CA88). After consultation with Regional Road Groups and a Stakeholder Working Group, the overwhelming majority of participants are</p>	Ongoing	Ian Duncan Executive Manager Infrastructure

MEETING DATE	RESOLUTION	COMMENT	Completion Date	Officer Responsible
Restricted Access Vehicle Operating Condition	<p>operators to access the Restricted Access Vehicle network;</p> <ol style="list-style-type: none"> <li>3. Supports the development of standard administrative procedures including fees and letter formats; and</li> <li>4. Supports the practice of Local Governments negotiating maintenance agreements with freight owners/ generators in cases where the operations are predicted to cause extraordinary road damage as determined by the Local Government.</li> <li>5. Advocates to Main Roads to establish a stakeholder working group to develop an appropriate mechanism through which the increased infrastructure costs from the use of heavy vehicles and those loaded in excess of limits (concessional loading) can be recovered from those benefiting, and redirected into the cost of road maintenance.</li> </ol> <p>RESOLUTION 132.7/2018</p>	<p>of the view that the proposed arrangement is not an acceptable alternative. WALGA has written to Main Roads WA stating that WALGA does not support the alternative and that the position adopted by Sate Council in December 2018 has not changed.</p>		
<p><b>5 December 2018</b> <b>Item 4.1</b> State / Local Government Partnership Agreement on Waste Management and Resource Recovery</p>	<ol style="list-style-type: none"> <li>1. That State Council endorse investigating a State / Local Government Partnership Agreement on Waste Management and Resource Recovery.</li> <li>2. That the item be referred to MWAC for is development and negotiation with the State Government.</li> <li>3. A report regarding a proposed “State / Local Government Partnership Agreement on Waste Management and Resource Recovery” be brought back to the next meeting of State Council.</li> </ol> <p>RESOLUTION 131.7/2018</p>	<p>MWAC has sought a meeting with the new Minister for Environment, Hon Amber-Jade Sanderson, MLA and this matter will be on the agenda.</p>	Ongoing	Narelle Cant Executive Manager Strategy, Policy and Planning





# **MINUTES**

## **Annual General Meeting**

**Friday, 25 September 2020**

**Crown Perth**

# Table of Contents

<b>1</b>	<b>Annual General Meeting – Order of Proceedings</b> .....	<b>4</b>
<b>3.</b>	<b>Consideration of Executive and Member Motions</b> .....	<b>6</b>
<b>3.1</b>	<b>Drought in Western Australia</b> .....	<b>6</b>
<b>3.2</b>	<b>State Owned Unallocated Crown Land (UCL) House Blocks</b> .....	<b>9</b>

# **AGENDA**

## **WALGA**

### **Annual General Meeting**

**Held at**

**Crown Perth, Grand Ballroom**

**Friday 25 September 2020**

**The meeting commenced at 4pm**

# 1 Annual General Meeting – Order of Proceedings

## 1.1 Record of Apologies

- City of Albany
- Town of Bassendean
- Shire of Boyup Brook
- Shire of Carnarvon
- Shire of Coorow
- Shire of Dumbleyung
- Shire of Halls Creek
- Shire of Meekatharra
- Shire of Murchison
- Shire of Ngaanyatjarraku
- Shire of Sandstone
- Shire of Shark Bay
- Shire of Three Springs
- Shire of Williams
- Shire of Woodanilling
- Cr Thomas Oversby                      Shire of Boyup Brook
- Cr Helen O'Connell                      Shire of Boyup Brook
- Cr Brett McGuinness                      Shire of Quairading
- Cr Len Armstrong                      Shire of Lake Grace
- Cr Ian Mickel                      Shire of Esperance
- Cr Amanda Yip                      City of Bunbury
- Cr Anthony Farrell                      Shire of Chapman Valley
- Mayor Dan Bull                      City of Bayswater
- Cr Cheryl Kozisek                      City of Bunbury
- Cr Steven Carter                      Shire of Dalwallinu
- Cr Keith Carter                      Shire of Dalwallinu
- Cr Sue Meeking                      Shire of Kondinin
- Cr Julie Russel                      Shire of Wickepin
- Cr Steven Martin                      Shire of Wickepin
- Cr Dot Newton                      City of Wanneroo
- Mr Tony Nottle                      City of Busselton
- Cr Jason Russell                      Shire of Mundaring

## 1.2 Adoption of Standing Orders

### RESOLUTION:

**Moved            Mayor Shane Van Styn, City of Greater Geraldton**  
**Seconded      Cr Julie Brown, City of Gosnells**

**That the AGM Association Standing Orders be adopted.**

**CARRIED**

### **1.3 Confirmation of Minutes**

Minutes of the 2019 WALGA Annual General Meeting were contained within the AGM Agenda.

#### **RESOLUTION:**

**Moved** Cr Paul Kelly, Town of Claremont  
**Seconded** Mayor Logan Howlett, City of Cockburn

**That the Minutes of the 2019 Annual General Meeting be confirmed as a true and correct record of proceedings.**

**CARRIED**

### **2.0 Adoption of Annual Report**

Annual Report including audited Financial Statements were distributed to members separately.

#### **RESOLUTION:**

**Moved** President Cr Michelle Rich, Shire of Serpentine Jarrahdale  
**Seconded** Mayor Shane Van Styn, City of Great Geraldton

**That the 2020 Annual Report including the 2019/20 Audited Financial Statements be received.**

**CARRIED**

### **3.0 Consideration of Executive and Member Motions**

As per motions listed.

### **4.0 Closure**

There being no further business the Chair declared the meeting closed at 4:29pm.

## 3. Consideration of Executive and Member Motions

### 3.1 Drought in Western Australia

*Shire of Dundas Delegate to move*

#### RESOLUTION

**Moved:** President Cr Laurene Bonza, Shire of Dundas  
**Seconded:** Cr Rasa Patupis, Shire of Dundas

**That WALGA:**

- 1. Requests assistance from the Federal Minister for Agriculture, Water and Environment, to reconsider the Federal Government's approach when determining the criteria on what areas are eligible for drought assistance; and**
- 2. Requests the State Minister for Agriculture and Food, to reconsider the State Government approach of not assisting with the drought situation, and if the State cannot help under their Water Deficiency Program that is implemented to cart water, then an alternative assistance package be considered.**

#### ***IN BRIEF***

The Australian Government has released a drought response, resilience and preparedness plan.

The plan is focused on three themes:

- Immediate action for those in drought.
- Support for the wider communities affected by drought.
- Long-term resilience and preparedness.

Read the detail in the:

[Australian Government's Drought Response, Resilience and Preparedness Plan.](#)

Most regions in WA did not form part of the Drought Program

**CARRIED**

#### MEMBER COMMENT

In relation to the above the Hon David Littleproud MP, Minister for Agriculture, Drought and Emergency Management announced on 1 July 2020 that the Australian Government was investing \$3.9 billion (growing to \$5 billion) in the Future Drought Fund.

This long-term, sustainable investment will make \$100 million available each year to help farmers and communities become more prepared for, and resilient to, the impacts of drought. The first of the Future Drought Funds Programs were announced and began to roll out from July 2020, funding farm business planning, greater access to information for decision-making, adoption of research and technologies, and building the drought resilience of natural resources such as soil and vegetation in agricultural landscapes.

Communities will also benefit through improved regional planning, strengthening networks, leadership and community capabilities and small-scale infrastructure projects.

The eight programs, totalling \$89.5 million, are:

1. The \$20m Farm Business Resilience program will provide farm businesses with training to strengthen their strategic business management skills and develop a farm business plan to build risk management capacity and drought resilience.
2. The \$10m Climate Services for Agriculture program will fund the development and delivery of interactive digital 'climate information services' for the agriculture sector to assist farmers to make real-time decisions.



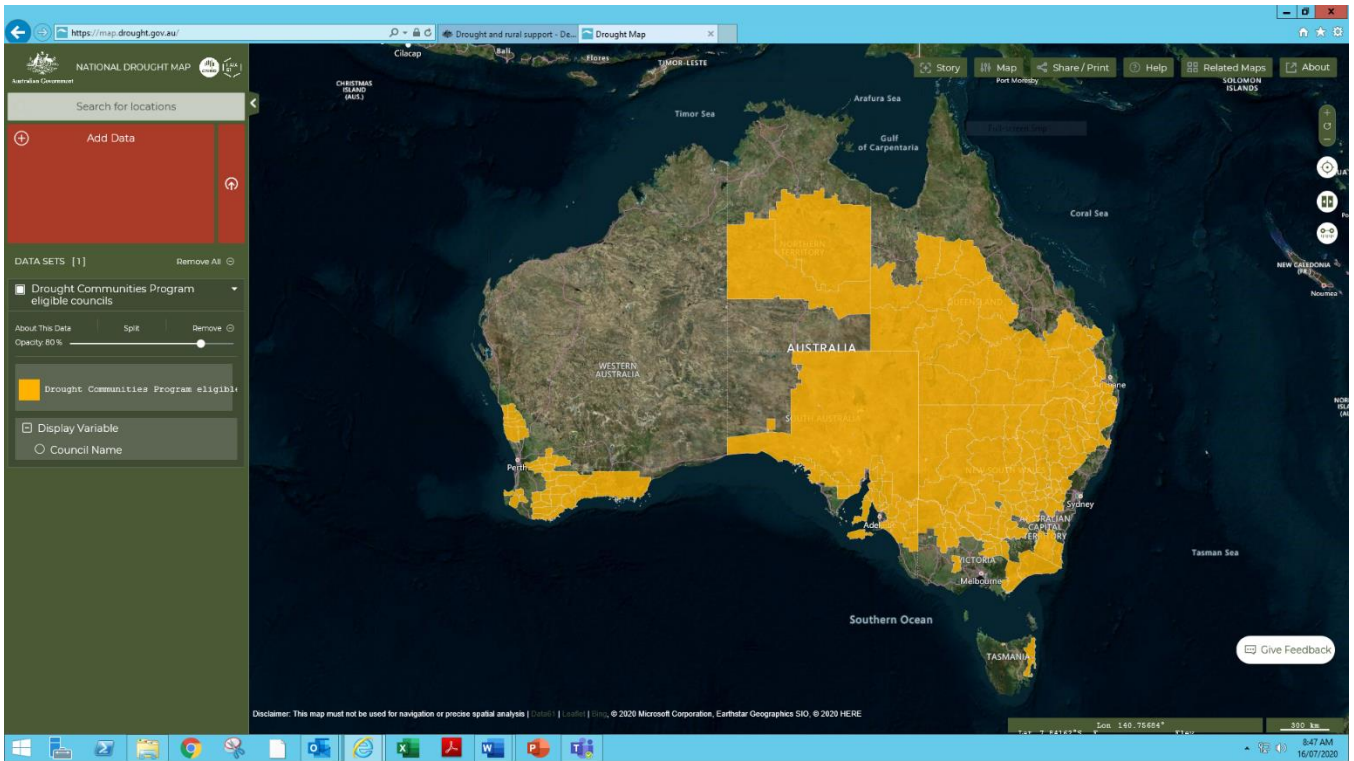
3. The \$3m Drought Resilience Self-Assessment Tool will provide an online self-assessment tool for farmers to self-identify drought risks based on a range of social, economic and environmental indicators, and take action to build the drought resilience of their farm business.
4. The \$20.3m Drought Resilience Research and Adoption program will establish two regionally located Drought Resilience Adoption and Innovation Hubs, and Innovation Grants will become available to research organisations, private sector, industry, not-for-profit organisations and community groups.
5. The \$15m Natural Resource Management (NRM) Drought Resilience program will fund regional NRM bodies to undertake projects to build drought resilience of natural resources on agricultural landscapes, and there will also be grants available to organisations, farmer groups and individuals to undertake NRM projects to build the drought resilience of natural resources on small scales.
6. The \$3.75m Networks for Building Drought Resilience program will support community-driven projects that enhance drought resilience and strengthen networks, including small-scale infrastructure projects to make community facilities drought resilient.
7. The \$7.45m Drought Resilience Leaders program will develop leadership capability in communities and include a mentoring component to foster uptake of innovative practices to build drought resilience of farmers and their businesses.
8. The \$10m Regional Drought Resilience Planning will provide funding to consortia of local councils or equivalent entities to develop Regional Drought Resilience Plans for agriculture and allied industries.

In response to the above announcements on the 1 July 2020, the Western Australian Government was critical of these as they had bypassed critical WA projects that had been presented in a WA Government submission. WA's submission included research and development projects to regenerate degraded and dehydrated lands, projects to prove and promote on-farm desalination, a boost to Strategic Community Water Supplies in the grainbelt and support for horticulture on the Gnangara Mound. While any Federal drought funding is welcomed by the State Government, they felt that this program represents a lost opportunity for WA farmers in need of long-term drought support.

Despite its disappointment with the outcome, the McGowan Government stated it will work with the Federal Government to deliver programs in WA and will continue to push for projects to deal with systemic dry conditions in WA.

Recently the State Government has also declared a water deficiency in another area of the Goldfields Esperance Region in the Shire of Esperance - Cascade area. This is the 12<sup>th</sup> declaration since May 2019. A declaration is made as a last resort, after continued dry conditions due to climate change have depleted on-farm and State Government managed community water supplies.

<https://map.drought.gov.au/>



The above map identifies the Shires or Regions eligible for this funding. Unfortunately most areas in WA are excluded from any assistance for these programs, and it is important to highlight the Western Australian position as severely impacted with a lack of understanding or support from both Federal and State Governments.

## SECRETARIAT COMMENT

The motion is in keeping with the State Council resolution of March 2020, requesting WALGA, in consultation with ALGA, to liaise with the WA State Government Ministers for Water, Agriculture and Environment to provide a coordinated holistic response in respect to the ongoing drying climate issues and access to the Drought Communities Funding Program. RESOLUTION 37.1/2020

## 3.2 State Owned Unallocated Crown Land (UCL) House Blocks

*Shire of Dundas Delegate to move*

### RESOLUTION

**Moved: President Cr Laurene Bonza, Shire of Dundas**

**Seconded: Cr Rasa Patupis, Shire of Dundas**

**That WALGA request the Minister for Local Government, Hon. David Templeman to consider a review into the justification and fairness of the State Government not paying rates on Unallocated Crown Land (UCL).**

#### ***IN BRIEF***

Local Governments impose rates to raise revenue to fund the services and facilities.

The State Government do not pay rates on unallocated crown land.

Request a review into the justification and fairness of the State not paying rates on UCL land.

**CARRIED**

### MEMBER COMMENT

The Shire of Dundas is concerned that the State Government does not pay rates on Unallocated Crown Land. What is not considered is the roads in front of these properties still need to be sealed every ten years, the drains need repairs and verges need to be mowed, not to mention the portion of rates that contribute to the landfill, footy grounds, town-hall, public amenities, swimming pool and the general beautification of the Town.

The Shire of Dundas has 679 Town-site Properties.

The Shire of Dundas has 352 lots of Crown Land within the Town Boundary not paying rates or not vested to anyone to pay rates.

This is just over 50% of blocks in our community that does not pay rates while the infrastructure in-front of these blocks of land has to be maintained by the rest of our community. This equates to \$158,400.00 per year that the community has to find to maintain the infrastructure in front of these properties, which is 16% of the Shire's rates revenue.

The Shire of Dundas believes that the State should review the rate exemption provisions into the justification and fairness of the State Government not paying rates on Unallocated Crown Land (UCL).

An alternative may be for the State to pay a minimum annual maintenance charge on each block to Local Governments to mitigate fire risk and asset management costs for roads, footpaths, drainage etc.

### SECRETARIAT COMMENT

The above motion is consistent with WALGA's current policy of requesting for a broad review to be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act. This would include the current exemption for State Government Unallocated Crown Land (UCL).

It is also worth noting that the Local Government Review Panel have recommended that "*The Economic Regulation Authority (ERA) should be asked to undertake a review of the rating system, including a thorough examination of the case for the current wide range of exemptions*".

**DECLARATION**

These minutes will be confirmed at the meeting held August 2021.

Signed

\_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed

# **POST CYCLONE SEROJA RECOVERY**

## **Information sheet – Emergency Accommodation**

### **Introduction**

This information is aimed to guide the provision of emergency accommodation on a temporary basis for properties located within the Shire of Mingenew local government area as a result of the impacts of Cyclone Seroja in April 2021. The Shire will consider issuing an exemption for temporary works for a period of twelve (12) months under the Local Planning Scheme to assist landowners who have lost homes or for construction workers involved in rebuilding and recovery works.

### **1. Planning exemption for temporary works**

In emergency situations Clause 61(1) of the 'Deemed Provisions' of the Planning and Development (Local Planning Scheme) Regulations 2015 permits local governments to issue a temporary exemption from the need to obtain development (planning) approval. An 'exemption' is not an approval but a temporary relaxation of requirements which is permitted for a maximum period of twelve (12) months. At the end of the twelve months, the exemption ceases and the structures will be required to be removed. Alternatively, should the owner want to retain the development on site then an Application for Development Approval will be required. The proposed development will be assessed against the normal planning framework and is not guaranteed to be supported.

### **2. General Information**

A request for a Planning Exemption for emergency temporary accommodation must be made to the Shire of Mingenew and will be assessed on a case by case basis. The following provisions shall apply:

- Applications for temporary accommodation will only be considered in respect of land owners having lost a home and for workers involved in construction works as a consequence of Cyclone Seroja.
- The only forms of temporary accommodation to be considered shall be a caravan, a transportable dwelling or an outbuilding the shall be connected to an on-site effluent disposal system to the approval of the Shire of Mingenew. This can be removed therefore landowners considering doing so can contact the Shire directly.
- Upon lodgment and approval of the supporting information a Planning Exemption Letter for placement of temporary accommodation on a lot will be issued for those applications exempt from obtaining development (planning) approval in accordance with Clause 61(1) of the deemed provisions of the Planning and Development Act 2015.
- Upon issuance of the Planning Exemption letter, all applications must be considered by the Shire of Mingenew Building and Health Departments.
- The location of accommodation structures on a lot shall not impact access or egress to the site and shall not be placed within the primary street setback area.

- The applicant shall provide a Statutory Declaration (as attached) acknowledging that the exemption shall not exceed a period of twelve (12) months with the accommodation structure being vacated and removed at the expiration of that time.
- The temporary works exemption will not be issued to the applicant, is not transferrable to any other person or to any other property without further application and approval of the Shire of Mingenew.
- If there is a further need for accommodation structures after the exemption period of twelve (12) months, it is the responsibility of the applicant to submit a Development Application in a reasonable time before the expiration of the exemption.
- Should the Shire receive ongoing complaints in relation to the exempted temporary works, the Shire reserves the right to review and/or revoke the exemption.
- The Applicant is required to indemnify and keep indemnified the Shire, its servants and agents against any claim or proceeding (and any cost and expenses incurred as a result) that may be made or brought by any person or corporation against the Shire, its servants and agents arising out of the exemption for temporary accommodation or temporary storage.

### **3. Planning Requirements**

In many cases land owners will not need to apply for development approval for temporary accommodation (as per normal) as this requirement meets a form of exemption that local governments can apply if the structures are compliant with the Residential Design Codes, Local Planning Schemes and Planning Development Act 2005. However, this exemption does not apply to properties location with Special Control Areas, Heritage Protected Areas and properties within Bushfire Prone Areas with ratings >BAL-40/BAL-FZ.

#### **Outbuilding**

An outbuilding used for temporary accommodation would not be approved on a vacant Residential zoned lot without a building permit approved for a single house. Due to the impacts of Cyclone Seroja an exemption for a maximum period of twelve (12) months may be considered for landowners who have lost homes on their land.

- An application to reside in an existing outbuilding must include a Structural Engineer's report demonstrating the existing structure is suitable for temporary accommodation purposes.
- An application to construct a new outbuilding for temporary accommodation purposes is required to be designed to habitable standards. Should the outbuilding be intended to remain as a permanent structure after the exemption period, the development must comply with the relevant Planning legislation and Policies. If the applicant wishes to retain the outbuilding used for temporary accommodation after the expiry of the exemption period, the outbuilding may need to be modified to remove components that make it habitable. The following information shall be provided in the exemption application documentation:
  - Site plan, floor plan and elevations of the outbuilding dwelling to scale and fully dimensioned.



- Statutory declaration acknowledging conditions of planning exemption for temporary structure.

### **Repurposed of second hand dwellings**

The use of repurposed or second-hand dwellings for permanent residential accommodation purposes in the form of a single dwelling must comply with the Residential Design Codes and meet the provisions of the Shire's Local Planning Policy. Due to the impacts of Cyclone Seroja, an exemption for a maximum period of twelve (12) months may be considered for those landowners who have lost homes or have uninhabitable homes due to damage sustained. Should the applicant wish to construct another single dwelling on the lot, then the temporary accommodation would be required to be removed. The following information shall be included in exemption application documentation:

- Site Plan showing location of proposed structure together with plans and elevations of proposed dwelling.
- Photos must be submitted that clearly illustrate the condition and appearance of the entire building.
- Statutory Declaration acknowledging conditions of planning exemption for temporary accommodation.

### **Ancillary Accommodation**

Ancillary accommodation (sometimes referred to as a 'Granny Flat') is an "additional dwelling" and is 'ancillary' or 'secondary' to the main house on the property. Applications are considered after the completion of the main dwelling or where the main dwelling and the ancillary accommodation are built concurrently. In instances where an ancillary dwelling is proposed to be constructed to accommodate a landowner due to the impacts of Cyclone Seroja and prior to the re-construction of a single dwelling, an exemption for a maximum of twelve (12) months may be considered for those landowners who have lost homes. Should the ancillary dwelling be proposed to remain as a permanent structure after expiry of the exemption period, the development must comply with relevant Planning Legislation and Policy. (For example, an ancillary dwelling on a vacant Residential zoned lot would not be approved if there is no building permit granted for a single house and it does not comply with all other Residential Design Code of WA provisions and the Shire's Local Planning Policy Ancillary Accommodation). Therefore, if the applicant wishes to retain the ancillary dwelling on the lot after the expiry of the exemption period, it must comply with all R-Code provisions such as maximum plot ratio area of 70m<sup>2</sup>, lot boundary setbacks and so on. The following information shall be included in exemption application documentation:

- Site Plan showing location of proposed structure together with plans and elevations of proposed ancillary dwelling.
- Statutory Declaration acknowledging conditions of planning exemption for temporary structure.

