

ORDINARY COUNCIL MEETING

AGENDA

**8:30am Thursday
21 April 2022
Council Chambers**

APRIL 2022

SHIRE OF CHAPMAN VALLEY
Jamie Criddle
CHIEF EXECUTIVE OFFICER

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



SHIRE OF
Chapman Valley
Love the rural life!

DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

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.

A handwritten signature in black ink, appearing to read 'Jamie Criddle', is positioned above the printed name and title.

Jamie Criddle
CHIEF EXECUTIVE OFFICER

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ORDER OF BUSINESS

1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.

2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

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

3.1 Attendees

3.2 Apologies

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

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

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

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 16 March 2022

That the Minutes of the Ordinary Meeting of Council held Wednesday 16 March 2022 be confirmed as true and accurate.

9.0 ITEMS TO BE DEALT WITH EN BLOC

10.0 OFFICERS REPORTS

10.2

Manger of Finance & Corporate Services

10.2 AGENDA ITEMS

10.2.1 Financial Reports for March 2022

10.2.2 Community Growth Fund Applications

10.2.3 Elected Members Budget Request 2022/2023

10.2.1 Financial Management Report

PROPONENT:	Shire of Chapman Valley
SITE:	Shire of Chapman Valley
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	21 April 2022
AUTHOR:	Dianne Raymond, Manager Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.1(a)	March 2022 Financial Management Reports		✓
10.2.1(b)	Confidential List of Accounts March 2022		✓

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 March 2022 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

Nil

FINANCIAL IMPLICATIONS

As presented in the Financial Management Report for March 2022

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

STAFF RECOMMENDATION

That Council receives the financial management report supplied under separate cover for the month of March 2022 comprising the following:

Statement of Financial Activities with notes

Note 1 – Net Current Assets

Note 2 – Cash & Financial Assets

Note 3 – Receivables

Note 4 – Other Current Assets

Note 5 – Payables

Note 6 – Rate Revenue

Note 7 – Disposal of Assets

Note 8 – Capital Acquisitions

Note 9 – Borrowings

Note 10 – Lease Liabilities

Note 11 – Cash Reserves

Note 12 – Other Current Liabilities

Note 13 – Operating Grants and Contributions

Note 14 – Non Operating Grants and Contributions

Note 15 - Trust Funds

Note 16 - Explanation of Material Variances

Additional Information

Budget by Program

Summary of Payments

Bank Reconciliation

Credit Card Statement

10.2.2 Community Growth Fund Applications

PROPONENT:	Various Applications
SITE:	Shire of Chapman Valley
FILE REFERENCE:	403.10
PREVIOUS REFERENCE:	Not Applicable
DATE:	21 April 2022
AUTHOR:	Dianne Raymond, Manager of Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.2 (a)	Unconfirmed Minutes Community Growth Fund Advisory Group		✓
10.2.2 (b)	Community Growth Fund Operational Procedure		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council has in previous budgets set an amount aside of \$30,000 for Community Growth Fund (CGF) applications. Prior to COVID-19 Pandemic discussion was had for any unused portion to be transferred to a reserve fund. This reserve transfer has never eventuated with budget constraints not allowing to grow these funds. Applications opened 14 February 2022 and closed 18 March 2022 with the Community Growth Fund Advisory Group meeting held on 29 March 2022 for evaluation of all applications in readiness for Council determination.

COMMENT

The Shire of Chapman Valley Community Growth Fund (CGF) Advisory Group comprises of the following Council appointed representatives:

Cr Kirrilee Warr (Presiding Member)
Cr Bev Davidson
Cr Royce
Cr Low
Chief Executive Officer
Manager Finance & Corporate Services
Community Development Officer

The purpose of the Advisory Group is as follows:

“Evaluate applications received for funding under the Shire of Chapman Valley Community Growth Fund program in accordance with Guidelines, policies and procedures set by Council and make recommendations to Council to allocate funds.”

A copy of the Unconfirmed Minutes of the CGF Advisory Group held on the 29 March 2022 is provided at Attachment 10.2.1(a).

- Total of all Submissions received - \$31,000

STATUTORY ENVIRONMENT

Nil

POLICY/PROCEDURE IMPLICATIONS

Council has approved the CGF Operational Procedures (see Attachment 10.2.2(b)) and this was the basis upon which the Group evaluated the applications received.

FINANCIAL IMPLICATIONS

The CGF Advisory Group recommendations will affect the 2022/2023 Draft Budget; however, will have similar

impact to the financial position as previous years.

Long Term Financial Plan (LTFP):

No affect envisaged on Council's LTFP

STRATEGIC IMPLICATIONS

Supporting Community organisations and individuals in accordance with the CGF Operational Procedures is designed to develop and assist the Chapman Valley community. It is also designed to remove the ongoing, periodical requests for funding assistance requests made to Council.

Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
1.1	Nurture the sense of community	Determine a whole of Shire community integration approach	Advocate a sense of community when opportunity arises

CONSULTATION

The Community Development Officer has had regular dialogue with the groups and individuals within the community to explain the CGF Operational Procedures and will continue to do this.

RISK ASSESSMENT

Low impact, minor risk rating as below:

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

VOTING REQUIREMENTS

Simple Majority

ADVISORY GROUP RECOMMENDATION / STAFF RECOMMENDATION

1. Minute Ref: CGF 03/22-4 – Community Growth Fund Allocations

Council receives the minutes from the 29 March 2022 Community Growth Fund Advisory Group meeting and endorses the following funding allocation under the Shire of Chapman Valley's Community Growth Funds for 2022/2023 budget consideration:

Chapman Valley Agricultural Society	What Does the Chapman Valley Show Mean to you? (Banner project)	\$ 5,000
Yuna CWA	Yuna CWA buildings restoration	\$ 10,000
Chapman Valley Historical Society	Bush Timber & Iron Lean-To Structure Over Gas Barbecue	\$ 2,500
		\$ 17, 500

10.2.3 Elected Members Budget Request 2022/2023

PROPONENT:	ELECTED MEMBERS
SITE:	SHIRE OF CHAPMAN VALLEY
FILE REFERENCE:	306.00
PREVIOUS REFERENCE:	NOT APPLICABLE
DATE:	21 APRIL 2022
AUTHOR:	Dianne Raymond, Manager of Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.3 (a)	Cr Humphrey Budget Request		✓
10.2.3 (b)	Works & Services Policy, Procedures & Guidelines		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Councillors are invited to submit any budget requests for the forthcoming draft budget by the 1st April each year. Also, users of Shire owned/controlled facilities were encouraged to put items forward for the Building & Disability Services Committee to consider, which have subsequently been recommended to Council at the March 2022 OCM for budget consideration.

COMMENT

Elected Members budget requests have been received from Cr Humphrey (**Attachment 10.2.3(a)**) of which a summary of the original request has been inserted below (numbered for reference only and not to be considered as being in any order of priority). Note these requests have not previously been before any relevant Committee to date. Additional Shire Own (employee) resources for these items will have an impact on future budgets.

1	Reinstatement Shire Infrastructure	Shire to clear excess sand, dead wattles and rabbit warrens from bridle trails and reinstate them to their original condition	Shire own Resources	\$20,000	No quotes provided, elected member estimate only
2	Reinstatement Shire Infrastructure	Fertilize area and seed with an appropriate ground cover to prevent further wind erosion preferably couch grass	Contractor Resources	\$10,000	No quotes provided, elected member estimate only
3	Reinstatement Shire Infrastructure	Checks need to be done over a certain time to ascertain growth and refertilize and reseed if required.	Contractor Resources	\$5,000	No quotes provided, elected member estimate only
4	Reinstatement Shire Infrastructure	Regular mowing during growth sessions	Shire own Resources	\$10,000	No quotes provided, elected member estimate only
5	Under Road Drainage Problems Parkfalls Estate	Regular cleaning and flushing of these pipes wherever required during the month of March for	Contractor Resources	\$5,000	No quotes provided, elected

		them to be clean prior to winter rains			member estimate only
6	Pest Management	Shire of Chapman Valley to accept responsibility for what land is theirs and to work in conjunction with landholders and all other relevant agencies. To obtain advice and determine course of action required to achieve the outcomes which were identified in the Community Strategic Plan. Objective is to eradicate rabbits and pest plants from residential area some of which are toxic to ruminant animals. Request that the shire budget an amount of \$50,000 each year for the next 3 years to complete the above program		\$50,000 22/23 \$50,000 23/24 \$50,000 24/25	No quotes provided, elected member estimate only
7	Road Replacement Western Regions	Allocate \$100,000 each year into an account specifically quarantined for the purpose of the replacement of roads within the rural / residential estates controlled by the shire		Ongoing \$100,000	No quotes provided, elected member estimate only

STATUTORY ENVIRONMENT

Council adopts the Annual Budget in accordance with the Local Government Act and associated Regulations at which time all items listed in the Draft Budget are considered.

Local Government Act 1995 Local Government (Financial Management) Regulations 1996

7. Separate ward accounts not to be kept etc.

A local government is to have regard to the needs of the inhabitants of the district as a whole and is not to —

(a) keep separate ward accounts; or

(b) determine expenditure on the basis of revenue from a ward.

While Council do not operate a ward system, the purpose of the regulation still applies in this case. Council would be treading on dangerous ground in quarantining funds which could contradict a number of existing Council Policies and regulations.

POLICY/PROCEDURE IMPLICATIONS

IMP – 014 Drains & Culverts

IMP – 017 Road Work Funding Allocation Process

IMP – 020 MWRRG – Significant Road

IMP – 025 Road Hierarchy

There is a Policy in place dealing with request No. 5 (IMP – 014 Drains & Culverts) and an existing maintenance expenditure item.

There are also a number of Council Policies dealing with the process of funding for road projects, request No. 7 (IMP – 017 Road Work Funding Allocation Process, IMP – 020 MWRRG – Significant Road, IMP – 025 Road Hierarchy) to take into consideration.

FINANCIAL IMPLICATIONS

The 2022/2023 Draft Budget allocations will be set as per the Council Resolution; however, these can be altered either at this meeting or the meeting when Council considers adopting the 2022/2023 Budget. All elected members items will

have an effect on the 2022/2023 Draft Budget with some large capital expenditure items, staff have not had the opportunity to obtain estimate costs for any of the items.

Long Term Financial Plan (LTFP):

Additional staff resources will have an effect on the LTFP

STRATEGIC IMPLICATIONS

The current Strategic Community Plan review has yet to be endorsed by council, of which some items refer.

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

The Budget process includes Committee meetings (e.g. Buildings, Infrastructure Roads) and consultation with Elected Members, users of Shire owned/controlled facilities & staff to establish a Draft Budget for Council consideration. The budget process also needs to consider the Integrated Planning & Reporting (IPR) documents to ensure the draft presented identifies existing items and any alteration to the long-term planning for the Shire. Any new items in the Corporate Business Plan will need to be noted in the Annual Financial Reporting.

RISK ASSESSMENT

The risk rating varies from Minor to Major dependent on the estimated costs for each item

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
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
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies

VOTING REQUIREMENTS

Simple Majority

(Note: There is no Staff Recommendation provided as this is considered a matter for Elected Member deliberation and determination)

COUNCIL RECOMMENDATION

Council endorses the following items presented for further consideration to be included in the 2022/2023 Draft Budget:

10.3

Chief Executive Officer

10.3 AGENDA ITEMS

10.3.1 Chapman Valley Bushfire Brigades Advisory Group

10.3.1**Chapman Valley Bushfire Brigades Advisory Group**

PROPONENT:	Shire Of Chapman Valley
SITE:	Shire Of Chapman Valley
FILE REFERENCE:	601.08
PREVIOUS REFERENCE:	NA
DATE:	21st April 2022
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.1(a)	Chapman Valley Bushfire Brigades Group Management Advisory Committee Minutes – 5 th April 2022		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The Chapman Valley Bushfire Brigades Group Management Advisory Committee met at the Shire of on the 5th April 2022.

COMMENT

Rather than repeat information I refer Councillors to the Minutes at **Attachment 10.3.1(a)**

STATUTORY IMPLICATIONS / REQUIREMENTS

- *Local Government Act 1995 & associated Regulations;*
- *Bushfire Act, 1954*

POLICY IMPLICATIONS

Council's Management Procedure EMP-005 provides guidelines and procedures for the appointment of Bush Fire Control Officers i.e.

