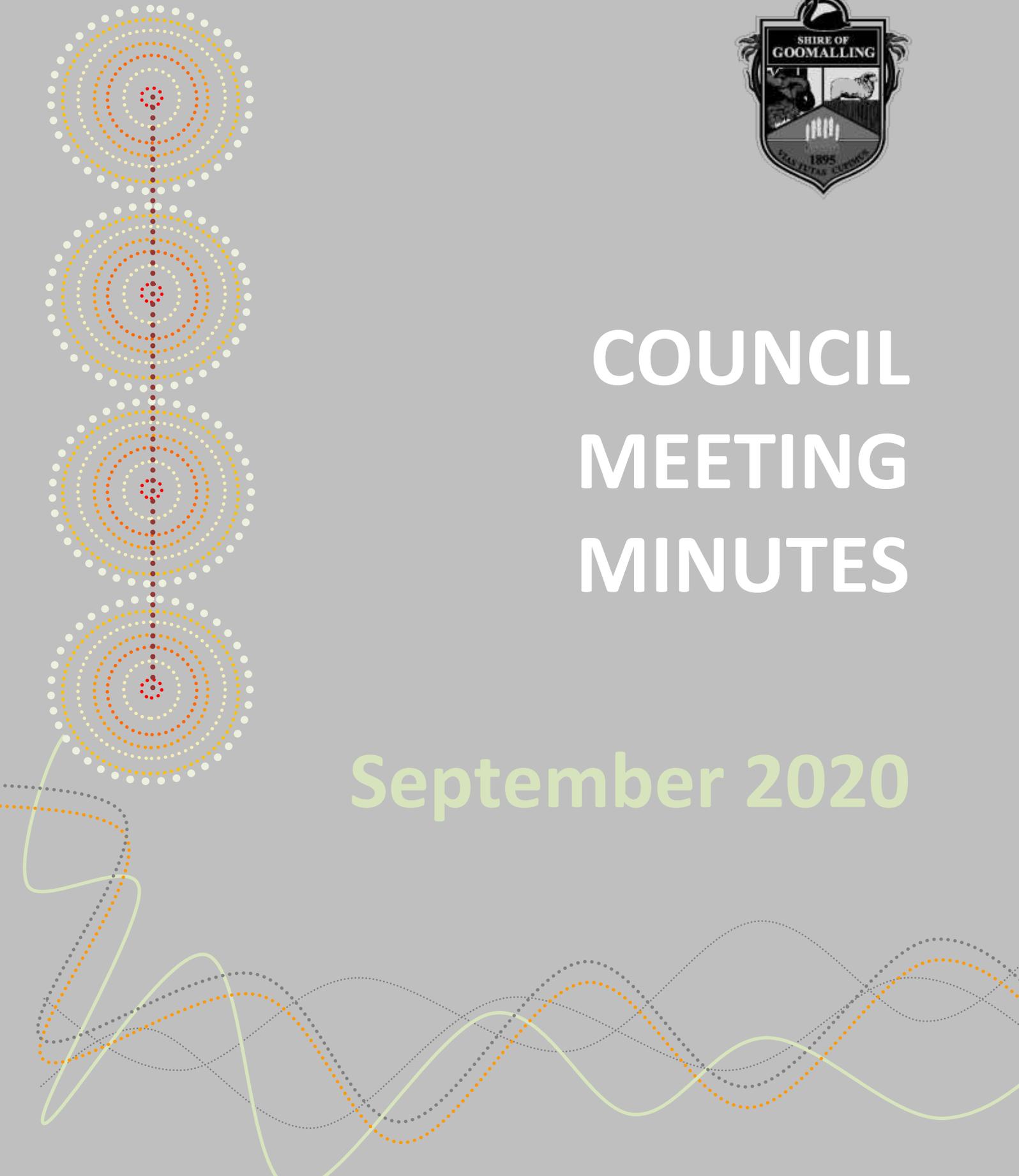


# Shire of Goomalling



## COUNCIL MEETING MINUTES

September 2020





**TABLE OF CONTENTS**

<b>Item No</b>	<b>Description</b>	<b>Page No</b>
1.	DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE	3
3.	DECLARATION OF FINANCIAL / IMPARTIALITY / PROXIMITY INTEREST	3
4.	PUBLIC QUESTION TIME	3
5.	APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE	3
6.	CONFIRMATION AND RECEIVING OF MINUTES/BUSINESS ARISING	4
	6.1 Ordinary Meeting of Council held Wednesday 19 August 2020	
7.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	4
8.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
9.	OFFICERS' REPORTS	
	9.1 Schedule of Accounts – August 2020	5-5
	9.2 Monthly Financial Reports – August 2020	5-30
	9.3 Request to keep 3 dogs	31-37
	9.4 Collection of seed for revegetation	38-39
10.	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	39
11.	NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL	
	11.1 Delegations and Authorisations	39-46
12.	MATTERS BEHIND CLOSED DOOR	
	12.1 CEO Performance review and Contract Renewal	47-48
13.	INFORMATION BULLETIN	48
14.	MEETING CLOSURE	48



## **NYOONGAR ACKNOWLEDGEMENT**

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

## **NOTICE OF MEETING**

Meeting No. 8 of 2020 of the Shire of Goomalling Council to be held in the Council Chambers, Administration Office, 32 Quinlan Street, Goomalling on Wednesday, 16 September 2020 beginning at 5.00 pm.

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

The Shire President welcomed everyone and declared the meeting opened at 5.00 pm

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

#### **2.1. Attendance**

Council	President & Chairperson	Cr Barry Haywood
	Councillor	Cr Christine Barratt
	Councillor	Cr Casey Butt
	Councillor	Cr Julie Chester
	Councillor	Cr Rodney Sheen
	Councillor	Cr Roland Van Gelderen
	Councillor	Cr Brendon Wilkes
Administration	Chief Executive Officer	Mr Peter Bentley
	Finance Manager	Miss Natalie Bird
	Works Manager	Mr David Long

#### **2.2. Apologies – nil**

#### **2.3. Approved Leave of Absence – nil**

### **3. DECLARATION OF:**

- FINANCIAL INTEREST – Mr Peter Bentley declared an interest in item 12.1
- MEMBERS IMPARTIALITY INTEREST
- PROXIMITY INTEREST

### **4. PUBLIC QUESTION TIME**

Nil

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

Nil



---

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

**6.1 Ordinary Meeting of Council held Wednesday 19 August 2020**

<b>253. RESOLUTION</b>
------------------------

Moved Cr Wilkes, seconded Cr Van Gelderen

that the minutes of the Ordinary Meeting of Council held on Wednesday 19 August 2020, be confirmed as a true and correct record of proceedings.

**CARRIED 7/0**  
**By Simple Majority**

**7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

- Cr Haywood attended Wheatbelt Secondary Freight Meeting in Northam (MRD)
- Cr Van Gelderen attended the Avon Midland Ward Meeting in York

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

Nil



**9. OFFICERS' REPORTS**

**9.1 SCHEDULE OF ACCOUNTS PAID 1 AUGUST TO 31 AUGUST 2020**

<b>DATE:</b>	8 September 2020
<b>SUBJECT:</b>	Schedule of Accounts Paid
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Christine Schorer – Accounts Payable
<b>REPORTING OFFICER:</b>	Natalie Bird – Finance Manager
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**FUND VOUCHERS AMOUNT**

EFT 2393, 2395-2400, 2402-2433, 2435-2464	\$153,399.52
Direct Debits 8418-8422	\$21,317.83
Cheques 6557-6568	\$24,545.38
Payroll 6343, 6366	\$97,381.00
Super DD12686, DD12731	\$17,611.59
<b>TOTAL</b>	<b>\$314,255.32</b>

**ATTACHMENTS**

- Schedule of Accounts Paid August 2020
- Corporate Credit Card Statements July 2020

