



SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# MINUTES

## Ordinary Council Meeting

Held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Tuesday 19 July 2022



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Shire of Dowerin  
Ordinary Council Meeting  
Tuesday 19 July 2022



**1. Official Opening / Obituaries**

The President welcomes those in attendance and declares the Meeting open at 4.00pm.

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr RI Trepp	President
Cr BA Ward	Deputy President
Cr W Allsopp	
Cr DP Hudson	
Cr N McMorrان	
Cr AJ Metcalf	
Cr JC Sewell	

**Staff:**

Ms R McCall	Chief Executive Officer
Mr A Wooldridge	Manager Corporate and Community Services, Executive and Governance Officer
Ms L Dreghorn	

**Members of the Public:**

Mrs Lyn Phillips and Mr Ian Phillips  
Mr Shane Love MLA, Deputy Leader of the  
Opposition

**Apologies:**

**Approved Leave of Absence:** Nil

**3. Public Question Time**

Nil

**4. Disclosure of Interest**

12.1 - CBH Installation of Auger Pit and Conveyor Loading System Development Approval (DA) Application - Lot 5 Rifle Range Rd, DOWERIN  
Proximity Interest - Linley Dreghorn, Executive & Governance Officer  
16.1 - Organisation Restructure  
Impartiality Interest - Rebecca McCall, CEO

**5. Applications for Leave of Absence**

Nil

**6. Petitions and Presentations**

Mrs Lyn Phillips and Mr Ian Phillips - Presentation to Council regarding treatment of road verge maintenance within the Shire.

**7. Confirmation of Minutes of the Previous Meeting(s)**

7.1 Ordinary Council Meeting held on 21 June 2022.

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**Attachment 7.1A**

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/ Resolution - 7.1**

**Moved:** Cr Ward **Seconded:** Cr Allsopp

**0618** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 21 June 2022, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

**CARRIED 7/0**

**8. Minutes of Committee Meeting(s) to be Received**

8.1 GECZ meeting held on 27 June 2022

**Attachment 8.1A**

**Voting Requirements**

Simple Majority  Absolute Majority

**Officers Recommendation/Resolution - 8.1**

**Moved:** Cr Hudson **Seconded:** Cr McMorran

**0619** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the GECZ Meeting held 27 June 2022, as presented in Attachment 8.1A, be received by Council.

**CARRIED 7/0**

**9. Recommendations from Committee Meetings for Council Consideration**

Nil

**10. Announcements by the President Without Discussion**

Nil

## 11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

### 11.1 Financial Activity Statements

<h1>Corporate and Community Services</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	11 July 2022	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate and Community Services	
<b>Author:</b>	As above	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>SharePoint Reference:</b>	Organisation / Financial Management / Reporting / Financial Statements / 2021-2022 Monthly Financial Statements	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b>Attachment 11.1A</b> – June Financial Activity Statement	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Summary

This item presents the Statement of Financial Activity to Council for the period ending June 2022.

#### Background

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and are presented to Council.

#### Comment

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

#### Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

#### Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

#### Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

#### Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

#### Note 4 - Other Current Assets

This note provides details of other current assets that the Shire may hold.

#### Note 5 - Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

#### Note 6- Rate Revenue

This note provides details of rates levied during the year.

#### Note 7 - Disposal of Assets

This note gives details of the capital asset disposals during the year.

#### Note 8- Capital Acquisitions

This note details the capital expenditure program for the year.

#### Note 9 -Borrowings

This note shows the Shire's current debt position and lists all borrowings.

#### Note 10 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

#### Note 11 - Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

#### Note 12 - Operating Grants and Contributions Received

This note provides information on operating grants received.

#### Note 13 - Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

#### Note 14 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

### **Consultation**

Rebecca McCall, Chief Executive Officer

Aaron Wooldridge, Manager Corporate and Community Services

Megan Shirt, Consultant

### **Policy Implications**

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

### **Strategic Implications**

#### **Strategic Community Plan**

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Statutory Implications**

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

**Financial Implications**

Nil

**Voting Requirements**



Simple Majority



Absolute Majority

**Officers Recommendation/Resolution - 11.1**

**Moved:** Cr Hudson

**Seconded:** Cr Metcalf

**0620** That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period June 2022, as presented in Attachment 11.1A.

**CARRIED 7/0**

## 11.2 List of Accounts Paid

# Corporate & Community Services



<b>Date:</b>	11 July 2022
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate & Community Services
<b>Author:</b>	Aaron Wooldridge, Manager Corporate & Community Services
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 11.2A</a> – List of Accounts Paid

### Purpose of Report

Executive Decision

Legislative Requirement

### Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for June 2022.

### Background

Nil

### Comment

The List of Accounts Paid as presented has been reviewed by the Manager Corporate & Community Services.

### Consultation

Rebecca McCall, CEO

Aaron Wooldridge, Manager Corporate & Community Services

### Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3



Reference: 5.3.2

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Statutory Implications**

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegated authority.

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications**

Funds expended are in accordance with Council's adopted 2021/22 Budget.

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution - 11.2**

**Moved:** Cr Metcalf **Seconded:** Cr Allsopp

**0621** That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachment 11.2A, and as detailed below:

List of Accounts Paid - June 2022	
EFT9882 to EFT10003	\$800,830.56
Cheque 10984 to 10988	\$22,128.86
Direct Debit 11707: Credit Card Payment: May 2022	\$2,981.25
Direct Debit 11727: Puma Energy: Fuel: May 2022	\$338.94

Direct Debits 11712,11720 & 11729: Superannuation Payments	\$14,069.41
Direct Debits 11715: WATC Loan Principal & Interest Repayments	\$39,126.17
Direct Debit 130893: Bank Fees	\$196.85
Net Payroll x 3 Pays	\$98,730.64
<b>TOTAL</b>	<b>\$978,402.68</b>

**CARRIED 7/0**

### 11.3 Recalcitrant Rates Debtors – June 2022

<h2>Corporate &amp; Community Services</h2>		 <b>SHIRE OF DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	7 July 2022	
<b>Location:</b>		
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate & Community Services	
<b>Author:</b>	Sheldon Cox, Rates and Finance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>Sharepoint Reference:</b>	Organisation/Rates and Evaluations/Reporting/2022 Recalcitrant Rates Debtors	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 11.3A</a> – Recalcitrant Rates Debtors	

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

The Shire of Dowerin recalcitrant rates debtors report for June 2022 details non-pensioner assessments not paying on an arrangement, with a previous year's balance of more than \$100.

#### Background

It is considered best practice for Council to have less than 4% (roughly \$55,000) of the rates levied outstanding at the end of the financial year. The Council did not achieve this due to several assessments holding large debts.

#### Comment

Currently there are 31 properties with an outstanding total value of rates of \$108,911.49 from previous years. The increase in the number of properties is due to the closing of the 2021/22 Financial Year with an additional 17 properties listed from the current year.

There is a legislative requirement on local governments to recover rates: Therefore, taking no action is considered a breach of the *Local Government Act 1995*.

6.57. *Non-compliance with procedure in Act not to prevent recovery of rate or service charge*  
*In proceedings by or on behalf of a local government for the recovery of an amount due in respect of a rate or service charge, failure by the local government to comply in respect of the rate or service charge with the provisions of this Act, is not a defence, if it appears that it had the power to impose, and did in fact assent to the imposition of, the rate or service charge.*

The Shire's Rates Officer is continuing to monitor and undertake extensive debt recovery processes which has resulted in some positive outcomes. Due to this work and with some properties being sold, debt is being reduced, more ratepayers are paying outstanding accounts and/or adhering to payment arrangements. As a comparison, by end of 30 June 2021 there were 14 properties listed with a total value of \$116,189.17 compared to the outstanding value as of 30 June 2022 of \$108,911.49 with the additional 17 properties.

Council should be aware that most of the balance outstanding is due to the original 14 properties that are listed as long term Recalcitrates and management ensures the continuing recovery of these debts is progressing by the Shire staff.

### Consultation

Sheldon Cox, Rates Officer

Tara Donnelly, Casual Rates Officer

Aaron Wooldridge, Manager Corporate & Community Services

Lauren Marsh, Senior Account Manager - AMPAC Debt Recovery

Damian Barr, Local Government Services, AMPAC Debt Recovery

Association of Rates Officers

Troy Hancock, Legislation Officer, Department of Local Government, Sports and Cultural Industries

### Policy Implications

Nil

### Statutory Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Leaders

Objective: A thriving and progressive rural community enabled by innovation in leadership, a focus on continuous improvement and adaptability to evolving community needs

Outcome: 2 & 3

Reference: L3, L4 & L5

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Financial Impact
<b>Risk Description</b>	\$50,001 - \$200,000
<b>Consequence Rating</b>	Major (4)
<b>Likelihood Rating</b>	Likely (4)
<b>Risk Matrix Rating</b>	Extreme (20)
<b>Key Controls (in place)</b>	Financial Management Framework; Debt Recovery Procedures; Legislation
<b>Action (Treatment)</b>	Undertake debt recovery as per procedures and legislation
<b>Risk Rating (after treatment)</b>	Effective

### Financial Implications

The risk implications as set out above has now increased from \$5,001 - \$50,000 to \$50,001 - \$200,000 as this is the next bracket in our risk description and our long-term outstanding debts are over \$64,000.

### Voting Requirements



Simple Majority



Absolute Majority

### Officers Recommendation/Resolution - 11.3

**Moved:** Cr Ward

**Seconded:** Cr Hudson

**0622 That Council, by Simple Majority, receives the report of Recalcitrant Rates Debtors, as presented in Attachment 11.3A.**

**CARRIED 7/0**

## 11.4 Dissolving the Emergency Reserve

# Corporate & Community Services



<b>Date:</b>	12 July 2022
<b>Location:</b>	N/A
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate & Community Services
<b>Author:</b>	Rebecca McCall, CEO
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>Sharepoint Reference:</b>	Financial Management
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	Nil

### Purpose of Report



Executive Decision



Legislative Requirement

### Summary

This Item considers the decision to dissolve the Emergency Reserve.

### Background

Reserves are established to set aside funds for specific projects as determined. Prior to the creation of a Reserve, Council will consider the following operating parameters in relation to the Reserve which are to identify:

1. The purpose of the Reserve;
2. The basis of calculation for any transfer to the Reserve;
3. The basis of calculation for any transfer from the Reserve.

Expenditure to and revenue from Reserves can only be authorised by resolution of the Council which clearly outlines the value of each transfer. Council will consider the transfer to and from reserves as part of the annual budget process based on strategic direction as outlined in the Long-Term Financial Plan, operational need and budgetary requirements.

### Comment

The Emergency Reserve was established to assist Council in funding the immediate costs related to a declared Emergency whilst waiting for financial assistance from other organisations. Any emergency will result in an immediate cash flow impact on the Shire's finances which are still required to achieve day to day operations. The end of year target balance of this Reserve will be \$150,000

During the 2021/22 budget deliberations, Council questioned if the purpose of the Emergency Reserve remained relevant.

Upon review it was decided that the Emergency Reserve was no longer required as the purpose did not reduce business risk, improve financial management or strategic capacity.

In accordance with Policy 3.1 Financial Reserves when the need for a Reserve Fund is no longer required a report to Council is required to enable a decision on how to reallocate or utilise the remaining funds.

The adopted 2021/22 Budget included a \$10,000 transfer from the Emergency Reserve into the Municipal Account with the intent to dissolve the reserve.

## Consultation

July 2021 Council Budget Workshop  
June 2022 Council Workshop  
Rebecca McCall, Chief Executive Officer  
Aaron Wooldridge, Manager Corporate & Community Services

## Policy Implications

Policy 3.1 Financial Reserves

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation  
Objective: We are recognised as a transparent, well governed, and effectively managed Local Government  
Outcome: 5.3  
Reference: 5.3.2

### Asset Management Plan

No implications

### Long Term Financial Plan

No implications.

## Statutory Implications

Section 6.2(4)(e) of the *Local Government Act 1995* stipulates particulars must be disclosed in the Annual Budget and Section 6.11 governs the establishment and changes in purpose or use of a Reserve.

Sections 17, 27(g) and 38 *Local Government (Financial Management) Regulations 1996* details the requirement to have a clear title and purpose for a Reserve, disclose particulars of Reserves in the Annual Budget and Annual Report.

## Risk Implications

<b>Risk Profiling Theme</b>	Business & Community Disruption
<b>Risk Category</b>	Financial Impact
<b>Risk Description</b>	Contained, reversible impact managed by internal response
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Business Continuity Plan, Risk Dashboards & Local Emergency Management Arrangements
<b>Action (Treatment)</b>	Continual Review of Business Continuity Plan, Risk Dashboard & Local Emergency Management Arrangements
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

The adopted 2021/22 Budget recognised the transfer of \$10,000 from the Emergency Reserve into the Municipality Account. The balance of the Emergency Reserve as of 30 June 2022 is \$0.

### Voting Requirements

Simple Majority

Absolute Majority

### Officers Recommendation/Resolution - 11.4

**Moved:** Cr Sewell

**Seconded:** Cr Metcalf

**0623** That Council, by Absolute Majority, in accordance with Section 6.11 of the *Local Government Act 1995* endorse the dissolution of the Emergency Reserve.

**CARRIED 7/0**



## 12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

### 12.1 CBH Installation of Auger Pit and Conveyor Loading System Development Approval (DA) Application – Lot 5 Rifle Range Rd, DOWERIN

<h1>Governance &amp; Compliance</h1>		 <b>SHIRE OF DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	11 July 2022	
<b>Location:</b>	Lot 5 Goomalling-Wyalkatchem Road, DOWERIN 6461	
<b>Responsible Officer:</b>	CEO	
<b>Author:</b>	Linley Dreghorn, Executive and Governance Officer	
<b>Legislation:</b>	<i>Planning &amp; Development Act 2005</i>	
<b>Sharepoint Reference:</b>	Compliance/Development & Building/Development Applications	
<b>Disclosure of Interest:</b>	Proximity Interest – Linley Dreghorn, Executive & Governance Officer	
<b>Attachments:</b>	Nil	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Summary

This Item presents the proposed amendment to the approved conditions of DA2022-01 – CBH Auger and Conveyor System development approval to Council for consideration and, if satisfactory, adoption.

#### Background

Council approved the development application DA2022-01 CBH Installation of Auger Pit and Conveyor Loading System Development Approval (DA) Application – Lot 5 Rifle Range Rd, DOWERIN to an existing ‘agricultural – extensive’/ ‘primary industry’ land use at its Ordinary Council Meeting held on 21 June 2022 (CMRef 0609) as follows:

#### Officer's Recommendation/Resolution – 12.2

**Moved:** Cr Metcalf

**Seconded:** Cr Hagboom

**0609 That Council, by Simple Majority, approves the Development Application as received on 8 March 2022, subject to the following conditions:**

1. **Should the development, the subject of this approval, not be SUBSTANTIALLY COMMENCED within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.**
2. **All development and construction activities shall be contained within the lot boundaries of Lot No: 5 Irvine Street, Dowerin and shall be in accordance with the following plans:**
  - a. **Sheet 1 of 1 (361-ENG-ME-DGA- 002- RB)**
  - b. **Sheet 1 of 1 (S000-ENG-EL-DGA-0001\_4)**
  - c. **Sheet 1 of 1 (S000-ENG-ST-STD-003-R4)**
  - d. **Sheet 1 of 1 (361-ENG-CI-DCO-0003\_B)**

- e. CBH- Dowerin Auger Pit and CLS- Drainage
- f. CBH-Dowerin Auger Pit and CLS- Traffic
3. The operator (CBH) shall ensure at all times that the operation of the development complies with and will not exceed with the following assigned noise levels at noise sensitive premises as stipulated in the Environmental Protection (Noise) Regulations 1997
4. All Storm water runoff from the new structure to be adequately controlled on site.
5. The operator (CBH) shall ensure at all times that construction noise is limited to between 7am and 7pm Monday to Saturday (excluding public holidays) and that the works are carried out in accordance with Australian Standard 2436:2010.

#### ADVICE NOTES

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a. This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011 and Health Act 2016. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire of Dowerin.
- b. Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- c. The applicant is advised a Building Permit is required prior to commencement of any building works. In this regard the applicant is advised that conditions relating to BAL assessment may result in conditions being imposed at the building permit stage to mitigate the risk for burning embers as part of a preventative approach to bushfire attack.
- d. The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website - [www.sat.justice.wa.gov.au](http://www.sat.justice.wa.gov.au)

**CARRIED 8/0**

CBH have requested an amendment to condition 5 of the approval conditions applied to the application.

#### Description of Proposal

CBH are seeking an amendment in relation to Condition 5, *"The operator (CBH) shall ensure at all times that construction noise is limited to between 7am and 7pm Monday to Saturday (excluding public holidays) and that the works are carried out in accordance with Australian Standard 2436:2010"*

CBH is seeking an amendment to this condition to allow construction activities (and associated noise) to commence at 6.30am and conclude at 5.30pm Monday to Sunday (including public holidays). The construction activities (and associated noise) are proposed to commence on 5 August and are expected to be completed by 3 October.

#### Consultation

Rebecca McCall, Chief Executive Officer

Linley Dreghorn, Executive and Governance Officer

Giselle Allix, CBH Lead Planning & Approvals - Government & Industry Relations

#### Policy Implications

There is no plan or local planning policy applicable to this proposal.

### Statutory Implications

Clause 77(3) of the *Planning and Development (Local Planning Scheme) Regulations 2015* states that the local government may waive the requirement for a DA if the local government is satisfied that the application relates to a minor amendment to the development approval.

### Strategic Implications

#### Local Planning Strategy

The WAPC endorsed the Council's Local Planning Strategy (Strategy) on 11 June 2013. The strategy promotes the sustainable use of agricultural land within the Shire and puts forward several strategies to achieve this objective.

The relevant strategies are to:

- Recognise the agricultural industry as having economic and social significance to the Shire.
- Ensure the protection of agricultural resources by restricting subdivision of agricultural land that would remove it from being used for agricultural purposes.

#### Strategic Community Plan

Community Priority: Our Economy

Objective: We are an attractive location to invest, live, play, visit and work

Outcome: 1.1

Reference: 1.1.2

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Engagement Practices
<b>Risk Category</b>	Reputation (Social/Community)
<b>Risk Description</b>	Substantiated, localised impact on community trust or low media item
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (4)
<b>Key Controls (in place)</b>	Community & Engagement Framework Communication & Engagement Policy Community Satisfaction Survey
<b>Action (Treatment)</b>	No Action required
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

Nil, other than the potential for increased use of rural roads around the property proportional to the increased capacity of the development.

### Voting Requirements



Simple Majority



Absolute Majority

### Officers Recommendation/Resolution - 12.1

**Moved:** Cr Ward

**Seconded:** Cr Metcalf

**0624** That Council, by Simple Majority, approves the amendment to Development Application as approved on 21 June 2022, as follows:

1. The operator (CBH) shall ensure at all times that construction noise is limited to between 6:30am and 5:30pm Monday to Sunday (including public holidays) and that the works are carried out in accordance with Australian Standard 2436:2010.

**CARRIED 7/0**

**12.2 Asset & Works Committee – Terms of Reference**

## Governance & Compliance



<b>Date:</b>	11 July 2022
<b>Location:</b>	Not applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Linley Dreghorn, Executive & Governance Officer
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>SharePoint Reference:</b>	Organisation/Governance/Committees/Committee Members & Terms of Reference
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.2A</a> -Terms of Reference

### Purpose of Report

Executive Decision

Legislative Requirement

### Summary

This Item presents the Terms of Reference (ToR) for the Asset & Works Committee (A&WC) to Council for consideration and, if satisfactory, adoption.

### Background

The *Local Government Act 1995* allows Council to establish committees in order to help them in the performance of their functions, to enquire and report on matters within the ambit of Council's responsibilities and to provide advice to Council.

Committees are required to operate within their own Terms of Reference and are required to make recommendations to Council. The recommendations will only take effect when adopted by Council.

Deliberations between Council and Management have identified the benefits of initiating an Asset and Works Committee.

The A&WC's ToR stipulate that membership is to consist of five members. Two elected members, two Shire officers and one community member with an additional two elected members appointed as deputy members.

In accordance with this the Shire will seek Expressions of Interest from interested community members for the external representative position. This advertisement will be included in Council Connect in the Despatch and on the Shire's Website and Facebook page.

### Comment

The Asset & Works Committee is established for the purpose of assisting the Council to undertake its role under Section 2.7(2)(a) of the Act to establish and maintain liaison between stakeholders, consider policies associated with plant, assets, roadworks and oversee development and maintenance of the road networks within the municipality.

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures. The Committee shall not direct Shire of Dowerin employees.

The Committee has the responsibility to:

- a. review progression of the road works program;
- b. ensure issues of concern to resident and users of the Shire's road network are discussed;
- c. provide feedback regarding roadworks priorities for annual budget consideration;
- d. consider priorities for roadworks consistent with Shire of Dowerin Road Strategy 2021 and Five Year Road Program;
- e. make recommendations to Council through the Senior Officer responsible;
- f. consider plant and light fleet requirements to implement asset and works programs; and
- g. review the proposed Plant Replacement Program on an annual basis to support the Shire's Asset Management Plan and Long Term Financial Plan, with a focus on the age, utilisation and operational effectiveness of the plant fleet.

The objectives of the Committee are:

1. To foster liaison and cooperation between the Shire of Dowerin and stakeholders associated with the road networks within the district.
2. To provide a normalised, proper and formalised forum for the discussion of issues and the formulation of suggestions and/or recommendations on issues associated with the roadworks and maintenance.
3. Make recommendations to Council on matters associated with the future development and maintenance of assets.
4. To review the asset and works components of the Shire's Asset Management Plan (AMP) and Long Term Financial Plan (LTFP).
5. To review the Shire's assets and works budget.
6. To meet on special occasions to investigate and/or evaluate urgent road infrastructure issues.
7. To ensure the Shire's plant and light fleet assets are managed with due regard to Council's key objectives and goals as specified in the AMP and LTFP.
8. To develop and review asset management policies to guide the acquisition, use and disposal of plant and light fleet assets to make the most of their service delivery and manage the related risks and costs over their entire life.
9. To provide input into Council's long term budget planning through the development of programs covering plant replacements, and relevant plant and light fleet, significant maintenance cost points.
10. Investigate and report to Council on recommendations:
  - a. Acquisition and disposal of plant and light fleet
  - b. Major maintenance expenditure on individual items of plant.

### Consultation

Rebecca McCall, Chief Executive Officer  
Aaron Wooldridge, Manager Corporate and Community Services  
Linley Dreghorn, Executive and Governance Officer  
Robert Trepp, Shire President  
Bev Ward, Shire Deputy President

### Policy Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Infrastructure  
Objective: We have functional infrastructure that meets the needs of the community  
Outcome: 3.2  
Reference: 3.2.1

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Statutory Implications

Section 5.8 of the *Local Government Act 1995* stipulates the manner for the establishment of committees. An Absolute Majority decision of Council is required.

### Risk Implications

Terms of Reference ensure committee members are aware of their role and responsibilities and mitigates the risk of committees acting outside their responsibility.

<b>Risk Profiling Theme</b>	Asset Management Practices
<b>Risk Category</b>	Property (Plant, Equipment, Buildings)
<b>Risk Description</b>	Unsubstantiated, localised low impact on community trust, low profile or no media item
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Possible (3)
<b>Risk Matrix Rating</b>	Low (4)
<b>Key Controls (in place)</b>	Asset Management Plan AMP and LTFP
<b>Action (Treatment)</b>	No Action required
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

Section 5.98 of the *Local Government Act 1995* states a Councillor who attends a Council or Committee Meeting is entitled to be paid the fee determined for attending a Council or Committee Meeting.

The 2022/23 Fees and Charges includes an allocation for this purpose at GL 2040113 Members - Sitting Fees.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation

That, by Absolute Majority in accordance with Section 5.8 of the Local Government Act 1995, Council adopts the Terms of Reference for the Asset & Works Committee, as presented in Attachment 12.2A.

### Resolution - 12.2

**Moved:** Cr Metcalf

**Seconded:** Cr Hudson

**0625**

**That, by Absolute Majority in accordance with Section 5.8 of the Local Government Act 1995, Council adopts the Terms of Reference for the Asset & Works Committee, as presented in Attachment 12.2A with the following amendment to the membership:**

**“Three elected members and two Shire officers shall be appointed to the committee with an additional elected member appointed as a deputy member.”**

**Nominate Cr Sewell, Cr Metcalf and Cr Trepp to be the nominated members of the Asset & Works Committee with Cr Hudson nominated as Deputy.**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

### Reason

Council believes that due to the complexity within the Asset & Works department that representation from external parties is not required.



## 12.3 Draft Dowerin Public Health Plan 2022-2024

# Governance & Compliance



<b>Date:</b>	11 July 2022
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer
<b>Author:</b>	Linley Dreghorn, Executive & Governance Officer
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>Sharepoint Reference:</b>	Organisation/Corporate Management/Integrated Planning/IPR Informing Strategies
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<a href="#">Attachment 12.3A</a> - Draft Dowerin Public Health Plan

### Purpose of Report



Executive Decision



Legislative Requirement

### Summary

This Item presents the Draft Dowerin Public Health Plan 2022 - 2024 to Council for consideration and, if satisfactory, adoption.

### Background

The Integrated Strategic Plan 2022 - 2024 provides a clear purpose and strategic direction for the Shire of Dowerin. The Plan integrates the Strategic Community Plan and Corporate Business elements of the WA Local Government Integrated Planning and Reporting Framework and is supported by informing strategies and specific plans

### Comment

The Dowerin Public Health Plan 2022 - 2024 is an informing document supporting the Shire's Integrated Planning and Reporting Framework and integrates into the Integrated Strategic Plan.

The Shire of Dowerin's Public Health Plan 2022 - 2024 outlines Council's key areas of focus in the health arena over the two-year period 2022 - 2024. Council works diligently to improve both the quality and number of public health services available to the community, and this Plan focuses the organisation's efforts on specific health goals and strategies that were identified following grassroots analysis and consultation.

The Plan establishes a range of concrete strategies that will deliver Council's identified goals in public health. First and foremost, the plan aligns with the Shire of Dowerin's Strategic Community Plan.

The Plan also aligns with the Northeastern Wheatbelt Regional Organisation of Council's (NEWROC's) Better Health Plan and the NEWROC Better Health Plan Focus Areas supporting document. This ensures that all of Council's efforts to maintain and improve health services are targeted efficiently both within the shire and within the region in order to achieve key health outcomes.

The Plan was advertised for Public Comment via the Dowerin Despatch on 8 July 2022 and via the Shire website. Any submissions were to be received by 13 July 2022. There were no public submissions received by this date.

### Consultation

Rebecca McCall, Chief Executive Officer  
Karri Lee, Community Development Officer  
Council Workshop June 2022

### Policy Implications

Nil

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Community

Objective: We live in a diverse, healthy, and connected community

Outcome: 1.2

Reference: 1.2.2

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.4

Reference: 5.4.2

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Statutory Implications

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to produce plans for the future. The IPR Framework was introduced in Western Australia as part of the State Government's Local Government Reform Program.

### Risk Implications

Nil

### Financial Implications

Identified initiatives will be implemented within the parameters of the 2022-23 Budget.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 12.3

**Moved:** Cr Hudson

**Seconded:** Cr Ward


**0626**

**That Council, by Simple Majority, in accordance with Section 5.56(1) of the *Local Government Act 1995*, adopts the Draft Public Health Plan 2022 - 2024, as presented in Attachment 12.3A.**

**CARRIED 7/0**

## 13. OFFICER'S REPORTS - WORKS AND ASSETS

### 13.1 2022/23 Road Construction & Gravel Re-Sheeting Program

<h1>Works &amp; Assets</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	12 July 2022	
<b>Location:</b>	Various	
<b>Responsible Officer:</b>	Ben Forbes, Construction Team Leader	
<b>Author:</b>	Aaron Wooldridge, Manager Corporate & Community Services	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>Sharepoint Reference:</b>	Technical/Asset Management/Planning	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#">Attachment 13.1A</a> - Road Construction and Re-Sheeting Program 2022/2023	

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

This Item presents the 2022/23 road construction and gravel re-sheeting program to Council for consideration and, if satisfactory, endorsement.

#### Background

The 2022/23 road construction and gravel re-sheeting works program is presented to Council for consideration and possible adoption. The program is developed using the endorsed rolling 10-year road program that was accepted by Council in 2021. The budgeted figures used in the 2022/23 program will be slightly different to what was in the 10-year plan due to the reason of variables year on year. The 10-year plan was developed using Council's Road Assessment and Maintenance Management Software (RAMM) with additional variables to consider that is not picked up through RAMMS such as vehicle configurations and usages, bus routes and community expectations.

The 2022/23 program is useful as it gives an indication of the scope of works expected for the next 12 months with the budget allocated.

#### Comment

This gravel resheeting, resurfacing and rehabilitation program has been prepared with the overall aim of providing an improved road network for all users within the Shire of Dowerin.

Dowerin already has a good road network, with further construction activity continually occurring throughout the Shire to improve its standard. The 2022/23 program has included the roads identified that have been prioritised, costed and recommended for works during the year. The schedule of works was determined by the condition score, with a low score (1) being excellent to a higher number (5) being in poor condition as well as Council workshop feedback through the bus tour.

## Consultation

Rebecca McCall, Chief Executive Officer  
Doug Davey, Acting Manager Asset & Works  
Ben Forbes, Leading Hand Asset & Works  
Aaron Wooldridge, Manager Corporate & Community Services

## Policy Implications

The proposal does not contain any notable policy implications.

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Infrastructure  
Objective: We have functional assets and infrastructure that supports the community  
Outcome: 3.2  
Reference: 3.2.1

### Asset Management Plan

The Road Construction and Gravel Re-sheeting Program is factored into the Asset Management Plan. All roads will be monitored for deterioration to see if the whole of life estimates change. If it is determined that the whole of life estimates change, the Asset Management Plan will need to be reviewed to accommodate for the associated impacts.

### Long Term Financial Plan

The Long-Term Financial Plan accommodates for the Road Construction and Gravel Re-sheeting Program. If the whole of life estimates alters within the Asset Management Plan the related costs will need to be factored into the Long Term Financial Plan.

## Statutory Implications

This proposal does not contain any notable statutory implications.

## Risk Implications

<b>Risk Profiling Theme</b>	Asset Management Practices
<b>Risk Category</b>	Project Budget
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Road Asset Management Program
<b>Action (Treatment)</b>	Continual Review of Asset Management Program
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

It is proposed that the works program will be funded by various sources, and these include Council's Federal Assistance Grants, Regional Roads Group funds, Roads to Recovery funds, Commodity Route funding, Black Spot funding, Local Road and Capital Infrastructure funding plus its own Municipal Funds.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 13.1

**Moved:** Cr Metcalf

**Seconded:** Cr McMorran

**0627 That Council, by Simple Majority, endorses the proposed 2022/23 Road Construction and Gravel Re-sheeting Program, as presented in Attachment 13.1A.**

**CARRIED 7/0**

**14. Urgent Business Approved by the Person Presiding or by Decision**

**Motion to Suspend Standing Orders Local Law**

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Trepp **Seconded:** Cr Metcalf

**0628 That Council, suspend Standing Order 17.1(1) to allow Shane Love MLA to address the Council**

**CARRIED 7/0**

5.05pm Council suspended Standing Orders

**Motion to Return Standing Orders Local Law**

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Trepp **Seconded:** Cr Metcalf

**0629 That Council, return Standing Order Local Law**

**CARRIED 7/0**

5.30pm Council returned to Standing Orders

**15. Elected Members' Motions**

**16. Matters Behind Closed Doors**

**16.1 Organisation Restructure**

In accordance with Section 5.23(2)(b) of the *Local Government Act 1995*, Council went Behind Closed Doors to discuss the personal affairs of any person.

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr McMorran **Seconded:** Cr Sewell

**0630 That, in accordance with Sections 5.23(2)(b) of the *Local Government Act 1995*, Council go Behind Closed Doors.**

**CARRIED 7/0**

5.35pm – Council went Behind Closed Doors.

**Voting Requirements**

Simple Majority  Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Allsopp **Seconded:** Cr McMorran

**0631 That, in accordance with Sections 5.23(1) of the *Local Government Act 1995*, Council come out from Behind Closed Doors.**

**CARRIED 7/0**

5.37pm – Council came out from Behind Closed Doors.

**Voting Requirements**

Simple Majority  Absolute Majority

**16.1 Organisation Restructure**

**Officer's Recommendation/Resolution – 16.1**

**Moved:** Cr Sewell **Seconded:** Cr Hudson

**0632 That Council, by Absolute Majority in accordance with Section 5.2 of the *Local Government Act 1995*, resolved to accept the Shire of Dowerin's Organisation Structure, as presented in Confidential Attachment 16.1A.**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

**17. Closure**

The President thanked those in attendance and declared the Meeting closed at 5.38pm.



SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# MINUTES

## Ordinary Council Meeting

Held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Tuesday 21 June 2022

ABN: 35 939 977 194

P (08) 9631 1202 E [dowshire@dowerin.wa.gov.au](mailto:dowshire@dowerin.wa.gov.au)  
13 Cottrell Street, Dowerin WA 6461

 [www.dowerin.wa.gov.au](http://www.dowerin.wa.gov.au)





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<b>17.</b>	<b>Closure</b>

Shire of Dowerin  
Ordinary Council Meeting  
Tuesday 21 June 2022



**1. Official Opening / Obituaries**

The President welcomes those in attendance and declares the Meeting open at 2.00pm. In opening the meeting, the CEO, Management and Councillors acknowledged the passing of Dowerin Residents George Evans and John Millsted with a minute silence.

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr RI Trepp	President
Cr BA Ward	Deputy President
Cr W Allsopp	
Cr LG Hagboom	
Cr DP Hudson	In attendance via phone.
Cr N McMorran	
Cr AJ Metcalf	
Cr JC Sewell	

**Staff:**

Ms R McCall	Chief Executive Officer
Mr A Wooldridge	Manager Corporate and Community Services,
Mr D Davey	Acting Manager Works and Assets
Ms L Dreghorn	Executive and Governance Officer

**Members of the Public:** Nil

**Apologies:** Nil

**Approved Leave of Absence:** Nil

**Request for Attendance via Teleconference**

In accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996* Cr DP Hudson has requested attendance at this Ordinary Council Meeting via telephone communication.

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Trepp

**Seconded:** Cr McMorran

**0602 That, pursuant to Regulation 14A of the *Local Government (Administration) Regulations 1996*, the Council:**

- 1. Approves Cr DP Hudson's attendance at the June 2022 Ordinary Council Meeting via telephone communication; and**
- 2. Approves Carnarvon as a suitable place for Cr DP Hudson's attendance.**

**CARRIED BY ABSOLUTE MAJORITY 7/0**

2.03pm – Cr DP Hudson was contacted by telephone and joined the meeting.

**3. Public Question Time**

Nil

**4. Disclosure of Interest**

16.1 – Organisation Restructure  
Impartiality Interest – Rebecca McCall, CEO

**5. Applications for Leave of Absence**

Nil

**6. Petitions and Presentations**

Nil

**7. Confirmation of Minutes of the Previous Meeting(s)**

7.1 Ordinary Council Meeting held on 17 May 2022.

**Attachment 7.1A**

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/ Resolution – 7.1**

**Moved:** Cr Metcalf

**Seconded:** Cr McMorran

**0603** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 17 May 2022, as presented in Attachment 7.1A, be confirmed as a true and correct record of proceedings.

