

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 15 DECEMBER 2022

TABLE OF CONTENTS

TABLE OF CONTENTS	1
1. Declaration of Opening	2
2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)	2
3. Declarations of Interest	2
4. Response to Previous Public Questions Taken on Notice	2
5. Public Question Time	2
6. Petitions/Deputations/Presentations/Submissions	2
7. Applications for Leave of Absence	2
8. Announcements by Presiding Member	2
9. Confirmation of Minutes	3
10. Officers’ Reports	4
10.1 Manager of Works and Services	4
10.2 Manager of Finance	5
10.2.1 Statement of Financial Activity	5
10.2.2 List of Payments	7
10.2.3 Acceptance of the Annual Report 2021-22	9
10.2.4 Acceptance of 2021/22 Audit Report	12
10.3 Environmental Health Officer	14
10.4 Deputy Chief Executive Officer	15
10.4.1 Request to Keep Additional Dogs outside of Ardath Townsite	15
10.5 Chief Executive Officer	19
10.5.1 CEO Annual Leave and Appointment of Acting CEO	19
10.5.2 WALGA Governance Review	20
10.5.3 Review of Councillor Representation	26
11. Regional Reports	34
11.1.1 WEROC Inc Meeting Minutes November 2022	34
11.1.2 CEACA Meeting November 2022 Minutes	36
11.1.3 WALGA Zone Minutes November 2022	38
12. New Business of an urgent nature introduced by discussion of the meeting	40
13. Confidential Items	40
13.1.1 Expressions of Interest for Leasing of Industrial Unit 3, 9-11 Swan Street	40
13.1.2 Endorsement EOI Attraction of Retailer – New Supermarket Lease	42
13.1.3 Salaries & Allowances Tribunal Remuneration 2023 Review Local Government CEO’s & Elected Members	44
14. Closure of Meeting	46

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 15 DECEMBER 2022

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.00pm.

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

President	Cr SA Strange
Councillors	Cr AR Crooks
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr Rajagopalan
	Cr J Verhoogt
	Cr RA Waye
	Cr BJ Waight
Chief Executive Officer	Mr DRS Mollenoyux
Executive Assistant	Mrs M Schilling (Minutes)
Manager of Finance	Mrs JL Bow (3.00pm – 3.20pm)

3. Declarations of Interest

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason
15.12.22	Darren Mollenoyux	13.1.3	This item determines the maximum payable to the salary of the CEO

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason
15.12.22	Cr J Verhoogt	13.1.1	Applicant is my son

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason
15.12.22	Darren Mollenoyux	10.5.1	I am applicant

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

7. Applications for Leave of Absence

8. Announcements by Presiding Member

Cr Strange acknowledged Jennifer Bow's 23 years of service for the Shire of Bruce Rock as Manager of Finance and Deputy CEO and wished her well with all future endeavours.

9. Confirmation of Minutes

Ordinary Meeting of Council held on Thursday 17 November 2022

COUNCIL DECISION

Resolution OCM Dec 22 – 9.1.1

Moved: Cr Crooks

Seconded: Cr Verhoogt

That the minutes of the Ordinary Meeting held Thursday 17 November 2022 be confirmed as a true and correct record.

Carried 9/0

10. Officers' Reports

10.1 Manager of Works and Services

Nil

10.2 Manager of Finance

Agenda Reference and Subject:

10.2.1 Statement of Financial Activity

File Reference:

8.2.6.2 Financial Reporting

Reporting Officer:

Jennifer Bow, Manager of Finance

Author:

Jennifer Bow, Manager of Finance

Disclosure of Interest

Nil

Attachment:

Nil

Summary

A statement of financial activity must be produced monthly and presented to Council.

Background

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

Comment

The Statement of Financial Activity will be made available to Councillors prior to the meeting.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, Deputy Chief Executive Officer
David Holland, Manager of Works and Services
Julian Goldacre, Environmental Health Officer
Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

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

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –

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

(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.*

Policy Implications

Nil

Risk Implications

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire’s actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire’s financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2022-23 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple Majority

<p>COUNCIL DECISION Resolution OCM Dec 22 – 10.2.1</p> <p>Moved: Cr Negri Seconded: Cr Foss</p> <p>That the Statements of Financial Activity for the month ending 30 November 2022 are received.</p> <p style="text-align: right;">Carried 9/0</p>
--

Agenda Reference and Subject:	10.2.2 List of Payments
File Reference:	8.2.3.3 Accounts Payable (Creditors)
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Mike Darby, Senior Finance Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 10.2.2 Attachment A – List of Payments November 2022</i>

Summary

List of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of November 2022.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.		

Financial Implications

Payments must be made in accordance with 2022/23 Budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1 Our organisation is well positioned and has capacity for the future

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Dec 22 – 10.2.2

Moved: Cr Waight

Seconded: Cr Kilminster

That Council endorse the list of payments from the:

- 1. Municipal Account consisting of:**
 - a. EFT voucher numbers EFT20496 to EFT20697 totalling \$472,783.16
 - b. Cheque number 98 to 102 totalling \$870.41
 - c. Trust EFT Payments
 - d. Wages and Superannuation payments totalling \$157,914.50 and
 - e. Credit Card payments \$2,291.49

With all payments totalling \$661,150.22 for the month of November 2022.

Carried 9/0

Agenda Reference and Subject:	10.2.3 Acceptance of the Annual Report 2021-22
File Reference:	8.2.6.1 Annual Audit
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Jennifer Bow, Manager of Finance Officer and Mike Darby
Disclosure of Interest:	
Attachments:	<i>Nil</i>

Summary

Council is asked to accept the Annual Report for the period ending 30 June 2022 and set a date for the Annual Electors' Meeting.

Background

The Annual Report for the financial year ending 30 June 2022 is to be provided to Councillors for their consideration and acceptance. The Audited Financial Statements and the Independent Audit Report are also included in the Annual Report.

Comment

Following the acceptance of the Annual Report, Council is required to give public notice of the availability of the Annual Report as soon as practicable. It must also be posted on our website within 14 days of being adopted.

It is also a requirement that a General Meeting of Electors is to be held on a day set by Council not more than 56 days after acceptance of the Annual Report, with 14 days local public notice of the meeting being given. The last day that the Annual Electors Meeting could be held is Thursday 9 February 2023.

The Annual Report will be distributed to Councillors at the meeting.

Consultation

Darren Mollenoyux, Chief Executive Officer
Alan O'Toole, Deputy Chief Executive Officer
Julian Goldacre, Environmental Health Officer
Dave Holland, Manager of Works and Services

Statutory Implications

The Local Government Act 1995 Section 5.53 advises that the Annual Report is to contain the following:

- a) A report from the President;
- b) A report from the Chief Executive Officer;
- c) *Deleted*
- d) *Deleted*
- e) An overview of the plan for the future of the district made in accordance with Section 5.56, including major initiatives that are proposed to commence or continue in the next financial year,
- f) The financial report of the financial year;
- g) Such information as may be prescribed in relation to the payments made to employees;
- h) The auditor's report for the financial year;
- ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;
- hb) details of entries made under section 5.121 during the financial year in the register of complaints, including:
 - i. The number of complaints recorded in the register of complaints; and
 - ii. How the recorded complaints were dealt with; and
 - iii. Any other details that the regulations may require; and
 - iv. such other information as may be prescribed.

The Local Government (Administration) Regulations 1996 regulation 19B has been amended to include additional information required in the annual report for the year commencing 1 July 2020;

- a) Number of employees entitled to annual salary of \$130,000 or more;
- b) Number of employees entitled to annual salary that falls within each band of \$10,000 over \$130,000
- c) Any remuneration or allowance paid under Schedule 5.1 clause 9, which refers to Standards Panels
- d) Any amount ordered under s5.110(6)(b)(iv) which refers to Standards Panels
- e) Remuneration paid or provided to the CEO during the financial year
- f) Number of council and committee meetings attended by each Councillor
- g) If available, the gender, linguistic background and country of birth of council members
- h) If available, the number of councillors who are aged;
 - i. 18 to 24 years
 - ii. 25 to 34 years
 - iii. 35 to 44 years
 - iv. 45 to 54 years
 - v. 55 to 64 years
 - vi. 64 years and over
- i) If available, number of councillors who identify as Aboriginal or Torres Strait Islander;
- j) Details of any modifications to Strategic Community Plan during financial year; and
- k) Details of any modifications made to the Corporate Business Plan during the financial year.

Policy Implications

Nil

Risk Implications

Risk: That the Annual Report is not accepted by Council.		
Likelihood	Consequence	Rating
Rare	Moderate	Moderate
Action / Strategy		
It is a statutory requirement that the Annual Report is accepted by Council so that it can be submitted to the Department of Local Government and made available to the Bruce Rock Community.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 – Proactive and well governed Shire

Voting Requirements

Absolute Majority

Officer Recommendation

That Council;

1. Accepts the Annual Report for 2021-22 including the Audited Financial Report for period ended 30 June 2022, and that local public notice of its availability be given as soon as practicable; and
2. Holds the Annual Meeting of Electors on or before Thursday 9 February 2023.

Council decision varied to Officer Recommendation due to the Audited Financial Statements not being received from the auditor General.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Dec 22 – 10.2.3

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

Due to the Audited Financial Statements not being received from the auditor General prior to the meeting, that Council will hold a Special Council Meeting to be held on Thursday 22nd December 2022 at 4.30pm.

CARRIED BY ABSOLUTE MAJORITY 9/0

Agenda Reference and Subject:	10.2.4 Acceptance of 2021/22 Audit Report
File Reference:	
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Jennifer Bow, Manager of Finance Officer
Disclosure of Interest:	<i>Nil</i>
Attachments:	<i>TBA</i>

Summary

The Audit Committee has recommended that Council adopts the Audit Report for the year ended 30 June 2022.

Background

At the completion of the Annual Audit, the Auditor prepares an Audit Report and a Management Letter outlining any areas or issues that Council needs to address.

A Draft Management Letter has been issued following the completion of the Audit.

As at the time of producing the Agenda, the Audit Report has not been received.

The Exit Interview had also not yet been held but will be held prior to the December Ordinary Council Meeting.

Comment

The Audit Committee received the Audit Report for the year ending 30 June 2022.

The Management Letter contained 3 findings for the year ending 30 June 2022 and two items were raised in the previous year's audit. The Audit Committee will be advised of the findings in the Management Letter.

Consultation

Darren Mollenoyux, Chief Executive Officer

Alan O'Toole, Deputy Chief Executive Officer

Kien Neoh, Financial Audit Director, Office of the Auditor General

Robert Hall, Director, Dry Kirkness (OAG Contract Auditors)

Statutory Implications

Audit Report - *Local Government Act 1995 s. 7.9 and Local Government (Audit) Regulations 1996 r.10.*

s7.9. Audit to be conducted

- (1) *An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*
 - (a) *the mayor or president; and*
 - (b) *the CEO of the local government; and*
 - (c) *the Minister.*

Policy Implications

Nil

Risk Implications

Risk: Compliance – Non-compliance with relevant sections and regulations of the Local Government Act 1995.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedures Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed to mitigate the risks associated with each of the areas of the financial audit.		