**VOTING REQUIREMENT**

Simple Majority

**OFFICER COMMENTS**

**RECOMMENDATION**

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

EFT 2393, 2395-2400, 2402-2433, 2435-2464	\$153,399.52
Direct Debits 8418-8422	\$21,317.83
Cheques 6557-6568	\$24,545.38
Payroll 6343, 6366	\$97,381.00
Super DD12686, DD12731	\$17,611.59
<b>TOTAL</b>	<b>\$314,255.32</b>



**254. RESOLUTION**

**Moved Cr Barratt, seconded Cr Van Gelderen**

**That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:**

EFT 2393, 2395-2400, 2402-2433, 2435-2464	\$153,399.52
Direct Debits 8418-8422	\$21,317.83
Cheques 6557-6568	\$24,545.38
Payroll 6343, 6366	\$97,381.00
Super DD12686, DD12731	\$17,611.59
<b>TOTAL</b>	<b>\$314,255.32</b>

**CARRIED 7/0**  
**By Simple Majority**

**9.2 FINANCIAL REPORT FOR AUGUST 2020**

<b>DATE:</b>	9 September 2020
<b>SUBJECT:</b>	Monthly Financial Report
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Natalie Bird – Finance Manager
<b>REPORTING OFFICER:</b>	Natalie Bird – Finance Manager
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

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

**BACKGROUND**

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

**STATUTORY IMPLICATIONS**

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

**POLICY IMPLICATIONS**

No specific policy regarding this matter.

**FINANCIAL IMPLICATIONS**

Ongoing management of Council funds



---

**STRATEGIC IMPLICATIONS**

4.1.4 Provide reporting processes in transparent, accountable and timely manner.

**ATTACHMENTS**

Monthly Financial Report to 31 August 2020

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That the following Monthly Financial Report be received by Council:

- Monthly Financial Report to 31 August 2020

<b>255. RESOLUTION</b>
------------------------

**Moved Cr Van Gelderen, seconded Cr Chester**

**That the following Monthly Financial Report be received by Council:**

- **Monthly Financial Report to 31 August 2020**

**CARRIED 7/0**  
**By Simple Majority**

**SHIRE OF GOOMALLING**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 August 20**

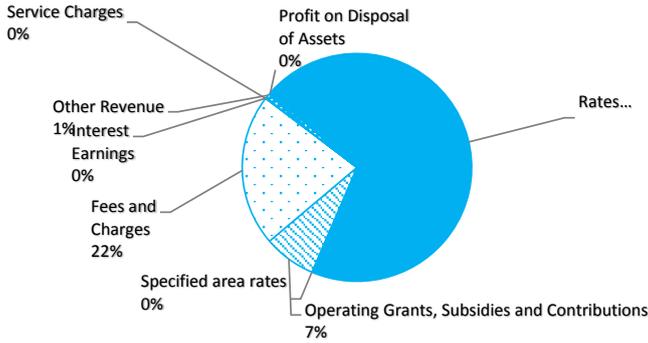
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

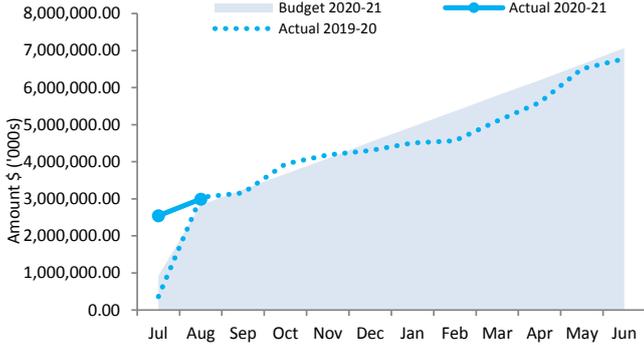
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1 Statement of Financial Activity Information	8
Note 2 Cash and Financial Assets	9
Note 3 Receivables	10
Note 4 Stock	11
Note 5 Payables	12
Note 6 Rate Revenue	13
Note 7 Disposal of Assets	14
Note 8 Capital Acquisitions	15-16
Note 9 Borrowings	17-18
Note 10 Cash Reserves	19
Note 11 Other Current Liabilities	20
Note 12 Operating grants and contributions	21
Note 13 Non operating grants and contributions	22
Note 14 Explanation of Material Variances	23

OPERATING ACTIVITIES

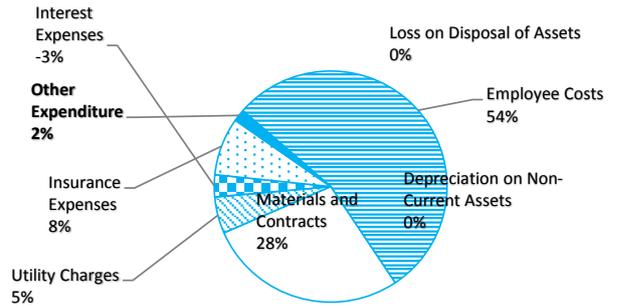
OPERATING REVENUE



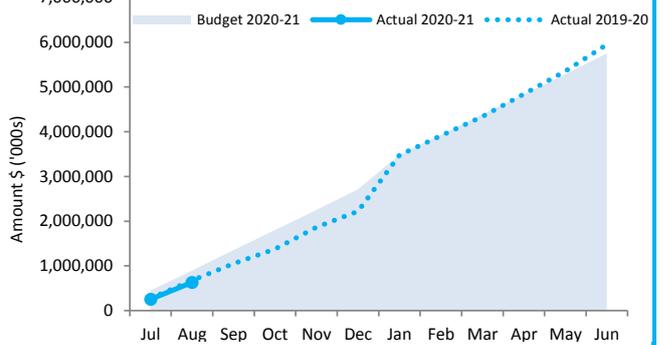
Budget Operating Revenues -v- Actual



OPERATING EXPENSES



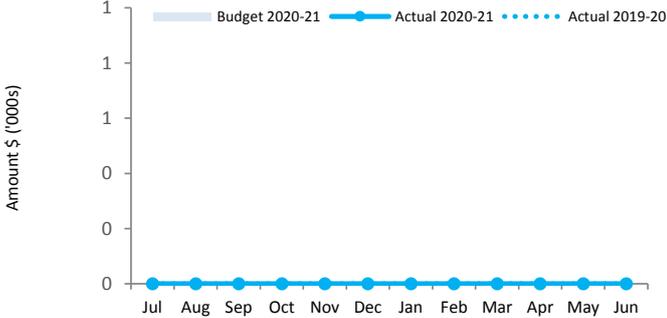
Budget Operating Expenses -v- YTD Actual