**CARRIED 8/0**

**8. Minutes of Committee Meeting(s) to be Received**

8.1 NEWROC meeting held on 30 May 2022

**Attachment 8.1A**

8.2 Rural Water Council of WA meeting held on 18 March 2022

**Attachment 8.2A**

**Voting Requirements**



Simple Majority



Absolute Majority

**Officers Recommendation/Resolution – 8.1 and 8.2**

**Moved:** Cr Ward

**Seconded:** Cr Allsopp

**0604** That, by Simple Majority pursuant to Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the NEWROC Meeting held 30 May 2022, as presented in Attachment 8.1A and the Minutes of the Rural Water Council of WA meeting held 18 March 2022, as presented in Attachment 8.2A, be received by Council.

**CARRIED 8/0**

<b>9.</b>	<b>Recommendations from Committee Meetings for Council Consideration</b>
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Nil

<b>10.</b>	<b>Announcements by the President Without Discussion</b>
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WA Covid cases are about 4000 a day. I would appear that WA cases are on the decline. Let's not become complacent and remain vigilant regarding hygiene and social distancing where possible.

## 11. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

### 11.1 Financial Activity Statements

<h1>Corporate and Community Services</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	11 June 2022	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate and Community Services	
<b>Author:</b>	As above	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
<b>SharePoint Reference:</b>	Organisation / Financial Management / Reporting / Financial Statements / 2021-2022 Monthly Financial Statements	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b>Attachment 11.1A</b> – May Financial Activity Statement	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Summary

This item presents the Statement of Financial Activity to Council for the period ending May 2022.

#### Background

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and are presented to Council.

#### Comment

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Dowerin's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

#### Statements of Financial Activity – Statutory Reports by Program and Nature or Type

The Statements of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

#### Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

#### Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

#### Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

#### Note 4 - Other Current Assets

This note provides details of other current assets that the Shire may hold.

#### Note 5 - Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

#### Note 6- Rate Revenue

This note provides details of rates levied during the year.

#### Note 7 - Disposal of Assets

This note gives details of the capital asset disposals during the year.

#### Note 8- Capital Acquisitions

This note details the capital expenditure program for the year.

#### Note 9 -Borrowings

This note shows the Shire's current debt position and lists all borrowings.

#### Note 10 - Cash Backed Reserves

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

#### Note 11 - Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

#### Note 12 - Operating Grants and Contributions Received

This note provides information on operating grants received.

#### Note 13 - Non-Operating Grants and Contributions Received

This note provides information on non-operating grants received.

#### Note 14 - Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% or \$10,000, whichever is the greater. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

### **Consultation**

Rebecca McCall, Chief Executive Officer

Aaron Wooldridge, Manager Corporate and Community Services

Megan Shirt, Consultant

### **Policy Implications**

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies.

### **Strategic Implications**

#### **Strategic Community Plan**

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*

Outcome: 5.3

Reference: 5.3.2

#### **Asset Management Plan**

Nil

## Long Term Financial Plan

Nil

### Statutory Implications

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework and Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

Timely preparation of the monthly financial statements within statutory guidelines is vital to good financial management. Failure to submit compliant reports within statutory time limits will lead to non-compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

### Financial Implications

Nil

### Voting Requirements



Simple Majority



Absolute Majority

### Officers Recommendation/Resolution - 11.1

**Moved:** Cr Ward

**Seconded:** Cr McMorran

**0605** That Council, by Simple Majority pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period May 2022, as presented in Attachment 11.1A.

**CARRIED 8/0**

## 11.2 List of Accounts Paid

# Corporate & Community Services



<b>Date:</b>	1 June 2022
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate & Community Services
<b>Author:</b>	Jasmine Pietrocola, Accounts Finance Officer
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>
<b>SharePoint Reference:</b>	Organisation/Financial Management/Reporting/Financial Statements and Credit Cards
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 11.2A</b> – List of Accounts Paid

### Purpose of Report



Executive Decision



Legislative Requirement

### Summary

This Item presents the List of Accounts Paid, paid under delegated authority, for May 2022.

### Background

Nil

### Comment

The List of Accounts Paid as presented has been reviewed by the Manager Corporate & Community Services.

### Consultation

Rebecca McCall, CEO

Aaron Wooldridge, Manager Corporate & Community Services

Jasmine Pietrocola, Finance Officer

### Policy Implications

The Shire of Dowerin has a comprehensive suite of financial management policies. Finances have been managed in accordance with these policies. Payments have been made under delegated authority.

### Strategic Implications

#### Strategic Community Plan

Community Priority: Our Organisation

Objective: *We are recognised as a transparent, well governed, and effectively managed Local Government*



Outcome: 5.3

Reference: 5.3.2

**Asset Management Plan**

Nil

**Long Term Financial Plan**

Nil

**Statutory Implications**

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegated authority.

**Risk Implications**

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

**Financial Implications**

Funds expended are in accordance with Council's adopted 2021/22 Budget.

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution - 11.2**

**Moved:** Cr Allsopp

**Seconded:** Cr Ward

**0606**

**That Council, by Simple Majority pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Dowerin Municipal Fund, as presented in Attachment 11.2A, and as detailed below:**

List of Accounts Paid - May 2022	
EFT9808 to EFT9881	\$511,193.29
Cheque 10979 to 10983	\$15,838.18
Direct Debit 11679: Credit Card Payment: April 2022	\$2,507.88

Direct Debit 11685: Puma Energy: Fuel: April 2022	\$178.28
Direct Debits 11683 & 11696: Superannuation Payments	\$13,214.76
Direct Debits 11690 & 11691: WATC Loan Principal & Interest Repayments	\$20,716.27
Direct Debit 11687: Bond Payment	\$1,060.00
Direct Debit 130892: Bank Fees	\$476.68
Net Payroll; PPE 11 May 2022	\$46,112.74
Net Payroll; PPE 25 May 2022	\$46,709.16
<b>TOTAL</b>	<b>\$658,007.24</b>

**CARRIED 8/0**

### 11.3 Adoption of 2022/23 Schedule of Fees and Charges

## Corporate & Community Services



<b>Date:</b>	8 June 2022
<b>Location:</b>	Not Applicable
<b>Responsible Officer:</b>	Aaron Wooldridge, Manager Corporate & Community Services
<b>Author:</b>	Linley Dreghorn, Executive & Governance Officer
<b>Legislation:</b>	<i>Local Government Act 1995</i>
<b>Sharepoint Reference:</b>	Organisation/Financial Management/2022-23 Budget
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<b>Attachment 11.3A</b> - 2022/23 Schedule of Fees and Charges

#### Purpose of Report



Executive Decision



Legislative Requirement

#### Summary

This Item presents the proposed 2022/23 Schedule of Fees and Charges for implementation from 1 July 2022 to Council for consideration and, if satisfactory, adoption.

#### Background

The 2022/2023 Schedule of Fees and Charges are presented to Council prior to the adoption of the 2022/2023 budget deliberations to allow for the Fees and Charges to become effective as of 1 July 2022.

#### Comment

The proposed Schedule of Fees and Charges for the 2022/23 financial year are included in the Attachment. The attachment also details the previous years' fees and charges for comparison purposes.

In reviewing the 2022/23 Schedule of Fees and Charges, the following procedures and processes have been taken into consideration:

1. Input has been sought from all Managers and key staff members;
2. Comparisons against similar Shires for similar activities; and
3. Statutory charges are determined by the Federal and State Governments.

A comprehensive review of the Schedule of Fees and Charges has identified a number of business functions that the Shire did not previously have a fee or charge for. This has been corrected in the 2022/23 Schedule of Fees and Charges.

#### Consultation

Council Budget Workshop 17 May 2022

Senior Management Team

Dowerin Home Care Staff

All other staff

## Policy Implications

Nil

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed, and effectively managed Local Government

Outcome: 5.3

Reference: 5.3.2

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Sections 6.16 and 6.19 of the *Local Government Act 1995* are applicable and states:

### **“6.16. Imposition of fees and charges**

- (1) *A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.*

- (2) *A fee or charge may be imposed for the following –*

- (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
  - (b) *supplying a service or carrying out work at the request of a person;*
  - (c) *subject to section 5.94, providing information from local government records;*
  - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
  - (e) *supplying goods;*
  - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be –*
- (a) *imposed\* during a financial year; and*
  - (b) *amended\* from time to time during a financial year.*

*\* Absolute majority required.*

### **6.19. Local government to give notice of fees and charges**

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –*

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed”*

## Risk Implications

### Risk Profiling Theme

Failure to fulfil statutory regulations or compliance requirements

<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

#### Financial Implications

Income will be generated through the charging of the 2021/22 Schedule of Fees and Charges.

#### Voting Requirements



Simple Majority



Absolute Majority

#### Officers Recommendation/Resolution - 11.3

**Moved:** Cr Trepp

**Seconded:** Cr McMorran

**0607** That, in accordance with Sections 6.16 and 6.19 of the *Local Government Act 1995*, Council adopts the 2022/23 Schedule of Fees and Charges, as presented in Attachment 11.3A, for the 2022/23 financial year to become effective from 1 July 2022 and that local public notice of these Fees and Charges be given.

**CARRIED 7/1**  
**Against Cr Metcalf**

## 12. OFFICER'S REPORTS – GOVERNANCE AND COMPLIANCE

### 12.1 Shire of Dowerin Local Laws Project 2022

<h1>Governance &amp; Compliance</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	31 May 2022	
<b>Location:</b>	Shire of Dowerin	
<b>Responsible Officer:</b>	Rebecca McCall, Chief Executive Officer	
<b>Author:</b>	Helen Westcott, BHW Consulting Linley Dreghorn, Executive & Governance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>Sharepoint Reference:</b>	Organisation/Governance/Local Laws	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<p><b>Attachment 12.1A</b> - Letter from the Joint Standing Committee on Delegated Legislation - Shire of Dowerin Fencing Local Law 2022</p> <p><b>Attachment 12.1B</b> - Letter from the Joint Standing Committee on Delegated Legislation - Shire of Dowerin Repeal Local Law 2022</p>	

#### Purpose of Report

Executive Decision

Legislative Requirement

#### Summary

The purpose of this report is for Council to consider correspondence and recommendations from the Joint Standing Committee on Delegated Legislation in relation to two new local laws adopted by the Council and, if satisfactory, adoption.

#### Background

On the 15 February 2022 the Shire of Dowerin (the Shire) adopted, by absolute majority, the following local laws:

- Activities in Thoroughfares and Public Places and Trading Local Law 2022;
- Cemeteries Local Law 2022;
- Fencing Local Law 2022;
- Meeting Procedures Meeting Local Law 2022; and
- Repeal Local Law 2022.

The local laws were published in the Government Gazette on Thursday 17 March 2022.

All local laws are subject to a review by the Joint Standing Committee on Delegated Legislation (the Committee) and in correspondence dated 12 May 2022 to Shire President Cr Trepp, the Committee raised a number of issues with respect to the Fencing Local Law 2022 and the Repeal Local Law 2022.

The Committee has requested that the correspondence be considered at this Council Meeting and for Cr Trepp to provide a response by 27 June 2022.

## Comment

The Committee raised the following matters in respect to the Fencing Local Law 2022:

- Access to Australian Standards

As these standards have been adopted as part of the local law, residents should be able to access them easily and without charge. This derives from the principle that citizens should be able to access the law. Any barriers to access, including cost and not being aware about the availability of free access, undermines the rule of law.

- Typographical Error

The clause referred to under the headings of Schedules 5 and 6 should be clause 2.12(1)(a) and 2.12(1)(b), not 2.11 (1)(a) and 2.11 (1)(b).

The Committee has requested that Council provide the following undertakings in relation to the Fencing Local Law 2022:

1. Within six months, provide the Committee with information on how the standards referred to above (as amended from time to time) can be accessed by residents without charge;
2. When the local law is next reviewed and amended, correct the typographical error in the headings of Schedule 5 and 6 identified above;
3. Ensure any consequential amendments arising from undertaking 2 will be made; and
4. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure it is accompanied by a copy of the undertaking.

The Committee also forwarded correspondence to the Shire President Cr Trepp in regard to the Repeal Local Law 2022, in which it has noted the Shire's failure to comply with section 3.12(3)(a) and (b) of the *Local Government Act 1995* (the Act) when making the local law.

Section 3.12 of the Act sets out the procedures that must be followed when making a local law and a failure to substantially comply will invalidate the local law.

Accordingly, the local law is invalid and infringes the Committee's Term of Reference 10.6(a) as it is not within power of the Act.

The Committee has requested the following undertakings to give the Shire an opportunity to rectify the error:

1. Within six months
  - a. Repeal the invalid local law gazetted on 17 March 2022
  - b. Make a new local law which follows all the mandatory steps in section 3.12.
2. The repeal local law will not be enforced contrary to undertaking 1.
3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

The Committee resolved to give a Notice of Motion in the Legislative Council to disallow the local law.

The reasons for giving notice are:

- to protect the Parliament's right to disallow the local law should the Committee recommend disallowance
- to provide the Committee with additional time to scrutinise the local law and, if necessary, obtain further information.

The giving of the notice should not be taken as indicating that the Committee has resolved to recommend disallowance at this stage.

## Consultation

Rebecca McCall, Chief Executive Officer

Linley Dregghorn, Executive and Governance Officer

Helen Wescott, BHW Consulting

Joint Standing Committee on Delegated Legislation

### Policy Implications

There are no significant policy implications evident at this time.

### Statutory Implications

Non-compliance with section 3.12 of the *Local Government Act 1995*.

### Strategic Implications

#### Strategic Community Plan

Community Priority:	Our Organisation
Objective:	We are recognised as a transparent, well governed, and effectively managed Local Government
Outcome:	5.3
Reference:	5.3.2

#### Asset Management Plan

Nil

#### Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	Short term non-compliance but with significant regulatory requirements imposed
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Possible (3)
<b>Risk Matrix Rating</b>	Moderate (9)
<b>Key Controls (in place)</b>	Local Law Review, Compliance
<b>Action (Treatment)</b>	
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

There are no significant financial implications evident at this time.

### Voting Requirements

Simple Majority  Absolute Majority

#### Officer's Recommendation/Resolution - 12.1

**Moved:** Cr Ward **Seconded:** Cr McMorran

**0608** *That, by Absolute Majority, Council resolves to undertake to the Joint Standing Committee on Delegated Legislation:*



- 1. *Within six months, provide the Committee with information on how the standards referred to in the Shire of Dowerin Fencing Local Law 2022 can be accessed by residents without charge;***
- 2. *When the local law is next reviewed and amended, correct the typographical error in the headings of Schedule 5 and 6;***
- 3. *Ensure any consequential amendments arising from undertaking 2 will be made;***
- 4. *Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure it is accompanied by a copy of the undertaking.***
- 5. *Within six months:***
  - a. *Repeal the invalid Repeal Local Law 2022 gazetted on 17 March 2022***
  - b. *Make a new local law which follows the mandatory steps in section 3.12 of the Local Government Act 1995***
- 6. *The repeal local law will not be enforced contrary to undertaking 1;***
- 7. *Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure it is accompanied by a copy of the undertaking.***

**CARRIED 8/0**

**12.2 CBH Installation of Auger Pit and Conveyor Loading System Development Approval (DA) Application – Lot 5 Rifle Range Rd, DOWERIN**

## Governance & Compliance



<b>Date:</b>	25 May 2022
<b>Location:</b>	Lot 5 Goomalling-Wyalkatchem Road, DOWERIN 6461
<b>Responsible Officer:</b>	CEO
<b>Author:</b>	Laura Pikoss- HBP Services WA
<b>Legislation:</b>	<i>Planning &amp; Development Act 2005</i>
<b>Sharepoint Reference:</b>	Compliance/Development & Building/Development Applications
<b>Disclosure of Interest:</b>	The author does not have an interest in this item
<b>Attachments:</b>	<b>Nil</b>

### Purpose of Report

To inform the Council of the factors to consider when determining an application for Development Approval (DA) for the construction of an additional auger pit and conveyor loading system, to an existing 'agricultural - extensive'/'primary industry' land use as Lot 5 Irvine Road, Dowerin.

Executive Decision



Legislative Requirement

### Summary

The Council is in receipt of a planning application, seeking Council approval to establish proposed addition (auger pit and conveyor loading system) to an existing 'agricultural - extensive'/'primary industry' land use at Lot 5 Irvine Road, Dowerin.

### Background

The bulk grain terminals have existed prior to 2010 and is part of the Shire of Dowerin's agricultural industry. The proposal is proposing an auger pit and conveyor loading system to the current grain terminal operations.

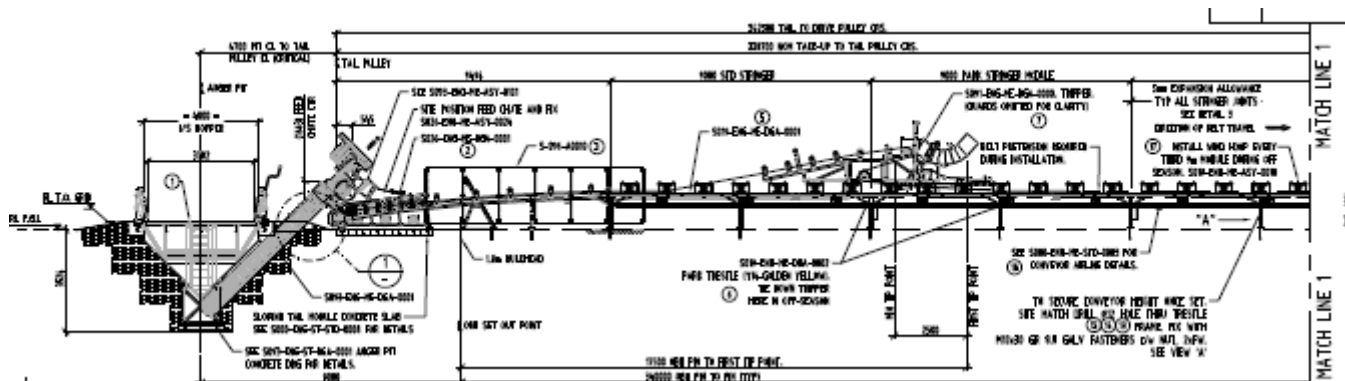
- a) The development will not impact rural views.
- b) It is located more than 50m from neighbouring boundaries, which meets the required setback distances as stipulated in the Shire of Dowerin Local Planning Scheme No 2.

### Description of Proposal

The development is located at Lot 5 Goomalling-Wyalkatchem Road, DOWERIN 6461 and is currently zoned 'Rural' under the Local Planning Scheme 'Shire of Dowerin Scheme No 2'. The Rural Zone objectives are as follows:

- To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.
- To protect land from urban uses that may jeopardize the future use of that land for other planned purposes that are compatible with the zoning.
- To protect the land from closer development that would detract from the rural character and amenity of the area.
- To prevent any development that may affect the viability of a holding.
- To encourage small scale, low impact tourist accommodation in rural locations.
- To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.

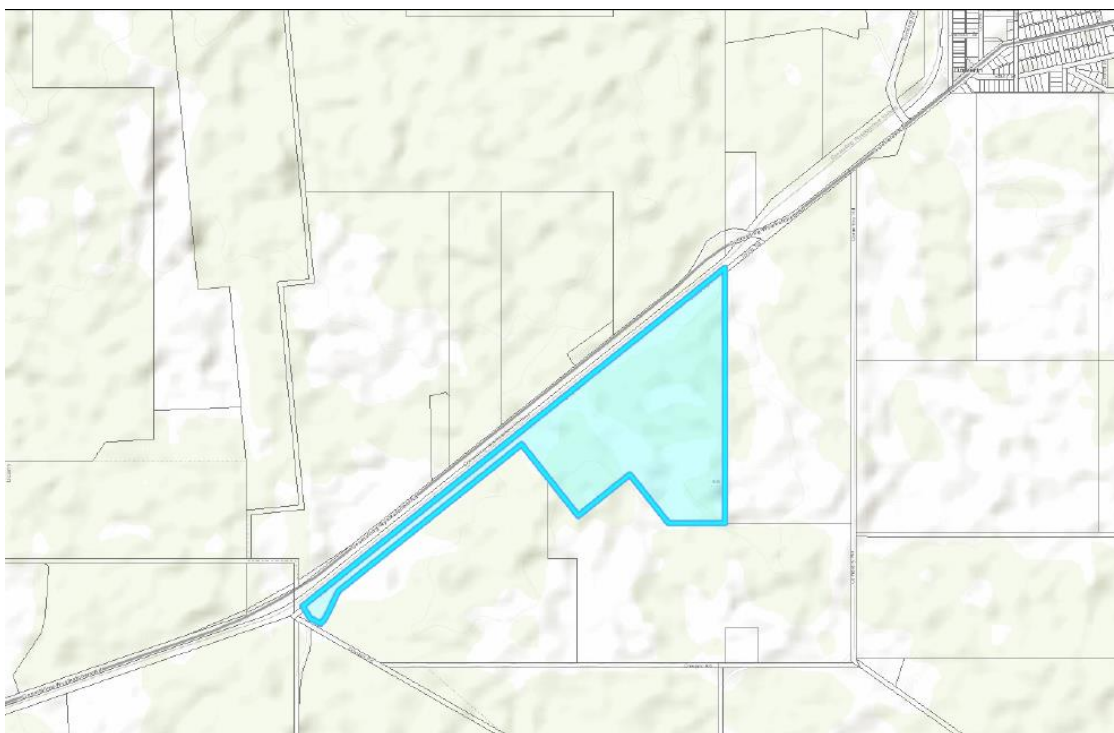
As the proposed development does not impact the steep slope or rural amenity, it complies with the objectives set by the zoning.



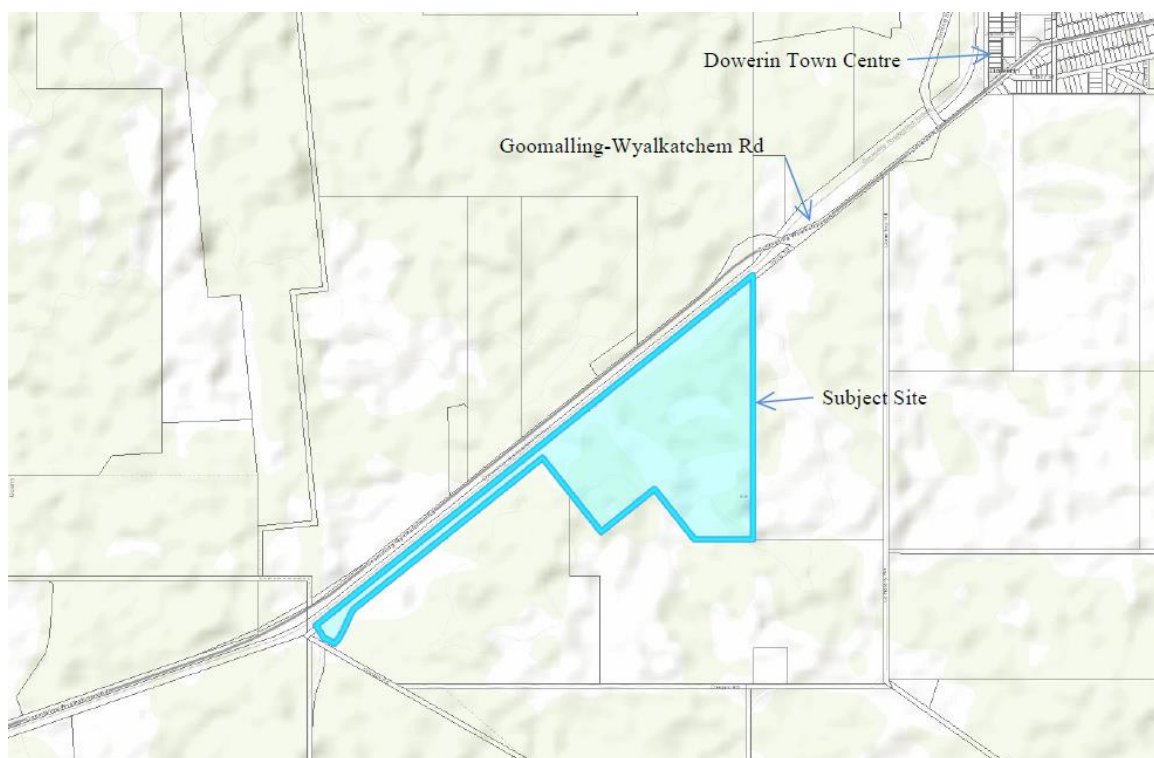
**Site Location**



Figure 1 Satellite Image of Subject Site



**FIGURE 2 TOPOGRAPHY IMAGE SUBJECT SITE**



*Figure 3 Location of Subject Site*

### **Consultation**


Rebecca McCall, Chief Executive Officer  
Linley Dreghorn, Executive and Governance Officer  
Laura Pikoss, HBP Services

**Policy Implications**

There is no plan or local planning policy applicable to this proposal.

**Statutory Implications**

As to the planning framework a ‘auger pit and conveyor loading system’ is assessed and determined under the provisions of the Shire of Dowerin Local Planning Scheme No.2. Accordingly, the following table provides a summary of legal and other requirements in relation to this proposal:

Shire of Dowerin Local Planning Scheme (LPS) No.2 (Statutory instrument)																																																																																
Current Zoning	<p><i>‘Rural’ – See extract of Zoning Map below – green colour.</i></p>  <p style="text-align: center;"><b>FIGURE 4 EXTRACT OF ZONING MAP</b></p>																																																																															
Permissibility (Table 1 – Zoning Table )	<p><i>Table 1 – Zoning Table of LPS 2 qualifies an auger pit and conveyor loading system for industry primary production purposes as ‘P’ use. This means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme.</i></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2" style="background-color: #A9A9A9;">USE CLASSES</th> <th colspan="7" style="background-color: #A9A9A9;">ZONES</th> </tr> <tr> <th style="background-color: #A9A9A9;">RESIDENTIAL</th> <th style="background-color: #A9A9A9;">COMMERCIAL</th> <th style="background-color: #A9A9A9;">LIGHT INDUSTRY</th> <th style="background-color: #A9A9A9;">GENERAL INDUSTRY</th> <th style="background-color: #A9A9A9;">TOWNSITE</th> <th style="background-color: #A9A9A9;">RURAL RESIDENTIAL</th> <th style="background-color: #A9A9A9;">RURAL</th> </tr> </thead> <tbody> <tr> <td colspan="8" style="background-color: #A9A9A9;"><b>INDUSTRY USES</b></td> </tr> <tr> <td>Fuel Depot</td> <td>X</td> <td>X</td> <td>X</td> <td>A</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Industry <small>AMD 1 GG 01/08/17</small></td> <td>X</td> <td>X</td> <td>X</td> <td>D</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td>Industry – Cottage</td> <td>A</td> <td>D</td> <td>D</td> <td>P</td> <td>D</td> <td>A</td> <td>A</td> </tr> <tr> <td>Industry – Extractive</td> <td>X</td> <td>X</td> <td>X</td> <td>P</td> <td>X</td> <td>X</td> <td>D</td> </tr> <tr> <td>Industry – Hazardous</td> <td>X</td> <td>X</td> <td>X</td> <td>A</td> <td>X</td> <td>X</td> <td>X</td> </tr> <tr> <td>Industry – Light</td> <td>X</td> <td>X</td> <td>P</td> <td>P</td> <td>A</td> <td>X</td> <td>X</td> </tr> <tr> <td>Industry – Primary Production <small>AMD 1 GG 01/08/17</small></td> <td>X</td> <td>X</td> <td>A</td> <td>P</td> <td>A</td> <td>D</td> <td>P</td> </tr> </tbody> </table>	USE CLASSES	ZONES							RESIDENTIAL	COMMERCIAL	LIGHT INDUSTRY	GENERAL INDUSTRY	TOWNSITE	RURAL RESIDENTIAL	RURAL	<b>INDUSTRY USES</b>								Fuel Depot	X	X	X	A	A	X	X	Industry <small>AMD 1 GG 01/08/17</small>	X	X	X	D	X	X	X	Industry – Cottage	A	D	D	P	D	A	A	Industry – Extractive	X	X	X	P	X	X	D	Industry – Hazardous	X	X	X	A	X	X	X	Industry – Light	X	X	P	P	A	X	X	Industry – Primary Production <small>AMD 1 GG 01/08/17</small>	X	X	A	P	A	D	P
USE CLASSES	ZONES																																																																															
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Industry – Cottage	A	D	D	P	D	A	A																																																																									
Industry – Extractive	X	X	X	P	X	X	D																																																																									
Industry – Hazardous	X	X	X	A	X	X	X																																																																									
Industry – Light	X	X	P	P	A	X	X																																																																									
Industry – Primary Production <small>AMD 1 GG 01/08/17</small>	X	X	A	P	A	D	P																																																																									
Definitions	<i>The draft LPS 2 defines:</i>																																																																															

	<p><i>a) industry — primary production means premises used — (a) to carry out a primary production business as that term is defined in the Income Tax Assessment Act 1997 (Commonwealth) section 995-1; or (b) for a workshop servicing plant or equipment used in primary production businesses</i></p>
Objectives	<p><i>The Council's LPS 2 nominates the objectives of the Rural I Zone to:</i></p> <ul style="list-style-type: none"> <li><i>• To provide for a range of rural pursuits that are compatible with the capability of the land and retain the rural character and amenity of the locality.</i></li> <li><i>• To protect land from urban uses that may jeopardise the future use of that land for other planned purposes that are compatible with the zoning.</i></li> <li><i>• To protect the land from closer development that would detract from the rural character and amenity of the area.</i></li> <li><i>• To prevent any development that may affect the viability of a holding.</i></li> <li><i>• To encourage small scale, low impact tourist accommodation in rural locations.</i></li> <li><i>• To encourage a diversification of rural activities that will reduce the dependency of the rural sector on traditional crops.</i></li> </ul>
Development Standards	<p><i>LPS 2 stipulates the following standards for development in the Rural Zone:</i></p> <ul style="list-style-type: none"> <li><i>• Table 2 details the minimum setback distance for all boundaries is set at 'nil' and landscaping at 'nil'</i></li> </ul>
<p><b>Planning and Development (Local Planning Scheme) Regulations 2015</b> <i>(Statutory instrument)</i></p>	
Schedule 2; Part 9; Clause 68(2)	<p><i>This clause empowers Council to determine Development Applications under the planning legislation having regard to the zoning and other Scheme provisions pertinent to the application under consideration.</i></p>
Schedule 2; Part 9; Clause 76 (1) and (2)	<p><i>This part of the Planning Regulations affords the applicant the right to apply to the State Administration Tribunal (SAT) for a review of the Council's decision in relation to the decision on the proposed use and or development of the land.</i></p>
<p><b>State Planning Policy 3.7 – Planning in Bushfire Prone Areas</b> <i>(Statutory instrument – tied to Planning Regulations)</i></p>	
Generally	<p><i>State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) directs how land use should address bushfire risk management across WA. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas. SPP 3.7 is a guide to implementing effective risk-based land</i></p>

	<i>use planning to preserve life and reduce the impact of bushfire on property and infrastructure.</i>
6.2 Strategic planning proposals, subdivision and development applications	<p>Section 6.2 of SPP 3.7 a) states:</p> <p>a) <i>Strategic planning proposals, subdivision and <u>development applications</u> within designated bushfire prone areas relating to land that has or will have a Bushfire Hazard Level (BHL) above low and/or where a Bushfire Attack Level (BAL) rating above BAL-LOW apply, are to comply with policy measures.</i></p> <p>b) <i>Any strategic planning proposal, subdivision or <u>development application</u> in an area to which policy measure 6.2 a) applies, that has or will, on completion, have a moderate BHL and/or where BAL-12.5 to BAL-29 applies, may be considered for approval where it can be undertaken in accordance with policy measures 6.3, 6.4 or 6.5.</i></p> <p>c) <i>This policy also applies where an area is not yet designated as a bushfire prone area but is proposed to be developed in a way that introduces a bushfire hazard, as outlined in the Guidelines.</i></p>
<b>Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas</b> (Guidance document – tied to SPP 3.7)	
5. Exemptions	<p><i>Planning Bulletin 111/2016 states exemptions from the requirements of SPP 3.7 includes renovations, alterations, extensions, improvements, or repair of a building, and incidental uses (including outbuildings, verandas, unenclosed swimming pools, carports, patios, and storage sheds for example). SPP 3.7 does not specify these exemptions, however where the proposal is exempt under the deemed provisions or local planning scheme and does not:</i></p> <ul style="list-style-type: none"> <li>• <i>result in the intensification of development (or land use);</i></li> <li>• <i>result in an increase of residents or employees;</i></li> <li>• <i>involve the occupation of employees on site for any considerable amount of time; or</i></li> <li>• <i>result in an increase to the bushfire threat; the proposal may also be exempt from the provisions of SPP 3.7.</i></li> </ul>

## Strategic Implications

### Local Planning Strategy

The WAPC endorsed the Council's Local Planning Strategy (Strategy) on 11 June 2013. The strategy promotes the sustainable use of agricultural land within the Shire and puts forward several strategies to achieve this objective.

The relevant strategies are to:

- Recognise the agricultural industry as having economic and social significance to the Shire.
- Ensure the protection of agricultural resources by restricting subdivision of agricultural land that would remove it from being used for agricultural purposes.

### Strategic Community Plan

Community Priority: Our Economy

Objective: We are an attractive location to invest, live, play, visit and work

Outcome: 1.1

Reference: 1.1.2

### Asset Management Plan

Nil

## Long Term Financial Plan

Nil

### Risk Implications

<b>Risk Profiling Theme</b>	Engagement Practices
<b>Risk Category</b>	Reputation (Social/Community)
<b>Risk Description</b>	Substantiated, localised impact on community trust or low media item
<b>Consequence Rating</b>	Minor (2)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (4)
<b>Key Controls (in place)</b>	Community & Engagement Framework Communication & Engagement Policy Community Satisfaction Survey
<b>Action (Treatment)</b>	No Action required
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

Nil, other than the potential for increased use of rural roads around the property proportional to the increased capacity of the development.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 12.2

**Moved:** Cr Metcalf

**Seconded:** Cr Hagboom

**0609** That Council, by Simple Majority, approves the Development Application as received on 8 March 2022, subject to the following conditions:

1. Should the development, the subject of this approval, not be **SUBSTANTIALLY COMMENCED** within a period of two (2) years from the date of this approval being granted, the approval shall lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the responsible authority having first been sought and obtained.
2. All development and construction activities shall be contained within the lot boundaries of Lot No: 5 Irvine Street, Dowerin and shall be in accordance with the following plans:
  - a. Sheet 1 of 1 (361-ENG-ME-DGA- 002- RB)
  - b. Sheet 1 of 1 (S000-ENG-EL-DGA-0001\_4)
  - c. Sheet 1 of 1 (S000-ENG-ST-STD-003-R4)
  - d. Sheet 1 of 1 (361-ENG-CI-DCO-0003\_B)
  - e. CBH- Dowerin Auger Pit and CLS- Drainage
  - f. CBH-Dowerin Auger Pit and CLS- Traffic
3. The operator (CBH) shall ensure at all times that the operation of the development complies with and will not exceed with the following assigned noise levels at noise sensitive premises as stipulated in the Environmental Protection (Noise) Regulations 1997
4. All Storm water runoff from the new structure to be adequately controlled on site.