MANAGEMENT PROCEDURE No.	EMP-005
MANAGEMENT PROCEDURE	FIRE CONTROL OFFICER APPOINTMENTS
RESPONSIBLE DIRECTORATE	ADMINISTRATION
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY No.	3.90
RELEVANT DELEGATIONS	

OBJECTIVES:

This Operational Procedure provides the eligibility criteria for a person to be appointed as a Bush Fire Control Officer with the following objectives:

- 1. To ensure that a person has the relevant qualifications necessary to hold the position of Bush Fire Control Officer (BFCO); and*
- 2. To ensure that these qualifications are maintained by the appointed Bush Fire Control Officer (BFCO).*

MANAGEMENT PROCEDURE STATEMENT/S:

1. *To be eligible for appointment as a Bush Fire Control Officer, a person must have completed the Bush Fire Control Officer Training Program not more than ten (10) years prior to appointment.*
2. *Notwithstanding Item 1 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training within six (6) months of appointment.*
3. *For a person to continue as a Bush Fire Control Officer, they must complete the Bush Fire Control Officer's Course or a refresher course at intervals of no more than every ten (10) years.*
4. *Nominations from Brigades shall be submitted to a Bush Fire Brigades Group Management Advisory Committee for recommendation to Council by 1 October, where applicable.*
5. *An appointment shall be for a period of one (1) year, unless revoked by Council. Bush Fire Control*
6. *Officers will be eligible for reappointment unless their appointment was revoked by Council.*

FINANCIAL IMPLICATIONS

No foreseen effect on Council's general finances.

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

No foreseen effect on Council Long Term Financial Plan.

STRATEGIC IMPLICATIONS

Having an ongoing structured arrangement for bushfire control and prevention is essential.

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

The Chapman Valley Bushfire Brigades Group Management Advisory Committee comprises of the following:

President (Presiding Member) and 2 x Councillors

Cr Warr (President)
Cr Royce
Cr Humphrey
CBFCO
DCBFCO

All Brigade FCOs
Chief Executive Officer
Senior Ranger

Observers

1 x DFES Rep.
1 x DBCA Rep.

The consultation process is ongoing throughout the year by way of emails, telephone discussions, etc. as well as the pre-season meeting and the annual Bush Fire Brigades Group Management Advisory Committee meeting.

RISK ASSESSMENT

Based on the compliance alone I believe the risk in this instance **Minor** i.e.

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

VOTING REQUIREMENTS

Simple Majority

STAFF RECOMMENDATION (Simple Majority Required)

Council endorse:

1. **BFB 4/21-02 - Election of Officers – All One Year Terms**

6.1	Chief Bushfire Fire Control Officer	Current Position Holder	A Vlahov
6.2	Deputy Chief Bushfire Control Officer	Current Position Holder	N Kupsch
6.3	Fire Prevention Officer	Current Position Holder	E O'Donnell
6.4	Group Training Officer	Current Position Holder	E O'Donnell
6.5	Group Administrative Officer	Current Position Holder	Chief Executive Officer
6.6	Noxious Weed & Clover Permit Officer	Current Position Holder	A Vlahov
6.7	Fire Weather Officer	Current Position Holder	A Vlahov
6.8	Deputy Fire Weather Officer	Current Position Holder	N Kupsch

(Note: All terms of office will commence upon endorsement by Council and subject to condition stated in Corporate Management Procedure EMP-005.)

2. **BFB 4/21-03 - Appointments of Bushfire Control Officers**

- Darryl Burton – Durawah/Valentine Brigade
- Calvin Royce – Howatharra Brigade
- Neil Kupsch – Nabawa Brigade
- Craig Mincherton – Naraling Brigade
- Jason Stokes – Yetna Brigade
- Shaun Earl – Yuna Brigade

(Note: All terms of office will commence upon endorsement by Council and subject to condition stated in Corporate Management Procedure EMP-005.)

3. BFB 4/21-04 - Fire Break Notice

The existing Bush Fire Notice as presented with annual date changes made.

4. BFB 4/21-05 - Annual Inspections

The Annual Fire Break Inspection procedures remain the same.

- 11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 12.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**
- 13.0 DELEGATES REPORTS**
- 14.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
- 15.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**
- 16.0 CLOSURE**



SOURCE DOCUMENTATION

SHIRE OF CHAPMAN VALLEY
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 MARCH 2022

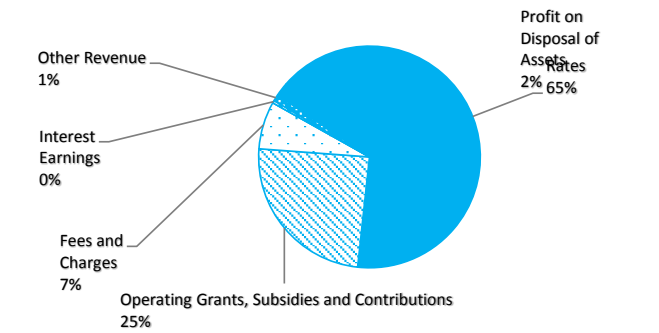
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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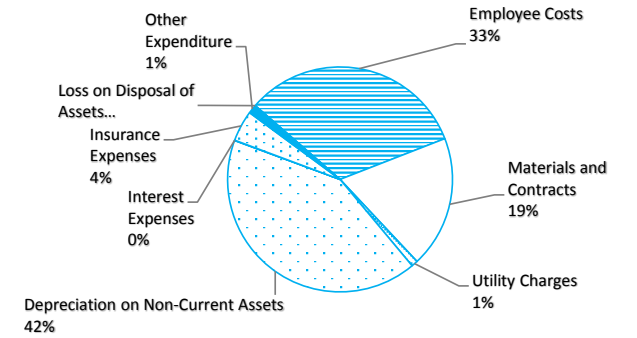
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OPERATING ACTIVITIES

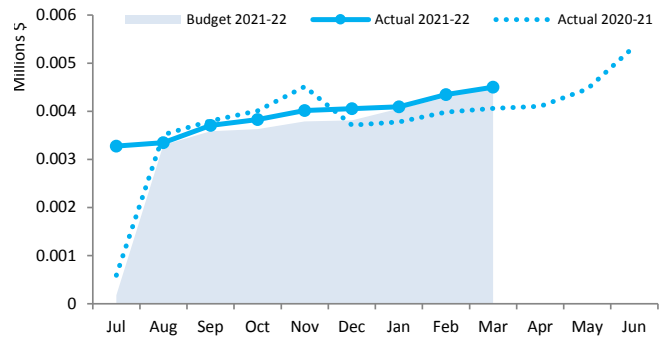
OPERATING REVENUE



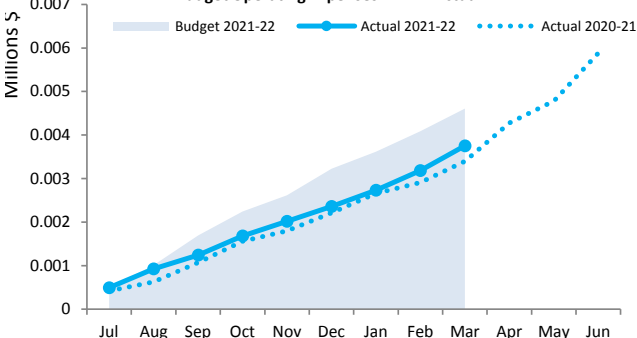
OPERATING EXPENSES



Budget Operating Revenues -v- Actual

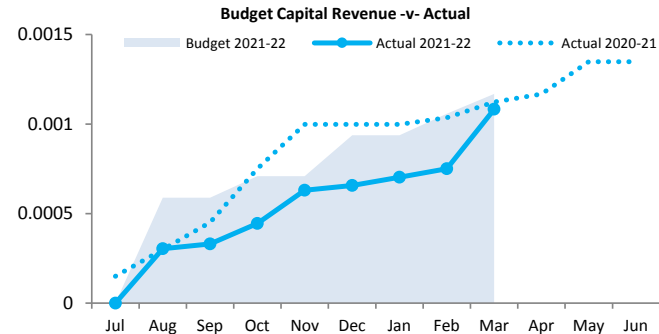


Budget Operating Expenses -v-YTD Actual

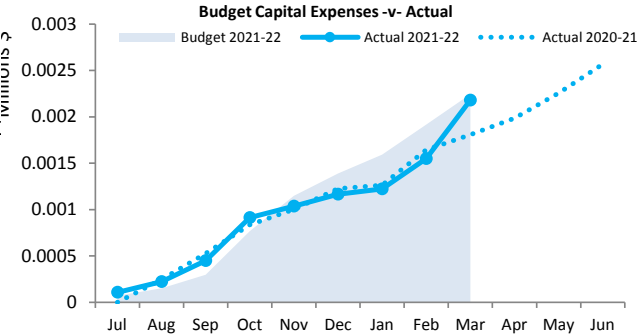


INVESTING ACTIVITIES

CAPITAL REVENUE



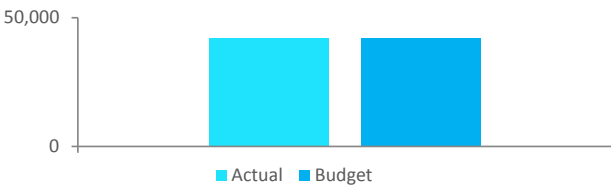
CAPITAL EXPENSES



FINANCING ACTIVITIES

BORROWINGS

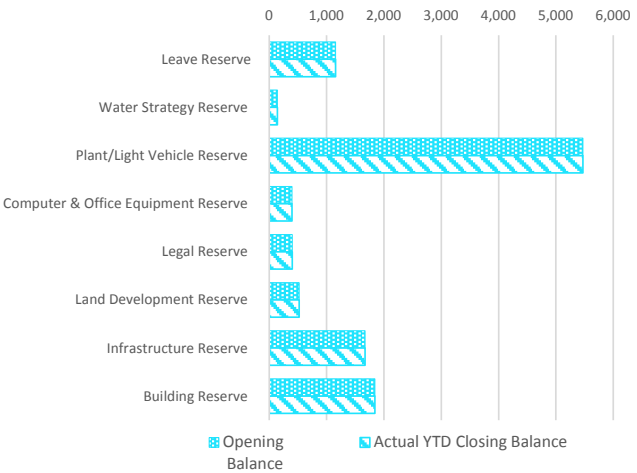
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.78 M	\$1.78 M	\$1.78 M	\$0.00 M
Closing	\$0.00 M	\$2.46 M	\$2.97 M	\$0.50 M
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$4.42 M	% of total
Unrestricted Cash	\$3.26 M	73.7%
Restricted Cash	\$1.16 M	26.3%
Refer to Note 2 - Cash and Financial Assets		

Payables		
	\$0.77 M	% Outstanding
Trade Payables	\$0.54 M	
0 to 30 Days		100.0%
30 to 90 Days		0.0%
Over 90 Days		0%
Refer to Note 5 - Payables		

Receivables		
	\$0.53 M	% Collected
Rates Receivable	\$0.22 M	92.7%
Trade Receivable	\$0.31 M	% Outstanding
30 to 90 Days		0.0%
Over 90 Days		7.9%
Refer to Note 3 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.66 M	\$1.30 M	\$2.22 M	\$0.92 M
Refer to Statement of Financial Activity			

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

Operating Grants and Contributions		
YTD Actual	\$1.10 M	% Variance
YTD Budget	\$1.21 M	(9.0%)
Refer to Note 13 - Operating Grants and Contributions		

Fees and Charges		
YTD Actual	\$0.31 M	% Variance
YTD Budget	\$0.27 M	15.1%
Refer to Statement of Financial Activity		

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

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.27 M)	(\$0.99 M)	(\$0.98 M)	\$0.00 M
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.12 M	%
Amended Budget	\$0.13 M	(8.7%)
Refer to Note 7 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$2.18 M	% Spent
Amended Budget	\$3.93 M	(44.5%)
Refer to Note 8 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$1.08 M	% Received
Amended Budget	\$1.53 M	(29.2%)
Refer to Note 8 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.17 M)	\$0.37 M	(\$0.05 M)	(\$0.42 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.04 M
Interest expense	\$0.00 M
Principal due	\$0.00 M
Refer to Note 9 - Borrowings	

Reserves	
Reserves balance	\$1.16 M
Interest earned	\$0.00 M
Refer to Note 11 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.01 M
Interest expense	\$0.00 M
Principal due	\$0.05 M
Refer to Note 10 - Lease Liabilities	