## 4. Building Requirements

Due to the nature of the cyclone and subsequent damage incurred, the Shire of Mingenew considers that all applications for temporary accommodation will require a building application. To facilitate timely application processes, the following matters should be considered as part of the building application.

- Copy of authorisation from the relevant authority that the site is safe and cleared from any known hazards and suitable for installation of a transportable dwelling for temporary accommodation or a shipping container for storage purposes shall be provided as part of the building application. This can be removed and possibly conditioned on the approval?
- All structures must have appropriate foundations and structural support to ensure that they are safe and stable and be in a location approved by the Shire. Where possible, it shall be located at least 2 metres clear of any sewer main and a suitable distance from each lot boundary. It must not be installed over any easement and shall not affect the means of egress from the location in an emergency. It shall be installed so that roof water is disposed of without causing a nuisance to adjoining owners.
- For temporary accommodation structures, ability for connection to mains power is to be verified by a qualified electrician. The use of a generator upon the approved land parcel will be permitted during power outages and when the on-site power source is not accessible. At all other times, the applicant shall utilise the power source provided.
- Temporary accommodation structures must meet minimum standards including structural wind loading requirements that apply to permanent buildings; adequate fire safety standards, such as smoke alarms and emergency exits and applicants must apply pest, dust and noise mitigation measures.

## 5. Health requirements

The following matters should be considered.

- A potable water supply shall be available upon the approved land parcel, to the approval of the local government. (For example, a caravan will be required to have a reservoir for water or a bottled water supply.)
- Detailed plan to include location of effluent disposal system and ablution facilities (toilet, shower, laundry, kitchen sink).

### Disclaimer

This information sheet is a guide only and will be reviewed regularly. Verification with original Local Laws, Acts, the Shire's Local Planning Scheme and other relevant documents is recommended for detailed references. The Shire accepts no responsibility for errors or omissions.

# PLANNING EXEMPTION FORM TEMPORARY ACCOMMODATION

## OWNER DETAILS:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Lot No. \_\_\_\_\_ Street No. \_\_\_\_\_ Street: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Postal Address (if different): \_\_\_\_\_

---

## LOCATION OF PROPOSED DEVELOPMENT:

Lot No. \_\_\_\_\_ Street No. \_\_\_\_\_ Street: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

## TYPE OF DEVELOPMENT (tick relevant):

Outbuilding for temporary accommodation -  New  or Existing

Outbuilding for storage –  New  or Existing

Repurposed transportable dwelling for temporary accommodation

Second-hand transportable dwelling for temporary accommodation

Caravan

Other (please describe) \_\_\_\_\_

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**ACCOMMODATION DETAILS** (ie - number of occupants, size of van etc.) –

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**POTABLE AND WASTEWATER DETAILS**

Give details of type of effluent disposal system (ie Caravan – water reservoir available on caravan or bottled water supply)

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**REASON FOR APPLICATION -**

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**SUPPORTING INFORMATION**

- Site Plan - showing proposed location of temporary structure on lot, existing structures on lot if remaining, street names, lot numbers, north point, location of effluent disposal system and ablution facilities.
- Plans of dwelling (including floor plan, elevations and sizes)
- Photos - of repurposed/second-hand dwelling, caravan etc.
- Structural Engineer's Report (for existing structures – outbuilding etc.)
- Statutory Declaration

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Exemption for development approval for temporary works will issued for a maximum period of 12 months, however at the end of the 12 month exemption period the landowner will need to apply for an Application for Development Approval and approval may or may not be granted based on compliance with relevant Planning Legislation and Policy.**

**WESTERN AUSTRALIA**  
**Oaths, Affidavits and Statutory Declarations Act 2005**  
**STATUTORY DECLARATION**

File Ref: 5.1.8 (Property Ref: A\_\_\_\_\_) E/A 2021-\_\_\_\_\_

**PROPOSED TEMPORARY ACCOMMODATION – Planning Exemption**

I/We: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

**Sincerely declare as follows –**

1. I am the registered landowner or entitled to be the registered proprietor of the land situated at \_\_\_\_\_ which is more particularly described as:  
  
Lot \_\_\_\_\_ on Plan/Diagram (circle applicable) being the whole of the land in Certificate of Title Volume Folio (“the land”).
2. I have applied to the Shire of Northampton (“the Shire”) for planning exemption to provide temporary accommodation for a period not exceeding twelve (12) months on the land following after which I shall cease to occupy and use the temporary accommodation.
3. The Shire may grant an exemption approval for me to reside in temporary accommodation for a period not exceeding twelve (12) months commencing on \_\_\_\_\_ and expiring on, \_\_\_\_\_ subject to various conditions.
4. I acknowledge that should a further need for temporary accommodation or temporary storage be required after expiry of the exemption period, I shall submit a development application for temporary accommodation to the Shire in good time before expiration of the exemption period being \_\_\_\_\_. Should approval for a further term not be granted by the Shire, I shall cease to occupy the temporary accommodation and remove the structure/s from the land.

5. I am aware that it is on the basis of my above declarations that the Shire may grant exemption approval of my application to occupy the temporary accommodation and that in the event I occupy the temporary accommodation otherwise than in accordance with the terms of my exemption approval, that I may be prosecuted by the Shire and that the statements I have made in this statutory declaration may be tendered in evidence against me.

### SCHEDULE

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(Description of temporary accommodation)

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005 at:

Place:

In the State of Western Australia this

\_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

\_\_\_\_\_  
Signature of Declarant

\_\_\_\_\_  
Signature of Declarant

In the presence of:

In the presence of:

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Authorised Witness &  
Qualification

\_\_\_\_\_  
Name of Authorised Witness &  
Qualification



COUNCIL POLICY  
Community

1.4.3

<b>Title:</b>	1.4.3 COMMUNITY BUS HIRE
<b>Adopted:</b>	21 December 2016
<b>Reviewed:</b>	21 July 2021
<b>Associated Legislation:</b>	Local Government Act 1995
<b>Associated Documents:</b>	Community Assistance Scheme 2019/20 Supporting the Community Procedures Delegation Register- CD02 Debts, Waiver, Concessions, Write Off and Recovery
<b>Review Responsibility:</b>	Community Development Officer
<b>Delegation:</b>	Chief Executive Officer

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Previous Policy Number/s 3004

**Objective:**

To set out the Terms and Conditions of the hire and usage of the Shire of Mingenew Community Bus.

**Policy Statement:**

The Shire of Mingenew Community Bus Hire Policy applies to all users and managers of the Shire of Mingenew Community Bus.

User groups will be divided into three categories and defined as follows:

*User Categories*

*Category 1 – Mingenew Primary School & Seniors*

The Shire recognises that the Mingenew Primary School and Autumn Centre are the two most common users of the Community Bus, and the social benefits that arise from the activities that the bus can facilitate. As such, the Shire waives any fees and charges associated with the community bus for these two groups.

*Category 2 – Mingenew Community, Sporting Groups and Mingenew Ratepayers*

This category applies to local organisations, sporting groups and businesses, where the organisation's registered address is within the Shire of Mingenew. It also includes Shire of Mingenew ratepayers. This category will be charged a daily rate hire fee as per the annual Fees and Charges set by Council. Hire fees shall be at a discounted rate to category 3.

*Category 3 – Non-local Businesses / Commercial Entities / Private Groups / Other*

This category captures all users not covered by Category 1 or 2. Fees will be charged as per the annual Fees and Charges set by Council.

### **Terms and Conditions of Hire**

**Driver's Licence** – a minimum 'MR' class licence is required to drive the Shire of Mingenew Community Bus. If the driver is seeking a reward to drive the bus on behalf of the hirer then the driver must hold/obtain an 'F' Endorsement

**Nominated Driver** – a copy of the nominated driver's current Drivers Licence (valid) must be provided prior to an application for hire being considered. Only nominated drivers are authorised to operate the Bus. A nominated driver may be added to an application prior to use, providing a valid driver's licence has been provided and sighted by the authorising officer at the Shire of Mingenew. A copy of the driver's licence will be held by the Shire for insurance purposes and validating users as per this policy.

**Insurance** – Shire insurance only covers community and not-for-profit groups. All businesses must hold the appropriate liability cover and provide a Certificate of Currency upon application. The hire of the Bus is conditional on such.

**Fuel** – the Community Bus must be returned with a full tank of fuel unless waived by prior approval of the Chief Executive Officer. If the bus requires re-fuelling, the shire will transport the vehicle to a fuel outlet to refill the vehicle. Any fuel costs will be deducted from the vehicle bond.

**Bond** – regular users of the Community Bus may elect to have their bond held by the Shire in a trust account and returned after an agreed time. For example, a sporting group may request that the bond be held until the cessation of the current season.

**Accidents/Damage** – should the Bus be involved in a motor vehicle accident/incident, the CEO is to be contacted as soon as practical. Details of any incident must be recorded in the book provided on the Bus and reported to the Shire Office immediately on return. In an emergency please call '000'

**Indemnity** – the Hirer indemnifies the Shire for any loss or damage that is caused to the bus either by negligence, unskilful or improper use by any person.

**First Aid** – a First Aid Kit is provided on the Bus. Please report the use of any contents to the Shire upon return of the Bus to ensure that it can be replenished for the next user.

**Cleaning** – The bus is to be cleaned inside and out before returning it to the Shire Depot (or nominated drop off point). It is expected that the bus be returned in the same clean condition as when it was picked up. Any cleaning costs will be deducted from the vehicle bond.

**Footwear** – enclosed footwear is to be worn when picking up and dropping off the Community Bus at the Shire Depot and at all times while driving the vehicle.

**Alcohol and Drugs** - The nominated driver is to maintain a zero (0) blood alcohol level at all times while in control of the vehicle. They must also not be under the influence of drugs for the duration of time as driver.

**Travel on unsealed roads** - Any requirement to use of the bus off sealed roads must be approved by the CEO before hire.

**COUNCIL POLICY**  
**Community**

1.4.3

<b>Title:</b>	<b>1.4.3 COMMUNITY BUS HIRE</b>
<b>Adopted:</b>	21 December 2016
<b>Reviewed:</b>	3 September 2019
<b>Associated Legislation:</b>	Local Government Act 1995
<b>Associated Documents:</b>	Community Assistance Scheme 2019/20 Supporting the Community Procedures Delegation Register- CD02 Debts, Waiver, Concessions, Write Off and Recovery
<b>Review Responsibility:</b>	Community Development Officer
<b>Delegation:</b>	Chief Executive Officer

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Previous Policy Number/s 3004

**BUS BOOKINGS**

There are three categories of groups requesting to hire the Shire Community Bus;

- Category 1 – Mingenew Primary School and Seniors
- Category 2 – Community and Sports Groups
- Category 3 – Business/Commercial and Private Groups

When booking the bus each category is required to complete the relevant booking form and nominate a driver who has been authorized by the Shire of Mingenew.

A bond is applicable to all bus hire categories; this bond is to be made up of the following:

- A bus hire bond to the value of the vehicle's insurance excess; and
- A cleaning bond of \$60

*Note: Council has a list of endorsed drivers, if a hire group wishes to use its own driver, that driver must obtain endorsement from Council prior to the hire event.*

**CATEGORY 1**  
**MINGENEW PRIMARY SCHOOL & SENIORS**

Mingenew Primary School and Mingenew Autumn group are two of the most regular bus users; the fee for this category is to be included in the Schedule of Fees & Charges and reviewed annually but is not to exceed 50% of the Category 3 daily hire rate, with no fee for kilometres travelled.

As regular users, the bond amount is payable once and will be held in a trust account by Council. On each return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. Any cleaning/repair costs will be deducted from the bond and the hirer will be advised.

The Community Bus must be returned with a full fuel tank; however, with the prior approval of the Chief Executive Officer, this requirement may be waived.

## **CATEGORY 2 COMMUNITY and SPORTS GROUPS**

For Community and Sports Groups located within the Shire of Mingenew the hire fee is to be included in the Schedule of Fees and Charges and reviewed annually but is not to exceed 50% of the Category 3 daily hire rate for usage within the Midwest Region, or 100% of the Category 3 daily hire rate for usage outside the Midwest Region. The charge for kilometres travelled is not to exceed 50% of the Category 3 cents per kilometre.

As regular users, the bond amount can be payable once and will be held in a trust account by Council or to pay the bond before the bus is collected, on each return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. When all conditions have been met, the hire form will be signed off and if all is clean and no damage, the bond can be refunded less the kilometres used charge or if the bond is being retained by Council in Trust, then payment of the kilometre used charge must be received in full.

Note: By prior agreement with the Shire, an invoice can be issued for the daily hire fee and kilometres travelled charge.

The Community Bus must be returned with a full fuel tank; however, with the prior approval of the Chief Executive Officer, this requirement may be waived.

## **CATEGORY 3 BUSINESS/COMMERCIAL, PRIVATE GROUPS**

*(Hire to users in this category is at the discretion of the Shire's Chief Executive Officer)*

Category 3 covers individuals, or any group not covered by Categories 1 or 2; charges for this category, including a per kilometre charge are to be included in the Schedule of Fees & Charges and reviewed annually. The Community Bus must be returned with a full fuel tank.

There is also a requirement for the hirer to pay the bond before the bus is collected, on return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. When all hire conditions have been met, the hire form will be signed off and if all is clean and no damage, the bond will be refunded less the kilometres used charge and the cost for fuel, if the bus has not been refuelled prior to return.

Title:	1.2.4 TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO
Adopted:	18 August 2021
Reviewed:	Biennially (last reviewed 19 May 2021)
Associated Legislation:	Local Government Act 1995 Local Government (Administration) Regulation 1996
Associated Documents:	Nil
Review Responsibility:	Governance and Community Manager
Delegation:	N/A

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**Objective:**

To establish policy, in accordance with Section 5.39C of the Local Government Act 1995 ('the Act'), that details the Shire of Mingenew's processes for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

**Policy Statement:**

1. *Definitions:*

- (1) **Acting CEO** means a person employed or appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed, but is on planned or unplanned leave.
- (2) **Temporary CEO** means a person employed or appointed to fulfil the statutory position of CEO for the period of time between the end of the substantive CEO's employment and the appointment and commencement of a newly appointed substantive CEO.

2. *Acting and Temporary CEO Requirements and Qualification*

- (1) When the CEO is on planned or unplanned leave, or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the functions of CEO as detailed in Section 5.41 of the *Local Government Act 1995*, and other duties as set out in the Act and associated Regulations.
- (2) Through this policy and in accordance with section 5.36(2)(a) of the Act, the Council determines that employees appointed to the substantive position(s) of Finance and Administration Manager, Governance and Community Manager, or Works Manager are considered suitably qualified to perform the role of Acting or Temporary CEO.
- (3) A person appointed to act in the position of Finance and Administration Manager, Governance and Community Manager, or Works Manager is not included in the determination set out in Clause 3 (2).

3. *Appoint Acting CEO – Planned and unplanned leave for periods up to 6 weeks*

- (1) The CEO is authorised to appoint the Finance and Administration Manager, Governance and Community Manager, or Works Manager in writing as Acting CEO, where the CEO is on planned or unplanned leave for periods not exceeding 6 weeks, subject to the CEO's consideration of the

- Manager's performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.
- (2) The CEO must appoint an Acting CEO for any leave periods greater than 2 consecutive working days and less than 6 weeks.
  - (3) The CEO is to immediately advise all Council Members when and for what period of time the Manager is appointed as Acting CEO.
  - (4) If the CEO is unavailable or unable to make the decision to appoint an Acting CEO in accordance with (2), then the following line of succession shall apply:
    - a) The Finance and Administration Manager will be appointed as Acting CEO; or
    - b) If the Finance and Administration Manager is unable to act, the Governance and Community Manager will be appointed as Acting CEO; or
    - c) If the Governance and Community Manager is unable to act, the Manager Works will be appointed as Acting CEO.
  - (5) Council may, by resolution, extend an Acting CEO period under subclause (4) beyond 6 weeks if the substantive CEO remains unavailable or unable to perform their functions and duties.
4. *Appoint Acting CEO for extended leave periods greater than 6 weeks but less than 12 months.*
- (1) This clause applies to the following periods of extended leave:
    - Substantive CEO's Extended Planned Leave which may include accumulated annual leave, long service leave or personal leave; and
    - Substantive CEO's Extended Unplanned Leave which may include any disruption to the substantive CEO's ability to continuously perform their functions and duties.
  - (2) The Council will, by resolution, appoint an Acting CEO for periods greater than 6 weeks but less than 12 months, as follows:
    - a) Appoint one employee, or multiple employees for separate defined periods, as Acting CEO to ensure the CEO position is filled continuously for the period of extended leave; or
    - b) Conduct an external recruitment process in accordance with clause 5(1)(c)(iii).
  - (3) The President will liaise with the CEO, or in their unplanned absence the Governance and Community Manager to coordinate Council reports and resolutions necessary to facilitate an Acting CEO appointment.
  - (4) Subject to Council's resolution, the President will execute in writing the Acting CEO appointment with administrative assistance from the Governance and Community Manager.
5. *Appoint Temporary CEO – Substantive Vacancy*
- (1) In the event that the substantive CEO's employment with the Shire of Mingenew is ending, the Council when determining to appoint a Temporary CEO may either:
    - a) by resolution, appoint Finance and Administration Manager, Governance and Community Manager, or Works Manager as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
    - b) by resolution, appoint Finance and Administration Manager, Governance and Community Manager, or Works Manager as the interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; or



- c) following an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, appoint a Temporary CEO for the period of time until the substantive CEO has been recruited and commences employment with the Local Government.
  - (2) The President will liaise with the Governance and Community Manager to coordinate Council reports and resolutions necessary to facilitate a Temporary CEO appointment.
  - (3) The President is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from the Governance and Community Manager.
6. *Remuneration and conditions of Acting or Temporary CEO*
- (1) Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated at 100% of the cash component only of the substantive CEO's total reward package.
  - (2) Council will determine by resolution, the remuneration and benefits to be offered to a Temporary CEO when entering into a contract in accordance with the requirements of Sections 5.39(1) and (2)(a) of the Act.
  - (3) Subject to relevant advice, the Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.

DRAFT

## COUNCIL POLICY

1.2.4

### Administration

<b>Title:</b>	<b>1.2.4 TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO</b>
<b>Adopted:</b>	19 May 2021
<b>Reviewed:</b>	Biennially
<b>Associated Legislation:</b>	Local Government Act 1995 Local Government (Administration) Regulation 1996
<b>Associated Documents:</b>	Council Resolution of pre-endorsed staff
<b>Review Responsibility:</b>	Governance Officer
<b>Delegation:</b>	N/A

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#### Objective:

To set out the process to be followed by the local government in relation to the employment of a person in the position of CEO and the appointment of an employee to act in the position of CEO (ACEO) for a term not exceeding one (1) year.

#### Policy Statement:

1. The written consent (where practical) must be obtained from the Shire President (or Deputy Shire President in the absence of the President) prior to taking of annual leave by the CEO in line with this policy and contract.
2. In accordance with the requirements of the Local Government Act 1995, section 5.36(2), the Council will endorse suitably qualified staff to perform the role of Acting CEO.

“(2) A person is not to be employed in the position of CEO unless the council —  
(a) believes that the person is suitably qualified for the position; and  
(b) is satisfied\* with the provisions of the proposed employment contract.

\* Absolute majority required.”

For the purposes of this section, “suitably qualified staff” are deemed to be employees of the Shire in a Manager position (recognising that in employing this person, appropriate qualifications and experience has been validated), who have been in the position for 3 months or more consecutively.

3. Endorsed staff will be appointed to the role of ACEO at the discretion of the CEO, subject to performance and dependent on availability and operational requirements.
4. Appointment of an ACEO is not required during periods when the CEO is away from the office on local government business in the State of Western Australia.
5. Appointment of an ACEO is not required during short periods of leave (up to 5 days) when the CEO is contactable and in the State of Western Australia.

6. The CEO may, at their discretion, appoint an endorsed person to be ACEO during short periods of leave if they believe the operational requirements of the Shire warrant such an appointment.
7. For periods in excess of four weeks, a separate report on each occasion is to be presented to Council for a formal resolution to extend the appointment of the ACEO or appoint another person to act in the CEO position. However, such a period is not to exceed one (1) year.
8. The CEO may, at their discretion, negotiate the remuneration for officers assuming the role of ACEO, up to 100% of the approved CEO's base salary, as limited by the Salaries and Allowances Tribunal determination published in the Government Gazette from time to time. All other conditions remain in accordance with that employee's current Employment Contract.

This policy does not bind Council from appointing another person to act in the CEO position at any time.