5. The operator (CBH) shall ensure at all times that construction noise is limited to between 7am and 7pm Monday to Saturday (excluding public holidays) and that the works are carried out in accordance with Australian Standard 2436:2010.


#### **ADVICE NOTES**

The following advice notes are offered in addition to the notes provided in Form 4 of Clause 86 of the Deemed Provisions on the approval granted in condition(s) above:

- a. This approval does not confer approval under other relevant legislation, including but not limited to, the Building Act 2011 and Health Act 2016. It is the responsibility of the Applicant to determine any necessary approvals required and obtain such approvals prior to the commencement of development and use. However, to assist in understanding the necessary requirements and approvals, further information can be obtained by contacting the Shire of Dowerin.
- b. Nothing in the approval shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- c. The applicant is advised a Building Permit is required prior to commencement of any building works. In this regard the applicant is advised that conditions relating to BAL assessment may result in conditions being imposed at the building permit stage to mitigate the risk for burning embers as part of a preventative approach to bushfire attack.
- d. The applicant is advised of a right of appeal to the State Administrative Tribunal (SAT) subject to Part 14 of the Planning and Development Act, 2005. Appeals must be lodged to SAT within 28 days. Further information can be obtained from the SAT website - [www.sat.justice.wa.gov.au](http://www.sat.justice.wa.gov.au)

**CARRIED 8/0**

## 12.3 Proposed NEWROC Regional Subsidiary

<h1>Governance &amp; Compliance</h1>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	13 June 2022	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Rebecca McCall, CEO	
<b>Author:</b>	Rebecca McCall, CEO	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>Sharepoint Reference:</b>	Human Resources/CEO Confidential	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b>Attachment 12.3A</b> - Business Plan <b>Attachment 12.3B</b> - Charter <b>Attachment 12.3C</b> - Communication Plan	

### Purpose of Report



Executive Decision



Legislative Requirement

### Summary

This report is to consider the documentation pertaining to the proposed establishment of a Regional Subsidiary, attached as, Attachments 12.3A, 12.3B and 12.3C, and if satisfactory, endorse the documents for public consultation.

### Background

The North Eastern Wheatbelt Regional Organisation of Councils (hereafter referred to as NEWROC) was established in 1994, and is led by Councillors from the Shires of Nungarin, Koorda, Mt Marshall, Mukinbudin, Trayning, Wyalkatchem and Dowerin. NEWROC was established to provide the seven (7) member Councils a united voice advocating, promoting, and marketing the communities as a great place to live, work and invest.

The State Government is currently poised to make amendments to the *Local Government Act 1995* (hereafter referred to as the Act). The NEWROC have advocated for changes to the Act to enable the NEWROC to form a Regional Subsidiary as the current Act and regulations are not suitable. If the changes to the Act are sufficient, the NEWROC will be prepared and will subsequently submit its Regional Subsidiary Charter to the Minister.

Prior to NEWROC being in a position to apply to the Minister for the establishment of a Regional Subsidiary the following is required:

- Prepare and advertise a business plan in each Shire of the NEWROC for comment by the communities;
- Respond to submission / comments from the community; and
- Draft a Charter for the subsidiary.

### Comment

A regional subsidiary will allow its member local governments to pool their resources and cooperate more closely.

In addition to increasing the efficiency of existing services, a regional subsidiary may increase the viability of new services which local governments want to and are required to provide. It may also form a mechanism for groups of local governments to come together to deal with region-specific issues.

A regional subsidiary is:

- Similar to a Voluntary Regional Association of Councils (VROC), but is more binding on its members; and
- Similar to a regional council but has more flexibility and fewer reporting requirements.

The regional subsidiary is predominantly governed by its Charter, which can be individually tailored to suit the subsidiary's activities and role in the community. Under its current voluntary organisation of Councils structure, the NEWROC experiences the following challenges:

- A lead local government is required for projects, shared resources and grant applications which is additional administration for the lead local government as well as compliance and financial management;
- MoU guides the voluntary Region of Councils but requires good faith as its underlying principle;
- No legal entity to apply for grants;
- Chair and CEO positions rotate every two (2) years with a 'host' Council;
- Regional shared equipment requires a 'host' Council to purchase the asset and for it to be shown on their asset management register; and
- NEWROC initiatives and projects are limited by the MoU and the 'host' Council commitments.

#### **Consultation**

Shire President  
Deputy Shire President  
Council Workshop May 2022  
NEWROC Council  
NEWROC Executive  
NEWROC Executive Officer

#### **Policy Implications**

Nil

#### **Statutory Implications**

*Local Government Act 1995*

#### **Strategic Implications**

#### **Strategic Community Plan**

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed and effectively managed Local Government

Outcome: 5.3

Reference: 5.3.2

#### **Asset Management Plan**

There are no asset management implications relating to this item.

#### **Long Term Financial Plan**

There are no financial planning implications relating to this item.

### Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Unsubstantiated, localised low impact on community trust, low profile or no media item
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Business Plan Communication Plan Regional Subsidiary Charter
Action (Treatment)	Community Consultation
Risk Rating (after treatment)	Adequate

### Financial Implications

Currently the annual membership fee for NEWROC is \$13,000. It is anticipated annual fee will remain the same with the establishment of a Regional Subsidiary.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 12.3

**Moved:** Cr Ward


**Seconded:** Cr Allsopp

**0610** *That Council, by Simple Majority in accordance with Section 3.71 of the Local Government Act 1995 Act, resolves to:*

1. *Endorse the following NEWROC Regional Subsidiary documents for community consultation, with the closing date for submissions being 31 July 2022:*
  - a. *Business Plan*
  - b. *Communications Plan*
  - c. *Charter*
2. *Request the Chief Executive Officer to arrange a community forum to discuss the documents listed in (1.) above.*
3. *Request the Chief Executive Officer to invite submissions on the documents listed in (1.) above by:*
  - a. *Advertising on the Shire website;*
  - b. *Advertising on the Shire Facebook page; and*
  - c. *Advertising in the next available edition of the local Despatch.*
4. *Should no substantial submission be received by 31 July 2022, requiring a potential amendment of the documents listed in (1.) above, the documents be considered accepted, with the ratification date being the date of the August Ordinary Council Meeting.*

**CARRIED 8/0**

**12.4 Arrangements for Management of Volunteer Bush Fire Brigades: Response to WALGA Proposed Advocacy Position**

<h2 style="color: red;">Governance &amp; Compliance</h2>		 SHIRE OF <b>DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	15 June 2022	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Rebecca McCall, CEO	
<b>Author:</b>	Linley Dreghorn, Executive and Governance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995</i>	
<b>Sharepoint Reference:</b>		
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<b>Attachment 12.4A</b> - WALGA Proposed Advocacy Position Report <b>Attachment 12.4B</b> - Info Page - WALGA	

**Purpose of Report**



Executive Decision



Legislative Requirement

**Summary**

Council is requested to provide comments to the Western Australian Local Governments Associations (WALGA) in regard to the proposed Advocacy position on Arrangements for Management of Volunteer Bushfire Brigades in order to allow WALGA to provide guidance in its engagement with the State Government on the drafting of the *Consolidated Emergency Services Act (CES Act)*.

The State Government is proposing to consolidate the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *the Fire and Emergency Services Act 1998*, into a single piece of legislation, which is anticipated to be released as a Green Bill for consultation in early 2023.

**Background**

In May 2022, the Shire received an Infopage and the Proposed Advocacy Position on Arrangements for Management of Bushfire Brigades Paper from WALGA seeking comments from Local Governments that manage bushfire brigades. WALGA has allowed for a six (6) weeks consultation period (comments to be submitted by 8 July 2022) the item will then go to the WALGA State Council in September 2022.

This is a result of the introduction of the *Work Health and Safety Act 2020*, which has put on additional responsibilities on Local Government for managing Bush Fire Brigades, along with the State Government drafting the Consolidated Emergency Services Act, which combines the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation.

In 2021, WALGA undertook a comprehensive Local Government Emergency Management Survey to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey consisting of:

- 36 Chief Executive Officers;
- 18 Community Emergency Services Managers; and
- 50 Local Government officers.

The survey also asked Local Governments about their level of satisfaction with current arrangements for managing Bush Fire Brigades, 92 Local Governments (69 of which manage Bush Fire Brigades) provided the following feedback:

93% were not wholly satisfied with the current arrangements for the management of BFBs; and 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

As a result of these findings, WALGA has proposed the following Advocacy Position:

1. *The Association advocates that the State Government must provide for:*
  - a) *A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;*
  - b) *The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;*
  - c) *Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and*
  - d) *The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.*
2. *That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).*
3. *Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility."*

The recent 2016, Waroona Yarloop bush fires, led to the Public Sector Commission undertaking a special inquiry by Mr Euan Ferguson AFSM, which resulted into recommendations for change in the area of Strategic and Agencies opportunities for improvements. These included 17 Recommendations and 23 Opportunities, including the establishment of a Rural Fire Services established by the State Government, with the options of transferring the management of all Bush Fire Brigades under the Department of Fire and Emergency Services (DFES).

It is understood that in 2017, this recommendation was explored and considered by the Economic Regulation Authority for the Emergency Services Levy, to the extent to which the Emergency Services Levy (ESL) should be available to fund the administrative and operational costs of a rural fire service.

## Comment

### Work Health and Safety (WHS) Act 2020

Some of the key features of the WHS Act as follows:

- The primary duty holder is the 'person conducting a business or undertaking' (PCBU) which is intended to capture a broader range of contemporary workplace relationships.
- A primary duty of care requiring PCBUs to, so far as is reasonably practicable, ensure the health and safety of workers and others who may be affected by the carrying out of work.
- Duties of care for persons who influence the way work is carried out, as well as the integrity of products used for work, including the providers of WHS services.
- A requirement that 'officers' exercise 'due diligence' to ensure compliance.
- The new offence of industrial manslaughter, which provides substantial penalties for PCBUs where a failure to comply with a WHS duty causes the death of an individual, in circumstances where the PCBU knew the conduct could cause death or serious harm.
- The voiding of insurance coverage for WHS penalties, and imposition of penalties for providing or purchasing this insurance.
- The introduction of WHS undertakings, which are enforceable, as an alternative to prosecution.
- Reporting requirements for 'notifiable incidents' such as the serious illness, injury or death of persons and dangerous incidents arising out of the conduct of a business or undertaking.
- A framework to establish a general scheme for authorisations such as licences, permits and registrations (for example, for persons engaged in high-risk work or users of certain plant or substances), including provisions for automated authorisations.

Under the *Work Health and Safety Act 2020*, for Volunteers and Volunteer Organisations, the Shire is responsible for all the volunteers within the Bush Fire Brigades. The Shire is required to ensure that all the Fire Control Officers (FCOs) and Bush Fire volunteers have undertaken the required training to allow them to perform the role safely.

There are very significant fines that now apply to local governments and criminal charges may be imposed on executive staff should they fail in their duty of care under the new WHS Act 2020. A significant increase in the maximum fine is now applicable to executives along with a 20 year jail term. The local government body is now subject to an uninsurable fine up to \$10M.

#### Bush Fire Brigade Volunteers

The Shire has currently on its list of Bush Fire Brigade Volunteers a total of 49 registered volunteers, of which the insurance for these Volunteers are paid through the ESL.

Due to the changes in legislation, at the Dowerin Bushfire Advisory Committee AGM held on 6 April 2022 the following was endorsed:

**“5.9 Proposal to Relinquish Control of Bush Fire Brigades to DFES**  
*Members are in support of moving forward with the proposal for the Shire to relinquish Dowerin and Minnivale to DFES..”.*

This was further endorsed by Council at its Ordinary Meeting held on 19 April 2022.

Volunteers are considered a very valuable asset and it is this Shire's view that we encouraged and support our Volunteers.

#### WALGA Proposed Advocacy Position

The proposed Advocacy position by WALGA is in line with the Shire's direction and reflects the above Shire's concern in managing its Bush Fire Brigades Volunteers and the new WHS as well as the ability and the capacity for the Shire to take on the responsibility.

Based on the above, it is recommended that Council endorse the WALGA proposed Advocacy Position to the State Government in addressing this issue as part of its consolidated review of the Emergency Services Act.

#### **Consultation**

WALGA undertook a survey on Local Government Emergency Management 2021 and provide the report and Infopage on its Advocacy Position on the Arrangements for Management of Volunteer Bush Fire Brigades. The process of consultation is being coordinated by WALGA as the lead agency in this process.

#### **Policy Implications**

Policy 7.20 - Management of Bushfire Volunteers Policy

#### **Statutory Implications**

*Local Government Act 1995 - Division 3, Subdivision 1 and s3.18 (3)(b)*

*Work Health and Safety Act 2020*

*Bush Fires Act 1954 - s36 and s41*

#### **Strategic Implications**

#### **Strategic Community Plan**

Community Priority: Our Organisation

Objective: We are recognised as a transparent, well governed and effectively managed Local Government

Outcome: 5.3

Reference: 5.3.2

#### **Asset Management Plan**

There are no asset management implications relating to this item.

#### **Long Term Financial Plan**

There are no financial planning implications relating to this item.

### Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	Unsubstantiated, localised low impact on community trust, low profile or no media item
Consequence Rating	Minor (2)
Likelihood Rating	Unlikely (2)
Risk Matrix Rating	Low (4)
Key Controls (in place)	Business Plan Communication Plan Regional Subsidiary Charter
Action (Treatment)	Community Consultation
Risk Rating (after treatment)	Adequate

### Financial Implications

In the 2021/2022 budget, the Emergency Services Levy received from the Department of Fire and Emergency Services a total of \$33,177 which includes PPE, Insurances, maintenance of buildings, vehicles, plant and equipment.

### Voting Requirements



Simple Majority



Absolute Majority

### Officer's Recommendation/Resolution - 12.4

**Moved:** Cr Sewell

**Seconded:** Cr McMorran

**0611**

**That with respect to the Western Australian Local Government Associations (WALGA) proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades, on the review of the *Consolidated Emergency Services Act*, Council, supports WALGA's proposed following Advocacy Position:**

- 1. The Association advocates that the State Government must provide for:**
  - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;**
  - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;**
  - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and**
  - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.**
- 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).**
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.**

**CARRIED 8/0**



### 13. OFFICER'S REPORTS – WORKS AND ASSETS

Nil

### 14. Urgent Business Approved by the Person Presiding or by Decision

Council was requested to consider a Late Item relating to the Replacement of the Existing Tag Trailer.

#### Voting Requirements

Simple Majority  Absolute Majority

#### Officer's Recommendation/Resolution

**Moved:** Cr Ward **Seconded:** Cr Metcalf

**0612 That, in accordance with Clauses 3.2 and 3.9 of the Shire of Dowerin Meeting Procedures Local Law 2022, Council accepts Late Item 14.1 Replacement of Existing Tag Trailer for consideration.**

**CARRIED 7/1**  
**Cr Sewell**

### 14.1 Replacement of Existing Tag Trailer

<h2>Works &amp; Assets</h2>		 <b>SHIRE OF DOWERIN</b> TIN DOG TERRITORY
<b>Date:</b>	10 May 2022	
<b>Location:</b>	Not applicable	
<b>Responsible Officer:</b>	Doug Davey, Acting Manager Works & Assets	
<b>Author:</b>	Linley Dregghorn, Executive & Governance Officer	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Functions &amp; General) Regulations 1996</i>	
<b>Sharepoint Reference:</b>	Technical/Asset Management/Asset Acquisition & Disposal	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	

#### Purpose of Report

Executive Decision  Legislative Requirement

#### Summary

This Item presents the quotation received for the replacement of the tag trailer in accordance with the 2021/22 Budget Amendment to Council for consideration and, if satisfactory, adoption.

#### Background

The custom built 18T Tandem Axel Tag Trailer was acquired through PTE Group Pty Ltd in October 2019. Whilst staff have been utilising the trailer the best they can, it is not suffice for all work commitments currently undertaken by the Shire.

At the Ordinary Meeting of Council held on 17 May 2022, the Officers recommendation was as follows:

*“That Council, by Absolute Majority, in accordance with Regulation 11(2)(f), 11(2)(h)(II), 11(2)(h)(III) and Regulation 30(3) of the Local Government (Functions & General) Regulations 1996, Council:*

- 1. Accepts the quote from PTE Group Pty Ltd for the purchase of one new 27T Tri-axle Flat Top Tag Trailer for \$33,955 excluding GST;*
- 2. Authorises the trade-in of Council's existing 18T Tandem Axle Tag Trailer, registration D-034, for \$26,000; and*
- 3. Approves the funding of the purchase of one new 27T Tri-axle Flat Top Tag Trailer for \$33,955 excluding GST from Council's Plant and Equipment Reserve”.*

Council resolved the following:

*“That Council, by Absolute Majority, in accordance with Regulation 11(2)(f), 11(2)(h)(II), 11(2)(h)(III) and Regulation 30(3) of the Local Government (Functions & General) Regulations 1996, lay Item 13.1 Replacement of Existing Tag Trailer, on the table to be represented to the June Ordinary Council Meeting after consideration of the 2022/23 Capital Roads Program at Council Workshop”.*

*Reason - Council wished to discuss the 2022/23 Capital Road Program in detail at its budget workshop before resolving expenditure of unbudgeted funds.*

It is the recommendation of the CEO to consider this matter of purchasing the tag trailer as part of the 2022/23 Plant Replacement Program during budget deliberations.

#### Comment

It is the recommendation of the Acting MWA that Council trade in the current tag trailer and upgrade to a 27T tri-axle flat top tag trailer. By upgrading the trailer there would be a significant saving in time and efficiency for staff mobilisation to jobs and fleet movement. Currently the Shire utilises a contractor to complete mobilisations and fleet movements or must perform multiple trips to mobilise equipment to job sites within the shire.

Purchasing the 27T trailer would eliminate the need to utilise a contractor for fleet movements and mobilisation at their availability and enable employees to move our equipment more timely and efficiently.

In accordance with Regulation 11(2)(f), 11(2)(h)(II) and 11(2)(III) of the *Local Government (Functions & General) Regulations 1996* tenders do not have to be publically invited. The Acting MWA received multiple quotes, however PTE Group built the Shire's existing tag trailer and offered best value for money on the trade in of the existing trailer.

The purpose of this recommendation is due to the timeframe for plant delivery in the current market of approximately six weeks and requirement for a forty percent deposit. The delivery timeframe will ensure that the 2022/2023 Road Maintenance program will not be impacted.



#### Consultation

Rebecca McCall, Chief Executive Officer

Doug Davey, Acting Manager Works & Assets

Aaron Wooldridge, Manager Corporate & Community Services

Ordinary Meeting of Council 17 May 2022

#### Policy Implications

This report complies in accordance with Council Policy 3.11 – Purchasing Policy:

*“An exemption to publicly invite tenders may apply in the following instances:*

- 1. The supply of goods or services is associated with a state of emergency;*

2. *Where the contract is a renewal or extension of the terms of the original contract in certain circumstances related to a state of emergency;*
3. *The purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supplier Program or State Government Common Use Arrangement;*
4. *The purchase is from a Regional Local Government or another Local Government;*
5. *The purchase is from a pre-qualified supplier under a Panel established by the Shire of Dowerin;*  
*or*
6. *Any of the other exclusions under Regulation 11 of the Regulations apply.”*

## Strategic Implications

### Strategic Community Plan

Community Priority: Our Infrastructure

Objective: We have functional assets and infrastructure that supports the community

Outcome: 3.2

Reference: 3.2.1

### Asset Management Plan

Nil

### Long Term Financial Plan

Nil

## Statutory Implications

Regulation 11(2)(f), 11(2)(h)(II) and 11(2)(III) of the *Local Government (Functions & General) Regulations 1996* is applicable and states:

### **11. When tenders have to be publicly invited**

- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if –*
  - (f) *the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
  - (h) *the following apply –*
    - (i) *the goods or services are to be supplied by –*
      - (I) *a person registered on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia Limited ABN 96 929 977 985; or*
      - (II) *a person registered with the Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation) ABN 50 134 720 362; and*
    - (ii) *the consideration under the contract is \$250 000 or less, or worth \$250 000 or less; and*
    - (iii) *the local government is satisfied that the contract represents value for money;*

Regulation 30(3) of the *Local Government (Functions & General) Regulations 1996* is also applicable and states:

### **“30. Dispositions of property excluded from Act s. 3.58**

- (3) *A disposition of property other than land is an exempt disposition if –*
  - (a) *its market value is less than \$20 000; or*
  - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.”*

### Risk Implications

<b>Risk Profiling Theme</b>	Asset Management Practices
<b>Risk Category</b>	Project Budget
<b>Risk Description</b>	\$5,001 - \$50,000
<b>Consequence Rating</b>	Moderate (3)
<b>Likelihood Rating</b>	Unlikely (2)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Plant Asset Management Program
<b>Action (Treatment)</b>	Review Plant Management Plan
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

The 2021/22 Budget does not include a provision of \$33,955 (excluding GST) for the purchase of a 27T Tri-axle Flat Top Tag Trailer and a trade-in of Council's existing 18T Tri-axle Tag Trailer of \$26,000 (excluding GST).

If the Officer's recommendation is endorsed, the purchase will exceed the budget allocation by \$33,955 (excluding GST).

It is proposed to fund the purchase utilising the funds available in the Plant and Equipment Reserve. The budgeted movements for the Reserve are as follows:

Budget Review 2021/22			
Opening Balance	\$195,176	Closing Balance	\$497,069
		Proposed Transfer Out	\$33,955
		Amended Closing Balance	\$463,114

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation/Resolution - 14.1

**Moved:** Cr Ward

**Seconded:** Cr Sewell

**0613** That, by Simple Majority, in accordance with Sections 3.1 of the *Local Government Act 1995*, Council defers purchasing the Tag Trailer and considers the acquisition with the Plant Replacement Program for the 2022/2023 Budget.

**CARRIED 8/0**

**15. Elected Members' Motions**

Nil

**16. Matters Behind Closed Doors**

**16.1 Organisation Restructure**

In accordance with Section 5.23(2)(b) of the *Local Government Act 1995*, Council went Behind Closed Doors to discuss the personal affairs of any person.

**16.2 Tender T2022-01 – Determination of Tender Submissions**

In accordance with Sections 5.23(2)(e) and 5.23(2)(c) of the *Local Government Act 1995*, Council will go Behind Closed Doors to discuss a matter that if disclosed, would reveal information that has a commercial value to a person and a contract which may be entered into by the local government.

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Metcalf

**Seconded:** Cr Hagboom

**0614 That, in accordance with Sections 5.23(2)(b) of the *Local Government Act 1995*, Council go Behind Closed Doors.**

**CARRIED 8/0**

3.11pm – Council went Behind Closed Doors.

3.11pm - Aaron Wooldridge left the meeting.

3.14pm - Aaron Wooldridge returned to the meeting

**Voting Requirements**



Simple Majority



Absolute Majority

**Officer's Recommendation/Resolution**

**Moved:** Cr Metcalf

**Seconded:** Cr McMorran

**0615 That, in accordance with Sections 5.23(1) of the *Local Government Act 1995*, Council come out from Behind Closed Doors.**

**CARRIED 8/0**

4.29pm – Council came out from Behind Closed Doors.

**Voting Requirements**



Simple Majority



Absolute Majority

**16.1 Organisation Restructure**

**Officer's Recommendation**

That Council, by Absolute Majority in accordance with Section 5.2 of the *Local Government Act 1995*, resolves to accept the Shire of Dowerin's Organisation Structure, as presented in Confidential Attachment 16.1A.

## Resolution - 16.1

**Moved:** Cr Allsopp

**Seconded:** Cr Sewell

**0616 That Confidential Item 16.1 - Organisation Restructure lay on the table until the July 2022 Ordinary Council Meeting.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## Reason

Council believed that the information provided was insufficient to enable them to make an informed decision.

## 16.2 Tender T2021-04 - Determination of Tender Submissions

### Voting Requirements



Simple Majority



Absolute Majority

## Officer's Recommendation/Resolution

**Moved:** Cr Hagboom

**Seconded:** Cr Sewell

**0617 That, by Simple Majority, in accordance with Regulation 18(4) of the *Local Government (Functions & General) Regulations 1996*, Council:**

1. **Accepts the Tender submitted by The Trustee for Holberton Family Trust for Tender T2022-01 - Gravel Sheeting Road Works in the amount of \$1,117,593 including GST as the most advantageous tender to form a Contract; and**
2. **In accordance with Regulation 20(1) of the *Local Government (Functions & General) Regulations 1996*, Council delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## 17. Closure

The President thanked those in attendance and declared the Meeting closed at 4.30 pm.



# **Great Eastern Country Zone**

# **Minutes**

**Monday, 27 June 2022**

**Shire of Merredin**

# Great Eastern Country Zone

Hosted by Shire of Merredin

Merredin Regional & Community Centre, Bates Street

Meeting commenced at 9.32am on Monday, 27 June 2022

## Minutes

### 1. OPENING AND WELCOME

### 2. ATTENDANCE AND APOLOGIES

#### Attendance

<b>Shire of Bruce Rock</b>	President Cr Stephen Strange Deputy President Cr Anthony Cook Mr Darren Mollenoyux, Chief Executive Officer, non-voting delegate
<b>Shire of Cunderdin</b>	President Cr Alison Harris Deputy President Cr Tony Smith Mr Stuart Hobley, Chief Executive Officer, non-voting delegate
<b>Shire of Dowerin</b>	President Cr Robert Trepp Cr Darrel Hudson Ms Rebecca McCall, Chief Executive Officer, non-voting delegate
<b>Shire of Kellerberrin</b>	President Cr Scott O' Neill Deputy President Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer, non-voting delegate
<b>Shire of Kondinin</b>	President Kent Mouritz Deputy President Cr Beverley Gangell Mr David Burton, Chief Executive Officer, non-voting delegate
<b>Shire of Koorda</b>	President Cr Jannah Stratford Deputy President Cr Buster Cooper
<b>Shire of Merredin</b>	President Cr Mark McKenzie Cr Donna Crook
<b>Shire of Mount Marshall</b>	President Cr Tony Sachse (Chair) Deputy President Cr Nick Gillett Mr John Nuttall, Chief Executive Officer, non-voting delegate



<b>Shire of Narembeen</b>	President Cr Kellie Mortimore Deputy President Cr Scott Stirrat Mr David Blurton, Chief Executive Officer, non-voting delegate
<b>Shire of Nungarin</b>	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe Mr Leonard Long, Chief Executive Officer, non-voting delegate
<b>Shire of Tammin</b>	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting delegate
<b>Shire of Trayning</b>	President Cr Melanie Brown Deputy President Cr Geoff Waters Ms Leanne Parola, Chief Executive Officer, non-voting delegate
<b>Shire of Westonia</b>	President Cr Karin Day Mr Bill Price, Chief Executive Officer, non-voting delegate
<b>Shire of Wyalkatchem</b>	President Cr Quentin Davies Deputy President Cr Owen Garner Mr Peter Klein, Chief Executive Officer, non-voting delegate
<b>Shire of Yilgarn</b>	President Cr Wayne Della Bosca Mr Nic Warren, Chief Executive Officer, non-voting delegate
<b>Guests</b>	Hon. Steve Martin MLC, Member for Agricultural Region Mandy Walker, Director Regional Development, RDA Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads Dave Paton, Chief External Relationships Officer, CBH Rob Dickie, Manager, Government & Industry Relations, CBH Mark Holland, Hub Director & Program Manager, Grower Group Alliance Andrew Ducas, A/Regional Manager, Goldfields & Agricultural Region, Water Corporation
<b>WALGA</b>	Tony Brown, Executive Manager Governance & Organisational Services Janine Neugebauer, Governance & Organisational Services Officer Dale Ballantyne, Contract Manager Commercial Management
<b><u>Apologies</u></b>	Hon. Mia Davies MLA, Member for Central Wheatbelt Hon. Martin Aldridge MLC, Member for Agricultural Region Hon. Colin de Grussa MLC, Member for Agricultural Region Renee Manning, Wheatbelt Development Commission - Principal Regional Development Officer Cliff Simpson, Road Safety Advisor, WALGA Tom Axton, A/Stakeholder Engagement Manager, Main Roads Brad Pearce, Operations Manager Narrogin, Main Roads Elizabeth Davies, Stakeholder Engagement Manager, Wheatbelt Main Roads Samantha Cornthwaite, A/Regional Manager, (DLGSC) Mr Darren Simmons, Chief Executive Officer, Shire of Koorda Deputy President Cr Bryan Close, Shire of Yilgarn

Ms Lisa Clack, Chief Executive Officer, Shire of Merredin  
Deputy President Cr Mark Crees, Shire of Westonia  
Deputy President Cr Tanya Nicholls, Shire of Tammin  
President Cr Gary Shadbolt, Shire of Mukinbudin  
Deputy President Romina Nicoletti, Shire of Mukinbudin  
Mr Dirk Sellenger, Chief Executive Officer, Shire of Mukinbudin  
Kathleen Brown, Electorate Officer, Office of Hon Mia Davies  
MLA  
Rob Cossart, Chief Executive Officer, Wheatbelt Development  
Commission  
Hon. Mia Davies MLA, Member for Central Wheatbelt  
Hon. Martin Aldridge MLC, Member for Agricultural Region  
Hon. Colin de Grussa MLC, Member for Agricultural Region  
Renee Manning, Wheatbelt Development Commission -  
Principal Regional Development Officer  
Cliff Simpson, Road Safety Advisor, WALGA  
Tom Axton, A/Stakeholder Engagement Manager, Main Roads  
Brad Pearce, Operations Manager Narrogin, Main Roads  
Elizabeth Davies, Stakeholder Engagement Manager,  
Wheatbelt Main Roads  
Samantha Cornthwaite, A/Regional Manager, (DLGSC)  
Mr Darren Simmons, Chief Executive Officer, Shire of Koorda  
Deputy President Cr Bryan Close, Shire of Yilgarn  
Ms Lisa Clack, Chief Executive Officer, Shire of Merredin  
Deputy President Cr Mark Crees, Shire of Westonia  
Deputy President Cr Tanya Nicholls, Shire of Tammin  
President Cr Gary Shadbolt, Shire of Mukinbudin  
Deputy President Romina Nicoletti, Shire of Mukinbudin  
Mr Dirk Sellenger, Chief Executive Officer, Shire of Mukinbudin  
Kathleen Brown, Electorate Officer, Office of Hon Mia Davies  
MLA  
Rob Cossart, Chief Executive Officer, Wheatbelt Development  
Commission

## Attachments

The following are provided as attachments to the minutes:

1. Item No. 4.1 SWWA Drought Hub Presentation
2. Item No. 4.2 Water Corporation Presentation
3. Item No. 4.6 CBH, ASCI Presentation
4. Item No. 6.4 RDAW Report-June 2022
5. Item No. 11.2 CEACA Flyer

State Council Agenda – via link: [State Council Agenda 6 July 2022](#)

### **3. DECLARATIONS OF INTEREST**

NIL

### **4. GUEST SPEAKERS / DEPUTATIONS**

- 4.1 Mark Holland from South-West WA Drought Resilience Adoption and Innovation Hub provided an update on the activities of the hub. **Attachment 1**
- 4.2 Andrew Ducas from the Water Corporation presented to the Zone on the Water Corporation's operations in the region. **Attachment 2**
- 4.3 Rob Dickie and David Paton from CBH Grain presented to the Zone and outlined the supply chain improvements and the ASCI projects that support it. **Attachment 3**

### **5. MEMBERS OF PARLIAMENT**

- Hon. Steve Martin MLC, Member for Agricultural Region, presented to the Zone.

### **6. AGENCY REPORTS**

#### **6.1 Department of Local Government, Sport and Cultural Industries**

Samantha Cornthwaite, A/Regional Manager, (DLGSC) Wheatbelt, was an apology.

**NOTED**

#### **6.2 Wheatbelt Development Commission**

Rob Cossart, CEO, Wheatbelt Development Commission, was an apology.

**NOTED**

#### **6.3 Main Roads Western Australia**

Mohammad Siddiqui, Regional Manager Wheatbelt, Main Roads, presented an update to the Zone as per the attachment to the Agenda.

**NOTED**

**Meeting break: 11:07**

**Meeting resumed: 11:18**

#### **6.4 Wheatbelt RDA**

Mandy Walker, Director Regional Development RDA Wheatbelt, presented an update to the Zone. Written report is provided, **Attachment 4.**

**NOTED**

## 7. MINUTES

### 7.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Tuesday, 26 April 2022

The Minutes of the Great Eastern Country Zone meeting held on Tuesday, 26 April 2022 have previously been circulated to Member Councils.

#### RECOMMENDATION

**Moved:** Shire of Wyalkatchem  
**Seconded:** Shire of Yilgarn

**That the Minutes of the Great Eastern Country Zone meeting held on Tuesday, 26 April 2022 be confirmed as a true and accurate record of the proceedings.**

**CARRIED**

### 7.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Tuesday, 26 April 2022

**NIL**

#### 7.2.1 Roadworks During a Total Fire Ban

*Shire of Westonia*

At the previous Zone meeting this item was considered.

*The issue of restrictions on carrying out any grading or bitumen works within 5m of flammable material has been raised by Zone Local Governments. Local Governments can keep working if you have a qualified bush fire brigade officer and a fire fighting vehicle with 2000 litres of water following the grader. Please refer to attached information sheet. Local Governments are querying if there are further changes to the exemption permitted?*

#### Secretariat Comment

*The 5,000-litre water cart referred to would qualify as the source of water if there is not a reticulated supply close by. We would expect that the operational issue is that there is a requirement for there to be the capacity to apply a large amount of water quickly, either using a fire truck or similar (truck mounted pump etc.).*

*The information sheet, attached to the agenda stated that is provided is effectively the exemption from the requirements of a Total Fire Ban. Local Governments may want to seek a change to the conditions associated with an exemption, as they already have an exemption. There would need to be a proposal coming forward that offers arguably equal or better fire risk mitigation than the requirements in the exemption?*

*There would need to be some discussion about the liability and risk that remains with the Local Government should they undertake road works that result in a fire.*

*Action: The Executive Officer is to obtain further information for the next meeting.*

LGIS has provided the following information;

#### **LIABILITY RISK: ROADWORKS UNDER TOTAL FIRE BAN**

We have also reviewed the provided information sheet Road Work – Prescribed activity and conditions produced by the Department of Fire and Emergency Services, based on the Bush Fire Regulations 1954 (regulations 24Y-24ZG), the Guide.

For ease of reference, LGIS have laid out what we see are the two main areas of concern highlighted within the agenda item along with our comments, then a summary of our view. This information **should not** be construed as legal advice; but rather risk advice focussed on the issues raised for discussion.

## 1. Grading and bitumen works

*“The issue of restrictions on carrying out any grading or bitumen works within 5m of flammable material has been raised by Zone Local Governments. Local Governments can keep working if you have a qualified bush fire brigade officer and a fire fighting vehicle with 2000 litres of water following the grader. Please refer to attached information sheet. Local Governments are querying if there are further changes to the exemption permitted?”*

LGIS are of the view that under the current exemption, the carrying out of grading or bitumen works is not permissible where that equipment is within 5m of any inflammable/flammable material. This is from both reading of the Guide and the Bush Fires Regulations 1954, Part VA, Division r.24ZC (1), which states:

### 24ZC. Fire prevention measures for road work

(1) At any time when the bituminising equipment or grading equipment involved in the road work is being used, the ground within a 5 m radius of the equipment must be clear of inflammable material.