Financial Implications

Annual audit fee has been advised for the 2021-22 financial audit, by the OAG, is \$32,100. There is an allocation in the 2022-23 budget for this.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.3 – Proactive and well governed Shire

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM Dec 22 – 10.4.1</p> <p>Moved: Cr Crooks Seconded: Cr Waight</p> <p>That Council receives the Audit Report for the year ended 30 June 2022.</p> <p style="text-align: right;">Carried 9/0</p>
--

10.3 Environmental Health Officer

Nil

10.4 Deputy Chief Executive Officer

Agenda Reference and Subject:

10.4.1 Request to Keep Additional Dogs outside of Ardath
Townsite

File Reference:

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.4.1 Attachment A – CONFIDENTIAL Letter of Request

Summary

Council is asked to consider an application from Mrs Lisa Sparks to keep more than four dogs at a property outside of the Ardath townsite, under Council’s Local Laws relating to the Keeping of Dogs and the Dog Act of 1976.

Background

Council has received an application from Lisa Sparks who resides at Lot 2 Location 14537 Bruce Rock – Corrigin Rd in Ardath. Mrs Sparks is requesting permission to allow her family to keep nine dogs at their property. These are dogs which the Sparks family has owned at the property for some time, but this was only discovered recently after a visit from the Bruce Rock Police on an unrelated matter. The Police then reported this to the Shire as they were concerned at the number of dogs at the home.

When the Shire was alerted of this situation, and because of another potential public health issue at the home, the EHO Julian Goldacre visited along with the WA Contract Ranger and the Police. It appears that the Sparks’ original dogs had been allowed to breed (i.e. were/are unsterilised), and also none of the dogs were registered or chipped at the time of the Police visit. Mrs Sparks states that they believe the property is 60 acres, which is why they felt it was possible to keep nine dogs.

At this meeting the Sparks were informed that four is the maximum number of dogs which can be kept under the Shire of Bruce Rock Dogs Local Law 2005, without seeking further approval from Council. However, the maximum number of dogs at one property that Council is able to approve is six, as specified in the Dog Act of 1976.

The Sparks were informed that for them to be considered to keep more than four dogs they must make the application to Council in writing, stating their reasons why they believe they should be allowed. Mrs Sparks responded with the attached letter on 22nd November 2022.

Comment

When the situation regarding the surplus dogs was raised, both the Bruce Rock Police and Shire officers contacted people in the Ardath area about their views and were informed that, although they understand that the Sparks feel the need to have nine dogs, there is no good reason that any property needs to have that many, and especially so because the dogs are not working farm dogs in any capacity. Mrs Sparks has outlined in her letter why they believe the nine dogs are needed, which appears to be largely as emotional/psychological support and also as “security” for her and her family. Mrs Sparks also states that if Council can/will not approve them keeping nine dogs, then maybe keeping six would be considered.

In a recent conversation with Mrs Sparks she stated that since the previous visit(s), the family have had their 4 male dogs sterilised and have registered them, and six dogs in total have been chipped. The family

have stated that if they have to have any dogs removed from the property then they be allowed to re-home them in the first instance before they are impounded by the Ranger.

Consultation

Matthew Sharpe - WA Contract Ranger Services
Sarah Patterson – WA Contract Ranger Services
Julian Goldacre, Environmental Health Officer
Darren Mollenoyux, Chief Executive Officer

Statutory Implications

Shire of Bruce Rock Dogs Local Law Reviewed 2019

PART 3—REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) *An occupier of premises on which a dog is kept must—*
 - (a) *cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;*
 - (b) *ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;*
 - (c) *ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises and is fitted with a proper latch or other means of fastening it;*
 - (d) *maintain the fence and all gates and doors in the fence in good order and condition; and*
 - (e) *where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.*
- (2) *Where an occupier fails to comply with subclause (1), he or she commits an offence.*
 - (3) *Notwithstanding subclauses (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations.*

3.2 Limitation on the number of dogs

- (1) *This clause does not apply to premises which are -*
 - (a) *licensed under Part 4 as an approved kennel establishment; or*
 - (b) *granted an exemption under section 26(3) of the Act.*
- (2) *The limit on the number of dogs which may be kept on any premises is, for the purpose of Dogs Local Law 2005*
 - (a) *2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or*
 - (b) *4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.*

Dog Act 1976 – Section 26 Limitations as to Numbers

- (3) *Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —*
 - (a) *may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and*
 - (b) *cannot authorise the keeping in or at those premises of —*
 - (i) *more than 6 dogs that have reached 3 months of age; or*

- (ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption; and
- (iii) may be revoked or varied at any time.

Policy Implications Nil

Risk Implications

Risk: Dogs in excess of the four allowed by Council’s Local Law could create the expectation within the community that up to six dogs will be approved at all rural properties going forward, regardless of whether they are working/farm dogs.

Likelihood	Consequence	Rating
Possible	Moderate	Moderate

Action / Strategy

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “moderate”. As a high-risk matter, the Chief Executive Officer will be monitoring progress.

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

Council considers the application by Mrs Lisa Sparks and the legislation which relates to this issue, and makes a deliberation on the maximum number of dogs which should be approved for keeping at their property at Lot 2 Location 14537 Bruce Rock-Corrigin Road in Ardath.

Council decision varied to officer recommendation to decline the application to keep additional dogs outside of the legislation as it does not meet the legislation and insufficient justification to warrant keeping nine (9) dogs on any property.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Dec 22 – 10.4.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That Council declines the application to keep additional dogs outside of the Local Laws as it does not meet the legislation and insufficient justification to warrant keeping a significant number of dogs on any property. The maximum amount of dogs allowed on the rural property at Lot 2 Location 14537 Bruce Rock Corrigin Road, Ardath is four (4).

Carried 9/0

10.5 Chief Executive Officer

Agenda Reference and Subject:

10.5.1 CEO Annual Leave and Appointment of Acting CEO

File Reference:

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Darren Mollenoyux, Chief Executive Officer

Attachments:

Nil

OFFICER RECCOMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.1.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(c) the personal affairs of any person;

Carried 9/0

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.1.2

Moved: Cr Rajagopalan

Seconded: Cr Waye

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 9/0

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.2.3

Moved: Cr Foss

Seconded: Cr Verhoogt

That Council:

1. Approve the annual leave of the Chief Executive Officer, Darren Mollenoyux for the period commencing on 28th December 2022 to 2nd January 2023, inclusive. Noting no Acting CEO required as CEO on Call during Office Shutdown.
2. Approve the annual leave of the Chief Executive Officer, Darren Mollenoyux for the period commencing on 5th January 2023 to 16th January 2023, inclusive.
3. Appoint the Deputy Chief Executive Officer, Alan O’Toole as the Acting Chief Executive Officer for the period from 5th January 2023 to 16th January 2023 inclusive, and that Alan is paid at higher duties, equivalent to the current CEO, during this period.

Carried 9/0

Agenda Reference and Subject:

10.5.2 WALGA Governance Review

File Reference:

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 10.5.2 Attachment A - Best Practice Governance Review
Background Paper*

*Item 10.5.2 Attachment B - Best Practice Governance Review
Consultation Paper Model Options*

Summary

The Western Australian Local Government Association (WALGA) is seeking feedback from local governments on its Best Practice Governance Review. This an opportunity to review and reshape the governance model, where necessary, so that WALGA is well-placed to represent, respond and deliver outcomes for their members.

Background

WALGA has, as a part of its Corporate Strategy 2020-25, identified a key strategic priority to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA’s governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review include:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments;
- State Council’s 3 September 2021 resolution requesting amendment to the Constitution to “deal with matters related to State Councillors’ Candidature for State and Federal elections”;
- Proposed legislative reforms to remove WALGA from being constituted under the Local Government Act 1995 (WA); and
- Constitutional requirements for WALGA to become a registered organisation under the Industrial

Relations Act 1979 (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission.

In March 2022 WALGA’s State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had its first meeting on 5 May 2022.

There was wide-ranging discussions regarding WALGA’s current governance model, better membership engagement, and opportunities for change. At the meeting, five (5) comparator organisations were identified to be used as part of the comparative analysis. The subsequent Steering Committee meetings focused on the development of governance model principles.

WALGA has presented 5 governance model options:

- Option 1 – Two tier model, existing Zones;
- Option 2 – Board, regional bodies;
- Option 3 – Board, amalgamated Zones;
- Option 4 – Member elected board, regional groups; and
- Option 5 – current model

Comment

WALGA’s Corporate Strategy 2020-2025 identifies its governance model as a key enabler of performance, with the following description: “We have contemporary governance and engagement models.” Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the current governance model. Specifically:

- Structure – WALGA’s governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back;
- Responsiveness – there is a perception among members and stakeholders that WALGA’s governance model is slow and bureaucratic in an environment that requires agility;
- Prioritisation and Focus – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests;
- Transparency and Accountability – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes; and
- Zones – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA’s membership believes that Zones are not as representative, strategic nor effective as they potentially could be.
















The following principles were endorsed at the State Conference Annual General Meeting which was held on 2 October 2022.

- Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;
- Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and
- Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

WALGA is now seeking formal feedback by 23 December 2022, via a Council decision, on governance model options as presented in the Consultation Paper.

In addition, WALGA will be undertaking independent consultations from CEOs and Elected Members. This part of the process is via an email that has been received by CEO’s and Elected members to provide individual response.

Below are the 5 options, including the current model, with details of each of their key governance bodies.

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p>State Council (25 members) 24 State Councillors 1 President</p>
 <p>Policy Council (25 members) 24 members plus President</p>	 <p>Regional Bodies (4 metro, 4 country)</p>	 <p>Zones (6 metro, 6 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Zones (5 metro, 12 country)</p>
 <p>Zones (5 metro, 12 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Regional Groups</p>	 <p>Policy Teams / Forums / Committees</p>

Pages 15-19 of the Best Practice Governance Review Consultation Paper – Model Options (Attachment B) provides further information on each of the Options being considered.

Option 5 is the status quo, the current model provides the clearest reference point upon which to try and best judge the other four (4) options. It is perhaps very subjective therefore how one can assess alternate options or models. However, given WALGA is asking local governments to provide feedback on which Option best suits each Local Government and the needs of the Association moving forwards.

The following subjective comments/observations are provided for assisting debate from the sole perspective of the Chief Executive Officer and discussions/information from colleagues.

- WALGA represents 139 member local governments, whose size, scale, location and diversity are very extreme. For this reason it is often difficult to obtain a view on some issues that is ‘acceptable’ to all. That is the primary reason WALGA has always had an equal representation from metropolitan based local governments versus non-metropolitan (Country), with the President alternating from year to year. Notwithstanding going against the principles of one vote one value.
- WALGA originally (2001) was formed from the merger of the Western Australian Municipal Association, Country Shire Council’s Association and the Local Government Association of WA and Country Urban Councils Association.
- Option 5 is known and whilst cumbersome, represents the best way of the diversity of viewpoints across the State and size and scale of local governments.
- Sometimes there is safety in the known compared to the unknown.
- The existing Option is sometimes frustrating and often creates lengthy processes to get to an agreed perspective when trying to respond on behalf of the sector to matters that require fast consultation, but could be argued can provide a more balanced view given the diversity of members.
- Options 1, 2, 3 and 4 all introduce the concept of a Board (elected still) and between two (2) to three (3) independent Board Members. This might add cost but also add ‘value’ and professional viewpoints.
- Options 1 and 5 retain the current Zones. That might be relevant as an issue given likely travel times and distance, compared to the other Options, which would probably result in the tendency to use teleconference as opposed to face to face and meet less frequently?
- WALGA Consultation Paper (Attachment 2) notes that the Options meet the Principles as follows (highlighting arguably WALGA’s position that there is an argument for change):
 - o Option 1 score of 8/10
 - o Option 2 score of 8/10
 - o Option 3 score of 7/10
 - o Option 4 score of 7/10
 - o Option 5 score of 4/10.