INVESTING ACTIVITIES

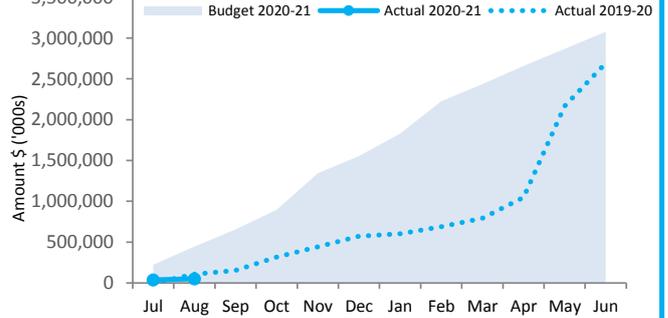
CAPITAL REVENUE

Budget Capital Revenue -v- Actual



CAPITAL EXPENSES

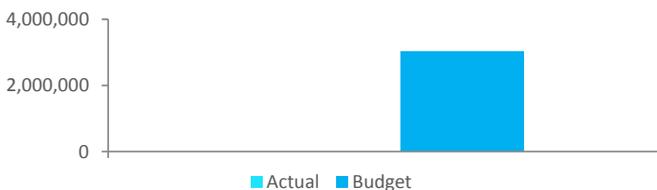
Budget Capital Expenses -v- Actual



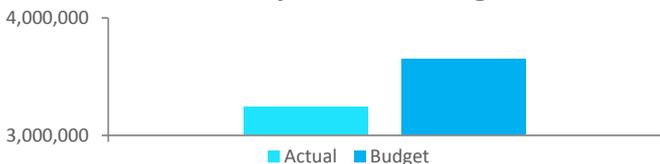
FINANCING ACTIVITIES

BORROWINGS

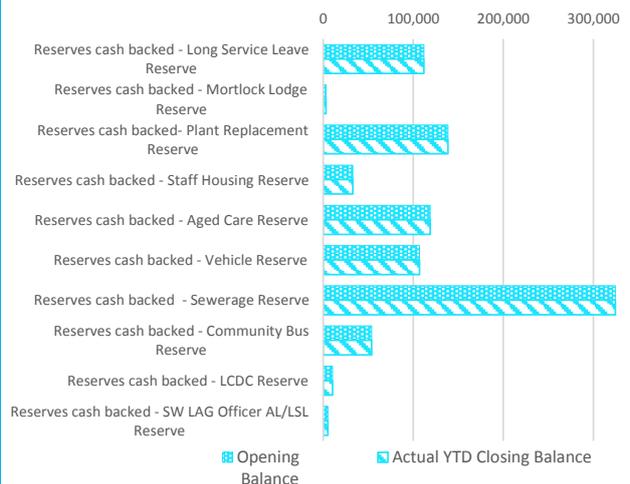
Principal Repayments



Principal Outstanding



RESERVES



Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	(\$0.16 M)	(\$0.16 M)	(\$0.29 M)	(\$0.13 M)
Closing	\$0.00 M	\$1.57 M	\$1.90 M	\$0.33 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.97 M	48.0%
Restricted Cash	\$1.05 M	52.0%

Refer to Note 2 - Cash and Financial Assets

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

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$1.35 M	43.8%
Trade Receivable	\$0.14 M	
Over 30 Days		97.3%
Over 90 Days		82.4%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.39 M	\$1.78 M	\$2.21 M	\$0.43 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$2.19 M	
YTD Budget	\$1.81 M	21.1%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.21 M	
YTD Budget	\$0.13 M	54.7%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.61 M	
YTD Budget	\$0.24 M	156.1%

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)
(\$0.60 M)	(\$0.04 M)	(\$0.02 M)	\$0.02 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.00 M	

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.05 M	
Adopted Budget	\$3.08 M	(98.3%)

Refer to Note 7 - Capital Acquisition

Capital Grants		
	\$	% Received
YTD Actual	\$0.15 M	
Adopted Budget	\$2.44 M	(93.9%)

Refer to Note 7 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.37 M	(\$0.01 M)	(\$0.01 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.01 M
Interest expense	\$0.00 M
Principal due	\$3.24 M

Refer to Note 8 - Borrowings

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

Refer to Note 10 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Lease Liabilities

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

**KEY TERMS AND DESCRIPTIONS**  
**FOR THE PERIOD ENDED 31 AUGUST 2020**

**STATUTORY REPORTING PROGRAMS**

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

**PROGRAM NAME AND OBJECTIVES**

**ACTIVITIES**

**GOVERNANCE**

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

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

**GENERAL PURPOSE FUNDING**

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

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

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

**HEALTH**

To provide an operational framework for environmental and community health.

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

**EDUCATION AND WELFARE**

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

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

**HOUSING**

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

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

**COMMUNITY AMENITIES**

To provide necessary services as required by the community.

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

**RECREATION AND CULTURE**

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

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

**TRANSPORT**

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

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

**ECONOMIC SERVICES**

To help promote the Shire and its economic wellbeing.

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

**OTHER PROPERTY AND SERVICES**

To monitor and control Council's overheads operating accounts.

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note						
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	(160,439)	(160,439)	<b>(286,328)</b>	(125,889)	78.47%	
<b>Revenue from operating activities</b>							
Governance		19,500	3,248	<b>8,520</b>	5,272	162.32%	
General purpose funding		2,416,807	2,071,920	<b>2,101,002</b>	29,082	1.40%	
Law, order and public safety		115,950	11,818	<b>58,656</b>	46,838	396.33%	▲
Health		662,000	106,166	<b>126,740</b>	20,574	19.38%	▲
Education and welfare		600	100	<b>0</b>	(100)	(100.00%)	
Housing		276,500	46,080	<b>40,593</b>	(5,487)	(11.91%)	
Community amenities		495,294	82,546	<b>323,938</b>	241,392	292.43%	▲
Recreation and culture		56,400	6,302	<b>15,002</b>	8,700	138.05%	
Transport		112,500	18,748	<b>95,139</b>	76,391	407.46%	▲
Economic services		408,563	68,074	<b>46,159</b>	(21,915)	(32.19%)	▼
Other property and services		62,920	10,482	<b>28,874</b>	18,392	175.46%	▲
		<b>4,627,034</b>	<b>2,425,484</b>	<b>2,844,623</b>	419,139		
<b>Expenditure from operating activities</b>							
Governance		(214,387)	(35,690)	<b>(35,979)</b>	(289)	(0.81%)	
General purpose funding		(98,582)	(16,424)	<b>(16,996)</b>	(572)	(3.48%)	
Law, order and public safety		(301,532)	(41,066)	<b>(26,396)</b>	14,670	35.72%	▲
Health		(706,306)	(117,702)	<b>(99,921)</b>	17,781	15.11%	▲
Education and welfare		(17,516)	(2,916)	<b>(2,849)</b>	67	2.30%	
Housing		(386,746)	(64,182)	<b>(42,170)</b>	22,012	34.30%	▲
Community amenities		(680,171)	(113,302)	<b>(85,504)</b>	27,798	24.53%	▲
Recreation and culture		(905,589)	(150,812)	<b>(64,911)</b>	85,901	56.96%	▲
Transport		(1,403,610)	(233,876)	<b>(181,741)</b>	52,135	22.29%	▲
Economic services		(982,905)	(109,654)	<b>(73,152)</b>	36,502	33.29%	▲
Other property and services		(55,178)	(9,162)	<b>(409)</b>	8,753	95.54%	
		<b>(5,752,522)</b>	<b>(894,786)</b>	<b>(630,028)</b>	264,758		
Non-cash amounts excluded from operating activities	1(a)	1,517,099	252,576	<b>0</b>	(252,576)	(100.00%)	▼
Movement in liabilities associated with restricted cash		0	0	<b>0</b>	0	0.00%	
<b>Amount attributable to operating activities</b>		<b>391,611</b>	<b>1,783,274</b>	<b>2,214,595</b>	431,321		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	2,441,769	406,958	149,633	(257,325)	(63.23%)	▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	13	0	0	(117,804)			
<b>Net Revenue from Non-Operating Grants</b>	13	<b>2,441,769</b>	<b>406,958</b>	<b>31,829</b>			
Proceeds from financial assets at amortised cost - self supporting loans	8	36,791	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,075,836)	(447,129)	<b>(52,249)</b>	394,880	88.31%	▲
<b>Amount attributable to investing activities</b>		<b>(597,276)</b>	<b>(40,171)</b>	<b>(20,420)</b>	19,751		
<b>Financing Activities</b>							
Proceeds from new debentures	8	3,450,000	0	<b>0</b>	0	0.00%	
Payments for principal portion of lease liabilities	9	(2,088)	(406)	<b>(406)</b>	0	0.00%	
Repayment of debentures	8	(3,048,956)	(8,352)	<b>(8,352)</b>	0	0.00%	
Transfer to reserves	10	(32,851)	0	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>366,104</b>	<b>(8,758)</b>	<b>(8,758)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,573,906</b>	<b>1,899,090</b>	325,184		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note 14 for an explanation of the reasons for the variance.