If the local government is intending to carry out grading or bitumen works where there is inflammable/flammable material within 5m of that equipment, that material would need to be cleared or else the local government would need to seek a modification to the current exemption, if possible.

The following of moving grading or bituminising equipment by a road site firefighting vehicle(s), manned by a fire detection officer (per the definition of the regulations), does not appear to be a condition that permits the operation of that equipment where there is inflammable/flammable material within 5m of that equipment. Rather, this appears to be a general requirement for this type of moving equipment when operating under the exemption in total fire ban conditions.

## 2. Road-site water supply

*“The 5,000-litre water cart referred to would qualify as the source of water if there is not a reticulated supply close by. We would expect that the operational issue is that there is a requirement for there to be the capacity to apply a large amount of water quickly, either using a fire truck or similar (truck mounted pump etc).”*

The bulk water supply tanker of 5000l (minimum) is an additional requirement to the volume of water specified to be carried by road site fire fighting vehicle(s). The Guide is not prescriptive in relation to the method of accessing and distributing the bulk water supply when required. However, we agree this is an operational issue and one that should be considered by the local government carrying out the road works at the time.

It would be prudent for the local government to ensure there is appropriate equipment and procedures in place to manage the water supply in the event of an emergency.

## Summary

It is important to note that not complying with the exemptions and indeed the relevant legislation could amount to a breach of statutory duty, including liability for any applicable fines or penalties. However, it is also worth highlighting the exemption to conduct road works during a fire ban does not necessarily provide blanket protection from liability to the local government carrying out the road works.

From a civil liability perspective, if a fire were to result from works and cause a loss, there is nothing stopping the aggrieved party from taking action against the local government. Whether the local

government would be found liable to that party would depend on the facts of the incident at the time. Such a decision by the courts would also factor whether the local government's actions, or their response to the risk was considered reasonable (e.g., the taking of reasonable precautions to prevent or mitigate the risk). A reasonable response to the risk would also include following the requirements of the legislative exemption. In general, a local government is entitled to rely on compliance with: legislation; their general procedures; and applicable standards, as evidence of the proper exercise of their functions in regard to management and control of activities such as road works.

Determination of reasonable response to the risk would also include the consideration of other factors such as: the probability of harm if action was not taken (e.g., the likelihood of fire spread); the seriousness of harm (e.g., the extent of damage or injury that could occur); the burden on the local government of taking precautions to avoid or mitigate the risk; and the social utility of the activity that underpins that risk (e.g., the importance of conducting road works for the community and the wider economic benefit this brings).

If it is the intention to seek a modification to the current exemption in order to permit bituminising equipment or grading equipment operating during a total fire ban within a 5 m radius of the inflammable/flammable material, we agree such a proposal would need to offer equal if not better fire risk mitigation requirements than the current exemption. Whether there are techniques or measures that are able to provide satisfactory management of what may be an increased risk of fire would likely require expert input and advice

It may also be beneficial to seek legal advice including on the interpretation of the exemption and liability associated with increased measures to mitigate risk (e.g., that suggested by experts).

This advice could possibly introduce some common scenarios where liability and loss could occur.

## **RESOLUTION**

**Moved:** Shire of Westonia  
**Seconded:** Shire of Yilgarn

**That the Great Eastern Country Zone request WALGA to advocate for modifications to the current exemptions, to provide for a harvest and movement ban, not a total fire ban.**

**CARRIED**

### **7.2.2 Emergency Management – Shared Resources**

Shire of Mt Marshall

#### Background

At a previous Wheatbelt OASG Shackleton Fire Debrief meeting, one of the actions was to see if Local Governments were able to share resources in Emergency Management with regard to such things as accommodation and staff. This could perhaps be done through an MOU. It was suggested that WALGA may be preparing a template to accommodate this so that all on the same page.

#### Comment

Many Local Governments have resource sharing agreements. WALGA carried out an Emergency Management survey in 2021 where 55 Local Governments indicated that they have an agreement in place.

At present WALGA does not have the resources to develop a template MOU. However, WALGA has engaged with members to gather examples of MOUs for resource sharing and provided them to the Zone.

Strong local relationships, particularly at the Chief Executive Officer level, are also a powerful mechanism for facilitating resource sharing arrangements.

There are 5 example MOU's attached (**Attachment 3 – MOU Examples**) being:

1. MOU between Shires of Beverley, Brookton, Pingelly and Wandering for Emergency Support Agreement, March 2021
2. Local Government MOU between 15 Shires, February 2020
3. Draft Partnering Agreement North East Recovery Group
4. City of Mandurah MOU
5. Shire of York Policy, Local Government Resource Sharing

WALGA developed a report into Local Government Cooperation and Shared Services in 2009, was attached to the agenda.

## **RESOLUTION**

**Moved:** Shire of Bruce Rock  
**Seconded:** Shire of Wyalkatchem

**That the Great Eastern Country Zone request the Executive Officer to prepare a Zone MOU for resource sharing in emergencies and present to the Zone at the next meeting.**

**CARRIED**

### **7.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Thursday, 16 June 2022**

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on Thursday, 16 June 2022 are attached.

## **RESOLUTION**

**Moved:** Shire of Trayning  
**Seconded:** Shire of Westonia

**That the Minutes of the Great Eastern Country Zone Executive Committee Meeting held on Thursday, 16 June 2022 be endorsed.**

**CARRIED**

### **7.3.1 Budget 2022-23 – Subscriptions and Expenditure**

At the April Executive Committee meeting the Committee noted that any unexpended funds from the elected member training program will be carried over for the 2022-23 Budget. Discussion ensued on an appropriate member subscription fee and likely expenditure requirements in the new financial year. Relevant to this is that the Committee has no strategic need to grow cash reserves which are \$216,140 at 31 May 2022.

Five scenarios of the Budget are provided with forward estimates to show the impact of subscription rates and service levels. The attachment in the Agenda provided four budget scenarios

The budget tabled below provides a summary:

Scenario	Subscription Rate	Training Rebate Expense	Scope for Discretionary Projects	Cash Reserves 30 June 2026
<b>Scenario A</b> Nil sub Min service	\$0	Carry forward \$54k into 2023-24	No	\$98,000
<b>Scenario B</b> Minimal sub Min service Maintain cash	\$,1500	Carry forward \$54k into 2023-24	No	\$203,000
<b>Scenario B Modified &amp; Extended to June 2030</b> Minimal sub Training rebate support + Zone Event Reduce cash Reserves	\$,1500	Repeat every two years	No	\$39,000
<b>Scenario C</b> Moderate Sub Training rebate support Maintain cash	\$2,500	Repeat in two years	No	\$216,000
<b>Scenario D</b> Resume normal sub Discretionary project pool Maintain cash	\$3,500 (Current rate)	Carry forward \$54k into 2023-24	Average \$33,000 per annum commencing 2022-23	\$203,000

## RESOLUTION

**Moved:** Shire of Trayning  
**Seconded:** Shire of Koorda

**That the Profit and Loss Budget for the year ending 30 June 2023 be adopted based on Scenario B modified with the inclusion of the training rebate every 2 years.**

**CARRIED**

### 7.3.2 Zone Conference

President Tony Sachse raised the option of the Zone considering holding a 1 Day Conference in 2023. The conference would have local speakers discussing local issues and providing a networking opportunity for all elected members and senior staff from the 16 Local Governments.



## RESOLUTION

Moved: Shire of Trayning  
Seconded: Shire of Bruce Rock

1. That the Great Eastern Country Zone look to hold a 1-day conference in 2023.
2. Request the Executive Officer to prepare a draft program for the next Zone meeting.

CARRIED

## 8. ZONE BUSINESS

### 8.1 Proposed Advocacy Position for Management of Volunteer Bushfire Brigades

#### Background

WALGA is seeking the views of the sector on a new Advocacy Position on the management of Bushfire Brigades, as per the Discussion Paper, [Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position](#).

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

The Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the Consolidated Emergency Services Act which is expected to be released for stakeholder consultation in early 2023.

Four options are identified for the future management of BFBs:

1. Status quo – continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements – continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model – Local Government continues to manage BFBs where they have the capacity, capability, and resources to do so; however, where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer – Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

#### Comment

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined in the paper, it is considered appropriate for the Association to support a hybrid model for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability, and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require additional support and resourcing which should be provided by the State Government, including:

- Development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*.
- Expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate.
- Universal access to DFES training for BFBs; and
- Development of mandatory and minimum training requirements including recognition of competency for volunteers.

Local Governments are encouraged to provide a written response to this Paper or to complete the survey. Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

Questions are provided at the end of the Paper to guide feedback.

Feedback should be provided in response to the questions via email to [em@walga.asn.au](mailto:em@walga.asn.au) by 5:00 pm Friday 8 July 2022.

Nicole Matthews, A/Executive Manager, Strategy, Policy and Planning joined the meeting to discuss to discuss this item.

## RESOLUTION

**Moved**                      **Shire of Tammin**  
**Seconded**                **Shire of Yilgarn**

**That the Zone encourage individual Local Governments to provide a submission to WALGA and the Zone consider this item at the August 2022 Zone meeting.**

**CARRIED**

## 8.2 WALGA Best Practice Governance Review Update

*By Tony Brown, Executive Manager Governance and Organisational Services and Tim Lane, Manager Strategy and Association Governance*

### Background

WALGA has embarked on a significant project to review WALGA's governance model to ensure the organisation is governed by a contemporary, sound, and agile governance model that:

- Facilitates meaningful engagement with Local Government members,
- Enhances WALGA's legitimacy among members and stakeholders, and
- Enables sound and focused decision making to guide advocacy, policy, and service delivery.

WALGA's [Corporate Strategy 2020-25](#) identifies "contemporary governance and engagement models" as a key strategic priority leading to State Council's commissioning of the Best Practice Governance Review project.

A further goal of the project is to fundamentally review, and subsequently amend, WALGA's governance documentation – Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – to ensure consistency and alignment.

To oversee the project, State Council appointed a Steering Committee with the following membership:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel	Country Elected Member
Mayor Albert Jacob	Metropolitan Elected Member
Andrew Sharpe	Country Chief Executive Officer
David MacLennan	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

Senior WALGA staff are providing executive support and PwC has been appointed to facilitate meetings of the Steering Committee and to produce an Options Paper and a Final Report.

The Steering Committee has met twice. At the first meeting, held on 5 May 2022, the Committee:

- Adopted Terms of Reference
- Reviewed the Project Plan
- Considered existing governance documentation
- Discussed the project methodology, and
- Agreed five comparator organisations whose governance models would be reviewed:
  - i. Australian Hotels Association (AHA)
  - ii. Australian Medical Association (AMA)
  - iii. Chamber of Commerce and Industry WA (CCIWA)
  - iv. Chamber of Minerals and Energy (CME), and
  - v. Pharmacy Guild of WA

The comparator organisations were selected for their similarity to WALGA as membership organisations (with organisations as members) and their perceived effectiveness as advocacy peak bodies.

At the Steering Committee's second meeting, held on 8 June 2022, the Committee reviewed the governance models of comparator organisations presented by PwC and identified initial performance assessment criteria that will guide the evaluation of alternative governance model options.

The Steering Committee will be meeting again in late June to consider an Options Paper which will present alternative governance model options. The Options paper will be presented to State Council at the 6 July Strategic Forum. Member feedback will then be sought on the Options Paper during July and August.

Following member feedback, the Steering Committee will direct the development of an agenda item outlining high level principles and non-negotiables of a future governance model for the 2022 Annual General Meeting. This agenda item and debate will gauge members' views on the direction of the project.

The final report due to be completed by mid-October 2022 will be the subject of further consultation with members, including through a full round of Zone meetings in November in the lead-up to the December State Council meeting.

Substantive structural changes to WALGA's governance model will require amendments to the Constitution, which must be approved by a special (75 percent) majority at both a meeting of State Council and an Annual General Meeting. As such, any proposed changes will need to have strong support of members for Constitutional change to be ratified. The aim of the project is to put forward constitutional amendments to members at the 2023 Annual General Meeting.

### **Comment**

The Best Practice Governance Review Project represents a significant opportunity to improve WALGA's governance model to improve decision making effectiveness while ensuring meaningful member representation and participation.

Past reviews since the formation of WALGA as the single Local Government sector peak body over 20 years ago have led to significant process and other improvements while the structure and composition of State Council has remained broadly unchanged. WALGA receives mixed feedback on its governance model through member surveys and other mechanisms suggesting there is room for improvement.

Any future governance model will need to balance member representation and participation in decision making processes with efficiency and strategic focus. The forthcoming Options Paper will present potential options that aim to balance competing objectives identified by the Steering Committee.

Member engagement and consultation will be crucial to the success of the project and very high levels of member support will be required for constitutional amendments to be ratified, as outlined above. Consequently, members should anticipate opportunities to contribute to the project and provide insight in relation to options put forward over coming months.

## **RESOLUTION**

**Moved:** Shire of Tammin

**Seconded:** Shire of Yilgarn

**That the update on the WALGA Best Practice Governance Review Project be noted.**

**CARRIED**

### **8.3 Meeting Attendance Protocols - Online Attendance**

Tony Brown, Zone Executive Officer

#### **Background**

As a consequence of the Covid-19 pandemic, attendance at meetings and forums via video conference has been widely adopted as a standard practice and is, in many cases, an expectation of attendees.

While Zone meetings have historically been conducted in-person, there have been occasions when Zone meetings have been held as a fully virtual meeting due to Covid restrictions or Covid risk.

Recently, as the technical capacity to host virtual meetings (with a mix of in-person and online attendance) has developed, there has been an increase in requests from Zone Delegates to attend otherwise in-person Zone meetings via a video-conferencing platform.

The WALGA secretariat is seeking Zone guidance on this matter to put in place Zone protocols going forward.

#### **Comment**

There are several considerations regarding the suitability of hybrid meetings.

Firstly, there is an argument that in-person Zone meetings are preferable, as has been past practice, as in-person meetings (including sharing a meal and refreshments) facilitate relationship building, information sharing, networking opportunities and engagement between member Local Governments and between Local Governments and the WALGA secretariat including office bearers and senior staff.

Secondly, while there may be circumstances that prevent a Council Delegate from attending in-person, each Council has one or more Deputy Delegates who may be available to attend in-person and contribute to the meeting. For instance, it is unclear which is preferable: in-person attendance by a Deputy Delegate or online attendance by a Delegate.

Thirdly, from a meeting management perspective, there are challenges for the chairperson facilitating participation and managing a hybrid meeting, particularly given the chair may not be familiar with the technical arrangements at the host Local Government for any given meeting.

Fourthly, there are technical considerations for the host Local Government. While many Local Governments now have suitable facilities, it would be expected that the host Local Government would

provide the necessary technical support (potentially outside of business hours) to ensure the meeting can transpire smoothly.

Finally, the Zone's direction in relation to guest speakers is also sought. From the secretariat's point of view, in-person attendance by guest speakers is preferable, however there may be instances when a guest speaker is unable to attend in-person but is able to attend virtually.

From the perspective of the secretariat, there are significant benefits to continue holding Zone meetings primarily in-person – relationship building, information sharing and engagement – and there are technical and meeting management challenges associated with hybrid meetings.

On balance, it is recommended that, restrictions notwithstanding, Zone meetings continue to be held primarily in-person.

Accordingly, and given Councils appoint Deputy Delegates to ensure representation when a Delegate is unable to attend, it is recommended that preference is given to Deputy Delegate attendance in-person ahead of online Delegate attendance and the hybridisation of the meeting. If Deputy Delegate attendance is not possible, the secretariat will liaise with the host Local Government to facilitate online attendance.

If Zone meetings are to be held in a hybrid format, the secretariat will liaise with the host Local Government to check whether a hybrid meeting can be facilitated, to ensure technical setup is undertaken and to confirm technical support will be provided.

It is also recommended that the secretariat continue to liaise with the Zone Chair in relation to guest speakers, as is current practice.

## **RESOLUTION**

**Moved:** Shire of Narembeen  
**Seconded:** Shire of Tammin

**That the Zone adopt the following protocols:**

- 1. That, Covid-19 or other restrictions notwithstanding, Zone meetings continue to be held primarily in-person;**
- 2. That, given Zone meetings are to be held primarily in-person:**
  - a. first preference will be for in-person Deputy Delegate attendance, before online attendance of Delegates is considered, and**
  - b. If Deputy Delegates are unable to attend in-person, the secretariat will liaise with the host Local Government with the aim of facilitating online attendance in a hybrid meeting format;**
- 3. That, if Zone meetings are to be held in a hybrid format, the host Local Government will provide technical setup and support in liaison with the WALGA secretariat; and,**
- 4. That the WALGA secretariat liaise with the Zone Chair in relation to attendance and arrangements for guest speakers, and if online attendance of a guest speaker is to be facilitated, the secretariat will liaise with the host Local Government to make the necessary arrangements.**

**CARRIED**

### **8.4 Office of Auditor General**

Cr Sachse advised that a number of Zone Local Governments have been faced with a situation where their contract auditor has been unable to complete the audit. The interim audit had been carried out and then the contract auditor exited the contract. The Office of the Auditor General (OAG) is in the process of appointing another contract auditor.

The Local Governments are concerned that they will be up for additional costs as the new contract auditor will have to carry out an interim audit and work that the Local Governments have already provided.

Discussion ensued around advocating to the Office of the Auditor General, that the Office of the Auditor General should be responsible for any additional costs incurred and not the individual Local Governments.

## **RESOLUTION**

**Move:** Shire of Westonia  
**Seconded:** Shire of Kellerberrin

**That the Great Eastern Country Zone request WALGA to advocate to the Office of the Auditor General (OAG) that:**

- 1. The OAG should be responsible for any additional costs incurred and not the individual Local Governments when a contract auditor cannot complete their contract.**
- 2. The OAG should consider removing the duplicity in the current audit process and look to provide a more efficient service.**

**CARRIED**

## **9. ZONE REPORTS**

### **9.1 Zone President Report**

Zone President Tony Sachse provided a report to the Zone.

## **RESOLUTION**

**Moved:** Shire of Bruce Rock  
**Seconded:** Shire of Wyalkatchem

**That the Zone President's Report be received.**

**CARRIED**

### **9.2 Local Government Agricultural Freight Group**

President Tony Sachse provided a report to the Zone on the Local Government Agricultural Freight Groups activities.

**NOTED**

### **9.3 Wheatbelt District Emergency Management Committee**

President Tony Sachse provided a report to the Zone.

## **RESOLUTION**

**Moved:** Shire of Yilgarn  
**Seconded:** Shire of Koorda

**That the Wheatbelt District Emergency Management Committee Report and attachments be received.**

**CARRIED**

#### **9.4 Regional Health Advocacy Group**

Cr Alison Harris was an apology.

**NOTED**

#### **9.5 WALGA RoadWise**

Cliff Simpson, Road Safety Advisor (Wheatbelt North), Infrastructure, was an apology. His report was attached to the Agenda.

**RESOLUTION**

**Moved: Shire of Narembeen**

**Seconded: Shire of Merredin**

**That the WALGA RoadWise Report be received.**

**CARRIED**

### **10. WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS**

#### **10.1 State Councillor Report**

Cr Stephen Strange advised that at the May State council Strategic forum, the State Council heard presentations and discussed the following key issues:

- Overview of Nudge – A for-purpose charity focussing on getting young people into jobs and training opportunities in various industries, including Local Government.
- Local Government Legislative Reform – State Council were briefed on the Minister for Local Government’s Legislative Reform process following the first meeting of the working group.
- WALGA Best Practice Governance Review – State Council were briefed on the project.

**RESOLUTION**

**Moved: Shire of Bruce Rock**

**Seconded: Shire of Nungarin**

**That the State Councillor Report be received.**

**CARRIED**

#### **10.2 WALGA Status Report**

Tony Brown, Executive Officer

There are no item updates for the Great Eastern Zone Status Report for June 2022.

**NOTED**

#### **10.3 Review of WALGA State Council Agenda’s – Matters for Decision**

### 10.3.1 State Council Agenda Items – 6 July 2022

#### Background

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The full State Council Agenda can be found via link: [State Council Agenda 6 July 2022](#)

The Zone is able to provide comment or submit an alternative recommendation that is then presented to the State Council for consideration.

#### Matters for Decision

##### 5.1 Review of advocacy positions relating to Emergency Management

###### Executive Summary

1. It is proposed to remove the three existing Emergency Management Advocacy Policy Positions and replace them with a series of more comprehensive policy positions (Appendix 1
2. The new [Advocacy Positions](#) are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

###### Recommendation

That State Council:

1. Endorse the removal of the following Emergency Management Advocacy Positions
  - 8.1 Community Resilience
  - 8.2 Disaster Mitigation
  - 8.3 Emergency Services Levy
2. Endorse the following Emergency Management Advocacy Positions:
  - 8.1 Emergency Management Principles
  - 8.2 State Emergency Management Framework
  - 8.3 Sustainable Grant Funding Model for Emergency Management
  - 8.4 Consolidated Emergency Services Act
  - 8.5 Resource Sharing
  - 8.6 Lessons Learnt Management
  - 8.7 Emergency Services Levy
  - 8.8 Local Government Grants Scheme (LGGS)

##### 5.2 New Emergency Management Advocacy Position – Community Emergency Service Manager Program

###### Executive Summary

The Community Emergency Services Manager (CESM) Program was established to provide Local Governments with additional support to undertake their emergency management functions.

Following consultation with the sector in 2021, it is proposed to endorse an Advocacy Position for the expansion of the CESM Program.

###### Recommendation

That the following WALGA Advocacy Position relating to the Community Emergency Service Manager (CESM) Program be endorsed:

- 8.9 Expansion of the Community Emergency Services Manager Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:



1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

### **5.3 Draft WA Public Libraries Strategy 2022-2026 and Updated Advocacy Position**

#### **Executive Summary**

1. The Public Libraries Working Group (PLWG) has been overseeing the development of a new WA Public Libraries Strategy 2022-2026 (Strategy) with a focus on strengthening communities, digital inclusion and the value placed on public libraries.
2. Consultation was undertaken between February 2021 and April 2022 through workshops with public library professionals; stakeholder interviews with a targeted selection of metropolitan, regional, and remote Local Government public libraries; and public consultation via an online survey.
3. The new Strategy will support the work of 232 public libraries operated by Local Government around Western Australia.
4. Endorsement of the Strategy is being sought from WALGA State Council and the Library Board of Western Australia, prior to submission to the Minister for Culture and the Arts for final approval.
5. An updated advocacy position is proposed to reflect current governance arrangements, the outcomes being sought under the new Strategy and the achievement of elements of the existing position under the *2016-2021 WA Public Libraries Strategy*.

#### **Recommendation**

That:

1. the draft *WA Public Libraries Strategy 2022-2026* be endorsed.
2. WALGA's existing Advocacy Position on Public Libraries be deleted and replaced as follows:

#### *3.8 Public Libraries*

1. Western Australian Local Government public libraries provide valuable local cultural infrastructure, creating social and community hubs for community capacity building, recreation, education and literacy, digital inclusion, and social connection, cohesion, and inclusion.
2. WALGA supports the provision of Public Library services in Western Australia through a formal partnership between Local Government and the State Government of Western Australia, governed by the Library Board Act 1951, namely the State and Local Government Agreement for the Provision of Public Library Services in Western Australia (2020).
3. The *WA Public Libraries Strategy 2022-2026* provides a framework for a shared vision, strategic direction, and collaborative action in the provision of a vibrant and sustainable 21<sup>st</sup> century public library network.
4. It is essential that a sustainable funding model enables Local Governments to continue to deliver library services to support continued growth and adaptation to changing community needs.

#### **Matters for Noting / Information**

- 6.1 2020/21 Local Government Performance Monitoring Project (05-047-01-0011 CH)
- 6.2 Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades (05-024-02-0059 SM)
- 6.3 Aboriginal Cultural Heritage Act 2021 Co-design Process, Phase 1 Submission
- 6.4 Western Power Access Arrangement Review Submission (05-001-03-0019 ID)
- 6.5 Economic Development Research (05-088-03-0004 DM)
- 6.6 Development of Child Safe Policy for Local Government (05-065-03-006 BW)
- 6.7 National Reconciliation Week Local Government Activation Program (05-032-03-0011 VB)
- 6.8 WA Strategic Trails Blueprint 2022-2027 – Draft for Comment (05-053-03-007 BW)
- 6.9 Issues Paper: Local Government Approaches to Tree Retention (05-036-03-0020 RP)
- 6.10 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)

## RESOLUTION

Moved: Shire of Trayning  
Seconded: Shire of Tammin

That the Great Eastern Country Zone

1. Supports Matters for Decision, item 5.1 to 5.3 as listed above in the July 2022 State Council Agenda, and
2. Notes all Matters for Noting and Organisational Reports as listed in the July 2022 State Council Agenda.

CARRIED

### 10.4 WALGA President's Report

The WALGA President's Report provided in the Agenda as an attachment.

## RESOLUTION

Moved: Shire of Tammin  
Seconded: Shire of Nungarin

That the Great Eastern Country Zone notes the WALGA President's Report.

CARRIED

## 11. EMERGING ISSUES

### 11.1 Biosecurity Management in WA

Cr Batchelor raised the issue of Biosecurity, and the recent WALGA information page as follows:

*Biosecurity is the management of risk from pests and diseases entering, emerging, establishing or spreading in Australia. Local Governments are a key stakeholder under the shared responsibility model between government, industry, and community to address biosecurity matters.*

*In March 2022, the State Government appointed an [independent panel](#) to undertake the statutory review of the Biosecurity and Agriculture Management Act 2007 (BAM Act). The panel has been tasked with assessing the BAM Act's operation and effectiveness. The Panel has designed a three stage engagement process over the course of 2022-23, with [Stage 1 of public consultation on the BAM Act Review](#) now open.*

*Stage 1 will identify the major themes and issues for the panel to consider. Feedback received will inform Stage 2, which will be a participatory process for all stakeholders to further explore the themes and issues. Stage 3 will include broader engagement to get feedback on the findings and potential solutions.*

*WALGA has prepared a [Discussion Paper](#) with 11 key themes and recommendations to provide context on relevant matters for Local Government and assist the sector in providing input to Stage 1 of the BAM Act Review consultation process.*

*Given the short timeframe of Stage 1, WALGA encourages Local Governments to provide feedback directly to the Review by **Wednesday, 27 July 2022** through the [submission and survey portal](#) or by downloading the submission template and sending to:*

BAMA Review Panel  
c/-Department of Primary Industries and Regional Development  
PO Box 483  
NORTHAM WA 6401  
[BAMAreview@dpiird.wa.gov.au](mailto:BAMAreview@dpiird.wa.gov.au)

Local Governments are also asked to provide WALGA with a copy of their response/submission to the review and any additional feedback on WALGA's Discussion Paper. Responses can be provided to [environment@walga.asn.au](mailto:environment@walga.asn.au) by **Wednesday, 27 July 2022**.

Feedback received from Local Governments will inform WALGA's ongoing biosecurity advocacy on behalf of the sector, the development of a draft submission to the BAM Act Review later in 2022 and an update of [WALGA's Biosecurity Management Policy Position \(2017\)](#) if required.

For further information, please contact [Melanie Davies](#), WALGA's Biodiversity and Sustainability Project Officer, or call 9213 2065.

Cr Batchelor encouraged Local Governments to respond to the Discussion Paper.

## **NOTED**

### **11.2 CEACA Information Session (Attachment 5)**

An information session is being held on Thursday, 18 August 2022, at 10.00am in Merredin.

#### **Action:**

The Executive Officer to circulate the promotional flyer on the CEACA information day to all Zone Local Governments.

Zone Local Governments and Community Members are encouraged to attend.

## **12. URGENT BUSINESS**

**NIL**

## **13. DATE, TIME, AND PLACE OF NEXT MEETINGS**

The next Executive Committee meeting will be held on Thursday, 11 August 2022 via Teleconference.

The next Great Eastern Country Zone meeting will be held on Monday, 22 August 2022, commencing at 9.30am. This meeting will be hosted by the Shire of Kellerberrin.

## **14. CLOSURE**

There being no further business the Chair declared the meeting closed at 1.02pm.

**SHIRE OF DOWERIN**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 30 JUNE 2022**

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

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\* Indicates report is required by Legislation.

**These Statements are prepared with data available at the time of preparation. Data is likely to change with end of year transactional processes.**

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.06 M	\$1.28 M	\$1.28 M	\$0.00 M
Closing	\$0.00 M	\$0.00 M	\$1.16 M	\$1.16 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$3.53 M	% of total
Unrestricted Cash	\$1.06 M	29.9%
Restricted Cash	\$2.48 M	70.1%

Refer to Note 2 - Cash and Financial Assets

Payables	
	\$0.22 M % Outstanding
Trade Payables	\$0.14 M
Over 30 Days	54.7%
Over 90 Days	5.6%

Refer to Note 5 - Payables

Receivables		
	\$0.66 M	% Collected
Rates Receivable	\$0.12 M	92.3%
Trade Receivable	\$0.66 M	
Over 30 Days		0.9%
Over 90 Days		0.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.09 M)	\$0.02 M	\$1.14 M	\$1.12 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.45 M	% Variance
YTD Budget	\$1.45 M	0.0%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$6.70 M	% Variance
YTD Budget	\$6.71 M	(0.2%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.63 M	% Variance
YTD Budget	\$0.61 M	3.2%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.03 M)	(\$0.97 M)	(\$0.87 M)	\$0.10 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.06 M	%
Adopted Budget	\$0.16 M	(62.2%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$2.66 M	% Spent
Adopted Budget	\$3.01 M	(11.8%)

Refer to Note 8 - Capital Acquisition

Non-Operating Grants		
YTD Actual	\$1.72 M	% Received
Adopted Budget	\$1.82 M	(5.3%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.06 M	(\$0.32 M)	(\$0.37 M)	(\$0.05 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.18 M
Interest expense	\$0.03 M
Principal due	\$1.27 M

Refer to Note 9 - Borrowings

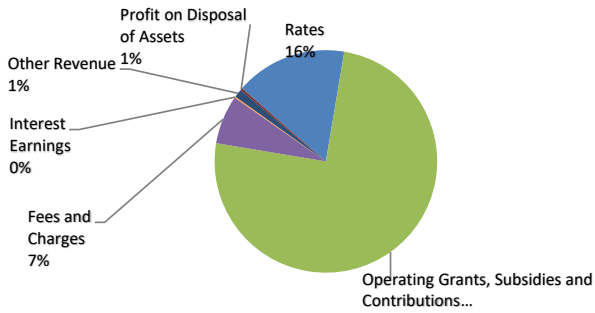
Reserves	
Reserves balance	\$2.48 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

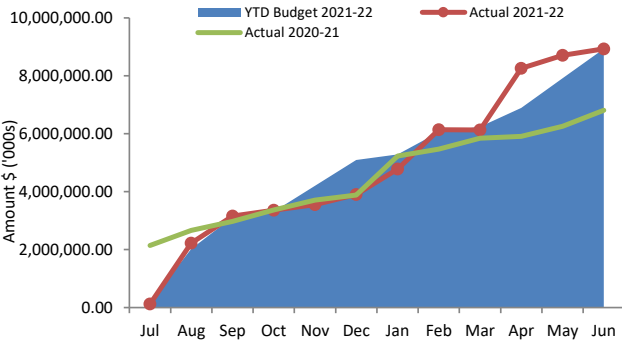
This information is to be read in conjunction with the accompanying Financial Statements and notes.