In summary, it could be argued that local governments don’t utilise or see value in Zones for many years. Tending to go directly with an issue, given the diversity and clumsiness of the Zone and Board system of the current model.

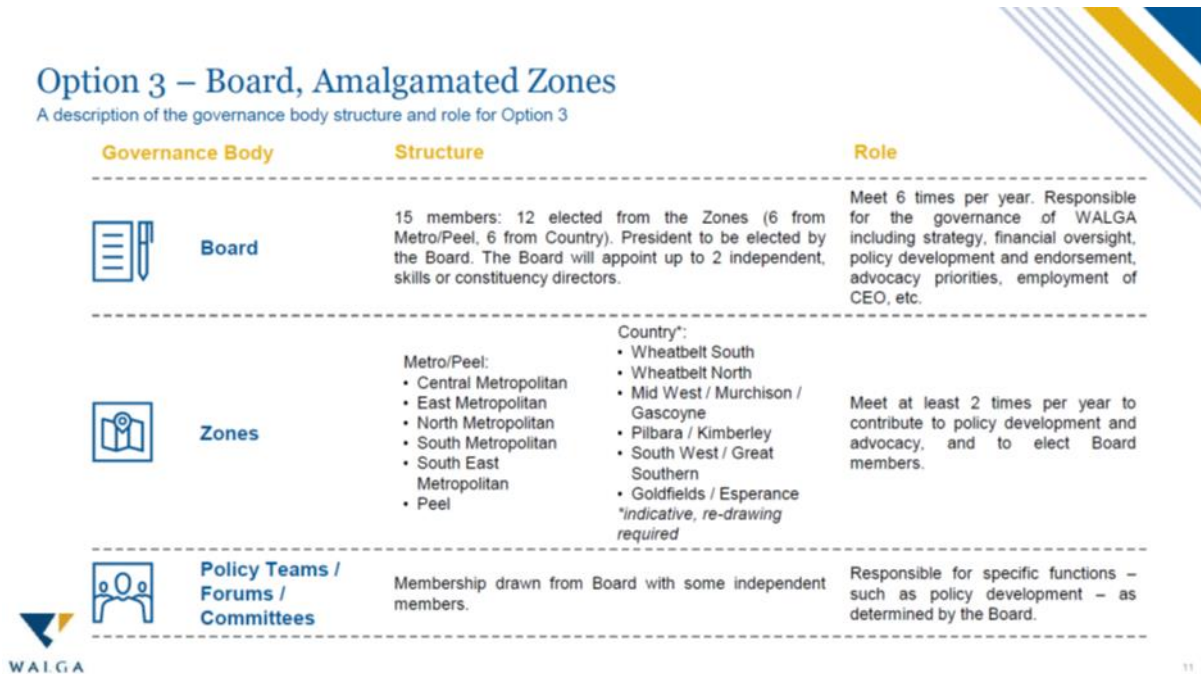
What has worked reasonably well is the advocacy provided for a sector for many years, particularly given the complexity and diversity of its members’ perspectives and needs. However if there was no WALGA, it is likely we be the poorer as an industry and individual local government.

CEO’s comments on potential direction that Council may wish to support.

- In considering options there is a view that Option 1, Two Tier Model with existing Zones is worth pursuing, noting that allowing up to three (3) independents on a 11 person Board could be potentially dangerous for meeting the needs of members (if those independent Board Members aren’t selected carefully).

If Council wish to pursue the safest option then the status quo, being option 5 would provide this, however noting it has been suggested that this option is outdated and not the most effective.

Council may also wish to consider supporting an option with some modifications. In discussions with some colleagues there is merit in considering Option 3, but with alterations.



Zones should remain at current numbers. This is to ensure that the member Shires are engaged to their level of satisfaction. If the Zones are reduced to only 6, then the size of the Zones will hinder participation at meetings unless it can be electronic.

For the 12 Members on the board, the following is suggested:

Metro

Each Zone has a representative including Peel being added as a Metro Zone.

Country

- 1 Representative for South West and Great Southern Zone
- 1 Representative for Central Country and Great Eastern Country Zone
- 1 Representative for Northern Country and Avon Midland Zone
- 1 Representative for Gascoyne and Pilbara zone
- 1 Representative for Murchison and Goldfields
- 1 Representative for Kimberley Zone.

This representation of the two Zones does allow for fewer members on the board while also trying to get a representation of similar Councils being the Southern areas, Central Wheatbelt areas, Midland Coastal region, Mining and Pastoral, north-western districts region and the Kimberley including Cocos and Christmas Island

If the Zones are merged to reduce the number of Zones to be the same as the representatives, then the distance of travel required for the Council to attend a zone meeting would likely reduce attendance and reduce the effectiveness of the Zones.

By having a Representative covering two Zones that are similar in nature (for Country Councils), they are likely to attend the zone meeting in person and may also attend the other by video conference if available. By having the Zones common in nature (or as common as possible) the representative will be able to ensure representation for the area at the board level.

Leaving the Zones as they are will allow the Zones to determine how often that are wanting to meet prior to the State Council Meeting. This will still give the member councils opportunity to provide information to the State Council if required as is currently the case.

Consultation

WALGA is seeking feedback from all Local Governments by the 23rd December 2022.

Presentations made by Tony Brown from WALGA at the CEO Forum in November and the November Great Eastern Zone Meeting.

The CEO has also discussed and received comments from other CEOs in the area.

Statutory Implications

Proposed Legislative reforms could also impact WALGA’s governance arrangements.

- The Minister for Local Government’s reforms to the Local Government Act 1995 proposes to remove WALGA from being constituted under the Local Government Act.
- A review of WA’s Industrial Relations Act 1979 provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector

Policy Implications

Council doesn’t have any policies relevant to this item.

Risk Implications

Risk: That the wrong model is selected which could impact on the connection between member Councils and WALGA.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

- 4.1 Our organisation is well positioned and has capacity for the future
 - We attend meetings of key local and regional organisations to jointly plan and deliver benefits for our community
- 4.3 Proactive and well governed Shire

Voting Requirements

Simple Majority

Officer Recommendation

That Council responds to the request of the Western Australian Local Government Association (WALGA) regarding its Governance Review, that the Shire of Bruce Rock:

- 1. Endorses the principles that inform WALGA’s future governance model and accompanying governance implications below:**
 - a. Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;**
 - b. Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and**
 - c. Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.**
- 2. Believes that Option 3, with modifications as outlined in the Comments section of this report is preferred model, with its second preference of Option 1 (the Two-Tier Model) and third preference Option 5, status quo.**

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.2

Moved: Cr Rajagopalan

Seconded: Cr Waye

That Council responds to the request of the Western Australian Local Government Association (WALGA) regarding its Governance Review, that the Shire of Bruce Rock:

- 1. Endorses the principles that inform WALGA’s future governance model and accompanying governance implications below:**
 - a. Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;**
 - b. Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and**
 - c. Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.**
- 2. That Council has assessed the proposed WALGA Governance Models and ranks them as follows:**
 - Option 1**
 - Option 4**
 - Option 3 with modifications to merge zones into pairs**
 - Option 2**
 - Option 5**

Carried 8/1

Agenda Reference and Subject:

10.5.3 Review of Councillor Representation

File Reference:

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.5.3 Attachment A - Shire of Bruce Rock Review of Councillor Representation Discussion Paper

Item 10.5.3 Attachment B - Report to Local Government Advisory Board

Item 10.5.3 Attachment C - Summary of Public Submissions

Summary

Council is asked to consider public submissions, assess relevant information and determine a recommendation to the Local Government Advisory Board following the Review of Councillor Representation for the Shire of Bruce Rock.

Background

On the 20th September 2022 the Minister for Local Government wrote to Local Governments regarding the impending Local Government Reforms and in particular the reduction in Councillor numbers in line with the reforms, with Local Government with populations of less than 5,000 being required to have between 5–7 Councillors.

In addition, Local Governments within Band 3 and 4 will no longer be able to have wards. This does not impact Bruce Rock as we removed wards in 2005.

Council last undertook a review of its Councillor Representation in 2010/2011 where it resolved and was endorsed by the Local Government Advisory Board to reduce its Councillor numbers from 11 to 10 at the 2011 Ordinary Election, and then from 10 to 9 at the 2013 Ordinary Election.

Council had raised and had initial discussions at the August and September 2022 Councillor Information Sessions regarding the impending changes to the Local Government Act and Bruce Rock's requirement to reduce Councillor numbers to between 5-7. Council had requested that the CEO prepare a report to Council to consider this.

During the Local Government Reform consultation period Council had strong views against a significant reduction in Councillor numbers and strongly supported WALGA's and the Great Eastern Zone's position to seek the number of Councillors for populations less than 5,000 to be set at between 5-7, not a maximum of 5 that was proposed.

Council's response to this component the reform process was as follows:

The Shire of Bruce Rock strongly supports WALGA's response to this proposed change and specifically the provision for 5 to 7 Council Members for populations up to 5,000.

Council currently has 9 Councillors and would consider a reduction to only 5 as detrimental to the running of the organisation. The impacts on our Council and how hard it would be to manage the

workload balance of only 5 Councillors is of concern. It would be unreasonable for only 5 Councillors to adequately and effectively serve on the many Council, Community and Regional committees, delegations, and representations.

In addition, we are based in a strong farming district and reducing to only 5 Councillors would limit our ability to have diversity on Council. If we had to reduce from 9 to 5 Councillors, we would likely end up with limited diversity on Council and therefore not be providing the diversity our community needs. We currently have a good balance with 5 Farmers, a Freight Company Manager, an Education Registrar, a Dentist & a Child Health Nurse.

Council accepts that there may need to be some reduction in elected members for small regional Local Governments. However, a reduction for us from 9 to 5 is too great and a range from 5-7 would allow those Councils that can attract a larger number and diversity of Councillors should have the option to have 7.

It should be noted that Bruce Rock Councillors like many other small Councils don't take the full Councillors sitting fees, and the financial impact by reducing Councillors is not that significant.

At the Ordinary Meeting of Council held on the 20th October 2022 Council considered the Minister's request and relevant information presented, including the "Review of Councillor Representation – Discussion Paper" for public consultation and comment. The following resolution was made:

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Oct 22 – 10.5.4

Moved: Cr Rajagopalan

Seconded: Cr Verhoogt

Officer Recommendation

- a) That in response to the Minister for local Government's letter dated 20th September 2022, requesting Local Governments to consider options for the reduction of Councillor Numbers, Council will be undertaking the voluntary pathway with the preference and intention of reducing numbers to 7 at the 2023 Ordinary Election.*
- b) That Council endorses the Attached "Review of Councillor Representation for the Shire of Bruce Rock" document for the purpose of undertaking public consultation and seeking submissions.*
- c) That Council instructs the Chief Executive Officer to provide local public notice of Council's intention to carry out a review of Councillor numbers and invite submissions as required under Section 2.2 of the Local Government Act.*

CARRIED BY ABSOLUTE MAJORITY 8/0

The Process for the voluntary pathway and timeframes is outlined below:

Voluntary Pathway

Your local government may decide to implement these changes on a voluntary basis. This pathway will require the council to make the steps outlined below, and could involve staging any larger changes in the number of councillors over two ordinary elections. This pathway provides the greatest possible lead time to plan for next year's ordinary elections.