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE To provide a decision making process for the efficient allocation of 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.
GENERAL PURPOSE FUNDING 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.
LAW, ORDER, PUBLIC SAFETY 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.
HEALTH 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.
EDUCATION AND WELFARE 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.
HOUSING 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.
COMMUNITY AMENITIES 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.
RECREATION AND CULTURE 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.
TRANSPORT 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.
ECONOMIC SERVICES 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.
OTHER PROPERTY AND SERVICES 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 MARCH 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,779,565	1,779,565	1,779,565	0	0.00%	
Revenue from operating activities							
Governance		1,200	900	3,003	2,103	233.67%	
General purpose funding - general rates	6	2,937,703	2,937,703	2,940,404	2,701	0.09%	
General purpose funding - other		615,817	364,239	473,657	109,418	30.04%	▲
Law, order and public safety		263,460	202,372	158,589	(43,783)	(21.63%)	▼
Health		5,007	4,299	5,206	907	21.10%	
Community amenities		184,259	177,449	188,164	10,715	6.04%	
Recreation and culture		1,057,644	309,895	186,236	(123,659)	(39.90%)	▼
Transport		619,546	452,674	491,908	39,234	8.67%	
Economic services		23,430	18,522	19,228	706	3.81%	
Other property and services		81,000	44,760	34,950	(9,810)	(21.92%)	
		5,789,066	4,512,813	4,501,345	(11,468)		
Expenditure from operating activities							
Governance		(497,202)	(275,691)	(268,574)	7,117	2.58%	
General purpose funding		(125,533)	(85,579)	(75,243)	10,336	12.08%	▲
Law, order and public safety		(449,952)	(292,027)	(185,967)	106,060	36.32%	▲
Health		(31,390)	(23,041)	(13,360)	9,681	42.02%	
Community amenities		(793,386)	(541,078)	(425,088)	115,990	21.44%	▲
Recreation and culture		(1,190,290)	(934,732)	(618,386)	316,346	33.84%	▲
Transport		(3,500,990)	(2,151,364)	(1,908,522)	242,842	11.29%	▲
Economic services		(371,471)	(258,083)	(219,741)	38,342	14.86%	▲
Other property and services		(63,499)	(46,868)	(39,149)	7,719	16.47%	
		(7,023,713)	(4,608,463)	(3,754,030)	854,433		
Non-cash amounts excluded from operating activities	1(a)	1,893,922	1,394,160	1,471,813	77,653	5.57%	
Amount attributable to operating activities		659,275	1,298,510	2,219,128	920,618		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	14	1,528,260	1,168,260	1,082,258	(86,002)	(7.36%)	
Proceeds from disposal of assets	7	126,000	90,000	115,000	25,000	27.78%	▲
Payments for property, plant and equipment and infrastructure	8	(3,927,804)	(2,244,467)	(2,181,000)	63,467	2.83%	
Amount attributable to investing activities		(2,273,544)	(986,207)	(983,742)	2,465		
Financing Activities							
Transfer from reserves	11	378,000	378,000	0	(378,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(7,686)	(5,745)	(5,745)	0	0.00%	
Repayment of debentures	9	0	0	(42,125)	(42,125)	0.00%	▼
Transfer to reserves	11	(535,610)	(87)	(87)	0	0.00%	
Amount attributable to financing activities		(165,296)	372,168	(47,957)	(420,125)		
Closing funding surplus / (deficit)	1(c)	0	2,464,036	2,966,994			

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 MARCH 2022

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 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 MARCH 2022**

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,779,565	1,779,565	1,779,565	0	0.00%	
Revenue from operating activities							
Rates	6	2,937,703	2,937,703	2,940,404	2,701	0.09%	
Operating grants, subsidies and contributions	13	2,319,266	1,210,447	1,101,287	(109,160)	(9.02%)	
Fees and charges		305,236	271,506	312,562	41,056	15.12%	▲
Interest earnings		13,475	11,351	16,732	5,381	47.41%	
Other revenue		153,380	21,800	43,504	21,704	99.56%	▲
Profit on disposal of assets	7	60,006	60,006	86,856	26,850	44.75%	▲
		5,789,066	4,512,813	4,501,345	(11,468)		
Expenditure from operating activities							
Employee costs		(2,246,397)	(1,512,733)	(1,227,709)	285,024	18.84%	▲
Materials and contracts		(2,454,638)	(1,341,037)	(710,032)	631,005	47.05%	▲
Utility charges		(59,103)	(35,072)	(34,889)	183	0.52%	
Depreciation on non-current assets		(1,938,889)	(1,454,166)	(1,565,036)	(110,870)	(7.62%)	
Interest expenses		(3,336)	(2,708)	(1,877)	831	30.69%	
Insurance expenses		(184,419)	(184,313)	(166,730)	17,583	9.54%	
Other expenditure		(136,931)	(78,434)	(47,757)	30,677	39.11%	▲
Loss on disposal of assets	7	0	0	0	0	0.00%	
		(7,023,713)	(4,608,463)	(3,754,030)	854,433		
Non-cash amounts excluded from operating activities	1(a)	1,893,922	1,394,160	1,471,813	77,653	5.57%	
Amount attributable to operating activities		659,275	1,298,510	2,219,128	920,618		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	14	1,528,260	1,168,260	1,082,258	(86,002)	(7.36%)	
Proceeds from disposal of assets	7	126,000	90,000	115,000	25,000	27.78%	▲
Payments for property, plant and equipment	8	(3,927,804)	(2,244,467)	(2,181,000)	63,467	2.83%	
		(2,273,544)	(986,207)	(983,742)	2,465		
Amount attributable to investing activities		(2,273,544)	(986,207)	(983,742)	2,465		
Financing Activities							
Transfer from reserves	11	378,000	378,000	0	(378,000)	(100.00%)	▼
Payments for principal portion of lease liabilities	10	(7,686)	(5,745)	(5,745)	0	0.00%	
Repayment of debentures	9	0	0	(42,125)	(42,125)	0.00%	▼
Transfer to reserves	11	(535,610)	(87)	(87)	0	0.00%	
Amount attributable to financing activities		(165,296)	372,168	(47,957)	(420,125)		
Closing funding surplus / (deficit)	1(c)	0	2,464,036	2,966,994			

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 of March 2022

(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	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(60,006)	(60,006)	(86,856)
Less: Fair value adjustments to financial assets		0	0	(2,998)
Movement in pensioner deferred rates		0	0	0
Movement in inventory		0	0	2,937
Movement in employee benefit provisions		15,039	0	0
Movement in contract liabilities		0	0	0
Movement in lease liabilities		0	0	(5,745)
Movement in other provisions		0	0	(561)
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	1,454,166	1,565,036
Total non-cash items excluded from operating activities		1,893,922	1,394,160	1,471,813

(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 March 2021	31 March 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	11	(1,160,486)	(805,189)	(1,160,573)
Add: Borrowings	9	42,125	45,996	0
Add: Provisions - employee	12	394,118	435,584	394,118
Add: Lease liabilities	10	7,686	2,517	1,941
Total adjustments to net current assets		(716,557)	(321,092)	(764,514)

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

Current assets

Cash and cash equivalents	2	3,786,799	4,735,999	4,421,222
Rates receivables	3	97,209	202,617	220,437
Receivables	3	83,580	29,662	310,306
Other current assets	4	13,522	30,171	29,407

Less: Current liabilities

Payables	5	(855,603)	(275,928)	(766,359)
Borrowings	9	(42,125)	(23,150)	0
Contract liabilities	12	(185,456)	(281,916)	(87,446)
Lease liabilities	10	(7,686)	(2,517)	(1,941)
Provisions	12	(394,118)	(435,584)	(394,118)

Less: Total adjustments to net current assets	1(b)	(716,557)	(321,092)	(764,514)
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Closing funding surplus / (deficit)		1,779,565	3,658,262	2,966,994
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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 the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution
		\$	\$	\$	\$	
Cash on hand						
Municipal Account	Cash and cash equivalents	34,485	0	34,485		Westpac Banking Corporation
Petty Cash	Cash and cash equivalents	700	0	700		Westpac Banking Corporation
Municipal Investment Account	Cash and cash equivalents	3,225,463	0	3,225,463		Westpac Banking Corporation
Leave Reserve	Cash and cash equivalents	0	115,724	115,724		Westpac Banking Corporation
Water Strategy Reserve	Cash and cash equivalents	0	14,246	14,246		Westpac Banking Corporation
Plant/Light Vehicle Reserve	Cash and cash equivalents	0	547,252	547,252		Westpac Banking Corporation
Computer & Office Equipment Reserve	Cash and cash equivalents	0	39,767	39,767		Westpac Banking Corporation
Legal Reserve	Cash and cash equivalents	0	40,040	40,040		Westpac Banking Corporation
Land Development Reserve	Cash and cash equivalents	0	52,105	52,105		Westpac Banking Corporation
Infrastructure Reserve	Cash and cash equivalents	0	167,236	167,236		Westpac Banking Corporation
Building Reserve	Cash and cash equivalents	0	184,204	184,204		Westpac Banking Corporation
Trust Account	Cash and cash equivalents	0	0		155,957	Westpac Banking Corporation
Total		3,260,648	1,160,574	4,421,222	155,957	
Comprising						
Cash and cash equivalents		3,260,648	1,160,574	4,421,222	155,957	
		3,260,648	1,160,574	4,421,222	155,957	

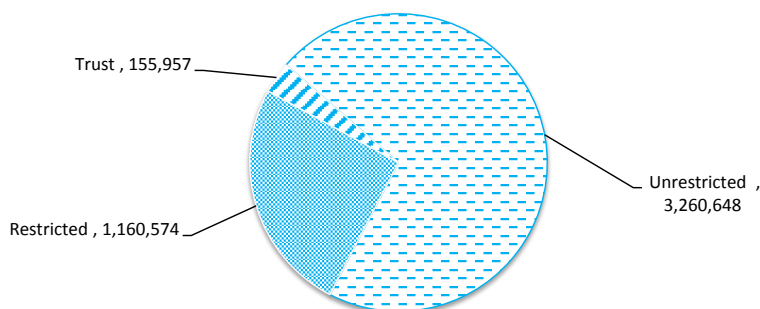
KEY INFORMATION

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.

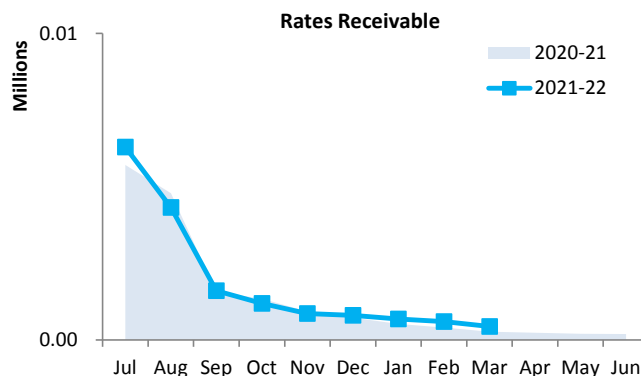
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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 June 2021	31 Mar 2022
	\$	\$
Opening arrears previous years	89,683	97,209
Levied this year	2,854,496	2,940,404
Less - collections to date	(2,846,970)	2,817,176
Equals current outstanding	97,209	220,437
Net rates collectable	97,209	220,437
% Collected	96.7%	92.7%

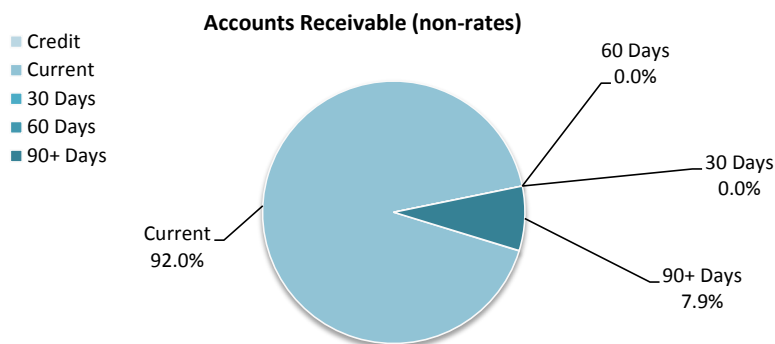


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(96)	206,566	0	0	17,790	224,260
Percentage	0.0%	92.1%	0%	0%	7.9%	
Balance per trial balance						
Sundry receivable						224,260
GST receivable						78,151
ESL receivable						7,895
Total receivables general outstanding						310,306

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 Movement	Closing Balance 31 March 2022
Other current assets	\$	\$	\$
Inventory			
Stock on hand	5,141	(2,937)	2,204
Other current assets			
Prepayments	8,382	18,821	27,203
Total other current assets	13,523	15,884	29,407
Amounts shown above include GST (where applicable)			