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

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

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 AUGUST 2020

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

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

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

#### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance

agreements, communication expenses, advertising expenses,

membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

#### INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

#### LOSS ON ASSET DISPOSAL

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

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**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)	(160,439)	(160,439)	<b>(286,328)</b>	(125,889)	78.47%	
<b>Revenue from operating activities</b>							
Rates	6	1,967,805	1,810,477	<b>1,967,804</b>	157,327	8.69%	
Other rates	6	223,937	223,937	<b>35,143</b>	(188,794)	(84.31%)	▼
Operating grants, subsidies and contributions	12	890,722	133,694	<b>206,864</b>	73,170	54.73%	▲
Fees and charges		1,419,770	236,594	<b>605,835</b>	369,241	156.07%	▲
Interest earnings		29,700	4,946	<b>2,564</b>	(2,382)	(48.16%)	
Other revenue		95,100	15,836	<b>26,412</b>	10,576	66.78%	▲
		<b>4,627,034</b>	<b>2,425,484</b>	<b>2,844,622</b>	419,138		
<b>Expenditure from operating activities</b>							
Employee costs		(2,188,284)	(364,610)	<b>(364,352)</b>	258	0.07%	
Materials and contracts		(1,119,447)	(186,200)	<b>(186,609)</b>	(409)	(0.22%)	
Utility charges		(253,805)	(42,200)	<b>(34,379)</b>	7,821	18.53%	
Depreciation on non-current assets		(1,515,599)	(252,576)	<b>0</b>	252,576	100.00%	▲
Interest expenses		(395,405)	(11,848)	<b>20,696</b>	32,544	274.68%	▲
Insurance expenses		(163,480)	(27,182)	<b>(54,230)</b>	(27,048)	(99.51%)	▼
Other expenditure		(116,504)	(10,170)	<b>(11,152)</b>	(982)	(9.66%)	
		<b>(5,752,524)</b>	<b>(894,786)</b>	<b>(630,026)</b>	264,760		
Non-cash amounts excluded from operating activities	1(a)	1,517,099	252,576	<b>0</b>	(252,576)	(100.00%)	▼
Movement in liabilities associated with restricted cash			0	<b>0</b>	0	0.00%	
<b>Amount attributable to operating activities</b>		<b>391,609</b>	<b>1,783,274</b>	<b>2,214,596</b>	431,322		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	2,441,769	406,958	<b>149,633</b>	(257,325)	(63.23%)	▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	13	0	0	<b>(117,804)</b>			
<b>Net Revenue from Non-Operating Grants</b>	13	<b>2,441,769</b>	<b>0</b>	<b>406,958</b>	<b>31,829</b>		
Proceeds from financial assets at amortised cost - self supporting loans	8	36,791	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,075,836)	(447,129)	<b>(52,249)</b>	394,880	88.31%	▲
<b>Amount attributable to investing activities</b>		<b>(597,276)</b>	<b>0</b>	<b>(40,171)</b>	19,751		
<b>Financing Activities</b>							
Proceeds from new debentures	8	3,450,000	0	<b>0</b>	0	0.00%	
Payments for principal portion of lease liabilities		(2,088)	(406)	<b>(406)</b>	0	0.00%	
Repayment of debentures	8	(3,048,956)	(8,352)	<b>(8,352)</b>	0	0.00%	
Transfer to reserves	10	(32,851)	0	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>366,105</b>	<b>(8,758)</b>	<b>(8,758)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,573,906</b>	<b>1,899,090</b>	325,184		

**KEY INFORMATION**

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Movement in liabilities associated with restricted cash		1,500	0	0
Add: Depreciation on assets		1,515,599	252,576	0
<b>Total non-cash items excluded from operating activities</b>		<b>1,517,099</b>	<b>252,576</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 2020	This Time Last Year 31 August 2019	Year to Date 31 August 2020
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(906,175)	(929,953)	(906,175)
Less: - Financial assets at amortised cost - self supporting loans	4	(36,791)	(34,340)	(36,791)
Add: Borrowings	8	342,378	3,001,210	329,850
Add: Provisions funded by Reserve	11	111,813	109,813	111,813
Add: Lease liabilities	9	2,088	0	1,682
<b>Total adjustments to net current assets</b>		<b>(486,687)</b>	<b>2,146,730</b>	<b>(499,621)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	1,025,391	1,307,145	1,959,472
Rates receivables	3	216,986	2,032,970	1,353,186
Receivables	3	173,201	124,766	138,124
Stock on Hand	4	34,106	28,523	25,614
<b>Total Current Assets</b>		<b>1,449,684</b>	<b>3,493,404</b>	<b>3,476,396</b>
<b>Less: Current liabilities</b>				
Payables	5	(324,243)	(23,770)	(56,098)
Borrowings	8	(342,378)	(3,001,210)	(329,850)
Contract liabilities	11	(79,868)	0	(189,307)
Lease liabilities	9	(2,088)	0	(1,682)
Provisions	11	(500,748)	(391,543)	(500,748)
<b>Total Current Liabilities</b>		<b>(1,249,325)</b>	<b>(3,416,523)</b>	<b>(1,077,685)</b>
		<b>200,359</b>	<b>76,881</b>	<b>2,398,711</b>
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(486,687)</b>	<b>2,146,730</b>	<b>(499,621)</b>
<b>Closing funding surplus / (deficit)</b>		<b>(286,328)</b>	<b>2,223,609</b>	<b>1,899,090</b>

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
<b>Cash on hand</b>								
Floats	Cash and cash equivalents	650		650	0			
<b>Cash Deposits</b>								
Municipal Bank Account	Cash and cash equivalents	966,670		966,670	0	Bendigo	0.00%	At Call
Trust Bank Account	Cash and cash equivalents		60,080	60,080	0	Bendigo	0.00%	
Medical Surgery Bank Account	Cash and cash equivalents		85,978	85,978				
<b>Term Deposits</b>								
Term Deposits - Reserve	Financial assets at amortised cost	0	900,974	900,974	0	Bendigo	0.80%	30.11.20
<b>Total</b>		<b>967,320</b>	<b>1,047,031</b>	<b>2,014,351</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		967,320	146,057	1,113,377	0			
Financial assets at amortised cost		0	900,974	900,974	0			
		<b>967,320</b>	<b>1,047,031</b>	<b>2,014,351</b>	<b>0</b>			

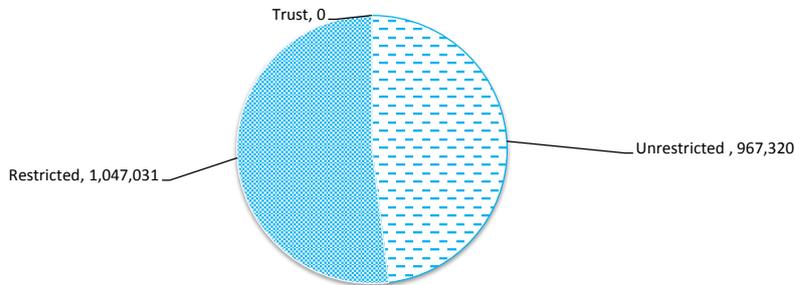
**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