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

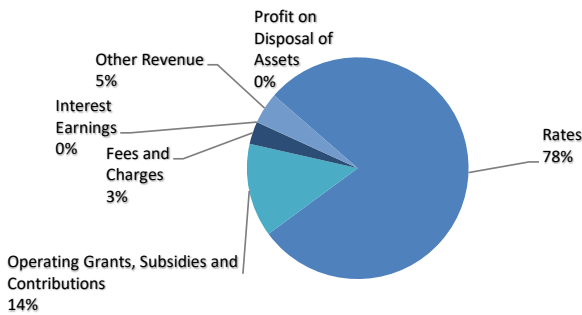
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

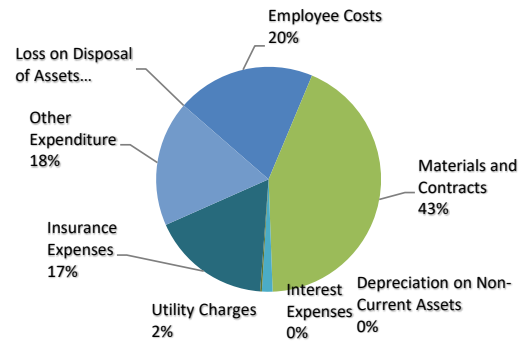
Summary Graphs	2
Executive Summary	3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 2 Cash and Financial Assets	10
Note 3 Receivables	11
Note 4 Other Current Assets	12
Note 5 Payables	13
Note 6 Rate Revenue	14
Note 7 Disposal of Assets	15
Note 8 Capital Acquisitions	16
Note 9 Borrowings	19
Note 10 Lease Liabilities	20
Note 11 Cash Reserves	21
Note 12 Other Current Liabilities	22
Note 13 Operating grants and contributions	23
Note 14 Non operating grants and contributions	24
Note 15 Bonds Held	25
Note 16 Budget Amendments	26
Note 17 Explanation of Material Variances 140	27

OPERATING ACTIVITIES

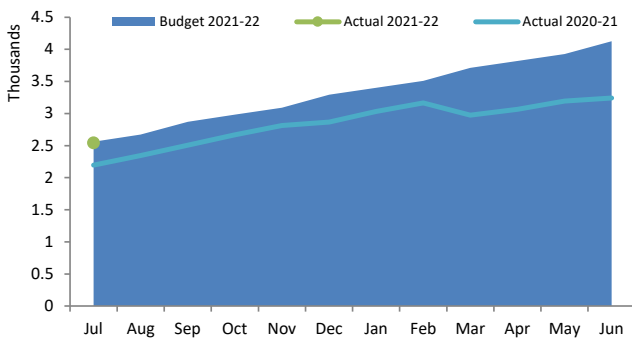
OPERATING REVENUE



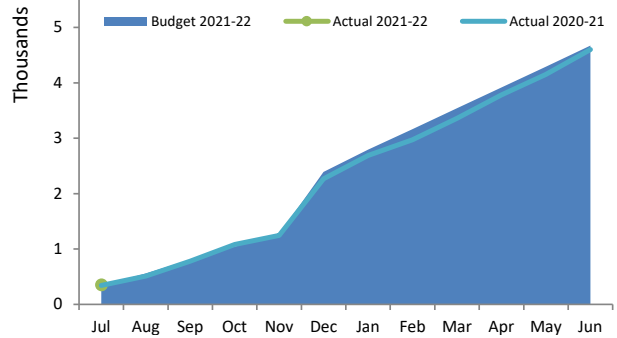
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

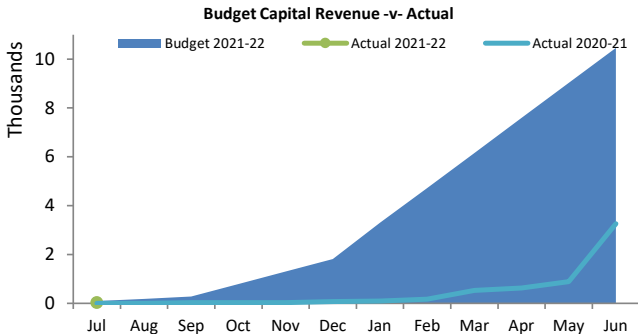


Budget Operating Expenses -v- YTD Actual

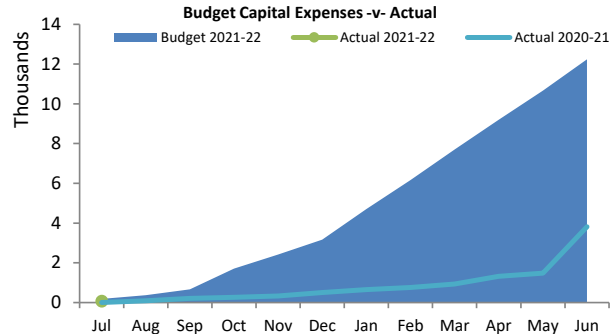


INVESTING ACTIVITIES

CAPITAL REVENUE



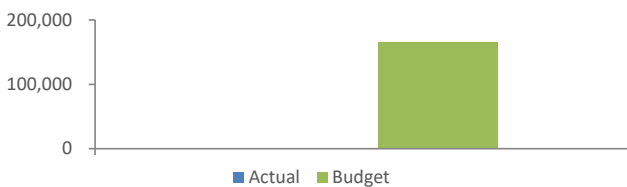
CAPITAL EXPENSES



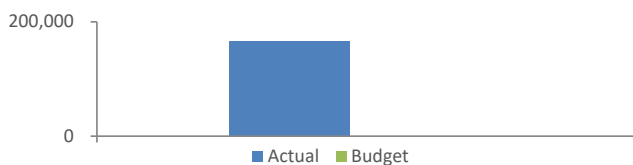
FINANCING ACTIVITIES

BORROWINGS

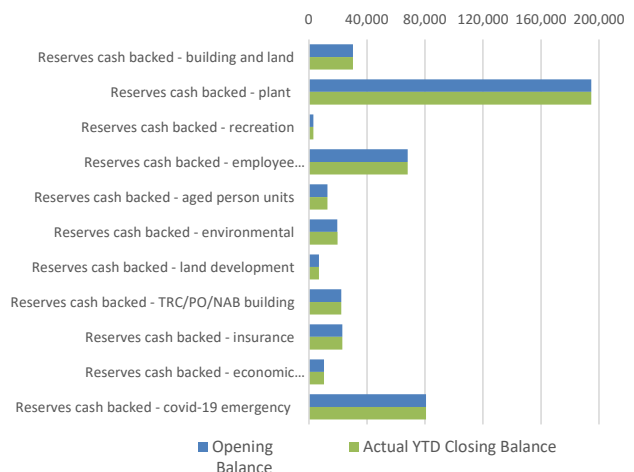
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.08 M	\$0.08 M	\$0.08 M	(\$0.00 M)
Closing	\$0.00 M	\$2.21 M	\$2.24 M	\$0.02 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$1.16 M	% of total
Unrestricted Cash	\$0.11 M	9.6%
Restricted Cash	\$1.05 M	90.4%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.37 M	% Outstanding
Trade Payables	\$0.00 M	
0 to 30 Days		0.0%
30 to 90 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$2.15 M	% Collected
Rates Receivable	\$2.13 M	0.4%
Trade Receivable	\$0.03 M	% Outstanding
30 to 90 Days		25.7%
Over 90 Days		45.4%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.18 M	\$2.22 M	\$2.19 M	(\$0.03 M)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2.00 M	% Variance
YTD Budget	\$2.04 M	(1.9%)

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$0.35 M	% Variance
YTD Budget	\$0.38 M	(9.1%)

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.08 M	% Variance
YTD Budget	\$0.09 M	(7.5%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.97 M)	(\$0.09 M)	(\$0.03 M)	\$0.05 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.22 M	N/A

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$0.06 M	% Spent
Adopted Budget	\$11.64 M	0.5%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.03 M	% Received
Adopted Budget	\$10.46 M	0.3%

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.30 M)	(\$0.00 M)	(\$0.00 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.17 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$0.47 M
Interest earned	\$0.00 M

Refer to Note 11 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.01 M

Refer to Note 10 - Lease Liabilities

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



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

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

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

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	81,424	81,424	<b>81,421</b>	(3)	(0.00%)	
<b>Revenue from operating activities</b>							
Governance		13,899	1,157	<b>1,839</b>	682	58.95%	
General purpose funding - general rates	6	2,049,384	2,036,413	<b>1,997,074</b>	(39,339)	(1.93%)	▼
General purpose funding - other		716,091	346,753	<b>345,481</b>	(1,272)	(0.37%)	
Law, order and public safety		280,311	21,473	<b>54,618</b>	33,145	154.36%	▲
Health		820	68	<b>0</b>	(68)	(100.00%)	
Education and welfare		1,425	117	<b>223</b>	106	90.60%	
Housing		117,930	9,825	<b>7,634</b>	(2,191)	(22.30%)	
Community amenities		77,300	73,770	<b>73,782</b>	12	0.02%	
Recreation and culture		36,834	3,068	<b>0</b>	(3,068)	(100.00%)	
Transport		649,532	54,125	<b>58,040</b>	3,915	7.23%	
Economic services		121,215	10,098	<b>1,624</b>	(8,474)	(83.92%)	
Other property and services		62,535	5,210	<b>3,889</b>	(1,321)	(25.36%)	
		<b>4,127,276</b>	<b>2,562,077</b>	<b>2,544,204</b>	(17,873)		
<b>Expenditure from operating activities</b>							
Governance		(349,630)	(46,950)	<b>(47,510)</b>	(560)	(1.19%)	
General purpose funding		(82,800)	(6,898)	<b>(5,931)</b>	967	14.02%	
Law, order and public safety		(211,815)	(16,856)	<b>(64,186)</b>	(47,330)	(280.79%)	▼
Health		(88,061)	(7,334)	<b>(10,040)</b>	(2,706)	(36.90%)	
Education and welfare		(143,142)	(8,132)	<b>(8,952)</b>	(820)	(10.08%)	
Housing		(164,554)	(7,767)	<b>(7,189)</b>	578	7.44%	
Community amenities		(277,836)	(22,345)	<b>(18,595)</b>	3,750	16.78%	
Recreation and culture		(1,011,761)	(48,128)	<b>(38,041)</b>	10,087	20.96%	▲
Transport		(1,849,425)	(90,238)	<b>(85,097)</b>	5,141	5.70%	
Economic services		(411,575)	(31,972)	<b>(20,717)</b>	11,255	35.20%	▲
Other property and services		(81,247)	(51,166)	<b>(48,069)</b>	3,097	6.05%	
		<b>(4,671,846)</b>	<b>(337,786)</b>	<b>(354,327)</b>	(16,541)		
Non-cash amounts excluded from operating activities	1(a)	1,727,483	(5,064)	<b>0</b>	5,064	(100.00%)	
<b>Amount attributable to operating activities</b>		<b>1,182,913</b>	<b>2,219,227</b>	<b>2,189,877</b>	(29,350)		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	14	10,460,322	92,182	<b>27,655</b>	(64,527)	(70.00%)	▼
Proceeds from disposal of assets	7	216,700	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(11,643,479)	(177,534)	<b>(62,611)</b>	114,923	64.73%	▲
<b>Amount attributable to investing activities</b>		<b>(966,457)</b>	<b>(85,352)</b>	<b>(34,956)</b>	50,396		
<b>Financing Activities</b>							
Payments for principal portion of lease liabilities	10	(64,173)	(826)	<b>(826)</b>	0	0.00%	
Repayment of debentures	9	(165,917)	0	<b>0</b>	0	0.00%	
Transfer to reserves	11	(67,790)	(325)	<b>(325)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(297,880)</b>	<b>(1,151)</b>	<b>(1,151)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>2,214,148</b>	<b>2,235,191</b>	<b>21,043</b>		

**KEY INFORMATION**

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

Refer to Note 17 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JULY 2021

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

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

### EXPENSES

#### EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

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

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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

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

**BY NATURE OR TYPE**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	81,424	81,424	<b>81,421</b>	(3)	(0.00%)	
<b>Revenue from operating activities</b>							
Rates	6	2,049,384	2,036,413	<b>1,997,074</b>	(39,339)	(1.93%)	▼
Operating grants, subsidies and contributions	13	1,158,825	382,098	<b>347,313</b>	(34,785)	(9.10%)	▼
Fees and charges		273,789	90,136	<b>83,335</b>	(6,801)	(7.55%)	
Interest earnings		23,231	1,933	<b>905</b>	(1,028)	(53.18%)	
Other revenue		544,294	45,019	<b>115,577</b>	70,558	156.73%	▲
Profit on disposal of assets	7	77,753	6,478	<b>0</b>	(6,478)	(100.00%)	
		<b>4,127,276</b>	<b>2,562,077</b>	<b>2,544,204</b>	(17,873)		
<b>Expenditure from operating activities</b>							
Employee costs		(1,105,864)	(95,056)	<b>(70,588)</b>	24,468	25.74%	▲
Materials and contracts		(953,332)	(131,049)	<b>(152,782)</b>	(21,733)	(16.58%)	▼
Utility charges		(88,321)	(7,339)	<b>(5,417)</b>	1,922	26.19%	
Depreciation on non-current assets		(1,788,251)	0	<b>0</b>	0	0.00%	
Interest expenses		(11,600)	(960)	<b>(879)</b>	81	8.44%	
Insurance expenses		(134,703)	(57,464)	<b>(60,771)</b>	(3,307)	(5.75%)	
Other expenditure		(572,790)	(44,504)	<b>(63,890)</b>	(19,386)	(43.56%)	▼
Loss on disposal of assets	7	(16,985)	(1,414)	<b>0</b>	1,414	100.00%	
		<b>(4,671,846)</b>	<b>(337,786)</b>	<b>(354,327)</b>	(16,541)		
Non-cash amounts excluded from operating activities	1(a)	1,727,483	(5,064)	<b>0</b>	5,064	(100.00%)	
<b>Amount attributable to operating activities</b>		<b>1,182,913</b>	<b>2,219,227</b>	<b>2,189,877</b>	(29,350)		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	14	10,460,322	92,182	<b>27,655</b>	(64,527)	(70.00%)	▼
Proceeds from disposal of assets	7	216,700	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment	8	(11,643,479)	(177,534)	<b>(62,611)</b>	114,923	64.73%	▲
		<b>(966,457)</b>	<b>(85,352)</b>	<b>(34,956)</b>	50,396		
<b>Amount attributable to investing activities</b>		<b>(966,457)</b>	<b>(85,352)</b>	<b>(34,956)</b>	50,396		
<b>Financing Activities</b>							
Payments for principal portion of lease liabilities	10	(64,173)	(826)	<b>(826)</b>	0	0.00%	
Repayment of debentures	9	(165,917)	0	<b>0</b>	0	0.00%	
Transfer to reserves	11	(67,790)	(325)	<b>(325)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(297,880)</b>	<b>(1,151)</b>	<b>(1,151)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>2,214,148</b>	<b>2,235,191</b>	<b>21,043</b>		

**KEY INFORMATION**

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

Refer to Note 17 for an explanation of the reasons for the variance.

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

### **BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

### **SIGNIFICANT ACCOUNTING POLICES**

#### **CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### **GOODS AND SERVICES TAX**

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

#### **ROUNDING OFF FIGURES**

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

#### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 10 August 2021

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(77,753)	(6,478)	0
Add: Loss on asset disposals	7	16,985	1,414	0
Add: Depreciation on assets		1,788,251	0	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,727,483</b>	<b>(5,064)</b>	<b>0</b>

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

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

		Last Year Closing 30 June 2021	This Time Last Year 31 July 2020	Year to Date 31 July 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	11	(471,844)	(427,012)	(472,169)
Add: Borrowings	9	165,919	161,996	165,919
Add: Provisions - employee	12	104,781	91,767	104,784
Add: Lease liabilities	10	7,393	8,593	6,567
<b>Total adjustments to net current assets</b>		<b>(193,751)</b>	<b>(164,656)</b>	<b>(194,899)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	1,246,247	1,081,595	1,161,939
Rates receivables	3	33,480	2,036,088	2,125,982
Receivables	3	337,654	74,595	27,271
Other current assets	4	11,380	52,551	4,279
<b>Less: Current liabilities</b>				
Payables	5	(801,562)	(76,814)	(365,832)
Borrowings	9	(165,919)	(161,996)	(165,919)
Contract liabilities	12	(273,934)	(436,866)	(246,279)
Lease liabilities	10	(7,393)	(8,593)	(6,567)
Provisions	12	(104,781)	(91,767)	(104,784)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(193,751)</b>	<b>(164,656)</b>	<b>(194,899)</b>
<b>Closing funding surplus / (deficit)</b>		<b>81,421</b>	<b>2,304,137</b>	<b>2,235,191</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
<b>Cash on hand</b>								
Cash on hand	Cash and cash equivalents	100	0	100				On Hand
Municipal Fund	Cash and cash equivalents	7,420	0	7,420		NAB	0.25%	Cheque A/C
Municipal Fund	Cash and cash equivalents	104,549	577,701	682,250		NAB	0.85%	On Call
Reserve Funds	Cash and cash equivalents	0	472,169	472,169		NAB	0.85%	On Call
<b>Total</b>		<b>112,069</b>	<b>1,049,870</b>	<b>1,161,939</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		112,069	1,049,870	1,161,939	0			
		<b>112,069</b>	<b>1,049,870</b>	<b>1,161,939</b>	<b>0</b>			

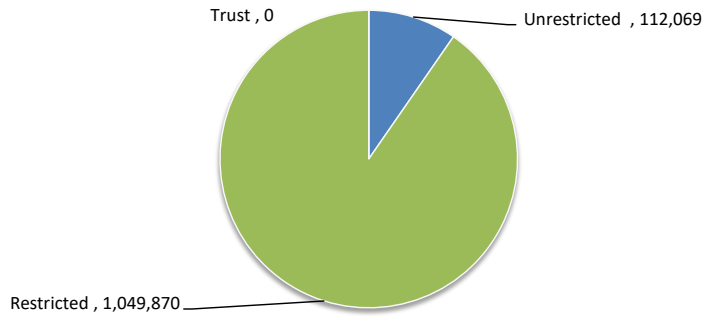
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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:

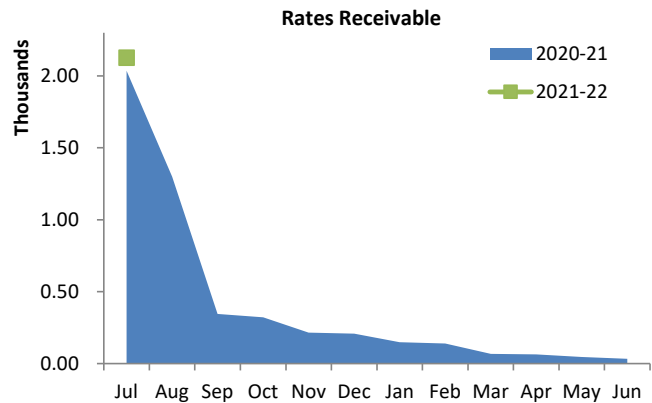
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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.





Rates receivable	30 Jun 2021	31 Jul 2021
	\$	\$
Opening arrears previous years	27,324	33,480
Levied this year	1,977,513	1,997,074
Levied service charges this year	94,820	104,419
Less - collections to date	(2,066,177)	(8,991)
Equals current outstanding	<b>33,480</b>	<b>2,125,982</b>
<b>Net rates collectable</b>	<b>33,480</b>	<b>2,125,982</b>
% Collected	103.1%	0.4%

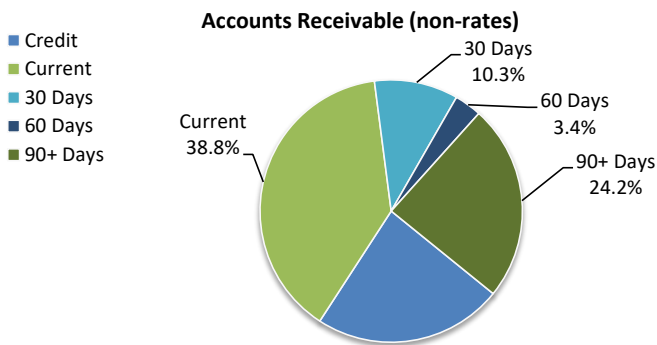


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,121)	1,863	497	161	1,162	2,562
Percentage	(0)	72.7%	19.4%	6.3%	45.4%	
<b>Balance per trial balance</b>						
Sundry receivable						2,562
GST receivable						25,209
Increase in Allowance for impairment of receivables from contracts with customers						(500)
<b>Total receivables general outstanding</b>						<b>27,271</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Other current assets	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 July 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Fuel	3,152	(1,723)		1,429
<b>Other current assets</b>				
Prepayments	8,228	(5,378)		2,850
<b>Total other current assets</b>	<b>11,380</b>	<b>(7,101)</b>	<b>0</b>	<b>4,279</b>
<b>Amounts shown above include GST (where applicable)</b>				

KEY INFORMATION

**Inventory**

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

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

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
<b>Balance per trial balance</b>						
ATO liabilities						19,373
Other payables						30,824
Receipts in advance						300,908
Other payables - bond held						14,726
<b>Total payables general outstanding</b>						<b>365,831</b>

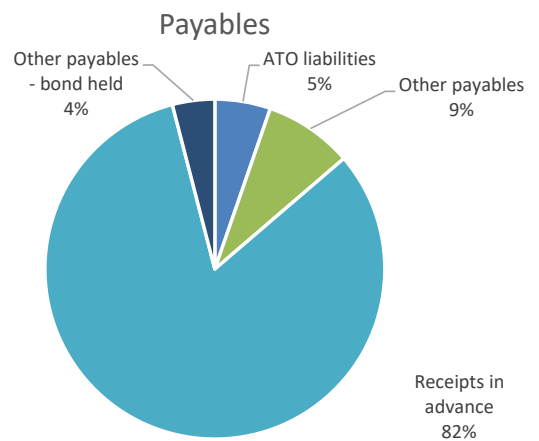
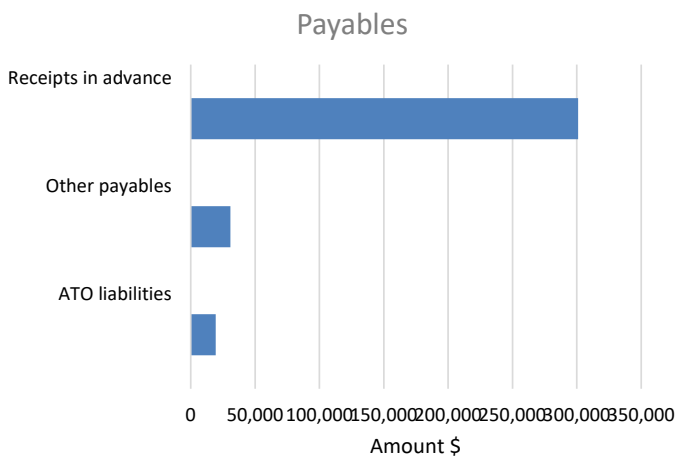
Amounts shown above include GST (where applicable)

KEY INFORMATION

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

Aged Payables

- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



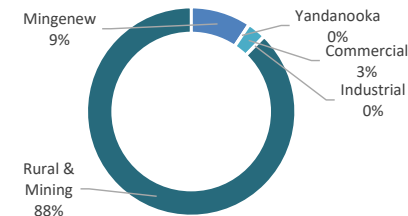
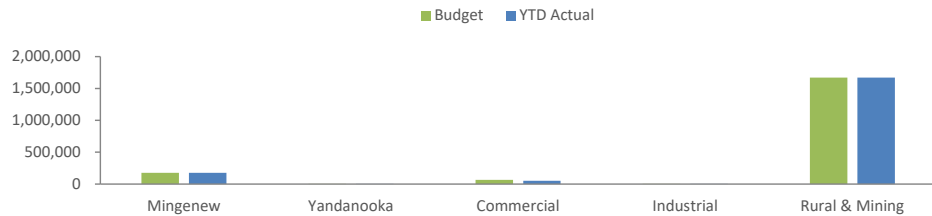
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2021

