

# ORDINARY COUNCIL MEETING

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## CONFIRMED MINUTES

**9:00am Wednesday  
17 November 2021  
Council Chambers**

**NOVEMBER 2021**

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**SHIRE OF CHAPMAN VALLEY**  
*Maurice Battilana*  
**CHIEF EXECUTIVE OFFICER**

*"A thriving  
community,  
making the  
most of our  
coastline,  
ranges and  
rural  
settings to  
support us  
to grow and  
prosper"*



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**Chapman Valley**  
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Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on WRITTEN CONFIRMATION of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

**Maurice Battilana**  
**CHIEF EXECUTIVE OFFICER**

# Table of Contents

<b>1.0</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS.....</b>	<b>5</b>
	The Shire President welcomed Elected Members and Staff and declared the meeting open at 9.04am	5
<b>2.0</b>	<b>ANNOUNCEMENTS FROM THE PRESIDING MEMBER.....</b>	<b>5</b>
<b>3.0</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED) ..</b>	<b>5</b>
<b>3.1</b>	<b>Attendees .....</b>	<b>5</b>
<b>3.2</b>	<b>Apologies .....</b>	<b>5</b>
<b>3.3</b>	<b>Previously Approved Leave of Absence (By Resolution of Council) .....</b>	<b>5</b>
<b>4.0</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>5</b>
<b>4.1</b>	<b>Response to Previous Public Questions on Notice .....</b>	<b>5</b>
<b>4.2</b>	<b>Public Question Time .....</b>	<b>6</b>
<b>5.0</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE (by Resolution of Council).....</b>	<b>6</b>
<b>6.0</b>	<b>DISCLOSURE OF INTEREST.....</b>	<b>6</b>
<b>7.0</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS .....</b>	<b>6</b>
<b>7.1</b>	<b>Petitions .....</b>	<b>6</b>
<b>7.2</b>	<b>Presentations.....</b>	<b>6</b>
<b>7.3</b>	<b>Deputations .....</b>	<b>6</b>
<b>8.0</b>	<b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS.....</b>	<b>6</b>
<b>8.1</b>	<b>Ordinary Meeting of Council held on Wednesday 20 October 2021 .....</b>	<b>6</b>
<b>9.0</b>	<b>ITEMS TO BE DEALT WITH EN BLOC.....</b>	<b>7</b>
<b>10.0</b>	<b>OFFICERS REPORTS.....</b>	<b>7</b>
<b>10.1</b>	<b>Deputy Chief Executive Officer .....</b>	<b>8</b>
<b>10.1.1</b>	<b>Proposed Outbuilding.....</b>	<b>9</b>
<b>10.1.2</b>	<b>Coronation Beach Food Van .....</b>	<b>18</b>
<b>10.2</b>	<b>Manager of Finance &amp; Corporate Services.....</b>	<b>27</b>
<b>10.2.1</b>	<b>Financial Management Report for October 2021.....</b>	<b>28</b>
<b>10.3</b>	<b>Chief Executive Officer .....</b>	<b>31</b>
<b>10.3.1</b>	<b>Elected Member Appointment .....</b>	<b>32</b>
<b>10.3.2</b>	<b>Strategic Community Plan Review – Working Group .....</b>	<b>37</b>
<b>10.3.3</b>	<b>Corporate Business Plan Review .....</b>	<b>40</b>
<b>11.0</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>45</b>

<b>12.0</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</b>	<b>45</b>
<b>12.1</b>	<b>LATE ITEM ACCESS TO GROUNDWATER LICENSED WATER POINTS</b>	
<b>12.1</b>	<b>Hosking Soak – Water Point Access Agreement .....</b>	<b>45</b>
<b>13.0</b>	<b>DELEGATES REPORTS .....</b>	<b>49</b>
<b>14.0</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....</b>	<b>50</b>
<b>15.0</b>	<b>MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC.....</b>	<b>50</b>
<b>15.1</b>	<b>Nil.....</b>	<b>50</b>
<b>16.0</b>	<b>CLOSURE .....</b>	<b>50</b>

## **ORDER OF BUSINESS**

### **1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Shire President welcomed Elected Members and Staff and declared the meeting open at 9.04am

### **2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

### **3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

#### **3.1 Attendees**

Elected Members	In	Out
Cr Kirrilee Warr (President)	9:04 am	10.36am
Cr Darrell Forth	9:04 am	10.36am
Cr Nicole Batten	9:04 am	10.36am
Cr Liz Elliott-Lockhart	9:04 am	10.36am
Cr Peter Humphrey	9:04 am	10.36am
Cr Trevor Royce	9:04 am	10.36am

Officers	In	Out
Maurice Battilana, Chief Executive Officer	9:04 am	10.36am
Simon Lancaster, Deputy Chief Executive Officer	9:04 am	10.36am
Dianne Raymond, Manager Finance & Corporate Services (and Minute Taker)	9:04 am	10.36am

Visitors	In	Out
Nil		

#### **3.2 Apologies**

Elected Members
Bev Davidson

#### **3.3 Previously Approved Leave of Absence (By Resolution of Council)**

Nil

### **4.0 PUBLIC QUESTION TIME**

#### **4.1 Response to Previous Public Questions on Notice**

Nil

#### 4.2 Public Question Time

Nil

### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE (by Resolution of Council)

Nil

### 6.0 DISCLOSURE OF INTEREST

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

“a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”

Section 5.60B:

“a person has a proximity interest in a matter if the matter concerns –

(a) a proposed change to a planning scheme affecting land that adjoins the person's land; or

(b) a proposed change to the zoning or use of land that adjoins the person's land; or

(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.”

Regulation 34C (Impartiality):

“interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”

Item No.	Member/Officers	Type of Interest	Nature of Interest
10.1.2	Cr Royce	Proximity	Own land in area

### 7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

#### 7.1 Petitions

Nil

#### 7.2 Presentations

Nil

#### 7.3 Deputations

Nil

### 8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

#### 8.1 Ordinary Meeting of Council held on Wednesday 20 October 2021

**MOVED: Cr Forth**

**SECONDED: Cr Batten**

That the Minutes of the Ordinary Meeting of Council held Wednesday 20 October 2021 be confirmed as true and accurate.

**Voting F6 /A0  
CARRIED  
Minute Reference:11/21-01**

## **9.0 ITEMS TO BE DEALT WITH EN BLOC**

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

Council resolves to move the following items En Bloc:  
10.1.1; 10.3.1; 10.3.3

**Voting F6/A0  
CARRIED  
Minute Reference: 11/21-02**

## **10.0 OFFICERS REPORTS**

# **10.1**

## **Deputy Chief Executive Officer**

### **March 2020**

#### **10.1 AGENDA ITEMS**

**10.1.1 Proposed Outbuilding**

**10.1.2 Coronation Beach Food Van**



### 10.1.1 Proposed Outbuilding

PROPONENT:	N. Whyatt
SITE:	22 (Lot 314) Patten Place, White Peak
FILE REFERENCE:	A1824
PREVIOUS REFERENCE:	Nil
DATE:	8 November 2021
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.1	Application		√

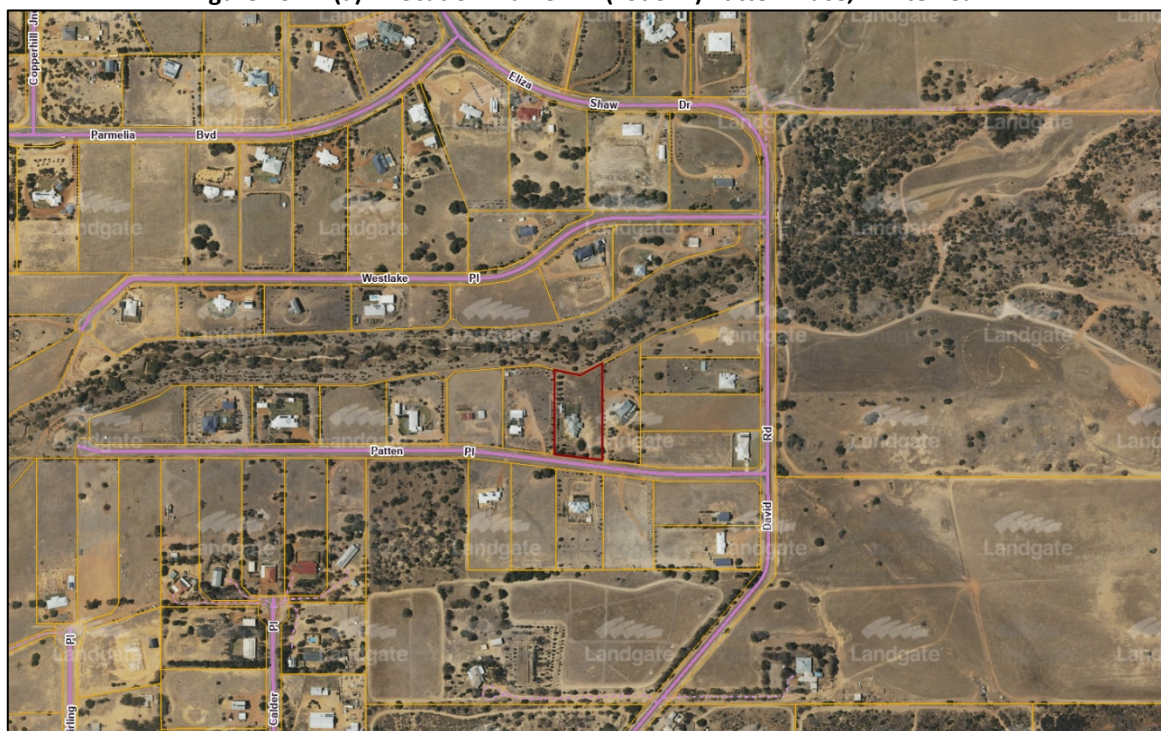
#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Council is in receipt of an application for an outbuilding outside the building envelope for 22 (Lot 314) Patten Place, White Peak. The application has been advertised for comment and no objections were received, and this report recommends approval.

Figure 10.1.1(a) – Location Plan of 22 (Lot 314) Patten Place, White Peak



#### COMMENT

Lot 314 is a 7,109m<sup>2</sup> property that fronts Patten Place to the south and backs onto the Dolby Creek to the north, and contains a single storey residence built in 2018.

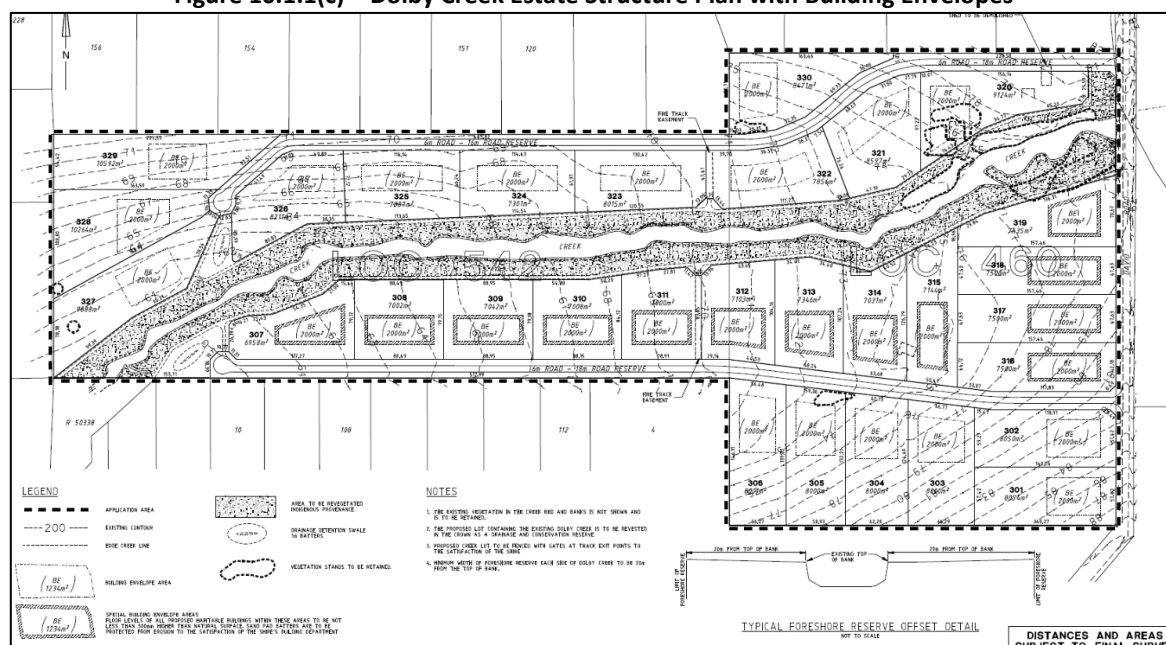
Figure 10.1.1(b) – Aerial photograph of 22 (Lot 314) Patten Place, White Peak



The applicant is seeking to construct an 88m<sup>2</sup> outbuilding with a 4.72m total height, Paperbark wall cladding and Pale Eucalypt roof cladding designed to match the colour scheme of the existing residence. A copy of the outbuilding application, including site, floor and elevation plans and supporting correspondence has been provided as **separate Attachment 10.1.1**.

Council adopted the Dolby Creek Estate Structure Plan at its 20 October 2010 meeting that designated a 2,000m<sup>2</sup> building envelope for Lot 314, a copy of the building envelope plan is provided as **Figure 10.1.1(c)** and is also included in **separate Attachment 10.1.1**. The outbuilding is proposed to be sited 5m outside of the building envelope that was assigned at time of subdivision and this application has therefore been presented to Council for determination.

**Figure 10.1.1(c) – Dolby Creek Estate Structure Plan with Building Envelopes**



**Figure 10.1.1(d) – Site Plan illustrating proposed outbuilding and building envelope**





Figure 10.1.1(e) - View looking north-west at Lot 314 from Patten Place



Figure 10.1.1(f) - View looking north at Lot 314 from Patten Place



#### STATUTORY ENVIRONMENT

22 (Lot 314) Patten Place, White Peak is zoned 'Rural Residential 1' under the Shire of Chapman Valley Local Planning Scheme No.3 ('the Scheme') the objectives for which are listed in Table 1 as being:

- “• To provide for lot sizes in the range of 1 ha to 4 ha.
- To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.
- To set aside areas for the retention of vegetation and landform or other features which distinguish the land.”

The Scheme notes the following of relevance to this application:

*"40 Building envelopes*

- (1) Where a building envelope is identified on a structure or fire management plan, all development shall be contained within the designated envelope area.*
- (2) No development of any structures shall occur within any area/s identified as 'Development Exclusion Area', 'Re-vegetation Area', 'Remnant Vegetation' or similar on the structure or fire management plan;*
- (3) Notwithstanding the requirements of Clause 62 of the deemed provisions, where a building envelope exists on a particular lot an application for development approval to change or relocate the building envelope shall be accompanied by relevant building plans and information addressing visual amenity, privacy and screening, vegetation loss, access, and proximity to natural features.*
- (4) In considering an application to relax the requirements of subclause (2) and (3), the local government shall, in addition to the general matters set out in Clause 67 of the deemed provisions, give particular consideration to:*
  - (a) unacceptable visual clutter, especially in elevated areas of high landscape quality or visually exposed locations; and*
  - (b) unnecessary clearing of remnant native vegetation; and*
  - (c) visual obtrusiveness and/or impact on an adjoining property by way of privacy, noise, odour or light spill; and*
  - (d) suitability for landscape screening using effective screening vegetation; and*
  - (e) compliance with the land-use, setback, building height, development exclusion, vegetation protection, bushfire requirements and other pertinent provisions of the Scheme and relevant local planning policy."*

*"Schedule 5 - Rural Residential*

*(1) Structure Plan*

- (a) Subdivision, development and land use shall generally be in accordance with a structure plan as adopted by the local government and the Western Australian Planning Commission in accordance with Part 4 of the deemed provisions;*
- (b) Subdivision, development and land-use shall generally be in accordance with any other matters outlined on the structure plan;...*

*...(2) Buildings*

- (a) All buildings shall be sited in accordance with the setback requirements specified in the Scheme except where building envelopes are shown on a structure plan or local development plan. Where building envelopes are shown, all buildings and effluent disposal systems shall be located within that envelope.*
- (b) All buildings constructed on the land shall be sympathetic to existing landscape features, predominantly landform, vegetation and amenity in terms of their design, height, location, material and cladding colours."*

Clause 67 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters in considering a development application:

- "(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area...*
- ...(g) any local planning policy for the Scheme area;*
- (h) any structure plan, activity centre plan or local development plan that relates to the development...*
- ...(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
  - (i) environmental impacts of the development;*
  - (ii) the character of the locality;*
  - (iii) social impacts of the development;*



- (o) *the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*
- (p) *whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- (q) *the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;...*
- ...(w) *the history of the site where the development is to be located;*
- (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) *any submissions received on the application...*
- ...(zb) *any other planning consideration the local government considers appropriate."*

The Dolby Creek Subdivision Guide Plan was adopted by Council at its 20 October 2010 meeting and is considered to form a Structure Plan as per Part 9 Regulation 79 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### **POLICY/PROCEDURE IMPLICATIONS**

Schedule 2 Part 2 Division 2 Clauses 3-6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

The Shire of Chapman Valley Local Planning Policy 5.1 – Building Envelopes contains the following objectives:

- "3.1 *To provide guidance with respect to the amendment of a building envelope (relocation, expansion) that will not lead to unacceptable impacts on surrounding properties.*
- 3.2 *To provide criteria by which the amendment of a building envelope should be considered to assist in protecting the integrity of the application of building envelopes.*
- 3.3 *To provide guidance in relation to the information required to be submitted as part of an application for the amendment of a building envelope."*

Policy 5.1 also sets the following Policy Statement:

- "6.1 *In considering an application to relax the development standards pursuant to Section 40 of its Local Planning Scheme, the Local Government will give particular consideration to:*
- 6.1.a *justification for the proposed amendment.*
- 6.1.b *the secondary nature of the development should the application be to site a building/s outside of the envelope (e.g. horse stables, bore sheds).*
- 6.1.c *unacceptable visual clutter, especially in elevated areas of high landscape quality or visually exposed locations, such as the edge of hill or mesa tops within prominent parts of the Moresby Range.*
- 6.1.d *unnecessary clearing of remnant native vegetation.*
- 6.1.e *visual obtrusiveness and/or impact on an adjoining property by way overlooking, noise, odour or light spill.*
- 6.1.f *suitability for landscape screening using effective screening vegetation and the availability of a proven water supply for this purpose.*
- 6.1.g *use of materials and colours to assist in softening any perceived visual impact.*
- 6.1.h *compliance with the land-use, setback, building height, development exclusion, vegetation protection, bushfire requirements and other pertinent provisions of the Local Planning Scheme and associated Planning Policies.*
- 6.2 *Building envelopes are generally imposed at the time of rezoning or subdivision to provide an area in which buildings upon a property will be clustered and provides an understanding for surrounding landowners of the potential location of future built form. Whilst this Policy provides guidelines for an application to be submitted to amend a building envelope it should not be construed that approval will be granted with each application assessed on its individual merits."*

The Shire of Chapman Valley Local Planning Policy 1.4 – Outbuildings includes the following objectives:

- 3.1 To alter the deemed to comply provisions of the R-Codes for Outbuildings.
- 3.2 To provide a clear definition of what constitutes an 'Outbuilding'.
- 3.3 To ensure that Outbuildings are not used for habitation, commercial or industrial purposes by controlling building size and location.
- 3.4 To limit the visual impact of Outbuildings.
- 3.5 To encourage the use of outbuilding materials and colours that complement the landscape and amenity of the surrounding area.
- 3.6 To ensure that the Outbuilding remains an ancillary use to the main dwelling or the principle land use on the property."

Section 6.7.2 of the Outbuildings Policy notes the following within its Policy Statement:

*"6.7.c For lots zoned 'Rural-Residential', 'Rural Smallholding' and 'Rural' the Outbuildings are to be setback in accordance with the Local Planning Scheme, or if applicable located within a defined building envelope."*

Both the 'Building Envelope' and 'Outbuildings' Local Planning Policies can be viewed at the following link to the Shire website: <https://www.chapmanvalley.wa.gov.au/local-planning-policies.aspx>

#### **FINANCIAL IMPLICATIONS**

Nil

#### **Long Term Financial Plan (LTFP):**

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 July 2017 meeting. It is not considered that the determination of this application would have impact in relation to the Long Term Financial Plan.

#### **STRATEGIC IMPLICATIONS**

Council has previously granted approval for developments to be located outside of the building envelopes identified on the Dolby Creek Estate Structure Plan. These have generally been for relatively minor encroachments where only a portion of the building was located outside of the envelope as follows:

- Council approved an outbuilding upon 2 (Lot 316) Patten Place, White Peak that extended 2.1m outside of the building envelope at its 16 December 2015 meeting due to the narrow rectangular shape of the lot;
- Council approved the siting of a shed upon 31 (Lot 321) Westlake Place, White Peak that extended 3m outside of the building envelope at its 12 December 2018 meeting, due to the irregular shape of the building envelope and the lot, the landowner later reduced the shed size and the final shed was located within the building envelope;
- Council approved an ancillary dwelling upon 1 (Lot 320) Westlake Place, White Peak that extended 5m outside of the building envelope at its 17 June 2020 meeting to provide a greater setback from the historic cottage on the lot.

Council has previously only approved one application for development that was entirely outside of the building envelopes as shown upon the Dolby Creek Estate Structure Plan. This being a shed that was approved by Council 18m outside of the building envelope upon 30 (Lot 330) Westlake Place, White Peak at its 16 December 2015 meeting. This application sought to elongate the building envelope (rather than entirely relocate it) and the agenda report noted the irregular triangular shape of the lot and curving street frontage as basis for consideration, and that the proposed location for the shed was at a lesser contour and therefore less likely to interfere with neighbours' views than were it to be located upon the higher contour as contained within the building envelope. Whilst that application sought to site the shed outside the building envelope, the nearby clustered residence would still be contained within it, and no objection was received in that instance from surrounding landowners when the application was advertised for comment.

Council has refused an application that sought to relocate entirely a building envelope at 29 (Lot 305) Patten Place, White Peak at its 16 December 2020 meeting. In that particular instance the applicant was seeking to relocate the entire building envelope from the lower ground at the front of the property to the higher ground at the rear of the property and this was objected to by neighbouring parties.

It is considered that the current application bears more in common with the previous minor building envelope adjustment applications that were supported by Council than the entire building envelope relocation application that was refused by Council.

#### **Strategic Community Plan/Corporate Business Plan:**

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 15 November 2017 meeting. It is not considered that the determination of this application would have impact in relation to the Strategic Community Plan.

#### **CONSULTATION**

Section 7.0 of Shire of Chapman Valley Local Planning Policy 5.1 – Building Envelopes states that “An application for the relocation, removal or expansion of a building envelope may be advertised to surrounding landowners prior to being placed before a meeting of Council for consideration”.

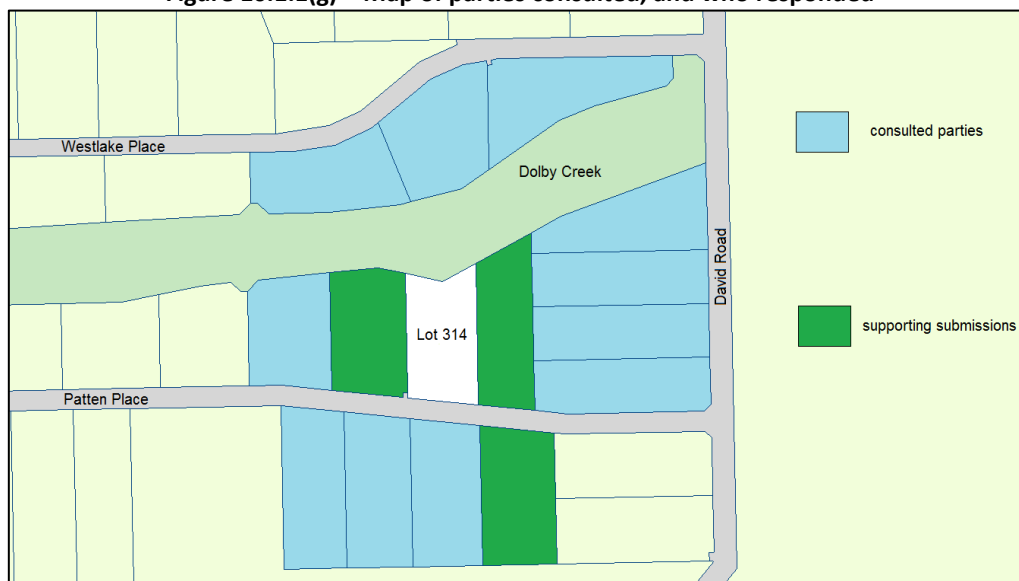
The Shire wrote to the 14 surrounding landowners on 21 September 2021 providing details of the application and inviting comment upon the proposal prior to 22 October 2021. An advisory sign was displayed on-site inviting comment during this time and a copy of the application and explanatory background information was also placed on the Shire website.

At the conclusion of the advertising period 3 submissions had been received, all expressing support for the application and no objections to the application were received. The received submissions made the following comments:

*“Do not have a problem to the building of shed on 22 Patten Place White Peak. The shed will not be visual from our proposed house on Lot 303 15 Patten Place White Peak.”*

*“As their next door neighbour, we are happy for them to go ahead with their plans. No objections at all.”*

**Figure 10.1.1(g) – Map of parties consulted, and who responded**



#### **RISK ASSESSMENT**

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

#### **VOTING REQUIREMENTS**

Simple majority required

**MOVED: Cr Batten**

**SECONDED: Cr Forth**



## **COUNCIL RESOLUTION/STAFF RECOMMENDATION**

That Council grant formal planning approval for the proposed outbuilding upon 22 (Lot 314) Patten Place, White Peak subject to the following conditions:

- 1 Development shall be in accordance with the attached approved plans contained within Attachment 10.1.1 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.
- 3 The walls and roof of the outbuilding must be of materials, finish and colours that are non-reflective (i.e. not Zincalume) and complementary to the natural landscape features and the existing residence upon Lot 314 to the approval of the local government.
- 4 All stormwater from the development must be contained and disposed of on-site to the approval of the local government and not discharged into the Dolby Creek.
- 5 The outbuilding floor level must not be less than 500mm higher than the natural ground level.
- 6 Any soils disturbed or deposited on site must be stabilised to the approval of the local government.
- 7 The outbuilding is only to be used for general storage purposes associated with the predominant use of the land and must not be used for habitation, commercial or industrial purposes.
- 8 Landscaping and vegetation upon the property must be maintained in accordance with the Asset Protection Zone requirements as contained in the Department for Planning, Lands and Heritage's Guidelines for Planning in Bushfire Prone Areas.
- 9 If the development/land use, the subject of this approval, is not substantially commenced within a period of two years after the date of determination, the approval shall lapse and be of no further effect.

### **Notes:**

- (a) In regards to condition 9 where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.
- (b) If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Council En Bloc**  
**Voting F6/A0**  
**CARRIED**  
**Minute Reference: 11/21-02**

## 10.1.2

### Coronation Beach Food Van

PROPOSER:	E Ward & S Foster
SITE:	Reserve 50066 Coronation Beach Road, Oakajee
FILE REFERENCE:	A1956
PREVIOUS REFERENCE:	7/99-35, 10/00-8, 10/20-04 & 12/20-06
DATE:	9 November 2021
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.2	Food Van time extension request		√

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Council approved the operation of a food van at Coronation Beach for a 12 month trial period at its 16 December 2020 meeting. The operators have requested a 6 month extension as they were not able to commence operations until half-way into their trial period due to various factors. This report recommends that Council conditionally approve the food van for a further 12 months.

#### COMMENT

The original application presented to Council sought approval to site a food van at Coronation Beach from Thursday-Sunday 10:00am-3:00pm, and potentially also 5:00pm-8:00pm dependant upon demand. The applicant advised that it was not their intention to keep the food van at Coronation Beach when not in use, and that it would be parked at the applicant's property on Nanson-Howatharra Road approximately 10km east of Coronation Beach. The applicant also sought approval to set up 4 temporary gazebos when the food van was on-site with tables and chair to provide shade for customers.

The 16 December 2020 Council Agenda, that includes the originally received application (that elaborates upon this matter) can be viewed at the following link, along with a link to the 16 December 2020 Council Minutes to provide further background:

<https://www.chapmanvalley.wa.gov.au/documents/727/agenda-ordinary-council-meeting-december-2020>

<https://www.chapmanvalley.wa.gov.au/documents/731/confirmed-ordinary-meeting-of-council-december-2020>

Council approved the Coronation Beach Food Van application at its 16 December 2020 meeting for a 12 month trial period as follows:

*"That Council approve the temporary siting of a food van upon Reserve 50066 Coronation Beach Road, Oakajee subject to the following:*

*Conditions:*

- 1 The approval is valid until 30 November 2021.*
- 2 Any additions to or change of use of any part of the development (not the subject of this consent/approval) considered by the Shire Chief Executive Officer to represent significant variation from the approved development requires further application and planning approval for that use/addition.*
- 3 The hours/days of operation of the food van being to the approval of the local government.*
- 4 The location of the food van and associated shade area being to the approval of the local government.*
- 5 Maintenance of public access about the mobile food & coffee van being to the approval of the local government.*
- 6 The applicant shall ensure that the food van and immediate surrounding area is kept clean and tidy to the approval of the local government.*

- 7     *The applicant shall ensure that rubbish associated with the operation of the food van is managed to the approval of the local government.*
- 8     *The applicant shall ensure that wastewater generated while on-site is stored and disposed of into a suitable septic system or other approved system, and no wastewater is to be disposed of via the toilets/showers at Coronation Beach, or on the ground or into the ocean at Coronation Beach.*
- 9     *All furniture and objects (including, but not limited to, shade gazebos, chairs and tables) are to be well constructed/maintained and not a hazard (e.g. they should be able to withstand windy conditions).*
- 10    *No freestanding signs or hoardings advertising the operation of the food van are permitted to be erected whether temporary or permanent in nature unless approved by the Shire Chief Executive Officer.*
- 11    *The use of mechanical chimes or amplified music which could cause a noise nuisance is not permitted. The food van shall at all times comply with the Environmental Protection (Noise) Regulations 1997.*
- 12    *The food van shall comply with the requirements of the Food Act 2008 and Food Regulations 2009.*
- 13    *The applicant shall obtain the written approval of the local government that the food van meets the required food, health, waste management and access standards before the commencement of operations.*
- 14    *The applicant must possess (and provide copy to the local government) public liability insurance cover of not less than \$10 million.*
- 15    *This approval is issued only to the applicant and is not transferable to any other party.*
- 16    *The applicant making payment of a \$500 fee to the Shire for use of the location.*

**Notes:**

- (a)   *In relation to condition 1 the applicant is advised that this approval is only issued for a trial period of 12 months and the operation of this development will be monitored by the local government and should complaints arise and not be adequately managed to the satisfaction of the local government, then the local government reserves the right to terminate the approval period prior to the expiry date of 30 November 2021.*
- (b)   *In relation to conditions 9, 12 & 13 the applicant is advised that they are required to liaise with the Shire's Environmental Health Officer to ensure compliance before the commencement of the operations (and as required by legislation thereafter to continue operations).*
- (c)   *In relation to condition 16 the applicant is advised that the \$500 fee includes the initial inspection fee of \$50 per premises to verify compliance with the requirements of the Food Act 2008 and Food Regulations 2009 (however additional inspection fees may be charged in the event that follow-up inspections are required arising from matters of non-compliance), and the \$200 annual itinerant food vendor licence fee, and an additional amount to assist in cost recovery for any additional emptying of the skip bin that is sited at Coronation Beach that may be required over the 12 month period as a result of additional demand due to operation of the food van.*
- (d)   *The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation and it is the applicant's responsibility to obtain any additional approvals required before the development commences.*
- (e)   *This planning approval issued to the applicant is not to be construed as the granting of an exclusive commercial use and the local government reserves the right to issue approval to other parties who may seek to conduct commercial activities.*
- (f)   *If an applicant is aggrieved by this determination there is a right (pursuant to the Planning and Development Act 2005) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination."*

Following discussions with Shire staff the location as illustrated in **Figure 10.1.2** was selected for the siting of the food van due to its proximity to nearby gazebos, bins and toilets and as it would not reduce the number of available car parking bays. During their trial period the operators found that it was not feasible to continually relocate the food van to their own property and sought Shire permission for it to remain on-site. Shire staff did not raise objection to this, considering that the purpose of the trial period was to enable the operators to explore how and whether the operation might be commercially feasible, and for the Shire (and the operators) to gauge which location might be suitable and not present issue to other reserve users, whether they were day use or overnight visitors, and to also assess whether the operations incurred additional servicing cost to Council that may need to be recouped.