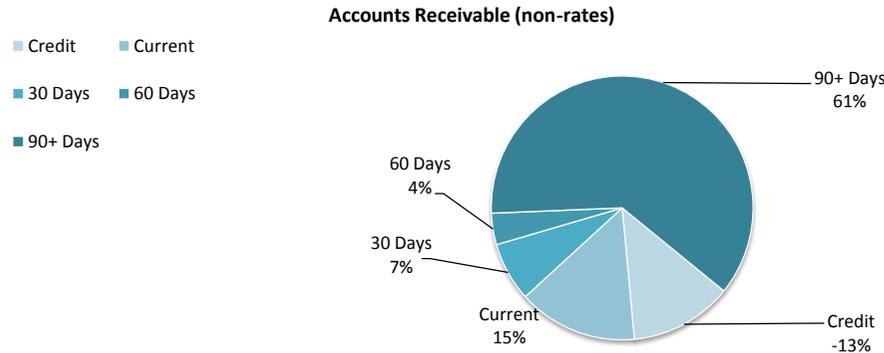
Rates receivable	30 Jun 2020	31 Aug 2020
	\$	\$
Opening arrears previous years	(24,355)	216,986
Levied this year	2,118,671	2,191,742
Less - collections to date	(1,877,330)	(1,055,542)
Equals current outstanding	<b>216,986</b>	<b>1,353,186</b>
<b>Net rates collectable</b>	<b>216,986</b>	<b>1,353,186</b>
% Collected	89.6%	43.8%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(14,879)	17,287	8,509	4,526	72,133	87,576
Percentage	(17.0%)	19.7%	9.7%	5.2%	82.4%	
<b>Balance per trial balance</b>						
Sundry receivable	0	87,576	0	0	0	87,576
GST receivable	0	13,757	0	0	0	13,757
Loans Club/Institutions - Current	0	36,791	0	0	0	36,791
<b>Total receivables general outstanding</b>						<b>138,124</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 August 2020
	\$	\$	\$	\$
<b>Inventory</b>				
Stock On Hand	34,106	(8,492)	0	25,614
<b>Total other current assets</b>	<b>34,106</b>	<b>(8,492)</b>	<b>0</b>	<b>25,614</b>

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

##### Inventory

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

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

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	56,098	0	0	0	56,098
Percentage	0%	100%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors	0	0	0	0	0	0
ATO liabilities		25,955				25,955
Gst Payable		18,676				18,676
Bonds & Deposits Held - CI		11,467				11,467
<b>Total payables general outstanding</b>						<b>56,098</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

General rate revenue

RATE TYPE	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>Gross rental value</b>											
GRV Residential	0.10959	119	1,316,466	144,265	0	0	144,265	144,265	0	0	144,265
GRV Commercial	0.12322	17	321,640	39,632	0	0	39,632	39,632	0	0	39,632
GRV Industrial	0.11817	11	80,636	9,529	0	0	9,529	9,529	0	0	9,529
GRV Urban Farmland	0.10555	17	211,120	22,283	0	0	22,283	22,283	0	0	22,283
<b>Unimproved value</b>											
UV Rural Zone 2	0.0064	39	19,520,000	124,206	0	0	124,206	124,206	0	0	124,206
UV Special Rural	0.0126	10	1,002,500	12,657	0	0	12,657	12,657	0	0	12,657
UV General Zone 3	0.0069	214	195,846,000	1,354,863			1,354,863	1,354,863	0	0	1,354,863
<b>Sub-Total</b>		<b>427</b>	<b>218,298,362</b>	<b>1,707,434</b>	<b>0</b>	<b>0</b>	<b>1,707,435</b>	<b>1,707,435</b>	<b>0</b>	<b>0</b>	<b>1,707,435</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	950	101	588,962	95,950	0	0	95,950	95,950	0	0	95,950
GRV Commercial	900	12	36,412	10,800	0	0	10,800	10,800	0	0	10,800
GRV Industrial	550	7	12,675	3,850	0	0	3,850	3,850	0	0	3,850
GRV Urban Farmland	715	7	23,741	5,005	0	0	5,005	5,005	0	0	5,005
<b>Unimproved value</b>											
UV Rural Zone 2	1,000	32	4,082,000	32,000	0	0	32,000	32,000	0	0	32,000
UV Special Rural	1,100	8	609,500	8,800	0	0	8,800	8,800	0	0	8,800
UV General Zone 3	1,195	87	7,863,192	103,965	0	0	103,965	103,965	0	0	103,965
<b>Sub-total</b>		<b>254</b>	<b>13,216,482</b>	<b>260,370</b>	<b>0</b>	<b>0</b>	<b>260,370</b>	<b>260,370</b>	<b>0</b>	<b>0</b>	<b>260,370</b>
<b>Amount from general rates</b>							<b>1,967,805</b>				<b>1,967,805</b>
Ex-gratia rates							35,143				35,143
<b>Total general rates</b>							<b>2,002,948</b>				<b>2,002,948</b>
Sewerage Residential	8.033		23,309	187,234	0	0	187,234	187,234	0	0	187,234
Sewerage Religious Church	4.00		390	1,560	0	0	1,560	1,560	0	0	1,560
<b>Total specified area rates</b>			<b>23,699</b>	<b>188,794</b>	<b>0</b>	<b>0</b>	<b>188,794</b>	<b>188,794</b>	<b>0</b>	<b>0</b>	<b>188,794</b>
<b>Total</b>							<b>2,191,742</b>				<b>2,191,742</b>

KEY INFORMATION

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

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	48,500	17,834	3,830	(14,004)
Plant and equipment	16,000	0	0	0
Infrastructure - roads	2,969,336	429,295	48,419	(380,876)
Infrastructure - footpaths	42,000	0	0	0
Infrastructure - other	0	0	0	0
<b>Payments for Capital Acquisitions</b>	<b>3,075,836</b>	<b>447,129</b>	<b>52,249</b>	<b>(394,880)</b>
<b>Total Capital Acquisitions</b>	<b>3,075,836</b>	<b>447,129</b>	<b>52,249</b>	<b>(394,880)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	2,441,769	406,958	149,633	(257,325)
Borrowings	3,450,000	0	0	0
Other (disposals & C/Fwd)	0	0	0	0
Cash backed reserves	906,175			
Contribution - operations	(3,723,608)	40,171	(97,384)	(137,555)
<b>Capital funding total</b>	<b>3,075,836</b>	<b>447,129</b>	<b>52,249</b>	<b>(394,880)</b>

#### SIGNIFICANT ACCOUNTING POLICIES

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

30/06/2021

31/08/2020

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
<b>Land and Buildings</b>					
48002	Archive Shelving - Admin Building storage	15,000	15,000	3,830	11,170
98001	Capital housing Up grades	17,000	2,834	0	2,834
138001	Public Buildings - Capital upgrade projects	16,500	0	0	0
	<b>Total</b>	<b>48,500</b>	<b>17,834</b>	<b>3,830</b>	<b>14,004</b>
<b>Plant &amp; Equipment</b>					
118003	Oval Reirculation filtration	16,000	0	0	0
	<b>Total</b>	<b>16,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Infrastructure - Roads</b>					
129904	EXPENSE - Regional Road Group Construction	811,431	139,527	28,189	111,338
129901	EXPENSE - R 2 R Construction	234,520	0	0	0
129912	Black Spot Funding	184,800	0	0	0
129910	Local Road and Community Infrastructure Program	245,740	40,960	16,590	24,370
129908	EXPENSE - Wheatbelt Secondary Freight Network	1,492,845	248,808	3,640	245,168
	<b>Total</b>	<b>2,969,336</b>	<b>429,295</b>	<b>48,419</b>	<b>380,876</b>
<b>Infrastructure - Footpaths</b>					
129911	Local Road and Community Infrastructure Program (footpaths)	42,000	0	0	0
	<b>Total</b>	<b>42,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTALS</b>	<b>3,075,836</b>	<b>447,129</b>	<b>52,249</b>	<b>394,880</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>Housing</b>										
Aged Housing Wollyam Street	114	176,217	0	0	8,352	176,264	167,865	-47	4,636	6,450
<b>Recreation and culture</b>										
New Sports Pavilion	111	1,106,776	0	0	0	1,106,776	1,106,776	0	0	30,000
Retic Football/Hockey Ovals	113	44,176	0	0	0	44,176	44,176	0	0	0
<b>Economic services</b>										
Community Centre	104	67,959	0	0	0	68,217	67,959	-258	0	2,857
Slater Homestead	105	20,382	0	0	0	20,466	20,382	-84	0	850
Rural Community Centre	106	359,173	0	0	0	359,173	359,173	0	0	15,643
Salmon Gum & Grange Subdivision	108	292,092	0	0	0	292,093	292,092	-1	0	0
Bank Overdraft - subdivision	112	945,000	0	0	0	945,000	945,000	0	0	324,280
Pay out old loans								0		
New Cumulative Loan				3,450,000			0	3,450,000		
<b>B/Fwd Balance</b>		3,011,775	0	3,450,000	8,352	3,012,165	3,003,423	3,449,610	4,636	380,080
<b>C/Fwd Balance</b>		3,011,775	0	3,450,000	8,352	3,012,165	3,003,423	3,449,610	4,636	380,080
Self Supporting Loan MSC		235,040	0	0	0	36,791	235,040	198,249	0	14,322
<b>Total</b>		3,246,815	0	3,450,000	8,352	3,048,956	3,238,463	3,647,859	4,636	394,402