Inventory

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

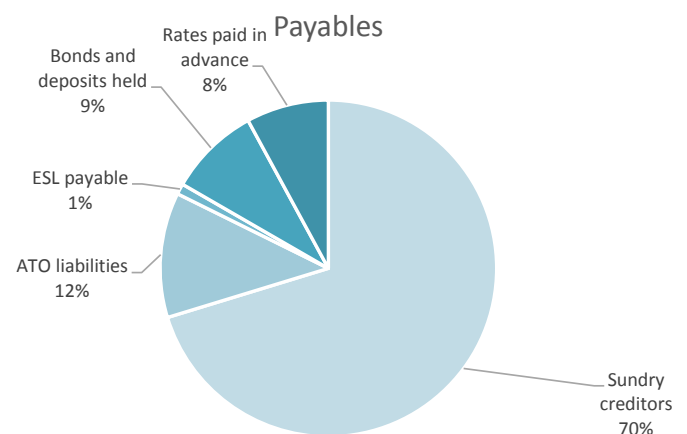
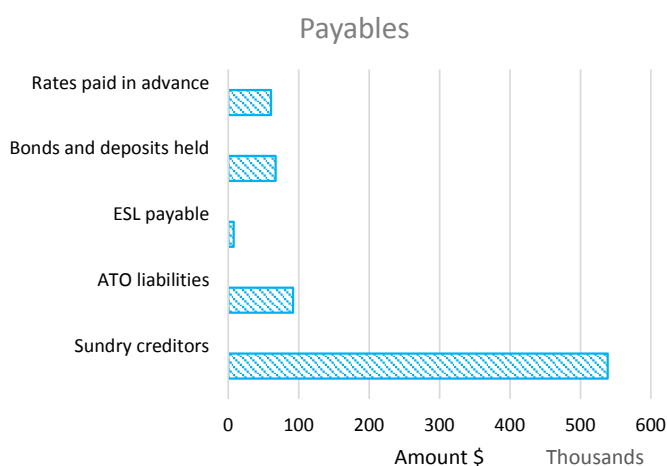
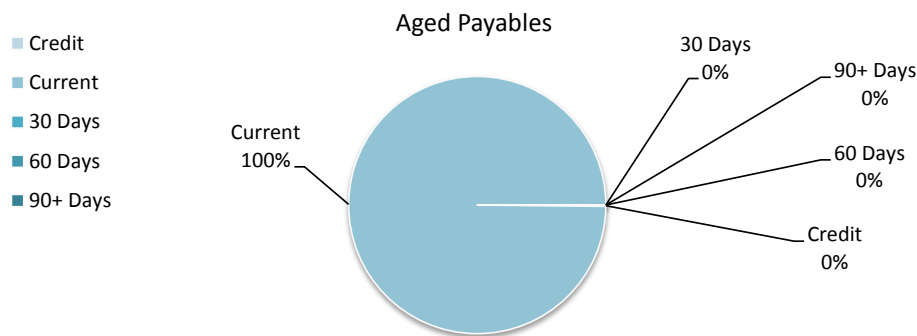
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(898)	539,504	0	0	5	538,610
Percentage	-0.2%	100.2%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						538,610
ATO liabilities						92,149
ESL payable						7,805
Bonds and deposits held						67,105
Rates paid in advance						60,690
Total payables general outstanding						766,359

Amounts shown above include GST (where applicable)

KEY INFORMATION

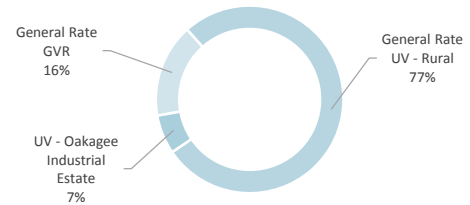
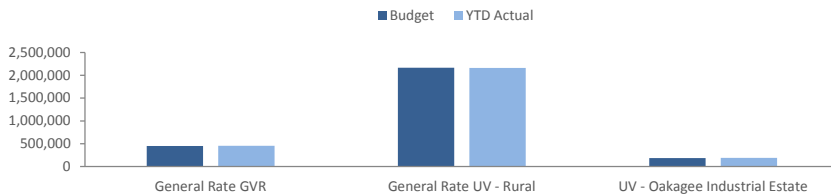
Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are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



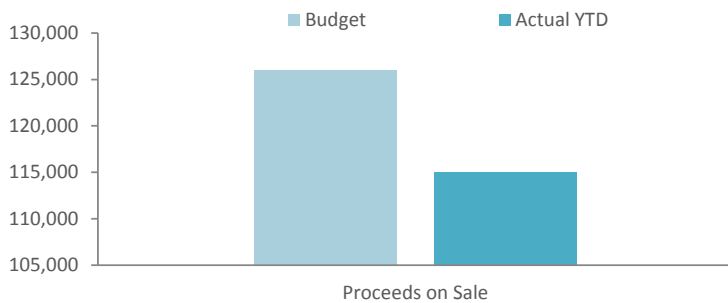
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General Rate GVR	0.094315	288	4,776,050	450,453	0	0	450,454	450,453	2,551	430	453,433
Unimproved value											
General Rate UV - Rural	0.010900	413	198,688,350	2,165,703	0	0	2,165,703	2,165,703	(1,393)	(2,204)	2,162,106
UV - Oakagee Industrial Estate	0.021000	2	8,826,000	185,346	0	0	185,346	185,346	3,297	22	188,665
Sub-Total		703	212,290,400	2,801,502	0	0	2,801,503	2,801,502	4,455	(1,752)	2,804,204
Minimum payment	Minimum \$										
Gross rental value											
General Rate GVR	700	186		130,200	0	0	130,200	130,200	0	0	130,200
Unimproved value											
General Rate UV - Rural	400	15		6,000	0	0	6,000	6,000	0	0	6,000
Sub-total		201	0	136,200	0	0	136,200	136,200	0	0	136,200
Total general rates							2,937,703				2,940,404

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land - Freehold land								
100	Lot 26 & 27 CV Road	20,000	20,000	0	0	0	0	0	0
	Plant and equipment								
	Transport								
P23	Caterpillar Grader (2007)	43,194	90,000	46,806	0	28,144	115,000	86,856	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
		65,994	126,000	60,006	0	28,144	115,000	86,856	0



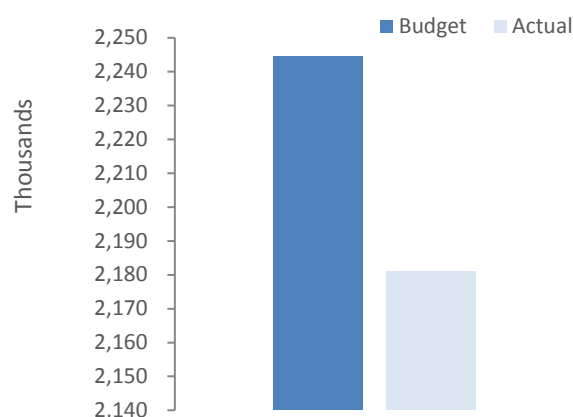
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

	Budget	Amended YTD Budget	YTD Actual	YTD Actual Variance
Capital acquisitions	\$	\$	\$	\$
Land and buildings	822,874	71,000	13,291	(57,709)
Furniture and equipment	25,000	10,000	0	(10,000)
Plant and equipment	907,100	218,600	710,951	492,351
Tools and equipment	37,000	0	11,536	11,536
Infrastructure - roads	2,135,830	1,944,867	1,445,222	(499,645)
Payments for Capital Acquisitions	3,927,804	2,244,467	2,181,000	(63,467)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,528,260	1,168,260	1,082,258	(86,002)
Lease liabilities	0	0	0	0
Other (disposals & C/Fwd)	126,000	90,000	115,000	25,000
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	1,895,544	986,207	983,742	(2,465)
Capital funding total	3,927,804	2,244,467	2,181,000	(63,467)

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.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture										
Bill Hemsley Park	98	42,125	0	0	42,125	42,125	0	0	798	836
Total		42,125	0	0	42,125	42,125	0	0	798	836
Current borrowings		42,125					0			
Non-current borrowings		0					0			
		42,125					0			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

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
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities										
Nabawa Fuel Station	LE01	58,180	0	0	5,745	7,686	52,435	50,494	1,074	1,476
Total		58,180	0	0	5,745	7,686	52,435	50,494	1,074	1,476
Current lease liabilities		7,686					1,941			
Non-current lease liabilities		50,494					50,494			
		58,180					52,435			

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 MARCH 2022

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	9	50,000	0	0	0	165,755	115,724
Water Strategy Reserve	14,245	5	1	0	0	0	0	14,250	14,246
Plant/Light Vehicle Reserve	547,211	80	41	250,000	0	(278,000)	0	519,291	547,252
Computer & Office Equipment Reserve	39,764	15	3	0	0	0	0	39,779	39,767
Legal Reserve	40,036	15	3	0	0	0	0	40,051	40,039
Land Development Reserve	52,101	20	4	20,000	0	0	0	72,121	52,105
Infrastructure Reserve	167,224	35	12	115,335	0	0	0	282,594	167,236
Building Reserve	184,190	65	14	100,000	0	(100,000)	0	184,255	184,204
	1,160,486	275	87	535,335	0	(378,000)	0	1,318,096	1,160,573

	Note	Opening Balance 1 July 2021	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 March 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Contract liabilities - Grant Funding		185,456	0	2,258,921	(2,356,932)	87,446
Total other liabilities		185,456	0	2,258,921	(2,356,932)	87,446
Provisions						
Provision for annual leave		208,511	0	0	0	208,511
Provision for long service leave		185,607	0	0	0	185,607
Total Provisions		394,118	0	0	0	394,118
Total other current liabilities		579,574	0	2,258,921	(2,356,932)	481,564

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	Increase in	Decrease in	Liability	Current	Amended	YTD	YTD
	1 July 2021	Liability	Liability	31 Mar 2022	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
WA LG Grants Commission - Road Funding	0	203,800	(203,800)	0	0	271,732	181,204	203,800
WA LG Grants Commission - General Purpose	0	231,308	(231,308)	0	0	308,410	152,184	231,308
Law, order, public safety								
DFES Grant Funding	0	27,432	(27,432)	0	0	19,500	13,000	27,432
Various Other	169,855	148,203	(318,058)	0	0	217,960	168,172	86,325
Recreation and culture								
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	100,000	100,000
Various Other	0	4,255	(4,255)	0	0	0	0	4,255
Transport								
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	(180,000)	0	0	300,000	240,000	180,000
Various Other	15,602	56,679	(72,281)	0	0	0	0	72,281
	185,457	1,089,217	(1,274,674)	0	0	2,086,016	992,100	1,042,940
Operating contributions								
General purpose funding								
Ex Gratia Rates	0	0	0	0	0	10,000	10,000	10,273
Law, order, public safety								
Contributions & Reimbursements	0	0	0	0	0	14,400	10,800	2,400
Community amenities								
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	900	477
Recreation and culture								
Contributions & Reimbursements	0	0	0	0	0	154,150	154,150	0
Transport								
Hudson Resources Contribution	0	0	0	0	0	12,500	12,500	12,357
Other property and services								
Diesel Fuel Rebates	0	0	0	0	0	40,000	29,997	32,840
	0	0	0	0	0	233,250	218,347	58,347
TOTALS	185,457	1,089,217	(1,274,674)	0	0	2,319,266	1,210,447	1,101,287

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 Mar 2022	Current Liability 31 Mar 2022	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Recreation and culture								
Dept of LG - Beach Emergency Signage	0	1,137	(1,137)	0	0	0	0	1,137
Transport								
Main Roads WA Regional Road Group Funding	0	960,000	(872,554)	87,446	87,446	1,200,000	840,000	872,554
Roads to Recovery Funding	0	208,567	(208,567)	0	0	328,260	328,260	208,567
TOTALS	0	1,169,704	(1,082,258)	87,446	87,446	1,528,260	1,168,260	1,082,258

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**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 Mar 2022
Contributions from Sub Divider	150,357	0	0	150,357
CTF Levy	4,349	5,918	(7,300)	2,967
Building Commission	3,688	5,140	(6,195)	2,633
Unclaimed Monies	250	236	(486)	0
	158,644	11,294	(13,981)	155,957

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2022

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
	\$	%		
Revenue from operating activities				
General purpose funding - other	109,418	30.04%	▲	Permanent Financial Assistance Grants
Law, order and public safety	(43,783)	(21.63%)	▼	Permanent Reimbursement Disaster Recovery TC Cyclone Seroja Shire asset works
Recreation and culture	(123,659)	(39.90%)	▼ Timing Variance	
Expenditure from operating activities				
General purpose funding	10,336	12.08%	▲ Timing Variance	
Law, order and public safety	106,060	36.32%	▲	Grant funded Bushfire Risk Management Plan Project completed early
Community amenities	115,990	21.44%	▲ Timing Variance	
Recreation and culture	316,346	33.84%	▲ Timing Variance	
Transport	242,842	11.29%	▲ Timing Variance	
Economic services	38,342	14.86%	▲ Timing Variance	
Investing activities				
Proceeds from disposal of assets	25,000	27.78%	▲ Timing Variance	
Financing activities				
Transfer from reserves	(378,000)	(100.00%)	▼ Timing Variance	
Repayment of debentures	(42,125)	0.00%	▼ Timing Variance	