If your council wishes to undertake this process, it should, by 28 October 2022:

- Advise the DLGSC of its intention to undertake a voluntary process. This advice should include a high-level plan outlining the potential changes to be implemented for the ordinary elections to be held in 2023 (and in 2025, if applicable); and*
- Initiate a Ward and Representation Review to determine the specific changes to the structure of the council for the 2023 and 2025 ordinary elections, to be completed by 14 February 2023.*

I appreciate that significant effort is required to complete a Ward and Representation Review. The Ward and Representation Review would need to be initiated ahead of the 28 October 2022 date, and finalised by 14 February 2023, to ensure that the timeframes set out in the Act can be practically met.

While the Ward and Representation Review can consider the size of the council, and any wards, any changes should not diverge from the proposed reforms. Further information is attached to this letter to assist with this process.

Next Steps

In line with the above, I request that your council considers these matters, and provides formal written advice on the preferred pathway to the DLGSC by 28 October 2022.

Given the timeframes already established in the Act, no extension to the dates specified in this letter will be possible.

Timeline and steps – local government ward and representation reviews

The following steps will need to occur to allow all required local governments to meet the 30 June 2023 timeframe of publication in the Government Gazette of any proposed ward and representation review changes, ahead of the October 2023 local government elections. Please note that all stages that are currently followed for ‘regular’ reviews are included below.

Table 1 includes suggested timeframes which will need to be considered by all local governments that will be required to undertake a review ahead of the October 2023 elections.

*All local governments should aim to have their completed reviews submitted to the Local Government Advisory Board (the Advisory Board) by no later than **14 February 2023**.*

Table 2 - Ward and representation review process – for local governments

	Existing Requirements/Actions	Timeframe
1	<i>The council resolves to undertake a ward and representation review</i>	<i>Variable</i>
2	<i>A comprehensive discussion paper is developed</i>	<i>Variable</i>
3	<i>Council advertises that it is conducting a review and the associated public submission period opens (minimum 6 weeks)</i>	<i>6 Weeks</i>
4	<i>The discussion paper is made available to the community for consideration, and public submissions are invited on the matter</i>	
5	<i>Public submission period closes</i>	
6	<i>The Council assesses all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board (the Advisory Board)</i>	<i>Variable</i>
7	<i>The formal report is presented to Council on the outcome of the public submissions and the proposed ward and/or boundary changes</i>	<i>Variable</i>
8	<i>Council resolves to adopt the report to the Advisory Board</i>	<i>Variable</i>
9	<i>The preferred option is submitted to the Advisory Board via the formal report, for the Board’s consideration and recommendation</i>	<i>Variable</i>
10	<i>The Advisory Board considers the council’s review report, and a recommendation is submitted to the Minister, which can either be accepted or rejected</i>	<i>Variable</i>

Comment

Following the Council resolution at the October 2022 Ordinary Council Meeting, the CEO commenced the process in line with Council’s decision.

- **Response to Minister / Local Government Advisory Board**

Correspondence was sent to the Minister for Local Government, The Department and the Local Government Advisory Board outlining:

- Council's decision to undertake the voluntary pathway
- Council had resolved to undertake a Review of Councillor Representation
- A discussion paper had been prepared for public comment
- That Council can meet the deadline of 14th February 2023
- Council's preference to reduce Council numbers from 9 to 7 at 2023 Ordinary Election

- **Review of Councillor Representation - Discussion Paper**

A Discussion Paper was developed and endorsed at the Ordinary Council Meeting on the 20th October 2022. This was made available to the public during the six week consultation period and covered all aspects of the review, and public submissions invited on the matter. This was available via hard copies in the Shire Office reception area, Council's Website or by contacting the Shire to seek a copy.

- **Advertising of Review of Councillor Representation**

Council advertised that it is conducting a review from the 27th October 2022 to the 9th December 2022. Advertising was conducted via the following methods:

- The West Australian Newspaper - 27th October 2022
- Public Notice in Local Paper – every Thursday for the 6 week period
- Public Notice on Website – the advert placed on Public Notices section of Council's website for the six week period
- Public Notice and advertising & promotion of the review on Social Media during the six week consultation period
- Advert placed on Council Public Notice Board in the Shire Office for the six week consultation period

- **Assessment of Submissions**

All submissions received will be presented for Council consideration. Council to assess all submissions, considers options for change against the relevant factors to be considered, and drafts a report, which includes their decision, for the Local Government Advisory Board

- **Final Steps**

Remaining steps to be undertaken at the Ordinary Meeting of Council held on 15th December 2022.

- The formal report presented to Council on the outcome of the public submissions
- Council resolves to adopt the presented report to the Local Government Advisory Board
- The preferred option is submitted to the Advisory Board via the formal report, for the Board's consideration and recommendation

Consultation

Council

Management Team

Local Government Advisory Board, Secretary and Research Officer

Public consultation was undertaken:

- Discussion Paper
- Advertising
 - The West Australian Newspaper
 - Public Notice in Local Paper

- Public Notice on Website
- Public Notice and advertising & promotion of the review on Social Media
- Council Public Notice Board in the Shire Office

Statutory Implications

Local Government Act 1995 Schedule 2.2 7(1) & (2).

7. Reviews

- (1) Before carrying out a review a local government has to give local public notice advising —
 - (a) that the review is to be carried out; and
 - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.
- (2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

Local Government Act 1995 - Sect 2.18

2.18 . Fixing and changing number of councillors

- (1) When a local government is newly established the Governor, by order made on the recommendation of the Minister, is to —
 - (a) specify the number of offices of councillor on the council of the local government; and
 - (b) if the district is to have a ward system, specify the numbers of offices of councillor for the wards.
- (2) When an order is made under section 2.2 discontinuing a ward system for a district, the number of offices of councillor on the council remains unchanged unless the order specifies otherwise.
- (3) The Governor, on the recommendation of the Minister, may make an order —
 - a) changing the number of offices of councillor on a council; or
 - b) specifying or changing the number of offices of councillor for a ward; or
 - c) as to a combination of those matters.
- (4) The Minister can only make a recommendation under subsection (1) or (3) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

Local Government Act 1995 - Sect 2.2

2.2 . Districts may be divided into wards

- (1) The Governor, on the recommendation of the Minister, may make an order —
 - (a) dividing a district into wards; or
 - (b) creating new wards in a district that is already divided into wards; or
 - (c) changing the boundaries of a ward; or
 - (d) abolishing any or all of the wards into which a district is divided; or
 - (e) as to a combination of any of those matters.
- (2) For the purposes of this Act —
 - (a) an order that divides a district into wards is to be regarded as establishing a ward system for the district; and
 - (b) an order that abolishes all of the wards into which a district is divided and does not create new wards, is to be regarded as discontinuing the ward system for the district.
- (3) Schedule 2.2 (which deals with wards and representation) has effect.

- (4) The Minister can only make a recommendation under subsection (1) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

Policy Implications

Nil

Risk Implications

Risk: If Council does not undertake a review and reduce Councillor numbers under the voluntary method in 2023, it will be forced to undertake a complete spill following the implementation of the new Local Government Act, which will remove some of Council’s own decision making on this matter.		
Likelihood	Consequence	Rating
Likely	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

The review process will be undertaken internally, with some advertising costs up to approximately \$1,000.

If Council opts for the voluntary process, there will be the standard costs associated with the Ordinary Election in 2023.

Should Council choose to reduce Councillor numbers, then there will be an annual direct saving of \$3,000 per Councillor removed in the first year of election and \$2,000 thereafter, if a claim is made.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

- 4.1 Our organisation is well positioned and has capacity for the future
- 4.3 Proactive and well governed Shire

Voting Requirements Absolute Majority

Officer Recommendation

Following the six week consultation period which closed on the 9th December 2022, Council received _____ public submissions. Council considers submissions received by the public regarding the Review of Councillor Representation.

Council resolutions varied to acknowledge that no public submissions were received, and provided further clarification to the advisory board on council’s decision.

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.3.1

Moved: Cr Crooks

Seconded: Cr Verhoogt

Following the six week consultation period which closed on the 9th December 2022, Council received NO public submissions regarding the Review of Councillor Representation and Discussion Paper, deeming that this reflected the Public had no objections to Council's direction in ATTACHMENT A - Shire of Bruce Rock Review of Councillor Representation Discussion Paper.

CARRIED BY ABSOLUTE MAJORITY 9/0

Officer Recommendation

That Council assess all information relevant to the Review of Councillor Representation included in the Officer's Report and in Attachment B Report to the Local Government Advisory Board and endorses the document.

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.3.2

Moved: Cr Waye

Seconded: Cr Waight

That Council assess all information relevant to the Review of Councillor Representation included in the Officer's Report and in Attachment B Report to the Local Government Advisory Board and endorses the document, reasons / justification to reduce Councillor Numbers to seven (7) at the next Ordinary election.

CARRIED BY ABSOLUTE MAJORITY 9/0

Officer Recommendation

- a) That in accordance with schedule 2.2 of the Local Government Act, that the Shire of Bruce Rock recommends to the Local Government Advisory Board that an order be made under S2.18(3) of the Local Government Act 1995 to reduce the number of offices of Councillor on the Council from nine (9) to seven (7).
- b) That the reduction of offices of Council to seven (7) be implemented at the 2023 Ordinary Election, with the scheduled vacancies of five (5) be set at three (3). Providing a three to four split in election cycle.
- c) That in accordance with the direction of the Minister for Local Government that there be no wards for populations under 5000, the Shire of Bruce Rock will remain with the status quo and not implement wards for Council.

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 10.5.3.3

Moved: Cr Rajagopalan

Seconded: Cr Foss

- a) That in accordance with schedule 2.2 of the Local Government Act, that the Shire of Bruce Rock recommends to the Local Government Advisory Board that an order be made under S2.18(3) of the Local Government Act 1995 to reduce the number of offices of Councillor on the Council from nine (9) to seven (7).
- b) That the reduction of offices of Council to seven (7) be implemented at the 2023 Ordinary Election, with the scheduled vacancies of five (5) be set at three (3). Providing a three to four split in election cycle.
- c) That in accordance with the direction of the Minister for Local Government that there be no wards for populations under 5000, the Shire of Bruce Rock will remain with the status quo and not implement wards for Council.

CARRIED BY ABSOLUTE MAJORITY 9/0

11. Regional Reports

Agenda Reference and Subject:

11.1.1 WEROC Inc Meeting Minutes November 2022

File Reference:

1.6.9.1 WEROC Inc Agendas and Minutes

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

*Item 11.1.1 Attachment A - WEROC Inc. Board Meeting
Minutes 211122*

Summary

Council is asked to receive the minutes from the previous WEROC Inc Board Meeting.

Background

The last WEROC Inc Board Meeting and Annual General Meeting were held on the 21st November 2022 at the Shire of Bruce Rock Council Chambers.

Comment

To encourage the WEROC Inc partnership and promote a better understanding by all Councillors it is recommended that WEROC Inc minutes be read and received by Council.

The CEO and Cr Crooks attended the meeting. In addition, Cr Strange and Cr Waye attended part of the meeting as observers.

The following items are highlighted for Councils attention:

7.1 WEROC Preferred Supplier Panels

At the WEROC Inc. Board Meeting held on 5 September 2022, Mr. Rik Soderlund, CEO of the Wheatbelt Business Network presented a proposal for the creation of WEROC preferred supplier panels. Mr. Soderlund advised that WEROC would be able to determine the parameters for the preferred supplier panels and WBN will assist in discussions around thresholds and key industries to be included.

The Executive Officer was asked to prepare a brief detailing what a preferred supplier panel is and what is being proposed in terms of establishing regional panels, which would then be sent out by each Shire to their local businesses to gauge interest in being part of a regional preferred supplier panel.