**Figure 10.1.2 – Location of Coronation Beach Food Van**



The operators of the food van took longer than they anticipated to commence on-site due to issues with transporting the food van into Western Australia, upgrading it to meet the relevant legislative requirements and then Cyclone Seroja. As a result the food van did not commence operations until May, hence the received application seeking extension of their trial period for a further 6 months to enable them to operate over the summer period to gauge whether the business might be commercially viable for them.

A copy of the received correspondence has been provided as **separate Attachment 10.1.2.**

Shire staff raise no objection to the extension of the trial period, given that during this time there have been factors such as Cyclone Seroja and ongoing travel and gathering COVID restrictions that have impacted commercial operations engaged in servicing the tourism and foodservices markets. It is considered that the extending of the trial period for a further 12 months (i.e. until 30 November 2022) would be reasonable in this circumstance.

#### **STATUTORY ENVIRONMENT**

Reserve 50066 has a management order issued to the Shire of Chapman Valley for the purpose of 'Camping and Recreation' with the power to lease (or sub lease or licence) the whole or any portion of the reserve for any term not exceeding 10 years.

Reserves 50066 is zoned 'Public Open Space' under the Shire of Chapman Valley Local Planning Scheme No.3. Table 1 of the Scheme lists the objectives for this zone as being:

- “• To set aside areas for public open space, particularly those established under the Planning and Development Act 2005 s.152.
- To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.”

Part 1 Section 4 of the *Planning & Development Act 2005* ('the Act') defines development as follows:

- “development means the development or use of any land, including —*
- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;*

- (b) *the carrying out on the land of any excavation or other works;*
- (c) *in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies, any act or thing that —*
  - (i) *is likely to change the character of that place or the external appearance of any building; or*
  - (ii) *would constitute an irreversible alteration of the fabric of any building.”*

Whilst the siting of a food van does not constitute a development as defined within parts (a)-(c) it should still be considered a development as by operating a commercial/retail activity from the land it does constitute the “use of any land”.

The proposal is further considered to constitute the use of land as it would be established for extended periods, and should therefore be viewed differently to a more transitory operation such as an ice cream van that is generally in motion and might typically only be stationary when hailed by customers, that might be able to be considered under the exemption provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Schedule 2 Part 9 Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters to be considered by local government in considering a development application:

- “(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;...*
- ...(j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;...*
- ...(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
  - (i) environmental impacts of the development;*
  - (ii) the character of the locality;*
  - (iii) social impacts of the development*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;...*
- ...(q) the suitability of the land taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk...*
- ...(s) the adequacy of –*
  - (i) the proposed means of access to and egress from the site; and*
  - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;...*
- ...(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;*
- (w) the history of the site where the development is to be located;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;...*
- ...(zb) any other planning consideration the local government considers appropriate.”*

#### **POLICY/PROCEDURE IMPLICATIONS**

The Shire of Chapman Valley Coastal Management Strategy and Action Plan (2016) identifies the objective for Coronation Beach as being:

##### *“Land Use & Facilities*

- *Protection and enhancement of recreational activities popular in the area such as windsurfing, kiteboarding and longboarding.*
- *The need to identify provision of facilities with appropriate controls to sustainably provide for tourist and recreational demands. (page 16)*

*“To protect and enhance the ambiance and low impact character of Coronation Beach and to facilitate the continued recreational uses in the area.” (page 61)*

It is considered that the operation of a food van would align with these objectives.

It is also noted that both the previous Kitewest food outlet proposal and the current food van proposal are facilities that can be removed from the site, or relocated elsewhere at Coronation Beach (rather than permanent structures) in the event that coastal erosion, or economic or compliance issues, or future Council requirements deem this necessary.

The Mid West Development Commission’s ‘Tourism Development Strategy’ (2014) includes amongst its identified priorities, increasing the range of eco nature based tourism activities, attractions and experiences. The Economic Development element of the Commission’s Mid West Blueprint (2015) notes the Mid West Tourism Potential as follows:

*“The long term aspiration of this Blueprint is for the Mid West to attract one million overnight visitors (annually) by 2050. The Mid West would be highly developed as an inspiring nature based destination, that offers a wide range of high quality, year round experiences.”*

### **FINANCIAL IMPLICATIONS**

The Shire charges an initial inspection fee of \$50 per premises to verify compliance with the requirements of the *Food Act 2008* and *Food Regulations 2009* and additional inspection fees may be charged in the event that follow-up inspections are required arising from matters of non-compliance. Itinerant food vendor licences also incur an annual fee of \$200.

The Shire charges the other Coronation Beach lessee an annual lease fee of \$500 GST exclusive, intended to cover the administration and other costs associated with the ongoing water sports school lease.

Council might therefore consider that a fee of \$250 (i.e. half of the annual fee) might be appropriate to charge in this instance were it to approve the extension of the trial period for a further 6 months as has been requested by the applicant.

Alternatively Council might grant extension for another 12 months in which case a fee of \$500 would be considered appropriate (as this would match the annual fee charged to the other existing Coronation Beach lessee). This \$500 figure would also assist in cost recovery e.g. for any additional emptying of the skip bin that is sited at Coronation Beach that may be required over the 12 month period as a result of additional demand. The Shire might also choose to reimburse a 50% proportion of the \$500 fee in the event that the applicant does decide to cease operation after 6 months.

### **Long Term Financial Plan (LTFP):**

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 July 2017 meeting. It is not considered that the determination of this application would have impact in relation to the Long Term Financial Plan.

### **STRATEGIC IMPLICATIONS**

Council previously approved the operation of a food van at Coronation Beach, calling for expressions of interest at its 20 July 1999 meeting and again at its 17 October 2000 meeting.

Since 2004 time however, a food van has not been present at Coronation Beach (other than for approved one-off events such as windsurfing and surfing events or Shire Australia Day events) until the commencement of the current food van operator in May 2021 (following approval by Council in December 2020).

Council approved the application from the other existing lessee (Kitewest) for the establishment of a food outlet at Coronation Beach at its 21 October 2020 meeting, that would consist of a sea container being sited alongside, and upgraded (including wood cladding, decking and shade sails) to match visually, their existing watersports school facility. At the time Kitewest advised that they would not be seeking to site the second sea container until November 2021 with a view to commencing operation of their food outlet for summer 2021/2022. Since that time the lessee has progressed their ideas but has not advanced to the stage of lodgement of building/health applications that are required prior to on-ground works and business commencement.

Council's 21 October 2020 resolution relating to the water sports lessee included specific notation that:

*"The management licence issued to the applicant is not to be construed as the granting of an exclusive commercial use of the reserve, Council reserves the right to enter into management licences and/or other arrangements with other parties who may seek to conduct commercial activities at Coronation Beach."*

Council's 16 December 2020 resolution for the food van operator also included notation advising that:

*"This planning approval issued to the applicant is not to be construed as the granting of an exclusive commercial use and the local government reserves the right to issue approval to other parties who may seek to conduct commercial activities."*

The intention of this advice was to make clear that Council's granting of approval should not be deemed to mean that it would not entertain approaches from other parties seeking to operate either a watersports school or food outlet at Coronation Beach.

The operation of food outlet(s) can be considered to align with Council's desire to see greater activation and servicing for campers and visitors at Coronation Beach, along with supporting its residents with their business ventures. It would also be in keeping with Council's previous approval of food van operators at Coronation Beach.

The original approval of the food van was for a 12 month period only (expiry date 30 November 2021) meaning that at the time that Kite West might be commencing, the period of approval for the food van would be expiring. However, the 16 December 2020 Council Agenda report noted it would be reasonable to expect that in the event that the food van operation provided a commercial return, the food van operator would then approach Council prior to the expiry date seeking an extension and Council would at that time be required to give the matter consideration.

The food van applicant themselves acknowledged the issue of Council's prior approval to the existing water sports lessee in their original correspondence as follows:

*"Points of consideration / difference with Kite West proposed business:*

*Though on the surface we appear to have a similar business in mind, it is likely that we will not be in direct competition as much as first thought. Firstly, Kite West caters primarily for the wind surfing crowd for which favourable conditions usually involve a lot of wind. We would be looking to utilise the calmer days with better weather, making for a more enjoyable customer experience. We also hope to (in time) run some late afternoon/ sundowner events (from 5 – 8 PM) that will run outside of current Kite West hours (9AM–5PM). In addition, we would be looking to do this in good weather (obviously intermittently!) through the winter months, a time when Kite West School historically has not operated. An 8PM finish would allow for quiet at a reasonable time for campers.*

*We also believe we will have a point of difference in the food we offer with minimal pre-packaged foods on offer and a focus on good home cooked food, in a generous portion at a good price that will make it worth the drive! The idea behind the name of "The Home Cooks" for the business is that it allows us to be versatile in our offerings and take advantage of local food sources as they arise (and we cultivate relationships) but does not restrict us to one "type" of offering.(e.g. Taco Van). Hopefully "The Home Cooks" evokes thoughts of wholesome rustic nourishing fare that is real, honest and above all, delicious! We envisage that in time, our online presence coupled with good reputation would entice potential customers to come out for a visit and supplement the casual visitors and campers that would comprise our normal customer base.*

*Finally, Kite West indicated in their application that they did not foresee their venture firing up until the summer of next year 2021 – by which time – all going well, they may end up taking advantage of the exposure we intend to be giving to Coronation Beach! From our point of view, once Kite West starts up next year, they'll be able to fill the gap/maintain a presence at Coronation Beach when we attend other events, so a little overlap here and there is unlikely to upset anyone."*

Freedom of economic competition, preventing undue restraint of trade and impact on existing local businesses are issues that local governments are often forced to grapple with, particularly where arguments have been mounted that an existing retailing operation offers multiple services and employment to a local community, and when faced with an arriving competitor that offers a more limited service (in terms of products or hours of operation) that undermines their



profitability, this can result in the existing service provider no longer being viable and the local community resultantly losing those associated services and employment.

Council can have some (limited) regard for this issue with Clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* listing the following matter to be considered by local government:

*“(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses.”*

This is also an issue that Section 3.3.7 ‘Economic Competition’ of the Western Australian Planning Commission publication ‘Development Assessment Panel Training Notes – Making Good Planning Decisions’ (2011) addresses as follows:

*“The threat of competition to existing businesses is not a relevant planning consideration. It only becomes a relevant planning consideration if there is a prospect that there will be a reduction in the facilities available to the community.*

*This was made clear in the High Court decision of Kentucky Fried Chicken Pty Ltd v Gantidis (1979) 140 CLR 675. In that case, Barwick CJ at [681] said that:*

*“economic competition feared or expected from a proposed use is not a planning consideration within the terms of the planning ordinance governing this matter”.*

*Stephen J at [687] noted that:*

*“...the mere threat of competition to existing businesses, if not accompanied by a prospect of a resultant overall adverse effect upon the extent and adequacy of facilities available to the local community if the development be proceeded with, will not be a relevant town planning consideration.”*

#### **Strategic Community Plan/Corporate Business Plan:**

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 15 November 2017 meeting and consideration of this proposal would align with delivery of the following objectives.

No.	Objective	Strategy	Action	Timeline
2.2	Provide support for business development and local employment	Consider business start-up incentives	Investigate possible planning improvements	Short
2.3	Welcome local tourism and participation in regional strategy.	Explore support needed by local tourism industries.	Encourage Tourism Operators to establish an Alliance for them to research support required. This must be industry driven, not Shire driven.	Short
2.4	Ensure town planning complements economic development activities	Town Planning Review/Initiatives	Ensure Planning is in place to encourage economic development activities	Medium

#### **CONSULTATION**

The Shire has not received any complaints concerning the operation of the food van since its commencement in May.

The Shire also has the ability to monitor/seek feedback on the food van's operations on an ongoing capacity.

The Coronation Beach Planning Study (2002) that guided the Shire's development of the Coronation Beach Campground was based on extensive public consultation and Section 2.1-Consultation of the study noted that:

*“There is a general presumption by existing users and key stakeholders with an interest in this coastal area, that Coronation Beach should be maintained for low-key tourist use (no major development), with informal camping/caravanning being one of the preferred activities.” (page 3)*

*“The opportunity to upgrade facilities, including the provision of designated windsurf rigging area, shade shelters, additional ablutions, international signage, fire rings and barbeques, kiosk/information building, and improve carparking, traffic flow, beach access and general recreation areas.” (page 6)*



*“Some opportunity exists for on-site servicing to support a small building such as a kiosk. The type of facility provided will depend on the level of management proposed for the Reserve (for example a full-time, on-site caretaker would require a different type of facility and different level of servicing to that of a seasonal operator of a kiosk facility only).” (page 20)*

It is considered that the siting of a food van, whether occasional or permanent, is low-key in nature and does not conflict with the objective of this study.

The relatively small footprint of the food van operations (and the ability to relocate it if required) is not considered to be prejudicial to the ongoing discussion in regards to the Coronation Beach Masterplan, and the low-key nature of the proposal aligns with the feedback of the Steering Group during this project.

## RISK ASSESSMENT

Rating (Level)	Measures of Consequence						
	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

## VOTING REQUIREMENTS

Simple majority required

9.10am Cr Royce declared a proximity interest and left the meeting.

**MOVED: Cr Humphrey**

**SECONDED: Cr Eliot-Lockhart**

## COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council extend the approval for the siting of a food van upon Reserve 50066 Coronation Beach Road, Oakajee subject to the following:

Conditions:

- 1 The approval is valid until 30 November 2022.
- 2 Any additions to or change of use of any part of the development (not the subject of this consent/approval) considered by the Shire Chief Executive Officer to represent significant variation from the approved development requires further application and planning approval for that use/addition.
- 3 The hours/days of operation of the food van being to the approval of the local government.
- 4 The location of the food van and associated shade area being to the approval of the local government.
- 5 Maintenance of public access about the mobile food & coffee van being to the approval of the local government.
- 6 The applicant shall ensure that the food van and immediate surrounding area is kept clean and tidy to the approval of the local government.
- 7 The applicant shall ensure that rubbish associated with the operation of the food van is managed to the approval of the local government.
- 8 The applicant shall ensure that wastewater generated while on-site is stored and disposed of into a suitable septic system or other approved system, and no wastewater is to be disposed of via the toilets/showers at Coronation Beach, or on the ground or into the ocean at Coronation Beach.
- 9 All furniture and objects (including, but not limited to, shade gazebos, chairs and tables) are to be well constructed/maintained and not a hazard (e.g. they should be able to withstand windy conditions).

- 10 No freestanding signs or hoardings advertising the operation of the food van are permitted to be erected whether temporary or permanent in nature unless approved by the Shire Chief Executive Officer.
- 11 The use of mechanical chimes or amplified music which could cause a noise nuisance is not permitted. The food van shall at all times comply with the *Environmental Protection (Noise) Regulations 1997*.
- 12 The food van shall comply with the requirements of the *Food Act 2008* and *Food Regulations 2009*.
- 13 The applicant shall obtain the written approval of the local government that the food van meets the required food, health, waste management and access standards before the commencement of operations.
- 14 The applicant must possess (and provide copy to the local government) public liability insurance cover of not less than \$10 million.
- 15 This approval is issued only to the applicant and is not transferable to any other party.
- 16 The applicant making payment of a \$500 fee to the Shire for use of the location.

Notes:

- (a) In relation to condition 1 the applicant is advised that this approval is only issued for a period of 12 months and the operation of this development will be monitored by the local government and should complaints arise and not be adequately managed to the satisfaction of the local government, then the local government reserves the right to terminate the approval period prior to the expiry date of 30 November 2022.
- (b) In relation to condition 16 the applicant is advised that the \$500 fee covers (in part) the cost of one inspection fee within the 12 month approval period to verify compliance with the requirements of the *Food Act 2008* and *Food Regulations 2009* (however additional inspection fees may be charged in the event that follow-up inspections are required arising from matters of non-compliance), and the \$500 fee is also deemed to include the standard \$200 annual itinerant food vendor licence fee, and an additional amount to assist in cost recovery for any additional emptying of the skip bin that is sited at Coronation Beach that may be required over the 12 month period as a result of additional demand due to operation of the food van.
- (c) The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation and it is the applicant's responsibility to obtain any additional approvals required before the development commences.
- (d) This planning approval issued to the applicant is not to be construed as the granting of an exclusive commercial use and the local government reserves the right to issue approval to other parties who may seek to conduct commercial activities.
- (e) If an applicant is aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

**Voting F5/A0**

**CARRIED**

**Minute Reference: 11/21-03**

9.17am Cr Royce returned to the meeting

# **10.2**

## **Manger of Finance & Corporate Services**

### **March 2020**

#### **10.2 AGENDA ITEMS**

##### **10.2.1 Financial Reports for October 2021**

## 10.2.1 Financial Management Report for October 2021

PROPONENT:	SHIRE OF CHAPMAN VALLEY
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	17 NOVEMBER 2021
AUTHOR:	DIANNE RAYMOND

### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.1(a)	October 2021 Financial Management Report		✓
10.2.1(b)	Confidential List of Accounts October 2021		✓

### DISCLOSURE OF INTEREST

Nil

### BACKGROUND

Local Government (Financial Management) Regulations require monthly statements of financial activity to be reported and presented to Council.

### COMMENT

The financial position at the end of October 2021 are detailed in the monthly management report provided as a separate attachment for Council's review.

### STATUTORY ENVIRONMENT

*Local Government Act 1995 Section 6.4*

*Local Government (Financial Management) Regulations 1996 Section 34*

### POLICY/PROCEDURE IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

As presented in the Financial Management Report for October 2021.

### Long Term Financial Plan (LTFP):

No significant effect on the LTFP

### STRATEGIC IMPLICATIONS

Nil

### Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

## CONSULTATION

Not applicable

## RISK ASSESSMENT

The associated risk would be the failure to comply with Local Government Financial Regulations requiring monthly reporting of financial activity. Risk rating is considered Level 1 – Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

## VOTING REQUIREMENTS

Simple Majority

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

## COUNCIL RESOLUTION/STAFF RECOMMENDATION

That Council receives the financial management report supplied under separate cover for the months of October 2021 comprising the following:

Statement of Financial Activities with notes

Note 1 – Net Current Assets

Note 2 – Explanation of Material Variances

Note 3 – Cash & Investments

Note 4 – Receivables

Note 5 – Rating Revenue

Note 6 – Disposal of Assets

Note 7 – Capital Acquisitions

Note 8 – Borrowings

Note 9 – Reserves

Note 10 – Grants & Contributions

Note 11 – Trust Fund

Note 12 – Budget Amendments

### Additional Information

Budget by Program

Summary of Payments

Bank Reconciliation

Credit Card Statement

**Voting F6/A0**

**CARRIED**

**Minute Reference: 11/21-04**



# **10.3**

## **Chief Executive Officer**

### **March 2020**

#### **10.3 AGENDA ITEMS**

**10.3.1 Elected Member Appointment**

**10.3.2 Strategic Community Plan Review – Working Group**

**10.3.3 Corporate Business Plan Review**

### 10.3.1 Elected Member Appointment

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	402.00
PREVIOUS REFERENCE:	NA
DATE:	17 November 2021
AUTHOR:	Maurice Battilana, Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.1(a)	CEO's Email to Elected Members – 22 October 2021		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

At the September 2021 OCM Council resolved the following:

*“Council approve the date of the extraordinary election as being 26 November 2021 pursuant to Sections 4.57 & 4.9 of the Local Government Act 1995.”*

At 4:00pm on 20 October 2021 the Returning Officer announced the candidate nominations for the forthcoming local government ordinary elections were closed, with no nominations being received for the two (2) year Elected member vacancy (i.e. expires October 2023).

After obtaining legal clarification on options available to Council it was confirmed these being:

1. Run another Extraordinary Election – This would be at a cost and would require Council to set a date at an OCM. The Act stipulates a set timeframe to hold the extraordinary election, which would put the nomination period & Election Day into the Christmas/New Year & January holiday period so is not considered appropriate;
2. Appointee - Appoint a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.

The President and CEO discussed these option and sent an email to all Elected Members on 22 October 2021 outlining the options and seeking feedback (see **Attachment 10.3.1(a)**)

#### COMMENT

As previously reported, in the event no parties were to nominate for the extraordinary election Council could consider whether it wished to not appoint a person under Section 4.57(3) of the Act and resolve to pursue a review under Section 7 of Schedule 2.2 of the Act to reduce the number of Councillors from eight (8) to seven (7). Unfortunately this is not an option as the time taken to undertake a review and present a submission to the Local Government Advisory Board (LGAB), then, if the proposed reduction was approved by the LGAB, seek & obtain Ministerial approval in accordance with Schedule 2.2 could not be achievable within the legislated timeframe to fill an unfilled Elected Member vacancy.

The proposal to reduce the Shire of Chapman Valley's Elected Members from eight (8) to seven (7) can still be considered. However, this would need to be aimed for introduction at the 2023 Ordinary Local Government Elections.

The email sent to all Elected Members on 22 October 2021 requested feedback on the following options:



1. Run another Extraordinary Election
2. Appoint a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.

The consensus was the appointment of an eligible person (Option 2 above)

The list of suggested appointees were contacted by the President in the priority order as established by an email poll of Elected Members. The Staff Recommendation reflects the person approached by the President who agreed the appointment.

## STATUTORY ENVIRONMENT

The *Local Government Act 1995* notes the following in relation to extraordinary elections:

### 4.9. Election day for extraordinary election

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed —*
  - (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
  - (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*
- (2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.*
- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —*
  - (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
  - (b) *advise the CEO of the day fixed.*

### 4.57. Less candidates than vacancies

- (1) *If, at the close of nominations, there are no candidates for the office or offices to be filled at the election, an extraordinary election is to be held to fill the office or offices as if it or they had become vacant on the day after the close of nominations.*
- (2) *If, at the close of nominations, the number of candidates is less than the number of offices to be filled at the election —*
  - (a) *the candidate or candidates is or are elected; and*
  - (b) *an extraordinary election is to be held to fill the remaining office or offices as if it or they had become vacant on the day after the close of nominations.*
- (3) *If, at the close of nominations for an extraordinary election required under subsection (1) or (2) there are no candidates or the number of candidates is less than the number of offices to be filled at the election, the council may appoint\* to any unfilled office a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.*

*\* Absolute majority required.*

- (4) *A person appointed under subsection (3) is to be regarded as having been elected.*

### 4.17 Cases in which vacant offices can remain unfilled

- (1) *If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*
- (2) *If a member's office becomes vacant under section 2.32 —*
  - (a) *after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but*
  - (b) *before the third Saturday in July in that election year,*

*the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

- (3) *If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow\* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

*\* Absolute majority required.*

- (4A) *Subsection (3) applies —*
  - (a) *if —*
    - (i) *the office is for a district that has no wards; and*
    - (ii) *at least 80% of the number of offices of member of the council in the district are still filled;*
  - or*
  - (b) *if —*
    - (i) *the office is for a ward for which there are 5 or more offices of councillor; and*
    - (ii) *at least 80% of the number of offices of councillor for the ward are still filled.*
- (4) *If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.*

## **2.32. How extraordinary vacancies occur in offices elected by electors**

*The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —*

- (a) *dies; or*
- (b) *resigns from the office; or*
- (c) *does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or*
- (d) *advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or*
- (da) *is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or*
- (db) *is dismissed under section 8.15L or 8.25(2); or*

- (e) *becomes the holder of any office or position in the employment of the local government; or*
- (f) *having been elected to an office of councillor, is elected by the electors to the office of mayor or president of the council.*

## POLICY/PROCEDURE IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Chart of Account 0112 (Election & Poll Expenses) contains an allocation of \$21,710 to cover the cost of ordinary and extraordinary election(s) in 21/22. It is anticipated the ordinary and extraordinary election processes will come within the budget allocation.

### Long Term Financial Plan (LTFP):

It is not considered the determination of this matter by Council would have impact in relation to the Long Term Financial Plan.

## STRATEGIC IMPLICATIONS

### Strategic Community Plan/Corporate Business Plan:

The Shire of Chapman Valley endorsed Strategic Community Plan contains the following relevant objectives to this matter.

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.
5.2	Be accountable and transparent in managing resources	Effectively Engage and communicate with the community	<ul style="list-style-type: none"> <li>• Annual Report</li> <li>• Website</li> <li>• Community Hub</li> <li>• Facebook</li> </ul>

## CONSULTATION

The Shire CEO has consulted with the Western Australian Electoral Commission, Department of Local Government, Western Australian Local Government Associated and Elected Members on this matter.

All Elected Members have been invited to participate in the Elected Member appointment options via email and an out of session poll.

## RISK ASSESSMENT

Non-compliance with legislation would result in a *major risk*, and the risk of an extraordinary election is assessed as being a *minor risk* due to the estimated cost associated with conducting an extraordinary election.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment

Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non- compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
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#### VOTING REQUIREMENTS

Absolute Majority

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

#### COUNCIL RESOLUTION/STAFF RECOMMENDATION

Council endorses the appointment of Catherine Mary Low as an Elected Member with the Shire of Chapman Valley in accordance with *Section 4.57(3) of the Local Government Act, 1995* under the condition all relevant eligibility requirements are met.

**Council En Bloc**

**Voting F6/A0**

**CARRIED**

**Minute Reference: 11/21-02**

### 10.3.2 Strategic Community Plan Review – Working Group

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	403.00
PREVIOUS REFERENCE:	NA
DATE:	17 November 2021
AUTHOR:	Maurice Battilana, Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
	NIL		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

At the October 2021 Concept Forum discussion was held on the process for the review of the Shire's Strategic Community Plan currently underway. The feeling from the discussion was to establish a Working Group of Elected Members and Staff to work with the Consultant (Marg Hemsley, LG People) throughout the review process.

#### COMMENT

The purpose of this Agenda item is for Council to endorse a Working Group for the specific purpose of working with the external consultant to establish a draft, revised Strategic Community Plan for presentation to full Council for consideration and adoption.

The Staff Recommendation suggest the Strategic Community Plan Review Working Group be compromised of the following members:

- Shire President
- 2 x Elected Member
- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager Finance & Corporate Services
- Consultant - Marg Hemsley, LG People (non-voting)

The intention is for all members (other than the consultant) will have voting rights.

#### STATUTORY ENVIRONMENT

*Local government Act, 1995, Sections 5.8 to 5.17*

#### POLICY/PROCEDURE IMPLICATIONS

No Policies/Procedure affected by representatives appointed to the proposed Working Group.

The proposed Working Group will not have any Delegated Authority authorised by Council.

#### FINANCIAL IMPLICATIONS

No financial implication envisaged.

#### Long Term Financial Plan (LTFP):

No effect on the LTFP envisaged for the establishment and operations of the proposed Working Group.

#### STRATEGIC IMPLICATIONS

Establishment of Committees, Working/Advisory Groups and representation on external organisations is important. It is also important for the purpose Shire internal Committees, Working/Advisory Groups to be clear.

#### Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

#### CONSULTATION

This matter was discussed at the October 2021 Concept Forum, with the outcome of these discussions being the purpose of this Agenda item.

#### RISK ASSESSMENT

It is important for Elected Members to alignment themselves to Committees, Working/Advisory Groups and representation on external organisations, which fit their skills and interests where possible. In this instance I believe the risk is **insignificant**.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
<b>Insignificant (1)</b>	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

#### VOTING REQUIREMENTS

Simple Majority.

**MOVED: Cr Batten**

**SECONDED: Cr Humphrey**

#### COUNCIL RESOLUTION/STAFF RECOMMENDATION

Council endorse the following representatives on the Strategic Community Plan Review Working Group:

- Shire President
- Councillor Elliott-Lockhart
- Councillor Humphrey
- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager Finance & Corporate Services
- Consultant - Marg Hemsley, LG People (non-voting)

Working Group Purpose:

To work with the external consultant (LG People) to undertake the full review of the Shire's Strategic Community Plan and present a Draft Plan to Council for consideration and adoption.

**Voting F5/A1**

**CARRIED**

**Minute Reference: 11/21-05**

### 10.3.3 Corporate Business Plan Review

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	313.00
PREVIOUS REFERENCE:	Minute Reference: 03/21-03
DATE:	17 November 2021
AUTHOR:	Maurice Battilana, Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.3(a)	Current Corporate Business Plan		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Council adopted the current Corporate Business Plan (CBP) at the February 2018 OCM after a full review process of the Strategic Community Plan (SCP) during 2017. The CBP has been reviewed annual (in accordance with legislation) with the latest review endorsed at the March 2021 OCM i.e.

*MOVED: Cr Batten*

*SECONDED: Cr Davidson*

*Council endorse the revised Corporate Business Plan as presented with recommended changes.*

*Council En Bloc Resolution  
Voting F6/A0  
CARRIED  
Minute Reference: 03/21-03*

The CBP Status Report is presented to Council as an information item in the CEO's Staff Report every month, which details where the specific projects identified by Council as requiring attention are at.