OPERATING ACTIVITIES

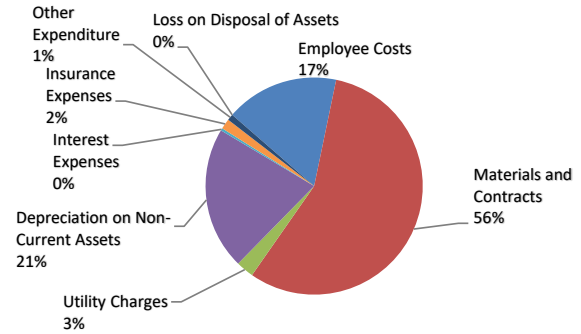
OPERATING REVENUE



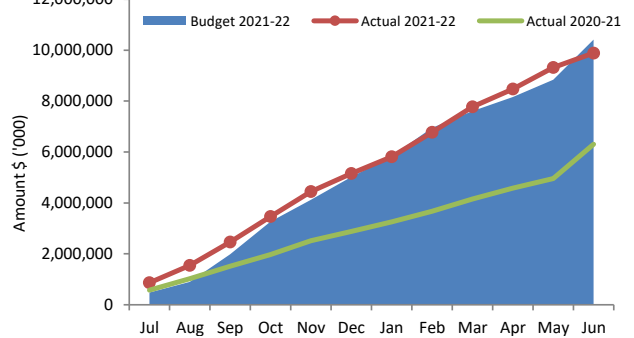
Budget Operating Revenues -v- Actual



OPERATING EXPENSES



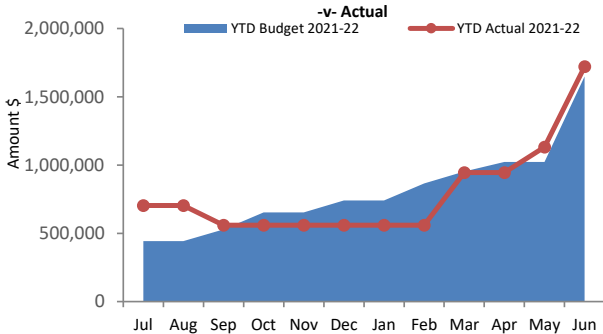
Budget Operating Expenses -v- YTD Actual



INVESTING ACTIVITIES

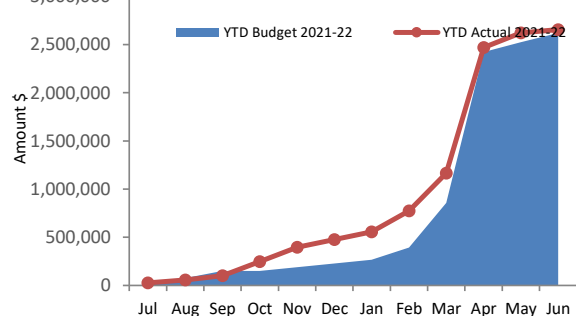
Non-operating grants, subsidies and contributions

Budget YTD -v- Actual



Payments for property, plant and equipment and infrastructure

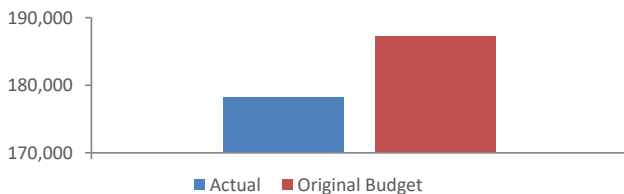
Budget YTD -v- Actual



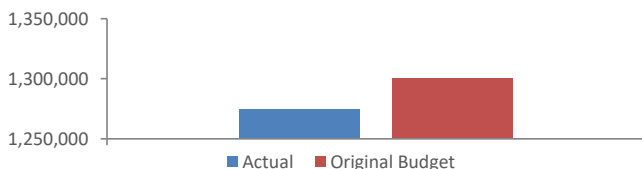
FINANCING ACTIVITIES

BORROWINGS

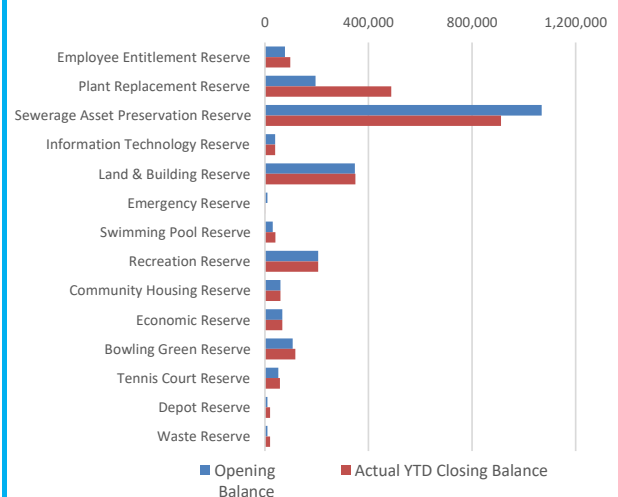
Principal Repayments



Principal Outstanding



RESERVES



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

**STATUTORY REPORTING PROGRAMS**

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note	\$		\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,063,716	1,275,417	1,275,417	1,275,417	0	0.00%	
<b>Revenue from operating activities</b>								
Governance		8,000	4,425	4,425	427	(3,998)	(90.35%)	
General purpose funding		2,404,226	2,533,889	2,533,889	3,457,494	923,605	36.45%	😊
Law, order and public safety		40,700	40,840	40,840	31,939	(8,901)	(21.79%)	
Health		1,600	4,000	4,000	3,594	(406)	(10.15%)	
Education and welfare		546,658	540,158	540,158	494,187	(45,971)	(8.51%)	
Housing		150,000	150,000	150,000	144,001	(5,999)	(4.00%)	
Community amenities		287,152	263,426	263,426	268,608	5,182	1.97%	
Recreation and culture		50,950	48,382	48,382	42,532	(5,850)	(12.09%)	
Transport		4,600,773	5,048,416	5,048,416	4,164,114	(884,302)	(17.52%)	😞
Economic services		182,300	187,313	187,313	223,060	35,747	19.08%	😊
Other property and services		54,832	111,058	111,058	102,281	(8,777)	(7.90%)	😊
		<b>8,327,191</b>	<b>8,931,908</b>	<b>8,931,907</b>	<b>8,932,237</b>	330		
<b>Expenditure from operating activities</b>								
Governance		(436,496)	(442,375)	(442,375)	(390,025)	52,350	11.83%	😊
General purpose funding		(221,485)	(227,568)	(227,568)	(196,899)	30,669	13.48%	😊
Law, order and public safety		(131,300)	(141,806)	(141,806)	(137,135)	4,671	3.29%	
Health		(49,572)	(49,975)	(49,975)	(24,033)	25,942	51.91%	😊
Education and welfare		(602,795)	(594,782)	(594,782)	(442,979)	151,803	25.52%	😊
Housing		(265,816)	(268,926)	(268,926)	(269,407)	(481)	(0.18%)	
Community amenities		(471,723)	(437,502)	(437,502)	(403,593)	33,909	7.75%	
Recreation and culture		(948,054)	(986,646)	(986,646)	(935,922)	50,724	5.14%	
Transport		(7,312,861)	(6,561,504)	(6,561,504)	(5,910,957)	650,547	9.91%	
Economic services		(514,251)	(559,388)	(559,388)	(503,226)	56,162	10.04%	😊
Other property and services		(8,268)	(144,325)	(144,325)	(672,367)	(528,042)	(365.87%)	😞
		<b>(10,962,621)</b>	<b>(10,414,797)</b>	<b>(10,414,797)</b>	<b>(9,886,543)</b>	528,254		
Non-cash amounts excluded from operating activities	1(a)	1,544,497	1,502,674	1,502,674	2,090,762	588,088	39.14%	😞
<b>Amount attributable to operating activities</b>		<b>(1,090,933)</b>	<b>19,785</b>	<b>19,784</b>	<b>1,136,456</b>	1,116,672		
<b>Investing Activities</b>								
Non-operating grants, subsidies and contributions	13	1,815,757	1,648,724	1,648,724	1,720,355	71,631	4.34%	
Proceeds from disposal of assets	7	161,000	60,909	60,909	60,909	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,008,912)	(2,682,269)	(2,682,269)	(2,655,171)	27,098	1.01%	
<b>Amount attributable to investing activities</b>		<b>(1,032,155)</b>	<b>(972,636)</b>	<b>(972,635)</b>	<b>(873,907)</b>	98,728		
<b>Financing Activities</b>								
Transfer from reserves	10	459,521	328,273	328,273	253,605	(74,668)	(22.75%)	▼
Repayment of debentures	9	(187,187)	(187,187)	(187,187)	(178,201)	8,986	4.80%	
Transfer to reserves	10	(212,962)	(463,649)	(463,649)	(449,429)	14,220	3.07%	
<b>Amount attributable to financing activities</b>		<b>59,372</b>	<b>(322,563)</b>	<b>(322,563)</b>	<b>(374,025)</b>	(51,462)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,163,941</b>	1,163,941		

**KEY INFORMATION**

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

threshold. Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

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

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 JUNE 2022

## STATUTORY REPORTING PROGRAMS

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

### PROGRAM NAME AND OBJECTIVES

### ACTIVITIES

#### GOVERNANCE

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

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

#### GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

#### LAW, ORDER, PUBLIC SAFETY

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

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

#### HEALTH

To provide an operational framework for environmental and community health.

Inspection of food premises and food control.

#### EDUCATION AND WELFARE

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

Maintenance and operational costs of the Dowerin Child Care Centre; Dowerin Home Care, Commonwealth Home Support Program (CHSP), community nursing and other support services.

#### HOUSING

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

Provision and maintenance of all Shire responsible housing.

#### COMMUNITY AMENITIES

To provide necessary services as required by the community.

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

#### RECREATION AND CULTURE

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

Maintenance and operation of public halls, sporting pavilions, parks and gardens, recreation centre, sports playing surface areas and reserves including football oval, hockey oval, tennis courts, bowling greens and golf course. Contribution to the operation of the Dowerin Public Library.

#### TRANSPORT

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

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

#### ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of the Shire of Dowerin Short Stay Accommodation facilities. Provision of rural services including building control, standpipes, noxious weeds and vermin control. Assistance with the operations of the annual Dowerin Field Day. Maintenance costs associated with the Dowerin Community Resource Centre.

#### OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works, plant repairs and operations. Works and administration overheads. Materials and stores.



STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note	\$		\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,063,716	1,275,417	1,275,417	1,275,417	0	0.00%	
<b>Revenue from operating activities</b>								
Rates	6	1,447,970	1,452,150	1,452,150	1,452,239	89	0.01%	
Operating grants, subsidies and contributions	12	6,078,134	6,711,800	6,711,800	6,697,570	(14,230)	(0.21%)	
Fees and charges		653,628	612,247	612,247	632,065	19,818	3.24%	
Interest earnings		36,078	17,600	17,600	17,183	(417)	(2.37%)	
Other revenue		99,000	110,669	110,669	105,738	(4,931)	(4.46%)	
Profit on disposal of assets		12,381	27,442	27,442	27,442	0	0.00%	
		<b>8,327,191</b>	<b>8,931,908</b>	<b>8,931,908</b>	<b>8,932,237</b>	329		
<b>Expenditure from operating activities</b>								
Employee costs		(1,586,612)	(1,575,757)	(1,575,757)	(1,667,867)	(92,110)	(5.85%)	
Materials and contracts		(7,219,361)	(6,698,717)	(6,698,717)	(5,579,603)	1,119,114	16.71%	😊
Utility charges		(152,050)	(219,074)	(219,074)	(262,200)	(43,126)	(19.69%)	😞
Depreciation on non-current assets		(1,516,549)	(1,509,533)	(1,509,533)	(2,098,681)	(589,148)	(39.03%)	😞
Interest expenses		(39,613)	(39,613)	(39,613)	(35,334)	4,279	10.80%	
Insurance expenses		(129,540)	(151,255)	(151,255)	(151,255)	0	0.00%	
Other expenditure		(299,150)	(220,848)	(220,848)	(91,603)	129,245	58.52%	😊
Loss on disposal of assets		(19,746)	0	0	0	0	0.00%	
		<b>(10,962,621)</b>	<b>(10,414,797)</b>	<b>(10,414,797)</b>	<b>(9,886,543)</b>	528,254		
Non-cash amounts excluded from operating activities	1(a)	1,544,497	1,502,674	1,502,674	2,090,762	588,088	39.14%	😊
<b>Amount attributable to operating activities</b>		<b>(1,090,933)</b>	<b>19,785</b>	<b>19,785</b>	<b>1,136,456</b>	1,116,671		
<b>Investing activities</b>								
Non-operating grants, subsidies and contributions	13	1,815,757	1,648,724	1,648,724	1,720,355	71,631	4.34%	
Proceeds from disposal of assets	7	161,000	60,909	60,909	60,909	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,008,912)	(2,682,269)	(2,682,269)	(2,655,171)	27,098	1.01%	
<b>Amount attributable to investing activities</b>		<b>(1,032,155)</b>	<b>(972,636)</b>	<b>(972,636)</b>	<b>(873,907)</b>	98,729		
<b>Financing Activities</b>								
Transfer from reserves	10	459,521	328,273	328,273	253,605	(74,668)	(22.75%)	😞
Repayment of debentures	9	(187,187)	(187,187)	(187,187)	(178,201)	8,986	4.80%	
Transfer to reserves	10	(212,962)	(463,649)	(463,649)	(449,429)	14,220	3.07%	
<b>Amount attributable to financing activities</b>		<b>59,372</b>	<b>(322,563)</b>	<b>(322,563)</b>	<b>(374,025)</b>	(51,462)		
Closing funding surplus / (deficit)	1(c)	0	0	0	1,163,941	1,163,941		

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 JUNE 2022

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

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

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

agreements, communication expenses, advertising expenses,

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

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

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

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

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 00 January 1900

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Actual
<b>Non-cash items excluded from operating activities</b>		\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	7	(12,381)	(27,442)
Movement in liabilities associated with restricted cash		20,583	20,116
Movement in reserves interest for review		0	(593)
Add: Loss on asset disposals	7	19,746	0
Add: Depreciation on assets		1,516,549	2,098,681
<b>Total non-cash items excluded from operating activities</b>		<b>1,544,497</b>	<b>2,090,762</b>

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

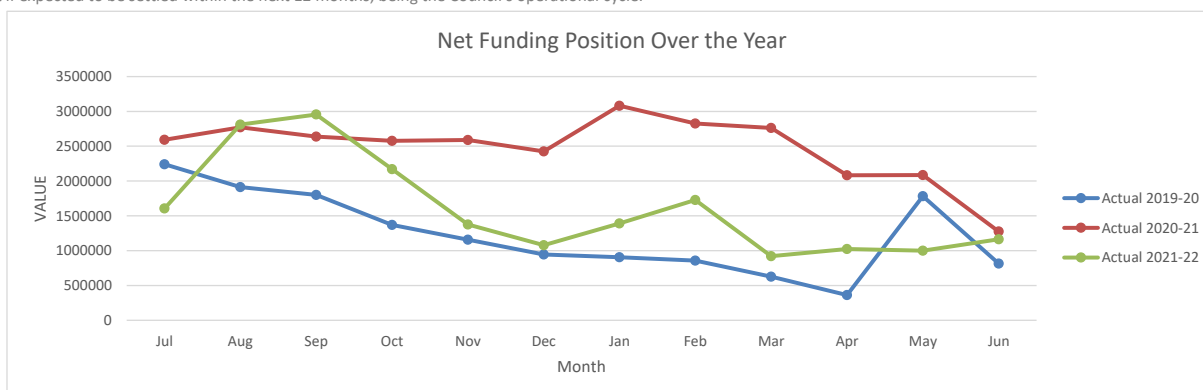
	Notes	Adopted Budget	Last Year Audited Actual 30 June 2021	This Time Last Year 30 June 2021	Year to Date 30 June 2022
<b>Adjustments to net current assets</b>					
Less: Reserves - restricted cash	10	(2,280,140)	(2,280,140)	(2,280,140)	(2,475,964)
Add: Borrowings	9	187,187	187,197	187,197	8,996
Add: Provisions funded by Reserve		77,767	77,767	77,767	97,883
<b>Total adjustments to net current assets</b>		<b>(2,015,186)</b>	<b>(2,015,176)</b>	<b>(2,015,176)</b>	<b>(2,369,085)</b>

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

<b>Current assets</b>					
Cash and cash equivalents	2	4,229,066	4,240,541	4,240,541	3,552,516
Rates receivables	3	133,185	133,185	133,185	121,980
Receivables	3	358,730	395,906	395,906	662,209
Stock on Hand	4	11,455	14,605	14,605	37,337
<b>Total Current Assets</b>		<b>4,732,436</b>	<b>4,784,237</b>	<b>4,784,237</b>	<b>4,374,042</b>
<b>Less: Current liabilities</b>					
Payables	5	(184,245)	(430,589)	(430,589)	(223,782)
Borrowings	9	(187,187)	(187,197)	(187,197)	(8,996)
Contract liabilities	11	(90,000)	(704,013)	(704,013)	(436,394)
Provisions	11	(192,102)	(171,845)	(171,845)	(171,845)
<b>Total Current Liabilities</b>		<b>(653,534)</b>	<b>(1,493,644)</b>	<b>(1,493,644)</b>	<b>(841,017)</b>
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(2,015,186)</b>	<b>(2,015,176)</b>	<b>(2,015,176)</b>	<b>(2,369,085)</b>
<b>Closing funding surplus / (deficit)</b>		<b>2,063,716</b>	<b>1,275,417</b>	<b>1,275,417</b>	<b>1,163,941</b>

CURRENT AND NON-CURRENT CLASSIFICATION

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



Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
<b>Cash on hand</b>								
Floats	Cash and cash equivalents	400	0	400	0	On-hand		
<b>Cash Deposits</b>								
Municipal Bank Account	Cash and cash equivalents	1,056,269	375,508	1,431,777	0	NAB	0.05%	At Call
Cash Maximiser	Cash and cash equivalents	13	0	13	0	NAB	0.05%	At Call
<b>Restricted Cash</b>								
LRCIP Phase 2 Funding	Cash and cash equivalents		100,456	100,456	0	NAB	0.03%	At Call
<b>Term Deposits</b>								
709-6589	Financial assets at amortised cost		1,000,000	1,000,000	0	NAB	1.50%	25.12.22
27-9675	Financial assets at amortised cost	0	1,000,000	1,000,000	0	Westpac	1.62%	29.12.22
<b>Total</b>		<b>1,056,682</b>	<b>2,475,964</b>	<b>3,532,646</b>				
<b>Comprising</b>								
Cash and cash equivalents		1,056,682	475,964	1,532,646	0			
Financial assets at amortised cost		0	2,000,000	2,000,000	0			
		<b>1,056,682</b>	<b>2,475,964</b>	<b>3,532,646</b>	<b>0</b>			

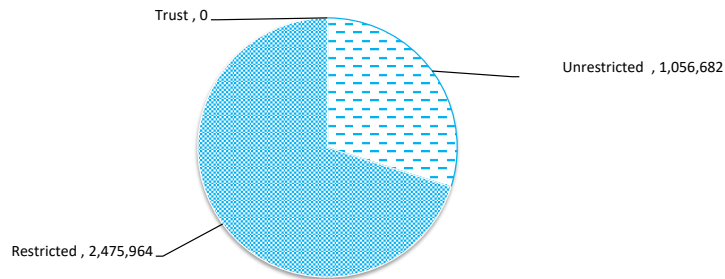
**KEY INFORMATION**

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

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

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

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



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

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

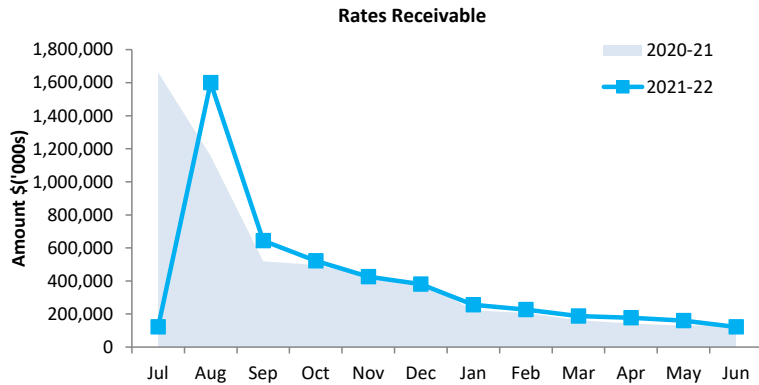
Rates receivable	30 June 2021	30 Jun 2022
	\$	\$
Opening arrears previous years	118,037	133,185
Levied - Rates revenue	1,402,771	1,452,239
Less - collections	(1,387,623)	(1,463,444)
Equals current outstanding	<b>133,185</b>	<b>121,980</b>
<b>Net rates collectable</b>	<b>133,185</b>	<b>121,980</b>
% Collected	91.2%	92.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(784)	658,962	2,090	510	3,066	663,844
Percentage	(0.1%)	99.3%	0.3%	0.1%	0.5%	
<b>Balance per trial balance</b>						
Sundry receivable	(784)	658,962	2,090	510	3,066	663,844
Allowance for impairment of receivables	0	(59,920)	0	0	0	(59,920)
Accrued Income	0	31,368	0	0	0	31,368
<b>Total receivables general outstanding</b>						<b>662,209</b>

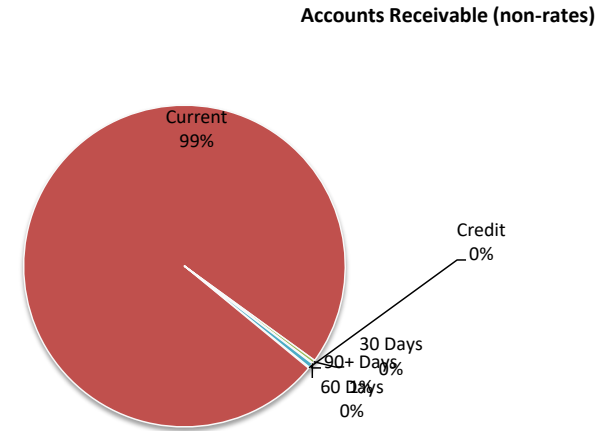
Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



Other current assets	Opening Balance 1 July 2021	Asset Increase/(Decrease)	Closing Balance 30 June 2022
	\$	\$	\$
<b>Inventory</b>			
Stock On Hand	14,605	22,732	37,337
<b>Total other current assets</b>	<b>14,605</b>	<b>22,732</b>	<b>37,337</b>
<b>Amounts shown above include GST (where applicable)</b>			

**KEY INFORMATION**

**Inventory**

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

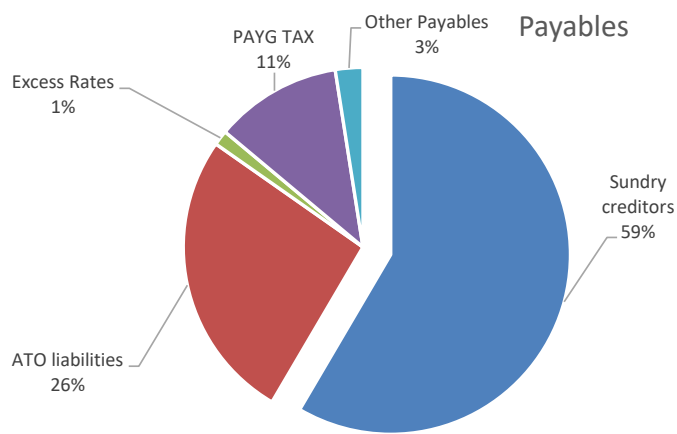
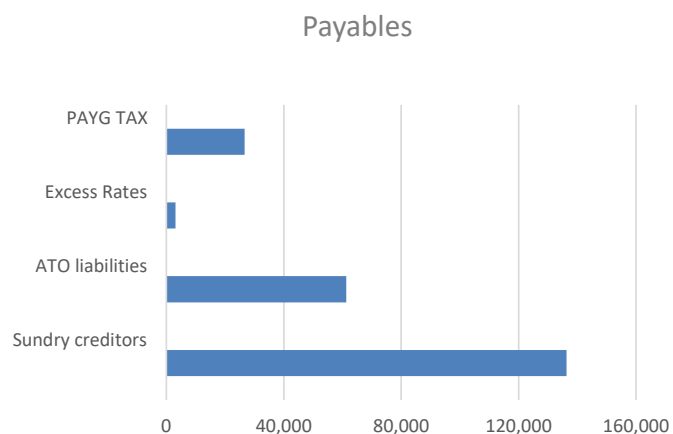
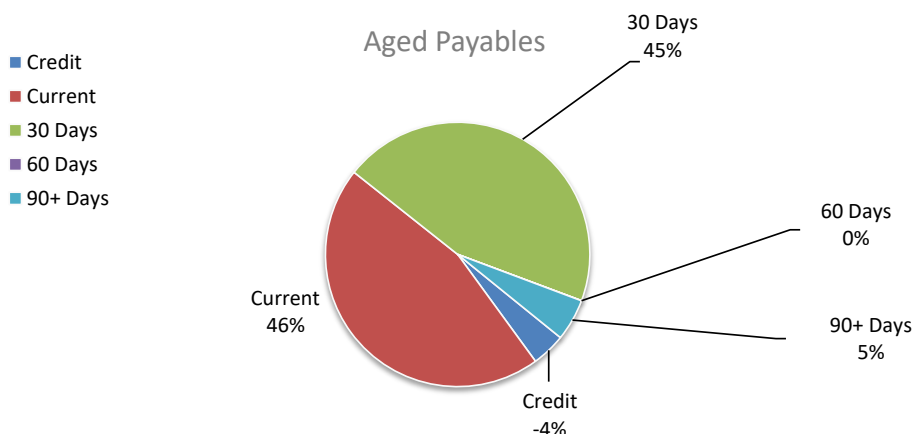
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(10,136)	111,494	109,868	50	12,506	223,782
Percentage	-4.5%	49.8%	49.1%	0%	5.6%	
<b>Balance per trial balance</b>						
Sundry creditors	0	13,885	109,868	50	12,506	136,309
ATO liabilities	0	61,274	0	0	0	61,274
Excess Rates	0	3,143	0	0	0	3,143
PAYG TAX	0	26,682	0	0	0	26,682
Other Payables	0	5,777	0	0	0	5,777
Payroll Creditors	(10,136)	0	0	0	0	(10,136)
Accrued Loan Interest	0	7,731	0	0	0	7,731
<b>Total payables general outstanding</b>						<b>223,782</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



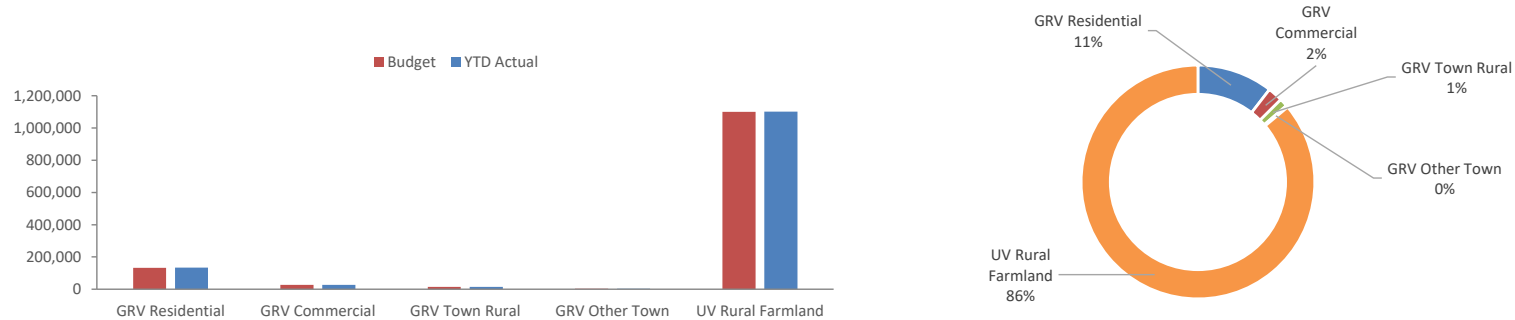


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2022

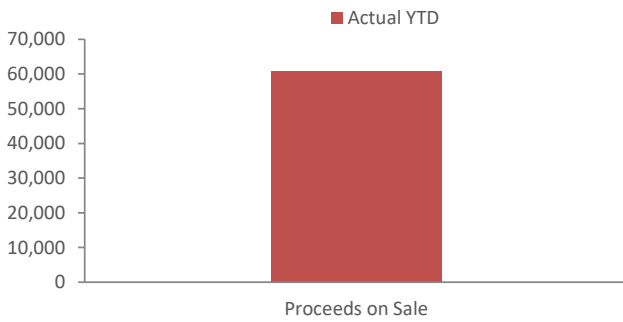
OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

General rate revenue	Original Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
GRV Residential	0.10300	134	1,292,744	133,153	0	0	133,153	133,153	881	0	134,034
GRV Commercial	0.10300	15	256,479	26,417	0	0	26,417	26,417	0	0	26,417
GRV Town Rural	0.10300	12	138,888	14,305	0	0	14,305	14,305	0	0	14,305
GRV Other Town	0.10300	8	33,386	3,439	0	0	3,439	3,439	0	0	3,439
<b>Unimproved value</b>											
UV Rural Farmland	0.00780	221	141,021,718	1,099,969	0	0	1,099,969	1,100,393	350	0	1,100,743
<b>Sub-Total</b>		<b>390</b>	<b>142,743,215</b>	<b>1,277,284</b>	<b>0</b>	<b>0</b>	<b>1,277,283</b>	<b>1,277,707</b>	<b>1,231</b>	<b>0</b>	<b>1,278,938</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
GRV Residential	793	44	268,898	34,896	0	0	34,896	34,892	0	0	34,892
GRV Commercial	793	17	65,465	13,483	0	0	13,483	13,481	0	0	13,481
GRV Town Rural	793	15	36,979	11,897	0	0	11,897	11,895	0	0	11,895
GRV Other Town	232	19	7,807	4,404	0	0	4,404	4,408	0	0	4,408
<b>Unimproved value</b>											
UV Rural Farmland	793	66	3,733,182	52,345	0	0	52,345	52,338	0	0	52,338
UV Commercial	793	4	400	3,172	0	0	3,172	3,172	0	0	3,172
UV Town Rural	793	4	92,000	3,172	0	0	3,172	3,172	0	0	3,172
UV Mining	232	10	57,675	2,318	0	0	2,318	2,320	0	0	2,320
<b>Sub-total</b>		<b>179</b>	<b>4,262,406</b>	<b>125,687</b>	<b>0</b>	<b>0</b>	<b>125,687</b>	<b>125,678</b>	<b>0</b>	<b>0</b>	<b>125,678</b>
<b>Amount from general rates</b>							<b>1,402,970</b>	<b>1,403,385</b>	<b>1,231</b>	<b>0</b>	<b>1,404,616</b>
Ex-gratia rates							45,000				47,623
<b>Total general rates</b>							<b>1,447,970</b>				<b>1,452,239</b>

KEY INFORMATION



Asset Ref.	Asset description	Current Budget		YTD Actual			
		Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>							
<b>Transport</b>							
	Ride On Mower - Cox 9008E (P042)	0	-	0	0	0	0
	Dual Cab 4x2; D002; Team Leader	0	-	0	0	0	0
	Single Cab - Light Utility - 1GIL668			0	0	0	0
<b>Other property and services</b>							
	Passenger Vehicle; MWA	0	-	0	0	0	0
	Passenger Vehicle; CEO	27,442	-	33,467	60,909	27,442	0
	Passenger Vehicle; MCCA	0	-	0	0	0	0
		<b>27,442</b>	<b>0</b>	<b>33,467</b>	<b>60,909</b>	<b>27,442</b>	<b>0</b>



\*Ride on Mower is under Asset Threshold. Sale proceeds are include as

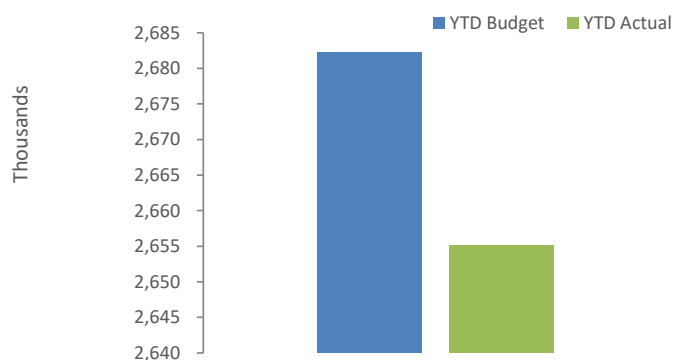
**NOTES TO THE STATEMENT OF BUDGET REVIEW  
FOR THE PERIOD ENDED 30 JUNE 2022**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

Capital acquisitions	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	267,000	185,960	185,960	185,479	(481)
Plant and equipment	396,500	108,784	108,784	73,911	(34,873)
Infrastructure - roads	1,978,412	1,848,100	1,848,100	1,896,158	48,058
Infrastructure - other	367,000	539,425	539,425	499,623	(39,802)
<b>Payments for Capital Acquisitions</b>	<b>3,008,912</b>	<b>2,682,269</b>	<b>2,682,269</b>	<b>2,655,171</b>	<b>(27,098)</b>
<b>Total Capital Acquisitions</b>	<b>3,008,912</b>	<b>2,682,269</b>	<b>2,682,269</b>	<b>2,655,171</b>	<b>(27,098)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$		\$	\$	\$
Capital grants and contributions	1,815,757	1,648,724	1,648,724	1,720,355	71,631
Other (disposals & C/Fwd)	161,000	161,000	60,909	60,909	0
Cash backed reserves					
Plant Replacement Reserve	120,000	120,000	0	0	0
Sewerage Asset Preservation Reserve	47,000	47,000	243,605	243,605	0
Land & Building Reserve	150,000	150,000	0	0	0
Emergency Reserve	10,000	10,000	0	0	0
Swimming Pool Reserve	40,521	40,521	10,000	10,000	0
Recreation Reserve	92,000	92,000	0	0	0
Contribution - operations	572,634	413,024	719,031	620,302	(98,729)
<b>Capital funding total</b>	<b>3,008,912</b>	<b>2,682,269</b>	<b>2,682,269</b>	<b>2,655,171</b>	<b>(27,098)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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



Account Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Variance Under/(Over)	Comments
<b>Land and Buildings</b>						
BC001	Administration Office - Building (Capital)	45,000	51,687	51,687	51,754	(66) Project Complete - Over budget
BC044	Sports Recreation Centre - Building (Capital)	72,000	72,000	72,000	71,452	548 In progress
BC074	Dowerin Community Club Function Centre - Building (Capital)	0	62,273	62,273	62,273	0 Urgent Repairs to DCC to be funded from the Land and Building Reserve
BC058	Building - Building (Capital)	150,000	0	0	0	0 Project not proceeding
<b>Total</b>	<b>267,000</b>	<b>185,960</b>	<b>185,960</b>	<b>185,479</b>	<b>481</b>	
<b>Plant &amp; Equipment</b>						
PE201	Cemetery Grave Shoring Box	10,000	10,000	10,000	0	10,000 Still Progressing (C/Fwd may be required)
PE109	Modifications to D004 Mitsubishi Truck	15,000	0	0	0	0
PE111	Side Tipper	103,000	0	0	0	0 Waiting on Council decision on Plant
PE206	Ride On Mower	5,000	10,500	10,500	0	10,500 Mower ordered and on its way
PE207	Mower Digga - Refurbishment	5,000	6,770	6,770	6,770	0 Complete
PE208	Fuel Tank Trailer - 2,000 Litre Size	6,500	6,500	6,500	4,008	2,492 In progress
PE106	Light Vehicle CEO	60,000	62,383	62,383	62,383	0 Complete
PE205	Light Vehicle - MCCA	52,500	0	0	0	0 Waiting on Council decision on Plant
PE100	Diesel Fuel Bowser - Shire Depot	10,000	12,631	12,631	750	11,881 Still Progressing (C/Fwd may be required)
PE104	Utility Tipper 4x2 Construction	35,000	0	0	0	0 PO Raised - Delivery Aug 2022
PE105	Dual Cab 4x2 Team Leader	42,000	0	0	0	0 PO Raised - Delivery Aug 2022
PE204	Light Plant Vehicle - Manager Works & Assets	52,500	0	0	0	0 To be carried forward to FY23
<b>Total</b>	<b>396,500</b>	<b>108,784</b>	<b>108,784</b>	<b>73,911</b>	<b>34,873</b>	
<b>Infrastructure - Roads</b>						
R2R004	Hindmarsh Road (R2R)	141,724	153,803	153,803	156,775	(2,972) Project Complete
R2R025	Dowerin-Koordra Road (R2R)	85,505	85,500	85,500	50,082	35,418 Project Complete
R2R046	Sanders Road (R2R)	119,700	141,793	141,793	142,150	(358) Project Complete
RRG183	Dowerin-Meckering Road (RRG) SLK11.36 to SLK13.44	82,535	87,535	87,535	91,852	(4,317) Project Complete
RRG183A	Dowerin-Meckering Road (RRG) SLK13.82 to SLK16.13	382,032	392,387	392,387	377,795	14,592 Project Complete
WFN182A	WSFN Dowerin-Kalannie Road SLK27.28 to SLK41.70 - Preliminary Works Including Geotechnical	50,314	11,520	11,520	32,992	(21,472) Project Complete
WFN182B	WSFN Dowerin-Kalannie Road SLK0.00 to SLK48.7 - Maintenance Clearing of Vegetation - \$212,150	212,150	18,829	18,829	32,767	(13,938) Project Complete
WFN182C	WSFN Dowerin-Kalannie Road SLK0.00 to SLK48.7 - Preliminary Works - Clearing Permit	126,802	43,677	43,677	43,667	10 Project Complete
WFN182D	WSFN Dowerin-Kalannie Road SLK0.00 to SLK25.68 - Construction Works	777,650	913,056	913,056	968,078	(55,022) Project Complete
<b>Total</b>	<b>1,978,412</b>	<b>1,848,100</b>	<b>1,848,100</b>	<b>1,896,158</b>	<b>(48,058)</b>	
<b>Infrastructure - Other</b>						
OC002	Waste Facility Perimeter Fencing	0	2,226	2,226	2,434	(208)
OC014	Dowerin Waste Facility - CELL	10,000	12,868	12,868	17,611	(4,743) Works this FY complete. Project to continue next year due to increased scope of work
OC043	Swimming Pool - Repair Leaks - Infrastructure Other	45,000	44,000	44,000	27,935	16,065
OC003	Town Oval Reticulation Upgrade (Inc Dam)	285,000	401,430	401,430	425,838	(24,408) Final completion by 30 June 2022
OC004	Entrance/Streetscape Project - SSA & DCC	18,000	22,901	22,901	24,136	(1,235) Project Complete
OC008	Street Lighting LED Upgrade	0	25,000	25,000	0	25,000 Stewart Street Lighting Upgrade Stage 2 LCRIP Phase 3
OC010	Tin Dog Walk Stage 2	9,000	9,000	9,000	1,500	7,500
OC102	Information Bays	0	0	0	169	(169)
OC015	Lighting Upgrades	0	22,000	22,000	0	22,000
<b>Total</b>	<b>367,000</b>	<b>539,425</b>	<b>539,425</b>	<b>499,623</b>	<b>39,802</b>	
<b>TOTALS</b>	<b>3,008,912</b>	<b>2,682,269</b>	<b>2,682,269</b>	<b>2,655,171</b>	<b>27,098</b>	

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

FINANCING ACTIVITIES  
NOTE 9  
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2021	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments		
			Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget	Actual	Original Budget	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>														
Government Regional Officer Housing	100	254,839	0	0	0	10,704	10,704	10,704	244,135	244,135	244,135	9,003	9,003	9,003
<b>Recreation and culture</b>														
Dowerin Community Club	97	75,905	0	0	0	75,921	75,916	75,916	(16)	(11)	(11)	784	2,337	2,337
Dowerin Swimming Pool	101	162,815	0	0	0	9,506	18,497	18,497	153,309	144,318	144,318	0	4,801	4,801
DEM Interest Free Swimming Pool Loan	LP000	45,000	0	0	0	10,000	10,000	10,000	0	35,000	35,000	0	0	0
<b>Transport</b>			0											
Multi Tyre Roller	103	150,618	0			20,722	20,723	20,723	129,896	129,895	129,895	1,289	926	1,289
Smooth Drum Tyre Roller	104	150,000	0			18,284	18,284	18,284	131,716	131,716	131,716	1,137	793	1,137
<b>Economic services</b>														
Short Stay Accommodation	99	648,580	0	0	0	33,063	33,063	33,063	615,517	615,517	615,517	20,108	20,108	20,108
<b>Total</b>		<b>1,487,757</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>178,201</b>	<b>187,187</b>	<b>187,187</b>	<b>1,274,556</b>	<b>1,300,570</b>	<b>1,300,570</b>	<b>32,321</b>	<b>37,968</b>	<b>38,675</b>
Current borrowings		187,187							8,996					
Non-current borrowings		1,300,570							1,265,560					
		1,487,757							1,274,556					

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

The Budget did not provide for any new borrowing during the year.