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

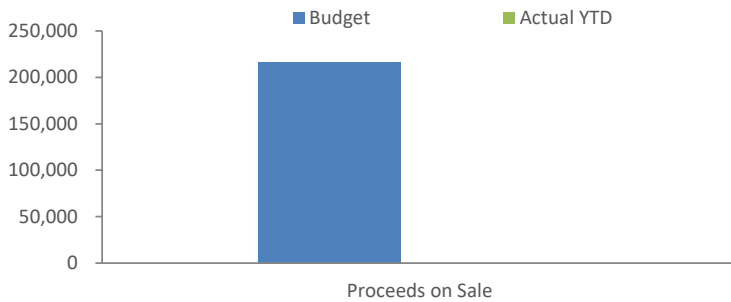
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
Mingenev	0.15388	129	1,153,984	177,574		150	177,724	177,574	(176)		177,398
Yandanooka	0.15388	2	13,884	2,136			2,136	2,136			2,136
Commercial	0.15388	14	346,632	53,339	14,000		67,339	53,339			53,339
Industrial	0.15388	1	12,480	1,920			1,920	1,920			1,920
<b>Unimproved value</b>											
Rural & Mining	0.01229	111	136,073,500	1,672,343			1,672,343	1,672,343			1,672,343
<b>Sub-Total</b>		<b>257</b>	<b>137,600,480</b>	<b>1,907,312</b>	<b>14,000</b>	<b>150</b>	<b>1,921,462</b>	<b>1,907,312</b>	<b>(176)</b>	<b>0</b>	<b>1,907,136</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
Mingenev	728	61	24,870	44,408			44,408	44,408	700		45,108
Yandanooka	728	0	0	0			0	0			0
Commercial	728	9	6,200	5,824			5,824	6,552			6,552
Industrial	728	3	2,786	2,184			2,184	2,184			2,184
<b>Unimproved value</b>											
Rural & Mining	1,093	34	680,657	37,162			37,162	37,162			37,162
<b>Sub-total</b>		<b>107</b>	<b>714,513</b>	<b>89,578</b>	<b>0</b>	<b>0</b>	<b>89,578</b>	<b>90,306</b>	<b>700</b>	<b>0</b>	<b>91,006</b>
Concession							(1,068)				(1,068)
<b>Amount from general rates</b>							<b>2,009,972</b>				<b>1,997,074</b>
Ex-gratia rates							39,412				0
<b>Total general rates</b>							<b>2,049,384</b>				<b>1,997,074</b>

KEY INFORMATION

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



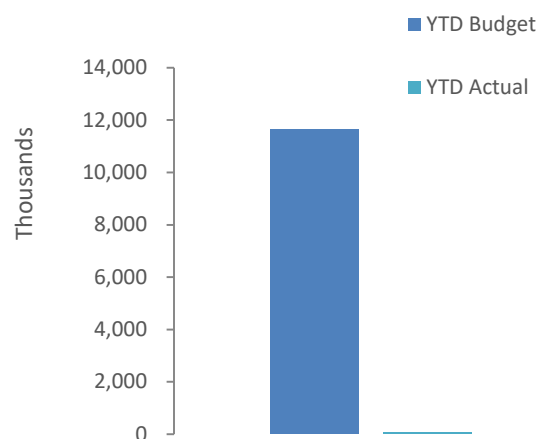
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and equipment</b>								
	<b>Law, order, public safety</b>								
	Fast Attack Vehicle	15,799	0	0	(15,799)		0	0	0
	<b>Recreation and culture</b>								
	Ride on Mower	3,186	2,000	0	(1,186)		0	0	0
	Mower - Bowling Green	0	1,000	1,000	0		0	0	0
	<b>Transport</b>								
	Grader	59,600	100,000	40,400	0		0	0	0
	Toyota Hilux	26,032	36,400	10,368	0		0	0	0
	<b>Other property and services</b>								
	Toyota Prado	26,615	45,500	18,885	0		0	0	0
	Toyota RAV4	24,700	31,800	7,100	0		0	0	0
		<b>155,932</b>	<b>216,700</b>	<b>77,753</b>	<b>(16,985)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

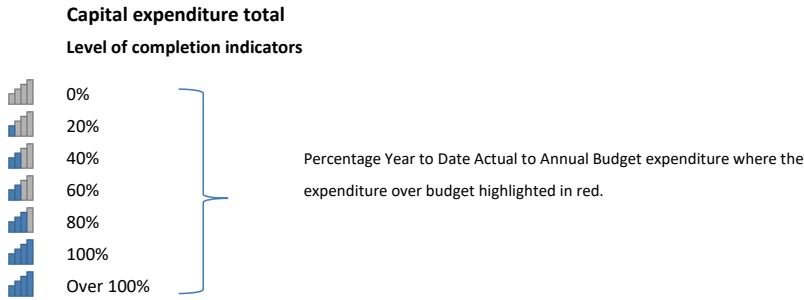


Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings - non-specialised	222,500	6,456	0	(6,456)
Buildings - specialised	558,500	0	0	0
Furniture and equipment	10,000	0	0	0
Plant and equipment	264,000	1,500	0	(1,500)
Bushfire equipment	150,000	0	0	0
Infrastructure - roads	8,258,385	159,024	35,526	(123,498)
Infrastructure - bridges	1,941,202	0	0	0
Infrastructure - parks & ovals	98,692	8,221	27,085	18,864
Infrastructure - other	140,200	2,333	0	(2,333)
<b>Payments for Capital Acquisitions</b>	<b>11,643,479</b>	<b>177,534</b>	<b>62,611</b>	<b>(114,923)</b>
Right of use assets	300,000	0	0	0
<b>Total Capital Acquisitions</b>	<b>11,943,479</b>	<b>177,534</b>	<b>62,611</b>	<b>(114,923)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	10,460,322	92,182	27,655	(64,527)
Lease liabilities	300,000	0	0	0
Other (disposals & C/Fwd)	216,700	0	0	0
Contribution - operations	966,457	85,352	34,956	(50,396)
<b>Capital funding total</b>	<b>11,943,479</b>	<b>177,534</b>	<b>62,611</b>	<b>(114,923)</b>

#### SIGNIFICANT ACCOUNTING POLICIES

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

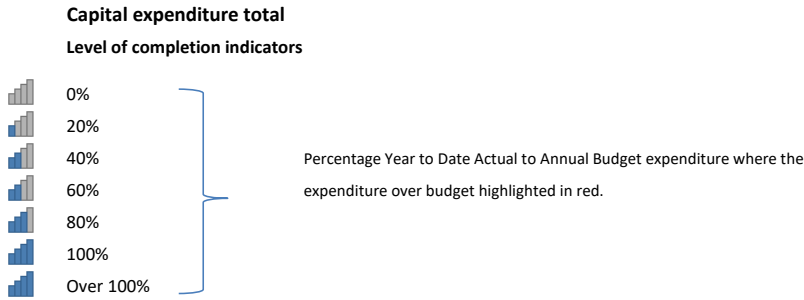




Level of completion indicator, please see table at the end of this note for further detail.

			Adopted			
Account Description			Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Buildings - non-specialised</b>						
BC023	23 Victoria Road (Lot 84) - Toy Library - Building (Capital)		7,000	583	0	(583)
BC076	76 Phillip Street (Lot 106) - Daycare Centre - Building (Capital)		120,000	0	0	0
BC009	9 Field Street (Lot 5 Lee Steere St) - Residence - Building (Capital)		10,000	0	0	0
BC121	12 Victoria Road (Lot 66) - Unit 1 (APU) - Building (Capital)		3,125	260	0	(260)
BC122	12 Victoria Road (Lot 66) - Unit 2 (APU) - Building (Capital)		3,125	260	0	(260)
BC123	12 Victoria Road (Lot 66) - Unit 3 (APU) - Building (Capital)		3,125	260	0	(260)
BC124	12 Victoria Road (Lot 66) - Unit 4 (APU) - Building (Capital)		3,125	260	0	(260)
BC047	47 Linthorne Street (Lot 114) - Depot - Building (Capital)		15,000	0	0	0
BC050	50 Midlands Road (Lot 73) - Post Office - Building (Capital)		10,000	833	0	(833)
BC021	21 Victoria Road (Lot 83) - Administration Office - Building (Capital)		48,000	4,000	0	(4,000)
<b>Buildings - non-specialised Total</b>			<b>222,500</b>	<b>6,456</b>	<b>0</b>	<b>(6,456)</b>
<b>Buildings - specialised</b>						
BC085	25 Victoria Road (Lot 85) - Fire Shed - Building (Capital)		300,000	0	0	0
BC030	30 Bride Street (Lot 65) - Tennis Club - Building (Capital)		50,000	0	0	0
BC098	Recreation Centre - Building (Capital)		8,500	0	0	0
BC016	16 Midlands Road - Railway Station - Building (Capital)		200,000	0	0	0
<b>Buildings - specialised Total</b>			<b>558,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Furniture and equipment</b>						
FE004	MEMBERS - Furniture & Equipment - Capital		10,000	0	0	0
<b>Furniture and equipment Total</b>			<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Plant and equipment</b>						
PE998	Parks & Gardens Plant & Equipment - Capital		18,000	1,500	0	(1,500)
PE108	Works Supervisor Vehicle - MI108 - Capital		46,000	0	0	0
PE541	Grader - MI541 - Capital		100,000	0	0	0
PE1	CEO Executive Vehicle - 1MI - Capital		61,000	0	0	0
PE117	FAM Executive Vehicle - MI177 - Capital		39,000	0	0	0
<b>Plant and equipment Total</b>			<b>264,000</b>	<b>1,500</b>	<b>0</b>	<b>(1,500)</b>
<b>Bushfire equipment</b>						
PE827	Light Attack Fire Vehicle - 1ECT827 - Capital		150,000	0	0	0
<b>Bushfire equipment Total</b>			<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - roads</b>						
RC045	Phillip Street (Capital)		80,001	6,666	0	(6,666)
RC087	Parking Bay South of Midland Road (Capital)		19,999	1,666	0	(1,666)
RC999	Road Construction - Roads BUA - Council Funded (Budgeting Only)		148,068	12,337	0	(12,337)
RC000	Road Construction - Outside BUA - Gravel - Council Funded (Budgeting C		326,317	27,191	0	(27,191)
RRG080	Mingenew - Mullewa Road (RRG)		450,000	37,498	26,888	(10,610)
BS000	Road Construction Black Spot - Outside BUA - Sealed (Budgeting Only)		934,000	73,666	0	(73,666)
BS002	Yandanooka North East Road (BS)		0	0	8,638	8,638
RFD000	Roads - Flood Damage		3,600,000	0	0	0
SF080	Mingenew - Mullewa Road (Special Funding)		2,700,000	0	0	0
<b>Infrastructure - roads Total</b>			<b>8,258,385</b>	<b>159,024</b>	<b>35,526</b>	<b>(123,498)</b>





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

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Infrastructure - bridges</b>					
	BR000 Bridge Construction General (Budgeting Only)	1,941,202	0	0	0
<b>Infrastructure - bridges Total</b>		<b>1,941,202</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - parks &amp; ovals</b>					
	PC007 Information Bay Park - (Capital)	10,000	833	0	(833)
	PC008 Little Well - (Capital)	10,000	833	0	(833)
	PC010 Parks & Gardens - (Capital)	7,000	583	0	(583)
	PC011 Skate Park - (Capital)	38,842	3,235	8,540	5,305
	PC022 Rec Centre - Main Oval Infrastructure - (Capital)	32,850	2,737	18,545	15,808
<b>Infrastructure - parks &amp; ovals Total</b>		<b>98,692</b>	<b>8,221</b>	<b>27,085</b>	<b>18,864</b>
<b>Infrastructure - other</b>					
	OC006 Transfer Station - Infrastructure - Capital	10,000	0	0	0
	OC002 Mingenew Hill Walk Trail - Capital	28,000	2,333	0	(2,333)
	OC005 Public WiFi - Capital	15,000	0	0	0
	OC008 Remote Tourism Cameras	7,200	0	0	0
	OC009 Communications tower upgrade	80,000	0	0	0
<b>Infrastructure - other Total</b>		<b>140,200</b>	<b>2,333</b>	<b>0</b>	<b>(2,333)</b>
		<b>11,643,479</b>	<b>177,534</b>	<b>62,611</b>	<b>(114,923)</b>

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Education and welfare</b>										
Senior Citizens Building	137	17,001	0	0	0	17,001	17,001	0	107	441
<b>Housing</b>										
Triplex	133	14,222	0	0	0	14,222	14,222	0	68	281
Phillip Street	134	10,499	0	0	0	10,499	10,499	0	52	214
Moore Street	136	18,175	0	0	0	18,175	18,175	0	130	534
Field Street	142	15,007	0	0	0	15,007	15,007	0	60	246
<b>Recreation and culture</b>										
Pavilion Fitout	138	18,921	0	0	0	18,921	18,921	0	103	424
<b>Transport</b>										
Roller	139	7,017	0	0	0	7,017	7,017	0	25	104
Grader	141	22,152	0	0	0	22,152	22,152	0	88	361
Side Tipper	144	15,032	0	0	0	15,032	15,032	0	60	246
Drum Roller	145	27,893	0	0	0	27,893	27,893	0	89	366
<b>Total</b>		<b>165,919</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,919</b>	<b>165,919</b>	<b>0</b>	<b>782</b>	<b>3,217</b>
Current borrowings		165,919					165,919			
		165,919					165,919			

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.

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2021	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>Transport</b>										
Grader - PE541		0	0	300,000	0	57,041	0	242,959	0	6,849
<b>Other property and services</b>										
Photocopier	De Lage Lar	7,705	0	0	272	3,187	7,433	4,518	52	705
IT equipment	Finrent	4,005	0	0	554	3,945	3,451	60	43	829
<b>Total</b>		<b>11,710</b>	<b>0</b>	<b>300,000</b>	<b>826</b>	<b>64,173</b>	<b>10,884</b>	<b>247,537</b>	<b>95</b>	<b>8,383</b>
Current lease liabilities		7,393					6,567			
Non-current lease liabilities		4,317					4,317			
		<b>11,710</b>					<b>10,884</b>			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - building and land	30,301	182	20	0	0	0	0	30,483	30,321
Reserves cash backed - plant	194,640	1,170	134	64,958	0	0	0	260,768	194,774
Reserves cash backed - recreation	3,096	19	2	0	0	0	0	3,115	3,098
Reserves cash backed - employee entitlement	68,134	411	47	0	0	0	0	68,545	68,181
Reserves cash backed - aged person units	12,782	77	9	0	0	0	0	12,859	12,791
Reserves cash backed - environmental	19,617	118	14	0	0	0	0	19,735	19,631
Reserves cash backed - land development	6,978	35	5	0	0	0	0	7,013	6,983
Reserves cash backed - TRC/PO/NAB building	22,218	133	15	0	0	0	0	22,351	22,233
Reserves cash backed - insurance	23,045	139	16	0	0	0	0	23,184	23,061
Reserves cash backed - economic development & marketing	10,323	61	7	0	0	0	0	10,384	10,330
Reserves cash backed - covid-19 emergency	80,710	487	56	0	0	0	0	81,197	80,766
	<b>471,844</b>	<b>2,832</b>	<b>325</b>	<b>64,958</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>539,634</b>	<b>472,169</b>

KEY INFORMATION

	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 July 2021
		\$		\$	\$	\$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
- Contract liabilities		273,934	0	0	(27,655)	246,279
<b>Total other liabilities</b>		273,934	0	0	(27,655)	246,279
<b>Provisions</b>						
Provision for annual leave		81,319	0	0	0	81,319
Provision for long service leave		23,465	0	0	0	23,465
<b>Total Provisions</b>		104,784	0	0	0	104,784
<b>Total other current liabilities</b>		<b>378,718</b>	<b>0</b>	<b>0</b>	<b>(27,655)</b>	<b>351,063</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

#### 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.

##### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2021		(As revenue)	31 Jul 2021	31 Jul 2021			
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission - General				0	0	319,000	159,500	159,464
Grants Commission - Roads				0	0	370,000	185,000	184,973
<b>Law, order, public safety</b>								
DFES - LGGS Operating Grant				0	0	18,610	0	0
DRFA - TC Seroja				0	0	256,402	21,366	0
<b>Transport</b>								
MRWA - Direct Grant				0	0	84,310	7,025	0
MRWA - Street Lighting				0	0	2,454	204	0
<b>Economic services</b>								
				0	0	83,000	6,916	0
	0	0	0	0	0	1,133,776	380,011	344,437
<b>Operating contributions</b>								
<b>Education and welfare</b>								
Autumn Centre Contribution				0	0	50	4	0
<b>Other property and services</b>								
Fuel Tax Credits Grant Scheme				0	0	25,000	2,083	2,876
	0	0	0	0	0	25,050	2,087	2,876
<b>TOTALS</b>	0	0	0	0	0	1,158,826	382,098	347,313

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
	1 July 2021			31 Jul 2021	31 Jul 2021			
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Law, order, public safety</b>								
DFES - Fire Shed	0	0	0	0	0	300,000	0	0
DFES - Fast Attack Vehicle	0	0	0	0	0	150,000	0	0
<b>Education and welfare</b>								
DCP - Childcare Centre Upgrade	35,519	0	0	35,519	35,519	120,000	554	0
DCP - Toy Library - exterior works	4,900	0	0	4,900	4,900	7,000	29	0
<b>Community amenities</b>								
LRCI - Transfer Station	0	0	0	0	0	10,000	833	0
<b>Recreation and culture</b>								
FRRR - Little Well	10,000	0	0	10,000	10,000	10,000	833	0
BBR - Railway Station	0	0	0	0	0	100,000	0	0
DCP - Rec Centre Water Upgrade	13,191	0	(12,545)	646	646	32,850	2,737	18,545
DCP - Mingenew Hill Walking Trail	14,423	0	(6,000)	8,423	8,423	28,000	2,333	0
DCP - Playground & Skatepark	2,517	0	0	2,517	2,517	11,400	951	0
LRCI - Pump Track & Landscaping	1,622	8,646	(8,540)	1,728	1,728	27,442	2,287	8,540
LRCI - Tennis Pavilion upgrade	0	0	0	0	0	50,000	4,166	0
LRCI - Entry Statement	0	0	0	0	0	10,000	833	0
<b>Transport</b>								
Regional Road Group	0	0	0	0	0	300,000	25,000	0
Roads to Recovery	0	0	0	0	0	2,147,288	0	0
Black Spot	52,058	0	(570)	51,488	51,488	577,320	48,110	570
LRCI - Phillip St Parking & Reseal	5,408	0	(4,270)	1,138	1,138	66,000	0	0
LRCI - Midlands Road Carparks	8,029	0	(4,270)	3,759	3,759	20,000	0	0
LRCI Phase 2 - Roads Resheeting	96,712	0	0	96,712	96,712	250,000	0	0
DRFA - Flood Damage	0	0	0	0	0	3,420,822	0	0
RRSP - Mingenew Mullewa Rd	0	0	0	0	0	2,700,000	0	0
<b>Economic services</b>								
LRCI - Bank Building Facelift	105	0	(105)	0	0	0	0	0
DCP - Remote Tourism Cameras	4,950	0	0	4,950	4,950	7,200	600	0
LRCI Phase 2 - Public WIFI	10,500	0	0	10,500	10,500	80,000	0	0
DRFA - Communication tower	0	0	0	0	0	15,000	1,250	0
<b>Other property and services</b>								
LRCI Phase 2 - Admin Foyer/Library Upgrade	14,000	0	0	14,000	14,000	20,000	1,666	0
	<b>273,933</b>	<b>8,646</b>	<b>(36,300)</b>	<b>246,279</b>	<b>246,279</b>	<b>10,460,322</b>	<b>92,182</b>	<b>27,655</b>



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

**NOTE 15  
BONDS & DEPOSITS HELD**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2021	Amount Received	Amount Paid	Closing Balance 31 Jul 2021
	\$	\$	\$	\$
BCITF Levy	1,655	77	(1,655)	77
BRB - BS Levy	519	188	(188)	519
Autumn Committee	974	0	0	974
Bonds - Keys, Facilities, Equipment	2,742	243	0	2,985
ANZAC Day Breakfast Donation	588	0	0	588
Railway Station Project	9,583	0	0	9,583
	<b>16,061</b>	<b>508</b>	<b>(1,843)</b>	<b>14,726</b>

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

**NOTE 16  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus				0
2130211	CRC - Tourism information and community engagement	01100821S	Operating Expenses			14,000	14,000
2130240	CRC - Tourism information and community engagement	01100821S	Operating Expenses		(7,000)		7,000
2110718	CRC - Tourism information and community engagement	01100821S	Operating Expenses		(3,500)		3,500
2040252	CRC - Tourism information and community engagement	01100821S	Operating Expenses		(3,500)		0
				<b>0</b>	<b>(14,000)</b>	<b>14,000</b>	<b>0</b>

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

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
<b>Revenue from operating activities</b>						
General purpose funding - rates	(39,339)	(1.93%)	▼	Ex-gratia rates have not been issued - \$39,400		
Law, order and public safety	33,145	154.36%	▲	Insurance funds received in advance transferred as expenditure progresses - \$54,500		Anticipated part payment from DRFAWA funding - \$21,400
<b>Expenditure from operating activities</b>						
Law, order and public safety	(47,330)	(280.79%)	▼			TC Seroja repairs are progressing more than budgeted - \$45,300
Recreation and culture	10,087	20.96%	▲	Less maintenance on recreational facilities than budgeted - \$8,400		
Economic services	11,255	35.20%	▲	Anticipated marketing and promotion service fee for July to be paid - \$6,000; Anticipated commencement on planning of Mingenew Space Precinct - \$7,000		
<b>Investing activities</b>						
Proceeds from non-operating grants, subsidies and contributions	(64,527)	(70.00%)	▼	Transfer Rec Centre water upgrade and youth precinct grant funds from contract liabilities earlier than anticipated - \$13,000		Anticipated non-operating road grants to be received - \$72,500
Payments for property, plant and equipment and infrastructure	114,923	64.73%	▲	Completed less capital works than budgeted for on the following projects: Phillip St - \$6,700 Resheet various roads - \$39,500 RRG Mingenew Mullewa Rd - \$10,600 BS Yandanooka NE Rd - \$65,100 Mingenew Hill Walk Trail - \$2,300 Admin Foyer upgrade - \$4,000		Completed more capital works than budgeted for on the following projects: Youth precinct - \$5,300 Rec Centre water upgrade - \$15,800