All debenture repayments were financed by general purpose revenue.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Repayments - borrowings

Information on borrowings	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$

New borrowings 2020-21

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Consolidation of existing loans (x12)	0	3,450,000	WATC	Debenture	20	0	2.90%	0	0	0
	0	3,450,000				0		0	0	0

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**FINANCING ACTIVITIES  
NOTE 9  
LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
<b>Other property and services</b>										
Photocopier		2,088			406	2,088	1,682	0	28	42
<b>Total</b>		2,088	0	0	406	2,088	1,682	0	28	42
Current lease liabilities		2,088					1,682			
		2,088					1,682			

All lease repayments were financed by general purpose revenue.

**KEY INFORMATION**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**OPERATING ACTIVITIES  
NOTE 10  
CASH RESERVES**

**Cash backed reserve**

<b>Reserve name</b>	<b>Opening Balance</b>	<b>Budget Interest Earned</b>	<b>Actual Interest Earned</b>	<b>Budget Transfers In (+)</b>	<b>Actual Transfers In (+)</b>	<b>Budget Transfers Out (-)</b>	<b>Actual Transfers Out (-)</b>	<b>Budget Closing Balance</b>	<b>Actual YTD Closing Balance</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Reserves cash backed - Long Service Leave Reserve	111,813	1,500	0	0	0		0	113,313	111,813
Reserves cash backed - Mortlock Lodge Reserve	3,172	0	0	0	0		0	3,172	3,172
Reserves cash backed- Plant Replacement Reserve	138,550	22,901	0	0	0		0	161,451	138,550
Reserves cash backed - Staff Housing Reserve	32,994	500	0	0	0	0	0	33,494	32,994
Reserves cash backed - Aged Care Reserve	118,681	1,500	0	0	0		0	120,181	118,681
Reserves cash backed - Vehicle Reserve	107,115	1,300	0	0	0		0	108,415	107,115
Reserves cash backed - Sewerage Reserve	324,513	4,500	0	0	0	0	0	329,013	324,513
Reserves cash backed - Community Bus Reserve	53,776	450	0	0	0		0	54,226	53,776
Reserves cash backed - LCDC Reserve	10,361	200	0	0	0		0	10,561	10,361
Reserves cash backed - SW LAG Officer AL/LSL Reserve	5,200	0	0	0	0	0	0	5,200	5,200
	<b>906,175</b>	<b>32,851</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>939,026</b>	<b>906,175</b>

**KEY INFORMATION**

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 August 2020
		\$	\$	\$	\$
<b>Contract liabilities</b>					
- operating	12	79,868	117,804	(8,366)	189,307
<b>Total unspent grants, contributions and reimbursements</b>		79,868	117,804	(8,366)	189,307
<b>Provisions</b>					
Annual leave		242,757	0	0	242,757
Long service leave		257,991	0	0	257,991
<b>Total Provisions</b>		500,748	0	0	500,748
<b>Total other current assets</b>		<b>580,616</b>	<b>117,804</b>	<b>(8,366)</b>	<b>690,055</b>

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

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

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Operating grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
<b>Operating grants and subsidies</b>			
<b>General purpose funding</b>			
GRANTS - General Purpose	206,175	34,362	51,508
GRANTS - Untied Road Grants	180,784	30,130	42,354
<b>Law, order, public safety</b>			
REVENUE - ESL Grant	45,000	0	0
<b>Recreation &amp; Culture</b>			
REVENUE - Other Recreation & Sport - No GST	18,500	166	0
<b>Community amenities</b>			
REVENUE - Other Grant Funding	138,000	23,000	0
<b>Transport</b>			
REVENUE - Direct Grant	93,000	15,500	91,115
<b>Other property and services</b>			
Various Contributions	209,263	30,536	21,887
	<b>890,722</b>	<b>133,694</b>	<b>206,864</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020

NOTE 13  
NON-OPERATING GRANTS AND CONTRIBUTIONS

Non operating grants, subsidies and contributions revenue

	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	YTD Expenditure Actual	YTD Unspent Contract Liability
	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>					
<b>General purpose funding</b>					
Grants - Federal Government	271,061	45,176	0	16,590	0
<b>Transport</b>					
Revenue - Grants Regional Road Group	1,813,111	302,184	144,967	28,189	(116,778)
Revenue - Grant Wheatbelt Secondary Freigh	0	0	4,666	3,640	(1,026)
Revenue - Grants R 2 R	234,520	39,086	0	0	0
Revenue - Grants Black Spot	123,077	20,512	0		0
	<b>2,441,769</b>	<b>406,958</b>	<b>149,633</b>	<b>48,419</b>	<b>(117,804)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 AUGUST 2020**

**NOTE 14  
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Governance	5,272	162.32%	Timing	Income is spread over the 12 months so it is dependant on the timing of receing the income.
General purpose funding - rates	157,327	8.69%		Within material variance
General purpose funding - other	29,082	1.40%		Within material variance
Law, order and public safety	46,838	396.33%	▲ Timing	Timing of receiving the funds from DFES for the ESL collection
Health	20,574	19.38%	▲ Timing	Extra funds received for the month of August at the medical surgery not budgeted for.
Education and welfare	(100)	(100.00%)		Within material variance
Housing	(5,487)	(11.91%)		Within material variance
Community amenities	241,392	292.43%	▲	Yet to received the funding for the Skeleton Weed program
Recreation and culture	8,700	138.05%		Within material variance
Transport	76,391	407.46%	▲	Timing in the receiving of the RRG monies for roadworks on Meckering and Calingiri Goomalling Roads
Economic services	(21,915)	(32.19%)	▼	Timing of receiving the funds for the pioneerpathway works.
Other property and services	18,392	175.46%	▲	Have received extra private works monies not budgeted for the month of August BGC contribution towards the road maintenance on Sheen road
<b>Expenditure from operating activities</b>				
Governance	(289)	(0.81%)		Within material variance
General purpose funding	(572)	(3.48%)		Within material variance
Law, order and public safety	14,670	35.72%	▲	Yet to run the depreciation due to the final audit not been completed.
Health	17,781	15.11%	▲	Not as much expenditure as expected for the month
Education and welfare	67	2.30%		Within material variance
Housing	22,012	34.30%	▲	Yet to run the depreciation due to the final audit not been completed.
Community amenities	27,798	24.53%	▲	Yet to run the depreciation due to the final audit not been completed.
Recreation and culture	85,901	56.96%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Transport	52,135	22.29%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Economic services	36,502	33.29%	▲	Yet to run the depreciation due to the final audit not been completed.
Other property and services	8,753	95.54%		Within material variance
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	(257,325)	(63.23%)	▼	Dependent on when the recoup are presented to MRD for payment
Proceeds from disposal of assets	0	0.00%		
Proceeds from financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for property, plant and equipment and infrastructure	394,880	88.31%	▲	Dependent on the timing of the capital works for road works and also up grading to buildings
<b>Financing activities</b>				
Proceeds from new debentures	0	0.00%		
Transfer from reserves	0	0.00%		
Payments for principal portion of lease liabilities	0	0.00%		
Repayment of debentures	0	0.00%		
Transfer to reserves	0	0.00%		



### 9.3 REQUEST TO KEEP THREE DOGS

<b>DATE:</b>	10 September 2020
<b>PROPONENT:</b>	Anne Whitehead
<b>LOCATION:</b>	27 Bowen Street Goomalling
<b>SUBJECT:</b>	Request to Keep Three Dogs
<b>AUTHOR:</b>	Peter Bentley – Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	50
<b>ASSESSMENT NO:</b>	A851

#### **PURPOSE**

Council to consider a request to keep three dogs at a residential property.