KEY INFORMATION

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

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

**FINANCING ACTIVITIES  
NOTE 10  
CASH RESERVES**

**Cash backed reserve**

Reserve name	Opening Balance	Original Budget Transfers In (+)	Current Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Original Budget Closing Balance	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$		\$	\$		\$
Employee Entitlement Reserve	77,767	20,583	20,583	20,116	0	0	0	98,350	98,350	97,883
Plant Replacement Reserve	195,176	51,206	301,893	292,301	(120,000)	0	0	126,382	497,069	487,477
Sewerage Asset Preservation Reserve	1,069,074	88,235	88,235	86,606	(47,000)	(256,000)	(243,605)	1,110,309	901,309	912,075
Information Technology Reserve	39,307	295	295	344	0	0	0	39,602	39,602	39,651
Land & Building Reserve	346,803	2,578	2,578	3,013	(150,000)	(62,273)	0	199,381	287,108	349,816
Emergency Reserve	10,000	0	0	13	(10,000)	(10,000)	(10,000)	0	0	13
Swimming Pool Reserve	30,294	10,227	10,227	10,267	(40,521)	0	0	0	40,521	40,561
Recreation Reserve	205,800	1,544	1,544	309	(92,000)	0	0	115,344	207,344	206,109
Community Housing Reserve	59,915	449	449	90	0	0	0	60,364	60,364	60,005
Economic Reserve	66,870	502	502	101	0	0	0	67,372	67,372	66,971
Bowling Green Reserve	107,084	10,803	10,803	10,161	0	0	0	117,887	117,887	117,245
Tennis Court Reserve	52,050	6,390	6,390	6,078	0	0	0	58,440	58,440	58,128
Depot Reserve	10,000	10,075	10,075	10,015	0	0	0	20,075	20,075	20,015
Waste Reserve	10,000	10,075	10,075	10,015	0	0	0	20,075	20,075	20,015
	<b>2,280,140</b>	<b>212,962</b>	<b>463,649</b>	<b>449,429</b>	<b>(459,521)</b>	<b>(328,273)</b>	<b>(253,605)</b>	<b>2,033,581</b>	<b>2,415,516</b>	<b>2,475,964</b>

**KEY INFORMATION**

Other current liabilities	Note	Opening Balance 1 July 2021	Liability Increase	Liability Reduction	Closing Balance 30 June 2022
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements		704,013	0	(267,620)	436,394
<b>Total unspent grants, contributions and reimbursements</b>		704,013	0	(267,620)	436,394
<b>Provisions</b>					
Annual leave		124,616	0	0	124,616
Long service leave		47,229	0	0	47,229
<b>Total Provisions</b>		171,845	0	0	171,845
<b>Total other current assets</b>		<b>875,858</b>	<b>0</b>	<b>(267,620)</b>	<b>608,239</b>
<b>Amounts shown above include GST (where applicable)</b>					

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

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

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

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

##### Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

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

## OPERATING GRANTS AND CONTRIBUTIONS

Provider	Operating grants, subsidies and contributions revenue				
	Original Budget Revenue	YTD Budget	Current Budget	Budget Variations	YTD Revenue Actual
	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>					
<b>General purpose funding</b>					
GEN PUR - Financial Assistance Grant - General	471,225	453,188	453,188	18,037	1,156,418
GEN PUR - Financial Assistance Grant - Roads	314,310	285,363	285,363	28,947	794,563
GEN PUR - Grant Funding (NO GST)	99,443	289,043	289,043	(189,600)	0
<b>Law, order, public safety</b>					
ESL BFB - Operating Grant	31,200	32,840	32,840	(1,640)	24,883
<b>Education and welfare</b>					
AGED OTHER - Grant Funding - CHSP	222,917	222,917	222,917	0	315,784
WELFARE - Grants	8,000	1,300	1,300	6700	0
AGED OTHER - Grant Funding - HCP	304,365	304,365	304,365	0	166,076
<b>Recreation and culture</b>					
REC - Grants	0	64	64	(64)	64
OTH CUL - Grants - Other Culture	7,850	10,450	10,450	(2,600)	0
<b>Transport</b>					
ROADC - Other Grants - Flood Damage	4,428,724	4,881,225	4,881,225	(452,501)	3,989,984
ROADM - Direct Road Grant (MRWA)	143,000	143,999	143,999	(999)	143,999
ROADC - Other Grants - Roads/Streets	0	5,774	5,774	(5,774)	5,745
<b>Economic services</b>					
TOUR - Grants	2,500	0	0	2,500	0
<b>Other property and services</b>					
UNCLASS - Unclassified Income - GST Inclusive	0	160	160	(160)	161
ADMIN - Reimbursements	0	1,412	1,412	(1,412)	1,478
PWO - Other Reimbursements	0	2,113	2,113	(2,113)	2,159
POC - Reimbursements	0	931	931	(931)	932
SAL - Reimbursement - Parental Leave	0	25,000	25,000	(25,000)	24,160
	<b>6,033,534</b>	<b>6,660,144</b>	<b>6,660,144</b>	<b>(626,610)</b>	<b>6,626,405</b>
<b>Operating contributions and reimbursements</b>					
<b>Governance</b>					
MEMBERS - Contributions & Donations	4,000	4,000	4,000	0	0
MEMBERS - Reimbursements	4,000	425	425	3,575	427
<b>General purpose funding</b>					
<b>Law, order, public safety</b>					
OLOPS - Contributions & Donations	4,000	4,000	4,000	0	4,000
<b>Education and welfare</b>					
AGED OTHER - Contributions	500	500	500	0	136
WELFARE - Contributions & Donations	1,000	0	0	1,000	0
<b>Housing</b>					
OTH HOUSE - Rental Reimbursements	5,000	23,000	23,000	(18,000)	32,877
<b>Community amenities</b>					
ENVIRON - Reimbursements	0	1,400	1,400	(1,400)	1,500
<b>Recreation and culture</b>					
REC - Contributions & Donations	8,000	4,518	4,518	3,482	12,385
REC - Reimbursements - Other Recreation	6,000	6,000	6,000	0	(743)
LIBRARY - Other Grants	0	0	0	0	1,200
HERITAGE - Contributions & Donations	1,000	0	0	1,000	0
OTH CUL - Contributions & Donations - Other Culture	5,600	1,500	1,500	4,100	209
<b>Transport</b>					
ROADM - Street Lighting Subsidy	3,000	0	0	3,000	4,145
<b>Economic services</b>					
TOUR - Contributions & Donations	2,500	0	0	2,500	0
TOUR - Reimbursements	0	6,313	6,313	(6,313)	6,141
TOUR - Other Income Relating to Tourism & Area Promotion	0	0	0	0	0
<b>Other property and services</b>					
POC - Fuel Tax Credits Grant Scheme	0	0	0	0	8,886
	<b>44,600</b>	<b>51,656</b>	<b>51,656</b>	<b>(7,056)</b>	<b>71,164</b>
<b>TOTALS</b>	<b>6,078,134</b>	<b>6,711,800</b>	<b>6,711,800</b>	<b>(633,666)</b>	<b>6,697,570</b>



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

INVESTING ACTIVITIES  
NOTE 13  
NON-OPERATING GRANTS AND CONTRIBUTIONS

		Non operating grants, subsidies and contributions revenue			
		Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
		\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>					
<b>Recreation and culture</b>					
	Rec - Contributions & Donations	70,000	70,000	70,000	70,000
<b>Transport Funding</b>					
RRG	Roadc - Regional Road Group Grants (Mrwa)	309,711	309,711	309,711	247,768
R2R	Roadc - Roads To Recovery Grant	346,928	346,928	346,928	378,297
WSFN	Roadc - Other Grants - Roads/Streets	1,089,118	922,085	922,085	1,024,290
<b>TOTALS</b>		<b>1,815,757</b>	<b>1,648,724</b>	<b>1,648,724</b>	<b>1,720,355</b>

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

NOTE 14  
BUDGET AMENDMENTS

There have been no amendments to original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available	Decrease in Available	Amended Budget Running Balance
					Cash	Cash	
				\$	\$	\$	\$
<b>Budget adoption</b>							0
	Budgeted Opening surplus	OCM19/4/22 Item 11.3				(788,302)	(788,302)
3030120	RATES - Instalment Admin Fee Received	OCM19/4/22 Item 11.3	Operating Revenue			(500)	(788,802)
3030121	RATES - Account Enquiry Charges	OCM19/4/22 Item 11.3	Operating Revenue		1,345		(787,457)
3030122	RATES - Reimbursement of Debt Collection Costs	OCM19/4/22 Item 11.3	Operating Revenue		500		(786,957)
3030130	RATES - Rates Levied - SynergySoft	OCM19/4/22 Item 11.3	Operating Revenue		1,557		(785,400)
3030140	RATES - Ex-Gratia Rates (CBH, etc.)	OCM19/4/22 Item 11.3	Operating Revenue		2,623		(782,777)
3030210	GEN PUR - Financial Assistance Grant - General	OCM19/4/22 Item 11.3	Operating Revenue			(18,037)	(800,814)
3030211	GEN PUR - Financial Assistance Grant - Roads	OCM19/4/22 Item 11.3	Operating Revenue			(28,947)	(829,761)
3030214	GEN PUR - Grant Funding (NO GST)	OCM19/4/22 Item 11.3	Operating Revenue			189,600	(640,161)
3030245	GEN PUR - Interest Earned - Reserve Funds	OCM19/4/22 Item 11.3	Operating Revenue			(13,578)	(653,739)
3030246	GEN PUR - Interest Earned - Municipal Funds	OCM19/4/22 Item 11.3	Operating Revenue			(4,900)	(658,639)
3040101	MEMBERS - Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue			(3,575)	(662,214)
3050221	ANIMAL - Animal Registration Fees	OCM19/4/22 Item 11.3	Operating Revenue			(1,000)	(663,214)
3050235	ANIMAL - Other Fees & Charges	OCM19/4/22 Item 11.3	Operating Revenue			(500)	(663,714)
3050510	ESL BFB - Operating Grant	OCM19/4/22 Item 11.3	Operating Revenue		1,640		(662,074)
3070420	HEALTH - Health Regulatory Fees & Charges	OCM19/4/22 Item 11.3	Operating Revenue		2,200		(659,874)
3070421	HEALTH - Health Regulatory Licenses	OCM19/4/22 Item 11.3	Operating Revenue		200		(659,674)
3080635	AGED OTHER - Other Income	OCM19/4/22 Item 11.3	Operating Revenue		1,200		(658,474)
3080700	WELFARE - Contributions & Donations	OCM19/4/22 Item 11.3	Operating Revenue			(1,000)	(659,474)
3080710	WELFARE - Grants	OCM19/4/22 Item 11.3	Operating Revenue			(6,700)	(666,174)
3100120	SAN - Domestic Refuse Collection Charges	OCM19/4/22 Item 11.3	Operating Revenue			(3,224)	(669,398)
3100121	SAN - Domestic Services (Additional)	OCM19/4/22 Item 11.3	Operating Revenue			(500)	(669,898)
3100135	SAN - Other Income	OCM19/4/22 Item 11.3	Operating Revenue			(4,000)	(673,898)
3100325	SEW - Sewerage Rates	OCM19/4/22 Item 11.3	Operating Revenue			(8,448)	(682,346)
3100330	SEW - Sewerage Fixtures	OCM19/4/22 Item 11.3	Operating Revenue			(9,954)	(692,300)
3100501	ENVIRON - Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue		1,400		(690,900)
3100620	PLAN - Planning Application Fees	OCM19/4/22 Item 11.3	Operating Revenue			(500)	(691,400)
3100720	COM AMEN - Cemetery Fees (Burial)	OCM19/4/22 Item 11.3	Operating Revenue		2,500		(688,900)
3100722	COM AMEN - Cemetery Fees (Monuments)	OCM19/4/22 Item 11.3	Operating Revenue			(3,500)	(692,400)
3100735	COM AMEN - Other Income	OCM19/4/22 Item 11.3	Operating Revenue		2,500		(689,900)
3110120	HALLS - Town Hall Hire	OCM19/4/22 Item 11.3	Operating Revenue			(700)	(690,600)
3110220	SWIM AREAS - Admissions	OCM19/4/22 Item 11.3	Operating Revenue			(1,000)	(691,600)
3110300	REC - Contributions & Donations	OCM19/4/22 Item 11.3	Operating Revenue			(3,482)	(695,082)
3110301	REC - Reimbursements - Other Recreation	OCM19/4/22 Item 11.3	Operating Revenue		2,500		(692,582)
3110310	REC - Grants	OCM19/4/22 Item 11.3	Operating Revenue		64		(692,518)
3110600	HERITAGE - Contributions & Donations	OCM19/4/22 Item 11.3	Operating Revenue			(1,000)	(693,518)
3110700	OTH CUL - Contributions & Donations - Other Culture	OCM19/4/22 Item 11.3	Operating Revenue			(1,550)	(695,068)
3110710	OTH CUL - Grants - Other Culture	OCM19/4/22 Item 11.3	Operating Revenue		2,600		(692,468)
3120113	ROADC - Other Grants - Roads/Streets	OCM19/4/22 Item 11.3	Operating Revenue			(161,259)	(853,727)
3120130	ROADC - Other Grants - Flood Damage	OCM19/4/22 Item 11.3	Operating Revenue			452,501	(401,226)
3120200	ROADM - Street Lighting Subsidy	OCM19/4/22 Item 11.3	Operating Revenue			(3,000)	(404,226)
3120210	ROADM - Direct Road Grant (MRWA)	OCM19/4/22 Item 11.3	Operating Revenue		999		(403,227)
3120220	ROADM - Sale of Scrap	OCM19/4/22 Item 11.3	Operating Revenue		3,418		(399,809)
3120390	PLANT - Profit on Disposal of Assets	OCM19/4/22 Item 11.3	Non Cash Movement	(12,049)		0	(399,809)
3130200	TOUR - Contributions & Donations	OCM19/4/22 Item 11.3	Operating Revenue			(2,500)	(402,309)
3130201	TOUR - Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue		6,313		(395,996)
3130210	TOUR - Grants	OCM19/4/22 Item 11.3	Operating Revenue			(2,500)	(398,496)
3130320	BUILD - Fees & Charges (Licences)	OCM19/4/22 Item 11.3	Operating Revenue			(3,000)	(401,496)
3130335	BUILD - Other Income	OCM19/4/22 Item 11.3	Operating Revenue		10,000		(391,496)
3130835	OTH ECON - Other Income	OCM19/4/22 Item 11.3	Operating Revenue			(3,300)	(394,796)
3140120	PRIVATE - Private Works Income	OCM19/4/22 Item 11.3	Operating Revenue		2,500		(392,296)
3140201	ADMIN - Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue		1,412		(390,884)
3140290	ADMIN - Profit on Disposal of Assets	OCM19/4/22 Item 11.3	Non Cash Movement	27,110			(390,884)
3140301	PWO - Other Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue		1,113		(389,771)
3140401	POC - Reimbursements	OCM19/4/22 Item 11.3	Operating Revenue			(1,069)	(390,840)
3140502	SAL - Reimbursement - Parental Leave	OCM19/4/22 Item 11.3	Operating Revenue			25,000	(365,840)
3140735	UNCLASS - Unclassified Income - GST Inclusive	OCM19/4/22 Item 11.3	Operating Revenue		160		(365,680)
2030100	RATES - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(700)	(366,380)
2030117	RATES - Doubtful Debts Expense	OCM19/4/22 Item 11.3	Operating Expenses			(19,495)	(385,875)
2030118	RATES - Rates Write Off	OCM19/4/22 Item 11.3	Operating Expenses		19,545		(366,330)
2030141	RATES - Subscriptions & Memberships	OCM19/4/22 Item 11.3	Operating Expenses			(2,433)	(368,763)
2030211	GEN PUR - Bank Fees & Charges	OCM19/4/22 Item 11.3	Operating Expenses			(3,000)	(371,763)
2040104	MEMBERS - Training & Development	OCM19/4/22 Item 11.3	Operating Expenses		4,400		(367,363)
2040109	MEMBERS - Members Travel and Accommodation	OCM19/4/22 Item 11.3	Operating Expenses		2,000		(365,363)
2040112	MEMBERS - Deputy Mayors/Presidents Allowance	OCM19/4/22 Item 11.3	Operating Expenses			(225)	(365,588)
2040113	MEMBERS - Members Sitting Fees	OCM19/4/22 Item 11.3	Operating Expenses		5,000		(360,588)
2040116	MEMBERS - Election Expenses	OCM19/4/22 Item 11.3	Operating Expenses		3,000		(357,588)
2040121	MEMBERS - Information Systems	OCM19/4/22 Item 11.3	Operating Expenses			(136)	(357,724)
2040130	MEMBERS - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,245		(356,479)
2040141	MEMBERS - Subscriptions & Publications	OCM19/4/22 Item 11.3	Operating Expenses			(2,230)	(358,709)
2040152	MEMBERS - Consultants	OCM19/4/22 Item 11.3	Operating Expenses		10,000		(348,709)
2040220	OTH GOV - Communication Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(509)	(349,218)
2040221	OTH GOV - Information Systems	OCM19/4/22 Item 11.3	Operating Expenses			(114)	(349,332)
2040230	OTH GOV - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(21,120)	(370,452)
2040250	OTH GOV - Consultancy - Statutory	OCM19/4/22 Item 11.3	Operating Expenses			(10,000)	(380,452)
2040251	OTH GOV - Consultancy - Strategic	OCM19/4/22 Item 11.3	Operating Expenses			(2,000)	(382,452)
2040252	OTH GOV - Other Consultancy	OCM19/4/22 Item 11.3	Operating Expenses		5,000		(377,452)
2040287	OTH GOV - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(190)	(377,642)
2050100	FIRE - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(1,100)	(378,742)
2050112	FIRE - Fire Prevention/Burning/Control - recoverable	OCM19/4/22 Item 11.3	Operating Expenses			(100)	(378,842)

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

NOTE 14  
BUDGET AMENDMENTS

There have been no amendments to original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available	Decrease in Available	Amended Budget Running
					Cash	Cash	Balance
				\$	\$	\$	\$
2050287	ANIMAL - Other Expenditure	OCM19/4/22 Item 11.3	Operating Expenses			(461)	(379,303)
2050387	OLOPS - Other Expenditure	OCM19/4/22 Item 11.3	Operating Expenses		240		(379,062)
2050507	ESL BFB - Clothing & Accessories	OCM19/4/22 Item 11.3	Operating Expenses			(654)	(379,716)
2050530	ESL BFB - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(5,700)	(385,416)
2050565	ESL BFB - Maintenance Plant & Equipment	OCM19/4/22 Item 11.3	Operating Expenses			(3,000)	(388,416)
2050566	ESL BFB - Maintenance Vehicles/Trailers/Boats	OCM19/4/22 Item 11.3	Operating Expenses		670		(387,746)
2050569	ESL BFB - Plant & Equipment \$1,200 to \$5,000 per item	OCM19/4/22 Item 11.3	Operating Expenses		4,000		(383,746)
2050586	ESL BFB - Plant & Equipment < \$1,200 per item	OCM19/4/22 Item 11.3	Operating Expenses			(1,627)	(385,374)
2050587	ESL BFB - Other Goods and Services	OCM19/4/22 Item 11.3	Operating Expenses		1,000		(384,374)
2050588	ESL BFB - Utilities, Rates & Taxes	OCM19/4/22 Item 11.3	Operating Expenses			(657)	(385,031)
2050589	ESL BFB - Maintenance Land & Buildings	OCM19/4/22 Item 11.3	Operating Expenses			(3,116)	(388,147)
2070412	HEALTH - Analytical Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(390)	(388,537)
2070487	HEALTH - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(13)	(388,550)
2080388	FAMILIES - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses		401		(388,149)
2080389	FAMILIES - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(560)	(388,709)
2080600	AGED OTHER - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(3,000)	(391,709)
2080665	AGED OTHER - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		3,000		(388,709)
2080753	WELFARE - Events	OCM19/4/22 Item 11.3	Operating Expenses		7,750		(380,959)
2080788	WELFARE - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses		212		(380,747)
2080789	WELFARE - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses		210		(380,537)
2090188	STF HOUSE - Staff Housing Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(4,792)	(385,329)
2090189	STF HOUSE - Staff Housing Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses		1,345		(383,984)
2090192	STF HOUSE - Depreciation	OCM19/4/22 Item 11.3	Operating Expenses		0		(383,984)
2090230	OTH HOUSE - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses		2,000		(381,984)
2090288	OTH HOUSE - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(5,561)	(387,545)
2090289	OTH HOUSE - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			3,897	(383,648)
2090292	OTH HOUSE - Depreciation	OCM19/4/22 Item 11.3	Operating Expenses			0	(383,648)
2100113	SAN - Waste Recycling	OCM19/4/22 Item 11.3	Operating Expenses			(200)	(383,848)
2100165	SAN - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(270)	(384,118)
2100188	SAN - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(500)	(384,618)
2100189	SAN - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(500)	(385,118)
2100192	SAN - Depreciation	OCM19/4/22 Item 11.3	Non Cash Movement	150			(385,118)
2100200	SAN OTH - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(878)	(385,996)
2100265	SAN OTH - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		551		(385,445)
2100289	SAN OTH - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses		510		(384,935)
2100292	SAN OTH - Depreciation	OCM19/4/22 Item 11.3	Non Cash Movement	6,070			(384,935)
2100299	SAN OTH - Administration Allocated	OCM19/4/22 Item 11.3	Operating Expenses		19,514		(365,421)
2100352	SEW - Consultants	OCM19/4/22 Item 11.3	Operating Expenses		12,000		(353,421)
2100365	SEW - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(1,788)	(355,209)
2100392	SEW - Depreciation	OCM19/4/22 Item 11.3	Non Cash Movement	2		0	(355,209)
2100652	PLAN - Consultants	OCM19/4/22 Item 11.3	Operating Expenses		3,000		(352,209)
2100711	COM AMEN - Cemetery Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(4,481)	(356,690)
2100787	COM AMEN - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,000		(355,690)
2100788	COM AMEN - Public Conveniences Operations	OCM19/4/22 Item 11.3	Operating Expenses		2,548		(353,142)
2100789	COM AMEN - Public Conveniences Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(2,505)	(355,647)
2110187	HALLS - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,000		(354,647)
2110188	HALLS - Town Halls and Public Bldg Operations	OCM19/4/22 Item 11.3	Operating Expenses		4,773		(349,874)
2110189	HALLS - Town Halls and Public Bldg Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(112)	(349,986)
2110192	HALLS - Depreciation	OCM19/4/22 Item 11.3	Non Cash Movement	(60)		0	(349,986)
2110265	SWIM AREAS - Grounds Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(21)	(350,007)
2110288	SWIM AREAS - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(1,023)	(351,030)
2110289	SWIM AREAS - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(1,585)	(352,615)
2110292	SWIM AREAS - Depreciation	OCM19/4/22 Item 11.3	Non Cash Movement	854		0	(352,615)
2110365	REC - Parks & Gardens Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(32,929)	(385,544)
2110366	REC - Town Oval Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		4,845		(380,699)
2110367	REC - Sundry Dry Parks/Reserves Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(1,829)	(382,527)
2110368	REC - Playground Equipment Mctce	OCM19/4/22 Item 11.3	Operating Expenses			(141)	(382,668)
2110387	REC - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses			2,170	(380,498)
2110388	REC - Other Rec Facilities Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(892)	(381,390)
2110389	REC - Other Rec Facilities Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(13,818)	(395,208)
2110516	LIBRARY - Postage and Freight	OCM19/4/22 Item 11.3	Operating Expenses			(400)	(395,608)
2110521	LIBRARY - Information Technology	OCM19/4/22 Item 11.3	Operating Expenses			(100)	(395,708)
2110587	LIBRARY - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		500		(395,208)
2110588	LIBRARY - Library Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(100)	(395,308)
2110630	HERITAGE - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,133		(394,175)
2110665	HERITAGE - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		637		(393,538)
2110687	HERITAGE - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		8,678		(384,860)
2110711	OTH CUL - Australia Day	OCM19/4/22 Item 11.3	Operating Expenses			(1,239)	(386,099)
2110725	OTH CUL - Festival & Events	OCM19/4/22 Item 11.3	Operating Expenses			(10,204)	(396,303)
2110787	OTH CUL - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,270		(395,034)
2120211	ROADM - Road Maintenance - Built Up Areas	OCM19/4/22 Item 11.3	Operating Expenses		43,689		(351,345)
2120212	ROADM - Road Maintenance - Sealed Outside BUA	OCM19/4/22 Item 11.3	Operating Expenses		25,587		(325,758)
2120213	ROADM - Road Maintenance - Gravel Outside BUA	OCM19/4/22 Item 11.3	Operating Expenses		3,706		(322,052)
2120216	ROADM - Bridge Maintenance - Outside BUA	OCM19/4/22 Item 11.3	Operating Expenses			(4,000)	(326,052)
2120217	ROADM - Ancillary Maintenance - Built Up Areas	OCM19/4/22 Item 11.3	Operating Expenses			(7,070)	(333,122)
2120235	ROADM - Traffic Signs/Equipment (Safety)	OCM19/4/22 Item 11.3	Operating Expenses			(2,278)	(335,400)
2120252	ROADM - Consultants	OCM19/4/22 Item 11.3	Operating Expenses		695,678		360,278
2120286	ROADM - Workshop/Depot Expensed Equipment	OCM19/4/22 Item 11.3	Operating Expenses			(315)	359,964
2120287	ROADM - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		10,500		370,464
2120288	ROADM - Depot Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(37,452)	333,012
2120289	ROADM - Depot Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses		4,750		337,762
2120391	PLANT - Loss on Disposal of Assets	OCM19/4/22 Item 11.3	Non Cash Movement	17,691		0	337,762
2120665	AERO - Airstrip & Grounds Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(500)	337,262

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

**NOTE 14  
BUDGET AMENDMENTS**

There have been no amendments to original budget since budget adoption.

GL Code	Description	Council Resolution	Classification	Increase in Available		Decrease in Available		Amended Budget Running Balance
				Non Cash Adjustment	Cash	Cash	Cash	
				\$	\$	\$	\$	\$
2120699	AERO - Administration Allocated	OCM19/4/22 Item 11.3	Operating Expenses		1,371			338,633
2130200	TOUR - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(11,573)		327,060
2130215	TOUR - Printing and Stationery	OCM19/4/22 Item 11.3	Operating Expenses		4,000			331,060
2130240	TOUR - Public Relations & Area Promotion	OCM19/4/22 Item 11.3	Operating Expenses			(2,000)		329,060
2130241	TOUR - Subscriptions & Memberships	OCM19/4/22 Item 11.3	Operating Expenses			(641)		328,419
2130265	TOUR - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		2,600			331,019
2130266	TOUR - Caravan Park General Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(7,515)		323,504
2130288	TOUR - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses		2,537			326,041
2130289	TOUR - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(26,462)		299,579
2130350	BUILD - Contract Building Services	OCM19/4/22 Item 11.3	Operating Expenses			(3,000)		296,579
2130855	OTH ECON - Community Bus	OCM19/4/22 Item 11.3	Operating Expenses			(1,200)		295,379
2130865	OTH ECON - Standpipe Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses			(3,000)		292,379
2130887	OTH ECON - Other Expenditure	OCM19/4/22 Item 11.3	Operating Expenses		1,850			294,229
2130888	OTH ECON - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(418)		293,812
2130889	OTH ECON - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(316)		293,495
2140187	PRIVATE - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses			(6,000)		287,495
2140199	PRIVATE - Administration Allocated	OCM19/4/22 Item 11.3	Operating Expenses			(2,064)		285,431
2140204	ADMIN - Training & Development	OCM19/4/22 Item 11.3	Operating Expenses		4,750			290,181
2140205	ADMIN - Recruitment	OCM19/4/22 Item 11.3	Operating Expenses			(5,000)		285,181
2140209	ADMIN - Travel & Accommodation	OCM19/4/22 Item 11.3	Operating Expenses		2,000			287,181
2140210	ADMIN - Motor Vehicle Expenses	OCM19/4/22 Item 11.3	Operating Expenses		5,000			292,181
2140215	ADMIN - Printing and Stationery	OCM19/4/22 Item 11.3	Operating Expenses		2,000			294,181
2140221	ADMIN - Information Technology	OCM19/4/22 Item 11.3	Operating Expenses			(8,000)		286,181
2140227	ADMIN - Records Management	OCM19/4/22 Item 11.3	Operating Expenses		1,500			287,681
2140230	ADMIN - Insurance Expenses (Other than Bld and W/Co	OCM19/4/22 Item 11.3	Operating Expenses			13,336		301,017
2140240	ADMIN - Advertising and Promotion	OCM19/4/22 Item 11.3	Operating Expenses		2,000			303,017
2140252	ADMIN - Consultants	OCM19/4/22 Item 11.3	Operating Expenses			(17,000)		286,017
2140288	ADMIN - Building Operations	OCM19/4/22 Item 11.3	Operating Expenses			(190)		285,827
2140289	ADMIN - Building Maintenance	OCM19/4/22 Item 11.3	Operating Expenses			(19,650)		266,177
2140291	ADMIN - Loss on Disposal of Assets	OCM19/4/22 Item 11.3	Non Cash Movement	2,055		0		266,177
2140300	PWO - Employee Costs	OCM19/4/22 Item 11.3	Operating Expenses			(15,000)		251,177
2140304	PWO - Training & Development	OCM19/4/22 Item 11.3	Operating Expenses			(26,000)		225,177
2140305	PWO - Recruitment	OCM19/4/22 Item 11.3	Operating Expenses		200			225,377
2140316	PWO - Postage and Freight	OCM19/4/22 Item 11.3	Operating Expenses			(700)		224,677
2140329	PWO - Insurance Expenses (Except Workers Comp)	OCM19/4/22 Item 11.3	Operating Expenses			(3,940)		220,737
2140341	PWO - Subscriptions & Memberships	OCM19/4/22 Item 11.3	Operating Expenses			(118)		220,619
2140361	PWO - Engineering & Technical Support	OCM19/4/22 Item 11.3	Operating Expenses		63,360			283,979
2140365	PWO - Maintenance/Operations	OCM19/4/22 Item 11.3	Operating Expenses		2,700			286,679
2140387	PWO - Other Expenses	OCM19/4/22 Item 11.3	Operating Expenses		1,600			288,279
2140400	POC - Internal Plant Repairs - Wages & O/Head	OCM19/4/22 Item 11.3	Operating Expenses			(4,500)		283,779
2140411	POC - External Parts & Repairs	OCM19/4/22 Item 11.3	Operating Expenses			(92,520)		191,259
2140412	POC - Fuels and Oils	OCM19/4/22 Item 11.3	Operating Expenses			(15,000)		176,259
2140413	POC - Tyres and Tubes	OCM19/4/22 Item 11.3	Operating Expenses		1,300			177,559
2140416	POC - Licences/Registrations	OCM19/4/22 Item 11.3	Operating Expenses		500			178,059
2140417	POC - Insurance Expenses	OCM19/4/22 Item 11.3	Operating Expenses		2,324			180,383
2140505	SAL - Paid Parental Leave	OCM19/4/22 Item 11.3	Operating Expenses			(25,000)		155,383
	Land and Buildings	OCM19/4/22 Item 11.3	Investing Activities		143,313			298,696
	Plant & Equipment	OCM19/4/22 Item 11.3	Investing Activities		287,716			586,412
	Infrastructure - Roads	OCM19/4/22 Item 11.3	Investing Activities		130,312			716,724
	Infrastructure - Other	OCM19/4/22 Item 11.3	Investing Activities			(172,425)		544,299
	Proceeds on Disposal of Assets	OCM19/4/22 Item 11.3	Investing Activities			(100,091)		444,208
	Reserves Transfers In	OCM19/4/22 Item 11.3	Financing Activities			(250,687)		193,521
	Reserves Transfers out	OCM19/4/22 Item 11.3	Financing Activities			(193,521)		0
BC074	DCC Urgent Repairs	OCM17/5/2022 Item	Investing Activities			(62,273)		(62,272)
	DCC repairs funded from reserve	OCM17/5/2022 Item	Financing Activities		62,273			0
<b>TOTALS</b>				<b>41,823</b>	<b>1,628,565</b>	<b>(1,628,565)</b>		