**Shire of Mingenew - List of Payments for July 2021**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>Totals</b>
MERCHJUL21	01/07/2021	NAB	Merchant Fee - June 2021	-\$163.30	
PRINT0721	07/07/2021	DE LAGE LANDEN	Copier Lease July 2021	-\$356.80	
B1300JUL21	15/07/2021	BUSINESS 1300	Live Answering Services: July 2021	-\$104.78	
ITJUL21	27/07/2021	FINRENT PTY LTD	IT Equipment Lease - July 2021	-\$656.57	
NABJUL21	29/07/2021	NAB	NAB Connect Fee - July 2021	-\$43.24	
BPAY0721	30/07/2021	NAB	BPay Fee - July 2021	-\$7.60	
FEE0721	30/07/2021	NAB	Bank Account Fees - July 2021	-\$15.60	
MERCH0721	30/07/2021	NAB	Merchant Fees - July 2021	-\$72.49	
NAB0721	30/07/2021	NAB	Bank Service Fee - July 2021	-\$50.00	-\$1,470.38
EFT14632	15/07/2021	AUSTRALIA POST	Postage for June 2021	-\$111.23	
EFT14633	15/07/2021	BUNNINGS Group Limited	Batteries, gloves, storm water fittings, glue, primer, broom, pool accessories etc.	-\$614.57	
EFT14634	15/07/2021	MOORE AUSTRALIA (WA)	Professional services	-\$693.00	
EFT14635	15/07/2021	Construction Training Fund	BCITF Levy Payment Request - June 2021	-\$1,655.25	
EFT14636	15/07/2021	BOC GASES	Depot maintenance for 28/04/2021 to 28/05/2021	-\$96.76	
EFT14637	15/07/2021	BREEZE CONNECT PTY LTD	Phone services June 2021	-\$260.00	
EFT14638	15/07/2021	Toll Transport Pty Ltd	Transport of asphalt in a bag	-\$393.86	
EFT14639	15/07/2021	CLEANAWAY	Waste Collection and Transfer station fees June 2021	-\$7,524.77	
EFT14640	15/07/2021	Central West Concrete	Supply and lay concrete to paths in Cecil Newton Park and beside bakery	-\$9,394.00	
EFT14641	15/07/2021	CRAIGES AUTO ELECTRICAL & AIR CONDITIONING	Repair electrics in Bomag roller	-\$616.00	
EFT14642	15/07/2021	Department of Mines, Industry Regulation & Safety	Building Services Levy June 2021	-\$187.77	
EFT14643	15/07/2021	GERALDTON AG SERVICES	2 sets (4) blades, bolts and bushes, plus safety cover for slasher	-\$186.23	
EFT14644	15/07/2021	GREENFIELD TECHNICAL SERVICES	Prepare 5 x 2022/23 Blackspot Funding Submissions	-\$3,135.00	
EFT14645	15/07/2021	CITY OF GREATER GERALDTON	Building Certification Services - April-June 2021	-\$953.93	
EFT14646	15/07/2021	GHD PTY LTD	Yandanooka North-East Road review of documents, design, BOQ, PM/PD	-\$2,188.32	
EFT14647	15/07/2021	GLASS CO	Repair flyscreen that broke during TC Seroja	-\$134.59	
EFT14648	15/07/2021	IT Vision	SynergySoft & Universe Annual License Fee 2021-2022	-\$41,980.72	
EFT14649	15/07/2021	IRWIN PLUMBING SERVICES	Repairs to Mingenew Transfer Station as result of TC Seroja	-\$15,204.20	
EFT14650	15/07/2021	INFINITUM TECHNOLOGIES	Managed IT Services July 2021	-\$4,752.44	
EFT14651	15/07/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2021/2022 Membership	-\$1,062.00	
EFT14652	15/07/2021	LGRCEU	Payroll deductions	-\$20.50	
EFT14653	15/07/2021	SHIRE OF MINGENEW	Payroll deductions	-\$60.00	
EFT14654	15/07/2021	Mingenew Golf Club	Community Assistance Scheme - Ride-on Mower	-\$4,500.00	

Chq/EFT	Date	Name	Description	Amount	Totals
EFT14655	15/07/2021	MIDWEST AERO MEDICAL AIR AMBULANCE P/L	Medical Services June 2021	-\$3,000.00	
EFT14656	15/07/2021	MIDWEST GARAGE DOORS	Repairs to 25 Shenton Street garage door due to TC Seroja damage	-\$269.50	
EFT14657	15/07/2021	MINGENEW SPRING CARAVAN PARK	Accommodation for Lateral Aspect	-\$294.00	
EFT14658	15/07/2021	MARKETFORCE	Midwest Times - Employment Vacancies (Building Maintenance, Leading Hand/Grader Operator and Works General Hand)	-\$213.11	
EFT14659	15/07/2021	MINGENEW TYRE SERVICES PTY LTD	Supply and fit 4 x tyres for Cat skid steer loader	-\$1,215.28	
EFT14660	15/07/2021	Officeworks	Highlighters, diary, mat, and other stationery	-\$182.54	
EFT14661	15/07/2021	ONEMUSIC AUSTRALIA	Music licence for 1 July-30 September 2021	-\$88.22	
EFT14662	15/07/2021	OILTECH FUEL	Fuel usage for 23/06/2021 to 06/07/2021	-\$3,400.13	
EFT14663	15/07/2021	PEMCO DIESEL PTY LTD	Service of John Deere 5075E MI 196	-\$2,126.74	
EFT14664	15/07/2021	PROTECTOR FIRE SERVICES	Service of Shire fire equipment	-\$4,595.58	
EFT14665	15/07/2021	RETAIL DISPLAY DIRECT PTY LTD	Supply outdoor cigarette butt bins	-\$608.00	
EFT14666	15/07/2021	RAMM SOFTWARE PTY LIMITED	RAMM annual support and maintenance fee 2021-2022	-\$7,272.60	
EFT14667	15/07/2021	NUTRIEN AG SOLUTIONS LIMITED	Kingspan Zinalume RT-275 Tank, outlet and valve, and inlet	-\$20,707.22	
EFT14668	15/07/2021	Slater-Gartrell Sports	Xtreme White Linemarking Paint x4 10 L	-\$1,800.70	
EFT14669	15/07/2021	SILVER CHAIN BRANCH COMMITTEE - Mingenew	Community Assistance Scheme - Freight for prescriptions	-\$2,417.51	
EFT14670	15/07/2021	Telstra Corporation	Telstra phone account for June 2021	-\$1,467.38	
EFT14671	15/07/2021	SPECIALIST WHOLESALERS PTY LTD T/AS TRUCKLINE	2 x sealed spring brake chamber type 30-30 for Tri Semi Side Tipping Trailer	-\$112.18	
EFT14672	15/07/2021	VELPIC	Velpic monthly SAAS fee for June 2021	-\$552.20	
EFT14673	30/07/2021	ATOM SUPPLY	Eight boxes of Ansell chemical gloves	-\$329.23	
EFT14674	30/07/2021	ABROLHOS STEEL	2 boxes of tech screws	-\$181.72	
EFT14675	30/07/2021	BUNNINGS Group Limited	Toilet brush, Stanley knife, rubber mallet, blank key, fertilizer	-\$108.37	
EFT14676	30/07/2021	Toll Transport Pty Ltd	Transport of parcels from David Gray	-\$161.32	
EFT14677	30/07/2021	CORSIGN WA	Six Roads to Recovery signs and six Project Managed by Shire of Mingenew tags	-\$1,032.90	
EFT14678	30/07/2021	LANDGATE	Gross rental valuations Interim	-\$118.90	
EFT14679	30/07/2021	DONGARA DRILLING & ELECTRICAL	Men's Shed, change out 5 pin 3 phase outlet and install RCD	-\$543.93	
EFT14680	30/07/2021	D'ANGELO LEGAL PTY LTD	Sale of 29 Oliver Street	-\$599.62	
EFT14681	30/07/2021	DONGARA FENCING	50% deposit for fencing repairs at Mingenew Rec Centre after TC Seroja	-\$35,359.20	
EFT14682	30/07/2021	Staff Member	Reimbursement of cutting bus spare key and two trailer plugs	-\$55.50	
EFT14683	30/07/2021	SHIRE OF IRWIN	Consultant - EHO Services April and May 2021	-\$1,820.88	
EFT14684	30/07/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2021/2022 Membership	-\$531.00	
EFT14685	30/07/2021	LGIS	Regional Risk Co-Ordinator Fee 2020-21 - 2nd Instalment	-\$3,174.94	
EFT14686	30/07/2021	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	Analytical Services for ABS Population July 2020	-\$396.00	

Chq/EFT	Date	Name	Description	Amount	Totals
EFT14687	30/07/2021	LGRCEU	Payroll deductions	-\$20.50	
EFT14688	30/07/2021	SHIRE OF MINGENEW	Payroll deductions	-\$60.00	
EFT14689	30/07/2021	LGIS	Marine Cargo Insurance 2021/2022	-\$693.00	
EFT14690	30/07/2021	LGIS	Various - Insurance for 2021-2022	-\$77,585.06	
EFT14691	30/07/2021	Mingenew - Irwin Group	Diamond Sponsorship	-\$3,300.00	
EFT14692	30/07/2021	GERALDTON TOYOTA	70,000 km service on Toyota Prado GXL	-\$381.43	
EFT14693	30/07/2021	MINGENEW SPRING CARAVAN PARK	Accommodation for RFDs Dental Service dentist and other staff for eight nights	-\$2,340.00	
EFT14694	30/07/2021	Northern Country Zone Of Walga	Annual Subscription 2021-2022	-\$1,000.00	
EFT14695	30/07/2021	Officeworks	Water for office and stationery	-\$191.91	
EFT14696	30/07/2021	PEMCO DIESEL PTY LTD	Service John Deere Z335E	-\$654.94	
EFT14697	30/07/2021	TOTAL UNIFORMS	Men's jackets and Shire of MingeneW logo	-\$367.30	
EFT14698	30/07/2021	Walga	WALGA Association Membership for 2021/2022	-\$18,199.54	
EFT14699	30/07/2021	THE IT VISION USER GROUP	Annual membership	-\$748.00	
EFT14700	30/07/2021	WESTRAC PTY LTD	2 x 20l drums of coolant, 1 x box of grease cartridges	-\$428.47	
EFT14701	30/07/2021	MINGENEW FABRICATORS	Repair flail mower, and replace brake booster on side tipper	-\$1,320.00	
EFT14702	30/07/2021	WA CONTRACT RANGER SERVICES PTY LTD	Ranger services for July 2021	-\$374.00	-\$298,125.69
DD9673.1	04/07/2021	Aware Super	Payroll deductions	-\$2,471.98	
DD9673.2	04/07/2021	Australian Super	Superannuation contributions	-\$1,478.37	
DD9673.3	04/07/2021	Sun Super	Superannuation contributions	-\$1,175.76	
DD9673.4	04/07/2021	ANZ Smart Choice Super	Superannuation contributions	-\$85.36	
DD9673.5	04/07/2021	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$65.81	
DD9673.6	04/07/2021	AMP Flexible Super	Superannuation contributions	-\$224.04	
DD9673.7	04/07/2021	REST Super Fund	Superannuation contributions	-\$72.73	
DD9673.8	04/07/2021	Host Plus Superannuation Fund	Superannuation contributions	-\$223.83	
DD9676.1	15/07/2021	SYNERGY	Various Electricity charges for the period 23/4/2021 to 22/6/2021	-\$5,737.06	
DD9680.1	18/07/2021	Aware Super	Payroll deductions	-\$2,967.76	
DD9680.2	18/07/2021	Australian Super	Superannuation contributions	-\$1,299.31	
DD9680.3	18/07/2021	Sun Super	Superannuation contributions	-\$1,131.91	
DD9680.4	18/07/2021	ANZ Smart Choice Super	Superannuation contributions	-\$90.41	
DD9680.5	18/07/2021	loof Portfolio Service Superannuation Fund	Superannuation contributions	-\$162.45	
DD9680.6	18/07/2021	AMP Flexible Super	Superannuation contributions	-\$229.64	
DD9680.7	18/07/2021	REST Super Fund	Superannuation contributions	-\$83.03	
DD9680.8	18/07/2021	Host Plus Superannuation Fund	Superannuation contributions	-\$228.13	
DD9698.1	18/07/2021	Aware Super	Superannuation contributions	-\$113.39	
DD9689.1	21/07/2021	BP Australia Pty Ltd	Fuel usage for June 2021	-\$324.13	
DD9691.1	23/07/2021	Western Australian Treasury Corporation	Loan Guarantee Fee for June 2021	-\$783.99	

Chq/EFT	Date	Name	Description	Amount	Totals
DD9693.1	30/07/2021	NAB BUSINESS VISA	Credit Card Transactions July 2021: Credit card fees; WA Newspaper subscription; Computer monitor; Zoom subscription; Visitor Centre membership 2021-22; Gazette of Basis of Rates advertising	-\$795.26	
					-\$19,744.35
DOT010721	05/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 01/07/2021	-\$2,320.05	
DOT020721	06/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 02/07/2021	-\$2,736.70	
DOT050721	07/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 05/07/2021	-\$9,577.70	
DOT060721	08/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 06/07/2021	-\$110.75	
DOT070721	09/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 07/07/2021	-\$348.20	
DOT080721	12/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions 08/07/2021	-\$5,200.15	
DOT090721	13/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction: 09/07/2021	-\$672.35	
DOT120721	14/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 12/07/2021	-\$948.90	
DOT130721	15/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 13/07/2021	-\$1,866.85	
DOT140721	16/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 14/07/2021	-\$30,188.85	
DOT150721	19/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 15/07/2021	-\$909.30	
DOT160721	20/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 16/07/2021	-\$210.15	
DOT190721	21/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transaction 19/07/2021	-\$464.05	
DOT210721	23/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions 21/07/2021	-\$1,280.20	
DOT220721	26/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions 22/07/2021	-\$18.30	
DOT260721	28/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 26/07/2021	-\$118.35	
DOT290621	01/07/2021	DEPARTMENT OF TRANSPORT	DOT Licensing Transactions: 29/06/2021	-\$1,853.40	-\$58,824.25
			Net Salaries	-\$68,546.03	-\$68,546.03
				-\$446,710.70	-\$446,710.70



**SHIRE OF MINGENEW**  
**AMENDED BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**LOCAL GOVERNMENT ACT 1995**

**TABLE OF CONTENTS**

Statement of Comprehensive Income by Nature or Type	2
Basis of Preparation	3
Statement of Comprehensive Income by Program	4
Statement of Cash Flows	6
Rate Setting Statement	7
Index of Notes to the Budget	8

**SHIRE'S VISION**

The Shire of Mingenew is a safe, inclusive and connected community with a thriving local economy that provides opportunity for all to succeed.

**SHIRE OF MINGENEW**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
		\$	\$	\$
<b>Revenue</b>				
Rates	1(a)	2,049,384	1,977,513	1,975,991
Operating grants, subsidies and contributions	10(a)	1,158,825	441,244	1,306,100
Fees and charges	9	273,789	255,506	239,292
Interest earnings	13(a)	23,231	22,959	24,381
Other revenue	13(b)	544,294	530,110	531,219
		4,049,523	3,227,332	4,076,983
<b>Expenses</b>				
Employee costs		(1,105,864)	(1,122,809)	(1,031,488)
Materials and contracts		(953,332)	(924,231)	(708,353)
Utility charges		(88,321)	(87,595)	(93,002)
Depreciation on non-current assets	5	(1,788,251)	(1,784,186)	(1,506,670)
Interest expenses	13(d)	(11,600)	(10,576)	(10,686)
Insurance expenses		(134,703)	(126,609)	(120,997)
Other expenditure		(572,791)	(520,354)	(584,575)
		(4,654,862)	(4,576,360)	(4,055,771)
<b>Subtotal</b>		(605,339)	(1,349,028)	21,212
Non-operating grants, subsidies and contributions	10(b)	10,460,322	3,259,814	2,990,490
Profit on asset disposals	4(b)	77,753	11,727	2,000
Loss on asset disposals	4(b)	(16,985)	(23,923)	(23,100)
Fair value adjustments to financial assets at fair value through profit or loss		0	2,804	0
		10,521,090	3,250,422	2,969,390
<b>Net result</b>		<b>9,915,751</b>	<b>1,901,394</b>	<b>2,990,602</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	1,130,507	0
<b>Total other comprehensive income</b>		<b>0</b>	<b>1,130,507</b>	<b>0</b>
<b>Total comprehensive income</b>		<b>9,915,751</b>	<b>3,031,901</b>	<b>2,990,602</b>

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

## **BASIS OF PREPARATION**

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget 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 Shire of Mingenew controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to the budget.

## **2020/21 ACTUAL BALANCES**

Balances shown in this budget as 2020/21 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

## **CHANGE IN ACCOUNTING POLICIES**

On the 1 July 2021 no new accounting policies are to be adopted and no new policies are expected to impact the annual budget.

## **KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

### **REVENUES RATES**

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

### **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.

Excludes 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.

### **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.

## **REVENUES (CONTINUED)**

### **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.

### **FEES AND CHARGES**

Revenue (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.

### **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, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

## **EXPENSES**

### **EMPLOYEE COSTS**

All costs associated 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 includes loss on disposal of long term investments.

### **DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation and amortisation expense raised on all classes of assets.

### **INTEREST EXPENSES**

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

### **OTHER EXPENDITURE**

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

**SHIRE OF MINGENEW**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
<b>Revenue</b>	1,9,10(a),13(a),13(b)	\$	\$	\$
Governance		13,899	18,830	13,399
General purpose funding		2,765,475	2,299,670	3,158,932
Law, order, public safety		280,311	23,867	23,750
Health		820	801	150
Education and welfare		1,425	1,236	400
Housing		117,930	110,875	90,440
Community amenities		77,300	75,059	89,650
Recreation and culture		35,834	41,765	28,780
Transport		598,764	554,300	592,400
Economic services		121,215	37,376	18,582
Other property and services		36,550	63,553	60,500
		4,049,523	3,227,332	4,076,983
<b>Expenses excluding finance costs</b>	4(a),5,13(c)(e)(f)			
Governance		(349,633)	(315,432)	(343,694)
General purpose funding		(82,800)	(75,572)	(76,332)
Law, order, public safety		(196,016)	(351,597)	(66,912)
Health		(88,061)	(77,002)	(80,167)
Education and welfare		(142,701)	(127,651)	(110,533)
Housing		(163,279)	(153,726)	(156,237)
Community amenities		(277,836)	(217,775)	(249,083)
Recreation and culture		(1,010,151)	(1,055,632)	(991,834)
Transport		(1,841,499)	(1,842,489)	(1,589,248)
Economic services		(411,575)	(347,409)	(302,628)
Other property and services		(79,711)	(1,498)	(78,417)
		(4,643,262)	(4,565,783)	(4,045,085)
<b>Finance costs</b>	7,6(a),13(d)			
Education and welfare		(441)	(1,214)	(1,136)
Housing		(1,275)	(3,510)	(3,285)
Recreation and culture		(424)	(1,165)	(1,091)
Transport		(7,926)	(2,963)	(2,774)
Other property and services		(1,534)	(1,724)	(2,400)
		(11,600)	(10,576)	(10,686)
<b>Subtotal</b>		(605,339)	(1,349,027)	21,212
Non-operating grants, subsidies and contributions	10(b)	10,460,322	3,259,814	2,990,490
Profit on disposal of assets	4(b)	77,753	11,727	2,000
(Loss) on disposal of assets	4(b)	(16,985)	(23,923)	(23,100)
Fair value adjustments to financial assets at fair value through profit or loss		0	2,804	0
		10,521,090	3,250,422	2,969,390
<b>Net result</b>		<b>9,915,751</b>	<b>1,901,395</b>	<b>2,990,602</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	1,130,507	0
<b>Total other comprehensive income</b>		<b>0</b>	<b>1,130,507</b>	<b>0</b>
<b>Total comprehensive income</b>		<b>9,915,751</b>	<b>3,031,902</b>	<b>2,990,602</b>

**KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS**

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

**OBJECTIVE**

**ACTIVITIES**

**GOVERNANCE**

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

Administration and operation of facilities and services to members of 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, road 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.