#### COMMENT

The last full review of the Shire's Council SCP & CBP concluded with these plans being formally adopted by Council at the November 2017 & February 2018 OCMs respectively.

Under legislation Council is required to undertake a review of its SCP as follows:

*"19C Strategic Community Plans, requirements for (Act s.5.56)*

- 4) *A local government is to review the current strategic community plan for its district at least once every 4 years."*

As Council will be aware the current full 4 yearly SCP Review commenced in the last quarter of 2021 and is expected to be completed in early 2022.

The CBP is to be reviewed annually and then a full review is scheduled to be undertaken at the time the SCP is reviewed i.e. every 4 years:

*"19DACorporate Business Plans, requirements for (Act s. 5.56)*



- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
  
*\*Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan."*

As the full 4 yearly SCP review process is underway it isn't necessary to undertake a detailed review of the CBP as this will be incorporated in the SCP review. However, to ensure there is no ambiguities at an audit stage of the Shire's review of its Integrated Strategic Plans, the purpose of Agenda item is to record Council has undertaken a review of the CBP in 2021 and will then incorporate the this Plan's review as part of the current SCP full 4 yearly review process.

Council also incorporates the annual review of its CBP as part of the Annual Budget Workshop and Budget Adoption process. There have been no amendments made to the current SCP Objectives, Strategies or Actions (all of which are repeated in the CBP).

The Department of Local Government Guidelines on the IPR Review process recommends:

*"The following diagram depicts an indicative 4 year road map for the IPR process. This is for reference only as each local government has significant discretion over the design of the process. For example, while community surveys are considered good practice, they are not mandatory. A local government may choose to conduct a community survey every year, every 2 years, every 4 years or not at all.*

*Indicative IPR "Roadmap"*

YEAR 1	YEAR 2 Mini Strategic Review	YEAR 3	YEAR 4 Major Strategic Review
<ul style="list-style-type: none"> <li>Annual Report on previous year</li> <li>Annual Budget for year 2</li> <li>Extend 4 and 10 year budgets by one year</li> <li>Revisions to CBP</li> <li>Plan survey and community progress report (for Mini Strategic Review)</li> </ul>	<ul style="list-style-type: none"> <li>Annual Report on year 1</li> <li>Community Survey</li> <li>Community Progress Report</li> <li>Minor Strategic Review               <ul style="list-style-type: none"> <li>Updated Context</li> <li>Limited community engagement</li> <li>Revised 4 year program</li> </ul> </li> <li>Revisions to IPR suite</li> <li>Annual Budget for year 3</li> </ul>	<ul style="list-style-type: none"> <li>Annual Report on year 2</li> <li>Annual Budget for year 4</li> <li>Extend 4 and 10 year budgets by one year</li> <li>Revisions to CBP</li> <li>Plan survey and community progress report (for Major Strategic Review)</li> </ul>	<ul style="list-style-type: none"> <li>Annual Report on year 3</li> <li>Community Survey</li> <li>Community Progress Report</li> <li>Major Strategic Review               <ul style="list-style-type: none"> <li>Updated Context</li> <li>Extensive community engagement to refresh vision and goals</li> <li>Revised 10 and 4 year strategic priorities</li> </ul> </li> <li>Revisions to IPR suite</li> <li>Annual budget for year 1 (next 4 year cycle)</li> </ul>

A copy of the current CBP is provided at **Attachment 10.3.1(a)** with no amendments at this stage as this will be reviewed again as part of the full SCP Review process.

## STATUTORY ENVIRONMENT

Section 5.56 of the *Local Government Act 1995* states:

### *“5.56 Planning for the Future*

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

It is intended under the Western Australian Integrated Planning and Reporting Framework the Strategic Community Plan will replace the Plan for the Future under the process as set out by the *Local Government (Administration) Regulations 1996*.

Section 19C of the *Local Government (Administration) Regulations 1996* states:

### *“19C Strategic community plans, requirements for (Act Section 5.56)*

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*

- (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan."*

#### **POLICY/PROCEDURE IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

All relevant projects endorsed in the CBP for short, medium and long term are included in the Long Term Financial and Asset Management Plans (if applicable) and considered as part of the Annual Budget cycle.

#### **Long Term Financial Plan (LTFP):**

The LTFP forms part of the overall Integrated Planning & Reporting requirements of a local government authority and, where applicable, any changes made to the Strategic Community Plan and Corporate Business Plan will flow on through to the LTFP, Asset Management Plan, Workforce Plan and Annual Budgets.

#### **STRATEGIC IMPLICATIONS**

Other than it being a legislative requirement to adopt and review Integrated Planning & Reporting it is also strategically sound for these plans to be in place, and relevant, to provide Council and the community with an understanding of the future direction of the Shire.

#### **Strategic Community Plan/Corporate Business Plan:**

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references for decision making	Reference Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial

			Plan and Workforce Plan regularly as part of decision making process
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## CONSULTATION

A community consultation process will occur as part of the 4 yearly full review of the SCP, which will also incorporate a review of the CBP.

## RISK ASSESSMENT

Having Integrated Plans, which lack content, integrity and ownership can result in the Shire being questioned on its future strategic direction. Specifically, how this direction is to be resourced.

It is imperative Council continually work on improving all its Integrated Plans to remove the risk of being accused of lacking strategic direction.

In this instance, I believe the risk is considered *insignificant* i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
<b>Insignificant (1)</b>	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

## VOTING REQUIREMENTS

Simple Majority

**MOVED: Cr Batten**

**SECONDED: Cr Forth**

## COUNCIL RESOLUTION/STAFF RECOMMENDATION

Council endorse the Corporate Business Plan as presented without change with the understanding this Plan will be part of the full 4 yearly review of the Shire's Strategic Community Plan in 2021/2022.

**Council En Bloc**

**Voting F6/A0**

**CARRIED**

**Minute Reference: 11/21-02**

## 11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 12.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

### 12.1 LATE ITEM ACCESS TO GROUNDWATER LICENSED WATER POINTS

**MOVED:** Cr Batten

**SECONDED:** Cr Forth

#### COUNCIL RESOLUTION

Council agrees to deal with the late item presented regarding access to Groundwater Licensed Water Points across the Shire.

**Voting F6/A0**

**CARRIED**

**Minute Reference: 11/21-06**

### 12.1 Hosking Soak – Water Point Access Agreement

<b>PROPONENT:</b>	Mrs. Kath Wheeldon
<b>SITE:</b>	Lot 8256 Wheeldon Hosking Rd
<b>FILE REFERENCE:</b>	207.03
<b>PREVIOUS REFERENCE:</b>	NA
<b>DATE:</b>	17 November 2021
<b>AUTHOR:</b>	Maurice Battilana, Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
12.1(a)	Legal Agreement for Water Point (Hosking Soak) & DWER Correspondence		✓
12.1(b)	Groundwater Points Map		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

The Shire of Chapman Valley has several Ground Water Licenses with the Department of Water & Environmental Regulation (DWER) at locations across the Shire. All these licenses must be accompanied by a Legal Access Agreement between the Shire and landowner otherwise DWER will not approve the Shire's access these specific water points.

All Legal Agreements expired on the 29 September 2021 and Staff have successfully negotiated new Agreements with all landers for a further 10 years other than the Hosking Soak on land owned by Les (dec) & Kath Wheeldon. The Hosking

Soak Agreement has been in negotiation for over twelve (12) months, with Mrs. Wheeldon refusing to sign the Agreement unless the Shire remunerated her for accessing the water point.

The CEO and previous Shire President (Anthony Farrell) have been in discussions with Mrs. Wheeldon on numerous occasions, explaining the Shire doesn't pay remuneration for access to any of the other land access agreements we have across the Shire for water, communications, etc., yet Mrs. Wheeldon insisted there would be no access to her land unless there is an annual remuneration payment made by the Shire to her included within the Agreement.

## COMMENT

DWER has sent the Shire a reminder email of the date the Hosking Soak access must be finalised being **25 November 2021**. If no Agreement is achieved by this date the Groundwater Licence would lapse and the Shire will not be able to obtain water from this location.

Cr Warr (President) has also been in discussions with Mrs. Wheeldon as Staff had come to the point where ongoing negotiations with the landowner were going nowhere. Cr Warr may wish to expand upon her discussions with Mrs. Wheeldon; however, the understanding is Mrs. Wheeldon has indicated she would sign the Agreement if the following amendments were made:

- Clause 7 – Amend to read *“the contract is valid for a 5 year period with an option of a further 5 years from the date below”*
- New Clause 8 – *“Annual Access Remuneration amount of \$1,000 is payable to Owner by the Local Government”*

Amendment to Clause 7 shouldn't be an issue other than it is a deviation from the other Water Point Access Agreement, which have all agreed to a 10-year terms.

The issue with the suggested additional Clause 8 is this sets a precedent and other landowner with similar access agreement, for whatever reason (water, telecommunications, etc.), may also request similar remuneration payments from the Shire.

If Council was to entertain remuneration to Mrs. Wheeldon and all other landowners for access to their land for the current water points it is recommended this Clause be worded as follows:

*“An Annual Access Remuneration amount of \$1,000 is payable to Owner by the Local Government upon request by the Owner. If the Owner does formally request the remuneration the Local Government is not obliged to pay the remuneration and is also not obliged to backpay the annual remuneration amount prior to the current financial year the request for payment is made.”*

The intention of the reworded this Clause is to accommodate those Owners who do not want to seek any remuneration from the Shire for access to their land as they see this as a contribution towards the Shire's road building operations, which improve the roads they use. It also removes the situation of an Owner seeking payment for past years of previous or current access agreement.

## STATUTORY ENVIRONMENT

There is no statutory obligation on the Local Government to pay for access to a landowner's property under the *Local Government Act, 1995*. However DWER has imposed this condition on the Shire Groundwater Licence renewals under the *Rights in Water and Irrigation Act 1914*

## POLICY/PROCEDURE IMPLICATIONS

No Policy affected (or in place) to address the remuneration for access to landowners' properties for Shire operational needs. It is not considered appropriate to establish a Policy/Procedure for such access, rather it would be better to deal with these situations on an individual basis if/when they arise.

## FINANCIAL IMPLICATIONS

The Shire Currently has following Groundwater Licences:

Site No	Drawpoint name	Location coordinates MGA 94, Z50		Maximum annual entitlement (kL)
		Easting	Northing	
GWL153918				
5	Rose Cottage Farm (RC5)	281339	6842669	25 000
1	White Peak Quarry	268365	6831017	5 000
2	Parsons Dam	267818	6841088	15 000
6	*Nabawa Townsite Bore	284137	6845231	5 600
13	*Showground Bore	281743	6840365	20 000
14	*Water Corporation No 8 Bore	283453	6844672	6 000
16	*Hemsley Park Bore	268392	6826874	3 000
GWL166862				
7	Hoskings Soak	312248	6850555	6 000
15	Piggots Bore	297922	6831676	4 000
GWL166760				
3	Tom Jackson Bore	295610	6839924	50 000
8	Whelarra Dam	299420	6864635	10 000
9	Rockwell Bore	293035	6862740	20 000
10	Roly Flavel Dam	306094	6874846	5 000
11	Murray Brooks Dam	315623	6887324	5 000
12	Kingstream Bore	336033	6869201	10 000

*\*Note – Shire Owned/Controlled Land*

Based upon this list, the maximum total annual cost to the Shire, if all landowners wanted similar annual access remunerations payment to that being requested by Mrs Wheeldon, would be \$11,000.

### **Long Term Financial Plan (LTFP):**

If all water access points were paid the annual remuneration the total cost would not have an adverse effect on the LTFP.

### **STRATEGIC IMPLICATIONS**

It is important the Shire has access to road building materials and water as close as possible to road project, rather than bypassing the nearest source as this adds to the cost per kilometre to the project. Council currently pay royalties to landowners for gravel, yet have not paid for water in the past.

It is not legal under the *Rights in Water and Irrigation Act 1914* for a landowner where water is located for them to sell the water. Hence the reason the remuneration being suggested is for access to the property only (not the water taken)

### **Strategic Community Plan/Corporate Business Plan:**

Ref	Objective	Strategy	Action
4.2	Manage and maintain roads, drainage and other essential infrastructure	Capital Road Works Programs	Review Road Hierarchy and Ten Year Road Works Program

### **CONSULTATION**

Staff and the Shire President (past and present) have attempted negotiations with Mrs Wheeldon to sign the Agreement without any remuneration, which has proven unsuccessful.

## RISK ASSESSMENT

The maximum risk in the instance would be *moderate* i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

## VOTING REQUIREMENTS

Simple Majority

### MOVED: Cr Batten

9.48am Suspend standing orders

### SECONDED: Cr Forth

Voting F6/A0

CARRIED

Minute Reference: 11/21-07

### MOVED: Cr Batten

10.14am Reinstate standing orders

### SECONDED: Cr Royce

Voting F/A0

CARRIED

Minute Reference: 11/21-08

## STAFF RECOMMENDATION

Council:

1. Amend Clause 7 of Groundwater Licence 16682 Legal Agreement for the Hosking Soak to read as follows:

*"The contract is valid for a 5 year period with an option of a further 5 years from the date below."*



2. Add the following additional Clause for access to all Groundwater Licence Legal Agreement for Water Points:

*"An Annual Access Remuneration amount of \$1,000 is payable to Owner by the Local Government upon request by the Owner. If the Owner does formally request the remuneration the Local Government is not obliged to pay the remuneration and is also not obliged to backpay the annual remuneration amount prior to the current financial year the request for payment is made."*

**MOVED: Cr Royce**

**SECONDED: Cr Forth**

## **COUNCIL RESOLUTION**

Council:

1. Amend Clause 7 of Groundwater Licence 16682 Legal Agreement for the Hosking Soak to read as follows:

*"The contract is valid for a 5-year period with an option of a further 5 years from the date below."*

2. Add the following additional Clause for access to all Groundwater Licence Legal Agreement for Water Points:

*"A maximum Access Remuneration amount of \$1,000 is payable to Owner by the Local Government upon request by the Owner only if the shire actually accesses the water point in a financial year.*

*If the Owner does not formally request the remuneration the Local Government is not obliged to pay the remuneration and is also not obliged to backpay the remuneration amount prior to the current financial year the request for payment is made."*

**Voting F6/A0**

**CARRIED**

**Minute Reference: 11/21-09**

*Reason for Deviation from Staff Recommendation: Clarity required on payment only being paid in a year the Shire actually accesses the water point.*

## **13.0 DELEGATES REPORTS**

<b>COUNCILLOR</b>	<b>ITEM</b>
Cr Royce	MW Drought Resilience Reference Group
Cr Forth	Minister Kelly Rockwell Bore Project FAB CV meeting
Cr Elliott-Lockhart	FAB CV meeting; WALGA Newly Elected Members Conference; Tourism WA Regional Tourism Conference
Cr Batten	MW Drought Resilience Reference Group; LG Reform Webinar
Cr Warr	Yuna Hall 60 Year Anniversary Afternoon Tea; Local Recovery Coordination Group meeting

#### **14.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

#### **15.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**

15.1 Nil

#### **16.0 CLOSURE**

The President thanked Elected Members and Staff for their attendance and closed the meeting at 10.36am.



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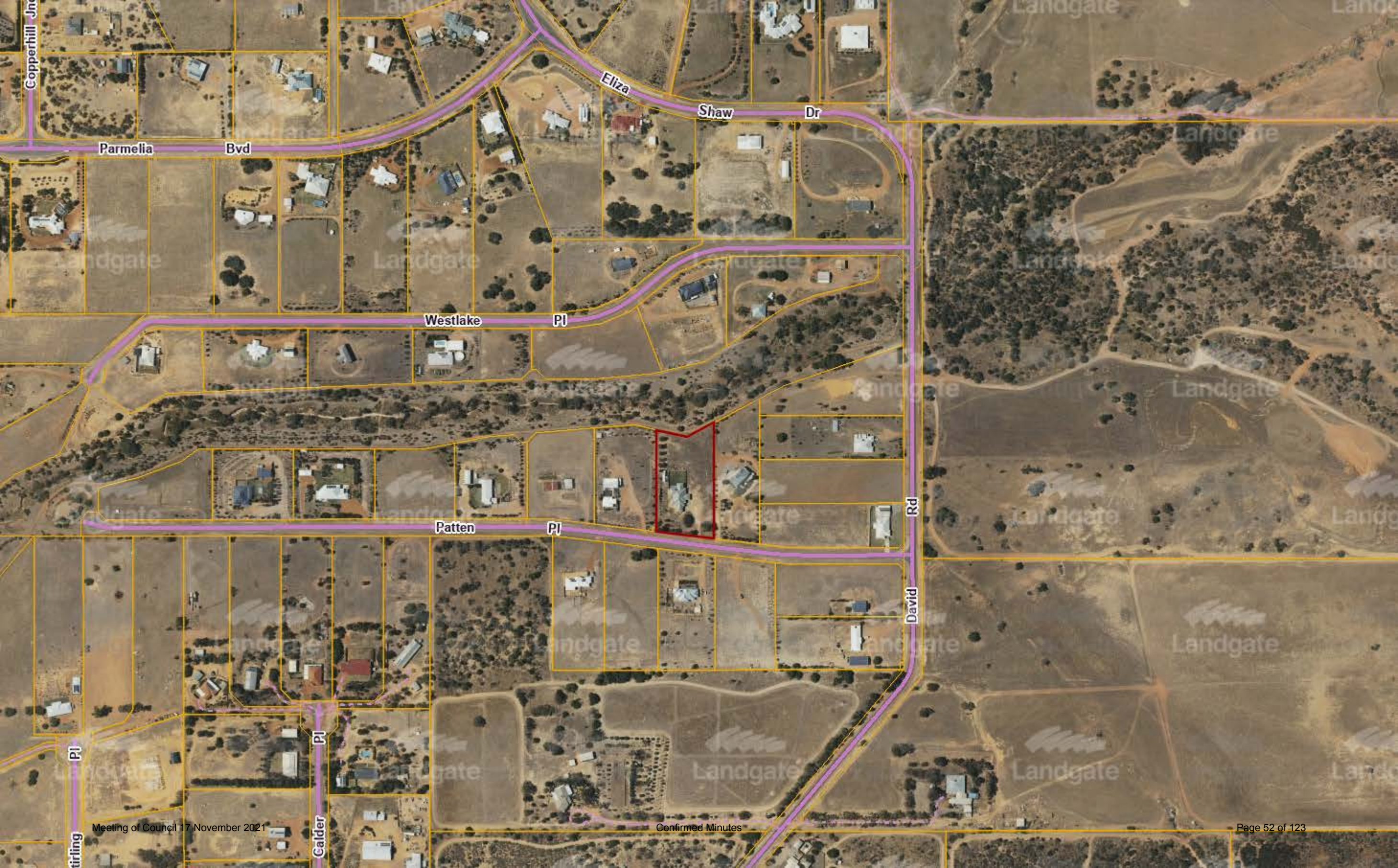
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## SOURCE DOCUMENTATION

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Copperhill Jn

Parmelia

Bvd

Eliza

Shaw

Dr

Westlake

Pl

Patten

Pl

Rd

David

Pl

irling

Pl

Calder









34.31

DP67943/331  
7.4668 ha

R/51029  
7.4668 ha

33.69

106.12

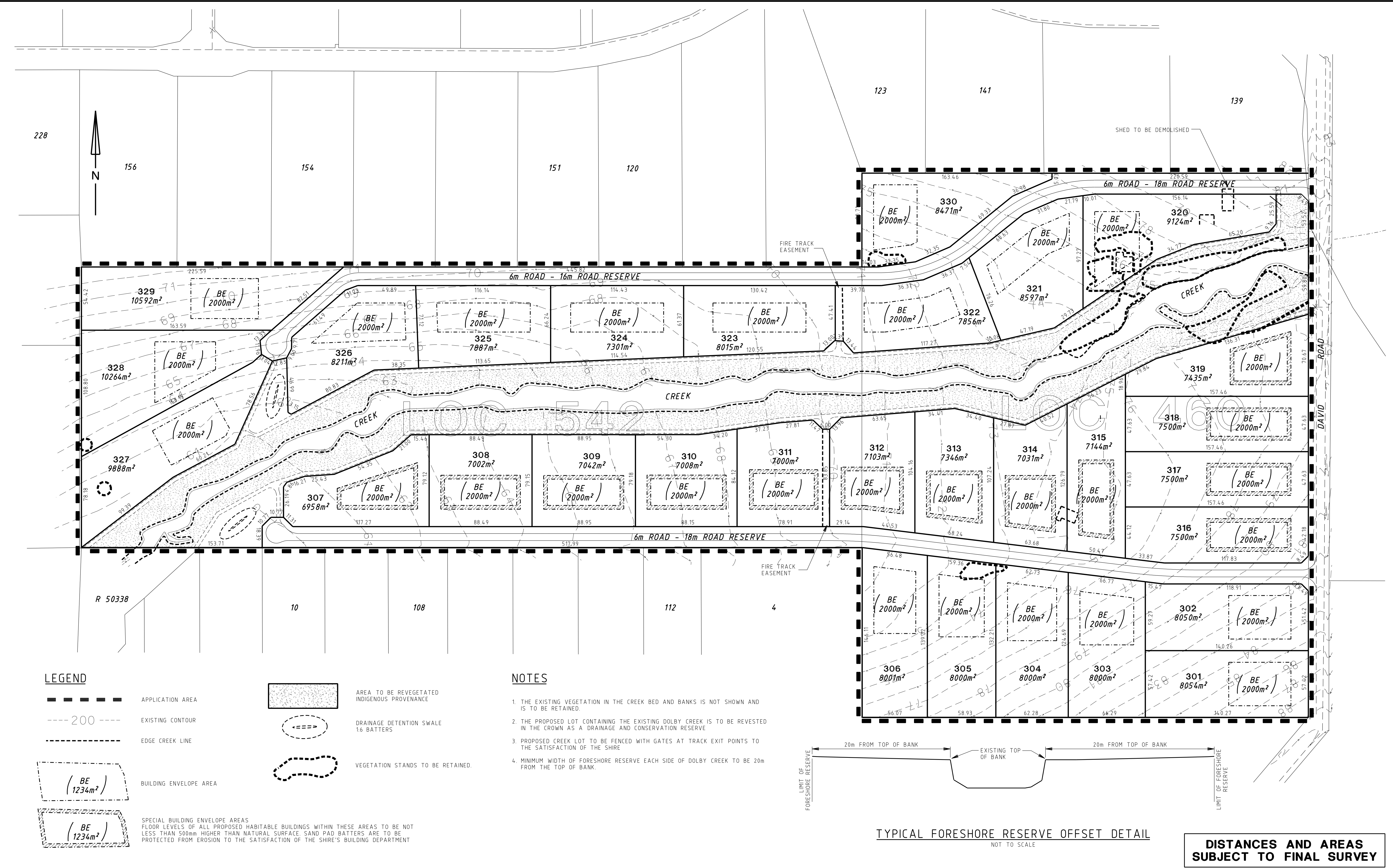
DP72461/314  
7,109 m<sup>2</sup>


126.12

4.2  
4.68  
4

63.68

0 5 10m



				SCALE:		DRAWN:		SHIRE OF CHAPMAN VALLEY					
						CHECKED:		LOCATIONS 460 & 542 DAVID ROAD, WAGGRAKINE					
				A1 PAGE - SCALE 1 : 1500 A3 PAGE - SCALE 1 : 3000		APPROVED:		W.A.P.C. No.:		SUBDIVISION GUIDE PLAN			

Nicholas and Lynn Whyatt  
22 Patten Pl  
White Peak WA 6532  
PO Box 424  
Geraldton WA 6531

14<sup>th</sup> of September 2021

Shire of Chapman Valley  
Attn: Simon Lancaster  
3270 Chapman Valley Rd  
Nabawa, WA 6532

Dear Simon,

Please find the attached planning application for the construction of a shed on our property.

As you will note from the site plan, the shed will be located outside of the building envelope. We see this as the ideal location for the shed as it will be mostly obscured by the house from the road and will fit with the existing house and enclosed backyard. All other potential locations within the building envelope would place the shed in front of the existing residence or in direct view of the road, which would also obstruct the view of the ocean or ranges from our home.

The proposed location for the shed will also allow for direct access into the shed from the backyard as well as from the southern and eastern sides.

The shed will be clad in colours matching the existing house and Colorbond Fence around the existing backyard.

As per the planning requirements for the properties in the Dolby Creek Plan, the shed will also be constructed on a 500mm high sand pad with a finished floor level equal to the existing backyard.

I have spoken with my neighbours to the east and west of our property and both have indicated they have no objections to the shed being in this location. The shed will also have no impact on views of the ocean or ranges for any surrounding properties.

The shed will only be for private use (mainly storage).

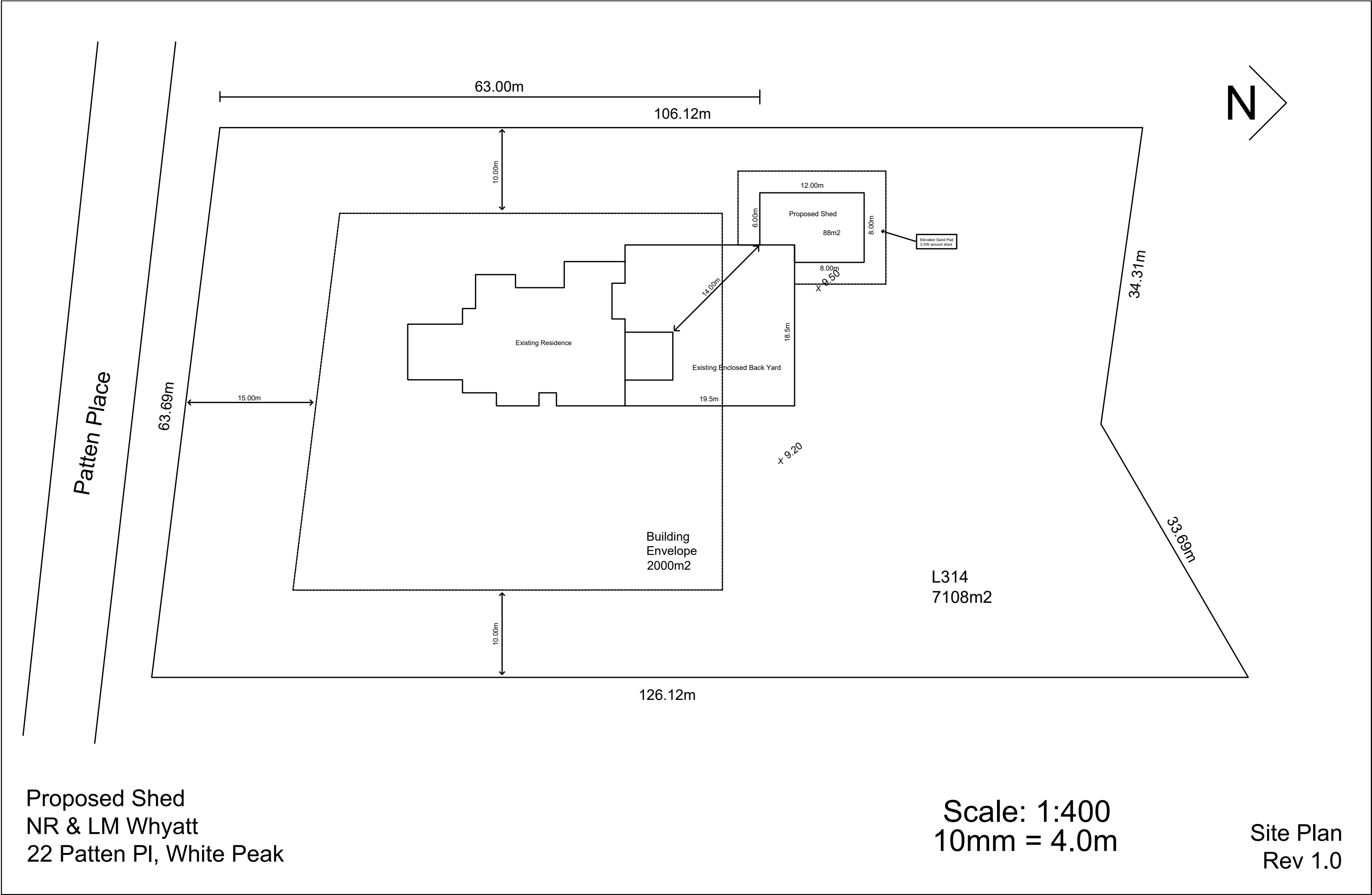
If you require any further information, please let me know.