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

**NOTE 15  
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %		Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Governance	(3,998)	(90.35%)			Within Variance
General purpose funding	923,605	36.45%	😊	Timing	Approx. 75% \$1.2M of the Financial Assistance Grants allocated to the Shire for FY23 were paid in April. LCRIP Funding is \$290K lower than budget due to timing of project completion.
Law, order and public safety	(8,901)	(21.79%)			Within Variance
Health	(406)	(10.15%)			Within Variance
Education and welfare	(45,971)	(8.51%)			Within Variance
Housing	(5,999)	(4.00%)			Within Variance
Community amenities	5,182	1.97%			Within Variance
Recreation and culture	(5,850)	(12.09%)			Within Variance
Transport	(884,302)	(17.52%)	😞	Timing	Road Funding incl Flood Damage lower than budget due to timing and lower overall expenditure. Invoicing occurs as expenditure milestones are met.
Economic services	35,747	19.08%	😊	Permanent	SSA Income \$35k higher than budgeted.
Other property and services	(8,777)	(7.90%)			Within Variance
<b>Expenditure from operating activities</b>					
Governance	52,350	11.83%	😊	Timing	Consultants fees are \$50K lower than budget. This may even out as final invoices are processed for FY22.
General purpose funding	30,669	13.48%	😊	Timing	Rates valuations \$13k lower, and Rates doubtful debts/write offs \$10k lower than budget. These may even out as end of year invoices and transactions are finalised.
Law, order and public safety	4,671	3.29%			Within Variance
Health	25,942	51.91%	😊	Timing	The Shire's contribution to Goomalling Health services yet to be invoiced.
Education and welfare	151,803	25.52%	😊	Permanent	HCP expenditure is \$138k lower than YTD budget. This is partially offset by lower revenue in the Aged Other programs. Other Welfare building maintenance and Events is \$15k below budget..
Housing	(481)	(0.18%)			Within Variance
Community amenities	33,909	7.75%			Within Variance
Recreation and culture	50,724	5.14%			Within Variance
Transport	650,547	9.91%			Within Variance
Economic services	56,162	10.04%	😊	Timing	Tourism and areas promotions expenses are \$61k lower than budget. These may even out as final invoices are paid for FY22.
Other property and services	(528,042)	(365.87%)	😞	Timing	Private Works expenditure is \$38k higher than budget, most of this relates to standpipe charges used for the Shire's capital roadworks. These costs are to be allocated to road construction jobs. Public Works & Plant Overheads under recovered to YTD budget by \$436k, Admin Overheads under-recovered \$128k to YTD budget. These recoveries are not finalised for FY22 due to end of year processes and finalisation creditor payments.
Non-cash amounts excluded from operating activities	588,088	39.14%	😞	Permanent	Depreciation expense is higher than Budget. As this is a non- cash item there is no impact on the Shires funding position. Staff will review depreciation rates prior to Audit to ensure they align with the recent years revaluations.
<b>Investing activities</b>					
Proceeds from non-operating grants, subsidies and contributions	71,631	4.34%			Within Variance
Proceeds from disposal of assets	0	0.00%			Within Variance
Payments for property, plant and equipment and infrastructure	27,098	1.01%			Within Variance
<b>Financing activities</b>					
Proceeds from new debentures	0	0.00%			Within Variance
Transfer from reserves	(74,668)	(22.75%)	😞	Timing	Reserve transfer for DCC repairs to be processed in July as part of end of year processes..
Repayment of debentures	8,986	4.80%			Within Variance
Transfer to reserves	14,220	3.07%			Within Variance
<b>Brought Forward Surplus</b>					
Opening funding surplus / (deficit)	0	0.00%			Within Variance



**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

<b>Last EFT No: EFT</b>					
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	
EFT9882	03/06/2022	AVON WASTE	REFUSE; Waste Collection - Rubbish & Recycling to 6 May 2022	-4898.19	
EFT9883	03/06/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	Rates - Debt Collection Expenses May 2022	-52.25	
EFT9884	03/06/2022	Accwest Pty Lts	Admin Consultants - Financial Assistance & Statutory Document Preparation February to April 2022	-14058.00	
EFT9885	03/06/2022	BOEKEMAN MACHINERY	D02 Toyota Hilux - 60,000km Service	-916.71	
EFT9886	03/06/2022	TUTT BRYANT EQUIPMENT	Multi Tyred Roller - 500hr Service	-1675.23	
EFT9887	03/06/2022	Courtney Begley	HCP Purchase - 1.66 Hours Domestic Assistance & Travel - G Brookes (Covered by Funding)	-465.00	
EFT9888	03/06/2022	BUNNINGS GROUP LIMITED	Unit 1/ 18 Memorial Ave - Replacement Shed	-635.55	
EFT9889	03/06/2022	Business Base WA	Admin - 1x Orion 1200L Credenza in Beech Over Ironstone for MCCS Office	-385.00	
EFT9890	03/06/2022	BriJarCass Security Pty Ltd	Contract Cleaning Services 16 May to 29 May 2022	-4488.00	
EFT9891	03/06/2022	COMPRESSED AIR INSTALLATIONS WA	Depot - Provide Inspection of Air Compressor	-786.50	
EFT9892	03/06/2022	DALLIMORE CARPET CHOICE	Field Days Office - Install Kenbrock Cushionwood" 5mm Heavy Duty Vinyl Planks Throughout Office	-7986.00	
EFT9893	03/06/2022	DOWERIN REFRIGERATION	SSA Unit 4 - Repair Thermostat in Fridge	-203.72	
EFT9894	03/06/2022	DOWERIN COMMUNITY RESOURCE CENTRE	Service WA Grant State Library Service - Received by Shire of Dowerin to be Passed onto CRC	-1817.00	
EFT9895	03/06/2022	LANDGATE	Rates - Rural UV General Revaluation 2021-2022	-6202.35	
EFT9896	03/06/2022	DOWERIN DESPATCH	Despatch Advertising - Public Notice of Local Laws 2021	-40.00	
EFT9897	03/06/2022	DOWERIN TYRE AND EXHAUST	D018 Toyota Single Cab Ute - Supply New Battery	-250.00	
EFT9898	03/06/2022	DOWERIN MENS SHED	Refuse Site Maintenance - Management of Tip Site as per Agreement May 2022	-1250.00	
EFT9899	03/06/2022	DOWERIN DIESEL AND MECHANICAL PTY LTD	Fuel Tank Trailer - Refurbishment on Fuel Trailer Minus Painting and Fitment of Fuel System	-5209.05	
EFT9900	03/06/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	Emergency Services Levy 2021-2022 Quarter 4 Contribution	-5024.80	
EFT9901	03/06/2022	Gym Care	Gymcare Service - Includes Call Out Fee, Time and Parts Allowance	-689.48	
EFT9902	03/06/2022	GHD PTY LTD	AGRN903 Flood Damage Repairs - Project Management/Supervision and Technical/Administration Support	-6788.27	
EFT9903	03/06/2022	G & C GLASS	CRC - Repair Window	-110.00	
EFT9904	03/06/2022	Hersey's Safety Pty Ltd	Consumables - Supply 20x Reflective Tape Stickers & 4x Rolls of Danger Tape	-363.00	
EFT9905	03/06/2022	JOELECTRICS	Swimming Pool - Inspect & Diagnose Power Fault to Pump Room, Reterminate Lines with New Connectors	-1225.30	

**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

EFT9906	03/06/2022	JASON SIGNMAKERS	Old Koorda Road & WSNF Dowerin-Kalannie Road - Supply Road Signage	-1355.80
EFT9907	03/06/2022	KOORDA AG PARTS	HCP Purchase - Provision of Garden Home Maintenance - A Bergeron	-1677.50
EFT9908	03/06/2022	Lite n' Easy	HCP Purchase - Lite N' Easy Packs - B Nicholls (Covered by Funding)	-258.98
EFT9909	03/06/2022	Carolyn Metcalf	Reimbursement - National Police Clearance Check	-57.60
EFT9910	03/06/2022	Natasha Jade Pt	Gym - 2 Inductions @ \$20 per Induction	-40.00
EFT9911	03/06/2022	FULTON HOGAN INDUSTRIES PTY LTD	WFN Dowerin-Kalannie Road - Supply C170 Two Coat Seal (14/7mm aggregate) @3L/m2	-436081.31
EFT9912	03/06/2022	Pelican Manufacturing	HCP Purchase - Bed Heel Elevator & Freight - J Windsor (Covered by Funding)	-179.90
EFT9913	03/06/2022	WORKWEAR GROUP PTY LTD	Home Care Corporate Uniform Order - A. Begley	-1876.92
EFT9914	03/06/2022	5Rivers Plumbing & Gas	Rabbit Proof Fence & Jones Road - Dry Hire of 2 Tonne Excavator For Culvert Repairs	-1160.00
EFT9915	03/06/2022	SWAN LOCK SERVICES	Consumables - Supply 6x Padlocks and 25x Non Restricted Keys for Shire Standpipes	-741.00
EFT9916	03/06/2022	Slimline Warehouse	Wall Mounted Brochure Holders for the Dowerin Shire & Community Resource Centre and Freight	-855.18
EFT9917	03/06/2022	Shred-X Pty Ltd	Admin - Collection & Shredding of Red Document Bin	-98.74
EFT9918	03/06/2022	TELSTRA	Telephone Usage & Service Charges May 2022 - MCCA, MWA and CEO iPads & Mobiles, Pool, SSA and Works	-644.10
EFT9919	03/06/2022	TOLL IPEC PTY LTD	Consumables - Freight for Reflective Tape Stickers & Danger Tape to Dowerin and Library - Freight to State	-47.40
EFT9920	03/06/2022	RALPH THAXTER	Consumables - 6x New Chains for Various Chainsaws	-165.00
EFT9921	03/06/2022	Turbofix	CAT Loader - Supply New Turbocharger & Gaskets	-2718.10
EFT9922	03/06/2022	Tradelink Pty Limited	Admin Office - Cistern, Toilet Roll Holder & Mirror for Bathroom Renovation	-407.98
EFT9923	03/06/2022	TIN DOG GENERAL STORE	Depot - Milk & Coffee	-92.93
EFT9924	03/06/2022	WA COUNTRY CHEMIST	HCP Purchase - Pull Ups - J Windsor (Covered by Funding)	-700.15
EFT9925	03/06/2022	WETDECK POOLS	Dowerin Swimming Pool - Works for Leak Repairs Claim 2	-11000.00
EFT9926	03/06/2022	Xenex Systems Pty Ltd	Admin Office - Telephone Usage & Service Charges May 2022	-448.09
EFT9927	15/06/2022	Rynat Industries	Admin Office Bathroom Refurb - Supply R-FMOB Toilet Partitions	-3686.10
EFT9928	17/06/2022	APV Valuers & Asset Management	Consultants - Valuation of Sewerage Infrastructure Assets - Part Payment	-10769.00
EFT9929	17/06/2022	ASSET INFRASTRUCTURE MANAGEMENT	Consultants - Development of an Unformatted Asset Management Plan	-16500.00
EFT9930	17/06/2022	BOEKEMAN MACHINERY	Toyota Fortuner D4 - 60,000km Service	-819.50
EFT9931	17/06/2022	Courtney Begley	HCP Purchase - 3.28 Hours DA & Travel - J Martin (Covered by Funding)	-847.40
EFT9932	17/06/2022	BOC LIMITED	Consumables - Oxygen & Acetylene Cylinder Rental 28/04/2022 to 28 May 2022 and Oxygen and Acetylene	-202.22
EFT9933	17/06/2022	Complete Office Supplies	Admin Stationary - Compendium Notepads, Tab Dividers, Pens, Staples, Arrow Flags, Whiteboard Markers,	-402.33



**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

EFT9934	17/06/2022	Cody Express Transport	Old Koorda Road - Freight for Road Signs & Admin Office - Freight for Materials for Bathroom Renovation	-143.00
EFT9935	17/06/2022	HOLBERTON EARTHMOVING	Winter Grading - Rifle Range, Sanders, Berring, Nambling South, Ucarty South, Ucarty Rock East, Cemetery, Nambling & Hagboom Roads	-19486.50
EFT9936	17/06/2022	KAOS ELECTRICAL	4/18 Memorial Avenue - Install New Split System Airconditioner	-2778.40
EFT9937	17/06/2022	5Rivers Plumbing & Gas	SSA Unit 1 - HWU Replacement	-5072.26
			Dry Hire of Excavator for Rabbit Proof Fence Road	
			2/18 Memorial - leaking pipes	
			Minnivale Standpipe - Backflow Testing	
			DCC - blocked pipes	
			Various backflow testing	
EFT9938	17/06/2022	Wheatbelt Pest Management	Rodent Bait Stations for Admin Office, Depot, SSA & Rec Centre	-949.30
EFT9939	22/06/2022	WHEELDON VALE	Nambling Road - Supply 2080.5m3 of Gravel for Re-sheeting	-4577.10
EFT9940	22/06/2022	AVON WASTE	REFUSE; Waste Collection - Rubbish & Recycling to 3 June 2022	-2539.64
EFT9941	22/06/2022	All Parts WA	PWO - Supply Two-way Radio	-432.87
EFT9942	22/06/2022	Courtney Begley	HCP Purchase - 4.5 Hours DA & Travel - G Begley (Covered by Funding)	-2159.20
EFT9943	22/06/2022	Bear Pantry Cafe	Refreshments - Catering for LEMC Meeting 7 June 2022	-255.00
EFT9944	22/06/2022	BriJarCass Security Pty Ltd	Contract Cleaning Services 30 May to 12 June 2022	-5379.00
EFT9945	22/06/2022	Complete Office Supplies	Admin, Rates & Home Care - A4 Copy Paper	-185.66
EFT9946	22/06/2022	C & F Building Approvals	Contract Building Services - Provision of Building Services May 2022	-440.00
EFT9947	22/06/2022	DOWERIN COMMUNITY RESOURCE CENTRE	Dowerin CRC and Visitor Centre Wall Graphics for Tourist Information	-1672.00
EFT9948	22/06/2022	DOWERIN TYRE AND EXHAUST	D013 Ford Ranger Ute - Supply And Install Rear Tyres	-1021.00
EFT9949	22/06/2022	DOWERIN & DISTRICTS FARM SHED	Restock of Cleaning Supplies - SSA, Admin Office, Town Hall, Club, Rec Centre, Gym, Cemetery & Public Toilets	-2572.55
EFT9950	22/06/2022	Doug Davey	Reimbursement - Cord Sash Cotton Grunt for Road Maintenance	-115.00
EFT9951	22/06/2022	ECO IMPORTS PTY LTD TRADING AS YARDGAMES	Australia Day - Giant Tower Blocks, Carry Bag & Freight for Community Events	-295.00
EFT9952	22/06/2022	Howson Technical	RAMM Data - Update Works Program, Update Unit Rates, Update Administration of Logins & Access, RAM Access Fee & Provide Valuation Report	-4211.19
EFT9953	22/06/2022	HBP Services WA	Health - EHO Service Provision May 2022	-1511.40
EFT9954	22/06/2022	Lloyd's Air-conditioning and Refrigeration Services	1/13 Stacy Street - Investigate Gas Leak in Airconditioner	-288.00
EFT9955	22/06/2022	Lite n' Easy	HCP Purchase - Lite N' Easy Packs - B Nicholls (Covered by Funding)	-577.20



**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

EFT9956	22/06/2022	Lange Consulting & Software	Tender Management Services - Procurement & Evaluation Plan, RF and Various Works (50% Deposit) for Tender No 1 2022/2023: Gravel Sheeting Road Works	-8800.00
EFT9957	22/06/2022	MOORE STEPHENS	Admin Training & Development - MCCS Attendance at 2022 Financial Reporting Workshop 20 May 2022	-1980.00
EFT9958	22/06/2022	MJ & RL McCALL	Reimbursement - Utilities as per Employment Contract	-208.08
EFT9959	22/06/2022	NORTHAM CARPET COURT	HCP Purchase - Replace Floor Coverings - A Bergeron (Covered by Funding)	-2295.00
EFT9960	22/06/2022	Northam Betta Home Living	HCP Purchase - New Bed & Base to Replace Old Mattress Causing Chest Irritation from Dust - A Bergeron	-2348.00
EFT9961	22/06/2022	Office of the Auditor General	Audit Fees - Fee for the Audit for the Year Ended 30 June 2021	-30250.00
EFT9962	22/06/2022	Proform Civil Pty Ltd ATF The Dale Weerts Family	Wheatbelt Freight Network Dowerin-Kalannie Road Works SLK 27.78 to 48.77 - Feature Survey	-23619.20
EFT9963	22/06/2022	WORKWEAR GROUP PTY LTD	Admin Corporate Uniform Order - Cheryl Murray	-400.00
EFT9964	22/06/2022	PERTH LAUNDRY EQUIPMENT	SSA - Washing Machine & Dryer Hire 22 June 2022 to 21 July 2022	-419.46
EFT9965	22/06/2022	5Rivers Plumbing & Gas	Depot Standpipe - Backflow Testing	-1485.63
EFT9966	22/06/2022	Rackmart Pty Ltd	PWO - Supply Second Hand MK6 Dexion Pallet Racking & Local Delivery To Freight Company	-1029.60
EFT9967	22/06/2022	RURAL RANGER SERVICES	Relief Ranger Services May 2022	-795.30
EFT9968	22/06/2022	RESONLINE PTY LTD	SSA - Monthly Room Manager Fee May 2022	-220.00
EFT9969	22/06/2022	ROBERT ALLIER PAINTING	Rec Centre - Painting of Rec Centre, Removal of Signage & Prep/Painting of Signage Framing CRC - Paint Walls in Information Room 3/18 Memorial - Full Internal Repaint	-16089.00
EFT9970	22/06/2022	Solomons Flooring Midland	Field Days Office - Supply 4 Roller Blinds	-1860.00
EFT9971	22/06/2022	STEWART & HEATON CLOTHING CO PTY LTD	ESL Uniform Order - 4x Coveralls	-928.22
EFT9972	22/06/2022	GOOMALLING MEDICAL SURGERY	Admin Recruitment - Pre-Employment Medical Appointment - C Murray	-165.00
EFT9973	22/06/2022	TELSTRA	Telephone Usage & Service Charges June 2022 - TIMS Fire Mobile	-153.55
EFT9974	22/06/2022	TOLL IPEC PTY LTD	Freight - Coveralls for Bushfire Brigade & New Loader Turbo	-29.66
EFT9975	22/06/2022	TIN DOG GENERAL STORE	Council Shop June 2022	-156.80
EFT9976	22/06/2022	Wheatbelt Engineering & Crane Hire	CAT Skid Steer - Repair Damaged Door	-693.23
EFT9977	30/06/2022	Avon Concrete	Mob & Demob loader for RCP & Headwall Location & Truck & Float to pickup RCPs from Australind for Dowerin-Kalannie Road	-6195.75
EFT9978	30/06/2022	APV Valuers & Asset Management	Valuation of Sewerage Infrastructure 45% of Delivery of Draft Report as per quote	-18715.13
EFT9979	30/06/2022	Courtney Begley	HCP4C - J Martin - Domestic Assistance	-1060.40
EFT9980	30/06/2022	BriJarCass Security Pty Ltd	13 June 2022 - 26 June 2022 - Cleaning Services - Shire of Dowerin	-4686.00

**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

EFT9981	30/06/2022	COUNTRY COPIERS	Copier service meter reading and pickup/feed/separation roller cassette x 1	-2167.51
EFT9982	30/06/2022	Mitchell Collard	Electricity reimbursement 31/1-11/4	-350.13
EFT9983	30/06/2022	DUNNING INVESTMENTS	200ltr Kerosene - Blue	-650.00
EFT9984	30/06/2022	Department of Education	Refund for cancelled SSA booking - Joshua Conti	-10700.00
EFT9985	30/06/2022	Emerg Solutions Pty Ltd	Direct SMS Number x 2 Annual Fee - Dowerin & Minnivale	-855.00
EFT9986	30/06/2022	GHD PTY LTD	Shire of Dowerin Flood Damage - AGRN 903 - Project Management/Supervision and Tech/Admin Support	-4518.91
EFT9987	30/06/2022	Great Southern Fuel Supplies	Supply 5000L Diesel fuel	-11231.00
EFT9988	30/06/2022	JASON SIGNMAKERS	Information signage for gravel pits rehab	-376.33
EFT9989	30/06/2022	MJB Industries Pty Ltd	Supply of concrete pipe, rubber ring, single and double pipe headwall for Dowerin-Kalannie Road	-10999.03
EFT9990	30/06/2022	MARKETFORCE	West Australian advertising for Tender T2022-01 - Gravel Sheeting	-748.76
EFT9991	30/06/2022	MJ & RL McCALL	Reimbursement for Utilities as per employment contract	-107.16
EFT9992	30/06/2022	TELSTRA	Directory charges for Shire of Dowerin	-451.90
EFT9993	30/06/2022	TOLL IPEC PTY LTD	Blinds from Solomons in Midland	-508.05
EFT9994	30/06/2022	Wheatbelt Engineering & Crane Hire	Repair Damaged Hydraulic Hose For D299 Slasher	-150.70
EFT9995	30/06/2022	WA COUNTRY CHEMIST	Molicare Prem Mobile 6D Sml 14x4	-919.95
EFT9996	30/06/2022	Wongan Trees	128 assorted native seedlings for Shire Rehab Program plus bamboo stakes and grow bags	-236.72
EFT9997	30/06/2022	Wayne Allsopp	Councillor Sitting Fees - 7 Meetings	-1400.00
EFT9998	30/06/2022	DARREL PETER HUDSON	Councillor Sitting Fees - 7 Meetings	-1400.00
EFT9999	30/06/2022	JR & NP McMorran	Councillor Sitting Fees - 6 Meetings	-1200.00
EFT10000	30/06/2022	AJ METCALF	Councillor Sitting Fees - 7 Meetings	-1150.00
EFT10001	30/06/2022	Jason Sewell	Councillor Sitting Fees - 6 Meetings	-1200.00
EFT10002	30/06/2022	RI TREPP	Councillor Sitting Fees - 11 Meetings & Presidents Allowance	-6500.00
EFT10003	30/06/2022	BEVERLEY WARD	Councillor Sitting Fees - 8 Meetings and Deputy Fee	-2412.50
				<b>-800,830.56</b>
DD11707.1	02/06/2022	SHIRE OF DOWERIN - VISA CARD PAYMENTS	NAB Business Visa - May 2022	-2,981.25
DD11712.1	08/06/2022	Precision Administration Services Pty Ltd	Superannuation - PPE 7.06.2022	-6,492.59
DD11715.1	08/06/2022	Western Australian Treasury Corporation	Loan No. 97 Principal & Interest Repayments - Upgrade of DCC	-39,126.17



**Shire of Dowerin**  
**List of Payments For The Period Ending 30 June 2022**

DD11720.1	14/06/2022	Precision Administration Services Pty Ltd	Superannuation - Interim Pay Run 14 June 2022	-564.90
DD11727.1	22/06/2022	PUMA ENERGY	Petrol Usage - May 2022	-338.94
DD11729.1	22/06/2022	Precision Administration Services Pty Ltd	Superannuation - PPE 21.06.2022	-7,011.92
				<b>-56,515.77</b>
10984	23/06/2022	LGRCEU	Payroll Deductions/Contributions	-176.00
10985	23/06/2022	SYNERGY	Electricity Usage & Service Charges 25 April to 24 May 2022 - Street Lighting	-6347.66
10986	23/06/2022	WATER CORPORATION	Water Usage and Service Charges 4 April - 8 June 2022 - Admin Office, Civic Gardens & Centenary Park	-14473.20
10987	23/06/2022	WYALKATCHEM MEDICAL CENTRE	Recruitment - Pre Employment Medical for A Tyler	-132.00
10988	30/06/2022	LG HAGBOOM	Councillor Sitting Fees - 5 Meetings	-1000.00
				<b>-22,128.86</b>
130893	01/06/2022	BF - BANK FEE	MERCHANT FEE	<b>-196.85</b>
EFT	08/06/2022	Shire of Dowerin	Payroll Pe070622	-45,593.33
EFT	14/06/2022	Shire of Dowerin	Payroll Pe140622	-4,019.01
EFT	22/06/2022	Shire of Dowerin	Payroll Pe210622	-49,118.30
				<b>-98,730.64</b>
				<b>-978,402.68</b>

# SHIRE OF DOWERIN

## CREDIT CARD RECONCILIATION

**Amount:** Two Thousand Two Hundred and Forty One Dollars and Sixty Five Cents  
**\$2,241.65**

**Dr to.** D89 - Shire of Dowerin NAB Business Visa

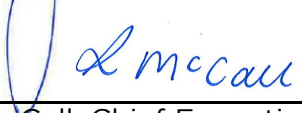
We hereby certify in accordance with the *Local Government Act 1995* and the Local Government (Financial Management) Regulations that the work specified below has been duly and faithfully performed and approved.

Date of Service	GL	Particulars	GST	Amount
17.06.2022	2140200	Bear Pantry Café; Coffess - Staff Wellbeing Expense for Audit Review Gratitude	\$1.49	\$16.40
28.06.2022	2030211	NAB; Card Fee	-	\$9.00
30.05.2022	3140201	The Dirt Company; card incorrectly used, reimbursement invoiced and paid to recoup amount	\$7.66	\$84.30
30.05.2022	2130240	Kogan; TV and mounting rack for CRC	\$65.82	\$753.87
02.06.2022	2140220	Exetel; Corporate Internet - Recurring Monthly Charge	\$70.45	\$775.00
10.06.2022		Adobe; Monthly Software Subscription - EGO	\$0.00	\$21.99
15.06.2022	2140215 2080615 2030115	Dowerin Post Office; stamps for Admin, Home Care and Rates	\$50.00	\$550.00
20.06.2022	2130241	Adobe; Monthly Software Subscription - CDO	\$2.00	\$21.99
28.06.2022	2030211	NAB; Card Fee	-	\$9.00
Totals:			\$197.42	<b>\$2,241.55</b>

**SIGNED:**

  
 Aaron Wooldridge, Manager of Corporate and Community Services

**SIGNED:**

  
 Rebecca McCall, Chief Executive Officer

**SIGNED:**

Robert Trepp, Shire President



Statement for  
**NAB Business Visa**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen cards: 1800 033 103 (24 hours within Australia only)

DOWERIN SHIRE  
PO BOX 111  
DOWERIN WA 6461

Statement Period 28 May 2022 to 28 June 2022  
Company Account No: 4557 0498 0002 7159  
Facility Limit: \$16,000

**Your Account Summary**

Balance from previous statement	\$2,981.25 DR
Payments and other credits	\$2,981.25 CR
Purchases, cash advances and other debits	\$2,223.65 DR
Interest and other charges	\$18.00 DR
<b>Closing Balance</b>	<b>\$2,241.65 DR</b>

**YOUR DIRECT DEBIT PAYMENT OF \$2,241.65 WILL BE CHARGED TO ACCOUNT 000086608- 0000480807363 ON 04/07/2022 AS PER OUR AGREEMENT.**

179/21/01/M03270/S009860/1019719

see reverse for transaction details



Statement for  
**NAB Business Visa**

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &  
AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

**Cardholder Details**

Cardholder Name: MR AARON GARTH WOOLDRIDGE  
Account No: 4557 0455 3822 0801  
Statement Period: 28 May 2022 to 28 June 2022  
Cardholder Limit: \$5,000

**Transaction record for: MR AARON GARTH WOOLDRIDGE**

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
17 Jun 2022	\$16.40	SQ *BEAR PANTRY ✓ Dowerin	Stat Dec				74375882166
28 Jun 2022	\$9.00	CARD FEE ✓	Card fee				74557042179
<b>Total for this period</b>	<b>\$25.40</b>		<b>Totals</b>				

**Employee declaration**

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: \_\_\_\_\_

Date: 11-7-22

179/21/01/M03270/S009862/1019723



Statement for

### NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001  
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST & AEDT Saturday and Sunday  
Fax 1300 363 658  
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

### Cardholder Details

Cardholder Name: MRS REBECCA LOUISE MCCALL  
Account No: 4557 0455 3794 2934  
Statement Period: 28 May 2022 to 28 June 2022  
Cardholder Limit: \$10,000

### Transaction record for: MRS REBECCA LOUISE MCCALL

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
30 May 2022	\$84.30	SP DIRT MELBOURNE ✓	Wrong card - stat dec				74201332149
30 May 2022	\$753.97	Kogan.com ZALRQF74 Melbourne ✓	CRC TV A mount				74773882147
2 Jun 2022	\$775.00	EXETEL PTY LTD NORTH SYDNEY ✓	Phone System				74564722152
10 Jun 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU ✓	Adobe Subscription				74069882159
15 Jun 2022	\$550.00	POST DOWERIN LPO DO DOWERIN ✓	Stamps				74813842165
20 Jun 2022	\$21.99	ADOBE ACROPRO SUBS ADOBE.LY/ENAU ✓	Adobe subscription				74069882167
28 Jun 2022	\$9.00	CARD FEE ✓	Card fee				74557042179
<b>Total for this period</b>	<b>\$2,216.25</b>		<b>Totals</b>				

### Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

*Rebecca Louie McCall R Trepp*

Date:

*17/22*

Assessment	3rd Previous	2nd Previous	Previous	Current	Total	Comments as at 06.01.2022
A616	0.00	0.00	360.15	0.40	360.55	Only rolled over due to closing of FY
A1194	0.00	0.00	1,635.55	1.86	1,637.41	Only rolled over due to closing of FY
A380	20,321.49	2,170.69	8,969.79	16.92	31,478.89	On hold until after billing - may transfer into Council's name due to proximity to Shire Depot
A564	0.00	202.10	1,826.38	2.22	2,030.70	Sent Final Notice
A507	0.00	0.00	2,325.81	2.56	2,328.37	Only rolled over due to closing of FY
A529	413.73	1,763.08	1,618.59	3.98	3,799.38	Sent Final Notice
A444	0.00	0.00	1,792.93	1.97	1,794.90	Only rolled over due to closing of FY
A451	17,411.41	2,824.31	3,372.77	25.30	23,633.79	On hold until after billing - possible three year rule, amount considered under Doubtful Debts
A544	0.00	0.00	724.84	0.00	724.84	Only rolled over due to closing of FY
A532	0.00	0.00	2,148.32	2.36	2,150.68	Only rolled over due to closing of FY
A381	46.51	2,278.38	3,598.56	5.27	5,928.72	Sent Final Notice
A841	0.00	0.00	818.83	3.10	821.93	Only rolled over due to closing of FY
A474	0.00	753.48	2,645.58	3.62	3,402.68	Paid off two assessments in full - one to go - keeping up with payments
A503	0.00	1,758.25	2,999.61	4.03	4,761.89	On hold until after billing - possible three year rule, amount considered under Doubtful Debts
A489	0.00	1,147.99	5,183.68	25.46	6,357.13	Under payment arrangement, going well and has overpaid arrangement agreement amount as at today
A570	0.00	0.00	900.42	0.99	901.41	Only rolled over due to closing of FY
A225	0.00	0.00	710.15	5.85	716.00	\$14,842.79 written off as per Council 0308. Awaiting payment of balance from new owner.
A247	0.00	0.00	283.35	0.33	283.68	Only rolled over due to closing of FY
A248	0.00	0.00	285.43	0.33	285.76	Only rolled over due to closing of FY
A249	0.00	0.00	275.79	0.31	276.10	Only rolled over due to closing of FY
A581	0.00	0.00	908.27	1.00	909.27	Only rolled over due to closing of FY
A224	0.00	0.00	335.05	0.37	335.42	Only rolled over due to closing of FY
A183	2,556.00	0.00	0.00	2.85	2,558.85	Undergoing sale, balance to be paid at settlement
A277	0.00	0.00	335.05	0.37	335.42	Only rolled over due to closing of FY
A953	0.00	0.00	922.42	1.01	923.43	Only rolled over due to closing of FY
A1219	0.00	0.00	2,267.25	2.53	2,269.78	Only rolled over due to closing of FY
A1004	0.00	0.00	567.48	1.91	569.39	Only rolled over due to closing of FY
A76	0.00	0.00	2,288.93	2.51	2,291.44	Only rolled over due to closing of FY
A1058	0.00	894.23	2,387.54	2.05	3,283.82	Sent Final Notice
A1068	0.00	0.00	922.42	1.01	923.43	Only rolled over due to closing of FY
A1018	0.00	0.00	835.51	0.92	836.43	Only rolled over due to closing of FY
	<b>40,749.14</b>	<b>13,792.51</b>	<b>54,246.45</b>	<b>123.39</b>	<b>108,911.49</b>	





SHIRE OF  
**DOWERIN**  
TIN DOG TERRITORY

# **ASSET & WORKS COMMITTEE**

## **Terms of Reference**

July 2022



## Purpose

The Asset & Works Committee is established for the purpose of assisting the Council to undertake its role under Section 2.7(2)(a) of the Act to establish and maintain liaison between stakeholders, consider policies associated with plant, assets, roadworks and oversee development and maintenance of the road networks within the municipality.

This Terms of Reference (“ToR”) sets out the objectives, authority, membership, role, responsibilities and operation of the Committee.

## Objectives

The objectives of the Committee are:

1. To foster liaison and cooperation between the Shire of Dowerin and stakeholders associated with the road networks within the district.
2. To provide a normalised, proper and formalised forum for the discussion of issues and the formulation of suggestions and/or recommendations on issues associated with the roadworks and maintenance.
3. Make recommendations to Council on matters associated with the future development and maintenance of assets.
4. To review the asset and works components of the Shire’s Asset Management Plan (AMP) and Long Term Financial Plan (LTFP).
5. To review the Shire’s assets and works budget.
6. To meet on special occasions to investigate and/or evaluate urgent road infrastructure issues.
7. To ensure the Shire’s plant and light fleet assets are managed with due regard to Council’s key objectives and goals as specified in the AMP and LTFP.
8. To develop and review asset management policies to guide the acquisition, use and disposal of plant and light fleet assets to make the most of their service delivery and manage the related risks and costs over their entire life.
9. To provide input into Council’s long term budget planning through the development of programs covering plant replacements, and relevant plant and light fleet, significant maintenance cost points.
10. Investigate and report to Council on recommendations:
  - a. Acquisition and disposal of plant and light fleet
  - b. Major maintenance expenditure on individual items of plant.

## Role & Responsibilities

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures. The Committee shall not direct Shire of Dowerin employees.

The Committee has the responsibility to:

- a. review progression of the road works program;
- b. ensure issues of concern to resident and users of the Shire’s road network are discussed;
- c. provide feedback regarding roadworks priorities for annual budget consideration;
- d. consider priorities for roadworks consistent with Shire of Dowerin Road Strategy 2021 and Five Year Road Program;
- e. make recommendations to Council through the Senior Officer responsible;
- f. consider plant and light fleet requirements to implement asset and works programs; and
- g. review the proposed Plant Replacement Program on an annual basis to support the Shire’s AMP and LTFP, with a focus on the age, utilisation and operational effectiveness of the plant fleet.

## Delegated Authority

The Asset & Works Committee has been established as an Advisory Committee only and does not have any delegated powers.

The Council, in accordance with the Local Government Act, shall delegate the powers and privileges outlined within these Terms of Reference to the Advisory Committee.

Plant items within the approved annual budget shall be assessed and selected as per the following limitations:

- Items less than \$10,000 (ex GST) may be approved by the CEO
- Items greater than \$10,000 (ex GST) and less than \$100,000 (ex GST) may be approved through a workshop of the Asset & Works Committee
- Items greater than \$100,000 (ex GST) must be referred to a Council meeting for approval.

## Membership

Two elected members, two Shire officers and one community member shall be appointed to the Committee with an additional two elected members appointed as deputy members.

The Asset & Works Committee consists of two elected members appointed by the Council for a term ceasing on the day preceding the ordinary elections held every alternate year. At the first meeting after the ordinary elections, Council shall appoint members for a further term.