**SHIRE OF MINGENEW**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

		<b>2021/22 Amended Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
	<b>NOTE</b>	\$	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		2,059,384	1,966,081	1,975,991
Operating grants, subsidies and contributions		973,825	464,247	1,330,300
Fees and charges		273,789	255,506	239,292
Interest received		23,231	22,959	24,381
Goods and services tax received		150,000	(238,972)	0
Other revenue		544,294	532,914	531,219
		<b>4,024,523</b>	<b>3,002,735</b>	<b>4,101,183</b>
<b>Payments</b>				
Employee costs		(1,100,864)	(1,175,028)	(1,076,488)
Materials and contracts		(1,607,104)	(245,850)	(709,298)
Utility charges		(88,321)	(87,595)	(93,002)
Interest expenses		(11,600)	(10,576)	(10,686)
Insurance paid		(134,703)	(126,609)	(120,997)
Other expenditure		(572,791)	(520,354)	(584,575)
		<b>(3,515,383)</b>	<b>(2,166,012)</b>	<b>(2,595,046)</b>
<b>Net cash provided by (used in) operating activities</b>	<b>3</b>	<b>509,140</b>	<b>836,723</b>	<b>1,506,137</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment	4(a)	(1,505,000)	(511,160)	(940,000)
Payments for construction of infrastructure	4(a)	(10,438,479)	(3,304,125)	(3,975,677)
Non-operating grants, subsidies and contributions	10(b)	10,460,322	3,259,814	2,990,490
Proceeds from sale of plant and equipment	4(b)	216,700	50,682	35,000
Proceeds on disposal of financial assets at fair value through profit and loss		0	(2,804)	
<b>Net cash provided by (used in) investing activities</b>		<b>(1,266,457)</b>	<b>(507,593)</b>	<b>(1,890,187)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings	6(a)	(222,960)	(161,995)	(161,995)
Principal elements of lease payments	7	(7,132)	(9,331)	(9,669)
Proceeds from new borrowings	6(a)	300,000	0	0
<b>Net cash provided by (used in) financing activities</b>		<b>69,908</b>	<b>(171,326)</b>	<b>(171,664)</b>
<b>Net increase (decrease) in cash held</b>		<b>(687,409)</b>	<b>157,804</b>	<b>(555,714)</b>
Cash at beginning of year		1,246,247	1,088,447	1,088,447
<b>Cash and cash equivalents at the end of the year</b>	<b>3</b>	<b>558,838</b>	<b>1,246,251</b>	<b>532,733</b>

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

**SHIRE OF MINGENEW**  
**RATE SETTING STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2022**

		<b>2021/22 Amended Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
	<b>NOTE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING ACTIVITIES</b>				
<b>Net current assets at start of financial year - surplus/(deficit)</b>	2(a)	81,424	405,934	568,521
		81,424	405,934	568,521
<b>Revenue from operating activities (excluding rates)</b>				
Governance		13,899	18,830	13,399
General purpose funding		716,091	324,961	1,182,941
Law, order, public safety		280,311	23,867	23,750
Health		820	801	150
Education and welfare		1,425	1,236	400
Housing		117,930	111,873	90,440
Community amenities		77,300	75,059	89,650
Recreation and culture		36,834	41,764	28,780
Transport		649,532	565,029	594,400
Economic services		121,215	37,376	18,582
Other property and services		62,535	63,554	60,500
		2,077,892	1,264,350	2,102,992
<b>Expenditure from operating activities</b>				
Governance		(349,630)	(315,432)	(343,694)
General purpose funding		(82,800)	(75,572)	(76,332)
Law, order, public safety		(211,815)	(351,597)	(66,912)
Health		(88,061)	(77,002)	(80,167)
Education and welfare		(143,142)	(128,865)	(111,669)
Housing		(164,554)	(157,236)	(159,522)
Community amenities		(277,836)	(217,775)	(249,083)
Recreation and culture		(1,011,761)	(1,064,429)	(992,925)
Transport		(1,849,425)	(1,861,743)	(1,615,122)
Economic services		(411,575)	(347,409)	(302,628)
Other property and services		(81,245)	(3,222)	(80,817)
		(4,671,844)	(4,600,282)	(4,078,871)
Non-cash amounts excluded from operating activities	2(b)	1,727,483	1,754,858	1,527,770
<b>Amount attributable to operating activities</b>		<b>(785,045)</b>	<b>(1,175,140)</b>	<b>120,412</b>
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions		10,460,322	3,259,814	2,990,490
Payments for property, plant and equipment	4(a)	(1,505,000)	(511,160)	(940,000)
Payments for construction of infrastructure	4(a)	(10,438,479)	(3,304,125)	(3,975,677)
Proceeds from disposal of assets	4(b)	216,700	50,682	35,000
		(1,266,457)	(504,789)	(1,890,187)
<b>Amount attributable to investing activities</b>		<b>(1,266,457)</b>	<b>(504,789)</b>	<b>(1,890,187)</b>
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	6(a)	(222,960)	(161,995)	(161,995)
Principal elements of finance lease payments	7	(7,132)	(9,331)	0
Proceeds from new borrowings	6(a)	300,000	0	0
Transfers to cash backed reserves (restricted assets)	8(a)	(67,790)	(44,834)	(44,221)
<b>Amount attributable to financing activities</b>		<b>2,118</b>	<b>(216,160)</b>	<b>(206,216)</b>
<b>Budgeted deficiency before imposition of general rates</b>		<b>(2,049,384)</b>	<b>(1,896,089)</b>	<b>(1,975,991)</b>
<b>Estimated amount to be raised from general rates</b>	1	<b>2,049,384</b>	<b>1,977,513</b>	<b>1,975,991</b>
<b>Net current assets at end of financial year - surplus/(deficit)</b>	2(a)	<b>0</b>	<b>81,424</b>	<b>0</b>



**SHIRE OF MINGENEW**  
**INDEX OF NOTES TO THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2022**

Rates	9
Net Current Assets	12
Reconciliation of cash	15
Asset Acquisitions	16
Asset Disposals	17
Asset Depreciation	18
Borrowings	19
Leases	21
Reserves	22
Fees and Charges	23
Grant Revenue	23
Revenue Recognition	24
Elected Members Remuneration	25
Other Information	26
Interests in Joint Arrangements	27
Significant Accounting Policies - Other Information	28

SHIRE OF MINGENEW  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2022

1. RATES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2021/22 Amended Budget rate revenue	2021/22 Amended Budget interim rates	2021/22 Amended Budget back rates	2021/22 Amended Budget total revenue	2020/21 Actual total revenue	2020/21 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
<b>Differential general rate or general rate</b>									
<b>Gross rental valuations</b>									
GRV - Mingenew	0.15388	129	1,153,984	177,574		150	177,724	173,495	172,764
GRV - Yandanooka	0.15388	2	13,884	2,136			2,136	2,086	2,086
GRV - Commercial	0.15388	14	346,632	53,339	14,000		67,339	52,091	52,092
GRV - Industrial	0.15388	1	12,480	1,920			1,920	1,875	1,875
<b>Unimproved valuations</b>									
UV - Rural & Mining	0.01229	111	136,073,500	1,672,343			1,672,343	1,627,013	1,626,867
<b>Sub-Totals</b>		257	137,600,480	1,907,312	14,000	150	1,921,462	1,856,560	1,855,684
<b>Minimum</b>									
<b>Minimum payment</b>									
\$									
<b>Gross rental valuations</b>									
GRV - Mingenew	728	60	24,870	43,680			43,680	41,713	41,713
GRV - Yandanooka	728	0	0	0			0	0	0
GRV - Commercial	728	9	6,200	6,552			6,552	6,363	6,363
GRV - Industrial	728	3	2,786	2,184			2,184	2,121	2,121
<b>Unimproved valuations</b>									
UV - Rural & Mining	1,093	34	680,657	37,162			37,162	33,535	32,891
<b>Sub-Totals</b>		106	714,513	89,578	0	0	89,578	83,732	83,088
		363	138,314,993	1,996,890	14,000	150	2,011,040	1,940,292	1,938,772
Discounts (Refer note 1(c))							(1,068)	(1,043)	(1,045)
<b>Total amount raised from general rates</b>							2,009,972	1,939,249	1,937,727
Ex gratia rates							39,412	38,264	38,264
<b>Total rates</b>							2,049,384	1,977,513	1,975,991

All land (other than exempt land) in the Shire of Mingenew is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Mingenew.

The general rates detailed for the 2021/22 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

SHIRE OF MINGENEW  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2022  
**1. RATES (CONTINUED)**

**(b) Interest Charges and Instalments - Rates and Service Charges**

The following instalment options are available to ratepayers for the payment of rates and service charges.

<b>Instalment options</b>	<b>Date due</b>	<b>Instalment plan admin charge</b>	<b>Instalment plan interest rate</b>	<b>Unpaid rates interest rates</b>
		\$	%	%
<b>Option one</b>				
Single full payment		0	0.0%	7.0%
<b>Option two</b>				
First instalment		0	5.5%	7.0%
Second instalment		15	5.5%	7.0%
<b>Option three</b>				
First instalment		15	5.5%	7.0%
Second instalment		15	5.5%	7.0%
Third instalment		15	5.5%	7.0%
Fourth instalment		15	5.5%	7.0%

	<b>2021/22 Amended Budget revenue</b>	<b>2020/21 Actual revenue</b>	<b>2020/21 Budget revenue</b>
	\$	\$	\$
Instalment plan admin charge revenue	2,000	1,875	2,800
Instalment plan interest earned	4,200	4,153	0
Unpaid rates and service charge interest earned	3,800	3,756	5,000
	10,000	9,784	7,800

SHIRE OF MINGENEW  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2022  
 1. RATES (CONTINUED)

(c) Rates discounts

Rate or fee to which discount is granted	Discount %	Discount (\$)	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget	Circumstances in which discount is granted
Yandanooka Townsite	50.0%		\$ 1,068	\$ 1,043	\$ 1,045	Recognise the reduced level of service provided.
			1,068	1,043	1,045	

(d) Waivers or concessions

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2022.

SHIRE OF MINGENEW  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2022  
2. NET CURRENT ASSETS

(a) Composition of estimated net current assets

Current assets

Cash and cash equivalents- unrestricted  
Cash and cash equivalents - restricted  
Receivables  
Prepayments  
Inventories

Note	2021/22 Amended Budget 30 June 2022	2020/21 Actual 30 June 2021	2020/21 Budget 30 June 2021
	\$	\$	\$
3	(4,730)	500,469	61,501
3	563,569	745,778	471,232
	146,138	371,135	67,394
	0	8,228	
	5,152	3,152	
	710,129	1,628,762	600,127
	(146,561)	(801,560)	(128,896)
	(23,934)	(273,934)	(24,200)
7	(4,578)	(7,393)	(9,162)
6	(242,957)	(165,919)	(165,919)
	(104,784)	(104,784)	(116,130)
	(522,814)	(1,353,590)	(444,307)
	187,315	275,172	155,820
2.(c)	(187,315)	(193,748)	(155,820)
	0	81,424	0

Less: current liabilities

Trade and other payables  
Contract liabilities  
Lease liabilities  
Long term borrowings  
Employee provisions

Net current assets

Less: Total adjustments to net current assets

Net current assets used in the Rate Setting Statement

## 2. NET CURRENT ASSETS (CONTINUED)

## EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

## Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

## (b) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded

from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

## Adjustments to operating activities

Less: Profit on asset disposals  
 Less: Fair value adjustments to financial assets at fair value through profit and loss  
 Add: Loss on disposal of assets  
 Add: Depreciation on assets  
 Movement in non-current pensioner deferred rates  
 Movement in non-current employee provisions  
 Movement in current employee provisions associated with restricted cash

## Non cash amounts excluded from operating activities

Note	2021/22 Amended Budget 30 June 2022	2020/21 Actual 30 June 2021	2020/21 Budget 30 June 2021
	\$	\$	\$
4(b)	(77,753)	(11,727)	(2,000)
		(2,804)	
4(b)	16,985	23,923	23,100
5	1,788,251	1,784,186	1,506,670
	0	(5,276)	
	0	(2,098)	
	0	(31,346)	
	1,727,483	1,754,858	1,527,770

## (c) Current assets and liabilities excluded from budgeted deficiency

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

## Adjustments to net current assets

Less: Cash - restricted reserves  
 Add: Current liabilities not expected to be cleared at end of year  
     - Current portion of borrowings  
     - Current portion of lease liabilities  
     - Current portion of contract liability held in reserve  
     - Current portion of employee benefit provisions held in reserve

## Total adjustments to net current assets

8	(539,634)	(471,844)	(471,232)
	242,957	165,919	165,920
	4,578	7,393	9,162
			24,200
	104,784	104,784	116,130
	(187,315)	(193,748)	(155,820)

**SIGNIFICANT ACCOUNTING POLICIES****CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Mingenew 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.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

**INVENTORIES****General**

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.

**Superannuation**

The Shire of Mingenew contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Mingenew contributes are defined contribution plans.

**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.

**TRADE AND OTHER RECEIVABLES**

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

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

**CONTRACT LIABILITIES**

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.



## 3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
Cash at bank and on hand	558,838	1,246,247	61,500
Term deposits	0	0	471,233
<b>Total cash and cash equivalents</b>	<b>558,838</b>	<b>1,246,247</b>	<b>532,733</b>
Held as			
- Unrestricted cash and cash equivalents	(4,730)	500,469	61,501
- Restricted cash and cash equivalents	563,568	745,778	471,232
	<b>558,838</b>	<b>1,246,247</b>	<b>532,733</b>
<b>Restrictions</b>			
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	563,568	745,778	471,232
	<b>563,568</b>	<b>745,778</b>	<b>471,232</b>
The restricted assets are a result of the following specific purposes to which the assets may be used:			
Reserves - cash/financial asset backed	8	539,634	471,844
Contract liabilities		23,934	273,934
		<b>563,568</b>	<b>471,232</b>
<b>Reconciliation of net cash provided by operating activities to net result</b>			
<b>Net result</b>		9,915,751	1,901,394
Depreciation	5	1,788,251	1,784,186
(Profit)/loss on sale of asset	4(b)	(60,768)	12,196
(Increase)/decrease in receivables		233,228	(338,697)
(Increase)/decrease in inventories		(2,000)	(3,152)
Increase/(decrease) in payables		(655,000)	670,986
Increase/(decrease) in contract liabilities		(250,000)	103,068
Increase/(decrease) in employee provisions		0	(33,444)
Non-operating grants, subsidies and contributions		(10,460,322)	(3,259,814)
<b>Net cash from operating activities</b>		<b>509,140</b>	<b>1,506,137</b>

## SIGNIFICANT ACCOUNTING POLICES

## CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

## 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.

SHIRE OF MINGENEW  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2022  
 4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program									2021/22 Amended Budget total	2020/21 Actual total	2020/21 Budget total
	Governance	Law, order, public safety	Education and welfare	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<i>Property, Plant and Equipment</i>												
Land - freehold land	0	0	0	0	0	0	0	0	0	0	5,007	0
Buildings - non-specialised	0	0	127,000	10,000	12,500	0	15,000	10,000	48,000	222,500	151,857	307,500
Buildings - specialised	0	300,000	0	0	0	258,500	0	0	0	558,500	39,701	292,500
Furniture and equipment	10,000	0	0	0	0	0	0	0	0	10,000	0	0
Plant and equipment	0	0	0	0	0	18,000	446,000	0	100,000	564,000	314,595	340,000
Bushfire equipment	0	150,000	0	0	0	0	0	0	0	150,000	0	0
	10,000	450,000	127,000	10,000	12,500	276,500	461,000	10,000	148,000	1,505,000	511,160	940,000
<i>Infrastructure</i>												
Infrastructure - roads	0	0	0	0	0	0	8,258,385	0	0	8,258,385	778,156	1,406,773
Infrastructure - bridges	0	0	0	0	0	0	1,941,202	0	0	1,941,202	2,119,404	2,266,404
Infrastructure - parks and ovals	0	0	0	0	0	98,692	0	0	0	98,692	312,125	200,000
Infrastructure - other	0	0	0	0	10,000	28,000	0	102,200	0	140,200	94,440	102,500
	0	0	0	0	10,000	126,692	10,199,587	102,200	0	10,438,479	3,304,125	3,975,677
<b>Total acquisitions</b>	10,000	450,000	127,000	10,000	22,500	403,192	10,660,587	112,200	148,000	11,943,479	3,815,285	4,915,677

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

**SIGNIFICANT ACCOUNTING POLICIES**

**RECOGNITION OF ASSETS**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF MINGENEW  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2022  
 4. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2021/22 Amended Budget Net Book Value	2021/22 Amended Budget Sale Proceeds	2021/22 Amended Budget Profit	2021/22 Amended Budget Loss	2020/21 Actual Net Book Value	2020/21 Actual Sale Proceeds	2020/21 Actual Profit	2020/21 Actual Loss	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>By Program</b>												
Law, order, public safety	15,799	0	0	(15,799)	0	0	0	0	0	0	0	0
Housing	0	0	0	0	2	1,000	998	0	0	0	0	0
Recreation and culture	3,186	3,000	1,000	(1,186)	7,632	0	0	(7,632)	0	0	0	0
Transport	85,632	136,400	50,768	0	55,244	49,682	10,729	(16,291)	56,100	35,000	2,000	(23,100)
Other property and services	51,315	77,300	25,985	0	0	0	0	0	0	0	0	0
	155,932	216,700	77,753	(16,985)	62,878	50,682	11,727	(23,923)	56,100	35,000	2,000	(23,100)
<b>By Class</b>												
<i>Property, Plant and Equipment</i>												
Buildings - non-specialised	0	0	0	0	2	1,000	998	0	0	0	0	0
Plant and equipment	140,133	216,700	77,753	(1,186)	55,244	49,682	10,729	(16,291)	56,100	35,000	2,000	(23,100)
Bushfire equipment	15,799	0	0	(15,799)	0	0	0	0	0	0	0	0
<i>Infrastructure</i>												
Infrastructure - other	0	0	0	0	7,632	0	0	(7,632)	0	0	0	0
	155,932	216,700	77,753	(16,985)	62,878	50,682	11,727	(23,923)	56,100	35,000	2,000	(23,100)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Staff housing programme
- Plant replacement programme

**SIGNIFICANT ACCOUNTING POLICIES**

**GAINS AND LOSSES ON DISPOSAL**

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

**SHIRE OF MINGENEW**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2022**  
**5. ASSET DEPRECIATION**

**By Program**

Law, order, public safety  
 Education and welfare  
 Housing  
 Community amenities  
 Recreation and culture  
 Transport  
 Economic services  
 Other property and services

**By Class**

Buildings - non-specialised  
 Buildings - specialised  
 Furniture and equipment  
 Plant and equipment  
 Bushfire equipment  
 Infrastructure - roads  
 Infrastructure - drainage  
 Infrastructure - bridges  
 Infrastructure - footpaths  
 Infrastructure - parks and ovals  
 Infrastructure - airfields  
 Infrastructure - other  
 Right of use - furniture and equipment

	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
Law, order, public safety	65,512	47,537	2,299
Education and welfare	45,364	45,627	21,412
Housing	70,344	71,827	71,863
Community amenities	9,542	9,533	7,826
Recreation and culture	433,335	436,813	407,116
Transport	766,340	793,761	581,545
Economic services	60,724	61,593	59,047
Other property and services	337,090	317,495	355,562
	<b>1,788,251</b>	<b>1,784,186</b>	<b>1,506,670</b>
Buildings - non-specialised	237,298	363,368	552,000
Buildings - specialised	362,393	238,976	0
Furniture and equipment	2,205	2,186	10,000
Plant and equipment	217,714	197,751	192,000
Bushfire equipment	63,074	45,100	45,000
Infrastructure - roads	636,956	661,010	445,000
Infrastructure - drainage	1,729	1,728	2,000
Infrastructure - bridges	75,207	78,622	75,000
Infrastructure - footpaths	8,423	8,416	6,500
Infrastructure - parks and ovals	165,428	168,599	160,000
Infrastructure - airfields	0	0	8,670
Infrastructure - other	12,024	12,618	10,500
Right of use - furniture and equipment	5,800	5,812	0
	<b>1,788,251</b>	<b>1,784,186</b>	<b>1,506,670</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**DEPRECIATION**

The depreciable amount of all fixed assets including buildings

but excluding freehold land, are depreciated on a straight-line

basis over the individual asset's useful life from the time the

asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of

the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	30 to 50 years
Buildings - specialised	50 to 80 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Bushfire equipment	
Infrastructure - roads	
Infrastructure - drainage	20 years
Infrastructure - bridges	80 years
Infrastructure - footpaths	30 to 75 years
Infrastructure - parks and ovals	10 to 60 Years
Infrastructure - airfields	
Infrastructure - other	
Right of use - furniture and equipment	

**AMORTISATION**

The depreciable amount of all intangible assets with a finite useful

life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

**SHIRE OF MINGENEW**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2022**  
**6. INFORMATION ON BORROWINGS**

**(a) Borrowing repayments**

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget	2021/22	2021/22	2021/22	2021/22	2020/21	2020/21	Actual	2020/21	2020/21	2020/21	2020/21	Budget	2020/21	
				Principal 1 July 2021	Amended Budget New Loans	Amended Budget Principal Repayments	Amended Budget Principal Outstanding	Budget Interest Repayments	Actual Principal 1 July 2020	Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2021	Actual Interest Repayments	Budget Principal 1 July 2020	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2021	Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Education and welfare</b>																		
Senior Citizen Building	137	WATC	2.4%	17,001		(17,001)	0	(441)	39,211		(22,210)	17,001	(1,214)	44,960		(22,210)	22,750	(1,136)
<b>Housing</b>																		
King St - triplex	133	WATC	2.4%	14,222		(14,222)	0	(281)	28,373		(14,151)	14,222	(773)	28,647		(14,151)	14,496	(724)
Phillip St - house	134	WATC	2.4%	10,499		(10,499)	0	(214)	21,279		(10,780)	10,499	(589)	21,823		(10,780)	11,043	(551)
Moore St - house	136	WATC	2.4%	18,175		(18,175)	0	(534)	45,059		(26,884)	18,175	(1,469)	54,423		(26,884)	27,539	(1,375)
Field St - house	142	WATC	2.4%	15,007		(15,007)	0	(246)	27,422		(12,415)	15,007	(678)	25,107		(12,415)	12,692	(635)
<b>Recreation and culture</b>																		
Pavillion fitout	138	WATC	2.4%	18,921		(18,921)	0	(424)	40,242		(21,321)	18,921	(1,165)	43,163		(21,321)	21,842	(1,091)
<b>Transport</b>																		
Roller	139	WATC	2.4%	7,017		(7,017)	0	(104)	12,244		(5,227)	7,017	(286)	10,580		(5,227)	5,353	(267)
Grader	141	WATC	2.4%	22,152		(22,152)	0	(361)	40,300		(18,148)	22,152	(992)	36,738		(18,148)	18,590	(928)
Side tipper	144	WATC	2.4%	15,032		(15,032)	0	(246)	27,447		(12,415)	15,032	(678)	25,132		(12,415)	12,717	(635)
Drum roller	145	WATC	2.4%	27,893		(27,893)	0	(366)	46,337		(18,444)	27,893	(1,008)	37,337		(18,444)	18,893	(944)
New loan - TBC		WATC	2.5%	0	300,000	(57,041)	242,959	(6,849)	0	0	0	0	0	0	0	0	0	0
				165,919	300,000	(222,960)	242,959	(10,066)	327,914	0	(161,995)	165,919	(8,852)	327,910	0	(161,995)	165,915	(8,286)
				165,919	300,000	(222,960)	242,959	(10,066)	327,914	0	(161,995)	165,919	(8,852)	327,910	0	(161,995)	165,915	(8,286)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.  
The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF MINGENEW  
 NOTES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2022  
 6. INFORMATION ON BORROWINGS

(b) New borrowings - 2021/22

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
Plant purchase	WATC (TBC)	Debenture	5	2.5%	\$ 300,000	\$ 6,849	\$ 300,000	\$ 0
					300,000	6,849	300,000	0

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2021 nor is it expected to have unspent borrowing funds as at 30th June 2022.