Kind regards,



Nicholas Whyatt

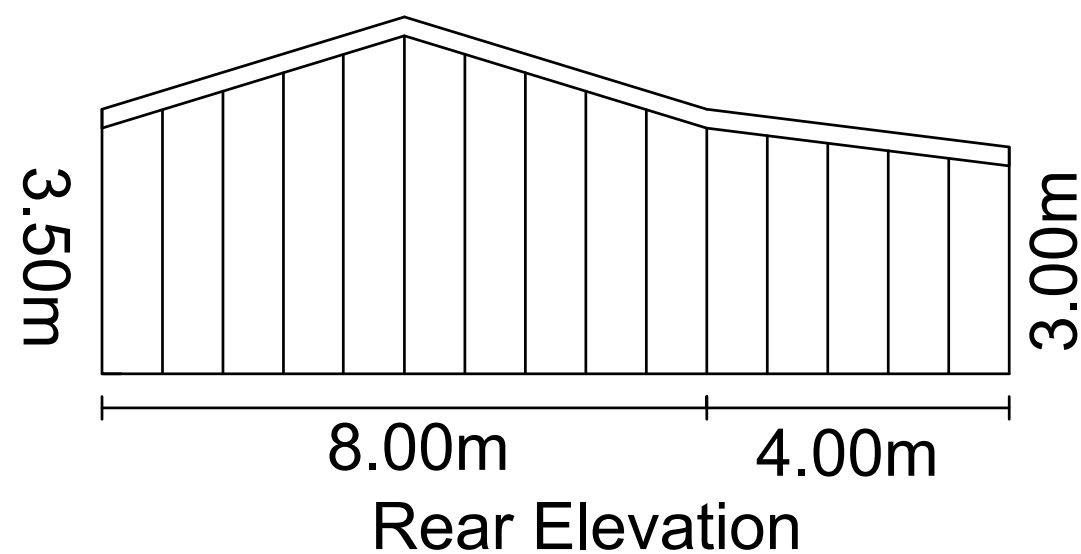
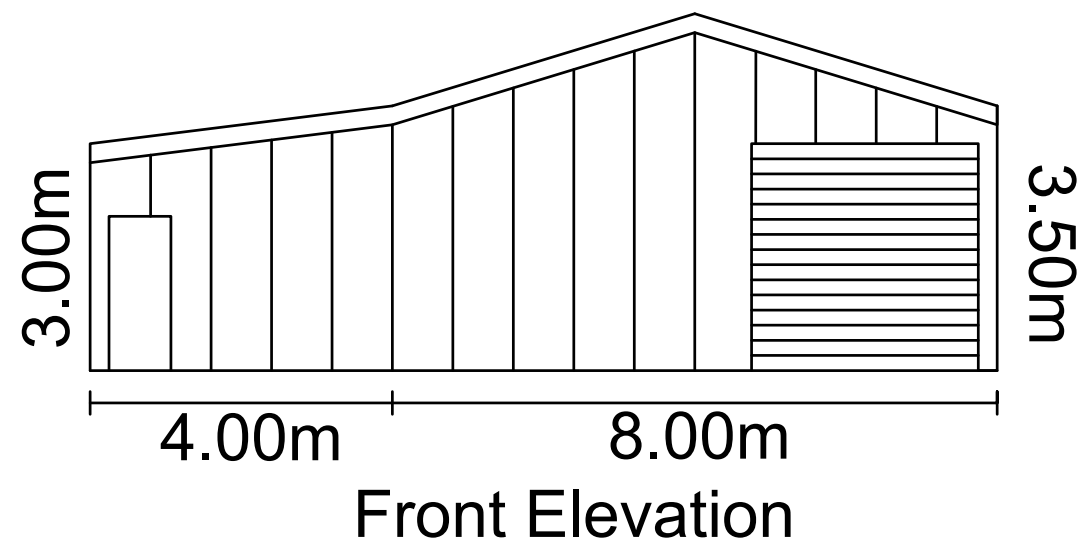




Proposed Shed  
NR & LM Whyatt  
22 Patten PI, White Peak

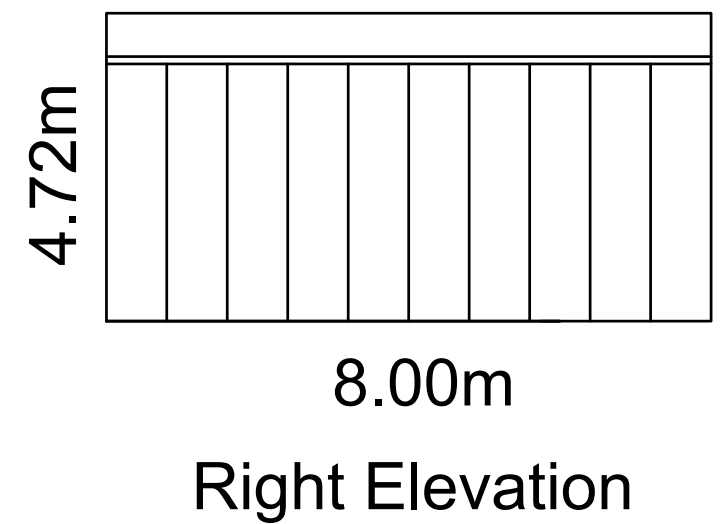
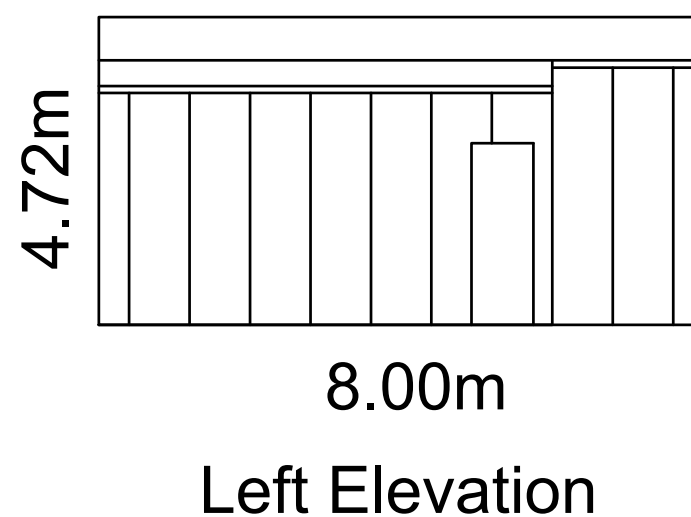
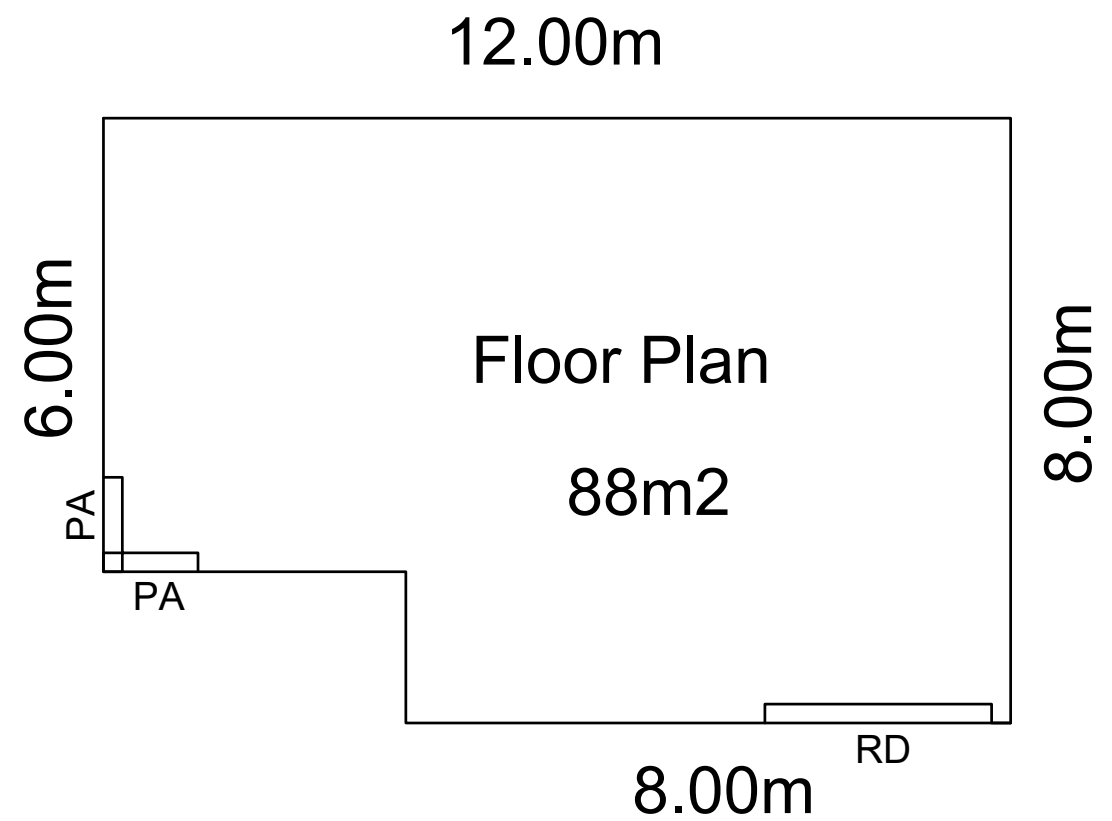
Scale: 1:400  
10mm = 4.0m

Site Plan  
Rev 1.0



Wall Colour - Paperbark  
 Barge Colour - Woodland Grey  
 Roof Colour - Pale Eucalypt  
 Roller Door Colour - Paperbark

Proposed Shed  
 NR & LM Whyatt  
 22 Patten Pl, White Peak



Scale: 1:100

Shed Layout  
 Rev 1.0

**To:** The Shire of Chapman Valley for presentation and consideration at Council Meeting scheduled for Wednesday 17th November 2021

**From:** Elanor Ward and Sharrone Foster – Country Cooks Cornucopia

**Date:** 06/11/2021

**Subject:** Request for extension to food van application at Coronation Beach

Dear Councillors,

We are writing to request an extension on our lease to run a food van down at Coronation Beach.



As the council may remember, Country Cooks Cornucopia were granted permission to operate the food van at Coronation Beach until November of this year at last year's December Council meeting. Unfortunately it took until May, approximately 6 months, to get the Van up to compliance and actually start operating down at the beach. For this reason we would like to request an extension of 6 months, which would see us past summer and able to determine if the business will be viable for the long term.

There are a few other circumstances in consideration of this request. Firstly, we do not know whether Kite West still intends to set up their sea container café that was approved the previous year– in which case (even though we understand), it is unlikely the location will support 2 businesses of the same ilk. Additionally, the 50% price rise for overnight camping has had an impact, as has the opening of the Valley Tavern as everyone flocks to enjoy the pub being back in our community (ourselves included!). We understand that “this is life”, but as we are not yet able to “make wages”, we would appreciate the extension to help limit our overheads as we build our customer base.



The feedback to us from Locals and Travellers alike has been overwhelmingly positive. WikiCamps is awash with happy campers reviews! So far there have been no complaints (- that we are aware of), particularly in regard to van placement or generator noise which were the 2 issues we were most concerned about.

We are also investing in new equipment to offer a wider menu that has been requested from our customers over the last few months (chips and ice cream! - we'll keep you posted on our Facebook page!). Hopefully these assets will bear fruit in the coming months as summer rolls in. Unfortunately, we have not been operating long enough to be eligible to apply for the R.E.D. grants that recently closed – (that would have been nice!) but the substantial investment we are undertaking demonstrates our belief that Coronation Beach could become one of Chapman Valley premier tourist spots. We believe in the future we will be able to turn Coronation Beach into a “foodie” destination enhanced by the development of our “paddock to plate” menu items that feature and showcase local produce. There are lots of plans in the works!!

Finally, Sharrone and I would like to acknowledge the support and assistance that the Council has given us so far, particularly Simon Lancaster, Wendy Daliwater and Terry the Caretaker whom have been so helpful with advising and assisting us with what we needed to do to achieve this dream. We don't mind telling our customers, when they ask, of how positive and supportive the Council has been for us in this endeavour.

In closing, we hope you will consider our application favourably and look forward to seeing you all down the beach sometime this summer!

Yours Sincerely,

Elanor Ward and Sharrone Foster

**SHIRE OF CHAPMAN VALLEY**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31st October 2021**

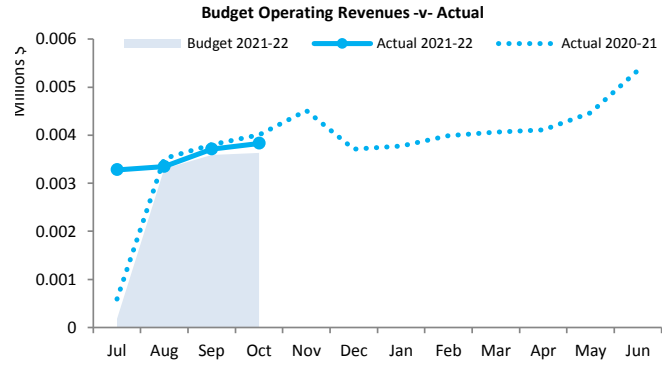
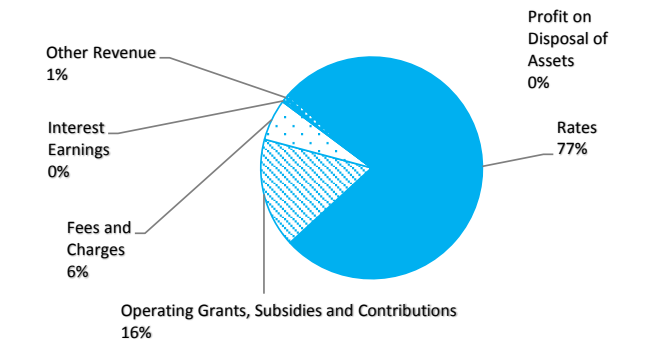
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

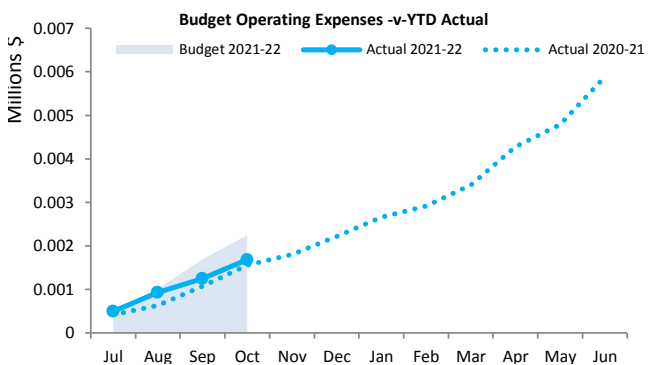
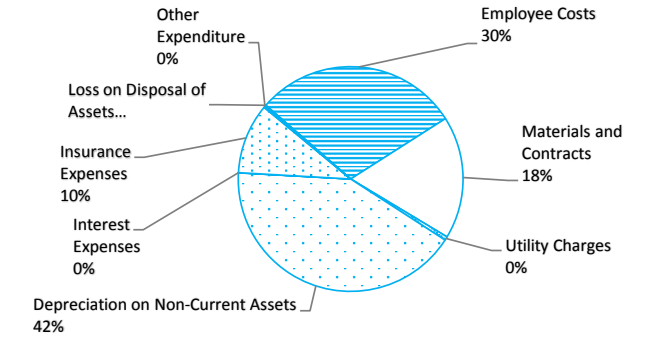
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Basis of Preparation	8
Note 1      Statement of Financial Activity Information	9
Note 2      Capital Acquisitions	10
Note 3      Explanation of Material Variances	12

OPERATING ACTIVITIES

OPERATING REVENUE

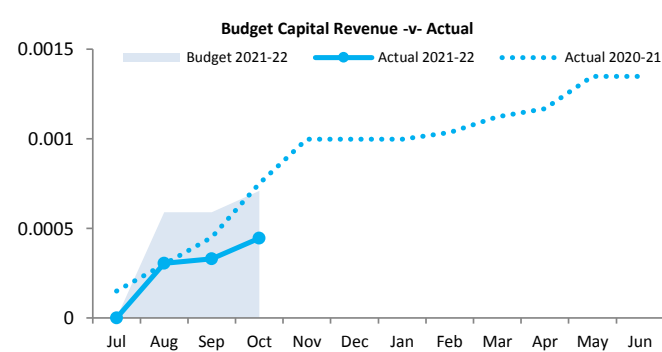


OPERATING EXPENSES

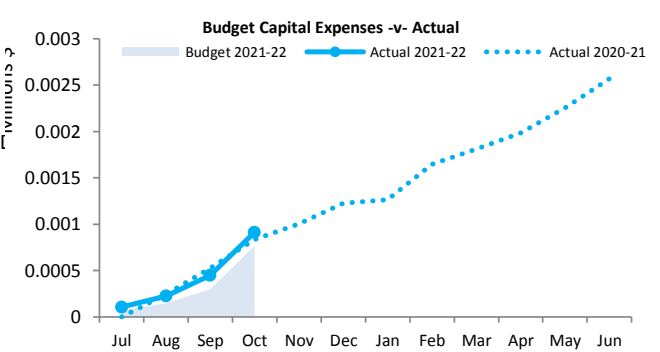


INVESTING ACTIVITIES

CAPITAL REVENUE



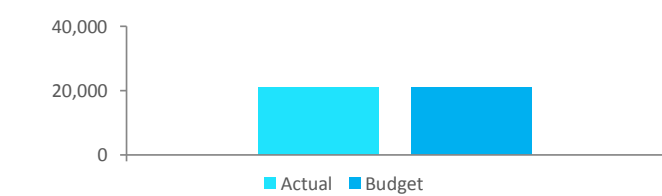
CAPITAL EXPENSES



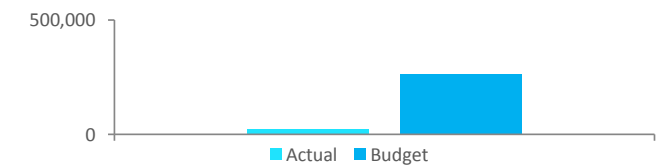
FINANCING ACTIVITIES

BORROWINGS

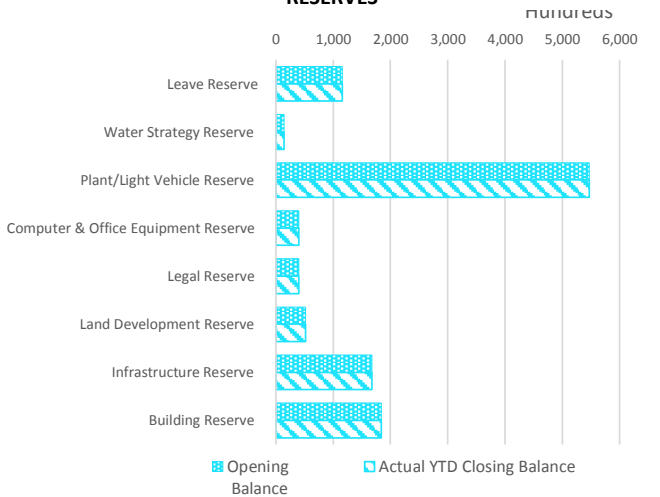
Principal Repayments



Principal Outstanding



RESERVES



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

**Funding surplus / (deficit) Components**

<b>Funding surplus / (deficit)</b>				
	<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>Opening</b>	<b>\$1.34 M</b>	<b>\$1.34 M</b>	<b>\$1.34 M</b>	<b>\$0.00 M</b>
<b>Closing</b>	<b>\$0.00 M</b>	<b>\$3.93 M</b>	<b>\$3.60 M</b>	<b>(\$0.33 M)</b>
Refer to Statement of Financial Activity				

<b>Cash and cash equivalents</b>		
	<b>\$5.58 M</b>	<b>% of total</b>
<b>Unrestricted Cash</b>	<b>\$4.42 M</b>	<b>79.2%</b>
<b>Restricted Cash</b>	<b>\$1.16 M</b>	<b>20.8%</b>
Refer to Note 2 - Cash and Financial Assets		

<b>Payables</b>		
	<b>\$0.44 M</b>	<b>% Outstanding</b>
<b>Trade Payables</b>	<b>\$0.27 M</b>	
0 to 30 Days		<b>99.8%</b>
30 to 90 Days		<b>0.2%</b>
Over 90 Days		<b>0%</b>
Refer to Note 5 - Payables		

<b>Receivables</b>		
	<b>\$0.67 M</b>	<b>% Collected</b>
<b>Rates Receivable</b>	<b>\$0.60 M</b>	<b>80.4%</b>
<b>Trade Receivable</b>	<b>\$0.08 M</b>	<b>% Outstanding</b>
30 to 90 Days		<b>31.2%</b>
Over 90 Days		<b>7.1%</b>
Refer to Note 3 - Receivables		

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$0.68 M</b>	<b>\$2.03 M</b>	<b>\$2.76 M</b>	<b>\$0.72 M</b>
Refer to Statement of Financial Activity			

<b>Rates Revenue</b>		
<b>YTD Actual</b>	<b>\$2.94 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$2.94 M</b>	<b>0.1%</b>
Refer to Note 6 - Rate Revenue		

<b>Operating Grants and Contributions</b>		
<b>YTD Actual</b>	<b>\$0.61 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$0.47 M</b>	<b>31.1%</b>
Refer to Note 13 - Operating Grants and Contributions		

<b>Fees and Charges</b>		
<b>YTD Actual</b>	<b>\$0.23 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$0.21 M</b>	<b>11.0%</b>
Refer to Statement of Financial Activity		

**Key Investing Activities prepared: All known transactions up to 31 August 2021**

<b>Amount attributable to investing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>(\$2.26 M)</b>	<b>(\$0.06 M)</b>	<b>(\$0.47 M)</b>	<b>(\$0.41 M)</b>
Refer to Statement of Financial Activity			

<b>Proceeds on sale</b>		
<b>YTD Actual</b>	<b>\$0.00 M</b>	<b>%</b>
<b>Adopted Budget</b>	<b>\$0.13 M</b>	<b>(100.0%)</b>
Refer to Note 7 - Disposal of Assets		

<b>Asset Acquisition</b>		
<b>YTD Actual</b>	<b>\$0.91 M</b>	<b>% Spent</b>
<b>Adopted Budget</b>	<b>\$3.92 M</b>	<b>(76.7%)</b>
Refer to Note 8 - Capital Acquisitions		

<b>Capital Grants</b>		
<b>YTD Actual</b>	<b>\$0.44 M</b>	<b>% Received</b>
<b>Adopted Budget</b>	<b>\$1.53 M</b>	<b>(70.9%)</b>
Refer to Note 8 - Capital Acquisitions		

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$0.25 M</b>	<b>\$0.62 M</b>	<b>(\$0.02 M)</b>	<b>(\$0.64 M)</b>
Refer to Statement of Financial Activity			

<b>Borrowings</b>	
<b>Principal repayments</b>	<b>\$0.02 M</b>
<b>Interest expense</b>	<b>\$0.00 M</b>
<b>Principal due</b>	<b>\$0.02 M</b>
Refer to Note 9 - Borrowings	

<b>Reserves</b>	
<b>Reserves balance</b>	<b>\$1.16 M</b>
<b>Interest earned</b>	<b>\$0.00 M</b>
Refer to Note 11 - Cash Reserves	

<b>Lease Liability</b>	
<b>Principal repayments</b>	<b>\$0.00 M</b>
<b>Interest expense</b>	<b>\$0.00 M</b>
<b>Principal due</b>	<b>\$0.06 M</b>
Refer to Note 10 - Lease Liabilities	

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

<b>PROGRAM NAME AND OBJECTIVES</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources	Administration and Operation of facilities and services to members of council; Includes fees, expenses and allowances paid to elected and committee members, election costs, insurance, subscription, conference expenses, council chamber expenses and members' entertainment. Also includes the allocation of administration expenses for the CEO and staff in preparation, administration and attendance at meetings and assisting elected members and other committees of Council. Research, development and preparation of policy documents, development of local laws, strategic planning, principal activity plans, annual budgets, annual financial reports, audit fees and the annual report.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Revenue from rates levied, interest and fees on instalment arrangements and arrears, government subsidy for entitled pensioners and rates deferred, less discounts and concessions relating to rates levied. Expenditures incurred in administration and maintaining rate records, rating valuations, serving notices, postage, stationery, advertising, debt collection, printing, indirect administration costs etc. Income receivable from the WA Grants Commission and any other Government Grant of a general purpose nature. Interest earnings from deposits and investments, including reserve accounts. General overdraft expenses.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.	Administration and operations on fire prevention services, including volunteer fire brigades, outlays on roadside clearing operations and other protective burning. Revenues include fines and penalties imposed under relevant Acts and fines, fees or charges for clearing fire breaks. Administration enforcement and operations relating to the control of animals. Costs of impounding, destroying and disposal of stray animals. Revenues include dog registration fees, fines and penalties relating to straying animals, impounding and destruction fees. Ranger's expenses are collected here and apportioned throughout the various programs to which they relate.
<b>HEALTH</b> To provide an operational framework for environmental and community health.	Food quality and pest control, inspections of eating houses, lodging and boarding houses, itinerant food vendors, offensive trade, and any other outlays concerned with general health inspections and administration services provided by the Council.
<b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.	Operation, improvements and maintenance of pre-school facilities; assistance to playgroups and other voluntary services. Annual awards and prizes to Nabawa and Yuna Primary Schools.
<b>HOUSING</b> To provide and maintain residential housing for staff, with the surplus available for private rental.	Collection of revenue and expenditure in respect of the administration and operation of residential housing for council staff. The expenditure is reallocated to the relevant programmes using staff duties as a basis.
<b>COMMUNITY AMENITIES</b> To provide services required by the community.	Administration and operation of domestic refuse collection and disposal services, including delivery to a regional disposal site. Provision and maintenance of rubbish disposal sites. Collection and disposal of public litter bins, special rubbish clean ups, special litter enforcement and control. Includes administration and operation of foreshore protection project. Administration and operation of town planning and regional development services. These include planning control, the preparation of town planning development schemes, zoning and rezoning. Costs associated with resumption of land for recreational purposes. Hosting of a Natural Resource Management Officer to assist community groups and landowners.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resources which will help the social well being of the community.	Administration, provision and operation of public halls, community centre, sporting complex, ovals, swimming areas and beaches. Includes contributions towards operations, subsidies and improvements of sporting clubs, sporting facilities and recreational areas. Administration, provision and operation of local libraries and library services. Contributions towards heritage issues such as municipal inventory, local Historical society operations - museum development/improvement etc.
<b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges; cleaning and lighting of streets and maintenance of depots. Purchase of plant used predominantly for the construction and maintenance of streets, roads, bridges etc. Operations relating to the licensing or regulating of traffic under the control of the local government; includes vehicle registration and renewals facilities.
<b>ECONOMIC SERVICES</b> To help promote the shire and its economic wellbeing.	Eradication of noxious weeds and control of vermin. The development, promotion, support etc. of tourism and area promotion to attract tourists. Administration, inspection and operations concerned with application of the building standards including examination, processing and inspections services, swimming pool inspections etc. Revenues and outlays associated with water supply - standpipes.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control council's overheads operating accounts.	Administration, inspection, and operation of work carried out on property or services not under the care, control and management of the Council. These include road works on private property. Public Works Overheads - Overheads incurred as the result of the use of direct labour, which is subsequently apportioned to the appropriate works and services absorbing the total expenditure. Includes expenditure incurred in the maintenance and operation of plant, Council's hire rate absorbing the total expenditure of plant running costs and usage. The total salaries and wages incurred during the year is recorded here and allocated over the various works and services to which it relates.



**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2021**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	1,339,356	1,339,356	<b>1,339,358</b>	2	0.00%	
<b>Revenue from operating activities</b>							
Governance		1,200	400	<b>5</b>	(395)	(98.75%)	
General purpose funding - general rates	6	2,937,703	2,937,703	<b>2,939,710</b>	2,007	0.07%	
General purpose funding - other		480,191	135,814	<b>171,736</b>	35,922	26.45%	▲
Law, order and public safety		263,460	63,208	<b>81,928</b>	18,720	29.62%	▲
Health		5,007	3,119	<b>1,996</b>	(1,123)	(36.01%)	
Community amenities		184,259	166,780	<b>166,945</b>	165	0.10%	
Recreation and culture		1,057,644	25,738	<b>143,600</b>	117,862	457.93%	▲
Transport		619,546	271,208	<b>302,026</b>	30,818	11.36%	▲
Economic services		23,430	10,161	<b>5,464</b>	(4,697)	(46.23%)	
Other property and services		81,000	17,087	<b>14,507</b>	(2,580)	(15.10%)	
		<b>5,653,440</b>	<b>3,631,218</b>	<b>3,827,917</b>	196,699		
<b>Expenditure from operating activities</b>							
Governance		(435,202)	(164,747)	<b>(96,377)</b>	68,370	41.50%	▲
General purpose funding		(125,533)	(38,016)	<b>(34,773)</b>	3,243	8.53%	
Law, order and public safety		(399,952)	(145,730)	<b>(96,437)</b>	49,293	33.82%	▲
Health		(31,390)	(9,796)	<b>(4,530)</b>	5,266	53.76%	
Community amenities		(791,886)	(254,283)	<b>(201,878)</b>	52,405	20.61%	▲
Recreation and culture		(1,156,790)	(567,182)	<b>(303,412)</b>	263,770	46.51%	▲
Transport		(3,495,990)	(919,902)	<b>(852,898)</b>	67,004	7.28%	
Economic services		(371,471)	(109,974)	<b>(100,542)</b>	9,432	8.58%	
Other property and services		(59,999)	(33,890)	<b>6,657</b>	40,547	119.64%	▲
		<b>(6,868,213)</b>	<b>(2,243,520)</b>	<b>(1,684,190)</b>	559,330		
Non-cash amounts excluded from operating activities	1(a)	1,893,922	646,296	<b>611,396</b>	(34,900)	(5.40%)	
<b>Amount attributable to operating activities</b>		<b>679,149</b>	<b>2,033,994</b>	<b>2,755,123</b>	721,129		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	14	1,528,260	709,422	<b>444,900</b>	(264,522)	(37.29%)	▼
Proceeds from disposal of assets	7	126,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(3,917,804)	(768,279)	<b>(914,679)</b>	(146,400)	(19.06%)	▼
<b>Amount attributable to investing activities</b>		<b>(2,263,544)</b>	<b>(58,857)</b>	<b>(469,779)</b>	(410,922)		
<b>Financing Activities</b>							
Proceeds from new debentures	9	240,000	240,000	<b>0</b>	(240,000)	(100.00%)	▼
Transfer from reserves	11	378,000	378,000	<b>0</b>	(378,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(7,686)	(2,535)	<b>(2,535)</b>	0	0.00%	
Repayment of debentures	9	0	0	<b>(20,925)</b>	(20,925)	0.00%	▼
Transfer to reserves	11	(365,275)	(40)	<b>(40)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>245,039</b>	<b>615,425</b>	<b>(23,500)</b>	(638,925)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>3,929,918</b>	<b>3,601,203</b>			

**KEY INFORMATION**

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

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

## KEY TERMS AND DESCRIPTIONS

### FOR THE PERIOD ENDED 31 OCTOBER 2021

#### REVENUE

##### RATES

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

##### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

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

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

##### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

##### FEES AND CHARGES

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

##### SERVICE CHARGES

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

##### INTEREST EARNINGS

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

##### OTHER REVENUE / INCOME

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

##### PROFIT ON ASSET DISPOSAL

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

## NATURE OR TYPE DESCRIPTIONS

#### EXPENSES

##### EMPLOYEE COSTS

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

##### MATERIALS AND CONTRACTS

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

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

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

##### INSURANCE

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

##### LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value. Date prepared: All known transactions up to 31 August 2021

##### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

##### INTEREST EXPENSES

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

##### OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 OCTOBER 2021**

**BY NATURE OR TYPE**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	1,339,356	1,339,356	<b>1,339,358</b>	2	0.00%	
<b>Revenue from operating activities</b>							
Rates	6	2,937,703	2,937,703	<b>2,939,710</b>	2,007	0.07%	
Operating grants, subsidies and contributions	13	2,183,640	466,037	<b>611,164</b>	145,127	31.14%	▲
Fees and charges		305,236	208,164	<b>231,160</b>	22,996	11.05%	▲
Interest earnings		13,475	7,685	<b>10,618</b>	2,933	38.17%	
Other revenue		153,380	11,629	<b>35,265</b>	23,636	203.25%	▲
Profit on disposal of assets	7	60,006	0	<b>0</b>	0	0.00%	
		<b>5,653,440</b>	<b>3,631,218</b>	<b>3,827,917</b>	196,699		
<b>Expenditure from operating activities</b>							
Employee costs		(2,246,397)	(655,614)	<b>(498,171)</b>	157,443	24.01%	▲
Materials and contracts		(2,306,138)	(725,402)	<b>(297,149)</b>	428,253	59.04%	▲
Utility charges		(52,103)	(18,036)	<b>(8,915)</b>	9,121	50.57%	
Depreciation on non-current assets		(1,938,889)	(646,296)	<b>(702,923)</b>	(56,627)	(8.76%)	
Interest expenses		(3,336)	(1,388)	<b>(418)</b>	970	69.88%	
Insurance expenses		(184,419)	(179,571)	<b>(170,170)</b>	9,401	5.24%	
Other expenditure		(136,931)	(17,213)	<b>(6,444)</b>	10,769	62.56%	▲
Loss on disposal of assets	7	0	0	<b>0</b>	0	0.00%	
		<b>(6,868,213)</b>	<b>(2,243,520)</b>	<b>(1,684,190)</b>	559,330		
Non-cash amounts excluded from operating activities	1(a)	1,893,922	646,296	<b>611,396</b>	(34,900)	(5.40%)	
<b>Amount attributable to operating activities</b>		<b>679,149</b>	<b>2,033,994</b>	<b>2,755,123</b>	721,129		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	14	1,528,260	709,422	<b>444,900</b>	(264,522)	(37.29%)	▼
Proceeds from disposal of assets	7	126,000	0	<b>0</b>	0	0.00%	
Payments for property, plant and equipment	8	(3,917,804)	(768,279)	<b>(914,679)</b>	(146,400)	(19.06%)	▼
		<b>(2,263,544)</b>	<b>(58,857)</b>	<b>(469,779)</b>	(410,922)		
<b>Amount attributable to investing activities</b>		<b>(2,263,544)</b>	<b>(58,857)</b>	<b>(469,779)</b>	(410,922)		
<b>Financing Activities</b>							
Proceeds from new debentures	9	240,000	240,000	<b>0</b>	(240,000)	(100.00%)	▼
Transfer from reserves	11	378,000	378,000	<b>0</b>	(378,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(7,686)	(2,535)	<b>(2,535)</b>	0	0.00%	
Repayment of debentures	9	0	0	<b>(20,925)</b>	(20,925)	0.00%	▼
Transfer to reserves	11	(365,275)	(40)	<b>(40)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>245,039</b>	<b>615,425</b>	<b>(23,500)</b>	(638,925)		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>3,929,918</b>	<b>3,601,203</b>			

**KEY INFORMATION**

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 15 to these financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31st October 2021

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(60,006)	0	0
Movement in pensioner deferred rates		0	0	0
Movement in inventory		0	0	(2,799)
Movement in employee benefit provisions		15,039	0	0
Movement in contract liabilities		0	0	0
Movement in lease liabilities		0	0	(2,535)
Movement in other provisions		0	0	(86,193)
Add: Loss on asset disposals	7	0	0	0
Add: Loss on revaluation of non current assets		0	0	0
Add: Depreciation on assets		1,938,889	646,296	702,923
<b>Total non-cash items excluded from operating activities</b>		<b>1,893,922</b>	<b>646,296</b>	<b>611,396</b>

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation*

32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing	This Time Last Year	Year to Date
		30 June 2021	31 October 2020	31 October 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	11	(1,160,486)	(875,291)	(1,160,525)
Less: Liabilities associated with restricted cash		0	0	(533,607)
Add: Borrowings	9	42,125	156,747	21,201
Add: Provisions - employee	12	115,715	423,049	394,118
Add: Lease liabilities	10	7,686	0	5,151
<b>Total adjustments to net current assets</b>		<b>(994,960)</b>	<b>(295,495)</b>	<b>(1,273,662)</b>

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

**Current assets**

Cash and cash equivalents	2	3,786,799	3,907,560	5,575,974
Rates receivables	3	97,209	707,990	595,269
Receivables	3	83,580	13,500	77,041
Other current assets	4	5,141	4,221	20,477

**Less: Current liabilities**

Payables	5	(1,009,026)	(86,020)	(439,819)
Borrowings	9	(42,125)	(68,626)	(21,201)
Contract liabilities	12	(185,456)	0	(533,607)
Lease liabilities	10	(7,686)	0	(5,151)
Provisions	12	(394,118)	(423,049)	(394,118)

<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(994,960)</b>	<b>(295,494)</b>	<b>(1,273,662)</b>
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<b>Closing funding surplus / (deficit)</b>		<b>1,339,358</b>	<b>3,760,082</b>	<b>3,601,203</b>
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**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 12 months of the end of the reporting period. The Council's operational cycle is 12 months.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
<b>Cash on hand</b>						
Municipal Account	Cash and cash equivalents	489,287	0	489,287		Westpac Banking Corporation
Petty Cash	Cash and cash equivalents	700	0	700		Westpac Banking Corporation
Municipal Investment Account	Cash and cash equivalents	3,925,463	0	3,925,463		Westpac Banking Corporation
Leave Reserve	Cash and cash equivalents	0	115,719	115,719		Westpac Banking Corporation
Water Strategy Reserve	Cash and cash equivalents	0	14,245	14,245		Westpac Banking Corporation
Plant/Light Vehicle Reserve	Cash and cash equivalents	0	547,229	547,229		Westpac Banking Corporation
Computer & Office Equipment Reserve	Cash and cash equivalents	0	39,766	39,766		Westpac Banking Corporation
Legal Reserve	Cash and cash equivalents	0	40,038	40,038		Westpac Banking Corporation
Land Development Reserve	Cash and cash equivalents	0	52,103	52,103		Westpac Banking Corporation
Infrastructure Reserve	Cash and cash equivalents	0	167,229	167,229		Westpac Banking Corporation
Building Reserve	Cash and cash equivalents	0	184,196	184,196		Westpac Banking Corporation
Trust Account	Cash and cash equivalents	0	0		172,080	Westpac Banking Corporation
<b>Total</b>		<b>4,415,449</b>	<b>1,160,525</b>	<b>5,575,974</b>	<b>172,080</b>	
<b>Comprising</b>						
Cash and cash equivalents		4,415,449	1,160,525	5,575,974	172,080	
		<b>4,415,449</b>	<b>1,160,525</b>	<b>5,575,974</b>	<b>172,080</b>	

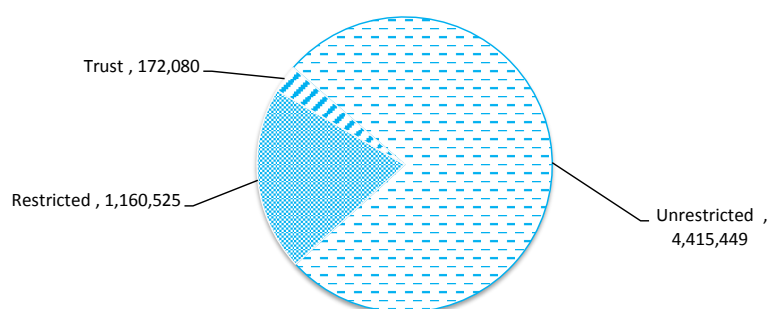
#### KEY INFORMATION

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

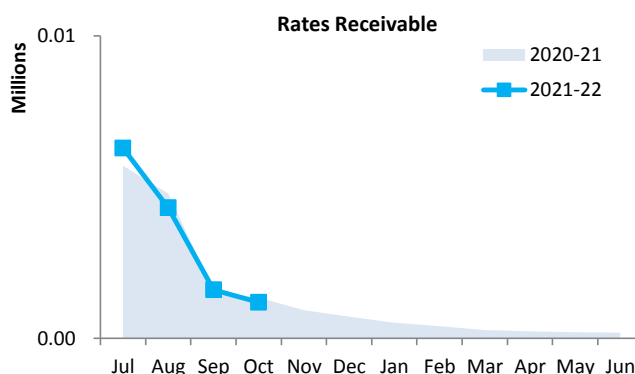
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 Jun 2021	31 Oct 2021
	\$	\$
Opening arrears previous years	89,683	97,209
Levied this year	2,854,496	2,939,710
Less - collections to date	(2,846,970)	2,441,650
Equals current outstanding	<b>97,209</b>	<b>595,269</b>
<b>Net rates collectable</b>	<b>97,209</b>	<b>595,269</b>
% Collected	96.7%	80.4%

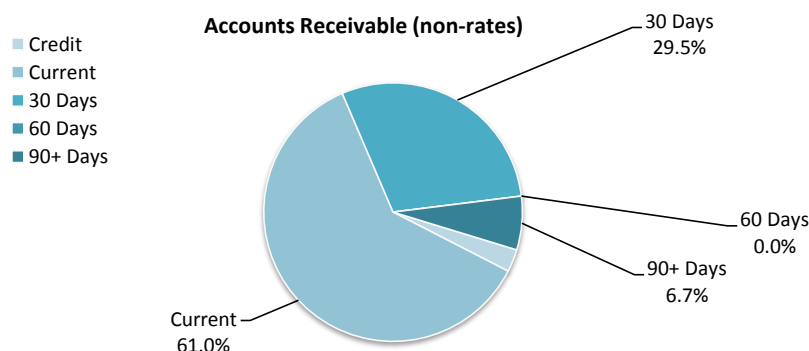


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(328)	7,072	3,414	0	777	10,935
Percentage	(3.0%)	64.7%	31.2%	0%	7.1%	
<b>Balance per trial balance</b>						
Sundry receivable						10,935
GST receivable						46,990
ESL receivable						19,116
<b>Total receivables general outstanding</b>						<b>77,041</b>

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

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



	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 31 October 2021
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Stock on hand	5,141	25,804	(28,603)	2,342
<b>Other current assets</b>				
Prepayments	8,382	9,753	0	18,135
<b>Total other current assets</b>	<b>13,523</b>	<b>35,557</b>	<b>(28,603)</b>	<b>20,477</b>
<b>Amounts shown above include GST (where applicable)</b>				

#### 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	(1,561)	266,717	509	0	0	265,665
Percentage	-0.6%	100.4%	0.2%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						265,665
ATO liabilities						37,353
ESL payable						55,431
Bonds and deposits held						44,754
Rates paid in advance						36,616
<b>Total payables general outstanding</b>						<b>439,819</b>

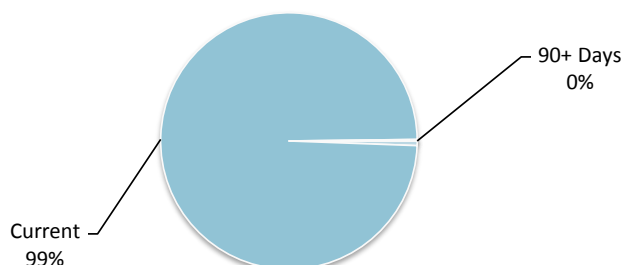
Amounts shown above include GST (where applicable)

#### KEY INFORMATION

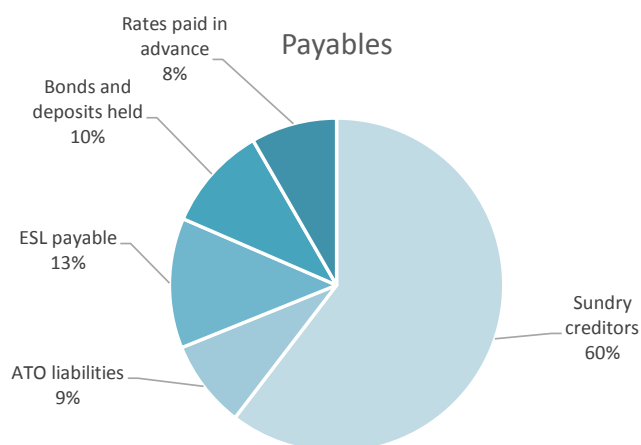
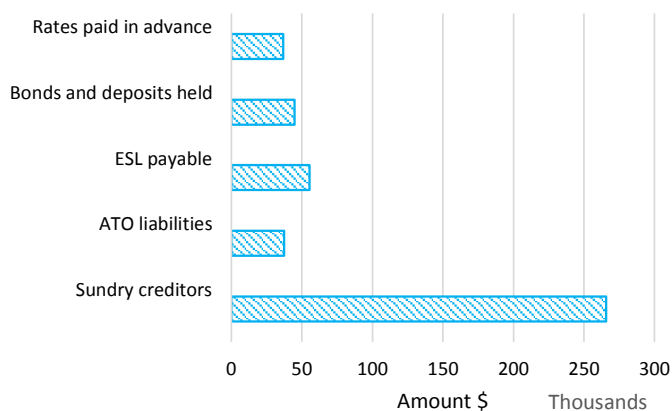
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are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

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

Aged Payables



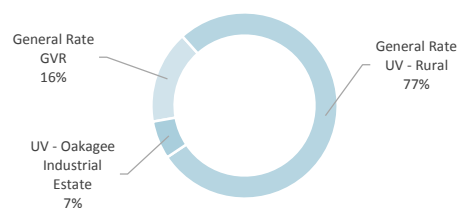
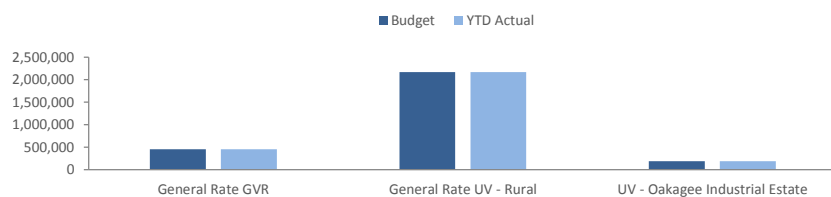
Payables



General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>											
General Rate GVR	0.094315	288	4,776,050	450,453	0	0	450,454	450,453	3,784	(1,776)	452,461
<b>Unimproved value</b>											
General Rate UV - Rural	0.010900	413	198,688,350	2,165,703	0	0	2,165,703	2,165,703	0	0	2,165,703
UV - Oakagee Industrial Estate	0.021000	2	8,826,000	185,346	0	0	185,346	185,346	0	0	185,346
<b>Sub-Total</b>		<b>703</b>	<b>212,290,400</b>	<b>2,801,502</b>	<b>0</b>	<b>0</b>	<b>2,801,503</b>	<b>2,801,502</b>	<b>3,784</b>	<b>(1,776)</b>	<b>2,803,510</b>
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Gross rental value</b>											
General Rate GVR	700	186		130,200	0	0	130,200	130,200	0	0	130,200
<b>Unimproved value</b>											
General Rate UV - Rural	400	15		6,000	0	0	6,000	6,000	0	0	6,000
<b>Sub-total</b>		<b>201</b>	<b>0</b>	<b>136,200</b>	<b>0</b>	<b>0</b>	<b>136,200</b>	<b>136,200</b>	<b>0</b>	<b>0</b>	<b>136,200</b>
<b>Total general rates</b>							<b>2,937,703</b>				<b>2,939,710</b>

#### KEY INFORMATION

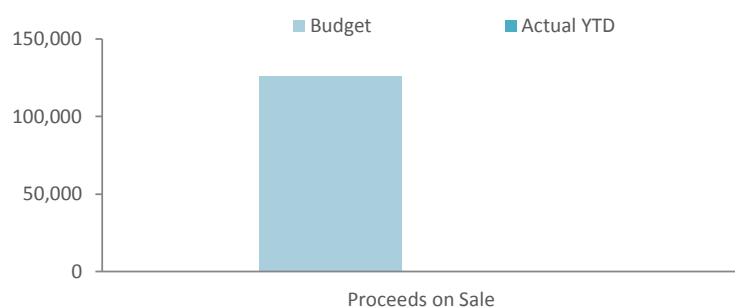
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021

OPERATING ACTIVITIES  
NOTE 7  
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Land - Freehold land</b>								
100	Lot 26 & 27 CV Road	20,000	20,000	0	0	0	0	0	0
	<b>Plant and equipment</b>								
	<b>Transport</b>								
P23	Caterpillar Grader (2007)	43,194	90,000	46,806	0	0	0	0	0
P43	Ford Ranger PX (2013)	1,500	6,000	4,500	0	0	0	0	0
P48	Mazda BT50 (2014)	1,300	10,000	8,700	0	0	0	0	0
		<b>65,994</b>	<b>126,000</b>	<b>60,006</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



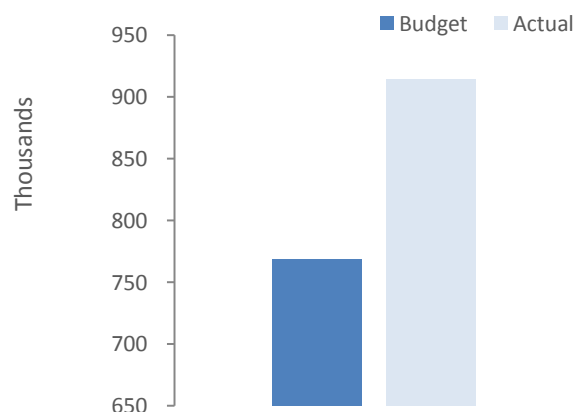
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**INVESTING ACTIVITIES  
NOTE 8  
CAPITAL ACQUISITIONS**

	Adopted			
Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Land and buildings	827,374	10,000	1,260	(8,740)
Furniture and equipment	15,000	0	0	0
Plant and equipment	902,600	0	166,992	166,992
Tools and equipment	37,000	0	0	0
Infrastructure - roads	2,135,830	758,279	746,427	(11,852)
<b>Payments for Capital Acquisitions</b>	<b>3,917,804</b>	<b>768,279</b>	<b>914,679</b>	<b>146,400</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	1,528,260	709,422	444,900	(264,522)
Borrowings	240,000	0	0	0
Lease liabilities	0	0	0	0
Other (disposals & C/Fwd)	126,000	0	0	0
Cash backed reserves				
Leave Reserve	0	0	0	0
Water Strategy Reserve	0	0	0	0
Plant/Light Vehicle Reserve	278,000	0	0	0
Unspent Grant Reserve	0	0	0	0
Computer & Office Equipment Reserve	0	0	0	0
Legal Reserve	0	0	0	0
Land Development Reserve	0	0	0	0
Infrastructure Reserve	0	0	0	0
Building Reserve	100,000	0	0	0
Contribution - operations	1,645,544	58,857	469,778	410,921
<b>Capital funding total</b>	<b>3,917,804</b>	<b>768,279</b>	<b>914,679</b>	<b>146,400</b>

**SIGNIFICANT ACCOUNTING POLICIES**

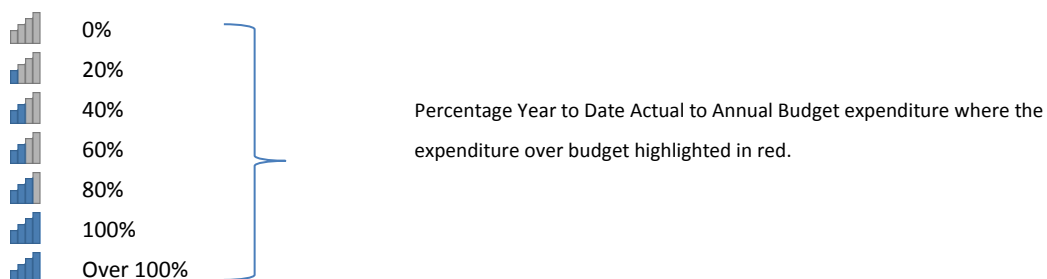
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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.



**INVESTING ACTIVITIES**  
**NOTE 8**  
**CAPITAL ACQUISITIONS (CONTINUED)**

**Capital expenditure total**

**Level of completion indicators**



	Level of completion indicator, %	Adopted			Variance (Under)/Over
		Budget	YTD Budget	YTD Actual	
	Land & Buildings	827,374	10,000	1,260	(8,740)
	Plant & Equipment	902,600	0	166,992	166,992
	Furniture & Equipment	15,000	0	0	0
	Tools & Equipment	37,000	0	0	0
	Infrastrucutre Roads	2,135,830	758,279	746,427	(11,852)
		<b>3,917,804</b>	<b>768,279</b>	<b>914,679</b>	<b>146,400</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**FINANCING ACTIVITIES**

**NOTE 9**

**BORROWINGS**

**Repayments - borrowings**

Information on borrowings		1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and culture</b>										
Bill Hemsley Park	98	42,125	0	0	20,925	20,925	21,201	21,201	556	556
<b>Transport</b>										
Replacement Grader	99	0	0	240,000	0	0	0	240,000	0	0
<b>Total</b>		42,125	0	240,000	20,925	20,925	21,201	261,201	556	556
Current borrowings		42,125					21,201			
Non-current borrowings		0					0			
		42,125					21,201			

All debenture repayments were financed by general purpose revenue.

**New borrowings 2021-22**

Particulars	Amount Borrowed Actual	Amount Borrowed Budget	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	\$	\$						Actual	Budget	
Replacement Grader	0	240,000	WA Treasury	Fixed Rate	5	0	1.2	0	0	0
	0	240,000				0		0	0	0

**KEY INFORMATION**

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**FINANCING ACTIVITIES**

**NOTE 10**

**LEASE LIABILITIES**

**Movement in carrying amounts**

Information on leases		1 July 2021	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Community amenities</b>										
Nabawa Fuel Station	LE01	58,180	0	0	2,535	7,686	55,645	50,494	496	1,476
<b>Total</b>		58,180	0	0	2,535	7,686	55,645	50,494	496	1,476
Current lease liabilities		7,686					5,151			
Non-current lease liabilities		50,494					50,494			
		58,180					55,645			

All lease repayments were financed by general purpose revenue.

**KEY INFORMATION**

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**OPERATING ACTIVITIES**

**NOTE 11**

**CASH RESERVES**

**Cash backed reserve**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	115,715	40	4	15,000	0	0	0	130,755	115,719
Water Strategy Reserve	14,245	5	0	0	0	0	0	14,250	14,245
Plant/Light Vehicle Reserve	547,211	80	18	150,000	0	(278,000)	0	419,291	547,229
Computer & Office Equipment Reserve	39,764	15	2	0	0	0	0	39,779	39,766
Legal Reserve	40,036	15	2	0	0	0	0	40,051	40,038
Land Development Reserve	52,101	20	2	20,000	0	0	0	72,121	52,103
Infrastructure Reserve	167,224	35	5	80,000	0	0	0	247,259	167,229
Building Reserve	184,190	65	6	100,000	0	(100,000)	0	184,255	184,196
	<b>1,160,486</b>	<b>275</b>	<b>39</b>	<b>365,000</b>	<b>0</b>	<b>(378,000)</b>	<b>0</b>	<b>1,147,761</b>	<b>1,160,525</b>



	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2021
<b>Other current liabilities</b>		\$		\$	\$	\$
<b>Other liabilities</b>						
- Contract liabilities - Grant Funding		185,456	0	1,465,704	(1,117,553)	533,607
<b>Total other liabilities</b>		185,456	0	1,465,704	(1,117,553)	533,607
<b>Provisions</b>						
Provision for annual leave		208,511	0	0	0	208,511
Provision for long service leave		185,607	0	0	0	185,607
<b>Total Provisions</b>		394,118	0	0	0	394,118
<b>Total other current liabilities</b>		<b>579,574</b>	<b>0</b>	<b>1,465,704</b>	<b>(1,117,553)</b>	<b>927,725</b>
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

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

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

##### Other long-term employee benefits

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

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

##### Contract liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2021	Current Liability 31 Oct 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
WA LG Grants Commission - Road Funding	0	67,933	(67,933)	0	0	241,604	60,401	67,933
WA LG Grants Commission - General Purpose	0	77,103	(77,103)	0	0	202,912	50,728	77,103
<b>Law, order, public safety</b>								
DFES Grant Funding	0	8,542	(8,542)	0	0	19,500	6,500	8,542
Various Other	169,855	148,203	(118,865)	199,193	199,193	217,960	49,786	31,256
<b>Recreation and culture</b>								
LRCIP Round 3	0	0	0	0	0	730,874	0	0
DWER Water Supply Grant	0	100,000	(100,000)	0	0	100,000	0	100,000
<b>Transport</b>								
Mainroads WA Direct Grant Funding	0	137,540	(137,540)	0	0	137,540	137,540	137,540
Mainroads WA Regional Road Funding	0	180,000	(90,389)	89,611	89,611	240,000	120,000	90,389
Various Other	15,602	56,679	(72,281)	0	0	60,000	0	72,281
	<b>185,457</b>	<b>776,000</b>	<b>(672,653)</b>	<b>288,804</b>	<b>288,804</b>	<b>1,950,390</b>	<b>424,955</b>	<b>585,044</b>
<b>Operating contributions</b>								
<b>General purpose funding</b>								
Ex Gratia Rates	0	0	0	0	0	10,000	10,000	10,273
<b>Law, order, public safety</b>								
Contributions & Reimbursements	0	0	0	0	0	14,400	4,800	2,400
<b>Community amenities</b>								
Dolby Creek Management Plan Income	0	0	0	0	0	1,000	0	0
Reimbursements & Sundry Income (Environment)	0	0	0	0	0	300	0	0
Cemetery Contributions	0	0	0	0	0	900	450	0
<b>Recreation and culture</b>								
Contributions & Reimbursements	0	0	0	0	0	154,150	0	0
<b>Transport</b>								
Hudson Resources Contribution	0	0	0	0	0	12,500	12,500	0
<b>Other property and services</b>								
Diesel Fuel Rebates	0	0	0	0	0	40,000	13,332	13,447
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>233,250</b>	<b>41,082</b>	<b>26,120</b>
<b>TOTALS</b>	<b>185,457</b>	<b>776,000</b>	<b>(672,653)</b>	<b>288,804</b>	<b>288,804</b>	<b>2,183,640</b>	<b>466,037</b>	<b>611,164</b>

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2021	Current Liability 31 Oct 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Recreation and culture</b>								
Dept of LG - Beach Emergency Signage	0	1,137	(1,137)	0	0	0	0	1,137
<b>Transport</b>								
Mainroads WA Regional Road Funding	0	480,000	(235,196)	244,804	244,804	1,200,000	600,000	235,196
Roads to Recovery Funding	0	208,567	(208,567)	0	0	328,260	109,422	208,567
<b>TOTALS</b>	<b>0</b>	<b>689,704</b>	<b>(444,900)</b>	<b>244,804</b>	<b>244,804</b>	<b>1,528,260</b>	<b>709,422</b>	<b>444,900</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 OCTOBER 2021**

**NOTE 15  
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2021	Amount Received	Amount Paid	Closing Balance 31 Oct 2021
	\$	\$	\$	\$
Bonds - Hall Hire	4,330	3,570	(3,570)	<b>4,330</b>
Nomination Deposits	0	320	(320)	<b>0</b>
Post Office Deposit	1,581	0	0	<b>1,581</b>
Contributions from Sub Divider	150,357	0	0	<b>150,357</b>
Refundable Deposit	11,580	0	(580)	<b>11,000</b>
CTF Levy	4,349	1,394	(4,086)	<b>1,657</b>
Building Commission	3,688	1,099	(3,506)	<b>1,281</b>
Unclaimed Monies	250	1,774	(250)	<b>1,774</b>
Standpipe Card Bond	100	0	0	<b>100</b>
	<b>176,235</b>	<b>8,158</b>	<b>(12,313)</b>	<b>172,080</b>

## NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2021

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

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

Reporting Program	Var. \$	Var. %	Explanation of variances	
			Timing	Permanent
	\$	%		
<b>Revenue from operating activities</b>				
General purpose funding - other	35,922	26.45%	▲	Permanent Financial Assistance Grants
Law, order and public safety	18,720	29.62%	▲	Permanent Reimbursement Disaster Recovery TC Cyclone Seroja Shire asset works
Recreation and culture	117,862	457.93%	▲ Timing Variance	
Transport	30,818	11.36%	▲	
<b>Expenditure from operating activities</b>				
Governance	68,370	41.50%	▲ Timing Variance	
Law, order and public safety	49,293	33.82%	▲ Timing Variance	
Community amenities	52,405	20.61%	▲ Timing Variance	
Recreation and culture	263,770	46.51%	▲ Timing Variance	
Other property and services	40,547	119.64%	▲ Timing Variance	
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	(264,522)	(37.29%)	▼ Timing Variance	
Payments for property, plant and equipment and infrastructure	(146,400)	(19.06%)	▼ Timing Variance	
<b>Financing activities</b>				
Proceeds from new debentures	(240,000)	(100.00%)	▼ Timing Variance	
Transfer from reserves	(378,000)	(100.00%)	▼ Timing Variance	

Internal working documents Budget by Program				
	2021/2022 Year to Date Actuals 31/10/2021	2021/2022 Year to Date Budget 31/10/2021	2021/2022 Full Year Original Budget 30/06/2022	Last Years Acutal YTD For the period ending 30-June-2021
<b>Operating Expenditure</b>				
Governance	96,377	164,747	435,202	332,084
General Purpose Funding	34,773	38,016	125,533	100,951
Law, Order and Public Safety	96,437	145,730	399,952	326,419
Education	0	0	0	0
Health	4,530	9,796	31,390	24,583
Community Amenities	201,878	254,283	791,886	608,127
Recreation and Culture	303,412	567,182	1,156,790	779,856
Transport	852,898	919,902	3,495,990	3,479,110
Economic Services	100,542	109,974	371,471	284,980
Other Property and Services	(6,657)	33,890	59,999	76,576
Total Expenditure (E)	1,684,190	2,243,521	6,868,213	6,012,685
	2021/2022 Year to Date Actuals 31/10/2021	2021/2022 Full Year Original Budget 31/10/2021	2021/2022 Full Year Original Budget 30/06/2022	Last Years Acutal YTD For the period ending 30-June-2021
<b>Operating Revenue</b>				
Governance	(5)	(400)	(1,200)	(23,307)
General Purpose Funding	(3,111,446)	(3,073,517)	(3,417,894)	(3,856,818)
Law, Order and Public Safety	(81,928)	(63,208)	(263,460)	(100,430)
Health	(1,996)	(3,119)	(5,007)	(9,808)
Housing	0	Total Operating Revenue	0	0
Community Amenities	(166,945)	(166,780)	(184,259)	(247,839)
Recreation and Culture	(144,737)	(25,738)	(1,057,644)	(331,521)
Transport	(745,789)	(980,630)	(2,147,806)	(1,988,020)
Economic Services	(5,464)	(10,161)	(23,430)	(43,179)
Other Property and Services	(14,505)	(17,087)	(81,000)	(60,530)
Total Revenue (R)	(4,272,817)	(4,340,640)	(7,181,700)	(6,661,453)
<b>Operating (Profit)/Loss (R-E)</b>	<b>(2,588,627)</b>	<b>(2,097,119)</b>	<b>(313,486)</b>	<b>(648,768)</b>