Internal working documents Budget by Program				
	2021/2022	2021/2022	2021/2022	Last Years Acutal YTD
	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	For the period ending
	31/03/2022	31/03/2022	30/06/2022	30-June-2021
Operating Expenditure				
Governance	268,574	277,563	497,202	332,084
General Purpose Funding	75,243	85,579	125,533	100,951
Law, Order and Public Safety	185,967	300,027	449,952	326,419
Education	0	0	0	0
Health	13,360	23,041	31,390	24,583
Community Amenities	425,088	541,078	793,386	608,127
Recreation and Culture	618,386	885,151	1,105,290	822,472
Transport	1,908,522	2,151,364	3,500,990	3,479,110
Economic Services	219,741	258,083	371,471	284,980
Other Property and Services	39,151	50,367	63,499	76,576
Total Expenditure (E)	3,754,031	4,572,254	6,938,713	6,055,302
	2021/2022	2021/2022	2021/2022	Last Years Acutal YTD
	Year to Date Actuals	Full Year Original Budget	Full Year Original Budget	For the period ending
	31/03/2022	31/03/2022	30/06/2022	30-June-2021
Operating Revenue				
Governance	(3,003)	(900)	(1,200)	(23,307)
General Purpose Funding	(3,414,061)	(3,301,942)	(3,553,520)	(3,856,818)
Law, Order and Public Safety	(158,589)	(202,372)	(263,460)	(100,430)
Health	(5,206)	(4,299)	(5,007)	(9,808)
Housing	0	0	0	0
Community Amenities	(188,164)	(177,449)	(184,259)	(247,839)
Recreation and Culture	(187,373)	(309,895)	(1,057,644)	(331,521)
Transport	(1,573,029)	(1,620,934)	(2,147,806)	(1,988,020)
Economic Services	(19,228)	(18,522)	(23,430)	(43,179)
Other Property and Services	(34,950)	(44,760)	(81,000)	(60,530)
Total Revenue (R)	(5,583,603)	(5,681,073)	(7,317,326)	(6,661,453)
Operating (Profit)/Loss (R-E)	(1,829,573)	(1,108,819)	(378,612)	(606,151)

Working Documents
2021/2022 Budget by Program

Prog	General Purpose Funding	2021/2022	2021/2022	2021/2022	2020/2021			
01	Rate Revenue	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							
0022	Rates Legal Expenses	0	0	1,200	0	0		
0032	Rates Stationary/Postage	1,551	2,500	3,500	1,580	949		
0062	Sundry Expenses	13	0	0	18	(13)		
0082	Rates Other Costs	107	500	500	0	393		
0132	Valuation Expenses	2,557	3,586	15,000	10,884	1,029		
0352	Admin Allocation (Rates)	71,011	77,121	102,833	86,867	6,110		
	Total Operating Expenditure	75,238	83,707	123,033	99,349			
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	1,752	0	0	3,210	(1,752)		
0061	Ex Gratia Rates	(10,273)	(10,000)	(10,000)	(10,023)	273		
0071	Interim Rates Raised	(4,454)	0	0	(466)	4,454		
0113	Interest (Overdue Rates)	(10,793)	(5,256)	(7,000)	(10,473)	5,537		
0123	Interest (Rates Instalments)	(5,602)	(5,000)	(5,000)	(4,268)	602		
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	(7,900)	(4,500)	(6,000)	(9,959)	3,400		
	Total Operating Revenue	(2,978,617)	(2,967,459)	(2,971,903)	(2,889,219)			
	Total Rate Revenue	(2,903,379)	(2,883,752)	(2,848,870)	(2,789,870)			

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	Operating Expenditure							
9992	Interest & Overdraft Fees	6	1,872	2,500	1,602	1,866		
COA	Operating Revenue							
0201	Legal Reserve Income	(3)	(11)	(15)	(13)	(8)		
0203	Leave Reserve Income	(9)	(21)	(40)	(38)	(12)		
0204	Land Development Reserve Income	(4)	(14)	(20)	(17)	(10)		
0205	Building Reserve Income	(14)	(50)	(65)	(64)	(36)		
0206	Roadworks Reserve Income	(13)	(26)	(35)	(33)	(13)		
0215	Unspent Grants Reserve Income	0	0	0	(0)	0		
0223	Water Strategy Reserve Income	(1)	(3)	(5)	(5)	(2)		
0233	Grants Commission (Road Funding)	(203,800)	(181,204)	(271,732)	(546,587)	22,596	*	19 - Financial Assistance Grant based on 20-21
0243	Computer and Office Equipment Reserve Income	(3)	(11)	(15)	(13)	(8)		
0253	Grants Commission - (General Purpose)	(231,308)	(152,184)	(308,410)	(419,700)	79,124	*	19 - Financial Assistance Grant based on 20-21
0273	Plant/Light Vehicle Reserve Income	(41)	(60)	(80)	(84)	(19)		
0453	Interest Received (Municipal Account)	(250)	(900)	(1,200)	(1,046)	(650)		
0506	Landcare Reserve Income	0	0	0	0	0		
	Total Operating Revenue	(435,444)	(334,483)	(581,617)	(967,599)			
	Total General Purpose Income	(435,439)	(332,611)	(579,117)	(965,997)			
	Total General Purpose Funding	(3,338,818)	(3,216,363)	(3,427,987)	(3,755,867)			

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	7,323	16,710	21,710	0	9,387		
0182	Subscriptions & Memberships Expense	26,099	29,900	29,900	24,524	3,801		
0192	Members Conference & Training Expenses	10,988	19,000	20,000	1,536	8,012		
0202	Members Insurance Expense	13,362	14,226	14,226	12,370	864		
0212	Donations & Gifts	5,025	7,350	10,350	230	2,325		
0232	Consultancy & Legal Expenses	0	8,333	12,500	1,881	8,333		
0242	Members Sitting Fees	32,935	37,640	75,280	67,752	4,705		
0252	Members Remuneration Expenses	1,925	2,200	4,400	3,960	275		
0262	President & Deputy Allowances	6,250	6,250	12,500	12,603	0		
0272	Council Chambers Repairs & Maintenance	10,987	12,500	15,500	332	1,513		
0332	Furniture & Equipment Expense	152	0	5,500	4,329	(152)		
0442	Admin Allocation (Members)	94,681	105,030	140,036	115,823	10,349	*	Timing
0462	Meeting & Refreshments Expense	14,247	23,000	30,500	18,660	8,753		
1822	Accounting & Audit Expenses	44,600	0	42,800	45,800	(44,600)	*	Timing
7202	Depreciation (Members)	0	0	0	0	0		
	Total Operating Expenditure	268,574	282,139	435,202	309,800			
COA	Operating Revenue							
1213	Governance Income	(2,998)	0	0	(2,804)	2,998		
COA	Capital Expenditure / Reserve Transfers							
0454	Council Chamber Improvements (NCA)	3,740	0	8,000	0	(3,740)		
	Total Governance	269,317	282,139	435,202	306,996			

05	Other Governance	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							
0102	Provision for Long Service Leave	0	0	5,000	(15,313)	0		
0222	Fringe Benefits Tax	0	33,750	45,000	36,272	33,750	*	52 - Fringe Benefit Tax \$45k - qtrly PRE- payments on BAS
0282	Superannuation (Admin)	40,137	43,650	58,202	54,280	3,513		
0292	Salaries Expense (Admin)	453,322	435,951	631,272	551,818	(17,371)	*	Termination payment CEO
0294	Staff Housing Allowance (Admin)	7,803	10,080	13,444	13,016	2,277		
0312	Council Super Contribution 3% (Admin)	8,237	10,962	14,612	11,399	2,725		
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	15,615	22,394	30,195	25,566	6,779		
0432	Admin Building Operations	5,924	6,236	7,237	6,831	312		
0472	Office Expenses (General)	7,798	9,369	14,000	10,396	1,571		
0473	Admin Building Repairs & Maintenance	18,423	28,250	32,500	2,506	9,827		
0482	Office Telephone & Internet Expenses	10,491	12,216	15,300	16,977	1,725		
0492	Advertising Expenses	6,208	6,300	10,900	6,102	92		
0502	Computer Hardware Service & Repair	30,313	33,372	44,500	43,343	3,059		
0512	Furniture & Equipment Expense	2,530	8,000	10,000	8,009	5,470		
0522	Freight & Postage Expense	1,380	1,175	2,550	1,609	(205)		
0542	Printing & Stationery Expense	8,156	12,600	16,800	16,612	4,444		
0552	Motor Vehicle Expenses	4,390	5,247	7,000	5,956	857		
0562	Long Service Leave Expense (Admin)	12,706	0	14,646	22,321	(12,706)	*	Termination payment CEO
0592	Admin Allocation (Other Governance)	(789,007)	(873,576)	(1,164,771)	(965,191)	(84,569)	*	Timing - expenses lower than budget profile year to date
0622	Uniform Expense	0	1,669	1,669	716	1,669		
0632	Staff Training, Conference and Recruitment	11,710	20,625	27,500	14,763	8,915		
0662	Public Liability Insurance	21,260	24,356	24,357	21,180	3,096		
0682	Consultancy Fees	25,608	39,000	74,500	27,659	13,392	*	Timing - expenses lower than budget profile year to date
0702	Bank Fees & Charges	6,502	7,875	10,504	7,400	1,373		
0712	Occupational Health & Safety	1,653	7,500	10,500	3,782	5,847		
0722	Accounting Software Operating Expenditure	42,780	41,500	49,000	37,600	(1,280)		
7002	Depreciation (Governance)	26,615	25,965	34,624	36,530	(650)		
	Total Operating Expenditure	(0)	(4,575)	62,000	22,284			
COA	Operating Revenue							
0383	Minor Income Received (General)	(5)	(900)	(1,200)	(2,426)	(895)		
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		
	Total Operating Revenue	(5)	(900)	(1,200)	(20,504)			

COA	Capital Expenditure / Reserve Transfers							
0364	Office Furniture & Equipment (NCA)	0	10,000	25,000	9,252	10,000	*	Timing - New phone system implemented using Office 365 licensing
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)	795	0	17,500	0	(795)		
0405	Proceeds from Disposal of Assets	0	0	0	0	0		
4750	Transfer to Leave Reserve (EQ)	9	0	30,000	38	(9)		
4785	Transfer from Unspent Grant Fund	0	0	0	0	0		
4770	Transfer to Office & Equipment Reserve (EQ)	3	0	0	13	(3)		
4780	Transfer to Plant/Light Vehicle Reserve (EQ)	41	0	0	84	(41)		
	Total Capital Expenditure / Reserve Transfers	848	10,000	72,500	9,386			
	Total Administration	843	4,525	133,300	11,166			
	Total Governance	270,159	286,663	568,502	318,164			

Prog	Law, Order, Public Safety	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		
06	Fire Prevention	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
0602	Admin Allocation (Fire Prevention)	7,890	8,748	11,670	9,652	858		
0672	Fire Break Inspection Fees	1,409	2,000	2,000	1,305	591		
0762	Ranger Allocation (Fire Prevention)	19,185	27,171	36,230	24,632	7,986		
0832	Emergency Services Levy (Shire Properties)	792	800	800	756	8		
0882	Fire Prevention Enforcement Expenditure	0	1,000	1,000	0	1,000		
1023	Motor vehicle Expenses - BRPC Vehicle	2,993	7,722	10,291	9,636	4,729		
1622	Grant Funded Projects Fire Prevention	15,725	98,692	149,360	54,445	82,967	*	Job: 1058 - Grant funded position balance 2020/2021 agreement and continuation into 2021/2022 for Bushfire Risk Management Plan Project Officer - Grant finalised pending acquittal funds to be returned
1722	Brigades Operating Expenses	32,404	24,119	34,309	18,991	(8,284)		Additional PPE for Bushfire Volunteers
8012	Loss on Sale of Assets	0	0	0	0	0		
7012	Depreciation (Fire Prevention)	44,702	42,219	56,294	59,549	(2,483)		
	Total Operating Expenditure	125,100	212,471	301,954	178,967			
COA	Operating Revenue							
0703	Fines & Penalties Income	(250)	(1,250)	(1,250)	(3,000)	(1,000)		
0713	Emergency Services Levy Administration Fees	(4,000)	(4,000)	(4,000)	(4,000)	0		
0733	DFES Grant Income	(27,432)	(13,000)	(19,500)	(26,947)	14,432	*	DFES Additional funds rec'd for fire fighting PPE
0743	Operating Grants & Contributions	(86,325)	(168,172)	(217,960)	(48,931)	(81,847)	*	19 - DFES Grant Water Tank Howatharra BFB 100% \$68600 DFES Bushfire Risk Management Plan Project Officer grant acquittal pending funds to be returned
0953	Contributions & Reimbursements	(2,400)	(10,800)	(14,400)	(7,200)	(8,400)		
0883	Fire Prevention Enforcement Income	0	(1,000)	(1,000)	0	(1,000)		
	Total Operating Revenue	(120,407)	(198,222)	(258,110)	(90,078)			
COA	Capital Expenditure / Reserve Transfers							
0745	Transfer from Unspent Grant Reserve (EQ)	0	0	0	0	0		
0754	Plant & Equipment (NCA)	57,113	68,600	68,600	0	11,487	*	DFES Grant Water Tank Howatharra BFB grant funds to be refunded
	Total Capital Expenditure / Reserve Transfers	57,113	68,600	68,600	0			
	Total Fire Prevention	61,806	82,849	112,444	88,889			