- Feedback received by Member Local Governments suggests that there is limited interest and, in some cases, reluctance from local businesses to be part of a regional preferred supplier panel.
- Mr. Darren Mollenoyux suggested that for this concept to gain traction, it would be beneficial for the Wheatbelt Business Network to go out and talk to businesses about preferred supplier panels and how they stand to benefit from this model.

The meeting resolved:

That a request be made to the Wheatbelt Business Network to approach local businesses with the concept of regional preferred supplier panels before WEROC consider this matter again.

7.3 WEROC – Strategic Waste Management Plan

On 21 October 2022 the Executive Officer circulated via email a draft job and person specification for the regional waste coordinator position, to WEROC CEOs for comment. The email also asked that consideration be given to the appropriateness of a per capita funding model, where the position should be based, what the basis of employment would be (e.g., contractor or employee), if there is a need for a regional waste sub-committee to be formed, and who the position would report to. It was requested that feedback be provided by Friday 4 November 2022.

Feedback from Bruce Rock and Yilgarn was received and tabled at the meeting.

The Shire of Merredin requested extension of time at the meeting to enable them to undertake further investigations and propose alternatives.

The full version of the minutes is attached for Councillors’ reference.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Governance

4.1– Our organisation is well positioned and has capacity for the future

Voting Requirements Simple Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Dec 22 – 11.1.1</p> <p>Moved: Cr Verhoogt Seconded: Cr Waye</p> <p>That Council receives the minutes of the WEROC Inc Board Meeting held on the 21st November 2022 at the Shire of Bruce Rock Council Chambers.</p> <p style="text-align: right;">Carried 9/0</p>

Agenda Reference and Subject:

11.1.2 CEACA Meeting November 2022 Minutes

File Reference:

4.1.10.1 CEACA Agendas and Minutes

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.2 Attachment A – CEACA General Committee Minutes

Summary

Council is asked to receive the minutes from the previous CEACA Inc. Meeting.

Background

The 9 member Councils of the Central Eastern Aged Care Alliance (CEACA Inc.) held its General Meeting on the 31st August 2022 at the Merredin Recreation Centre.

Comment

To assist with the Councillors' continued understanding and updates on CEACA Inc. and its associated projects, the minutes will be presented for receiving after each CEACA Inc. meeting.

The Shire President and CEO attended the meeting.

Lengthy discussions were held around future membership requirements and new members and commitment by all parties. There was also considerable discussion around future ILU's and Workforce accommodation funding potential.

The new Executive Committee for 2023 was also appointed as follows:

Terry Waldron -	Chairperson
Richard Marshall -	CEACA Executive Officer
Gary Shadbolt -	Shire of Mukinbudin & CEACA Deputy Chairperson
Rodney Forsyth -	Shire of Kellerberrin & CEACA Treasurer
Quentin Davies -	Shire of Wyalkatchem & CEACA Secretary
Darren Mollenoyux -	Shire of Bruce Rock
Raymond Griffiths -	Shire of Kellerberrin
Bill Price -	Shire of Westonia

A copy of the minutes has been provided to Council for their reference.

Consultation

Discussions were held at the CEACA Inc. Committee Meeting

Statutory Implications Nil

Policy Implications Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2022-2032

Community

Strategic Priority

1.1 – Community are engaged and have a healthy lifestyle

- Housing options are available for individual and family life stages
- Achieve and update the Aged Friendly Community Plan

Governance

Strategic Priority

4.1 – Our organisation is well position and has capacity for the future

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for our communities

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 11.1.2

Moved: Cr Rajagopalan

Seconded: Cr Foss

That Council receives the minutes of the CEACA Inc General Meeting held on the 9th November 2022 at the Kellerberrin Recreation Centre.

Carried 9/0

Agenda Reference and Subject:

11.1.3 WALGA Zone Minutes November 2022

File Reference:

1.6.5.1 WALGA Zone Minutes and Agendas

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 11.1.3 Attachment A – GECZ Minutes 28.11.22

Summary

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

Background

The recent WALGA Great Eastern Zone Meeting was held on the 28th November 2022 at the Merredin Recreation Centre.

Comment

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone minutes be read and received by Council. Cr Strange, Cr Crooks and the CEO attended the meeting.

The following items from the minutes are drawn to Councillors' attention:

Presentations

- Cr Wayne Gibson, Chair, Wheatbelt Secondary Freight Network
Cr Gibson gave an update on WSNF, including new governance structure, new staff and future priorities and planning.
- Tanya Ramponi, A/Manager Regulation and Compliance, DFES
Gave a presentation to the Zone on the subject of Total Fire Bans and Harvest Bans, as well as focusing on roadworks during a Total Fire Ban

10.1 WALGA Great Eastern Zone Conference

At the Executive Committee Meeting on Thursday, 17 November 2022, it was resolved that the conference date be Tuesday, 28 February 2023 and that a draft program be prepared for the Zone meeting.

The Executive committee discussed the theme of the conference and potential speakers and listed the following as a starting point:

Date: 28 February 2023

Venue: Merredin Regional Community & Leisure Centre

Theme: Regional Collaboration

Target Audience: All Elected Members and senior staff from the 16 Local Governments that make up the Zone. Look to encourage those Elected Members that don't normally attend Zone meetings to attend the conference.

8.1 WALGA Best Practice Governance Review

Tony Brown gave a presentation on the Governance Review and focused on each of the 5 options, to assist Local Governments in their deliberations on the consultation paper.

WALGA is undertaking a Best Practice Governance Review to ensure their governance model is contemporary, agile and maximises engagement with members.

A significant body of work, which is summarised in the Background Paper, has been undertaken by the Project’s Steering Committee. Member feedback, in the form of a Council decision, is requested from Local Governments on the governance model options presented in the Consultation Paper by 23 December 2022.

In addition, to supplement Council feedback, WALGA will be undertaking independent consultation to gain deeper insights from the perspective of CEOs and Elected Members.

A full copy of the minutes and supporting documentation is provided as Attachment A.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WALGA Great Eastern Zone meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2012-2032

Governance

Strategic Priority

4.1 – Our organisation is well position and has capacity for the future

- We attend meetings of key local and regional organisations to jointly plan and deliver benefits for our communities

Voting Requirements Simple Majority

<p>OFFICER RECOMMENDATION COUNCIL DECISION Resolution OCM Dec 22 – 11.1.3</p> <p>Moved: Cr Waye Seconded: Cr Crooks</p> <p>That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 28th November 2022 at the Merredin Recreation Centre.</p> <p style="text-align: right;">Carried 9/0</p>
--

12. New Business of an urgent nature introduced by discussion of the meeting

13. Confidential Items

Agenda Reference and Subject:

13.1.1 Expressions of Interest for Leasing of Industrial
Unit 3, 9-11 Swan Street

File Reference:

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest:

Cr J Verhoogt

Attachments:

Item 13.1.1 Attachment A – CONFIDENTIAL Submissions

Cr J Verhoogt left the Council Chambers at 3.35pm.

OFFICER RECCOMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.1.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and**
- (e) a matter that if disclosed, would reveal —**
 - (i) a trade secret; or**
 - (ii) information that has a commercial value to a person; or**
 - (iii) information about the business, professional, commercial or financial affairs of a person,**

Carried 9/0

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Nov 22 – 13.1.1.2

Moved: Cr Rajagopalan

Seconded: Cr Crooks

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 9/0

Officer Recommendation

That Council awards the Lease of Unit 3, 9-11 Swan Street, Bruce Rock to _____ for an initial three-year period, with the option of a further three years on the agreement of both parties.

Council decision varied to Officer Recommendation to award the lease to Lukerative Plumbing and Gas for an initial three-year period, with the option of a further three years on the agreement of both parties.

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Nov 22 – 13.1.1.3

Moved: Cr Rajagopalan

Seconded: Cr Waye

That Council awards the Lease of Unit 3, 9-11 Swan Street, Bruce Rock to Lukerative Plumbing and Gas for an initial three-year period, with the option of a further three years on the agreement of both parties.

CARRIED BY ABSOLUTE MAJORITY 5/3

Cr J Verhoogt returned to the Council Chambers at 3.56pm.

Agenda Reference and Subject:

13.1.2 Endorsement EOI Attraction of Retailer – New Supermarket Lease

File Reference:

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Attachments:

Item 13.1.2 Attachment A – CONFIDENTIAL Expression of Interest Council Document

Item 13.1.2 Attachment B – CONFIDENTIAL Appointment to Act as a Business Consultant

Item 13.1.2 Attachment C – CONFIDENTIAL Appointment to Act as a Broker

OFFICER RECCOMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.2.1

Moved: Cr Rajagopalan

Seconded: Cr Waight

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

Carried 9/0

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.2.2

Moved: Cr Rajagopalan

Seconded: Cr Waye

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 9/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.2.3

Moved: Cr Crooks

Seconded: Cr Waight

That Council resolves to commence the formal Expression of Interests Process to attract a retailer for the new Supermarket, endorsing the following:

- 1. Proceed with the appointment Rob Hubbard – The Retail Resources Company and authorise the signing of the attached Confidential Document “Appointment to Act as a Business Consultant” and agree to the terms and conditions outlined in Attachment B.**
- 2. Proceed with the appointment Rob Hubbard – Realty Executives and authorise the signing of the attached Confidential Document “Appointment to Act as a Broker to Lease a Business / Property” and agree to the terms and conditions outlined in Attachment C.**
- 3. Endorse the Assessment Scoring Matrix as listed in this item and included in Attachment A “Expressions of Interest” document.**

Carried 9/0

Agenda Reference and Subject:

13.1.3 Salaries & Allowances Tribunal Remuneration 2023
Review Local Government CEO's & Elected
Members

File Reference:

Reporting Officer:

Stephen Strange, Shire President

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Darren Mollenoyux, Chief Executive Officer

Attachments:

Item 13.1.3 Attachment A – CONFIDENTIAL Salaries & Allowances Tribunal Remuneration Inquiry – Determination at 7 April 2022

Item 13.1.3 Attachment B – CONFIDENTIAL CEO's Current Remuneration Package

Item 13.1.3 Attachment C – CONFIDENTIAL Salaries & Allowances Tribunal Remuneration Inquiry – 2023 Submission Template

OFFICER RECCOMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.3.1

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(c) the personal affairs of any person;

Carried 9/0

OFFICER RECOMMENDATION COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.3.2

Moved: Cr Rajagopalan

Seconded: Cr Kilminster

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 9/0

Report Recommendation

That Council considers making a submission to the Salaries & Allowances Tribunal Remuneration Inquiry Review - Local Government CEOs & Elected Members by the deadline of 27th January 2023.

Council decision varied to indicate Council's direction to make a submission to the Audited Financial Statements not being received by the auditor General

COUNCIL DECISION

Resolution OCM Dec 22 – 13.1.3.3

Moved: Cr Verhoogt

Seconded: Cr Rajagopalan

That Council makes a submission to the Salaries & Allowances Tribunal Remuneration Inquiry Review - Local Government CEOs & Elected Members by the deadline of 27th January 2023.

The submission will be based on seeking inclusion for the CEO to receive the Regional/Isolation Allowance.

Carried 9/0

14. Closure of Meeting

The Shire President Stephen Strange thanked everyone for their attendance and declared the meeting closed at 5.57pm.

These minutes were confirmed at a meeting on 16 February 2023.