The Committee shall elect a Presiding Member and a Deputy Presiding Member from amongst themselves in accordance with Section 5.12 of the *Local Government Act 1995*.

## Meetings

The Committee will meet at least quarterly, with additional meetings convened as required at the discretion of the Chairperson or at the request of the CEO.

If any member is absent from three consecutive meetings without leave of the Committee, they shall forfeit their position on the Committee. The Council shall be informed, who will then appoint a replacement for the balance of the member's term of appointment.

All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding shall cast a second vote.

Elected members of the Shire may attend each Committee meeting.

Committee members are expected, where possible, to attend each meeting in person. Where attendance in person is not possible, in accordance with Regulation 14A of the *Local Government (Administration) Regulations 1996*, the Committee may, by resolution\*, allow a member to attend the meeting via telephone or other means of instantaneous communication.

*\*Absolute Majority required*

## Notice of Meeting and Agenda

The CEO or their delegate will administratively coordinate the convening of meetings of the Committee and invite members of management, or others to attend meetings as observers and to provide relevant information as necessary.

The Committee may call upon guests with specific expertise or as the need arises and invite them to attend meetings. Such persons shall not be entitled to vote on any decision arising from such meetings.

Unless otherwise agreed, notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed shall be provided to each member of the Committee no later than 72 hours prior to the meeting. Associated meeting papers are to be provided at the same time.

## Minutes of Meetings

The Executive & Governance Officer will facilitate the administrative support for the meeting, including as a minute taker for the meeting.

Minutes will be taken at each meeting and be presented to the subsequent meeting for confirmation. Minutes will include the proceedings and resolutions of the meeting including the names of those in attendance.

The Chairperson shall ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly. Conflicts of Interest will be managed in accordance with the Shire's policies and the *Local Government Act 1995*.

Unconfirmed Minutes of Committee meetings shall be circulated promptly to all members of the Committee.

Minutes of Committee meetings shall be presented to the next Ordinary Council Meeting, with any recommendations from the Committee to be considered by Council by way of a separate agenda item.

The Council may adopt, amend, reject or refer back to the Committee any recommendations arising from the Committee's deliberations.

Other than confidential papers and attachments, agendas and minutes of the Committee will be made publicly available on the Shire's website in accordance with Section 5.96A of the *Local Government Act 1995*.

## Quorum

Quorum for a meeting shall be at least 50% of the number of offices, whether vacant or not. A recommendation of the Committee does not have effect unless it has been made by a simple majority.

## Termination of Committee

Termination of the Committee shall be:

- a. In accordance with the Local Government Act 1995; and
- b. By a decision of Council.

## Amendment to the Terms of Reference

This document may be altered at any time by the Council.



## Dowerin Public Health Plan

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DRAFT

## 1.0 Executive Summary

The Shire of Dowerin's Public Health Plan 2022 – 2024 outlines Council's key areas of focus in the health arena over the two-year period 2022 - 2024. Council works diligently to improve both the quality and number of public health services available to the community, and this plan focuses the organisation's efforts on specific health goals and strategies that were identified following grassroots analysis and consultation.

The plan establishes a range of concrete strategies that will deliver Council's identified goals in public health, as outlined in the section Shire of Dowerin Public Health Objectives.

First and foremost, the plan aligns with the Shire of Dowerin's Strategic Community Plan.

The plan also aligns with the Northeastern Wheatbelt Regional Organisation of Council's (NEWROC's) Better Health Plan and the NEWROC Better Health Plan Focus Areas supporting document. This ensures that all of Council's efforts to maintain and improve health services are targeted efficiently both within the shire and within the region in order to achieve key health outcomes.

The core goals of this plan are to:

- Build productive partnerships that deliver health solutions relevant to the needs of the Dowerin community.
- Recruit and retain health professionals to ensure the availability and delivery of health services in the Dowerin area.
- Engage with the Dowerin community to provide feedback to improve the appropriateness of health services in the area.
- Facilitate and help promote a healthy lifestyle and disease prevention within the Dowerin community.

It is important to note that the above four key health goals are mirrored in the NEWROC Better Health Plan. The focussed strategies that will be undertaken by Council to achieve these goals are also replicated in the NEWROC Better Health Plan Focus Areas supporting document. Strong targeted goals and strategies that are shared across shire and regional plans ensure that Council uses its time in the most efficient manner possible, and as a result maximise the potential for achieving better health outcomes for the community.

As a small rural local government, the Shire of Dowerin has a long history of successfully partnering with other organisations to access and retain a range of health services for the community. Council will continue to leverage new and existing partnerships to create improved health outcomes for the shire as outlined above. Council also recognises that the availability of health professionals is critical to the delivery of quality health services in the area, and as a result Council strongly supports local recruitment and retention strategies in the health industry. Council is also ideally placed to continuously obtain and feedback information from the Dowerin community on the quality of health services in the area to the management of such health services. Ensuring that health services remain at a high standard through the monitoring of such community feedback is therefore the third key objective of this plan. Importantly, Council also recognises the bigger picture of public health, and the need to promote healthy living and prevent disease. As a result, the final key objective of this plan is to utilise a number of strategies to promote health and thereby enable our community to avoid the experience of disease.

Council plays a very important and ongoing public health role in the Dowerin community. To offer but a few examples, Council already regulates environmental health standards, provides high quality sporting venues, manages public health risks such as mosquitoes and maintains safe, high-quality roads. These services are provided on top of Council's advocacy and community development work in the public health area as outlined in this plan.

The Shire of Dowerin Public Health Plan 2022 – 2024 will be reviewed on a yearly basis, with community feedback utilised to adjust Council's priorities and lobbying/advocacy efforts.

## 2.0 Framework

As mentioned above this Public Health Plan is nested within a broader framework of interlinked community plans.

Principally, it aligns with Council's Integrated Strategic Plan (ISP). The ISP was developed through community consultation session in October 2020. Access to Health Services was identified as essential importance, with 86% of the Dowerin Community identifying this a priority.

As also mentioned above the plan mirrors the health objectives outlined within the NEWROC Better Health Plan and the NEWROC Better Health Plan Focus Areas supporting document.

Additionally, the plan aligns with the Western Australian Government's First Interim State Public Health Plan 2017 – 2021. The interaction between the Shire of Dowerin's Public Health Plan 2022 – 2024 and the Western Australian State Government's First Interim State Public Health Plan 2017 – 2021 is discussed in the section immediately following.

The Shire of Dowerin Public Health Plan 2022 – 2024 was developed through consultation with both key health stakeholders in the region and the broader community. A detailed analysis of shire demographic and health statistics was also undertaken to inform the plan.

The extensive consultation undertaken with a range of health providers resulted in this high-quality Public Health Plan. Not only that, but the consultation process itself also maintained and enhanced important health partnerships between the Shire of Dowerin and other regional health stakeholders.

### **3.0 State Public Health Priorities**

The Western Australian state government identifies three key public health priorities for the period 2017 – 2021 in its First Interim State Public Health Plan<sup>1</sup>:

- Objective 1: Empowering and enabling people to make healthy lifestyle choices.
- Objective 2: Providing health protection for the community.
- Objective 3: Improving Aboriginal health.

These objectives are directly reflected in the Shire of Dowerin's Public Health Plan 2022 - 2024.

As mentioned previously, one of the primary objectives of this plan is to facilitate and help promote a healthy lifestyle, as well as prevent disease within the Dowerin community. The process of empowering people to make such healthy lifestyle choices is also the first key objective of the Western Australian State Government.

This plan is also focussed on ensuring that the Dowerin community has ongoing access to high quality health services whenever they are needed. This focus is reflected in the Shire of Dowerin Public Health Plan's first two core objectives: the first being to build productive partnerships that deliver effective health solutions in the area; and the second being to recruit and retain high quality health professionals within the health services that serve our community. Council incidentally already plays an active role in providing health protection for the community, by managing environmental health risks, providing infrastructure such as sporting facilities that support health, and by protecting the health of the community through the maintenance of roads, the collection of waste, etc. Council's core community health protection objectives outlined above directly reinforce the Western Australian State Government's Public Health Plan's second key objective of providing health protection for the community.

This plan also reflects the WA State Government's third key objective of improving Aboriginal health. One of the key objectives of this plan is to facilitate and promote a healthy lifestyle and prevent disease, and a core strategy within this objective is to promote Aboriginal health. Specifically, the strategy works to increase the number of Aboriginal health programs delivered to the Dowerin community as well as to increase Aboriginal engagement in all health programs. Partnerships of course play a critical role in achieving this strategy. As a result, this strategy is also reflected in the broader NEWROC Better Health Plan which ensures that Council and the other five shires within the NEWROC region are all working towards a common regional goal.

### **4.0 NEWROC Vision for Public Health**

A healthy and empowered community with access to a range of high-quality health services.

### **5.0 NEWROC Mission for Public Health**

To ensure high quality health services are consistently available to all members of the NEWROC community to allow our residents the best quality of life possible.

### **6.0 NEWROC Health Profile**

There are a number of distinct features that characterise the Northeastern Wheatbelt region's public health profile.

A primary feature of the region is an ageing population, though this characteristic is shared by the entire Western Australian wheatbelt. In 2016 the wheatbelt had the second largest percentage



of older people across regional WA per head of population (17.3%).<sup>2</sup> By 2026, one in four people living in the Wheatbelt will be over the age of 65.<sup>2</sup>

Agriculture is the dominant industry in the region. Trends within this industry include increasing average farm sizes and a lesser need for agricultural labour. Such changes have reduced the region's population and contributed to the ageing of the population. These trends have also been associated with gradual growth in the older age groups as well as a rapid loss of the 15 – 44 age groups across the wheatbelt, exacerbating the ageing of the population.<sup>2</sup> However, it is important to note that due to positive lifestyle factors, there has also been an increase in the number of people moving to retire in the wheatbelt or choosing to remain in the wheatbelt when they reach retirement age.

To some extent as a reflection of the region's ageing population, people living in the broader wheatbelt experience higher rates of chronic disease than the average Western Australian resident. Residents in the wheatbelt outstripped the rest of WA in all chronic disease conditions including arthritis, asthma, diabetes, heart disease, chronic obstructive pulmonary disease, and stroke.<sup>3</sup>

An ageing population is associated with a greater need for increased health care services both now and in the future. Health and aged care are therefore an emerging industry in the wheatbelt that will not only lead to a higher retention of the population as it ages but will also provide increased employment and training opportunities in the areas of primary, secondary and acute health care, as well as in social service delivery. There is also a flow on benefit for the rest of the community associated with the increased need for health services resulting from population ageing. The availability of services such as pharmacy, radiology, cardiology, pathology, oncology, and other primary ancillary support services in the region also benefits younger members of the community.

Another key characteristic of the region is its small population base. Areas of small population are associated with reduced access to services and can also be associated with social isolation, though many members of small communities feel extremely socially connected. Possibly as a result of a lack of access to preventative health and social services, Potentially Preventable Hospitalisation (PPH) rates for adults in the wheatbelt were 1.2 times higher than the WA average between 2011 and 2015.<sup>4</sup> Possibly also as a result of both factors outlined above, youth suicide rates in the 15 – 24 age group across the wheatbelt between 2011 and 2015 were twice the state average.<sup>4</sup>

Injury is also a public health factor across the wheatbelt. People living in regional or remote areas of WA have approximately twice the risk of dying from injury compared with people living in other areas of the state.<sup>5</sup> This is possibly a result of the nature of industry and recreation in rural and remote areas, as well as a wheatbelt specific problem with higher levels of serious road crashes.

The fact that agriculture is the dominant industry in the area also influences the northeastern wheatbelt's public health profile, including the level of injury risk across the population. Safe Work Australia reports that even though agriculture only represented 2.6% of the total workforce in Australia between 2010 and 2014, the industry was responsible for 21% of worker fatalities.<sup>6</sup>

Finally, a distinct characteristic of the northeastern wheatbelt region is relatively low median incomes excluding government pensions and allowances. The 2016 Australian Bureau of Statistics Census showed a median income of \$56,473 for the Shire of Dowerin, \$63,804 for Mount Marshall, \$72,904 for Mukinbudin, \$45,032 for Nungarin, \$34,424 for Trayning, \$38,792 for Wyalkatchem and \$44,200 for Koorda. Areas of lower socio-economic wealth are associated with less favorable health outcomes overall,<sup>7</sup> and while some members of the NEWROC communities may have high incomes, others may be at risk in this area. As a result, local governments need to be active and focussed in supporting greater health outcomes for all individuals within their communities.

## **7.0 NEWROC Public Health Risks**

There are a number of public health risks that affect residents living in the northeastern wheatbelt. Public health risks are defined as anything increases the risk of people developing an illness or disease.

The four key public health risk factors that affect residents of the entire state of Western Australia, including residents of the northeastern wheatbelt are: smoking, excessive consumption of alcohol, physical inactivity, and obesity.<sup>7</sup> These four risk factors contribute to all chronic diseases. Fortunately, all four factors are modifiable or avoidable.

It is important to note that male and female wheatbelt residents are at significantly greater risk for obesity and males in the wheatbelt are at significantly greater risk of insufficient physical activity than the average Western Australian resident.<sup>8</sup> Both of the above could to some degree be associated with increasing agricultural mechanisation that has resulted in workers spending significant amounts of time operating machinery.

As mentioned above, the fact that agriculture is the largest industry and greatest employer in the wheatbelt manifests as a public health risk. Safe Work Australia found that while agriculture only represented 2.6% of the total workforce in Australia between 2010 and 2014, the industry was responsible for 21% of worker fatalities.<sup>9</sup> Safe Work Australia also reports that farm risks are magnified because farmers often work by themselves in areas that are a long way from a medical service, and they sometimes cannot even obtain a mobile phone signal when an accident occurs.

Injury is also a specific public health risk in the NEWROC shires. This is because injury rates per head of population are significantly higher than those seen in the metropolitan area in all rural and regional areas of Western Australia.<sup>10</sup> Vigilance must be maintained to improve road safety and to increase awareness within the community of the need to prevent injury both at work and at play. This risk of course intersects with the high injury rates seen in agriculture, but there are additional influences causing a generally higher rate of injury across rural and regional Western Australia.

Relatively low median income in the NEWROC shires also manifests as a public health risk, with lower socio-economic wealth associated with reduced overall health outcomes.<sup>11</sup> While not all residents of the NEWROC shires are at risk here, some residents are. It is important that public health services are both affordable and focussed to counteract the influence of this risk.

In addition, reduced access to services in the NEWROC shires is a public health risk in its own right. While some improvements have been made in this area with visiting health professionals and telehealth services, there is still much more that needs to be done.

Finally, social isolation is a public health risk that can impact all NEWROC communities as small rural communities. Fortunately, this public health risk is not in any way insurmountable, and communities already use several strategies to reach out to other community members and reduce social isolation. Many residents feel extremely socially connected and supported; however, it is important that there are effective strategies in place to help individuals who feel marginalised form connections with their community.

## **8.0 NEWROC Public Health Objectives**

NEWROC's four key public health objectives are to:

- Build productive partnerships that deliver health solutions relevant to the needs of the NEWROC communities
- Recruit and retain health professionals to ensure the availability and delivery of health services in the NEWROC
- Engage with the NEWROC community to provide feedback to improve the appropriateness of health services in the NEWROC
- Facilitate and help promote a healthy lifestyle and disease prevention within the NEWROC communities

Within each of these objectives, the NEWROC has the following priorities:

- Facilitate the attraction, retention and investment of nurses and allied health professionals required within the NEWROC
- Encourage a diverse array of allied health services and health programs to reside or regularly visit the NEWROC which focus on the core health issues
- Retention and expansion of the GP services in the NEWROC
- Retain the Wyalkatchem-Koorda and Kununoppin Hospitals
- Ensure the communities of the NEWROC are aware of their care pathways

The NEWROC Public Health Plan aligns well with the Western Australian Government's First Interim State Public Health Plan 2017 – 2021. Within this plan the Western Australian Government identifies three key public health priorities for the period 2017 – 2021 as stated below:

- Objective 1: Empowering and enabling people to make healthy lifestyle choices

- Objective 2: Providing health protection for the community
- Objective 3: Improving Aboriginal health

All three of these objectives are directly reflected in the NEWROC Public Health Plan.

As mentioned above, the NEWROC has a strong focus on the bigger picture of promoting health and preventing disease. It also takes responsibility for protecting the health of the community, especially through its first goal of building productive partnerships that enable the community to access a range of health services; and through its second goal of attracting and retaining quality health service staff. NEWROC recognises that quality staff are the essential ingredient within all health services and as a result a key means of providing health protection for the community. Finally, as part of NEWROC's primary goal of promoting health and preventing disease, a specific regional strategy has been developed to increase the number and quality of Aboriginal health programs available as well as increase Aboriginal engagement in all health programs. This strategy most effectively supports the State Government's goal of improving Aboriginal health, as it enables Aboriginal members of the community to control their health and prevent disease, rather than simply needing health services once they are experiencing illness.

The NEWROC Public Health Plan also identifies concrete priorities for the northeastern wheatbelt region. These priorities are focussed around retaining key existing health services within the region; specifically, the Kununoppin and Wyalkatchem-Koorda Hospitals and GP services provided from medical centres in the area. Facilitating the recruitment and retention of quality human resources, including the nurses and allied health professionals that provide health services is also identified as of critical importance. A further priority is to ensure the community can access a range of either in house or visiting allied health services, with the NEWROC utilising new and existing networks to facilitate such access. Finally, the NEWROC places strong emphasis on promoting care pathways available to the NEWROC communities as a regional organisation representing those communities.

## 9.0 Shire of Dowerin Health Profile

The Shire of Dowerin is situated 156km north-east of Perth and covers an area of 1,867 square kilometres. The name Dowerin is derived from the Aboriginal word "Daren" given to a series of lakes located at the south of town. The Shire and townsite of Dowerin was originally established as a watering hole and resting place for prospectors and travellers on their way to the goldfields. European settlers first arrived in 1895. In 1906 the town site was moved to the present site as the railway was unable to be built at the original location. The Shire of Dowerin is home to Dowerin District Museum, Dowerin Heritage & Recreation Walk Trail, a range of retail and industrial businesses and Dowerin District High School.

As of 2016, the total population was 690 residents. According to the 2016 Australian Bureau of Statistics Census, Aboriginal and/or Torres Strait Islander people made up 3.8% of the population. The 2016 ABS Census stated the median age of people in Dowerin was 44 years. Children aged 0-14 years made up 23.2% of the population and people aged 65 years and over made up 20.7% of the population.<sup>13</sup>

The 2016 Census reported an average of 2.3 people per household, with 58.6% of the residents in the Shire of Dowerin were in a registered marriage.<sup>13</sup>

In 2016 the median total income (excluding government pensions and allowances) was \$56,473.<sup>12</sup> 90.1% of residents were employed either full-time or part-time. The median weekly personal income for people aged 15 years and over in Dowerin was \$617 and the median weekly household income was \$1,093. Home ownership rates in the shire were high with 69.2% of residents either owning their own dwelling or paying it off through a mortgage. The median weekly rent in Dowerin was \$140, significantly lower than the median weekly average rent of \$347 in Western Australia.<sup>13</sup>

Volunteering is alive and well in the shire, with 43.2% of residents doing voluntary work through a group or an organisation in the year prior to the Census.

Health and wellbeing outcomes in the shire are positively impacted by high rates of volunteerism and community connections.

Health outcomes in the Shire of Dowerin are reduced through smoking and excessive alcohol consumption. Physical inactivity is an issue for some residents; however, the shire has several active sporting groups, and boasts a swimming pool, tennis courts, bowling greens and an all-hours gym facility.

The health of some Dowerin residents is negatively impacted by the socio-economic disadvantage.<sup>14</sup>

In the case of an accident or emergency, the residents of Dowerin have to travel at least 25 kilometres to the Goomalling hospital due to the absence of a health service within the township. The Goomalling Hospital provides a range of medical services including a six-bed aged care facility. Residents benefit from the GP services at the Goomalling Medical Surgery. Residents of the Shire of Dowerin also benefit from access to the Wyalkatchem Medical Centre for GP services and Wyalkatchem, Koorda and Districts Hospital (located 36km from Dowerin) for a range of medical services, with this hospital including a 24-hour emergency department. Residents can also access Northam Regional Hospital located 77 kilometres from Dowerin. Residents also have access to the Dowerin Home Care service that enables older people who need assistance to keep living independently at home and in their community. The residents of Dowerin are well served by the voluntary run St John Ambulance services located in the township. First Aid Courses are regularly held at the Sub Centre.

## 10.0 Shire of Dowerin Public Health Risks

Most of the public health risks affecting residents within the Shire of Dowerin are common to those that affect residents across the state, including smoking, excessive consumption of alcohol, physical inactivity, and obesity. Physical inactivity is however a greater risk associated with men living in the wheatbelt than it is for the average Western Australian adult male, and all adult residents of the wheatbelt are at greater risk of obesity than the average Western Australian adult.<sup>15</sup>

The fact that the Shire of Dowerin is within the wheatbelt also exposes its residents to other public health risks. Such risks include a general risk of injury. Injury rates per head of population are significantly higher in the wheatbelt than they are in the metropolitan area,<sup>16</sup> and wheatbelt serious crash statistics are the worst in the state. 964 people were killed or seriously injured in wheatbelt road crashes between 2012 and 2016.<sup>17</sup>

A related public health risk that directly affects many residents of the Shire of Dowerin is an elevated risk of injury associated with working in agriculture.<sup>18</sup> Agriculture is well known for its disproportionately high injury and fatality record. In addition, farms located further north and east in Western Australia's wheatbelt experience less mobile phone coverage, greater distances to medical services and often a greater distance to the nearest person who can raise an alarm.

Social isolation is also a public health risk for some residents, with this a contributing factor to youth suicide rates being twice the state average in the wheatbelt over the period 2011- 2015.<sup>19</sup>

Some Dowerin residents are also impacted by socio-economic disadvantage, which is associated with inferior health outcomes.<sup>20</sup> The 2016 Census highlighted that the median total income for resident of the shire (excluding government pensions and allowances) was \$56,473.<sup>12</sup>

A specific public health risk affecting residents of the Shire of Dowerin is the absence of a health service within the township itself and consequently distance from health services when an accident or emergency occurs. Community members must travel 25km to the closest health service Goomalling Hospital or 36km to the Wyalkatchem, Koorda and Districts Hospital in the event of an accident or emergency. The absence of a local health service in Dowerin extends the time before medical assistance is received in an emergency and is a good example of how reduced access to services in rural areas becomes a public health risk.

<sup>1</sup> First Interim State Public Health Plan for Western Australia 2017 - 2021, Department of Health Western Australia, 2017.

<sup>2</sup> Public Health Information Development Unit. Public Health Data. University of Adelaide, 2016.

<sup>3</sup> Prevalence of Chronic Conditions, Wheatbelt Region, 2009- 2012 WA Country Health Service 2015. CHS, 2015.

<sup>4</sup> WA Country Health Service. Wheatbelt Regional Health Profile. Planning and Evaluation Unit, 2015.

<sup>5</sup> Ballestas T, Xiao J, McEvoy S, Somerford P. The epidemiology of injury in Western Australia, 2000-2008. Perth: Department of Health, Western Australia, 2011.

<sup>6</sup> Work Health and Safety in the Agricultural Industry 2016. Safe Work Australia, 2016. Canberra.

<sup>7</sup> First Interim State Public Health Plan for Western Australia 2017 - 2021, Department of Health Western Australia, 2017.

<sup>8</sup> Prevalence of Chronic Conditions, Wheatbelt Region, 2009- 2012 WA Country Health Service 2015. CHS, 2015.

<sup>9</sup> Work Health and Safety in the Agricultural Industry 2016. Safe Work Australia, 2016. Canberra.

<sup>10</sup> Ballestas T, Xiao J, McEvoy S, Somerford P. The epidemiology of injury in Western Australia, 2000-2008. Perth: Department of Health, Western Australia, 2011.

<sup>11</sup> First Interim State Public Health Plan for Western Australia 2017 - 2021, Department of Health Western Australia, 2017.

- <sup>12</sup> Dowerin Local Government Area, Statistical Areas Levels 2 - 4, 2016 & 2020. Australian Bureau of Statistics, Canberra.
- <sup>13</sup> 2016 Dowerin Local Government Area Census Quick Stats. Australian Bureau of Statistics. ABS Canberra.
- <sup>14</sup> First Interim State Public Health Plan for Western Australia 2017 - 2021, Department of Health Western Australia, 2017.
- <sup>15</sup> Prevalence of Chronic Conditions, Wheatbelt Region, 2009- 2012 WA Country Health Service 2015. CHS, 2015.
- <sup>16</sup> Ballestas T, Xiao J, McEvoy S, Somerford P. The epidemiology of injury in Western Australia, 2000-2008. Perth: Department of Health, Western Australia, 2011.
- <sup>17</sup> Wheatbelt Road Crash Statistics. Road Safety Commission, 2016. Perth W.A.
- <sup>18</sup> Work Health and Safety in the Agricultural Industry 2016. Safe Work Australia, 2016. Canberra.
- <sup>19</sup> WA Country Health Service. Wheatbelt Regional Health Profile. Planning and Evaluation Unit, 2015.
- <sup>20</sup> First Interim State Public Health Plan for Western Australia 2017 - 2021, Department of Health Western Australia, 2017.

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## 11.0 Shire of Dowerin Public Health Objectives

Objective	Action	Responsible	Timeframe	Partners
<b>Build productive partnerships that deliver health solutions relevant to the needs of our community</b>	Attend Local Health Advisory Group meetings to identify and work to resolve any community concerns associated with the Goomalling Hospital and Medical Centre.	CEO- Shire of Dowerin	22-24	LHAG group
	Lobby for better health services for the Dowerin community including visiting allied health services to improve service access and coordination of care closer to home.	CEO- Shire of Dowerin	22-24	WACHS  Elected State Government members
<b>Recruit and retain health professionals to ensure the availability and delivery of health services</b>	Meet with local St John Ambulance Sub Centre representatives to discuss strategies to recruit and retain volunteers. Lobby for this essential service to be maintained locally, with Dowerin having no medical service available in the town itself.	CEO- Shire of Dowerin	22-24	St John Ambulance-Dowerin Sub Centre  Local St John Ambulance leadership and representatives.
	Meet with the Goomalling Medical Centre & Wyalkatchem Medical Centre management regularly and encourage collaboration opportunities, offer assistance where possible with improving business performance and request feedback on health issues that require local government support and lobbying.	CEO- Shire of Dowerin	22-24	Wyalkatchem Medical Centre management  Goomalling Medical Centre management

	Retain the Wyalkatchem Medical Centre- promote and support the medical practices.	CEO- Shire of Dowerin	22-24	Local community  Wyalkatchem Medical Centre management
	Retain Goomalling Medical Centre - promote and support the medical practices.	CEO- Shire of Dowerin	22-24	Local community  Goomalling Medical Centre management  Shire of Goomalling
	Retain Goomalling District Hospital- lobby WACHS and state government elected representatives to ensure the continuation of this health services, including the permanent residential aged care service.	CEO- Shire of Dowerin	22-24	Goomalling District Hospital
	Retain Wyalkatchem-Koorda District Hospital - lobby WACHS and state government elected representatives to ensure the continuation of this health services, including the permanent residential aged care service.	CEO - Shire of Dowerin	22-24	WACHS  Elected State Government members
	Promote the Shire of Dowerin as a great place to live and work through social media and mainstream media.  Promote life in the Shire of Dowerin with Rural Health West.	CEO- Shire of Dowerin  CDO - Shire of Dowerin	22-24	Rural Health West  Dowerin CRC
	Retain the allied health services we have present in the	CEO- Shire of Dowerin	22-24	-

	community- promote and support the services.			
	Retain, support, and promote Dowerin Home Care to enable older residents to keep living independently at home and in their community.	CEO- Shire of Dowerin	22-24	Dowerin Home Care
<b>Provide feedback to improve the appropriateness of health services</b>	Engage with the community to ensure that health services in the area are meeting community needs.	CEO- Shire of Dowerin CDO - Shire of Dowerin	22-24	Community members - local clubs and organisation
	Promote the Online Patient feedback tool in the community as a means of providing direct feedback on health services in the NEWROC region. Work with NEWROC, WACHS, WAPHA and Amity Health to analyse feedback.	CEO- Shire of Dowerin	22-24	WACHS NEWROC Amity Health WAPHA
	Explore strategies to reduce social isolation. Meet with WACHS Health Promotion Officer and Wheatbelt Suicide Prevention Coordinator to discuss strategies to reduce social isolation. Community Development Officer to actively work with key partners to implement strategies locally.	CEO- Shire of Dowerin CDO - Shire of Dowerin	22-24	WACHS Holyoake Wheatbelt Suicide Prevention Coordinator



<b>Facilitate and help promote a healthy lifestyle and disease prevention within our community</b>	Promote health services in the region available to the community, including specialist services and telehealth sessions.	CEO - Shire of Dowerin  Coordinator - CRC Dowerin	22-24	Dowerin CRC  WACHS: incorporating WACHS telehealth services based in Northam
	Promote existing mental health services and community groups that address mental health issues or determinants.  e.g., Headspace Northam & Wheatbelt Mental Health Services located in Northam	CEO - Shire of Dowerin  Coordinator - CRC Dowerin	22 - 24	Dowerin CRC  Headspace  Wheatbelt Mental Health Services
	Plan and Implement the Shire's Age Friendly Community Plan. Look for funding opportunities to upgrade infrastructure in the town.	CEO- Shire of Dowerin  CDO - Shire of Dowerin	22-24	Various government and non-government funding organisations.
	Promote existing trails and sporting groups in the community through social media and Shire of Dowerin website to encourage physical activity.	CDO - Shire of Dowerin	22-24	-
	Advocate to improve local access to affordable fruit and vegetables. Encourage the community to buy fresh fruit and vegetables through health promotion messaging.	Coordinator - CRC Dowerin  CDO - Shire of Dowerin	22-24	Dowerin CRC

	Plan and deliver alcohol and smoke-free community events to address the risk factor of excessive alcohol consumption and change community attitudes towards alcohol use.	CDO - Shire of Dowerin	22-24	-
	Actively promote smoke-free public spaces and playgrounds. Apply for funding from ACOSH (Australian Council on Smoking and Health) to install smoke free signage surrounding playgrounds.	CDO - Shire of Dowerin	22-24	ACOSH Department of Health
	Target the four most prevalent public health risks; including smoking, excessive alcohol consumption, obesity and physical inactivity through health promotion messaging.	CDO - Shire of Dowerin Coordinator - CRC Dowerin	22-24	WACHS Dowerin CRC
	Provide all shire employees with training in suicide prevention and offer this training to the broader community to increase community knowledge and skills.	CEO- Shire of Dowerin CDO - Shire of Dowerin	22-24	Holyoake Wheatbelt Suicide Prevention Coordinator
	Advocate for Improved access to high quality/low cost first aid training for community members in the Shire of Dowerin. Identify funding opportunities to subsidise training for target groups such as new parents or seniors.	CEO- Shire of Dowerin CDO - Shire of Dowerin	22-24	St John Ambulance - Dowerin Sub Centre

## 12.0 Monitoring and Reviewing

This Public Health Plan will be reviewed on an annual basis to ensure that it is responsive to changes in local priorities. Each annual review will also ensure that actions within the plan are being successfully implemented, and that each strategy is actually generating positive results. An annual review of the plan is also a statutory requirement under Section 45 (5) of Western Australia's Public Health Act.

In 2024 this plan will be reviewed to align with the Shire of Dowerin Integrated Planning and Reporting Suite of plans review.

<b>Type of Procedure</b>	Organisational
<b>Owner</b>	Chief Executive Office
<b>Responsible Officer</b>	Community Development Officer
<b>Approval Date</b>	TBC
<b>Next Review Date</b>	Annually
<b>Version Number</b>	1

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**Road Construction and Re-Sheeting Program 2022/2023**

**Regional Road Group (RRG)**

Cunderdin-Minnivale	Local Distributor	Recondition gravel shoulders, remove vegetation re-growth within table drain & maintenance zone Job Length 4.84km (SLK 0.00 to 4.84)	\$195,252
Koomberkine North	Access Road	Overlay with gravel, wet mix pavement & apply 2 coat seal at 7m width. Remove vegetation re-growth on gravel shoulders & form existing table drains. One 300mm RCP to be replaced, install new guideposts. Job Length 2.17km (SLK 2.28 to 4.45)	\$358,128
<b>Notation:</b> Projects submitted and approved; projects to be completed by June 2023			
<b>Council Contribution:</b> \$184,460			

**Roads to Recovery (R2R)**

Benjaberring	Access Road	Gravel Re-Sheet	\$66,000
McHugh	Access Road	Reconstruct, improve drainage & gravel re-sheet (SLK 7.14 to 8.14)	\$45,000
Nambling South	Access Road	Gravel Re-Sheet (SLK 12.20 to 14.80 / SLK 16.60 to 19.00)	\$202,000
Quelagetting	Access Road	Reconstruct and Gravel Re-Sheet (SLK 0.00 to 1.00)	\$45,000
<b>Notation:</b> Year 4 of 5			
<b>Council Contribution:</b> Nil			

**Wheatbelt Secondary Freight Network (WSFN)**

Dowerin-Kalannie	Regional Distributor	Reconstruct/upgrade to achieve a minimum 11m carriageway and 8m seal width. Works includes culvert extensions or replacements. Job Length 3.61km (SLK 27.28 to 30.89)	\$1,048,212
Dowerin-Kalannie	Regional Distributor	Reconstruction with gravel overlay, cement stabilise to 300mm depth with 1.5% cement. Drainage replacement or extension as identified. Job length 3.42km (SLK 12.28 to 15.70).	\$469,418
<b>Notation:</b> Both projects are to be completed by June 2023			
<b>Council Contribution:</b> \$105,077			

### Commodity Routes

Dowerin-Koorda	Regional Distributor	Remove vegetation within the maintenance zone. Remove silt from table drains and culverts. Reshape table drains and offshoots. Overlay existing seal with gravel overlay. Wet mix and stabilise with cement at 250mm depth at 2.5%. Final trim pavement to improve crossfalls and super elevation. Primer seal with 14mm aggregate and second seal with 10mm aggregate. Job Length 1.00km (SLK 10.80 to 11.80)	\$248,220
<b>Notation:</b> Funding application submitted and approved; project to be completed by June 2023			
<b>Council Contribution:</b> \$82,740			

### National Black Spot

Dowerin- Meckering & Hindmarsh Back Roads	Regional Distributor & Access Road	Land acquisition, design, environmental approvals	\$104,344
<b>Notation:</b> Year 1 - planning to be completed by June 2023; Year 2 - construction to be completed by June 2024			
<b>Council Contribution:</b> Nil			

### Local Road & Community Infrastructure Program - Phase 3

Berring East Road	Access Road	Gravel re-sheet 4.950 km	\$200,000
Nambling Road	Access Road	Gravel re-sheet 2.230 km	\$90,000
Nambling South Road	Access Road	Gravel re-sheet 9.60 km	\$170,000
Wongan-Koorda Road	Access Road	Gravel re-sheet 5.420 km	\$240,000
<b>Notation:</b> Approved, projects to be completed by October 2023			
<b>Council Contribution:</b> Nil			