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)	15,780	17,505	23,339	19,304	1,725		
0812	Depreciation (Animal Control)	0	0	0	0	0		
0822	Other Minor Expenditure	0	0	0	1,432	0		
0842	Animal Control Expenses	328	820	1,000	384	492		
0852	Ranger Allocation (Animal Control)	16,883	27,171	36,230	21,676	10,288	*	Timing
	Total Operating Expenditure	32,991	45,496	60,569	42,796			
COA	Operating Revenue							
0843	Impoundment Fees	(245)	(250)	(250)	(807)	(5)		
0853	Dog/Cat Registrations Income	(4,310)	(3,500)	(3,500)	(5,246)	810		
0863	Fines & Penalties	(3,030)	(400)	(400)	(2,000)	2,630		
	Total Operating Revenue	(7,585)	(4,150)	(4,150)	(8,053)			
	Total Animal Control	25,406	41,346	56,419	34,742			

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)	16,883	27,171	36,230	21,676	10,288	*	Timing
0962	Miscellaneous Expenses (Other Law and Order)	10,993	15,000	50,000	84,175	4,007		
	Total Operating Expenditure	27,876	42,171	87,430	106,159			
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		
	Total Operating Revenue	(30,597)	0	(1,200)	(2,299)			
	Total Other Law, Order and Public Safety	(2,722)	42,171	86,230	103,861			

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)	57,451	84,627	112,831	75,027	27,176	*	Timing
0912	Workers Compensation Insurance (Rangers)	1,369	1,650	1,650	1,434	281		
0922	Superannuation (Rangers)	5,688	8,424	11,231	7,000	2,736		
0932	Conference & Training	0	750	1,000	0	750		
0982	Rangers Expense	12,231	12,384	17,207	16,924	153		
1012	Tools & Equipment (Low Value)	0	747	1,000	0	747		
3872	Accrued Annual Leave (Rangers)	0	0	0	(5,445)	0		
0952	Rangers Expenses Reallocated	(76,739)	(108,693)	(144,919)	(98,529)	(31,954)	*	10 - reallocated across programs
	Total Operating Expenditure	0	(111)	0	(1,503)			
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		
	Total Capital Expenditure / Reserve Transfers	0	0	0	0			
	Total Rangers Expenses	0	(111)	0	(1,503)			
Total Law, Order and Fire Safety		84,490	166,255	255,092	225,990			

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		
	Total Education	0	0	0	0	0		

PROG	Health	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
14	Health Inspection and Administration	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
1282	Ranger Allocation (Pool Inspections)	9,209	13,041	17,390	11,823	3,832		
1292	Health Expenses (General)	4,151	10,000	14,000	12,760	5,849		
	Total Operating Expenditure							
		13,360	23,041	31,390	24,583			
COA	Operating Revenue							
1373	Swimming Pool Inspection Fees	(659)	0	0	0	659		
1383	Swimming Pool Inspection Fees	(1,755)	(1,575)	(1,575)	(1,755)	180		
1393	Licences & Fees Income	(354)	(600)	(600)	(776)	(246)		
1573	Septic Tank Fees (Health)	(1,062)	(1,062)	(1,416)	(3,186)	0		
1583	Administration Fees (Health)	(1,376)	(1,062)	(1,416)	(4,091)	314		
	Total Operating Revenue							
		(5,206)	(4,299)	(5,007)	(9,808)			
Total Health Inspection and Administration		8,154	18,742	26,383	14,775			

Prog	Community Amenities	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		Budget PROFILE Comments
25	Sanitation - Household Refuse	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	
COA	Operating Expenditure							
1762	Domestic Rubbish Collection Expenses	85,451	110,997	148,000	141,174	25,546	*	Contracted Rubbish Removal timing of invoices
1772	Depreciation (Sanitation)	4,112	3,330	4,439	4,696	(782)		
1792	Refuse Site Repairs & Maintenance	17,913	10,896	53,171	39,928	(7,017)		
2502	Admin Allocation (Domestic Rubbish)	31,560	35,010	46,679	38,608	3,450		
	Total Operating Expenditure	139,036	160,233	252,289	224,405			
COA	Operating Revenue							
1903	Domestic Rubbish Collection Fees	(156,709)	(155,975)	(155,975)	(155,030)	734		
1904	Other Rubbish Collection	0	0	0	0	0		
	Total Operating Revenue	(156,709)	(155,975)	(155,975)	(155,030)			
COA	Capital Expenditure / Reserve Transfers							
1764	Land & Building Purchases (NCA)	0	0	0	21,475	0		
	Total Sanitation - Household Refuse	(17,673)	4,258	96,314	90,850			

26	Sanitation - Other	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		Budget PROFILE Comments
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	
COA	Operating Expenditure							
1882	Parks & Gardens Rubbish Collection Expenses	8,784	6,534	8,718	5,912	(2,250)		
1912	Other Waste Management Expenses	1,127	0	7,000	0	(1,127)		
1922	Depreciation (Other Sanitation)	301	288	379	401	(13)		
	Total Operating Expenditure	10,212	6,822	16,097	6,313			
COA	Operating Revenue							
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)		
	Total Operating Revenue	0	(5,000)	(5,000)	(31,724)			
	Total Sanitation - Other	10,212	1,822	11,097	(25,411)			

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	Operating Expenditure							
1962	Abandoned Vehicle Expense	0	1,000	1,500	930	1,000		
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		
	Total Operating Expenditure	3,463	2,761	4,198	3,686			
COA	Operating Revenue							
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		
	Total Operating Revenue	0	0	(1,300)	(3,056)			
COA	Capital Expenditure / Reserve Transfers							
2055	Transfer from Landcare Reserve (EQ)	0	0	0	0	0		
2080	Transfer to Landcare Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	0	0	0			
	Total Protection of Environment	3,463	2,761	2,898	630			

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	Operating Expenditure							
0162	Long Service Leave (Town Planning) Provision	0	0	7,500	(7,848)	0		
0942	Depreciation (Town Planning)	3,488	8,964	11,948	11,982	5,476		
1992	Planning Consultancy Expenses	2,600	18,747	25,000	7,420	16,147	*	Timing external contract services
2102	Workers Compensation Insurance (Town Planning)	2,157	2,600	2,599	2,260	443		
2112	Salaries & Wages (Town Planning)	112,722	107,388	143,178	138,456	(5,334)		
2122	Superannuation Council 3% (Town Planning)	3,414	3,168	4,219	3,988	(246)		
2132	Superannuation (Town Planning)	11,008	10,548	14,063	12,999	(460)		
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	1,002	747	2,500	1,606	(255)		
2222	Motor Vehicle Expenses	3,181	5,625	7,500	4,423	2,444		
2232	Legal Expenses (Town Planning)	2,735	9,518	12,500	3,845	6,783		
2242	Engineering Expenses	0	8,000	12,000	8,495	8,000		
2252	Advertising Expenses	0	4,500	5,000	143	4,500		
3012	Admin Allocation (Town Planning)	47,340	52,515	70,018	28,956	5,175		
3082	Prior Period Write Off (Town Planning)	0	0	0	0	0		
7052	Surveying & Land Expenses	1,193	16,668	25,000	14,426	15,475	*	Timing external contract services
7072	Project Expenses (Town Planning)	0	0	10,000	74	0		
	Total Operating Expenditure	190,840	248,988	357,025	230,601			
COA	Operating Revenue							
0163	Town Planning Projects - Income	0	0	0	(4,063)	0		
2233	Town Planning Fee Income	(14,583)	(5,247)	(7,000)	(28,384)	9,336		
2243	Outsourced Planning Fees - Other LGs	(14,396)	(9,000)	(12,000)	(18,640)	5,396		
2253	Outsourced Planning Fees - Other LGs	(905)	0	0	0	905		
3603	Outsourced Planning Fees - Other LGs	(25)	0	0	0	25		
	Total Operating Revenue	(29,910)	(14,247)	(19,000)	(51,087)			
COA	Capital Expenditure / Reserve Transfers							
4820	Transfer to Legal Reserve (EQ)	3	0	0	13	(3)		
	Total Capital Expenditure/Reserve Transfers	3	0	0	13			
	Total Town Planning and Regional Development	160,933	234,741	338,025	179,528	0		

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	Operating Expenditure							
3102	Cemetery Expenses	6,607	15,647	20,690	18,120	9,040		
3132	Community Development Expenses	473	5,000	6,000	2,242	4,527		
3162	Admin Allocation (Other Community Amenities)	39,450	43,758	58,348	48,259	4,308		
3212	Depreciation (Other Community Amenities)	10,952	10,296	13,730	14,512	(656)		
3222	Community Growth Fund	803	8,000	12,000	26,700	7,197		
3232	Community Development Officer Expenses	23,250	39,573	53,009	33,288	16,323	*	Timing
	Total Operating Expenditure	81,536	122,274	163,777	143,122			
COA	Operating Revenue							
3093	Cemetery Income (GST Free)	(1,121)	(1,327)	(2,084)	(2,811)	(206)		
3113	Cemetery Income (GST Applicable)	(425)	(900)	(900)	(3,132)	(475)		
3613	Reimbursements & Contributions	0	0	0	0	0		
3633	Community Development Grants	0	0	0	0	0		
	Total Operating Revenue	(1,546)	(2,227)	(2,984)	(6,943)			
COA	Capital Expenditure / Reserve Transfers							
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		
	Total Capital Expenditure/Reserve Transfers	0	0	0	(1,051)			
	Total Other Community Amenities	79,990	120,047	160,793	135,128			
	Total Community Amenities	236,926	363,629	609,127	380,725			

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)	71,923	65,934	87,907	92,990	(5,989)		
2722	Public Halls & Showgrounds Expense	76,630	132,406	162,706	81,076	55,776	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2732	Nabawa Community Centre Expenses	39,464	42,672	58,111	41,083	3,208		
2742	Interest (Loan 89 - Nabawa Stadium Upgrade)	0	0	0	151	0		
3202	Admin Allocation (Public Halls)	47,340	52,515	70,018	57,912	5,175		
	Total Operating Expenditure	235,357	293,527	378,742	273,212			
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)	(1,000)	(1,000)	(1,458)	251		
2453	Showground/Halls Income Received	(5,819)	(3,500)	(3,500)	(4,858)	2,319		
2683	Contributions & Reimbursements	0	(154,150)	(154,150)	0	(154,150)	*	Timing of claim for Cyclone Seroja Shire Assets Damage Reimbursement from Insurance Claim Expenditure
3423	Grant Funding Revenue	0	0	(730,874)	(77,500)	0		
	Total Operating Revenue	(7,070)	(158,650)	(889,524)	(83,816)			

COA	Capital Expenditure / Reserve Transfers							
2550	Transfer to Building Reserve (EQ)	14	0	100,000	64	(14)		
2644	Land & Buildings Purchases (Public Halls) (NCA)	8,756	50,000	754,474	138,963	41,244	*	Timing of projects for LRCIP round 3
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		
	Total Capital Expenditure / Reserve Transfers	8,770	50,000	754,474	118,988			
	Total Public Halls and Civic Centres	237,057	184,877	243,692	308,384			

		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)	23,670	26,253	35,009	28,956	2,583		
3412	Coronation Beach Expenses	43,441	56,100	89,943	45,459	12,659	*	Timing
7082	Depreciation (Swimming Areas & Beaches)	9,187	6,984	9,312	9,850	(2,203)		
	Total Operating Expenditure	76,298	89,337	134,264	84,265			
COA	Operating Revenue							
3433	Grant Income (Swimming Areas & Beaches)	(1,137)	0	0	0	1,137		BEN Signs
3443	Coronation Beach Camping Fees	(67,389)	(48,753)	(65,000)	(74,078)	18,636	*	Timing
3453	Grant and Other Income (Swimming Areas & Beaches)	(4,254)	0	0	(76,163)	4,254		
	Total Operating Revenue	(72,780)	(48,753)	(65,000)	(150,241)			
COA	Capital Expenditure / Reserve Transfers							
7164	Land and Buildings	0	0	0	66,788	0		
	Total Swimming Areas and Beaches	3,518	40,584	69,264	812			