Cr Stephen Strange
Shire President
16 February 2023



Shire of
Bruce Rock

Where friends become family



Agenda Attachments

Thursday 15 December 2022

SHIRE OF BRUCE ROCK
AGENDA ATTACHMENTS 15 DECEMBER 2022

	PAGE
ITEM 9 MINUTES FROM PREVIOUS MEETINGS	
ATTACHMENT B – COUNCIL MEETING MINUTES NOVEMBER 2022	3
ITEM 10.2.2 LIST OF PAYMENTS	
ATTACHMENT A – LIST OF PAYMENTS NOVEMBER 2022	65
ITEM 10.5.2 WALGA GOVERNANCE REVIEW	
ATTACHMENT A – BEST PRACTICE GOVERNANCE REVIEW BACKGROUND PAPER	XX
ATTACHMENT B – BEST PRACTICE GOVERNANCE REVIEW CONSULTATION MODEL OPTIONS	XX
ITEM 10.5.3 REVIEW OF COUNCILLOR REPRESENTATION	
ATTACHMENT A – SOBR REVIEW OF COUNCILLOR REPRESENTATION DISCUSSION PAPER	XXX
ITEM 11.1.1 WEROC INC CEO MEETING MINUTES NOVEMBER 2022	
ATTACHMENT A – WEROC INC. BOARD MEETING MINUTES 211122	XXX
ITEM 11.1.1 CEACA MEETING NOVEMBER 2022 MINUTES	
ATTACHMENT A - CEACA GENERAL COMMITTEE MINUTES	XXX



SHIRE OF BRUCE ROCK

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2022

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

TABLE OF CONTENTS

Information & Nature or Type Descriptions	3 - 4
Statement of Financial Activity by Nature or Type	5
Note 1 Net Current Assets	6 - 7
Note 2 Cash and Investments	8
Note 3 Receivables	9
Note 4 Rating Revenue	10
Note 5 Disposal of Assets	11
Note 6 Capital Acquisitions	12 - 14
Note 7 Operating Grants & Contributions	15
Note 8 Non - Operating Grants & Contributions	16
Note 9 Borrowings	17
Note 10 Cash Back Reserves	8
Note 11 Budget Amendments	19
Note 12 Explanation of Material Variances	20 - 21

THIS PAGE INTENTIONALLY LEFT BLANK

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15/12/22
Prepared by: Manager of Finance
Reviewed by: Chief Executive Officer

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

ROUNDING OFF FIGURES

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

PROFIT ON ASSET DISPOSAL

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

BY NATURE OR TYPE

	Ref Note	2022-23 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	2,625,000	2,625,000	2,603,215	(21,785)	(1%)	▼
Revenue from operating activities							
Rates	4	1,712,044	713,352	1,710,257	996,905	140%	▲
Operating Grants, Subsidies and Contributions	7	1,313,529	547,304	688,081	140,777	26%	▲
Fees and Charges		2,208,985	920,410	1,034,346	113,936	12%	▲
Interest Earnings		40,701	16,959	25,164	8,205	48%	▲
Other Revenue		63,000	26,250	7,904	(18,346)	(70%)	▼
Profit on Disposal of Assets	5	8,500	3,542	0			
		5,346,759	2,227,816	3,465,752			
Expenditure from operating activities							
Employee Costs		(2,812,257)	(1,171,774)	(1,209,556)	(37,783)	(3%)	▼
Materials and Contracts		(3,207,053)	(1,336,272)	(1,327,754)	8,518	1%	
Utility Charges		(271,215)	(113,006)	(90,921)	22,085	20%	▲
Depreciation on Non-Current Assets		(3,425,700)	(1,427,375)	(346,396)	1,080,979	76%	▲
Interest Expenses		(47,882)	(19,951)	(1,896)	18,055	90%	▲
Insurance Expenses		(226,665)	(94,444)	(251,913)	(157,470)	(167%)	▼
Other Expenditure		(148,124)	(61,718)	(31,238)	30,480	49%	▲
Loss on Disposal of Assets	5	(100,500)	(41,875)	(75,466)			
		(10,239,396)	(4,266,415)	(3,335,142)			
Operating activities excluded from budget							
Add back Depreciation		3,425,700	1,427,375	346,396	(1,080,979)	(76%)	▼
Adjust (Profit)/Loss on Asset Disposal	5	92,000	38,333	75,466	37,133	97%	▲
Adjust Provisions and Accruals		0	0	15,622	15,622		▲
Amount attributable to operating activities		(1,374,937)	(572,890)	568,094			
Investing activities							
Non-operating grants, subsidies and contributions	8	4,301,297	1,792,207	711,973	(1,080,234)	(60%)	▼
Proceeds from Disposal of Assets	5	270,000	112,500	47,727	(64,773)	(58%)	▼
Capital acquisitions	6	(8,715,009)	(3,631,254)	(1,020,328)	2,610,926	72%	▲
Amount attributable to investing activities		(4,143,712)	(1,726,547)	(260,628)			
Financing Activities							
Proceeds from New Debentures		2,100,000	875,000	0	(875,000)	(100%)	▼
Transfer from Reserves	10	954,846	397,853	(116)	(397,969)	(100%)	▼
Principal elements of lease payments		(5,637)	(2,349)	0	2,349	100%	
Repayment of Debentures	9	(60,159)	(25,066)	(13,044)	12,022	48%	▲
Transfer to Reserves	10	(95,401)	(39,750)	(17,506)	22,245	56%	▲
Amount attributable to financing activities		2,893,649	1,205,687	(30,666)			
Closing Funding Surplus (Deficit)	1(b)	0	1,531,250	2,880,014			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 12 for an explanation of the reasons for the variance. This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SIGNIFICANT ACCOUNTING POLICIES

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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council 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 even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (*Short-term Benefits*)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (*Long-term Benefits*)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

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.

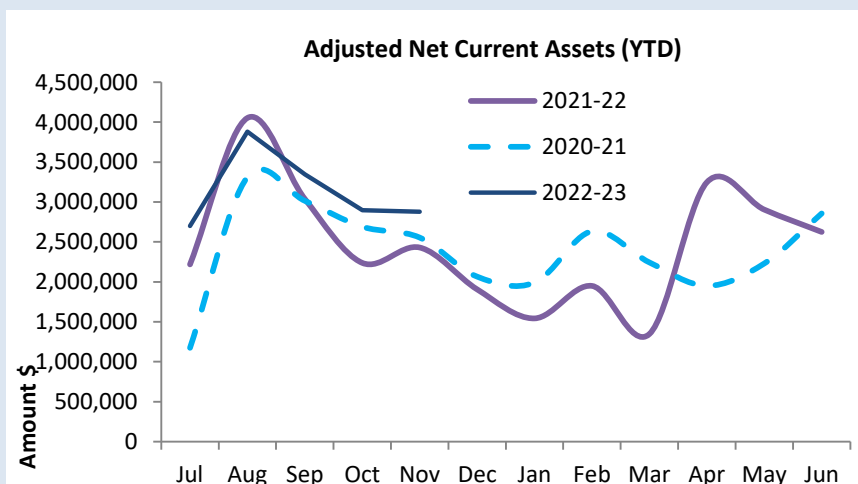
	Ref Note	Last Years Closing 30 June 2022	Year to Date Actual 30 Nov 2022
Adjusted Net Current Assets		\$	\$
Current Assets			
Cash Unrestricted	2	4,350,273	3,967,899
Cash Restricted	2	1,663,783	1,681,172
Receivables - Rates	3	58,379	185,567
Receivables - Other	3	382,868	336,291
Interest / ATO Receivable		32,526	31,815
Inventories		110,383	49,673
Contract Assets		131,595	52,630
		6,729,807	6,305,047
Less: Current Liabilities			
Payables		(897,396)	(102,329)
ATO Payables		0	(77,533)
Contract Liabilities		(1,251,597)	(1,251,597)
Provisions - employee		(431,533)	(431,533)
Long term borrowings		(26,185)	(13,141)
Lease Liabilities		(3,014)	(3,014)
		(2,609,726)	(1,879,148)
Unadjusted Net Current Assets		4,120,081	4,425,899
Adjustments and exclusions permitted by FM Reg 32			
Less: Cash reserves & restricted assets	2	(1,663,783)	(1,681,172)
Add: Provisions - employee		117,717	119,131
Add: Long term borrowings		26,185	13,141
Add: Current Lease Liabilities		3,014	3,014
Adjusted Net Current Assets		2,603,215	2,880,014

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**This Year YTD
Surplus(Deficit)
\$2.88 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS**

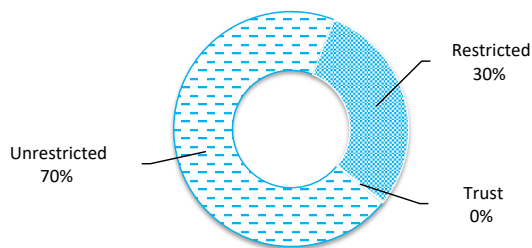
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	2,400			2,400			
At Call Deposits							
Municipal Fund - Bendigo Bank	64,647			64,647	Bendigo Bank		
Municipal Fund - Bankwest	2,882,705			2,882,705	Bankwest		
Trust Fund			9,576	9,576	Bankwest		
Term Deposits							
General Reserve Fund		487,283		487,283	Bankwest	3.85%	Jun-23
Transport Infrastructure Reserve Fund		760,203		760,203	Bankwest	3.80%	May-23
Sporting Clubs Facility Replacement		159,995		159,995	Bankwest	0.50%	Dec-22
Supermarket Guarantee Reserve		50,000		50,000	Bendigo Bank	2.00%	Jun-23
Supermarket Reconstruction Reserve		218,092		218,092	Bankwest	2.88%	Apr-23
Investment Term Deposit 2	1,018,148			1,018,148	Bankwest	3.83%	May-23
Shackleton Bowls Club Facility Replacement		5,600		5,600	Bankwest	2.88%	Apr-23
Total	3,967,899	1,681,172	9,576	5,658,648			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and 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.

KEY INFORMATION

The Transport Infrastructure Reserve was reinvested however the funds are now invested with Bankwest.



Total Cash

\$5.66 M

Unrestricted

\$3.97 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	30 Nov 22
	\$
Opening Arrears Previous Years	39,507
Levied this year	1,737,860
Less Collections to date	(1,634,132)
Equals Current Outstanding	143,235
Net Rates Collectable	143,235
% Collected	91.94%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	323,977	7,307	943	29,009	361,237
Percentage	90%	2%	0%	8%	100%
Balance per Trial Balance					
Sundry debtors					361,237
Other receivables - Skeleton Weed LAG					(164)
Total Receivables General Outstanding					361,073

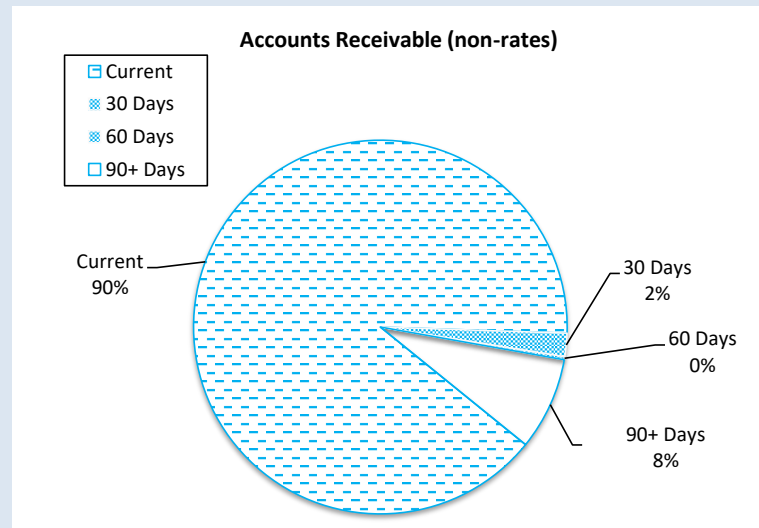
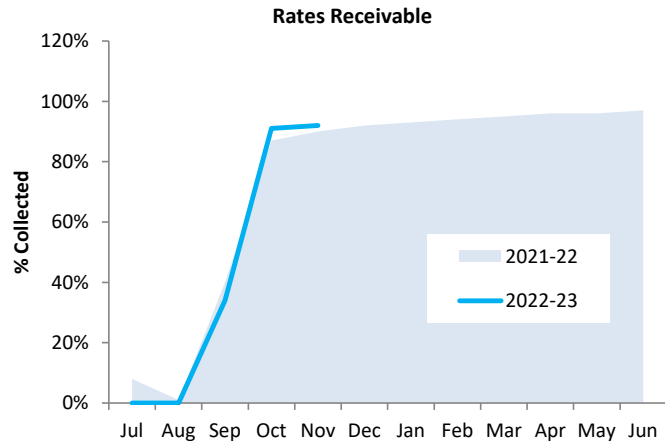
Amounts shown above include GST (where applicable)

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.