(d) Credit Facilities

	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
<b>Undrawn borrowing facilities credit standby arrangements</b>			
Bank overdraft limit	500,000	500,000	500,000
Bank overdraft at balance date	0	0	0
Credit card limit	14,500	14,500	14,500
Credit card balance at balance date	0	(1,148)	0
<b>Total amount of credit unused</b>	<b>514,500</b>	<b>513,352</b>	<b>514,500</b>
<b>Loan facilities</b>			
Loan facilities in use at balance date	242,959	165,919	165,915

**SIGNIFICANT ACCOUNTING POLICIES**

**BORROWING COSTS**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

**SHIRE OF MINGENEW**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**7. LEASE LIABILITIES**

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Budget	2021/22 Amended Budget	Amended Budget Lease	2021/22 Amended Budget	2020/21 Actual	2020/21 Actual	2020/21 Actual	2020/21 Actual	2020/21 Budget	2020/21 Budget	Budget	2020/21 Budget			
					Lease Principal 1 July 2021	2021/22 Amended Budget New Leases	Lease Principal Repayments	Principal outstanding 30 June 2022	Lease Interest Repayments	Actual Principal 1 July 2020	Actual New Leases	Lease Principal repayments	Principal outstanding 30 June 2021	Lease Interest repayments	Budget Principal 1 July 2020	Budget New Leases	Lease Principal repayments	Principal outstanding 30 June 2021	Lease Interest repayments
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$			
<b>Other property and services</b>																			
Photocopier		De Lage Landon	8.2%	60m	6,949		(3,187)	3,762	(705)	10,072		(3,123)	6,949	(769)	10,072		(3,123)	6,949	(1,200)
Computer equipment		Finrent	12.8%	36m	4,338		(3,945)	393	(829)	10,546		(6,208)	4,338	(955)	10,546		(6,208)	4,338	(1,200)
					11,287	0	(7,132)	4,155	(1,534)	20,618	0	(9,331)	11,287	(1,724)	20,618	0	(9,331)	11,287	(2,400)

**SIGNIFICANT ACCOUNTING POLICIES**

**LEASES**

At the inception of a contract, the Shire assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability, at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

**LEASE LIABILITIES**

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.



SHIRE OF MINGENEW  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2022  
8. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2021/22 Amended Budget	2021/22 Amended Budget	2021/22 Amended Budget	2020/21 Actual	2020/21 Actual	2020/21 Actual	2020/21 Actual	2020/21 Budget	2020/21 Budget	2020/21 Budget	2020/21 Budget	
	Opening Balance	2021/22 Amended Budget Transfer to	Transfer (from)	Opening Balance	Actual Transfer to	Transfer (from)	Closing Balance	Opening Balance	Budget Transfer to	Transfer (from)	Closing Balance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
(a) Reseves cash backed - building and land	30,301	182	0	30,483	30,034	267	0	30,301	30,035	286	0	30,321
(b) Reseves cash backed - plant	194,640	66,128	0	260,768	153,439	41,201	0	194,640	153,439	41,265	0	194,704
(c) Reseves cash backed - recreation	3,096	19	0	3,115	3,069	27	0	3,096	3,068	38	0	3,106
(d) Reseves cash backed - employee entitlement	68,134	411	0	68,545	67,535	599	0	68,134	67,534	844	0	68,378
(e) Reseves cash backed - aged persons units	12,782	77	0	12,859	12,670	112	0	12,782	12,670	158	0	12,828
(f) Reseves cash backed - environmental	19,617	118	0	19,735	19,444	173	0	19,617	19,444	118	0	19,562
(g) Reseves cash backed - land development	6,978	35	0	7,013	5,723	1,255	0	6,978	5,724	72	0	5,796
(h) Reseves cash backed - TRC/PO/NAB building	22,218	133	0	22,351	22,023	195	0	22,218	22,023	150	0	22,173
(i) Reseves cash backed - insurance	23,045	139	0	23,184	22,842	203	0	23,045	22,842	285	0	23,127
(j) Reseves cash backed - economic development and marketing	10,323	61	0	10,384	10,232	91	0	10,323	10,232	2	0	10,234
(k) Reseves cash backed - covid-19 emergency	80,710	487	0	81,197	80,000	710	0	80,710	80,000	1,003	0	81,003
	471,844	67,790	0	539,634	427,011	44,833	0	471,844	427,011	44,221	0	471,232

(b) Cash Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Reseves cash backed - building and land	Ongoing	For acquisition, construction and maintenance buildings and associated land
(b) Reseves cash backed - plant	Ongoing	For purchase of plant and equipment
(c) Reseves cash backed - recreation	Ongoing	For the improvement of sportsgrounds
(d) Reseves cash backed - employee entitlement	Ongoing	To fund annual, sick and long service leave and accrued staff bonuses
(e) Reseves cash backed - aged persons units	Ongoing	For funding of future operating shortfalls of the aged person units in accordance with the Homeswest Joint Arrangement
(f) Reseves cash backed - environmental	Ongoing	For rehabilitation of sites such as gravel pits, refuse and contaminated sites
(g) Reseves cash backed - land development	Ongoing	For the acquisition, subdivision and development of land
(h) Reseves cash backed - TRC/PO/NAB building	Ongoing	For the maintenance of the buildings
(i) Reseves cash backed - insurance	Ongoing	For the settlement of minor property expenses under \$5,000 that would otherwise be insurance claims
(j) Reseves cash backed - economic development and marketing	Ongoing	For economic development and marketing of the Shire of Mingenew
(k) Reseves cash backed - covid-19 emergency	As needed	For emergency relief to impacted staff and the hire or purchase of critical equipment

**9. FEES & CHARGES REVENUE**

	2021/22	2020/21	2020/21
	Amended Budget	Actual	Budget
	\$	\$	\$
General purpose funding	4,010	3,632	3,560
Law, order, public safety	1,150	1,226	1,550
Health	820	801	150
Education and welfare	800	791	400
Housing	116,230	108,685	90,240
Community amenities	77,300	75,059	89,650
Recreation and culture	35,834	25,263	28,260
Economic services	28,645	30,716	18,482
Other property and services	9,000	9,333	7,000
	<b>273,789</b>	<b>255,506</b>	<b>239,292</b>

**10. GRANT REVENUE**

	2021/22	2020/21	2020/21
	Amended Budget	Actual	Budget
	\$	\$	\$
<b>By Program:</b>			
<b>(a) Operating grants, subsidies and contributions</b>			
Governance	0	7	0
General purpose funding	689,000	295,793	1,155,000
Law, order, public safety	275,011	22,139	22,200
Education and welfare	50	45	0
Recreation and culture	0	2,717	0
Transport	86,764	82,163	80,400
Economic services	83,000	0	0
Other property and services	25,000	38,380	48,500
	<b>1,158,825</b>	<b>441,244</b>	<b>1,306,100</b>
<b>(b) Non-operating grants, subsidies and contributions</b>			
Governance	0	14,241	0
Law, order, public safety	450,000	0	0
Education and welfare	127,000	22,167	0
Housing	0	23,278	0
Community amenities	10,000	20,000	0
Recreation and culture	269,692	309,212	0
Transport	9,481,430	2,822,012	2,990,490
Economic services	102,200	36,619	0
Other property and services	20,000	12,285	0
	<b>10,460,322</b>	<b>3,259,814</b>	<b>2,990,490</b>
Total grants, subsidies and contributions	<b>11,619,147</b>	<b>3,701,058</b>	<b>4,296,590</b>

## SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition	Accounting standard
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued	AASB 15 AASB 1058
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared	AASB 15
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared	AASB 15
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled	AASB 1058
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval	AASB 1058
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle	AASB 1058
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs	AASB 1058
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service	AASB 15 AASB 1058
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility	AASB 1058
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire	AASB 15
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works	AASB 1058
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled	AASB 15
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed	AASB 15

## 12. ELECTED MEMBERS REMUNERATION

	2021/22 Amended Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
<b>Elected member Gary Cosgrove</b>			
President's allowance	7,500	7,348	7,600
Meeting attendance fees	4,184	4,138	4,284
Training & development	2,160	235	286
ICT expenses	857	273	540
Travel and accommodation expenses	1,250	527	2,500
	15,951	12,521	15,210
<b>Elected member Robert Newton</b>			
Deputy President's allowance	1,900	1,836	1,900
Meeting attendance fees	4,186	4,138	4,286
Training & development	286		286
ICT expenses	857	273	540
Travel and accommodation expenses			1,250
	7,229	6,247	8,262
<b>Elected member Justin Bagley</b>			
Meeting attendance fees	4,186	4,138	4,286
Training & development	2,160	1,148	286
ICT expenses	857	273	540
Travel and accommodation expenses	1,250		1,250
	8,453	5,559	6,362
<b>Elected member Caroline Farr</b>			
Meeting attendance fees	4,186	4,138	4,286
Training & development	287		286
ICT expenses	857	273	540
Travel and accommodation expenses			1,250
	5,330	4,411	6,362
<b>Elected member Helen Newton</b>			
Meeting attendance fees	4,186	4,138	4,286
Training & development	287		286
ICT expenses	857	273	540
Travel and accommodation expenses			1,250
	5,330	4,411	6,362
<b>Elected member Hellene McTaggart</b>			
Meeting attendance fees	4,186	4,138	4,286
Training & development	2,160		285
ICT expenses	857	273	540
Travel and accommodation expenses	1,250		1,250
	8,453	4,411	6,361
<b>Elected member Anthony Smyth</b>			
Meeting attendance fees	4,186	4,138	4,286
Training & development	2,160	1,148	285
ICT expenses	858	273	540
Travel and accommodation expenses	1,250		1,250
	8,454	5,559	6,361
	59,200	43,119	55,280
President's allowance	7,500	7,348	7,600
Deputy President's allowance	1,900	1,836	1,900
Meeting attendance fees	29,300	28,966	30,000
Training & development	9,500	2,531	2,000
ICT expenses	6,000	1,911	3,780
Travel and accommodation expenses	5,000	527	10,000
	59,200	43,119	55,280

SHIRE OF MINGENEW  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2022  
**13. OTHER INFORMATION**

	<b>2021/22 Amended Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
	\$	\$	\$
<b>The net result includes as revenues</b>			
<b>(a) Interest earnings</b>			
Investments			
- Reserve funds	2,831	3,792	4,381
- Other funds	12,000	11,204	15,000
Late payment of fees and charges *	400	54	0
Other interest revenue (refer note 1b)	8,000	7,909	5,000
	<b>23,231</b>	<b>22,959</b>	<b>24,381</b>
* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at .			
<b>(b) Other revenue</b>			
Reimbursements and recoveries	544,294	530,110	531,219
	<b>544,294</b>	<b>530,110</b>	<b>531,219</b>
<b>The net result includes as expenses</b>			
<b>(c) Auditors remuneration</b>			
Audit services	25,563	22,800	25,000
	<b>25,563</b>	<b>22,800</b>	<b>25,000</b>
<b>(d) Interest expenses (finance costs)</b>			
Borrowings (refer Note 6(a))	10,066	8,852	8,286
Interest expense on lease liabilities	1,534	1,724	2,400
	<b>11,600</b>	<b>10,576</b>	<b>10,686</b>
<b>(e) Write offs</b>			
General rate	150	122	3,000
	<b>150</b>	<b>122</b>	<b>3,000</b>

**14. INTERESTS IN JOINT ARRANGEMENTS**

In 1997/98, Council, in conjunction with Homeswest, constructed 3 x 2 bedroom and 1 x 1 bedroom Aged Persons' Units in Mingenew townsite. The terms of the joint agreement provided for Council to contribute \$54,777 which equates to an equity of 15.34%. Council has subsequently capitalised expenditure on the units. The recalculated equity for Council is now 18.58%. The agreement with the Housing Authority (previously Homeswest) requires the Shire to account for its share of the assets and related liabilities as well as the Shires' share of all expenses and revenue relating to the arrangement. Fair Value assessment of the property was undertaken in 2020/21 along with all other Council Land and Buildings assets. The amount shown below is 18.58% of the fair value of \$439,000.

The initial term of the agreement is 25 years, expiring on 20 August 2022.

	<b>2021/22 Amended Budget</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
	\$	\$	\$
<b>Non-current assets</b>			
Plant and equipment	81,566	81,566	87,326
Less: accumulated depreciation	(13,796)	0	(10,933)
	<b>67,770</b>	<b>81,566</b>	<b>76,393</b>

**SIGNIFICANT ACCOUNTING POLICIES****INTERESTS IN JOINT ARRANGEMENTS**

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Mingenew's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

## 15. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

### GOODS AND SERVICES TAX (GST)

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 budget 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.

### COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

### BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.



**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N	
<b>ADMINISTRATION</b>					
<b>RATES ENQUIRIES</b>					
Account Enquiry Fees (Settlement agents etc)	per enquiry (per hour or part thereof)	\$85.00	\$83.00	C	Y
Instalment - administration fee	per instalment	\$15.00	\$15.00	C	N
Reprint of rates notice	per notice	\$5.50	\$5.50	C	N
Special arrangement - administration fee per assessment	per arrangement	\$22.00	\$21.00	C	N
<b>FREEDOM OF INFORMATION (Freedom of Information Act 1992)</b>					
Application Fee (for non personal information)	Per application	\$30.00	\$30.00	S	N
Charge for Time Dealing with Application	Per hour (or pro rata for part of hour)	\$30.00	\$30.00	S	N
Charge for Photocopying	Per copy	\$0.20	\$0.20	S	N
Charge for Delivery	Actual cost	Actual cost	S	N	
<b>INFORMATION ON RECORD</b>					
Council Minutes/Agenda (Hard Copy)	Per copy	\$10.00	\$10.00	C	Y
Council Minutes/Agenda (Hard Copy)	Annual	\$62.00	\$60.00	C	Y
Electoral Rolls	Per Ward	\$33.00	\$32.00	C	Y
Electoral Roll	Per District	\$67.00	\$65.00	C	Y
<b>LIBRARY</b>					
Lost or Damaged Books/CDS/Movies	Cost Recovery	Cost Recovery	C	Y	
<b>PHOTOCOPYING</b>					
A4 - black and white	per copy	\$0.55	\$0.55	C	Y
A4 - colour	per copy	\$0.75	\$0.75	C	Y
A3 - black and white	per copy	\$0.75	\$0.75	C	Y
A3 - colour	per copy	\$1.00	\$1.00	C	Y
Own paper supplied	per copy	\$0.25	\$0.25	C	Y
Binding	per document	\$6.00	\$6.00	C	Y
<b>LAMINATING</b>					
A4	per page	\$2.15	\$2.15	C	Y
A3	per page	\$3.15	\$3.15	C	Y
<b>FACSIMILE</b>					
Sending - Within Australia	per page	\$1.10	\$1.10	C	Y
Sending - Overseas faxes	per page	\$4.00	\$4.00	C	Y
Receiving	per page	\$0.55	\$0.55	C	Y
<b>EMAIL</b>					
Per email - send	per email	\$3.10	\$3.10	C	Y
<b>STRATEGIC AND COMMUNITY DEVELOPMENT</b>					
<b>COMMUNITY BUS VEHICLE HIRE</b>					
Category 1- Mingenew Primary School & Seniors	per day	\$0.00	\$80.00	C	Y

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>Category 2- Community &amp; Sporting Groups, Shire Ratepayers and Mingenew Based Business/Commercial Enterprises</b>					
	per day	\$100.00	\$90.00	C	Y
<b>Category 3- Non local Business/Commercial/Private Groups</b>					
	per day	\$400.00	\$220.00	C	Y
<b>COMMUNITY BUS KILOMETRE FEE</b>					
<b>Category 1- Mingenew Primary School &amp; Seniors</b>					
	per kilometre on travel > 250kms	\$0.00	\$0.75	C	Y
<b>Category 2- Community &amp; Sporting Groups, Shire Ratepayers and Mingenew Based Business/Commercial Enterprises</b>					
	per kilometre on travel > 250kms	\$0.00	\$1.60	C	Y
<b>Category 3- Non local Business/Commercial/Private Groups</b>					
	per kilometre	\$0.00	\$2.20	C	Y
<b>VENUE HIRE</b>					
<b>Recreation Centre</b>					
Traveling Shows, Parties, Demonstrations- non local groups					
	per day	\$237.00	\$230.00	C	Y
Traveling Shows, Parties, Demonstrations- local groups					
	per day	\$31.00	\$30.00	C	Y
Weddings, Other Functions- all groups					
	per day	\$237.00	\$230.00	C	Y
Meetings- local					
	per day	\$31.00	\$30.00	C	Y
Meetings- non local					
	per day	\$108.00	\$105.00	C	Y
Business Meetings/Seminars - local					
	per day	\$165.00	\$160.00	C	Y
Business Meetings/Seminars - non local					
	per day	\$237.00	\$230.00	C	Y
New Pavillion - Business Meetings/Seminars - local					
	per day	\$118.00	\$115.00	C	Y
New Pavillion - Business Meetings/Seminars - non local					
	per day	\$170.00	\$165.00	C	Y
<b>Autumn Centre</b>					
Meetings- local groups					
	per event	\$0.00	\$0.00	C	Y
Meetings- non local groups					
	per event	\$52.00	\$50.00	C	Y
Visiting Professionals					
	per day	\$52.00	\$50.00	C	Y
Business Meetings/Seminars- local					
	per day	\$93.00	\$90.00	C	Y
Business Meetings/Seminars - non local					
	per day	\$139.00	\$135.00	C	Y
Home and Community Care					
	per calender month	\$320.00	\$310.00	C	Y
Arts & Crafts Group					
	per meeting	\$22.00	\$21.00	C	Y
CWA					
	per annum	\$0.00	\$0.00	C	Y
<b>Railway Station</b>					
Arts & Crafts Group					
	per annum	\$0.00	\$0.00	C	Y
<b>BONDS</b>					
Venue Hire Bond where liquor may be provided- Non Local Groups					
	all venues per event	\$525.00	\$510.00	C	N
Venue Hire Bond where liquor may be provided- Local Groups					
	all venues per event	\$210.00	\$205.00	C	N
Bus Hire Vehicle Bond (*equivalent to vehicle insurance excess, subject to change in accordance with annual premiums)					
	all categories per booking	\$300.00*	Vehicle Insurance Excess	C	N
Bus Hire Cleaning Bond					
	all categories per booking	\$105.00	\$60.00	C	N
Cool Room Bond- both local and external groups					
	per event	\$210.00	\$205.00	C	N
Projector and/or Screen					
	per event	\$52.00	\$50.00	C	N
Rural Surveillance Camera					
	per camera	\$52.00	\$50.00	C	N
Bond for Cat/Dog Trap					
	per trap	\$52.00	\$50.00	C	N
<b>VENUE EQUIPMENT HIRE</b>					
Cups and Saucers only					
		\$31.00	\$30.00	C	Y
Full Catering- 50 people					
		\$67.00	\$65.00	C	Y
Full Catering- 80 people					
		\$98.00	\$95.00	C	Y
Full catering- 150 people					
		\$124.00	\$120.00	C	Y

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>COMMUNITY EQUIPMENT HIRE - EXTERNAL HIRE</b>					
<b>Mobile Cool Room</b>					
Mobile Cool Room within the Mingenew Shire	per day	\$70.00	\$67.50	C	Y
Mobile Cool Room outside of the Mingenew Shire	per day	\$140.00	\$135.00	C	Y
<b>Cool Room (at Turf Bar)</b>					
Cool Room (at Turf Bar) - local	per day	\$52.00	\$50.00	C	Y
Cool Room (at Turf Bar) - non local	per day	\$103.00	\$100.00		
<b>Various Equipment</b>					
Trestle Tables	per item	\$6.00	\$5.75	C	Y
Chairs	per item	\$1.75	\$1.75	C	Y
Cat Trap (maximum a week) (if available)	per trap	\$10.00	\$10.00	C	Y
Dog Trap (maximum a week) (if available)	per trap	\$20.00	\$20.00	C	Y
<b>CLEANING CHARGES</b>					
Failure to Clean & Tidy Hired Venue	per hour	\$72.00	\$70.00	C	Y
Failure to Clean Externally Hired Equipment	per hour	\$72.00	\$70.00	C	Y
Failure to Clean & Tidy Community Bus	per hour	\$72.00	\$70.00	C	Y
<b>COMMODITIES CHARGES</b>					
<b>SAND (if available)</b>					
Small Truck (approx 1.5m³)	per load	\$15.00	\$52.50	C	Y
Large Truck (approx 14 m³)	per load	\$140.00	\$360.00	C	Y
Cartage	per load	\$110.00	\$40.00	C	Y
<b>GRAVEL (if available)</b>					
Small Truck (approx 1.5m³)	per load	\$27.00	\$52.50	C	Y
Large Truck (approx 14m³)	per load	\$252.00	\$360.00	C	Y
Cartage	per load	\$110.00	\$40.00	C	Y
<b>BLUE METAL (if available)</b>					
Small Truck (approx 1.5m³)	per load	\$98.00	\$102.50	C	Y
Large Truck (approx 14m³)	per load	\$910.00	\$720.00	C	Y
Cartage	per load	\$110.00	\$80.00	C	Y
<b>PLANT HIRE, INCLUSIVE OF OPERATOR</b>					
<b>Grader</b>					
Hire- Contractor	per hour	\$180.00	\$175.00	C	Y
Hire- Ratepayer	per hour	\$165.00	\$160.00	C	Y
<b>Backhoe</b>					
Hire- Contractor	per hour	\$170.00	\$165.00	C	Y
Hire- Ratepayer	per hour	\$155.00	\$150.00	C	Y
<b>Loader</b>					
Hire- Contractor	per hour	\$195.00	\$190.00	C	Y
Hire- Ratepayer	per hour	\$180.00	\$175.00	C	Y
<b>Small Truck</b>					