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	6,604	11,000	15,998	16,496	4,396		
1482	Sporting Clubs Expenses	46,383	83,186	106,097	65,615	36,803	*	Timing of Cyclone Seroja Shire Asset Damage repairs
1532	Interest (Loan 98)	798	836	836	1,867	38		
2642	Parks & Gardens Expenses	67,150	165,185	193,855	95,851	98,035	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2702	Sports Pavilion & Basketball Stadium (Nabawa Recreation Centre)	10,184	55,326	58,671	17,084	45,142	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2712	Tennis Clubs Expenses	5,257	30,508	32,679	6,114	25,251	*	Timing of Cyclone Seroja Shire Asset Damage repairs
2772	Minor Gardening Equipment Purchases	858	1,503	2,000	1,474	646		
2812	Golf Courses	2,298	2,282	2,360	2,053	(16)		
3442	Admin Allocation (Recreation & Sport)	23,670	26,253	35,009	28,956	2,583		
7022	Depreciation (Recreation & Sport)	81,960	39,843	43,683	88,988	(2,759)		
	Total Operating Expenditure	255,004	423,005	491,189	413,487			
COA	Operating Revenue							
2743	Sports Club Hire Income	(4,275)	(620)	(620)	(520)	3,655		
2803	Grants & Other Income Received	(100,000)	(100,000)	(100,000)	(69,119)	0		
3444	Fig Tree Camping Fees	(3,248)	(1,872)	(2,500)	(5,825)	1,376		
	Total Operating Revenue	(107,522)	(102,492)	(103,120)	(75,464)			
COA	Capital Expenditure / Reserve Transfers							
1304	Plant & Equipment Purchases (NCA)	143,120	150,000	150,000	2,616	6,880		Carry Over project Shire contribution \$50,000 Total Project \$152,616 Rockwell-Yuna Pipeline Rejuvenation Project Funded through DWER Community Water Supply Program Project: Rockwell-Yuna Pipeline Rejuvenation Project
1314	Transfer to Building Reserve (EQ)	0	0	0	0	0		
2834	Land & Building Purchases (NCA)	0	0	21,000	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)	42,125	42,125	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		
	Total Capital Expenditure / Reserve Transfers	185,245	192,125	233,125	156,908			
	Total Other Recreation and Sport	332,727	512,638	621,195	494,932			

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	Operating Expenditure							
2902	Library Expenses	5,890	12,175	19,784	3,707	6,285		
2912	Honorarium Librarian Payment	500	2,400	3,600	1,000	1,900		
3582	Admin Allocation (Libraries)	23,670	26,253	35,009	28,956	2,583		
6922	Depreciation (Libraries)	409	0	0	0	(409)		
	Total Operating Expenditure	30,470	40,828	58,393	33,662			
COA	Operating Revenue							
2983	Grants, Contributions & Reimbursements	0	0	0	(22,000)	0		
	Total Operating Revenue	0	0	0	(22,000)			
	Capital Expenditure / Reserve Transfers							
3504	Land & Building Purchases (Libraries) (NCA)	0	0	0	27,266	0		
	Total Capital/Reserves	0	0	0	27,266			
	Total Library	30,470	40,828	58,393	38,929			

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	Operating Expenditure							
3626	Museum & Road Board Expense	13,188	30,831	32,540	7,098	17,643	*	Timing repairs for Cyclone Seroja Shire Asset Damage - Museum shed at Nanson
3652	Depreciation (Other Culture)	8,069	7,623	10,161	10,748	(446)		
	Total Operating Expenditure	21,256	38,454	42,701	17,846			
	Operating Revenue							
3445	Grant Funding Received	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Capital Expenditure / Reserve Transfers							
3604	Land & Building Purchases (NCA)	0	0	0	0	0		
3635	Transfer from Building Reserve (EQ)	0	0	0	0	0		
	Total Capital/Reserves	0	0	0	0			
	Total Other Culture	21,256	38,454	42,701	17,846			
	Total Recreation and Culture	625,028	817,381	1,035,245	855,636			

Prog	Transport	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET VARIATION	>\$10K	Budget PROFILE Comments
37	Constuction Streets, Roads, Bridges, Depots	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals			
COA	Operating Expenditure							
3702	Admin Allocation (Road Construction)	63,120	70,020	93,357	86,867	6,900		
COA	Operating Revenue							
3173	MW Regional Road Funding	(872,554)	(840,000)	(1,200,000)	(900,000)	32,554	*	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)	(328,260)	(328,260)	(328,260)	(119,693)	*	Timing Revenue recognition for R2R funding for Dartmoor Rd & Valentine Rd
	Total Operating Revenue	(1,081,121)	(1,168,260)	(1,528,260)	(1,228,260)			
COA	Capital Expenditure							
3114	Capital Roadworks Program Purchases (Incl Grant Funded Jobs) (NCA)	1,445,222	1,944,867	2,135,830	1,674,229	499,646	*	Job: C08 - Dartmoor Rd - Upgrade from gravel to a 7.2m wide seal Job: C16 - East Nabawa (West) - Upgrade from existing unsealed road to 7.2m wide seal Job: C16E - East Nabawa Rd (East) -Upgrade from gravel to 7.2 m wide seal Job: C13 - Valentine Road - Upgrade from an existing gravel raod to 7.2m wide seal Jobs yet to commence : Job: C59 - McCagh Rd - Upgrade from an existing gravel road to 6.2m wide seal Job: 1040 - YMCC Car Park & Road Seal (Bawden Road)
4840	Transfer to Infrastructure Reserve (EQ)	13	0	115,335	65,053			
	Total Capital Expenditure / Reserve Transfers	1,445,234	1,944,867	2,251,165	1,739,283			
	Total Road Construction	427,234	846,627	816,262	597,890			

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	208,337	83,184	458,317	0	(125,153)	*	Job: RC131 - Northampton Nabawa Rd allocated Job 3 in the program
3372	Road Maintenance Expense	489,838	898,046	1,493,133	1,922,560	408,208	*	Timing for Allocations S&W across jobs Job: RC04 - Wandana Road - Reconstruct and gravel sheet \$268k Job: RV01 - Road Maintenance Program Minor & Major Mtce \$897k
3502	Depot Maintenance	26,406	22,078	27,857	22,092	(4,328)		
3512	Street Lighting Expense	6,924	6,668	10,000	10,441	(256)		
3522	Depreciation (Road Maintenance)	45,017	48,636	64,853	68,309	3,619		
3532	Street Trees	200	15,000	15,000	0	14,800	*	Timing
3542	Licences & Subscriptions	10,159	15,000	15,000	8,895	4,841		
3562	Road Sign Expense	2,855	15,000	15,000	7,557	12,145	*	Timing
3802	Admin Allocation (Road Maintenance)	63,120	70,020	93,357	86,867	6,900		
3822	Bore Maintenance	10,884	10,000	15,000	12,422	(884)		
3832	Crossover expenses to ratepayers	0	2,500	3,500	800	2,500		
6912	Depreciation (Roads)	950,101	860,202	1,146,937	1,213,692	(89,899)	*	Timing for non cash allocations - depn
	Total Operating Expenditure	1,813,841	2,046,334	3,357,954	3,353,635			
COA	Operating Revenue							
3143	MRWA Direct Grant	(137,540)	(137,540)	(137,540)	(127,990)	0		
3153	Other Grant Income	(252,281)	(240,000)	(300,000)	(516,120)	12,281	*	Timing Revenue recognition for RRG Funding Northampton Nabawa Rd
3393	Hudson Resources Contribution (Dartmoor Road)	(12,357)	(12,500)	(12,500)	(36,483)	(143)		
	Total Operating Revenue	(402,178)	(390,040)	(450,040)	(680,593)			
COA	Capital Expenditure							
3264	Depot Construction (NCA)	0	21,000	21,000	0	21,000	*	Quotes in progress - Bldg Program - Concrete Hard Stand with trafficable grate Diesel powered Hire Pressure system
3205	Transfer from Infrastructure Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	0	21,000	21,000	0			
	Total Road Maintenance	1,411,663	1,677,294	2,928,914	2,673,043			

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		
	Total Operating Expenditure	0	0	0	0			
COA	Operating Revenue							
3543	Profit on Sale of Assets	(86,856)	(60,006)	(60,006)	(72,554)	26,850	*	Timing of Plant Replacement Program Changeover
3575	Proceeds from Disposal of Assets	0	0	(106,000)	0	0		
3903	Grants, Contributions & Reimbursement Road Plant	0	0	0	0	0		
	Total Operating Revenue	(86,856)	(60,006)	(166,006)	(72,554)			
COA	Capital Expenditure / Reserve Transfers							

3554	Plant & Equipment Purchases (NCA)	514,088	0	684,000	489,116	(514,088)	*	Timing of Plant Replacement Program Changeover
3584	Tools & Other Equip > \$5000 (Capex)	4,091	0	7,000	7,786	(4,091)		
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	250,000	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	0	0	0		
	Total Capital Expenditure / Reserve Transfers	518,179	0	663,000	787,152			
	Total Road Plant Purchases	431,323	(60,006)	496,994	714,598			

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)	31,560	35,010	46,679	38,608	3,450		
4572	Traffic Control Expense	0	0	3,000	0	0		
7572	Traffic Counters Expense	0	0	0	0	0		
	Total Operating Expenditure	31,560	35,010	49,679	38,608			
COA	Operating Revenue							
7513	Licensing Commission Income	(2,874)	(2,628)	(3,500)	(3,414)	246		
7573	Traffic Counter Income	0	0	0	(3,200)	0		
	Total Operating Revenue	(2,874)	(2,628)	(3,500)	(6,614)			
	Capital Expenditure / Reserve Transfers							
7574	Tools & Equipment Purchases (NCA)	7,445	0	10,000	13,243	(7,445)		
7685	Proceeds from Disposal of Assets	0	0	0	0	0		
	Total Capital Expenditure / Reserve Transfers	7,445	0	10,000	13,243			
	Total Traffic Control	36,131	32,382	56,179	45,237			
	Total Transport	2,306,350	2,496,297	4,298,349	4,030,767			

Prog	Economic Services	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		
44	Rural Services	Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3362	Ranger Allocation (Roadside Spraying)	6,906	14,130	18,839	8,867	7,224		
3852	Weed & Vermin Control Consultancy	0	0	3,000	0	0		
4462	Admin Allocation (Rural Services)	7,674	8,703	11,602	9,853	1,029		
6722	Noxious Weeds & Pest Expense	6,341	11,250	11,664	10,043	4,909		
	Total Operating Expenditure	20,921	34,083	45,105	28,764			
COA	Capital Expenditure / Reserve Transfers							
4404	Plant & Equipment Purchases (NCA)	0	0	0	0	0		
	Total Rural Services	20,921	34,083	45,105	28,764			

45	Tourism and Area Promotion	2021/2022	2021/2022	2021/2022	2020/2021	BUDGET		
		Year to Date Actuals	Year to Date Budget	Full Year Original Budget	30 June 21 YTD Actuals	VARIATION	>\$10K	Budget PROFILE Comments
COA	Operating Expenditure							
3952	Signage Expense (Tourism)	0	0	0	0	0		
3982	Tourism Expense	0	0	0	1,410	0		
4282	Promotional Expense (Tourism)	6,500	22,500	39,500	550	16,000	*	Timing
	Total Operating Expenditure	6,500	22,500	39,500	1,960			
COA	Operating Revenue							
3973	Contr. & Reim. (Tourism).	0	0	0	0	0		
3953	Contr. & Reim. (Tourism).	(25)	0	0	0	25		
	Total Operating Revenue	(25)	0	0	0			
	Total Tourism and Area Promotion	6,475	22,500	39,500	1,960			