#### **BACKGROUND**

Anne Whitehead has written to the Council seeking permission to keep three dogs at her residence at 27 Bowen Street Goomalling.

In keeping with current policy Council staff wrote to the adjoining landholders seeking comment regarding the proposal. In addition, Council's Ranger undertook an inspection of the property to ensure that the facilities on the property were adequate for keeping three dogs.

#### **STATUTORY IMPLICATIONS**

Local Government Act (1995)  
Dog Act (1976)

#### **POLICY IMPLICATIONS**

There is no specific policy relating to the keeping of dogs.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

This matter is not directly dealt with within the Community Strategic Plan.

#### **ATTACHMENTS**

Photos from ranger's report

#### **OFFICER COMMENT**

Council received two submissions regarding the proposal, one registering no issues with the proposal and one that opposed it on generic grounds. That is to say that the opposition was regarding the keeping of three dogs in general, not this particular proposal.

The Ranger's assessment of the property is as follows:



No of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego No.
1	Jessie	German Shorthaired Pointer	Brown / White		F	0106
2	Bridget	German Shorthaired Pointer	Brown / White		F	0107
3	Ava	German Shorthaired Pointer	Brown / White		F	22639

### **Fencing**

The boundary fence is 1.8-meters high made from Colorbond fencing and is in good condition. There is a 1.2-meter-high fence dividing the back area of the yard from the back of the house that is made of mesh.

There is an electric fence wire running around the boundary fence to stop the dogs from digging. The fencing is suitable to confine the dogs to the property.

The rear and side gates are padlocked shut so the dogs cannot be let out. The gate between the two rear yards is secured with a chain, and the gate leading from the front of the house into the back yard is secured by a latch that is positioned at the top of the gate so that it cannot be opened by a child.

### **Housing**

The dogs are free to move around between the two large rear yard areas. All the dogs are locked in their pens when the owner is not home. There are three fully enclosed pens in the rear yard that have ample shade and are constructed with the welfare of the dogs in mind. Each pen has a large bucket of water and a sheltered area for the dog to sleep in.

### **Bedding**

The dogs sleep in the pens at night on a bed that is raised up of the ground.

### **Water Supply**

There is a water bucket in each pen and a large bucket in the rear yard.

### **Condition of existing dogs**

Suitable - These dogs are pure breed show dogs and are in a good health condition.

### **Ranger Notes:**

Anne has only just recently moved to Goomalling. The third dog, Ava, is currently registered at Anne's other property in the City of Swan but Anne would like her to stay at the Goomalling property with her.

The dogs did escape when they first arrived by digging under the fence and Anne has since rectified this problem. These dogs are competition show dogs and are very valuable. They are in excellent condition and are very friendly.

Anne's property is kept in a clean and tidy manner and as the property is 1315 Square metres in size the dogs have plenty of room to exercise. The property has an electric fence wire running along the bottom of the fence to stop the dogs from coming within 600mm from the fence line.



The pens provided for the dogs are in excellent condition and the dogs faeces are picked up and removed from the property daily.

Council wrote to 5 adjoining neighbours giving them the opportunity to provide feedback as to whether they do or do not support this application. Two neighbours advised that they support the application and one neighbour raised concerns regarding the potential for the dogs to bark, the precedent for others to follow, and is concerned that allowing more dogs on town blocks will end up being other people's problems in the future.

### **VOTING REQUIREMENT**

Simple Majority

### **RECOMMENDATION**

**That the Council:**

**APPROVE the application for three dogs to be housed at 27 Bowen Street Goomalling in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:**

- 1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering; and**
- 2. The exemption applies only to the German Shorthaired Pointer named Jessie, the German Shorthaired Pointer named Bridget and the German Shorthaired Pointer named Ava. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption ceases to have effect; and**
- 3. The exemption will cease to have effect on the date of any conviction for an offence relating to the Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs; and**
- 4. The subject property must be kept clear of all animal excreta using proper disposal methods; and**
- 5. Adequate cover and protection are always to be available to the dogs; and**
- 6. The dogs are to be adequately confined in accordance with Section 3.1 of the Shires Dog Local Law; and**
- 7. An automatic drinking device system is to be installed in each pen and in the backyard; and**
- 8. The property is to be inspected annually by the Council Ranger; and**
- 9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.**



Pens



Ava inside pen



Padlock – Side gate



Padlock – Rear gate



Latch from rear yard to back yard



Latch from front yard into back yard.



Rear yard



Rear yard



Water bowl in rear yard



View from rear yard to back of house.



**256. RESOLUTION**

Moved Cr Van Gelderen, seconded Cr Chester

That the Council:

**APPROVE** the application for three dogs to be housed at 27 Bowen Street Goomalling in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering; and
2. The exemption applies only to the German Shorthaired Pointer named Jessie, the German Shorthaired Pointer named Bridget and the German Shorthaired Pointer named Ava. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption ceases to have effect; and
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs; and
4. The subject property must be kept clear of all animal excreta using proper disposal methods; and
5. Adequate cover and protection are always to be available to the dogs; and
6. The dogs are to be adequately confined in accordance with Section 3.1 of the Shires Dog Local Law; and
7. An automatic drinking device system is to be installed in each pen and in the backyard; and
8. The property is to be inspected annually by the Council Ranger; and
9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.

**CARRIED 7/0**  
**By Simple Majority**



#### 9.4 COLLECTION OF SEED FOR REVEGETATION

<b>DATE:</b>	9 September 2020
<b>PROPONENT:</b>	Sue Brand – Natural Area
<b>LOCATION:</b>	Whole of Shire
<b>SUBJECT:</b>	Collection of Seed
<b>AUTHOR:</b>	Peter Bentley – Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	58
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

Council to consider a request from Natural Area to collect seed on our behalf for revegetation projects associated with Clearing Permits.

#### **BACKGROUND**

Sue Brand has written to Council seeking permission to collect seed on its behalf to assist with revegetation projects associated with Council clearing permit obligations. These obligations refer to the permits for Meckering Road and potentially Calingiri Road.

#### **STATUTORY IMPLICATIONS**

Local Government Act (1995)

#### **POLICY IMPLICATIONS**

The Council has no specific policy regarding this matter.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

This matter is not dealt with in the Shire of Goomalling Community Strategic Plan.

#### **COMMENT**

As this work is being undertaken on Council's behalf there is no reason to hold back consent to collect as long as it is done within best practice guidelines for the work.

#### **ATTACHMENTS**

Nil

#### **VOTING REQUIREMENT**

Simple Majority

#### **RECOMMENDATION**

That the Council:

Grant permission to Natural Areas to collect seed on behalf of Council to assist with fulfilling the obligations for the offset revegetation aspects of our Clearing Permits.



**257. RESOLUTION**

Moved Cr Chester, seconded Cr Sheen

That the Council:

Grant permission to Natural Areas to collect seed on behalf of Council to assist with fulfilling the obligations for the offset revegetation aspects of our Clearing Permits.

**CARRIED 7/0  
By Simple Majority**

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

Nil

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

**258. RESOLUTION**

Moved Cr Chester, seconded Cr Butt

That the Council agree to deal with the late items.

**CARRIED 7/0  
By Simple Majority**

**11.1 DELEGATIONS AND AUTHORISATIONS**

<b>DATE:</b>	15 September 2020
<b>SUBJECT:</b>	Delegations and Authorisations Register
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Peter Bentley – Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

Council is required to review the Delegations Register at least once in each year. The CEO has negotiated to move to a private building certification agency to remove the bottlenecks currently experienced with the current arrangements. To do this the building delegations need to be updated to ensure that the CEO is authorised to sign Building Permits and orders under the Building Act 2011.