Working Documents  
2021/2022 Budget by Program

Prog	General Purpose Funding	2021/2022	2021/2022	2021/2022	2020/2021	YTD BUDGET VARIATION	>\$10K	Budget PROFILE Comments
01	Rate Revenue	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
0022	Rates Legal Expenses	0	0	1,200	0	0		
0032	Rates Stationary/Postage	685	1,800	3,500	1,580	1,116		
0062	Sundry Expenses	5	0	0	18	(5)		
0082	Rates Other Costs	107	250	500	0	143		
0132	Valuation Expenses	1,096	858	15,000	10,884	(238)		
0352	Admin Allocation (Rates)	32,875	34,276	102,833	86,867	1,401		
	<b>Total Operating Expenditure</b>	<b>34,768</b>	<b>37,184</b>	<b>123,033</b>	<b>99,349</b>			
COA	Operating Revenue							
0030	General Rates Income	(2,937,702)	(2,937,703)	(2,937,703)	(2,857,240)	(1)		
0010	Rates Written Off	0	0	0	0	0		
0012	Legal Fees	0	0	(1,200)	0	0		
0033	Back Rates	1,776	0	0	3,210	(1,776)		
0061	Ex Gratia Rates	(10,273)	(10,000)	(10,000)	(10,023)	273		
0071	Interim Rates Raised	(3,784)	0	0	(466)	3,784		
0113	Interest (Overdue Rates)	(4,883)	(2,336)	(7,000)	(10,473)	2,547		
0123	Interest (Rates Instalments)	(5,602)	(4,876)	(5,000)	(4,268)	726		
0133	Interest (Deferred Rates)	0	0	0	0	0		
0143	Administration Charges	(3,645)	(5,000)	(5,000)	0	(1,355)		
0173	Legal Fees (Recovered)	0	0	0	0	0		
0183	Account Enquiry Charges	(2,165)	(2,000)	(6,000)	(9,959)	165		
	<b>Total Operating Revenue</b>	<b>(2,966,278)</b>	<b>(2,961,915)</b>	<b>(2,971,903)</b>	<b>(2,889,219)</b>			
	<b>Total Rate Revenue</b>	<b>(2,931,510)</b>	<b>(2,924,731)</b>	<b>(2,848,870)</b>	<b>(2,789,870)</b>			

03	General Purpose Funding	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	<b>Operating Expenditure</b>							
9992	Interest & Overdraft Fees	6	832	2,500	1,602	826		
COA	<b>Operating Revenue</b>							
0201	Legal Reserve Income	(1)	(4)	(15)	(13)	(3)		
0203	Leave Reserve Income	(4)	(6)	(40)	(38)	(2)		
0204	Land Development Reserve Income	(2)	(4)	(20)	(17)	(2)		
0205	Building Reserve Income	(6)	(18)	(65)	(64)	(12)		
0206	Roadworks Reserve Income	(6)	(11)	(35)	(33)	(5)		
0215	Unspent Grants Reserve Income	0	0	0	(0)	0		
0223	Water Strategy Reserve Income	(0)	0	(5)	(5)	0		
0233	Grants Commission (Road Funding)	(67,933)	(60,401)	(241,604)	(546,587)	7,532		
0243	Computer and Office Equipment Reserve Income	(1)	(3)	(15)	(13)	(2)		
0253	Grants Commission - (General Purpose)	(77,103)	(50,728)	(202,912)	(419,700)	26,375	*	19 - Financial Assistance Grant based on 20-21
0273	Plant/Light Vehicle Reserve Income	(18)	(27)	(80)	(84)	(9)		
0453	Interest Received (Municipal Account)	(95)	(400)	(1,200)	(1,046)	(305)		
0506	Landcare Reserve Income	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(145,169)</b>	<b>(111,602)</b>	<b>(445,991)</b>	<b>(967,599)</b>			
	<b>Total General Purpose Income</b>	<b>(145,163)</b>	<b>(110,770)</b>	<b>(443,491)</b>	<b>(965,997)</b>			
	<b>Total General Purpose Funding</b>	<b>(3,076,673)</b>	<b>(3,035,501)</b>	<b>(3,292,361)</b>	<b>(3,755,867)</b>			



Prog	Governance	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET to BUDGET VARIATION	>\$10K	Budget PROFILE Comments
04	Members of Council	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
0112	Election & Poll Expenses	0	4,710	21,710	0	4,710		
0182	Subscriptions & Memberships Expense	26,099	25,000	29,900	24,524	(1,099)		
0192	Members Conference & Training Expenses	2,570	12,000	20,000	1,536	9,430		
0202	Members Insurance Expense	13,362	14,226	14,226	12,370	864		
0212	Donations & Gifts	5,000	2,050	10,350	230	(2,950)		
0232	Consultancy & Legal Expenses	0	4,167	12,500	1,881	4,167		
0242	Members Sitting Fees	0	0	75,280	67,752	0		
0252	Members Remuneration Expenses	0	0	4,400	3,960	0		
0262	President & Deputy Allowances	0	0	12,500	12,603	0		
0272	Council Chambers Repairs & Maintenance	2,931	8,500	15,500	332	5,569		
0332	Furniture & Equipment Expense	152	0	5,500	4,329	(152)		
0442	Admin Allocation (Members)	43,833	46,680	140,036	115,823	2,847		
0462	Meeting & Refreshments Expense	2,430	12,500	30,500	18,660	10,070	*	Timing of functions and events
1822	Accounting & Audit Expenses	0	0	42,800	45,800	0		
7202	Depreciation (Members)	0	0	0	0	0		
	<b>Total Operating Expenditure</b>	<b>96,377</b>	<b>129,833</b>	<b>435,202</b>	<b>309,800</b>			
COA	Operating Revenue							
1213	Governance Income	0	0	0	(2,804)	0		
COA	Capital Expenditure / Reserve Transfers							
0454	Council Chamber Improvements (NCA)	0	0	8,000	0	0		
	<b>Total Governance</b>	<b>96,377</b>	<b>129,833</b>	<b>435,202</b>	<b>306,996</b>			

		2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
05	Other Governance							
COA	Operating Expenditure							
0102	Provision for Long Service Leave	0	0	5,000	(15,313)	0		
0222	Fringe Benefits Tax	0	11,250	45,000	36,272	11,250	*	52 - Fringe Benefit Tax \$45k - qtrly PRE- payments on BAS
0282	Superannuation (Admin)	18,338	19,400	58,202	54,280	1,062		
0292	Salaries Expense (Admin)	188,251	193,756	581,272	551,818	5,505		
0294	Staff Housing Allowance (Admin)	4,025	4,480	13,444	13,016	455		
0312	Council Super Contribution 3% (Admin)	3,865	4,872	14,612	11,399	1,007		
0362	Accrued Annual Leave (Admin)	0	0	0	1,918	0		
0372	Workers Compensation Insurance (Admin)	12,811	14,062	14,062	12,227	1,251		
0402	Insurance Expense	6,635	6,897	6,897	5,998	262		
0422	Office Gardens Expenses	5,765	10,064	30,195	25,566	4,299		
0432	Admin Building Operations	4,467	5,236	7,237	6,831	769		
0472	Office Expenses (General)	4,295	4,164	14,000	10,396	(131)		
0473	Admin Building Repairs & Maintenance	9,478	13,600	32,500	2,506	4,122		
0482	Office Telephone & Internet Expenses	2,093	4,096	15,300	16,977	2,003		
0492	Advertising Expenses	4,507	2,800	8,400	6,102	(1,707)		
0502	Computer Hardware Service & Repair	7,772	14,832	44,500	43,343	7,060		
0512	Furniture & Equipment Expense	804	5,000	10,000	8,009	4,196		
0522	Freight & Postage Expense	422	550	1,550	1,609	128		
0542	Printing & Stationery Expense	4,343	5,600	16,800	16,612	1,257		
0552	Motor Vehicle Expenses	1,960	2,332	7,000	5,956	373		
0562	Long Service Leave Expense (Admin)	724	0	14,646	22,321	(724)		
0592	Admin Allocation (Other Governance)	(365,275)	(388,256)	(1,164,771)	(965,191)	(22,981)	*	Timing
0622	Uniform Expense	0	991	1,669	716	991		
0632	Staff Training, Conference and Recruitment	3,600	6,875	27,500	14,763	3,275		
0662	Public Liability Insurance	21,260	24,356	24,357	21,180	3,096		
0682	Consultancy Fees	6,461	13,750	68,500	27,659	7,289		
0702	Bank Fees & Charges	3,384	2,668	8,004	7,400	(716)		
0712	Occupational Health & Safety	951	1,000	10,500	3,782	49		
0722	Accounting Software Operating Expenditure	37,118	39,000	49,000	37,600	1,882		
7002	Depreciation (Governance)	11,948	11,540	34,624	36,530	(408)		
	<b>Total Operating Expenditure</b>	<b>(0)</b>	<b>34,915</b>	<b>0</b>	<b>22,284</b>			
COA	Operating Revenue							
0383	Minor Income Received (General)	(5)	(400)	(1,200)	(2,426)	(395)		
1233	Insurance Reimbursement	0	0	0	(6,509)	0		
0573	Reimbursements & Contributions	0	0	0	(11,569)	0		
1243	Long Service Leave Reimbursement	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(5)</b>	<b>(400)</b>	<b>(1,200)</b>	<b>(20,504)</b>			

COA	Capital Expenditure / Reserve Transfers						
0364	Office Furniture & Equipment (NCA)	0	0	15,000	9,252	0	
0351	Transfer from Leave Reserve (Admin) (EQ)	0	0	0	0	0	
0355	Transfer from Building Reserve (EQ)	0	0	0	0	0	
0371	Transfer from Office Equipment Reserve (EQ)	0	0	0	0	0	
0564	Building Improvements (NCA)	0	0	17,500	0	0	
0405	Proceeds from Disposal of Assets	0	0	0	0	0	
4750	Transfer to Leave Reserve (EQ)	4	0	15,000	38	(4)	
4785	Transfer from Unspent Grant Fund	0	0	0	0	0	
4770	Transfer to Office & Equipment Reserve (EQ)	1	0	0	13	(1)	
4780	Transfer to Plant/Light Vehicle Reserve (EQ)	18	0	0	84	(18)	
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>23</b>	<b>0</b>	<b>47,500</b>	<b>9,386</b>		
	<b>Total Administration</b>	<b>18</b>	<b>34,515</b>	<b>46,300</b>	<b>11,166</b>		
	<b>Total Governance</b>	<b>96,396</b>	<b>164,347</b>	<b>481,502</b>	<b>318,164</b>		

Prog	Law, Order, Public Safety	2021/2022	2021/2022	2021/2022	2020/2021			
06	Fire Prevention	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
0602	Admin Allocation (Fire Prevention)	3,653	3,888	11,670	9,652	235		
0672	Fire Break Inspection Fees	1,409	2,000	2,000	1,305	591		
0762	Ranger Allocation (Fire Prevention)	8,331	12,076	36,230	24,632	3,745		
0832	Emergency Services Levy (Shire Properties)	792	800	800	756	8		
0882	Fire Prevention Enforcement Expenditure	0	250	1,000	0	250		
1023	Motor vehicle Expenses - BRPC Vehicle	1,247	3,432	10,291	9,636	2,185		
1622	Grant Funded Projects Fire Prevention	15,452	45,210	149,360	54,445	29,758	*	Job: 1058 - Grant funded position balance 2020/2021 agreement and continuation into 2021/2022 for Bushfire Risk Management Plan Project Officer Pending further outcomes
1722	Brigades Operating Expenses	16,019	11,074	19,309	18,991	(4,944)		
8012	Loss on Sale of Assets	0	0	0	0	0		
7012	Depreciation (Fire Prevention)	20,067	18,764	56,294	59,549	(1,303)		
	<b>Total Operating Expenditure</b>	<b>66,969</b>	<b>97,494</b>	<b>286,954</b>	<b>178,967</b>			
COA	Operating Revenue							
0703	Fines & Penalties Income	0	0	(1,250)	(3,000)	0		
0713	Emergency Services Levy Administration Fees	(4,000)	0	(4,000)	(4,000)	4,000		
0733	DFES Grant Income	(8,542)	(6,500)	(19,500)	(26,947)	2,042		
0743	Operating Grants & Contributions	(31,256)	(49,786)	(217,960)	(48,931)	(18,530)	*	19 - DFES Grant Water Tank Howatharra BFB 100% \$68600 DFES Bushfire Risk Management Plan Project Officer S&W revenue recognition less than anticipated
0953	Contributions & Reimbursements	(2,400)	(4,800)	(14,400)	(7,200)	(2,400)		BRMP Project Leased Shire Vehicle allocations pending
0883	Fire Prevention Enforcement Income	0	0	(1,000)	0	0		
	<b>Total Operating Revenue</b>	<b>(46,198)</b>	<b>(61,086)</b>	<b>(258,110)</b>	<b>(90,078)</b>			
COA	Capital Expenditure / Reserve Transfers							
0745	Transfer from Unspent Grant Reserve (EQ)	0	0	0	0	0		
0754	Plant & Equipment (NCA)	0	0	68,600	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>68,600</b>	<b>0</b>			
	<b>Total Fire Prevention</b>	<b>20,771</b>	<b>36,408</b>	<b>97,444</b>	<b>88,889</b>			

07	Animal Control	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
0792	Admin Allocation (Animal Control)	7,306	7,780	23,339	19,304	474		
0812	Depreciation (Animal Control)	0	0	0	0	0		
0822	Other Minor Expenditure	0	0	0	1,432	0		
0842	Animal Control Expenses	150	520	1,000	384	370		
0852	Ranger Allocation (Animal Control)	7,331	12,076	36,230	21,676	4,745		
	<b>Total Operating Expenditure</b>	<b>14,787</b>	<b>20,376</b>	<b>60,569</b>	<b>42,796</b>			
COA	Operating Revenue							
0843	Impoundment Fees	(215)	0	(250)	(807)	215		
0853	Dog/Cat Registrations Income	(2,688)	(2,122)	(3,500)	(5,246)	566		
0863	Fines & Penalties	(2,230)	0	(400)	(2,000)	2,230		
	<b>Total Operating Revenue</b>	<b>(5,133)</b>	<b>(2,122)</b>	<b>(4,150)</b>	<b>(8,053)</b>			
	<b>Total Animal Control</b>	<b>9,654</b>	<b>18,254</b>	<b>56,419</b>	<b>34,742</b>			

08	Other Law, Order and Public Safety	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
0802	Fines Enforcement Registry	0	0	1,200	308	0		
0902	Ranger Allocation (Other Law and Order)	7,331	12,076	36,230	21,676	4,745		
0962	Miscellaneous Expenses (Other Law and Order)	7,350	15,000	15,000	84,175	7,650		
	<b>Total Operating Expenditure</b>	<b>14,681</b>	<b>27,076</b>	<b>52,430</b>	<b>106,159</b>			
COA	Operating Revenue							
0823	Fines Enforcement Registry Fees & Charges	0	0	(1,200)	(2,299)	0		
0973	Community Safety & Crime Prevention	(30,597)	0	0	0	30,597	*	Reimbursement Disaster Recovery TC Cyclone Seroja Shire asset works
0983	Fines & Penalties Levied	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(30,597)</b>	<b>0</b>	<b>(1,200)</b>	<b>(2,299)</b>			
	<b>Total Other Law, Order and Public Safety</b>	<b>(15,916)</b>	<b>27,076</b>	<b>51,230</b>	<b>103,861</b>			

18	Rangers Expenses	2020/2019	2020/2020	2020/2021	2019/2020	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Full Year Original Budget	Full Year Original Budget	Full Year Original Budget	Current YTD Actuals			
COA	Operating Expenditure							
0152	Provision for Long Service Leave	0	0	0	2,085	0		
0772	Trainee Ranger Expense	0	0	0	0	0		
0872	Superannuation Council 3% (Rangers)	0	0	0	0	0		
0892	Salary & Wages (Rangers)	25,064	37,612	112,831	75,027	12,548	*	Timing
0912	Workers Compensation Insurance (Rangers)	1,369	1,650	1,650	1,434	281		
0922	Superannuation (Rangers)	2,472	3,744	11,231	7,000	1,272		
0932	Conference & Training	0	250	1,000	0	250		
0982	Rangers Expense	4,419	5,504	17,207	16,924	1,085		
1012	Tools & Equipment (Low Value)	0	332	1,000	0	332		
3872	Accrued Annual Leave (Rangers)	0	0	0	(5,445)	0		
0952	Rangers Expenses Reallocated	(33,323)	(48,308)	(144,919)	(98,529)	(14,985)	*	10 - reallocated across programs
	<b>Total Operating Expenditure</b>	<b>0</b>	<b>784</b>	<b>0</b>	<b>(1,503)</b>			
COA	Operating Revenue							
0773	Grant Revenue (Rangers)	0	0	0	0	0		
COA	Capital Expenditure / Reserve Transfers							
0874	Plant & Equipment Purchases (Rangers) (NCA)	0	0	0	0	0		
0875	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Rangers Expenses</b>	<b>0</b>	<b>784</b>	<b>0</b>	<b>(1,503)</b>			
	<b>Total Law, Order and Fire Safety</b>	<b>14,508</b>	<b>82,522</b>	<b>205,092</b>	<b>225,990</b>			

Prog	Education & Welfare	2021/2022	2021/2022	2021/2022	2020/2021			
09	Schools/Pre Schools	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	YTD BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
0992	Pre-School Repairs & Maintenance	0	0	0	0	0		Retained for prior years reporting as required by AASB
COA	Operating Revenue							
0993	Lease Income (Pre School)	0	0	0	0	0		
	<b>Total Education</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

PROG	Health	2021/2022	2021/2022	2021/2022	2020/2021			
14	Health Inspection and Administration	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
1282	Ranger Allocation (Pool Inspections)	3,999	5,796	17,390	11,823	1,797		
1292	Health Expenses (General)	531	4,000	14,000	12,760	3,469		
	Total Operating Expenditure							
		4,530	9,796	31,390	24,583			
COA	Operating Revenue							
1383	Swimming Pool Inspection Fees	(1,755)	(1,575)	(1,575)	(1,755)	180		
1393	Licences & Fees Income	0	(600)	(600)	(776)	(600)		
1573	Septic Tank Fees (Health)	(118)	(472)	(1,416)	(3,186)	(354)		
1583	Administration Fees (Health)	(123)	(472)	(1,416)	(4,091)	(349)		
	Total Operating Revenue							
		(1,996)	(3,119)	(5,007)	(9,808)			
Total Health Inspection and Administration		2,534	6,677	26,383	14,775			



Prog	Community Amenities	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		
25	Sanitation - Household Refuse	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
1762	Domestic Rubbish Collection Expenses	33,237	49,332	148,000	141,174	16,095	*	Contracted Rubbish Removal timing of invoices
1772	Depreciation (Sanitation)	1,846	1,480	4,439	4,696	(366)		
1792	Refuse Site Repairs & Maintenance	5,313	3,742	53,171	39,928	(1,571)		
2502	Admin Allocation (Domestic Rubbish)	14,611	15,560	46,679	38,608	949		
	<b>Total Operating Expenditure</b>	<b>55,007</b>	<b>70,114</b>	<b>252,289</b>	<b>224,405</b>			
COA	<b>Operating Revenue</b>							
1903	Domestic Rubbish Collection Fees	(157,076)	(155,241)	(155,975)	(155,030)	1,835		
1904	Other Rubbish Collection	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(157,076)</b>	<b>(155,241)</b>	<b>(155,975)</b>	<b>(155,030)</b>			
COA	<b>Capital Expenditure / Reserve Transfers</b>							
1764	Land & Building Purchases (NCA)	0	0	0	21,475	0		
	<b>Total Sanitation - Household Refuse</b>	<b>(102,069)</b>	<b>(85,127)</b>	<b>96,314</b>	<b>90,850</b>			
26	Sanitation - Other	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
1882	Parks & Gardens Rubbish Collection Expenses	3,073	2,904	8,718	5,912	(169)		
1912	Other Waste Management Expenses	1,127	0	7,000	0	(1,127)		
1922	Depreciation (Other Sanitation)	135	128	379	401	(7)		
	<b>Total Operating Expenditure</b>	<b>4,336</b>	<b>3,032</b>	<b>16,097</b>	<b>6,313</b>			
COA	<b>Operating Revenue</b>							
2003	Grants, Contributions & Reimbursements (Other Sanitation)	0	0	0	(21,475)	0		
4503	Sale of Scrap	0	(5,000)	(5,000)	(10,249)	(5,000)		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>(5,000)</b>	<b>(5,000)</b>	<b>(31,724)</b>			
	<b>Total Sanitation - Other</b>	<b>4,336</b>	<b>(1,968)</b>	<b>11,097</b>	<b>(25,411)</b>			

29	Protection of Environment	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
1962	Abandoned Vehicle Expense	0	500	1,500	930	500		
2022	Landcare Expenditure	0	0	0	0	0		
2040	Dolby Creek Expenditure	3,463	1,761	2,698	2,756	(1,702)		
2942	Prior Period Write Off (Protection of Environment)	0	0	0	0	0		
	<b>Total Operating Expenditure</b>	<b>3,463</b>	<b>2,261</b>	<b>4,198</b>	<b>3,686</b>			
COA	<b>Operating Revenue</b>							
2923	Dolby Creek Management Plan Income	0	0	(1,000)	(2,756)	0		
2933	Reimbursements & Sundry Income (Protection of Environment)	0	0	(300)	(300)	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>(1,300)</b>	<b>(3,056)</b>			
COA	<b>Capital Expenditure / Reserve Transfers</b>							
2055	Transfer from Landcare Reserve (EQ)	0	0	0	0	0		
2080	Transfer to Landcare Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Protection of Environment</b>	<b>3,463</b>	<b>2,261</b>	<b>2,898</b>	<b>630</b>			

30	Town Planning and Regional Development	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
0162	Long Service Leave (Town Planning) Provision	0	0	7,500	(7,848)	0		
0942	Depreciation (Town Planning)	1,566	3,984	11,948	11,982	2,418		
1992	Planning Consultancy Expenses	2,600	8,332	25,000	7,420	5,732		
2102	Workers Compensation Insurance (Town Planning)	2,157	2,600	2,599	2,260	443		
2112	Salaries & Wages (Town Planning)	54,411	47,728	143,178	138,456	(6,683)		Inclusive of DCEO LSLto pay as per LSL Act & Regs 1/2 Time x Double Rate
2122	Superannuation Council 3% (Town Planning)	1,697	1,408	4,219	3,988	(289)		
2132	Superannuation (Town Planning)	5,284	4,688	14,063	12,999	(596)		
2162	Accrued Annual Leave (Town Planning)	0	0	0	(2,118)	0		
2182	Other Employee Expenses (Town Planning)	0	0	4,000	1,493	0		
2202	Town Planners Expenses	681	332	1,000	1,606	(349)		
2222	Motor Vehicle Expenses	1,084	2,500	7,500	4,423	1,416		
2232	Legal Expenses (Town Planning)	685	8,006	12,500	3,845	7,321		
2242	Engineering Expenses	8,250	4,000	12,000	8,495	(4,250)		
2252	Advertising Expenses	0	1,500	5,000	143	1,500		
3012	Admin Allocation (Town Planning)	21,917	23,340	70,018	28,956	1,423		
3082	Prior Period Write Off (Town Planning)	0	0	0	0	0		
7052	Surveying & Land Expenses	593	8,334	25,000	14,426	7,741		
7072	Project Expenses (Town Planning)	0	0	10,000	74	0		
	<b>Total Operating Expenditure</b>	<b>100,924</b>	<b>116,752</b>	<b>355,525</b>	<b>230,601</b>			
COA	<b>Operating Revenue</b>							
0163	Town Planning Projects - Income	0	0	0	(4,063)	0		
2233	Town Planning Fee Income	(2,715)	(2,332)	(7,000)	(28,384)	383		
2243	Outsourced Planning Fees - Other LGs	(5,929)	(3,000)	(12,000)	(18,640)	2,929		
2253	Outsourced Planning Fees - Other LGs	(134)	0	0	0	134		
3603	Outsourced Planning Fees - Other LGs	(25)	0	0	0	25		
	<b>Total Operating Revenue</b>	<b>(8,802)</b>	<b>(5,332)</b>	<b>(19,000)</b>	<b>(51,087)</b>			
COA	<b>Capital Expenditure / Reserve Transfers</b>							
4820	Transfer to Legal Reserve (EQ)	1	0	0	13	(1)		
	<b>Total Capital Expenditure/Reserve Transfers</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>13</b>			
	<b>Total Town Planning and Regional Development</b>	<b>92,123</b>	<b>111,420</b>	<b>336,525</b>	<b>179,528</b>	<b>0</b>		

31	Other Community Amenities	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
3102	Cemetery Expenses	4,312	7,512	20,690	18,120	3,200		
3132	Community Development Expenses	473	5,000	6,000	2,242	4,527		
3162	Admin Allocation (Other Community Amenities)	18,264	19,448	58,348	48,259	1,184		
3212	Depreciation (Other Community Amenities)	4,917	4,576	13,730	14,512	(341)		
3222	Community Growth Fund	803	8,000	12,000	26,700	7,197		
3232	Community Development Officer Expenses	9,380	17,588	53,009	33,288	8,208		
	<b>Total Operating Expenditure</b>	<b>38,147</b>	<b>62,124</b>	<b>163,777</b>	<b>143,122</b>			
COA	<b>Operating Revenue</b>							
3093	Cemetery Income (GST Free)	(1,067)	(757)	(2,084)	(2,811)	310		
3113	Cemetery Income (GST Applicable)	0	(450)	(900)	(3,132)	(450)		
3613	Reimbursements & Contributions	0	0	0	0	0		
3633	Community Development Grants	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(1,067)</b>	<b>(1,207)</b>	<b>(2,984)</b>	<b>(6,943)</b>			
COA	<b>Capital Expenditure / Reserve Transfers</b>							
2415	Nabawa Cemetery Capital Expenses (NCA)	0	0	0	8,449	0		
3085	Transfer from Unspent Community Growth Fund Reserve (EQ)	0	0	0	(9,500)	0		
7155	Transfer from Building Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure/Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,051)</b>			
	<b>Total Other Community Amenities</b>	<b>37,080</b>	<b>60,917</b>	<b>160,793</b>	<b>135,128</b>			
	<b>Total Community Amenities</b>	<b>34,933</b>	<b>87,503</b>	<b>607,627</b>	<b>380,725</b>			

Prog	Recreation and Culture	2021/2022	2021/2022	2021/2022	2020/2021			
32	Public Halls and Civic Centres	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
2602	Depreciation (Public Halls)	32,355	29,304	87,907	92,990	(3,051)		
2722	Public Halls & Showgrounds Expense	51,396	95,550	147,206	81,076	44,154	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2732	Nabawa Community Centre Expenses	19,616	22,458	55,611	41,083	2,842		
2742	Interest (Loan 89 - Nabawa Stadium Upgrade)	0	0	0	151	0		
3202	Admin Allocation (Public Halls)	21,767	23,340	70,018	57,912	1,573		
	<b>Total Operating Expenditure</b>	<b>125,132</b>	<b>170,652</b>	<b>360,742</b>	<b>273,212</b>			
Prog	Recreation and Culture	2021/2022	2021/2022	2021/2022	2020/2021			
32	Public Halls and Civic Centres Cont.	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Revenue							
2443	Yuna Camping & Hall Hire Revenue	(1,251)	(868)	(1,000)	(1,458)	383		
2453	Showground/Halls Income Received	(4,325)	(1,750)	(3,500)	(4,858)	2,575		
2683	Contributions & Reimbursements	0	0	(154,150)	0	0		
3423	Grant Funding Revenue	0	0	(730,874)	(77,500)	0		
	<b>Total Operating Revenue</b>	<b>(5,576)</b>	<b>(2,618)</b>	<b>(889,524)</b>	<b>(83,816)</b>			
COA	Capital Expenditure / Reserve Transfers							
2550	Transfer to Building Reserve (EQ)	6	0	100,000	64	(6)		
2644	Land & Buildings Purchases (Public Halls) (NCA)	1,260	10,000	780,874	138,963	8,740		
4925	Principal Loan Repayment (Loan 89) (CL)	0	0	0	4,961	0		
7385	Transfer from Building Reserve (EQ)	0	0	(100,000)	(25,000)	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>1,266</b>	<b>10,000</b>	<b>780,874</b>	<b>118,988</b>			
	<b>Total Public Halls and Civic Centres</b>	<b>120,823</b>	<b>178,034</b>	<b>252,092</b>	<b>308,384</b>			
		2021/2022	2021/2022	2021/2022	2020/2021			
33	Swimming Areas and Beaches	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	
COA	Operating Expenditure							
3302	Admin Allocation (Swimming Areas & Beaches)	10,958	11,668	35,009	28,956	710		
3412	Coronation Beach Expenses	18,736	24,027	75,443	45,459	5,291		
7082	Depreciation (Swimming Areas & Beaches)	4,124	3,104	9,312	9,850	(1,020)		
	<b>Total Operating Expenditure</b>	<b>33,819</b>	<b>38,799</b>	<b>119,764</b>	<b>84,265</b>			
COA	Operating Revenue							
3433	Grant Income (Swimming Areas & Beaches)	(1,137)	0	0	0	1,137		BEN Signs
3443	Coronation Beach Camping Fees	(31,829)	(21,668)	(65,000)	(74,078)	10,161	*	Timing
3453	Grant and Other Income (Swimming Areas & Beaches)	0	0	0	(76,163)	0		
	<b>Total Operating Revenue</b>	<b>(32,966)</b>	<b>(21,668)</b>	<b>(65,000)</b>	<b>(150,241)</b>			
COA	Capital Expenditure / Reserve Transfers							
7164	Land and Buildings	0	0	0	66,788	0		
	<b>Total Swimming Areas and Beaches</b>	<b>852</b>	<b>17,131</b>	<b>54,764</b>	<b>812</b>			