SIGNIFICANT ACCOUNTING POLICIES

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.



Debtors Due
\$361,073
Over 30 Days
10%
Over 90 Days
8%

Collected	Rates Due
92%	\$143,235

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**OPERATING ACTIVITIES
NOTE 4
RATE REVENUE**

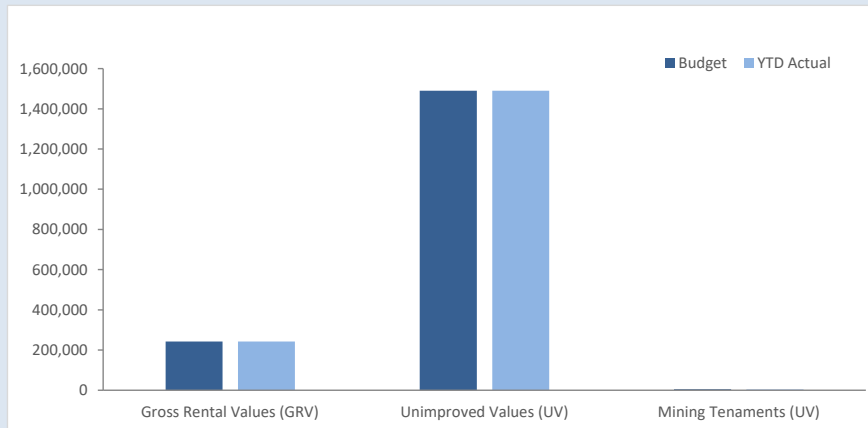
General Rate Revenue	2022-23 Budget						YTD Actual				Total Revenue
	Rate in \$	Number of Properties	Rateable Value	Rate Revenue \$	Interim Rate \$	Back Rate \$	Total Revenue \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Values (GRV)	0.078790	211	1,981,920	156,155	0	0	156,155	156,155	0	0	156,155
Unimproved Values (UV)	0.009784	324	150,781,500	1,475,246	0	0	1,475,246	1,475,246	(18)	0	1,475,228
Mining tenements (UV)	0.009784	2	127,941	1,252	0	0	1,252	1,252	0	0	1,252
Non-Rateable	0.000000	267	195,083	0	0	0	0	0	0	0	0
Minimum \$											
Gross Rental Values (GRV)	528	163	568,421	86,064	0	0	86,064	86,064	0	83	86,147
Unimproved Values (UV)	528	28	788,000	14,784	0	0	14,784	14,784	0	0	14,784
Mining Tenements (UV)	528	9	154,963	4,752	0	0	4,752	4,752	(458)		4,294
Sub-Totals		1,004	154,597,828	1,738,253	0	0	1,738,253	1,738,253	(476)	83	1,737,860
Discount							(43,000)				(44,395)
Amount from General Rates							1,695,253				1,693,465
Ex-Gratia Rates							16,791				16,791
Total General Rates							1,712,044				1,710,256

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

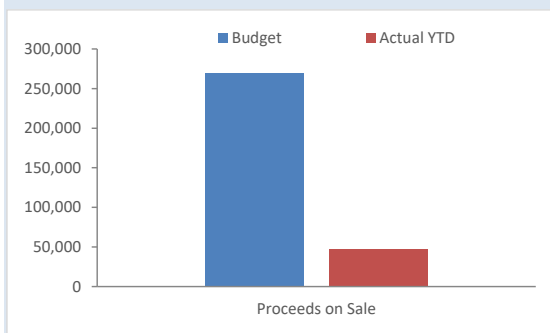
Rates were raised in August 2022.



General Rates		
Budget	YTD Actual	%
\$1.7 M	\$1.69 M	100%

Asset Ref.	Asset Description	2022-23 Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Governance									
BK1	CEO Vehicle	52,000	60,000	8,000	0				
Law, Order & Public Safety									
BK645	Shackleton Fire Truck	0	0	0	0	32,200	0	0	(32,200)
Rec & Culture									
	Cricket Wicket Roller	3,500	0	0	(3,500)				
Transport									
BK05	Rec Centre Managers Vehicle	19,500	20,000	500	0				
BK472	Changeover Gardeners Vehicle	23,000	20,000	0	(3,000)				
BK3	MOWS Vehicle	41,000	35,000	0	(6,000)				
BK024	Truck	91,000	50,000	0	(41,000)	90,993	47,727	0	(43,266)
BK9282	Boisch Low Loader	32,000	30,000	0	(2,000)				
BK6670	Ranger FEL	36,000	30,000	0	(6,000)				
BK6519	Water Truck	64,000	25,000	0	(39,000)				
		362,000	270,000	8,500	(100,500)	123,193	47,727	0	(75,466)

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$270,000	\$47,727	18%

NOTES

This note will be updated once the Audit has been completed.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

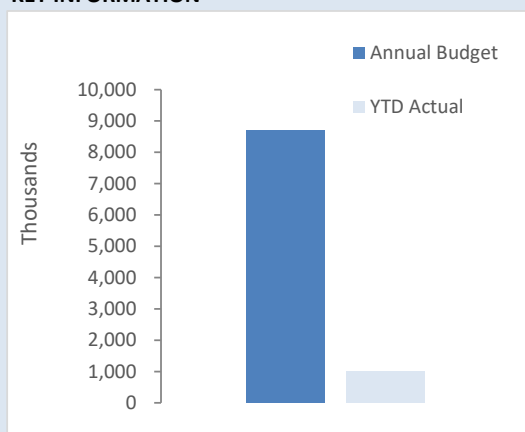
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	2022-23 Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
		\$	\$	\$
Land & Buildings	4,933,702	2,055,709	14,122	(2,041,587)
Plant & Equipment	1,482,012	617,505	809,216	191,711
Furniture & Equipment	80,600	33,583	7,178	(26,405)
Infrastructure - Roads	2,218,695	924,456	189,812	(734,645)
Capital Expenditure Totals	8,715,009	3,631,254	1,020,328	(2,610,926)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,691,134	1,537,973	249,961	(1,288,012)
Other (Disposals)	324,750	135,313	47,727	(87,586)
Contribution - operations	4,179,125	1,749,635	722,640	(1,026,996)
Capital Funding Total	8,715,009	3,631,254	1,020,328	(2,610,926)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$8.72 M	\$1.02 M	12%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$3.69 M	\$.25 M	7%

CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	202-23 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Completed
Capital Expenditure		8,715,009	3,631,254	1,020,328		
Buildings		4,933,702	2,055,709	14,122		
Complete upgrade of electrical compliance at Admin Building	J04204	11,500	4,792	0	0%	
Amphtitheatre BBQ Upgrade - Stronger Communities	J11144	12,000	5,000	0	0%	
Landscape Architect for Playground Development Plans	J11246	10,000	4,167	0	0%	
Water Refill Station - Grant from Water Corp	J13806	5,000	2,083	0	0%	
Rec Centre - Update Gardens and complete BBQ area	J11346	45,000	18,750	0	0%	
Timekeepers Box at Rec Centre	J11304	10,000	4,167	0	0%	
Construction of Supermarket - Building	J13042	4,204,544	1,751,893	2,297	0%	
Construction of Supermarket - Furniture Fittings & Fitout	J13045	237,658	99,024	0	0%	
Construction of Supermarket - Refrigeration & Coolrooms	J13046	398,000	165,833	0	0%	
Equestrian Lease Fencing	J13505	0	0	11,825		✓
Plant & Equipment		1,482,012	617,505	809,216		
Purchase Plant (BK1) - CEO Vehicle	J04202	59,000	24,583	0	0%	
Purchase Plant (BK645) - Shackleton Fire Truck	J05303	424,012	176,672	424,012	100%	✓
Purchase Plant (BK472) - Workshop Manager Ute Changeover with G	J12127	36,000	15,000	0	0%	
Purchase Plant (BK05) - Rec Centre Manager Utility	J12126	31,000	12,917	0	0%	
Purchase Plant - Cricket Pitch Roller	J11351	35,000	14,583	0	0%	
Purchase Plant (BK3) - MOWS Vehicle	J12111	47,000	19,583	0	0%	
Purchase Plant (BK024) - Changeover UD Tip Truck	J12142	215,000	89,583	211,500	98%	✓
Purchase Plant (BK9282) - Changeover Boisch Low Loader to Drop Dec	J12148	120,000	50,000	31,440	26%	
Purchase Plant (BK6670) - Changeover Ranger FEL for New Loader for	J12113	370,000	154,167	0	0%	
Purchase Plant (BK6519) - Changeover Water Truck for Water Tanker	J12150	145,000	60,417	142,264	98%	✓
Furniture & Equipment		80,600	33,583	7,178		
Altus Payroll	J04215	30,000	12,500	0	0%	
UPS for Admin Server	J04208	5,600	2,333	0	0%	
New Admin Server	J04210	45,000	18,750	7,178	16%	

CAPITAL ACQUISITIONS (CONTINUED)

	Account Number	202-23 Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Completed
Infrastructure - Roads		2,218,695	924,456	189,812		
Narembeen & Cumminin Road Intersection	RC045	30,000	12,500	12,176	41%	
Lawrie Rd & Cumminin Road Intersection	RC024	15,000	6,250	4,409	29%	
Regional Road Group						
Old Beverley Road - construction	RC050	281,450	117,271	34,254	12%	
Shackleton - Kellerberrin Road - reseal	RC002	162,925	67,885	1,154	1%	
Doodlakine - Bruce Rock Road - reseal	RC173	118,825	49,510	3,610	3%	
Roads to Recovery						
Totadgin Road	RR163	695,005	289,585	353	0%	
Corrigin Bruce Rock Road (Edge widening & lines)	RR174	47,200	19,667	0	0%	
Regional Road Safety Program						
Corrigin Bruce Rock Road (Edge widening & lines)	RC174	149,500	62,292	0	0%	
Bridges - Replace with Culverts						
Yarding Ardath Road (Bridge 4059A)	BK014	95,600	39,833	0	0%	
Yarding Ardath Road (Bridge 6023)	BR014A	69,200	28,833	0	0%	
Cukela Road (Bridge 5017)	BR092	58,800	24,500	44,207	75%	
Shackleton Bilbarin Road (Bridge 5130)	BR001	64,200	26,750	63,453	99%	✓
Belka East Road (Bridge 6008)	BR004	69,490	28,954	13,791	20%	
Erikin North Road (Bridge 5085)	BR038	147,000	61,250	0	0%	
Erikin South Road (Bridge 6033)	BR029	126,000	52,500	0	0%	
Old Beverley Road	BR050	0	0	3,095		
Council Funded Footpaths						
Butcher St (Brownlie to Swan St)	FC132	24,000	10,000	618	3%	
Noonajin St (small section)	FC135	10,000	4,167	3,857	39%	
Kerb Replacement						
Yelland Road	KR160	9,500	3,958	4,833	51%	
Dams - Community Water Projects						
Turkey Nest Dam	J13612	30,000	12,500	0		
Small Dam	J13613	15,000	6,250	0	0%	