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
Hire- Contractor	per hour	\$135.00	\$130.00	C	Y
Hire- Ratepayer	per hour	\$118.00	\$115.00	C	Y
<b>Truck &amp; Trailer</b>					
Hire- Contractor	per hour	\$205.00	\$200.00	C	Y
Hire - Ratepayer	per hour	\$185.00	\$180.00	C	Y
<b>Water Truck</b>					
Hire- Contractor	per hour	\$145.00	\$140.00	C	Y
Hire- Ratepayer	per hour	\$130.00	\$125.00	C	Y
<b>Rubber Tyred Roller</b>					
Hire- Contractor	per hour	\$205.00	\$200.00	C	Y
Hire- Ratepayer	per hour	\$190.00	\$185.00	C	Y
<b>Vibratory Roller</b>					
Hire- Contractor	per hour	\$205.00	\$200.00	C	Y
Hire- Ratepayer	per hour	\$155.00	\$150.00	C	Y
<b>Tractor &amp; Slasher</b>					
Hire- Contractor	per hour	\$165.00	\$160.00	C	Y
Hire- Ratepayer	per hour	\$150.00	\$145.00	C	Y
<b>Tractor &amp; Broom</b>					
Hire- Contractor	per hour	\$165.00	\$160.00	C	Y
Hire- Ratepayer	per hour	\$150.00	\$145.00	C	Y
<b>Block Slashing (this service may be contracted out)</b>					
Hire- Contractor	per hour	Cost to Shire + 10%	Cost to Shire + 10%	C	Y
<b>Bobcat</b>					
Hire- Contractor	per hour	N/A	N/A	C	Y
<b>Ute with fogger - Not including Chemicals</b>					
Hire- Contractor	per hour	\$125.00	\$120.00	C	Y
Hire- Ratepayer	per hour	\$108.00	\$105.00	C	Y
<b>LABOURER</b>					
Hire	per hour	\$77.00	\$75.00	C	Y
<b>RURAL SERVICES</b>					
Water from Standpipes	per kilolitre	\$9.00	\$9.00	C	N
<b>CEMETERY FEES</b>					
Funeral Directors Licence Fees	Per Financial Year	\$40.00	\$40.00	C	N
Single Funeral Permit	Per Funeral	\$30.00			
Extra Charge - Interment without notice	Per Funeral	\$200.00			
Funeral Late Fee	Per 15 minutes	\$20.00			
Monumental Mason's Work Licence	Per Financial Year	\$40.00	\$40.00	C	N
Grant / Renewal of Right of Burial (25 years)	Per Application	\$50.00	\$42.00	C	Y
Reservation Fee (Burial Plot or Niche Wall)	Per Application	\$42.00	\$42.00	C	Y
Grant of Right of burial - Renewal for additional 25 years	Per Application	\$0.00	\$42.00	C	Y
Permission to Erect Headstone, Monument, Plaque etc.	Per Application	\$50.00	\$50.00	C	N
Re-Opening of a Grave / reinternment / exhumation	Per Application	\$720.00	\$460.00	C	Y
Burial Fee - Adult	Per Application	\$600.00	\$400.00	C	Y
Burial Fee - Child under 10 years	Per Application	\$450.00	\$300.00	C	Y
Burial Fee - still born	Per Application	\$300.00			
Additional burial depth (standard grave depth 1.8m)	Per Additional 300mm depth	\$50.00			
Interment of Ashes into Existing Plot or Niche Wall compartment	Per Application	\$120.00	\$120.00	C	Y
<b>REGULATORY SERVICES</b>					

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>DOG REGISTRATION FEES (Dog Act 1976)</b>					
<b>Sterilised Dog</b>					
<b>One Year</b>					
Normal Fee	per dog	\$20.00	\$20.00	S	N
Pensioner Concession	per dog	\$10.00	\$10.00	S	N
<b>Three Years</b>					
Normal Fee	per dog	\$42.50	\$42.50	S	N
Pensioner Concession	per dog	\$21.25	\$21.25	S	N
<b>Lifetime</b>					
Normal Fee	per dog	\$100.00	\$100.00	S	N
Pensioner Concession	per dog	\$50.00	\$50.00	S	N
<b>Unsterilised Dog</b>					
<b>One Year</b>					
Normal Fee	per dog	\$50.00	\$50.00	S	N
Pensioner Concession	per dog	\$25.00	\$25.00	S	N
<b>Three Years</b>					
Normal Fee	per dog	\$120.00	\$120.00	S	N
Pensioner Concession	per dog	\$60.00	\$60.00	S	N
<b>Lifetime</b>					
Normal Fee	per dog	\$250.00	\$250.00	S	N
Pensioner Concession	per dog	\$125.00	\$125.00	S	N
<b>Dangerous Dog</b>					
Dangerous Dog (one year only and no concession)	per dog	\$50.00	\$50.00	S	N
<b>Keeping Dogs</b>					
Application to Keep More Than 2 Dogs	per application	\$65.00	\$65.00	C	N
<b>CAT REGISTRATION FEES (Cat Act 2011)</b>					
<b>One Year</b>					
Normal Fee - >31st May of any year (for first registration only)	per cat	\$10.00	\$10.00	S	N
Normal Fee - < 1st May of any year	per cat	\$20.00	\$20.00	S	N
<b>Three Years</b>					
Normal Fee	per cat	\$42.50	\$42.50	S	N
Pensioners	per cat	\$21.25	\$21.25	S	N
<b>Lifetime</b>					
Normal Fee	per cat	\$100.00	\$100.00	S	N
Pensioners	per cat	\$50.00	\$50.00	S	N
Grant or Renewal of Approval to Breed Cats	per breeding cat (male or female)	\$100.00	\$100.00	S	N
<b>REPLACEMENT TAGS - CATS &amp; DOGS</b>					
Replacement Tag Fee	per tag	\$12.00	\$12.00	C	Y
<b>ANIMAL CONTROL AND IMPOUNDING FEES</b>					
<b>Impoundment</b>					
1st Day of Impoundment		\$128.00	\$125.00	C	N
Additional days of Impoundment	per day	\$26.00	\$25.00	C	N
<b>Destruction of Animal</b>					
Authorised Destruction of Animal	per animal	\$52.00	\$50.00	C	Y
<b>DOG KENNEL LICENCE</b>					
Application for Licence to Keep an Approved Kennel Establishment	per application	\$200.00	\$200.00	S	N

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N	
Application to Renew Licence	per annum	\$200.00	\$200.00	S	N
<b>ANIMAL INFRINGEMENT FEES</b>					
Infringements committed against the Dog Act 1976 & Cat Act 2011		Charged in accordance with the Dog Act 1976 and Cat Act 2011	Charged in accordance with the Dog Act 1976 and Cat Act 2011	S	N
<b>FIRE PREVENTION (Bush Fires Act 1954)</b>					
Infringements committed against the Bush Fires Act 1954		Charged in accordance with the Bush Fires Act 1954	Charged in accordance with the Bush Fires Act 1954	S	N
Firebreaks/fire prevention works carried out at request of property owners		Charged out at private works rates	Charged out at private works rates	S	N
<b>HEALTH SERVICES</b>					
<b>FINES AND PENALTIES</b>					
Health Infringements (Health Local Laws, Food Act, Noise)		See infringement	See infringement		
<b>OFFENSIVE TRADES</b>					
Offensive Trades		In accordance with Health (Offensive Trades Fees ) Regulations 1976	\$298.00	S	N
Fish Processing Establishment			\$298.00	S	N
Poultry Production & Farming			\$298.00	S	N
Butcher Shop (fat melting, fat extraction)			\$171.00	S	N
Laundries, Dry Cleaning			\$147.00	S	N
<b>FOOD BUSINESS PREMISES (Food Act 2011)</b>					
Notification of Food Business	per application	\$75.00	\$74.00	S	N
Registration of a Food Business	per application	\$228.00	\$210.00	S	N
<b>FOOD PREMISES SURVEILLANCE FEES</b>					
High Risk Premises	annual fee, per business	\$310.00	\$300.00	C	N
Medium Risk Premises	annual fee, per business	\$180.00	\$175.00	C	N
Low Risk Premises	annual fee, per business	\$52.00	\$50.00	C	N
<b>SEPTIC TANK FEES (Health (Miscellaneous Provisions) Act 1911)</b>					
<b>Application Fees</b>					
Application for the approval of an apparatus by Local Governments	per tank	\$118.00	\$118.00	S	N
Application for the approval of an apparatus by Chief Health Officer (Reg 4A) - without local government report	per report		\$118.00	S	N
Application for the approval of an apparatus by Chief Health Officer (Reg 4A) - with local government report			\$66.00		
Issuing a 'Permit to Use an Apparatus'	per tank	\$118.00	\$118.00	S	N

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>REFUSE CHARGES</b>					
240 Litre Bin Collection (Annual Charge)	per bin	\$390.00	\$380.00	C	N
Sale of 240L Green Mobile Bin (includes replacement bin)	complete bin	Cost recovery	Cost recovery	C	Y
	lid	Cost Recovery	Cost Recovery	C	Y
	wheel	Cost recovery	Cost recovery	C	Y
1.5m³ skip (Annual charge)	per bin	\$1,030.00	\$1,000.00	C	N
3m³ skip (Annual charge)	per bin	\$1,290.00	\$1,250.00	C	N
	axle	Cost recovery	Cost recovery	C	Y
<u>Transfer Station</u>					
Demolition rubble / refuse (per cubic metre)		\$75.00	\$75.00	C	Y
General household waste (Shire residents)		\$0.00	\$0.00	C	Y
General household waste (non Shire residents)	Per load (minimum charge)	\$20.00	\$0.00	C	Y
<b>TRADING IN PUBLIC PLACES</b>					
<b>Itinerant Vendor (Transient)</b>					
Annual license fee		\$283.00	\$275.00	C	Y
<b>Hawkers Fee (Stallholder)</b>					
Application Fee		\$11.00	\$11.00	C	Y
Daily Fee		\$18.00	\$17.00	C	Y
One week		\$69.00	\$67.00	C	Y
One month		\$108.00	\$105.00	C	Y
One year		\$283.00	\$275.00	C	Y
<b>LODGING HOUSES</b>					
Annual Renewal Fee and Inspection		\$82.00	\$82.00	S	N
<b>CARAVAN PARKS (Caravan Parks &amp; Camping Grounds Act 1995)</b>					
<b>Licence- Grant or Renew</b>	per application	\$200.00	\$200.00	S	N
Long Stay Sites		\$6.00 per site	\$6.00 per site	S	N
Short stay sites and sites in transit park		\$6.00 per site	\$6.00 per site	S	N
Camp Sites		\$3.00 per site	\$3.00 per site	S	N
Overflow Sites		\$1.50 per site	\$1.50 per site	S	N
Additional fee for renewal after expiry	per application	\$20.00	\$20.00	S	N
Temporary Caravan Park Licence	pro rata, per application	\$100.00	\$100.00	S	N
Transfer of Licence	per application	\$100.00	\$100.00	S	N
<b>CERTIFICATES</b>					
Liquor Act Certification (Section 39)					
	per application	\$73.00	\$73.00	C	N
<b>PLANNING AND DEVELOPMENT SERVICES</b>					
<b>PLANNING AND DEVELOPMENT APPLICATIONS</b>					



**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>Development Applications-Excluive of Extractive Industry</b>					
Application Fee- less than \$50,000	per application	\$147.00	\$147.00	S	N
Application Fee- more than \$50,000 but less than \$500,000	per application	0.32% of estimated cost of development	0.32% of estimated cost of development	S	N
Application Fee- more than \$500,000 but less than \$2.5 million	per application	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	S	N
Application Fee- more than \$2.5 million but nless than \$5 million	per application	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	S	N
Application Fee- more than \$5 million but less than \$21.5 million	per application	\$12,633 + 0.0123% for every \$1 in excess of \$5 million	\$12,633 + 0.0123% for every \$1 in excess of \$5 million	S	N
Application Fee- more than \$21.5 million	per application	\$34,196.00	\$34,196.00	S	N
Retrospective Development Application (other than for an extractive industry)	per application	The relevant fee above plus, by way of penalty, twice that fee	The relevant fee above plus, by way of penalty, twice that fee	S	N
<b>Development Applications- Extractive Industry</b>					
Application Fee	per application	\$739.00	\$739.00	S	N
Retrospective Development Application Fee	per application	The above fee plus, by way of penalty, twice that fee	The above fee plus, by way of penalty, twice that fee	S	N
<b>Home Based Business Applications</b>					
Initial Application	per application	\$222.00	\$222.00	S	N
Retrospective Application (business has already comenced)	per application	The above fee plus, by way of penalty, twice that fee	The above fee plus, by way of penalty, twice that fee	S	N
Renewal Application prior to Initial Approval Expiry	per application	\$73.00	\$73.00	S	N
Renewal Application after initial approval has expired	per application	The above fee plus, by way of penalty, twice that fee	The above fee plus, by way of penalty, twice that fee	S	N
<b>Change of Use/ Alteration/ Extension/Change of Non Conforming Use Applications</b>					
Application Fee	per application	\$295.00	\$295.00	S	N
Retrospective Application Fee	per application	The fee above plus, by way of penalty, twice that fee	The fee above plus, by way of penalty, twice that fee	S	N
<b>Demolition Application (where planning approval is required)</b>	per application	\$147.00	\$147.00	S	N

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>Application to Asses Amended Plans or Cancel Development Approval</b>	per application	66% of the original application fee with a minimum of \$73 and max \$295	66% of the original application fee with a minimum of \$73 and max \$295	S	N
<b>SUB DIVISION CLEARANCE</b>					
Sub Division Clearance for <5 lots		\$73.00	\$73.00	S	N
Sub Division Clearance for >5 lots but < 195 lots		\$73 for first 5 lots, then \$35 per additional lot	\$73 for first 5 lots, then \$35 per additional lot	S	N
Sub Division Clearance >195		\$7,393.00	\$7,393.00	S	N
<b>SCHEME AND STRUCTURE PLANS</b>					
Scheme & Structure Plans Amendment Fees	per amendment	As per the Planning and Deveopment Regulations 2009	As per the Planning and Deveopment Regulations 2009	S	N
Adoption of Structure Plans	per application	As per the Planning and Deveopment Regulations 2009	As per the Planning and Deveopment Regulations 2009	S	
Responsible officer for planning	per hour	\$88.00	\$88.00	S	N
Senior planner or manager	per hour	\$66.00	\$66.00	S	N
Planning Officer	per hour	\$36.86	\$36.86	S	N
Other qualified staff	per hour	\$36.86	\$36.86	S	N
Administrative Officers	per hour	\$30.20	\$30.20	S	N
Advertising	per advertisement	cost + 10% admin fee	cost + 10% admin fee	C	Y
<b>OTHER PLANNING FEES</b>					
Request to Extend Current Development Approval		\$147.00	\$147.00	S	N
Issue of a Zoning Certificate		\$73.00	\$73.00	S	N
Issue of Liquor Act Certificates s39 (Health) & s30 (Planning)		\$73.00	\$73.00	C	N
Variation to the Residential Design Codes or Local Planning Scheme Assessment		\$73 per performance crieteria/scheme variation assessed with minimum of \$147 and max of \$730	\$73 per performance crieteria/scheme variation assessed with minimum of \$147 and max of \$730	S	N
Written Planning Advice		\$73.00	\$73.00	S	N
<b>HOUSING AND LEASES</b>					
<b>SPORTING CLUB LEASES</b>					
Football Club (per annum)	per annum	\$5,312	\$2,578	C	Y
Cricket Club (per annum)	per annum	\$3,252	\$3,157	C	Y

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
Hockey Club (per annum)	per annum	\$3,252	\$1,578	C	Y
Netball Club (per annum)	per annum	\$1,245	\$604	C	Y
Basketball (if operating)	per annum	\$0	\$0	C	Y
Tennis Club (per annum)	per annum	\$5,445	\$5,286	C	Y
Lions Club - Expo (per annum)	per annum	\$4,107	\$0	C	Y
Polocrosse Club (per annum)	per annum	\$774	\$751	C	Y
Horse & Pony Club (per annum)	per annum	\$177	\$172	C	Y
Turf Club (per annum)	per annum	\$5,312	\$5,157	C	Y
Golf Club (per annum)	per annum	\$3,252	\$3,157	C	Y
Bowling Club (per annum)	per annum	\$5,312	\$5,157	C	Y
<b>RENTAL PROPERTIES</b>					
Aged Persons Units - 1 bedroom	per week	25% of Assessable Income	25% of Assessable Income	S	N
Aged Persons Units - 2 bedroom	per week	25% of Assessable Income	25% of Assessable Income	S	N
Aged Persons Units- New 2 bedroom	per week	25% of Assessable Income	25% of Assessable Income	S	N
Aged Persons Units- New 2 bedroom	per week	25% of Assessable Income	25% of Assessable Income	S	N
<b>HORSE Paddock LEASES</b>					
Lease area = 0.2 Ha	per annum	\$124.00	\$120.00	C	Y
<b>BUILDING SERVICES</b>					
<b>CERTIFIED BUILDING PERMIT APPLICATIONS</b>					
Building Permit Application Class 1or 10	per application	0.19% of the est project value with minimum charge of \$110.00	0.19% of the est project value with minimum charge of \$105.00	S	N
Building Permit Application Class 2-9	per application	0.09% of the est project value with minimum charge of \$110.00	0.09% of the est project value with minimum charge of \$105.00	S	N
<b>UNCERTIFIED BUILDING PERMIT APPLICATIONS</b>					
Building Permit Application	per application	0.32% of the est project value with minimum charge of \$110.00	0.32% of the est project value with minimum charge of \$105.00	S	N
<b>BSL AND BCTIF LEVIES</b>					
Building Services Levy if est Project value <\$45,000	per application	\$61.65	\$61.65	S	N
Building Services Levy if est Project value >\$45,000	per application	0.137% of the est project value	0.137% of the est project value	S	N
CITF Levy if estimated project > \$20,000	per application	0.2% of est project value	0.2% of est project value	S	N
<b>DEMOLITION PERMIT</b>					

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
Demolition permit Application Class 1 or 10	per application	\$105.00	\$105.00	S	N
Demolition permit Application Class2-9	per story	\$105.00	\$105.00	S	N
Building Services Levy if est Project value <\$45,000	per application	\$61.65	\$61.65	S	N
Building Services Levy if est Project value >\$45,000	per application	0.137% of the est project value	0.137% of the est project value	S	N
CITF Levy if estimated project > \$20,000	per application	0.2% of est project value	0.2% of est project value	S	N
<b>OCCUPANCY PERMIT</b>					
Occupancy Permit Application (for completed building)	per application	\$110.00	\$105.00	S	N
Temporary Occupancy Permit (for an incomplete building)	per application	\$110.00	\$105.00	S	N
Modify Occupancy Application (for additional use of a building)	per application	\$110.00	\$105.00	S	N
Replacement Occupancy Permit (for perm change in building use)	per application	\$110.00	\$105.00	S	N
<b>OCCUPANCY PERMIT- BUILDING WITH UNAUTHORISED WORKS</b>					
Occupancy Permit Application		0.18% of the est value of the unauthorised work with minimum charge of \$110.00	0.18% of the est value of the unauthorised work with minimum charge of \$105.00	S	N
<b>BUILDING APPROVAL CERTIFICATE</b>					
Application for Building Approval Cert for Authorised Building/Structure		\$110.00	\$105.00	S	N
Application for Building Approval Cert for Building/Structure with unauthorised works (s51(3))		0.38% of the est value of the unauthorised work with minimum charge of \$110.00	0.38% of the est value of the unauthorised work with minimum charge of \$105.00	S	N
<b>EXTENSION OF TIME PERMIT</b>					
Building Permit		\$110.00	\$105.00	S	N
Demolition Permit		\$110.00	\$105.00	S	N
Occupancy Permit		\$110.00	\$105.00	S	N
Building Approval Certificate		\$110.00	\$105.00	S	N
<b>BUILDING SERVICES LEVY</b>					
Building / Demolition Application if est Project value <\$45,000	per application	\$61.65	\$61.65	S	N
Building / Demolition Application if est Project value <\$45,000	per application	0.137% of the est project value	0.137% of the est project value	S	N
Occupancy Permit or Building Approval Certificate for registration of strata scheme / plan of re-subdivision	per application	\$61.65	\$61.65	S	N
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act \$45,000 or less	per application	\$123.30	\$123.30	S	N
Occupancy permit or building approval certificate for unauthorised building work under s51 of the Building Act \$45,000 or above	per application	0.274% of the est value of the unauthorised work with minimum charge of \$105.00	0.274% of the est value of the unauthorised work with minimum charge of \$105.00	S	N
<b>BUILDING CONSTRUCTION INDUSTRY TRAINING FUND LEVY (BCITF Levy)</b>					
Building Permti Application if estimated project > \$20,000	per application	0.2% of est project value	0.2% of est project value	S	N
<b>POOL INSPECTIONS</b>					
Statutory Inspection Fee	Per year (inspections 4 yearly)	\$58.45	\$58.45	S	N

**SHIRE OF MINGENEW**  
**List of Fees and Charges (GST inclusive if Y in last column)**

	Unit	2021/22 Total Cost	2020/21 Total Cost	Statutory or Council Fee	GST Y/N
<b>SMOKE ALARMS</b>					
Approval of Battery Powered Smoke Alarms (r61)	per application	\$179.40	\$179.40	S	N
<b>SEARCH BUILDING FEES</b>					
Building Plan Search Fees	per hour or part there of	\$31.00	\$30.00	C	N
<b>BUILDING INSPECTION FEE</b>					
Inspection	per inspection	\$140.00	\$135.00	C	N
<b>MISCELLANEOUS</b>					
<b>Special District Plates</b>					
Special District Number Plates		Fees as per Dept of Transport	Fees as per Dept of Transport	S	