34	Other Recreation and Sport	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
1472	Yuna Oval Expenses	2,632	5,000	15,998	16,496	2,368		
1482	Sporting Clubs Expenses	10,585	53,940	106,097	65,615	43,355	*	Timing of Cyclone Seroja Shire Asset Damage repairs
1532	Interest (Loan 98)	412	556	836	1,867	144		
2642	Parks & Gardens Expenses	38,062	115,998	193,855	95,851	77,936	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2702	Sports Pavilion & Basketball Stadium (Nabawa Recreation Centre)	9,097	51,622	58,671	17,084	42,525	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2712	Tennis Clubs Expenses	3,156	25,696	32,679	6,114	22,540	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2772	Minor Gardening Equipment Purchases	0	668	2,000	1,474	668		
2812	Golf Courses	2,298	2,282	2,360	2,053	(16)		
3442	Admin Allocation (Recreation & Sport)	10,958	11,668	35,009	28,956	710		
7022	Depreciation (Recreation & Sport)	9,097	14,560	43,683	46,372	5,463		
7092	Depreciation (Recreation & Sport)	31,228	28,332	85,000	88,988	(2,896)		
	<b>Total Operating Expenditure</b>	<b>117,524</b>	<b>310,322</b>	<b>576,189</b>	<b>370,871</b>			
COA	Operating Revenue							
2743	Sports Club Hire Income	(4,078)	(620)	(620)	(520)	3,458		
2803	Grants & Other Income Received	(100,000)	0	(100,000)	(69,119)	100,000	*	Timing Dept Water DWER Community Water Supply Grant for Rockwell Bore Project Milestone payment received
3444	Fig Tree Camping Fees	(2,117)	(832)	(2,500)	(5,825)	1,285		
	<b>Total Operating Revenue</b>	<b>(106,195)</b>	<b>(1,452)</b>	<b>(103,120)</b>	<b>(75,464)</b>			
COA	Capital Expenditure / Reserve Transfers							
1304	Plant & Equipment Purchases (NCA)	140,153	0	150,000	2,616	(140,153)	*	Timing of Carry Over project Shire contribution \$50,000 Total Project \$152,616 Rockwell-Yuna Pipeline Rejuvenation Project Funded through DWER Community Water Supply Program
1314	Transfer to Building Reserve (EQ)	0	0	0	0	0		
2834	Land & Building Purchases (NCA)	0	0	0	113,257	0		
2844	Tools & Equipment Purchases (NCA)	0	0	20,000	0	0		
2864	Transfer to Unspent Grant Reserve (EQ)	0	0	0	0	0		
2824	Principal Loan Repayment (Loan 98) (CL)	20,925	20,925	42,125	41,035	0		
7275	Loan Funds Received (NCL)	0	0	0	0	0		
7471	Transfer from Unspent Grant Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>161,077</b>	<b>20,925</b>	<b>212,125</b>	<b>156,908</b>			
	<b>Total Other Recreation and Sport</b>	<b>172,407</b>	<b>329,795</b>	<b>685,195</b>	<b>452,316</b>			

35	Library	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
2902	Library Expenses	3,096	6,532	19,784	3,707	3,436		
2912	Honorarium Librarian Payment	0	1,200	3,600	1,000	1,200		
3582	Admin Allocation (Libraries)	10,958	11,668	35,009	28,956	710		
6922	Depreciation (Libraries)	184	0	0	0	(184)		
	<b>Total Operating Expenditure</b>	<b>14,238</b>	<b>19,400</b>	<b>58,393</b>	<b>33,662</b>			
COA	<b>Operating Revenue</b>							
2983	Grants, Contributions & Reimbursements	0	0	0	(22,000)	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(22,000)</b>			
	<b>Capital Expenditure / Reserve Transfers</b>							
3504	Land & Building Purchases (Libraries) (NCA)	0	0	0	27,266	0		
	<b>Total Capital/Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,266</b>			
	<b>Total Library</b>	<b>14,238</b>	<b>19,400</b>	<b>58,393</b>	<b>38,929</b>			

36	Other Culture	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	<b>Operating Expenditure</b>							
3626	Museum & Road Board Expense	9,077	24,621	31,540	7,098	15,544	*	Timing repairs for Cyclone Seroja Shire Asset Damage - Museum shed at Nanson
3652	Depreciation (Other Culture)	3,622	3,388	10,161	10,748	(234)		
	<b>Total Operating Expenditure</b>	<b>12,699</b>	<b>28,009</b>	<b>41,701</b>	<b>17,846</b>			
	<b>Operating Revenue</b>							
3445	Grant Funding Received	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Capital Expenditure / Reserve Transfers</b>							
3604	Land & Building Purchases (NCA)	0	0	0	0	0		
3635	Transfer from Building Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital/Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Other Culture</b>	<b>12,699</b>	<b>28,009</b>	<b>41,701</b>	<b>17,846</b>			
	<b>Total Recreation and Culture</b>	<b>321,019</b>	<b>572,369</b>	<b>1,092,145</b>	<b>813,020</b>			

Prog	Transport	2021/2022	2021/2022	2021/2022	2020/2021			
37	Constuction Streets, Roads, Bridges, Depots	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3702	Admin Allocation (Road Construction)	29,222	31,120	93,357	86,867	1,898		
COA	Operating Revenue							
3173	MW Regional Road Funding	(235,196)	(600,000)	(1,200,000)	(900,000)	(364,804)	*	Timing Revenue recognition for RRG funding for Dartmoor Rd, Valentine Rd, East Nabawa (West) Rd & East Nabawa (East) Rd
3193	R2R (Construction) Income	(208,567)	(109,422)	(328,260)	(328,260)	99,145	*	Timing Revenue recognition for R2R funding for Dartmoor Rd & Valentine Rd
	<b>Total Operating Revenue</b>	<b>(443,763)</b>	<b>(709,422)</b>	<b>(1,528,260)</b>	<b>(1,228,260)</b>			
COA	Capital Expenditure							
3114	Capital Roadworks Program Purchases (Incl Grant Funded Jobs) (NCA)	746,428	758,279	2,135,830	1,674,229	11,852	*	<u>Job: C08 - Dartmoor Raod</u> - Upgrade from gravel to a 7.2m wide seal completed <u>Job: C16 - East Nabawa (West)</u> - Upgrade from existing unsealed road to 7.2m wide seal commenced <u>Jobs yet to commence :</u> <u>Job: C13 - Valentine Road</u> - Upgrade from an existing gravel raod to 7.2m wide seal <u>Job: C16E - East Nabawa Rd (East)</u> -Upgrade from gravel to 7.2 m wide seal <u>Job: C59 - McCagh Rd</u> - Upgrade from an existing gravel road to 6.2m wide seal <u>Job: 1040 - YMCC Car Park &amp; Road Seal (Bawden Road)</u>
4840	Transfer to Infrastructure Reserve (EQ)	6	0	80,000	65,053			
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>746,433</b>	<b>758,279</b>	<b>2,215,830</b>	<b>1,739,283</b>			
	<b>Total Road Construction</b>	<b>331,892</b>	<b>79,977</b>	<b>780,927</b>	<b>597,890</b>			



38	Maintenance Streets, Roads, Bridges, Depots	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3182	ROAD RENEWAL GRANT FUNDED	30,848	0	458,317	0	(30,848)	*	Job: RC131 - Northampton Nabawa Rd allocated Job 3 in the program
3372	Road Maintenance Expense	273,816	397,516	1,493,133	1,922,560	123,700	*	Timing for Allocations S&W across jobs Job: RC04 - Wandana Road - Reconstruct and gravel sheet Slk 13.71 - 17.71 \$268k Job: RV01 - Road Maintenance Program Minor & Major Mtce \$897k
3502	Depot Maintenance	9,936	14,645	27,857	22,092	4,709		
3512	Street Lighting Expense	2,504	3,334	10,000	10,441	830		
3522	Depreciation (Road Maintenance)	20,118	21,616	64,853	68,309	1,498		
3532	Street Trees	200	5,000	15,000	0	4,800		
3542	Licences & Subscriptions	10,159	11,679	15,000	8,895	1,520		
3562	Road Sign Expense	564	5,000	15,000	7,557	4,436		
3802	Admin Allocation (Road Maintenance)	29,222	31,120	93,357	86,867	1,898		
3822	Bore Maintenance	5,192	0	10,000	12,422	(5,192)		
3832	Crossover expenses to ratepayers	0	1,000	3,500	800	1,000		
6912	Depreciation (Roads)	426,505	382,312	1,146,937	1,213,692	(44,193)	*	Timing for non cash allocations - depn
	<b>Total Operating Expenditure</b>	<b>809,065</b>	<b>873,222</b>	<b>3,352,954</b>	<b>3,353,635</b>			
COA	Operating Revenue							
3143	MRWA Direct Grant	(137,540)	(137,540)	(137,540)	(127,990)	0		
3153	Other Grant Income	(162,670)	(120,000)	(300,000)	(516,120)	42,670	*	Timing Revenue recognition for RRG Funding Northampton Nabawa Rd
3393	Hudson Resources Contribution (Dartmoor Road)	0	(12,500)	(12,500)	(36,483)	(12,500)	*	Timing
	<b>Total Operating Revenue</b>	<b>(300,210)</b>	<b>(270,040)</b>	<b>(450,040)</b>	<b>(680,593)</b>			
COA	Capital Expenditure							
3264	Depot Construction (NCA)	0	0	21,000	0	0		
3205	Transfer from Infrastructure Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>21,000</b>	<b>0</b>			
	<b>Total Road Maintenance</b>	<b>508,855</b>	<b>603,182</b>	<b>2,923,914</b>	<b>2,673,043</b>			

39	Road Plant Purchases	2021/2022 Year to Date Actuals	2021/2022 Year to Date Budget	2021/2022 Full Year Original Budget	2020/2021 30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3642	Loss on Sale of Assets	0	0	0	0	0		
3902	Interest Expense - Loan 99	0	0	0	0	0		
	<b>Total Operating Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
COA	Operating Revenue							
3543	Profit on Sale of Assets	0	0	(60,006)	(72,554)	0		
3575	Proceeds from Disposal of Assets	0	0	(106,000)	0	0		
3903	Grants, Contributions & Reimbursement Road Plant	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>(166,006)</b>	<b>(72,554)</b>			
COA	Capital Expenditure / Reserve Transfers							

3554	Plant & Equipment Purchases (NCA)	27,500	0	684,000	489,116	(27,500)	*	Timing of Plant Replacement Program Changeover
3584	Tools & Other Equip > \$5000 (Capex)	0	0	7,000	7,786	0		
3587	Principal Loan Repayments (Loan 97)	0	0	0	0	0		
3904	Principal Repayment - Loan 99 (Plant Purchase)	0	0	0	0	0		
4781	Transfer to Plant/Light Vehicle Reserve (EQ)	0	0	150,000	290,250	0		
3561	Transfer from Plant/Light Vehicle Reserve (EQ)	0	0	(278,000)	0	0		
6225	Realisation on Disposal of Assets	0	0	0	0	0		
7135	Loan Funds Rec'd.	0	0	(240,000)	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>27,500</b>	<b>0</b>	<b>323,000</b>	<b>787,152</b>			
	<b>Total Road Plant Purchases</b>	<b>27,500</b>	<b>0</b>	<b>156,994</b>	<b>714,598</b>			

41	Traffic Control	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
4102	Admin Allocation (Traffic Control)	14,611	15,560	46,679	38,608	949		
4572	Traffic Control Expense	0	0	3,000	0	0		
7572	Traffic Counters Expense	0	0	0	0	0		
	<b>Total Operating Expenditure</b>	<b>14,611</b>	<b>15,560</b>	<b>49,679</b>	<b>38,608</b>			
COA	Operating Revenue							
7513	Licensing Commission Income	(1,816)	(1,168)	(3,500)	(3,414)	648		
7573	Traffic Counter Income	0	0	0	(3,200)	0		
	<b>Total Operating Revenue</b>	<b>(1,816)</b>	<b>(1,168)</b>	<b>(3,500)</b>	<b>(6,614)</b>			
	<b>Capital Expenditure / Reserve Transfers</b>							
7574	Tools & Equipment Purchases (NCA)	0	0	10,000	13,243	0		
7685	Proceeds from Disposal of Assets	0	0	0	0	0		
	<b>Total Capital Expenditure / Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>13,243</b>			
	<b>Total Traffic Control</b>	<b>12,795</b>	<b>14,392</b>	<b>56,179</b>	<b>45,237</b>			
	<b>Total Transport</b>	<b>881,041</b>	<b>697,551</b>	<b>3,918,014</b>	<b>4,030,767</b>			

Prog	Economic Services	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
44	Rural Services							
COA	Operating Expenditure							
3362	Ranger Allocation (Roadside Spraying)	2,999	6,280	18,839	8,867	3,281		
3852	Weed & Vermin Control Consultancy	0	0	3,000	0	0		
4462	Admin Allocation (Rural Services)	3,332	3,868	11,602	9,853	536		
6722	Noxious Weeds & Pest Expense	5,906	7,222	11,664	10,043	1,316		
	<b>Total Operating Expenditure</b>	<b>12,237</b>	<b>17,370</b>	<b>45,105</b>	<b>28,764</b>			
COA	Capital Expenditure / Reserve Transfers							
4404	Plant & Equipment Purchases (NCA)	0	0	0	0	0		
	<b>Total Rural Services</b>	<b>12,237</b>	<b>17,370</b>	<b>45,105</b>	<b>28,764</b>			

45	Tourism and Area Promotion	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
3952	Signage Expense (Tourism)	0	0	0	0	0		
3982	Tourism Expense	117	0	0	1,410	(117)		
4282	Promotional Expense (Tourism)	0	2,500	39,500	550	2,500		
	<b>Total Operating Expenditure</b>	<b>117</b>	<b>2,500</b>	<b>39,500</b>	<b>1,960</b>			
COA	Operating Revenue							
3973	Contr. & Reim. (Tourism).	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Tourism and Area Promotion</b>	<b>117</b>	<b>2,500</b>	<b>39,500</b>	<b>1,960</b>			

46	Building Control	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
4132	Building Surveyor Expenses	44,978	43,284	132,050	138,386	(1,694)		
4152	Provision for Leave (Building Control)	0	0	10,000	0	0		
4162	Non Contract Expenses	0	0	1,000	0	0		
4622	Admin Allocation (Building Control)	25,569	27,228	81,687	67,563	1,659		
	<b>Total Operating Expenditure</b>	<b>70,547</b>	<b>70,512</b>	<b>224,737</b>	<b>205,949</b>			
COA	Operating Revenue							
4153	Building Licenses Income	(2,016)	(4,000)	(12,000)	(29,838)	(1,984)		
4173	CTF Commissions Received	(90)	(60)	(180)	(225)	30		
4213	Building Commissions Received	(105)	(152)	(450)	(586)	(47)		
4183	Contributions & Reimbursements (Building Control)	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>(2,211)</b>	<b>(4,212)</b>	<b>(12,630)</b>	<b>(30,649)</b>			
COA	Capital Expenditure / Reserve Transfers							
4215	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	<b>Total Capital Expenditure/Reserve Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Building Control</b>	<b>68,336</b>	<b>66,300</b>	<b>212,107</b>	<b>175,300</b>			
49	Other Economic Services	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
4232	Water Supply Stand Pipes Expense	0	0	300	0	0		
4222	Admin Allocation (Other Economic Services)	14,611	15,560	46,679	48,259	949		
4242	Rehabilitation of Gravel Pits Expense	0	0	5,000	0	0		
4252	Purchase of Stamps	0	0	50	20	0		
4272	Other Expenditure	3,030	4,032	10,100	28	1,002		
	<b>Total Operating Expenditure</b>	<b>17,641</b>	<b>19,592</b>	<b>62,129</b>	<b>48,307</b>			
COA	Operating Revenue							
4223	Commission Received Australia Post	(2,649)	(2,332)	(7,000)	(8,713)	317		
4243	Annual Post Office Box Fee	0	(3,300)	(3,300)	(3,300)	(3,300)		
4253	Postage Stamp Income	(3)	(17)	(50)	(25)	(14)		
4333	Photocopying Income	(2)	0	0	(42)	2		
4913	Shire Leased Reserves Income	(600)	(300)	(450)	(450)	300		
	<b>Total Operating Revenue</b>	<b>(3,253)</b>	<b>(5,949)</b>	<b>(10,800)</b>	<b>(12,531)</b>			
COA	Capital Expenditure / Reserve Transfers							
4760	Transfer to Water Strategy Reserve (EQ)	0	0	0	5	(0)		
	<b>Total Other Economic Services</b>	<b>14,388</b>	<b>13,643</b>	<b>51,329</b>	<b>35,781</b>			
	<b>Total Economic Services</b>	<b>95,078</b>	<b>99,813</b>	<b>348,041</b>	<b>241,805</b>			

Prog	Other Property & Services	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		Budget PROFILE Comments
47	Plant Depreciation	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	
COA	Operating Expenditure							
5012	Depreciation (Other Property & Services)	127,971	114,504	343,517	364,676	(13,467)	*	Non Cash item offset below
7102	Depreciation of Unclassified Assets (Other Property & Services)	0	0	0	0	0		
6890	Depreciation Posted to Jobs (Other Property & Services)	(102,492)	(114,504)	(343,517)	(364,676)	(12,012)	*	Non Cash item offset above
	<b>Total Plant Depreciation</b>	<b>25,479</b>	<b>0</b>	<b>0</b>	<b>0</b>			
Prog	Other Property & Services	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		Budget PROFILE Comments
50	Private Works	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	
COA	Operating Expenditure							
7302	Private Works Expense	141	0	10,000	5,992	(141)		
COA	Operating Income							
7333	Private Works Income	(1,058)	(1,255)	(11,000)	(8,825)	(197)		
	<b>Total Private Works</b>	<b>(918)</b>	<b>(1,255)</b>	<b>(1,000)</b>	<b>(2,833)</b>			
52	Public Works Overheads	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
0342	Provision for Long Service Leave (Public Works Overheads)	0	0	20,000	(9,930)	0		
4312	Superannuation Council 3% (Public Works Overheads)	3,408	5,512	16,540	13,499	2,104		
4322	Superannuation (Manager of Works)	3,725	3,840	11,524	10,641	115		
4332	Superannuation (Public Works Overheads)	24,406	31,740	95,219	74,830	7,334		
4342	Salaries & Wages (Works Manager)	36,471	37,544	112,636	109,943	1,073		
4352	Superannuation Council 3% (Manager of Works)	1,114	1,152	3,457	3,360	38		
4372	Public Works Sundry Expense	2,628	5,692	9,200	10,607	3,064		
4382	Works Manager Expenses	1,163	1,384	4,150	3,614	221		
4392	External Engineering Services	0	3,250	13,000	9,350	3,250		
4402	Sick Leave (Public Works Overheads)	11,162	14,026	38,239	25,646	2,864		
4412	Annual Leave (Public Works Overheads)	13,028	22,369	94,625	75,243	9,341		
4432	Public Holiday Pay (Public Works Overheads)	3,105	3,379	45,047	39,692	274		
4422	Long Service Leave Expense (Public Works Overheads)	0	0	0	25,305	0		
4442	Occupational Health & Safety Expense	2,067	6,226	15,000	4,160	4,159		
4452	Protective Uniform/ Minor Workwear	1,267	0	8,293	9,191	(1,267)		
4602	Training Expense	2,179	3,541	15,000	3,259	1,362		
4652	Works Staff Allowances (Public Works Overheads)	7,261	11,168	33,500	23,288	3,907		
5202	Admin Allocation (Public Works Overheads)	47,486	50,568	151,705	125,474	3,082		
6782	Workers Compensation Insurance (Public Works Overheads)	18,236	20,346	20,854	18,134	2,110		
7422	Less Public Works Overheads Allocated to W & S	(231,313)	(235,996)	(707,990)	(561,824)	(4,683)		
	<b>Total Operating Expenditure</b>	<b>(52,607)</b>	<b>(14,259)</b>	<b>(0)</b>	<b>(0)</b>			
COA	Operating Revenue							
0333	Contrib. & Reimb. (PWO).	0	0	0	0	0		
COA	Capital Expenditure / Reserve Transfers							
7631	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	<b>Total Public Works Overheads</b>	<b>(52,607)</b>	<b>(14,259)</b>	<b>(0)</b>	<b>(0)</b>			

		2021/2022	2021/2022	2021/2022	2020/2021			
53	Plant Operation Costs	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
4472	In House Repairs & Maintenance	70,089	69,340	208,030	197,917	(749)		
4482	Tyre Purchase Expense	6,492	19,168	57,500	34,260	12,676	*	Timing- Tyre Purchase
4492	Parts & Outside Repairs Expense	35,745	50,000	150,000	147,185	14,255	*	Timing - Parts & Outside Repairs Materials & Services
4502	Plant Licences Expense	262	9,196	19,000	18,711	8,934		
4532	Tools & Consumables	8,785	6,668	20,000	20,612	(2,117)		
4542	Fuel, Oil & Grease	90,884	105,000	300,000	216,793	14,116	*	Timing purchase of Fuel & Oil Expenses
4552	Cutting Edges & Tips	1,237	3,000	12,000	8,575	1,763		
5112	Admin Allocation (Plant Operations)	7,306	7,780	23,339	19,304	474		
6772	Insurance Expense (Plant Operations)	41,456	39,989	43,599	37,912	(1,467)		
4512	Less POC Allocated to W & S	(224,520)	(264,488)	(793,468)	(656,863)	(39,968)	*	31 - Program 14 POC allocated across jobs less coa 4513 diesel fuel rebates from plant use
	<b>Total Operating Expenditure</b>	<b>37,735</b>	<b>45,653</b>	<b>40,000</b>	<b>44,407</b>			
COA	Operating Revenue							
4513	Diesel Fuel Rebate	(13,447)	(13,332)	(40,000)	(44,407)	115		
	<b>Total Operating Revenue</b>	<b>(13,447)</b>	<b>(13,332)</b>	<b>(40,000)</b>	<b>(44,407)</b>			
	<b>Total Plant Operation Costs</b>	<b>24,288</b>	<b>32,321</b>	<b>(0)</b>	<b>0</b>			

		2021/2022	2021/2022	2021/2022	2020/2021			
55	Salaries and Wages	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
4362	Unallocated Wages	0	0	0	0	0		
4570	S&W Gov, Corporate & Development Services	345,278	368,288	1,104,869	963,443	23,010	*	Timing Sal & Wages ordinary hours reduced admin
4580	S&W Works & Services	325,811	396,300	1,188,901	1,063,206	70,489	*	Timing Sal & Wages ordinary hours, overtime & casual pool
4600	Less Salary & Wages Allocated	(688,493)	(764,592)	(2,293,770)	(2,009,244)	(76,099)	*	Timing Sal & Wages ordinary hours, overtime & casual pool
4592	Workers Compensation Paid	0	0	0	0	0		
	<b>Total Operating Expenditure</b>	<b>(17,404)</b>	<b>(4)</b>	<b>0</b>	<b>17,404</b>			
COA	Operating Revenue							
4613	Salaries & Wages Reimbursement Received	0	0	0	0	0		
4623	Paid Parental Leave Scheme Income	0	0	0	0	0		
	<b>Total Operating Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			
	<b>Total Salaries and Wages</b>	<b>(17,404)</b>	<b>(4)</b>	<b>0</b>	<b>17,404</b>			

56	Unclassified	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
5022	Overpayments/Recoverables - Expenditure	0	2,500	10,000	8,774	2,500		
	<b>Total Operating Expenditure</b>	<b>0</b>	<b>2,500</b>	<b>10,000</b>	<b>8,774</b>			
COA	Operating Revenue							
2385	Proceeds from Disposal of Assets	0	0	(20,000)	0	0		
5023	Overpayments/Recoverables - Income	0	(2,500)	(10,000)	(7,298)	(2,500)		
3813	Profit on Revaluation	0	0	0	0	0	0	
	<b>Total Operating Revenue</b>	<b>0</b>	<b>(2,500)</b>	<b>(30,000)</b>	<b>(7,298)</b>			
	<b>Capital Expenditure</b>							
4801	Transfer to Land Development Reserve (EQ)	2	0	20,000	17	(2)		
	<b>Total Unclassified</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1,492</b>			
	<b>Total Other Property and Services</b>	<b>(21,161)</b>	<b>16,803</b>	<b>(1,001)</b>	<b>16,062</b>			

List of Accounts Paid - December 2019			
MUNICIPAL ACCOUNT			
Chq/EFT	Date	Name	
5005	21/10/2021	Petty Cash	-246.60
EFT25776	06/10/2021	Department of Mines, Industry Regulation & Safety	-385.11
EFT25777	06/10/2021	Shire of Chapman Valley	-30.00
EFT25778	08/10/2021	Synergy	-376.15
EFT25779	08/10/2021	Australia Post	-195.96
EFT25780	08/10/2021	Chapman Valley Menshed Inc	-800.00
EFT25781	08/10/2021	Complete Office Supplies	-799.55
EFT25782	08/10/2021	Five Star Business Solutions & Innovation	-646.64
EFT25783	08/10/2021	Glenfield Fresh IGA	-22.80
EFT25784	08/10/2021	Local Community Insurance Services	-1834.28
EFT25785	08/10/2021	Norfolk Cleaning Service	-2128.50
EFT25786	08/10/2021	Queens Supa IGA Supermarket	-85.40
EFT25787	08/10/2021	Refuel Australia	-27385.78
EFT25788	08/10/2021	Reg Pomery Building Service	-2585.00
EFT25789	08/10/2021	Seek Ltd	-379.50
EFT25790	08/10/2021	TeletracNavman Australia	-769.45
EFT25791	08/10/2021	Woolworths Group	-206.63
EFT25792	15/10/2021	Building and Construction Industry Training Fund	-75.49
EFT25793	15/10/2021	Shire of Chapman Valley	-8.25
EFT25794	15/10/2021	Synergy	-481.24
EFT25795	15/10/2021	Water Corporation	-850.09
EFT25796	15/10/2021	Baba Marda Road Services	-2783.99
EFT25797	15/10/2021	Bob Waddell & Associates Pty Ltd	-528.00
EFT25798	15/10/2021	Goodyear & Dunlop Tyres (Aust) Pty Ltd	-509.29
EFT25799	15/10/2021	JA Diesel Pty Ltd	-2326.50
EFT25800	15/10/2021	Local Government Insurance Services WA	-54491.49
EFT25801	15/10/2021	Public Libraries Western Australia	-170.00
EFT25802	15/10/2021	Thurkle's Earthmoving & Maintenance Pty Ltd	-12430.00
EFT25803	15/10/2021	Toll Transport Pty Ltd	-75.14
EFT25804	21/10/2021	Australian Taxation Office	-32484.00
EFT25805	22/10/2021	Darrell Graeme Forth	-80.00
EFT25806	22/10/2021	Elizabeth Anne Elliott-Lockhart	-80.00
EFT25807	22/10/2021	Kirralee Jane Warr	-80.00
EFT25808	22/10/2021	Nicole Julie Batten	-80.00
EFT25809	22/10/2021	Synergy	-985.05
EFT25810	22/10/2021	AFGRI	-1745.17
EFT25811	22/10/2021	Allied Forklifts Pty Ltd	-30250.00
EFT25812	22/10/2021	Amazzini & Son	-36.00
EFT25813	22/10/2021	Australasian Performing Right Association Ltd	-88.22
EFT25814	22/10/2021	BOC Limited	-117.68
EFT25815	22/10/2021	Batavia Timber and Salvage	-3058.00
EFT25816	22/10/2021	Battery Mart	-728.20
EFT25817	22/10/2021	Bitutek Pty Ltd	-5856.60
EFT25818	22/10/2021	Bridgestone Tyre Centre	-1303.00
EFT25819	22/10/2021	Bunnings Group Limited	-1358.91
EFT25820	22/10/2021	CJD Equipment Pty Ltd	-253.00
EFT25821	22/10/2021	Cleanaway Co Pty Ltd (Commercial)	-5965.48
EFT25822	22/10/2021	Cleanaway Co Pty Ltd (Domestic)	-6122.93
EFT25823	22/10/2021	Department Of Fire And Emergency Services	-792.00
EFT25824	22/10/2021	Elders	-12889.31
EFT25825	22/10/2021	Erskine Michael Kelly	-118.50



EFT25826	22/10/2021	Geraldton Ag Services	-252.23
EFT25827	22/10/2021	Geraldton Mower & Repair Specialists	-491.40
EFT25828	22/10/2021	Goodyear & Dunlop Tyres (Aust) Pty Ltd	-2181.12
EFT25829	22/10/2021	Great Northern Rural Services	-3291.76
EFT25830	22/10/2021	HL Geospatial	-6024.33
EFT25831	22/10/2021	Hoppys Parts R Us	-247.59
EFT25832	22/10/2021	Integrated ICT	-1171.50
EFT25833	22/10/2021	Ivey Contracting	-1883.75
EFT25834	22/10/2021	Landgate	-54.40
EFT25835	22/10/2021	MOD Designs	-1225.00
EFT25836	22/10/2021	Marketforce Pty Ltd	-3582.65
EFT25837	22/10/2021	McLeods Barristers and Solicitors	-753.50
EFT25838	22/10/2021	Midwest Chemical & Paper	-207.06
EFT25839	22/10/2021	Mitchell & Brown	-996.00
EFT25840	22/10/2021	NAPA - Cows Parts Pty Ltd	-4008.41
EFT25841	22/10/2021	Node1Internet	-657.82
EFT25842	22/10/2021	Paper Plus Office National	-60.29
EFT25843	22/10/2021	Penguin Technologies	-167.00
EFT25844	22/10/2021	Purcher International	-1595.36
EFT25845	22/10/2021	Redi Hire Solutions	-285.00
EFT25846	22/10/2021	Road Runner Mechanical Services	-231.00
EFT25847	22/10/2021	Southside Mechanical Services	-522.50
EFT25848	22/10/2021	Subterranean Service Locations WA	-8079.50
EFT25849	22/10/2021	Sun City Plumbing	-788.70
EFT25850	22/10/2021	Think Water Geraldton	-226.90
EFT25851	22/10/2021	Thurkle's Earthmoving & Maintenance Pty Ltd	-21252.00
EFT25852	22/10/2021	Totally Work Wear	-309.96
EFT25853	22/10/2021	Truckline	-225.37
EFT25854	22/10/2021	Westrac Pty Ltd	-7768.65
EFT25855	29/10/2021	Telstra Corporation Limited	-1082.95
EFT25856	29/10/2021	Abrolhos Mini Concrete	-619.30
EFT25857	29/10/2021	Bitutek Pty Ltd	-163225.10
EFT25858	29/10/2021	Bob Waddell & Associates Pty Ltd	-792.00
EFT25859	29/10/2021	Bolts R Us	-491.92
EFT25860	29/10/2021	Design Catering	-321.20
EFT25861	29/10/2021	Dulux Australia	-199.33
EFT25862	29/10/2021	Geraldton Air Charter Pty Ltd	-1550.00
EFT25863	29/10/2021	Geraldton Cranes Pty Ltd	-885.50
EFT25864	29/10/2021	Goodyear & Dunlop Tyres (Aust) Pty Ltd	-295.00
EFT25865	29/10/2021	HL Geospatial	-2475.00
EFT25866	29/10/2021	Ivey Contracting	-37865.30
EFT25867	29/10/2021	Landgate	-230.60
EFT25868	29/10/2021	Midwest Chemical & Paper	-367.77
EFT25869	29/10/2021	Nabawa Valley Tavern	-833.35
EFT25870	29/10/2021	Pest A Kill WA	-1573.00
EFT25871	29/10/2021	Shire of Chapman Valley	-253.80
EFT25872	29/10/2021	Westrac Pty Ltd	-502.60
DD17364.1	12/10/2021	Aware Super Pty Ltd	-8280.97
DD17364.2	12/10/2021	Australian Super	-417.49
DD17364.3	12/10/2021	Wealth Personal Superannuation and Pension Fund	-510.12
DD17364.4	12/10/2021	BT Business Super	-61.77
DD17364.5	12/10/2021	Rest Superannuation	-257.00
DD17364.6	12/10/2021	Prime Super	-241.49
DD17364.7	12/10/2021	ANZ Smart Choice Super	-259.90

DD17380.1	26/10/2021	Aware Super Pty Ltd	-7526.34
DD17380.2	26/10/2021	Australian Super	-437.17
DD17380.3	26/10/2021	Wealth Personal Superannuation and Pension Fund	-510.12
DD17380.4	26/10/2021	Cameron Fishing Superannuation Fund	-187.49
DD17380.5	26/10/2021	Hostplus Superannuation	-115.12
DD17380.6	26/10/2021	Rest Superannuation	-257.00
DD17380.7	26/10/2021	Prime Super	-241.49
DD17380.8	26/10/2021	ANZ Smart Choice Super	-259.90
			<b>-519746.72</b>

**BANK RECONCILIATION - Muni Accounts**  
**As at 31st of October 2021**

**SYNERGY**

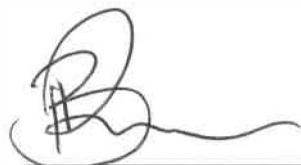
Balance as per Cash at Bank Account GL 160000	489,286.65
Balance as per Cash at Bank Account GL 170000	3,925,462.66
Balance as per Interfund Transfer A/c GL 161100	-
Plus Income on Bank Stmt not in ledgers	-
Less Expenditure on Bank Stmt not in ledgers	-
	<b>\$4,414,749.31</b>

**BANK**

Muni Bank Account (Account No 000040)	486,292.35
Investment Account (Account No 305784)	<u>3,925,462.66</u>
	<u>4,411,755.01</u>
Less Outstanding Payments	-
Plus Outstanding Deposits	2,994.30
Plus Tfer from Trust to Muni <u>or</u> [ Tfer to Trust from Muni ]	-
	<b>\$4,414,749.31</b>

Difference Check 0.00

Completed by:



Beau Raymond - Senior Finance Officer

8/11/21  
Date

Reviewed by:



Dianne Raymond - Mgr Finance & Corporate Services

9/11/2021  
Date



## Corporate Card Statement

28 OCT 2021



SHIRE OF CHAPMAN VALLEY  
THE SHIRE CLERK  
ADMINISTRATION  
C/- POST OFFICE  
NABAWA W A WA 6532

Facility Number

00018023 20000001

Payment Due Date

01 November 2021

Closing Balance

\$264.23

**This amount will be swept from a nominated account.**

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Any statement entries for purchases or cash advances made in a foreign currency include the following: (1) the foreign currency transaction amount converted into Australian dollars by the applicable credit card scheme and (2) the Westpac Foreign Transaction Fee (FX Fee), being the applicable Westpac Processing Fee and the applicable Westpac On-Charged Scheme Fee.