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 Jul 2022		(As revenue)	30 Nov 2022	30 Nov 2022			
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
INC - GPF - WALGGC - Local Roads Grant (FAGS)	0	0	0	0	0	127,501	25,500	63,751
INC - GPF - Grants Commission Grant	0	0	0	0	0	572,715	114,543	286,358
Law, order, public safety								
INC - Fire Prev - Grants	0	0	0	0	0	0	0	6,000
INC - BFB - ESL Operating Grant for BFB	0	0	0	0	0	38,671	7,734	22,940
Transport								
Main Roads Direct Grant	0	0	0	0	0	224,842	44,968	229,678
INC - Roads - Streetlights Subsidy from Main Roads	0	0	0	0	0	5,700	1,140	0
Economic services								
INC - Comm Dev - Grant for Vietnam Veterans (Back to the Bush Reunion)	0	0	0	0	0	2,500	500	2,000
	0	0	0	0	0	971,929	194,386	610,726
TOTALS	0	0	0	0	0	971,929	194,386	610,726

NOTES

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 Actual
	1 Jul 2022			30 Nov 2022	30 Nov 2022			
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
INC - BFB - ESL Capital Grant for BFB	0	0	0	0	0	424,012	84,802	424,012
Recreation and culture								
Stronger Communities Grant - BBQ at Amphitheatre	8,000	0	0	8,000	8,000	8,000	1,600	0
Transport								
Roads to Recovery Funding	305,057	0	0	305,057	305,057	870,205	174,041	0
Regional Road Group Funding	0	0	0	0	0	396,157	79,231	158,961
WA LGGC Special Projects Fundings - Bridges	141,333	0	0	141,333	141,333	179,667	35,933	91,000
Main Roads Funded Specific Bridges						323,333	64,667	38,000
Regional Road Safety Grant - BK CR Rd	0	0	0	0	0	147,721	29,544	0
Economic services								
LRCI - Phase 2 Supermarket	262,905	0	0	262,905	262,905	375,500	75,100	0
LRCI - Phase 3 Supermarket	526,302	0	0	526,302	526,302	1,052,500	210,500	0
Community Water Supply Program - Turkey Nest Dam	2,000	0	0	2,000	2,000	20,000	4,000	0
Community Water Supply Program - Round & Town Dams	1,000	0	0	1,000	1,000	10,000	2,000	0
Water Corporation Water Fountain	5,000	0	0	5,000	5,000	0	0	0
	1,251,597	0	0	1,251,597	1,251,597	3,807,095	761,419	711,973
TOTALS	1,251,597	0	0	1,251,597	1,251,597	3,807,095	761,419	711,973

NOTES

Main Roads grants for projects will be submitted in last week of November once jobs have been reconciled and claims can be processed for commencement and progress.

The Regional Road Safety Grant will require a Budget Amendment as the funds were recognised in 2021-22, changed during the audit.

The Drought Communities Program has been acquitted and so final \$50,000 will be now be paid.

LRCI Phase 1 acquittal is taking place at the moment and after final report submitted, final payment of \$52,630 will be made.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Information on Borrowings Particulars	Year End 2022-23	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 3 - Construct House	220,782	0	0	13,044	26,185	207,738	194,597	1,645	3,192
Economic Services									
Loan 4 - Reconstruct Supermarket	0	0	2,100,000		33,974	0	2,066,026	0	44,229
Other Property and Services									
Total	220,782	0	2,100,000	13,044	60,159	207,738	2,260,623	1,645	47,421

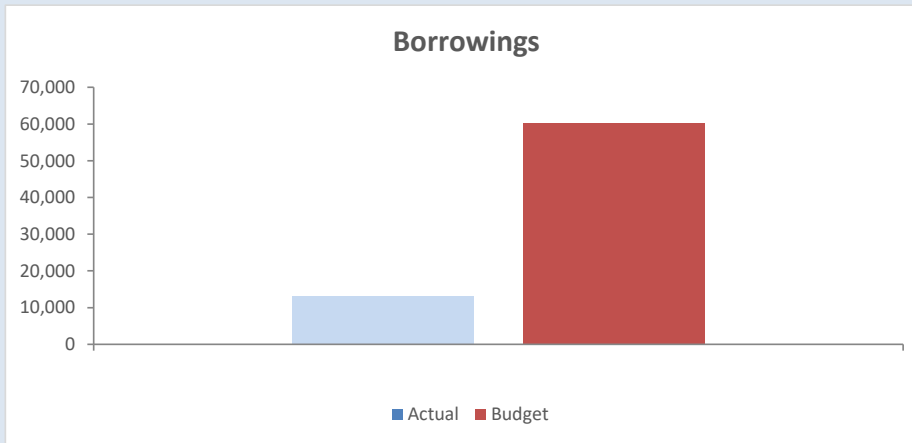
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

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.

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.



Dates for repayments 1/11/2022 & 2/5/2023

Principal Repayments	Interest Expense
\$13,044	\$1,645
Reserves Bal	Loans Due
\$1.68 M	\$207,738

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

CASH BACKED RESERVES
NOTE 10

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 - Leave	117,716	1,766	1,415	0	0	0	0	119,482	119,131
Reserves cash backed - Plant Replacement	6,419	96	77	0	0	0	0	6,515	6,496
Reserves cash backed - Housing	226,800	3,402	2,726	0	0	(20,000)	0	210,202	229,526
Reserves cash backed - Council Housing	3,744	56	45	0	0	0	0	3,800	3,789
Reserves cash backed - Transport Infrastructure	754,709	11,321	5,493	0	0	(664,000)	0	102,030	760,203
Reserves cash backed - Sports Facility Replacement	126,818	1,902	1,524	10,000	0	0	0	138,720	128,342
Reserves cash backed - Bowls SCF	12,667	190	0	6,000	0	0	0	18,857	12,667
Reserves cash backed - Cricket SCF	25,951	389	0	6,000	0	0	0	32,340	25,951
Reserves cash backed - Football SCF	11,999	180	0	6,000	0	0	0	18,179	11,999
Reserves cash backed - Hockey SCF	30,724	461	0	6,000	0	0	0	37,185	30,724
Reserves cash backed - Netball SCF	16,754	251	0	6,000	0	0	0	23,005	16,754
Reserves cash backed - Squash SCF	1,139	17	0	700	0	0	0	1,856	1,139
Reserves cash backed - Tennis SCF	30,714	461	0	6,000	0	0	0	37,175	30,714
Reserves cash backed - Shire Hockey Turf Facility Replacement Reserve	30,048	451	0	15,000	0	0	0	45,499	30,048
Reserves cash backed - Shackleton Bowls SCF	0	94	0	9,400	5,600	0	0	9,494	5,600
Reserves cash backed - Supermarket Guarantee	50,000	0	116	0	0	(50,000)	(116)	0	50,000
Reserves cash backed - Supermarket Donations	217,583	3,264	509	0	0	(220,847)	0	(0)	218,092
	1,663,783	24,301	11,906	71,100	5,600	(954,847)	(116)	804,337	1,681,172

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**NOTE 11
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 Surplus / (Deficit)
				\$	\$	\$	\$
	Balance 2022-23 Budget						0
073212	Aircon in Dr House	OCM Oct 22 - 10.2.3	Operating Expenditure			18,000	(18,000)
				0	0	18,000	(18,000)

KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**NOTE 12
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 budget materially.

The material variance adopted by Council for the 2022/23 year is \$5,000 or 10% whichever is the greater.

Positive variance under Revenue shows more revenue recognised than compared with the Year to Date Budget.

Positive variance under Expenditure shows less expenditure recognised than compared with the Year to Date Budget.

Reporting Program	Var. from Actual v YTD Budget\$	Var. %	Var.	Timing/Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Rates	996,905	140%	▲	Timing	Rates were levied at the end of August 2022.
Operating Grants, Subsidies and Contributions	140,777	26%	▲	Timing	We have already invoiced Main Roads for the Direct Grant and received the first quarterly payment of Grants Commission funding. We have also lodged the first 40% claims for commencement of works on Regional Road Group roads.
Fees and Charges	113,936	12%	▲	Timing	This is more than budgeted which is due to some annual invoicing been raised and strong sales at the Supermarket.
Interest Earnings	8,205	48%	▲	Timing	This is less than budgeted as the accrued interest recognised at 30 June is reversed in the new financial year.
Other Revenue	(18,346)	(70%)	▼	Timing	This is less than budgeted mainly due to the contributions from Sporting Clubs for their reserves being allocated to Other Revenue.
Expenditure from operating activities					
Employee Costs	(37,783)	(3%)	▼	Timing	Employee costs are slightly higher than budgeted however staff were concentrating on operational jobs rather than capital projects.
Utility Charges	22,085	20%	▲	Timing	Utility charges are less than budgeted however some of this could be due to timing of accounts.
Depreciation on Non-Current Assets	1,080,979	76%	▲	Timing	Depreciation has now been raised and is less than budgeted due to Infrastructure depreciation being raised at end of financial year.
Interest Expenses	18,055	90%	▲	Timing	Very little interest has been raised as loan repayments not recognised yet.
Insurance Expenses	(157,470)	(167%)	▼	Timing	Insurance expenses are higher than budgeted as paid at the commencement of the financial year.
Other Expenditure	30,480	49%	▲	Timing	Other Expenditure is less than Budgeted. Some costs classified as Other, like the Medical Centre Management Fee haven't been recognised yet.
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(1,080,234)	(76%)	▼	Timing	As the Budget was adopted in late August, not much work has been completed on Capital Works and as such Capital Grant revenue has not been recognised.
Proceeds from Disposal of Assets	(64,773)	(58%)	▼	Timing	Proceeds from disposed assets updated. Several plant items still to be changed over.
Capital Acquisitions	2,610,926	72%	▲	Timing	Due to large number of capital expenditure items in the budget, only a few have commenced and so under budget.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

**NOTE 12
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 budget materially.

The material variance adopted by Council for the 2022/33 year is \$5,000 or 10% whichever is the greater.

Positive variance under Revenue shows more revenue recognised than compared with the Year to Date Budget.

Positive variance under Expenditure shows less expenditure recognised than compared with the Year to Date Budget.

Reporting Program	Var. from Actual v YTD Budget\$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Financing Activities					
Proceeds from New Debentures	(875,000)	(100%)	▼	Timing	The new loan hasn't been drawn down yet.
Transfer from Reserves	(397,969)	(100%)	▼	Timing	No monies have been transferred from reserves. It is likely that this will occur at the end of the financial year.
Repayment of Debentures	12,022	48%	▲	Timing	First repayment of loan occurred for the year was in November. Less than budgeted as included the supermarket loan in the budget.
Transfer to Reserves	22,245	56%	▲	Timing	No money has been transferred to reserves as investments don't renew until later this year.

KEY INFORMATION