## **BACKGROUND**

Section 5.18 of the Local Government Act 1995, requires a local government to keep a Register of Delegations and review the delegations at least once every financial year.

The aim of delegated authority is to assist with improving the time taken to make decisions subject to any constraints determined by Council or by the relevant legislation. The Delegations Register is consistent with the Shire's Community Strategic Plan directions, including its obligations at law to carry out the statutory responsibilities of Local Government.

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

## **STATUTORY IMPLICATIONS**

Local Government Act 1995 (As Amended)

### **5.41. Functions of CEO**

*The CEO's functions are to:*

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

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

- (1) A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.  
\* Absolute majority required.*
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

*[Section 5.42 amended by No. 1 of 1998 s.13<sup>8</sup>.]*



**5.43. Limits on delegations to CEO's**

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

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.99 or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (h) any power or duty that requires the approval of the Minister or the Governor;  
or*
- (i) such other powers or duties as may be prescribed.*

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

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

**Conditions** include qualifications, limitations or exceptions.

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

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

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984*



(a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely;*

*and*

(b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*

(2) *Nothing in this Division is to be read as preventing –*

(a) *a local government from performing any of its functions by acting through a person other than the CEO; or*

(b) *a CEO from performing any of his or her functions by acting through another person.*

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

(1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*

(2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*

(3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

#### **POLICY IMPLICATIONS**

There are no known policy implications.

#### **FINANCIAL IMPLICATIONS**

There are no known financial implications.

#### **STRATEGIC IMPLICATIONS**

The review and adoption of Council's Delegations Register is in line with Council's Community Strategic Plan.

#### **COMMENT**

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

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

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



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

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

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

#### **ATTACHMENTS**

Draft amendments to the Delegated Authority and Authorisations Register 2020

#### **VOTING REQUIREMENT**

Absolute Majority

#### **RECOMMENDATION**

That the amendments to the Delegated Authority Register 2020, as presented be adopted for the period to 30 June 2021.

<b>259. RESOLUTION</b>
------------------------

**Moved Cr Chester, seconded Cr Barratt**

**That the amendments to the Delegated Authority Register 2020, as presented be adopted for the period to 30 June 2021.**

**CARRIED 7/0  
By Simple Majority**



<b>Delegation DE25 – Building Act 2011 – Building Permits, Demolition Permits, Occupancy Permits, Building Approval Certificates And Building Orders</b>	
<b>Function Delegated:</b>	Approve or refuse building permit applications, demolition permit applications, occupancy permit (including extension of permit), building approval certificate (including extension of certificate), building approval certificates (strata) and issue and revocation of building orders.
<b>Statutory Power Being Delegated:</b>	Section 127 (1) of the Building Act 2011
<b>Power is Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<b>Building Act 2011</b> s. 127 Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub Delegate</b>	<b>Building Act 2011</b> s. 127(6A) Delegation: special permit authorities and local governments – power to sub-delegate is limited to CEO's
<b>CEO Sub Delegation to:</b>	Shire of Toodyay – Building Surveyor
<b>CEO Conditions on Subdelegation:</b>	Nil
<b>Record Keeping Statement:</b>	A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty
<b>Compliance Links:</b>	<b>Building Act 2011</b> <b>Building Regulations 2012</b> <b>National Construction Code</b>
<b>Council Policy Link:</b> <b>Strategic Plan Link:</b>	
<b>Delegation Administration: This delegation is to be reviewed annually s5.46(2)</b>	
<b>Decision / Reference:</b>	
<b>1<sup>st</sup> Adopted:</b>	September 2020
<b>Last Reviewed:</b>	September 2020



## Delegation DE27 - Building Act 2011 – Permits, Certificates, Orders and Records

<b>Function Delegated:</b>	Authority for suitably qualified persons who, in the opinion of the Chief Executive Officer have the qualifications to undertake the roles and functions of a building surveyor, to administer Building Act 2011 sections: 20 - Grant of building permit 21 - Grant of demolition permit 22 - Further grounds for not granting an application 27 - Conditions imposed by permit authority 55 - Occupancy permits and building approval certificates, further information 58 - Grant of occupancy permit, building approval certificate 62 - Conditions imposed by permit authority 65 - Extension of period of duration 110 - Building orders 117 - Revocation of building order 118 - Permit authority may give effect to building order if non-compliance; and 131 - Inspection, copies of building records.
<b>Statutory Power Being Delegated:</b>	<b>Building Act 2011</b> s. 20, 21, 22, 27, 55, 58, 62, 65, 110, 117, 118 and 131
<b>Power is Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<b>Building Act 2011</b> s. 127 Delegation: special permit authorities and local governments
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council Conditions on Delegation:</b>	As specified in Schedule 3.1
<b>Statutory Power to Sub Delegate</b>	<b>Building Act 2011</b> s. 127(6A) Delegation: special permit authorities and local governments – power to sub-delegate is limited to CEO's
<b>CEO Sub Delegation to:</b>	CF Building Approvals
<b>CEO Conditions on Subdelegation:</b>	Nil



<b>Record Keeping Statement:</b>	A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power of discharge of the duty
<b>Compliance Links:</b>	<b>Building Act 2011</b> <b>Building Regulations 2012</b> <b>National Construction Code</b>
<b>Council Policy Link:</b> <b>Strategic Plan Link:</b>	
<b>Delegation Administration: This delegation is to be reviewed annually s5.46(2)</b>	
<b>Decision / Reference: Resolution 195</b>	
<b>1<sup>st</sup> Adopted:</b>	September 2015
<b>Last Reviewed:</b>	September 2020



**12. MATTERS BEHIND CLOSED DOORS**

**260. RESOLUTION**

Moved Cr Chester, seconded Cr Barratt

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

**CARRIED 7/0  
By Simple Majority**

**12.1 CONFIDENTIAL – CEO PERFORMANCE REVIEW/CONTRACT RENEWAL**

<b>DATE:</b>	11 September 2020
<b>SUBJECT:</b>	CEO Performance Review/Contract Renewal
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	N/A
<b>AUTHOR:</b>	Peter Bentley – Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	PERSONNEL
<b>ASSESSMENT NO:</b>	N/A

*The CEO registers that he has a financial interest in this item due to the outcome of the review potentially affecting his employment with the Council and that should Council seek to renew his contract that there will be financial negotiations to take place with regard to remuneration for any contract extension or renewal.*

**261. RESOLUTION**

Moved Cr Barratt, seconded Cr Wilkes

**That the Council:**

- 1. Advise the CEO that his performance over the past twelve months has been deemed to be satisfactory;**
- 2. Council has agreed that the following KPI's will be used to judge the CEO's performance for the next 12 months;**
  - Provide accurate and timely advice to the Council.
  - Work in collaboration with Council.
  - Provide innovative and visionary leadership.
  - Establish effective networks.
  - Maintain a work environment that facilitates the development of people and encourages them to perform at a high level.



- Ensure effective and accountable application of financial and physical resources.
- Develop and implement change management strategies to enhance service delivery.
- Initiate the development, implementation and review of effective policies.
- Complete the refinancing of Council's loan portfolio

3. **Advises the CEO that it would like to enter into discussions for a further contract term of three (3) years to take effect from the termination date of the existing contract and that the Shire President has been delegated authority to undertake these negotiations on Council's behalf.**

**CARRIED 7/0  
By Simple Majority**

**262. RESOLUTION**

Moved Cr Van Gelderen, seconded Cr Wilkes

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

**CARRIED 7/0  
By Simple Majority**

**13. INFORMATION BULLETIN**

**263. RESOLUTION**

Moved Cr Butt seconded Cr Barratt

That the Information Bulletin for August 2020 be received.

**CARRIED 7/0  
By Simple Majority**

**14. MEETING CLOSURE**

The Shire President thanked everyone for their attendance and declared the meeting closed at 6.07 pm