<b>Company Name</b>		<b>Number of Cards</b>		<b>Cash Advance Annual % Rate</b>	
Shire Of Chapman Valley		2		15.65%	
<b>Contact Name</b>		<b>Facility Number</b>		<b>Facility Credit Limit</b>	
The Shire Clerk		00018023 20000001		10,000	
<b>Statement From</b>	<b>Statement To</b>	<b>Payment Due Date</b>	<b>Opening Balance</b>	<b>Closing Balance</b>	<b>Available Credit</b>
21 Sep 2021	20 Oct 2021	01 Nov 2021	0.00	264.23	9,735.77

Payment will be automatically debited on the agreed payment date as recorded in your facility application.

### Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
0.00	0.00 -	264.23	0.00	0.00	0.00	264.23	0.00

Remember, if you have a card, always keep your passcode (PIN) secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode. To learn more about how you can protect your card against unauthorised transactions, or for information about disputed transactions, call us at 1300 650 107 during business hours.

### Complaints

If you have a complaint, contact our dedicated Customer Solutions team on 132 032 or write to us at Westpac Customer Solutions, Reply Paid 5265, Sydney NSW 2001. If an issue has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

Online: [www.afca.org.au](http://www.afca.org.au)

Email: [info@afca.org.au](mailto:info@afca.org.au)

Phone 1800 931 678

Mail: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001



## Corporate Card Statement

SHIRE OF CHAPMAN VALLEY  
THE SHIRE CLERK  
ADMINISTRATION  
C/- POST OFFICE  
NABAWA W A WA 6532

### CARDHOLDER TRANSACTION DETAILS

Cardholder Name	Card Number	Credit Limit	Available Credit
Maurice Battilana	5163 2531 0083 1327	6,000	5,823.52

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Corporate Card Transactions			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
22 SEP	<b>Purchases</b> Crown Promenade Perth Burswood AUS	52.98	Local Cost Week
21 SEP	HOTELS, MOTELS, RESORTS - LO CROWN PERTH THE MERRYW BURSWOOD AUS	77.00	LG Week. Meals
08 OCT	EATING PLACES, RESTAURANTS SEARANGE HOLDINGS PL GERALDTON AUS	46.50	CEO Recruitment Panel lunch
	<b>EATING PLACES, RESTAURANTS</b>		
	<b>Sub Total:</b>	<b>176.48</b>	

### Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
0.00	0.00 -	176.48	0.00	0.00	0.00	176.48	0.00

I have checked the above details and verify that they are correct.

Cardholder Signature \_\_\_\_\_

Date 9/11/21

Transactions examined and approved.

Manager/Supervisor Signature \_\_\_\_\_

Date 9/11/2021



## Corporate Card Statement

SHIRE OF CHAPMAN VALLEY  
THE SHIRE CLERK  
ADMINISTRATION  
C/- POST OFFICE  
NABAWA W A WA 6532

### CARDHOLDER TRANSACTION DETAILS

Cardholder Name	Card Number	Credit Limit	Available Credit
Simon Lancaster	5163 2531 0083 4453	4,000	3,912.25

For enquiries please call 1300 650 107 (8am - 8pm, Monday to Friday). Lost or stolen cards service available 24 hours a day, 7 days a week.

Corporate Card Transactions			
Date of Transaction	Description	Debits/Credits	Cardholder Comments
04 OCT	<b>Purchases</b> AMPOL JOONDALUP 55243F JOONDALUP AUS SERVICE STATIONS	87.75	
	<b>Sub Total:</b>	<b>87.75</b>	

### Summary of Changes in Your Account Since Last Statement

From Your Opening Balance of	We Deducted Payments and Other Credits	And We Added				To Arrive at Your Closing Balance of	Total Past Due / Overlimit balances
		New purchases	Cash advances	Fees, Interest & Government Charges	Miscellaneous Transactions		
0.00	0.00 -	87.75	0.00	0.00	0.00	87.75	0.00

I have checked the above details and verify that they are correct.

Cardholder Signature

Date

5/11/21

Transactions examined and approved.

Manager/Supervisor Signature

Date

5/11/2021

Remember, if you have a card, always keep your passcode (PIN) secret - don't tell anyone or let them see it. Never write your passcode on your card or on anything that could be lost or stolen. If you do need to record a reminder, you must make every effort to disguise it. You may be liable for losses if you don't protect your passcode. To learn more about how you can protect your card against unauthorised transactions, or for information about disputed transactions, call us at 1300 650 107 during business hours.

### ATTACHMENT 10.3.1(a)

**From:** Maurice Battilana

**Sent:** Friday, 22 October 2021 12:05 PM

**To:** Cr Beverley Davidson <[crdavidson@chapmanvalley.wa.gov.au](mailto:crdavidson@chapmanvalley.wa.gov.au)>; Cr Darrell Forth (<[CrForth@chapmanvalley.wa.gov.au](mailto:CrForth@chapmanvalley.wa.gov.au)> <[CrForth@chapmanvalley.wa.gov.au](mailto:CrForth@chapmanvalley.wa.gov.au)>; Cr Kirrilee Warr (<[crwarr@chapmanvalley.wa.gov.au](mailto:crwarr@chapmanvalley.wa.gov.au)> <[crwarr@chapmanvalley.wa.gov.au](mailto:crwarr@chapmanvalley.wa.gov.au)>; Cr Liz Elliott-Lockhart (<[creliott-lockhart@chapmanvalley.wa.gov.au](mailto:creliott-lockhart@chapmanvalley.wa.gov.au)> <[creliott-lockhart@chapmanvalley.wa.gov.au](mailto:creliott-lockhart@chapmanvalley.wa.gov.au)>; Cr Nicole Batten (<[CrBatten@chapmanvalley.wa.gov.au](mailto:CrBatten@chapmanvalley.wa.gov.au)> <[CrBatten@chapmanvalley.wa.gov.au](mailto:CrBatten@chapmanvalley.wa.gov.au)>; Cr Peter Humphrey (<[CrHumphrey@chapmanvalley.wa.gov.au](mailto:CrHumphrey@chapmanvalley.wa.gov.au)> <[CrHumphrey@chapmanvalley.wa.gov.au](mailto:CrHumphrey@chapmanvalley.wa.gov.au)>; Cr Trevor Royce (<[croyce@chapmanvalley.wa.gov.au](mailto:croyce@chapmanvalley.wa.gov.au)> <[croyce@chapmanvalley.wa.gov.au](mailto:croyce@chapmanvalley.wa.gov.au)>; Trevor Royce (Private) (<[valandtrevor8@gmail.com](mailto:valandtrevor8@gmail.com)> <[valandtrevor8@gmail.com](mailto:valandtrevor8@gmail.com)>

**Cc:** Simon Lancaster (<[dceo@chapmanvalley.wa.gov.au](mailto:dceo@chapmanvalley.wa.gov.au)> <[dceo@chapmanvalley.wa.gov.au](mailto:dceo@chapmanvalley.wa.gov.au)>

**Subject:** Elected Member Vacancy

Councillors

I have sought legal advice from the Dept. Government & WALGA on what options Council has regarding the vacant Elected Member position we still have after both the Ordinary & Extraordinary Election processes.

The options are:

1. Run another Extraordinary Election – This would be at a cost and would require Council to set a date at an OCM. The Act stipulates a set timeframe to hold the extraordinary election, which would put the nomination period & Election Day into the Christmas/New Year & January holiday period so is not considered appropriate;
2. Appointee - Appoint a person who would be eligible to be a candidate for election to the office and who is willing to accept the appointment.

After discussions with the President, it was felt perhaps Option 2 (appointment) is the preferred path forward. However, your comments are requested on both the options presented above.

Discussions at the last OCM on the options available included the possible reduction of the total number of Elected Members from 8 to 7. After seeking legal advice from DLG & WALGA the reduction in numbers is not an option in this circumstance and if Council wanted to do this it would need a full representation review for the 2023 Ordinary Election, which includes a full public consultation process and approval from the LG Advisory Board then the Minister (not dissimilar to the Ward Representation Review process we went through a few years ago). Therefore, we cannot entertain this as an option now.

#### **Appointee**

The President has requested Elected Member (only if they want to [i.e. this is not mandatory]) provide the CEO with **ONE** name of an eligible person to be considered for approaching by the President to be appointed an Elected Member for the Shire.

To be an ***Eligible Person*** they must be on the current Electoral Roll and must complete the Candidate Induction course. If you are not sure if the person you think could be listed as a possible appointment to Council is eligible please contact me (or Simon in my absence) and this will be clarified.

Closure Date: Only If you want to, please provide the CEO with the name of a person you think may be a suitable appointee by ***COB 29 October 2021*** to be approached by the President.

**Please do not contact the person direct. This is a task the President will do once the preferred person is established by an Elected Member Poll. It would not be fair to raise expectation of several people only to have them disappointed if they are not appointed by Council.**

### **Poll**

Once we have a list of names (and if there is more than one) the President has suggested we conduct a Poll of Elected Members to determine the preferred person. When this is established, the President will contact this person to confirm their willingness and (if they are willing) request they complete the Candidate Induction course before this is put to a Council OCM for formal endorsement (by Absolute Majority).

If you required clarification, please do not hesitate to contact me (or Simon in my absence)

**Maurice Battilana | CHIEF EXECUTIVE OFFICER**





CORPORATE BUSINESS PLAN

Shire of Chapman Valley Corporate Business Plan & Progress Report - Council Endorsed March 2021 OCM 2021 (Minute Reference: 03/21-03)									
Our Vision: "We are a thriving community , making the most of our coastline, ranges and rural settings to support us to grow and prosper."									
Link to Strategic Community Plan (SCP)									
SCP Ref	SCP Objectives	SCP Strategy	SCP Actions	Completed 2017 to 2020	Status Report 2021 - 2024 Items	Short-Term June 2022	Medium-Term 2023 and 2024	Long -Term 2024 and beyond	No Timeline (Ongoing)
1 Community and Lifestyle									
1.1	Nurture the sense of community	Development of plans relevant to population needs	Review existing plans and develop new plans as required	CDO to review all existing community plans, strategies, policies, procedures, etc., to determine gaps. BHP Master Plan, Nanson Showgrounds Master Plan endorsed by Council. Coronation Beach Master Plan under review. LP Strategy & TP Scheme reviews in progress.	Discussion on an Annual Community Event yet to be commenced. Item for TEWG discussions.  Mills Lookout & Coronation Beach Plans still being worked on.  Work with Tourism Operators and Community organisations to develop annual community event(s)  Develop (in-house) and commence Implementation of a Mills Lookout Master Plan		Work with Tourism Operators and Community organisations to develop annual community event(s)  Continue Implementation of the Mills Lookout Master Plan	Work with Tourism Operators and Community organisations to develop annual community event(s)  Continue Implementation of the Mills Lookout Master Plan	Continue to promote a sense of community at every opportunity.
		Determine a whole of Shire community integration approach	Advocate a sense of community when opportunity arises.	Community Facebook established not controlled by the Shire to ensure independence exists.					
1.2	Strengthen our advocacy role and regional partnerships to support the provision of local services and facilities	Maintain close relationships with neighbouring shires and regional bodies	Participate in and advocate for regional resource sharing and cross-boundary cooperation.	Promote the most appropriate and beneficial Dongara to Northampton Transport Corridor for social, economical, cultural & heritage benefit of the Shire, regional, State & Nation. Negotiations have been undertaken & affected community members encouraged to participate in lobbying MRWA, MWDC & local parliamentarians on this matter. Regional approach successful with High Speed Fixed Wireless Project (i.e. Shires of CV & NR). MRWA has determined DNTC preferred route and is pending Main Roads public consultation process	Informal discussion continuing with regional LGAs on resource sharing. Work Health Safety Coordinator to be shared with the Shire of Northampton  Regional Waste Collection Contract being revisited for tender.  Discussion ongoing with MRWA on promoting upgrades to Chapman Valley Rd.  Planning Services continue to be offered to a number of LGAs	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.  Continue to work with Main Roads to improve Chapman Valley Road.  Ongoing. Planning services proved by SoCV to several LGAs.	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.  Continue to implement interpretive, Tourism & Heritage Signage (European and Aboriginal) throughout the Shire (e.g. digital, fixed, etc.).	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.  Continue to promote the need to acquire land and build the ONIC as an integral aspect to future development of the Oakajee Industrial Estate.  Consider regional resource sharing opportunities with other Local Government Authorities.  Continue to advocate for the Heavy Haulage route to be Option 6 (NWCH, ONIC, Moonyoonooka-Yuna Rd)  Advocate for power consistency and engagement with Western Power on investigating options to restore power from outages faster.
		Be present in conversations and gatherings related to the provision of essential and desired services for Chapman Valley residents and visitors	Participate in and advocate for regional resource sharing and cross-boundary cooperation.						
1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program	Full Policy Review undertaken along with specific annual review of Road Hierarchy Procedure.	Reviewed annually.				Annual Review of RW Program, Road Hierarchy & Plant Replacement Program
		Enhance community and property security	Encourage improved communications and security across the Shire	Investigated funding opportunities and Shire budget for installation of CCTV systems. Federal Government grant received. CCTV to be installed in 2019 at BHPCC, Nabawa Depot, Nabawa & Yuna Refuse Site & Mills Lookout.					
2 Economic Development and Business Attraction									
2.1	Build population and business activity through targeted strategies	Support business development	Ensure Planning is in place to encourage business development	Investigate usage opportunities for Yuna Memorial Hall for Council consideration. Community and Council representatives have meet with Staff to develop strategies and recommendations for Council consideration on future use of Yuna Hall. Policies & Procedures are reviewed at least annually.	Policies & Procedures are reviewed at least annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Council to consider the possible establishment of an Economic Strategy with recommendations for business incentives.  Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.  TEWG Budget requests considered in Annual Budget Workshop Cycles.
2.2	Provide support for business development and local employment	Research mixed land use opportunities	Investigate possible planning improvements						
		Consider business start- up incentives	Investigate possible planning improvements						
		Encourage digital network development in the Valley	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications	Continue to develop High Speed Fixed Wireless Internet Service or alternative technologies to improve business retention and growth to as much of the Shire as possible. Application by Logic IT (Shire of CV's preferred ISP/Carrier) with State Government was successful. Internet Service now established.	No further action to date for additional business Workshops.  No further action taken to analysis High Speed Fixed Wireless service at this stage.	Promote business training and assistance opportunities, RSM workshops.  Farm business chat group & tourism business alliance.  High Speed WIFI project review and analysis? Could the results be used as leverage and promotion of small business opportunities in CV			Continued investigate improvement of telecommunication within the Shire
2.3	Welcome local tourism and participation in regional strategy	Research and develop local tourism plan	Encourage Tourism Operators to establish an Alliance for them to develop and implement a Local Tourism Plan. This must be industry driven, not Shire driven.	CDO has made contact with Tourism Operators within Shire to bring them together for opportunity to network, explore options to support each other and determine where shire fits in a support role. The preferred model is for the Shire to assist and support tourism in CV and for tourism to bedriven by businesses not the Shire. Survey compiled and distributed by CDO & Shire Tourist Working Group seeking feedback & data to assist with report & recommendations presented to Council for consideration. Moresby Range Eco Tourism Master Plan underway. Item in 20/21 Budget for Heritage Signage consideration (e.g. fixed, digital, etc.). Coronation Beach Master Plan Review underway. Mills Lookout Plan being developed. FABCV being established as another community group.	Moresby Range Master Plan still being developed by DBCA. SoCV has representation on the Steering Group. SoCV Tourism & Events Working Group has established signage improvements, with line item included in the 21/22 Budget. Mills Lookout & Coronation Beach Plans still being developed. 21/22 Budget includes items to continue implementation of BHPCC Plan.	Complete Moresby Range Master Plan for Eco Tourism at DBCA Reserve & commence implementation of the Plan. Investigate Heritage, Cultural Interpretive signage (fixed, digital, etc.) throughout the Shire (European & Aboriginal)  Complete Coronation Beach & commence implementation of the Plan. Continue implementation of Plans (e.g. Bill Hemsley Park, Nanson Showgrounds, Mills Lookout).	Investigate a "Welcome To..." signs for CV Townsites.  Continue Implement installation of European & Aboriginal Interpretive signage (fixed, digital, etc.) throughout the Shire  Continue implementation of Plans (e.g. Coronation Beach, Bill Hemsley Park, Nanson Showgrounds, Mills Lookout).	Continue Implement installation of European & Aboriginal Interpretive signage(fixed, digital, etc.) throughout the Shire  Continue implementation of Plans (e.g. Coronation Beach, Bill Hemsley Park, Nanson Showgrounds, Mills Lookout).	Work with Stakeholders to implement aspects of Moresby Range ECO Tourism Master Plan  Work with Stakeholders to implement aspects of Moresby Range ECO Tourism Master Plan
		Explore support needed by local tourism industries	Encourage Tourism Operators to establish an Alliance for them to develop and implement a Local Tourism Plan. This must be industry driven, not Shire driven.	If Tourism Operators are interested in establishing an Alliance the CDO to work with this Group to develop a Local Tourism Plan. Survey compiled and distributed by CDO & Shire Tourist Working Group seeking feedback & data to assist with report & recommendations presented to Council for consideration. CVHS appoints Voluntary Caretaker at Museum during peak periods. Part of annual Budget cycle to consider items listed in the Master Plan. Tourism & Business organisation attended Shire organised business planning workshop at Nukarra in 2020.					
2.4	Ensure town planning complements economic development activities	Town Planning Review/Initiatives	Ensure Planning is in place to encourage economic development activities	Planning Schemes & Strategies Reviewed. BHP Master Plan, Nanson Showgrounds Master Plan, LP Strategy endorsed by Council. Coronation Beach Master Plan under review. TP Scheme and LPS review in progress.	Reviewed annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Advocate and work with key stakeholders for the establishment of the Buller River Mouth as a day-use tourism precinct (not SoCV managed or controlled).
3 Environmental Protection and Sustainability									

CORPORATE BUSINESS PLAN

Link to Strategic Community Plan (SCP)									
SCP Ref	SCP Objectives	SCP Strategy	SCP Actions	Completed 2017 to 2020	Status Report 2021 - 2024 Items	Short-Term June 2022	Medium-Term 2023 and 2024	Long -Term 2024 and beyond	No Timeline (Ongoing)
3.1	Preserve the Natural Environment and address environmental risks as they arise.	Manage the impact of waste, water, weed and vermin control on the environment	Investigate option of manning the Nabawa Transfer Station.	Investigate the cost benefits and logistics of manning the Nabawa Transfer Station. This could form part of the Service Delivery Review project or done in isolation. Service Delivery Review discontinued- Menshed contracted to opened/close Nabawa Site. Ranger undertaking random inspections of site.	No further action to date. CCTV coverage appears to be addressing illegal issues.	Continue investigating solutions to non-residents using Nabawa Refuse Site			
			Investigate option of improving monitoring of Nabawa Transfer Station (e.g. cameras)	Identify key hotspot locations within the Shire and investigate funding opportunities and Shire budget for installation of CCTV systems. Federal Government grant received. CCTV installed at Nabawa Refuse Site & Mills Lookout in July 2019	Additional sites identified to install CCTV and placed into 21/22 Budget (e.g. Fig Tree Camping Site, Yuna Golf Club, Coronation Beach).				Continue to investigate solutions to use of Refuse site by non-residents
			Continue to review resource allocation to control declared weeds on Shire owned/controlled land.	Ongoing weed control program continues on Shire owned and controlled land. Part of annual budget cycle.	Line item placed into 21/22 Budget to look at dealing with nuisance weeds in Shire.				Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.
			Lobby responsible agencies, departments and landowners to control weeds and vermin on their properties		Line item placed into the 21/22 Budget to look at dealing with nuisance weeds in Shire.				Encourage all landowners to control; nuisance weeds and pest on their land.  Work with the NBG to control or eradicate pest (e.g. dogs, pigs, etc.).
		Monitor and manage water supply and quality	Advocate with Water Corporation to continue to manage and monitor water supply and quality	Budget consideration for installation of water to Cemetery BHP bore water supply installed & Operational. Grants received for \$28,000 (BBF) and acquitted. Item included in 19/20 Adopted Budget for Cemetery water supply. Tank installed. Grant application submitted successful to upgrade Rockwell Bore water supply to Yuna Townsite gardens.	Water established at Nabawa Cemetery.  Rockwell bore, water pipeline and tanks upgraded in 2021.				Ongoing dialogue with Water Corporation
		Install rainwater tanks on new and existing buildings	Encourage landowners to install rainwater tanks on new and existing buildings. Shire to lead by example by installing rainwater tanks in their buildings.	Brochure being obtained from Water Corp. for inclusion into Building Permits issued.	NFA				Encourage landowners to install rainwater tanks. Perhaps by a leaflet included with Building Permit returns.
3.2	Maintain the rural identity of the Shire	Develop the western peri-urban environment in context to our rural lifestyle	Ensure Planning is in place to encourage peri-urban development activities.	TPS and LPS under review.	Review of LPS completed, yet to be endorsed by WAPC. Community engagement commenced on issues with LPS amendments required by WAPC.				
		Ensure recreational, tourism activities on lifestyle blocks have minimal impact on sustainable farming	Ensure Planning is in place to encourage tourism activities or lifestyle blocks are developed, whilst recognising WAPC State Planning Policies and State direction on protecting prime agricultural land.	Moresby Range Eco Tourism Strategy underway. Being lead by DBCA.	Moresby Range Plan progressing. Under control of DBCA.	Investigate with DBCA possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Work with DBCA on the possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Work with DBCA on the possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.
4 Physical and Digital Infrastructure									
4.1	Develop, manage and maintain built infrastructure	<a href="#">Asset Management Plan</a>	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	BS/PO to investigate new half court at Yuna Playground for budget consideration. Item included in 19/20 Budget for Backboard & Pole only. Half Court not endorsed.	CBP reviewed at least annually.  SCP will be reviewed in 2021/2022	Full Review of Strategic Community & Corporate Business Plans			
				BS/PO to investigate upgrade to Rockwell Bore pump for budget consideration. Rockwell Bore upgrade works undertaken in 18/19. New bore established in January 2020. Ongoing discussions with Yuna community and Yuna School on the supply of water to the community gardens and school. Grant application successful to upgrade water line, solar panels & tanks.	Rockwell bore, water pipeline and tanks upgraded in 2021.				Review Integrated Plans as required to ensure they are relevant and compliant.
				BS/PO to investigate upgrade to Coronation Beach Playground for budget consideration. Project not included in Budgets. Minor works undertaken only. Coronation Beach Master Plan being reviewed in 19/20. New Playground for Coronation Beach included in the 20/21 Budget. Funded through the LRCIP Grant Program.	New Nature Playground install at Coronation Beach.				
		Development Projects	Review Strategic Community Plan to identify possible development projects	Reviewed Annually	SCP to be reviewed in 2021/2022	Next full Review due in 2021/2022.			Review Integrated Plans as required to ensure they are relevant and compliant.
4.2	Manage and maintain roads, drainage and other essential infrastructure	Capital Road Works Programs	Review Road Hierarchy and Ten Year Road Works Program	Reviewed Annually	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	
		Plant Replacement Programs	Review Plant Replacement Program	MWS to investigate alterations to Traffic Calming infrastructure along Eliza Shaw Drive to improve safety for budget consideration. Traffic Calming alterations undertaken at Parkfalls Estate along Eliza Shaw Rd	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	Annual Review of RW Program, Road Hierarchy & Plant Replacement Program
4.3	Aspire to robust communication and digital infrastructure in the Shire	Engage with infrastructure and service providers	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications	Wi-Fi tower & equipment included in the 20/21 Budget. Funded through the LRCIP Grant Program. Free Wi-Fi supported at Coronation Beach.	Item placed into the 21/22 Budget.	Investigate & implement improved Digital Online information on tourism & camping precincts (e.g. online internet advice on vacancies, wind conditions, etc. at Coronation Beach. Remotely controlled vacancies notice board on NWCH advising of vacancies at Coronation Beach).	Implement improved Digital Online information on tourism & camping precincts.	Implement improved Digital Online information on tourism & camping precincts.	Continue to consider efficiency improvements
		Lobby and advocate for the best possible services and solutions			No Further action on strategic approach to telecommunication infrastructure within Shire.	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	

CORPORATE BUSINESS PLAN

<a href="#">Link to Strategic Community Plan (SCP)</a>									
SCP Ref	SCP Objectives	SCP Strategy	SCP Actions	Completed 2017 to 2020	Status Report 2021 - 2024 Items	Short-Term June 2022	Medium-Term 2023 and 2024	Long -Term 2024 and beyond	No Timeline (Ongoing)
5 Governance and Accountability									
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines	Complete current review of Council Policies and Procedures to ensure compliance and relevance. Full Review completed in 2018. All Policies & Procedures are reviewed at least annually.	Reviewed annually.	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Ongoing review of Council Policies and Procedures to ensure compliance and relevance.
5.2	Be accountable and transparent in managing resources	<a href="#">Asset Management Plan</a>	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	Establish a Master Plan for the CV Showgrounds Reserve & commence implementation of items in the Plan. Master Plan endorsed by Council.	Nanson Showgrounds Implementation of Plan is ongoing and subject to financial capability. Allocations placed in 21/22 Budget. Significant works have been undertaken to date.	Continue implementation of CV Showgrounds Master Plan	Continue implementation of CV Showgrounds Master Plan	Continue implementation of CV Showgrounds Master Plan	Review Integrated Plans as required to ensure they are relevant and compliant.
				Additional Toilets (LRCIP) & Power Upgrades included in 20/21 Budget.	Plan is considered as part of annual budget cycle.	Continue implementation of Bill Hemsley Park Concept Plan	Continue implementation of Bill Hemsley Park Concept Plan	Continue implementation of Bill Hemsley Park Concept Plan	
				CEO residence has been removed from Building Capital Works program by resolution of Council. No further action.	No further action required.	No further action.	No further action.	No further action.	
			Review Long Term Financial Plan regularly and maintain integration with other Strategic Plans within the Shire	Reviewed Annually	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	
		<a href="#">Long Term Financial Plan</a>	Review Workforce Plan regularly and maintain integration with other Strategic Plans within the Shire		Review to be undertaken in 2021/2022.	Undertake Full Review			
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references for decision making	Reference Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan regularly as part of decision making process	Desktop copies not practicable. Reverted to providing CBP with Status comments in the monthly Staff Report for Council information.	CBP Status Reports provided to Elected Members in monthly Staff Information Report.				Ongoing reference to IPR as part of decision making process. Continue to provide Councillors with a CBP Progress Report as part of the Staff Information Reports.
		Regular and relevant briefings to Elected Members	Continue with Staff Information Reports and Concept Forum Sessions with Council	List for discussion with Councillors & Senior Staff options for to improve communication. Monthly Staff Information Reports provide Elected members with updated information on various internal and external matters.	Ongoing				Ongoing process of Councillor Briefing with improvements introduces as required.
5.4	Ensure robust process for economic and infrastructure development	Town Planning Review/Initiatives	Ensure Planning is in place to encourage economic development activities	BHP Master Plan, Nanson Showgrounds Master Plan, BHPCC Master Plan & LP Strategy endorsed by Council. Local Planning Policies currently awaiting WAPC approval.	Reviewed annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.

Note: Resource requirements for this Corporate Business Plan are incorporated in the Shire's Long Term Financial Plan which can be accessed through this link -- [Link to Long Term Financial Plan](#)