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	104,455	97,080	132,050	138,386	(7,375)		
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)	55,230	61,263	81,687	67,563	6,033		
	Total Operating Expenditure	159,686	158,343	224,737	205,949			
COA	Operating Revenue							
4153	Building Licenses Income	(8,860)	(9,000)	(12,000)	(29,838)	(140)		
4173	CTF Commissions Received	(188)	(135)	(180)	(225)	53		
4213	Building Commissions Received	(205)	(342)	(450)	(586)	(137)		
4183	Contributions & Reimbursements (Building Control)	0	0	0	0	0		
	Total Operating Revenue	(9,253)	(9,477)	(12,630)	(30,649)			
COA	Capital Expenditure / Reserve Transfers							
4215	Transfer from Leave Reserve (EQ)	0	0	0	0	0		
	Total Capital Expenditure/Reserve Transfers	0	0	0	0			
	Total Building Control	150,433	148,866	212,107	175,300			
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	300	300	0	300		
4222	Admin Allocation (Other Economic Services)	31,560	35,010	46,679	48,259	3,450		
4242	Rehabilitation of Gravel Pits Expense	0	0	5,000	0	0		
4252	Purchase of Stamps	0	25	50	20	25		
4272	Other Expenditure	0	7,822	10,100	28	7,822		Refer GL COA's 7274 & 7273
7274	Lease Expense - Interest MUN	1,074	0	0	0	(1,074)		Nabawa Valley Tavern - fuel bowser rental
	Total Operating Expenditure	32,634	43,157	62,129	48,307			
COA	Operating Revenue							
4223	Commission Received Australia Post	(6,068)	(5,247)	(7,000)	(8,713)	821		
4243	Annual Post Office Box Fee	(3,270)	(3,300)	(3,300)	(3,300)	(30)		
4253	Postage Stamp Income	(11)	(48)	(50)	(25)	(37)		
4333	Photocopying Income	(2)	0	0	(42)	2		
4913	Shire Leased Reserves Income	(600)	(450)	(450)	(450)	150		
	Total Operating Revenue	(9,950)	(9,045)	(10,800)	(12,531)			
COA	Capital Expenditure / Reserve Transfers							
4760	Transfer to Water Strategy Reserve (EQ)	1	0	0	5	(1)		
7273	Lease Expense - Principal MUN	5,745	0	0	0	(5,745)		Nabawa Valley Tavern - fuel bowser rental
	Total Other Economic Services	28,429	34,112	51,329	35,777			
	Total Economic Services	206,258	239,561	348,041	241,801			

Prog	Other Property & 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			
47	Plant Depreciation							
COA	Operating Expenditure							
5012	Depreciation (Other Property & Services)	282,226	257,634	343,517	364,676	(24,592)	*	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)	(224,268)	(257,634)	(343,517)	(364,676)	(33,366)	*	Non Cash item offset above
	Total Plant Depreciation	57,958	0	0	0			
50	Private Works							
COA	Operating Expenditure							
7302	Private Works Expense	141	0	10,000	5,992	(141)		
COA	Operating Income							
7333	Private Works Income	(1,551)	(7,263)	(11,000)	(8,825)	(5,712)		
	Total Private Works	(1,411)	(7,263)	(1,000)	(2,833)			
52	Public Works Overheads							
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)	7,606	12,402	16,540	13,499	4,796		
4322	Superannuation (Manager of Works)	8,657	8,640	11,524	10,641	(17)		
4332	Superannuation (Public Works Overheads)	57,119	71,415	95,219	74,830	14,296	*	Timing - expenses lower than budget profile year to date
4342	Salaries & Wages (Works Manager)	84,921	84,474	112,636	109,943	(447)		
4352	Superannuation Council 3% (Manager of Works)	2,593	2,592	3,457	3,360	(1)		
4372	Public Works Sundry Expense	18,411	11,650	12,700	10,607	(6,761)		
4382	Works Manager Expenses	2,686	3,114	4,150	3,614	428		
4392	External Engineering Services	9,200	9,750	13,000	9,350	550		
4402	Sick Leave (Public Works Overheads)	24,318	32,419	38,239	25,646	8,101		
4412	Annual Leave (Public Works Overheads)	36,208	83,412	94,625	75,243	47,204	*	Timing - expenses lower than budget profile year to date
4432	Public Holiday Pay (Public Works Overheads)	21,900	26,227	45,047	39,692	4,327		
4422	Long Service Leave Expense (Public Works Overheads)	3,297	0	0	25,305	(3,297)		
4442	Occupational Health & Safety Expense	5,259	11,332	15,000	4,160	6,073		
4452	Protective Uniform/ Minor Workwear	2,629	0	8,293	9,191	(2,629)		
4602	Training Expense	8,371	9,582	15,000	3,259	1,211		
4652	Works Staff Allowances (Public Works Overheads)	17,315	25,128	33,500	23,288	7,813		
5202	Admin Allocation (Public Works Overheads)	102,571	113,778	151,705	125,474	11,207	*	Timing - expenses lower than budget profile year to date
6782	Workers Compensation Insurance (Public Works Overheads)	18,236	20,854	20,854	18,134	2,618		
7422	Less Public Works Overheads Allocated to W & S	(501,523)	(530,991)	(707,990)	(561,824)	(29,468)	*	PWO allocated across programs lower than budget profile year to date
	Total Operating Expenditure	(70,227)	(4,222)	3,500	(0)			
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		
	Total Public Works Overheads	(70,227)	(4,222)	3,500	(0)			

		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	153,628	156,015	208,030	197,917	2,387		
4482	Tyre Purchase Expense	20,733	43,128	57,500	34,260	22,395	*	Timing- Tyre Purchase
4492	Parts & Outside Repairs Expense	94,181	112,500	150,000	147,185	18,319	*	Timing - Parts & Outside Repairs Materials & Services
4502	Plant Licences Expense	403	9,196	19,000	18,711	8,793		
4532	Tools & Consumables	16,777	15,003	20,000	20,612	(1,774)		
4542	Fuel, Oil & Grease	202,989	236,250	300,000	216,793	33,261	*	Timing purchase of Fuel & Oil Expenses
4552	Cutting Edges & Tips	4,870	9,000	12,000	8,575	4,130		
5112	Admin Allocation (Plant Operations)	15,780	17,505	23,339	19,304	1,725		
6772	Insurance Expense (Plant Operations)	38,016	43,599	43,599	37,912	5,583		
4512	Less POC Allocated to W & S	(480,023)	(595,098)	(793,468)	(656,863)	(115,075)	*	31 - Program 14 POC allocated across jobs less coa 4513 diesel fuel rebates from plant use
	Total Operating Expenditure	67,355	47,098	40,000	44,407			
COA	Operating Revenue							
4513	Diesel Fuel Rebate	(32,840)	(29,997)	(40,000)	(44,407)	2,843		
	Total Operating Revenue	(32,840)	(29,997)	(40,000)	(44,407)			
	Total Plant Operation Costs	34,515	17,101	(0)	0			

		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	768,410	828,648	1,104,869	963,443	60,238	*	Timing Sal & Wages ordinary hours reduced admin
4580	S&W Works & Services	760,661	891,675	1,188,901	1,063,206	131,014	*	Timing Sal & Wages ordinary hours, overtime & casual pool reduced plant operators
4600	Less Salary & Wages Allocated	(1,546,474)	(1,720,332)	(2,293,770)	(2,009,244)	(173,858)	*	Timing Sal & Wages ordinary hours, overtime & casual pool
4592	Workers Compensation Paid	0	0	0	0	0		
	Total Operating Expenditure	(17,404)	(9)	0	17,404			
COA	Operating Revenue							
4613	Salaries & Wages Reimbursement Received	0	0	0	0	0		
4623	Paid Parental Leave Scheme Income	0	0	0	0	0		
	Total Operating Revenue	0	0	0	0			
	Total Salaries and Wages	(17,404)	(9)	0	17,404			

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	1,326	7,500	10,000	8,774	6,174		
	Total Operating Expenditure	1,326	7,500	10,000	8,774			
COA	Operating Revenue							
2385	Proceeds from Disposal of Assets	0	0	(20,000)	0	0		
5023	Overpayments/Recoverables - Income	(559)	(7,500)	(10,000)	(7,298)	(6,942)		
3813	Profit on Revaluation	0	0	0	0	0		
	Total Operating Revenue	(559)	(7,500)	(30,000)	(7,298)			
	Capital Expenditure							
4801	Transfer to Land Development Reserve (EQ)	4	0	20,000	17	(4)		
	Total Unclassified	772	0	0	1,492			
	Total Other Property and Services	4,205	5,607	2,499	16,062			

List of Accounts Paid - March 2022			
Chq/EFT	Date	Name	Amount
MUNICIPAL ACCOUNT			
EFT26219	04/03/2022	Department of Mines, Industry Regulation & Safety	-459.50
EFT26220	04/03/2022	Shire of Chapman Valley	-20.00
EFT26221	04/03/2022	Batavia Removals and Transport	-8041.00
EFT26222	04/03/2022	CJD Equipment Pty Ltd	-276.36
EFT26223	04/03/2022	Carrawingee Farms Pty Ltd	-33000.00
EFT26224	04/03/2022	Dalgleish Catering	-2725.00
EFT26225	04/03/2022	Department Of Fire And Emergency Services	-23812.80
EFT26226	04/03/2022	Five Star Business Solutions & Innovation	-457.19
EFT26227	04/03/2022	Fleet Network	-997.61
EFT26228	04/03/2022	Glenfield Fresh IGA	-93.49
EFT26229	04/03/2022	Harvey Norman Computers Geraldton	-446.00
EFT26230	04/03/2022	IPEC Pty Ltd	-54.23
EFT26231	04/03/2022	Indysystem Music And Media	-450.00
EFT26232	04/03/2022	Landgate	-41.30
EFT26233	04/03/2022	Local Government Supervisors Association Of Western Australia Inc.	-100.00
EFT26234	04/03/2022	MOD Designs	-1000.00
EFT26235	04/03/2022	Midwest Turf Supplies	-62824.33
EFT26236	04/03/2022	Node1Internet	-476.95
EFT26237	04/03/2022	Novus	-960.00
EFT26238	04/03/2022	Pest A Kill WA	-825.00
EFT26239	04/03/2022	Purcher International	-499.68
EFT26240	04/03/2022	Queens Supa IGA Supermarket	-136.75
EFT26241	04/03/2022	Ray Stent	-380.30
EFT26242	04/03/2022	Refuel Australia	-7014.00
EFT26243	04/03/2022	Sprayer Barn Geraldton	-2576.40
EFT26244	04/03/2022	TeletracNavman Australia	-769.45
EFT26245	04/03/2022	Wurth Australia	-570.89
EFT26246	11/03/2022	Building and Construction Industry Training Fund	-373.50
EFT26247	11/03/2022	Shire of Chapman Valley	-16.50
EFT26248	11/03/2022	Australia Post	-256.08
EFT26249	11/03/2022	Cleanpak Total Solutions	-77.00
EFT26250	11/03/2022	Complete Office Supplies	-122.53
EFT26251	11/03/2022	GNC Quality Precast Geraldton	-2319.90
EFT26252	11/03/2022	Geraldton Air Compressors	-132.00
EFT26253	11/03/2022	Geraldton Toyota	-293.38
EFT26254	11/03/2022	Harvey Norman Computers Geraldton	-161.85
EFT26255	11/03/2022	Hersey's Safety Pty Ltd	-1573.55
EFT26256	11/03/2022	Kruize Asphalt & Contracting	-14657.50
EFT26257	11/03/2022	ML Communications	-96.80
EFT26258	11/03/2022	Option Refrigeration & Air Conditioning	-202.62
EFT26259	11/03/2022	Pages Auto Electrical Service	-677.04
EFT26260	11/03/2022	Refuel Australia	-21476.28
EFT26261	11/03/2022	Road Runner Mechanical Services	-4984.18
EFT26262	11/03/2022	Shire of Morawa	-750.00
EFT26263	11/03/2022	The Geraldton Club	-3248.30
EFT26264	11/03/2022	Woolworths Group	-139.50
EFT26265	17/03/2022	Western Australian Treasury Corporation	-21480.58
EFT26266	07/03/2022	Westpac Geraldton	-36.50
EFT26267	18/03/2022	MM Electrical Merchandising	-199.77
EFT26268	18/03/2022	Synergy	-985.05
EFT26269	18/03/2022	BF & G Bunter	-4950.00

List of Accounts Paid - March 2022			
Chq/EFT	Date	Name	Amount
EFT26270	18/03/2022	Cleanpak Total Solutions	-32.96
EFT26271	18/03/2022	Fleet Network	-997.61
EFT26272	18/03/2022	Goodyear & Dunlop Tyres (Aust) Pty Ltd	-3444.60
EFT26273	18/03/2022	Great Northern Rural Services	-3418.25
EFT26274	18/03/2022	Greenfield Technical Service	-1045.00
EFT26275	18/03/2022	Hertz Australia Pty Ltd	-204.42
EFT26276	18/03/2022	IPEC Pty Ltd	-11.01
EFT26277	18/03/2022	Landgate	-416.15
EFT26278	18/03/2022	Let's Party - Geraldton's Balloon & Party Centre	-275.00
EFT26279	18/03/2022	M2 Technology Group	-231.00
EFT26280	18/03/2022	Mitchell & Brown	-156.00
EFT26281	18/03/2022	Pest A Kill WA	-275.00
EFT26282	18/03/2022	RGI Signworks	-6160.00
EFT26283	18/03/2022	Totally Work Wear	-55.29
EFT26284	18/03/2022	Ultimate Positioning Group Pty Ltd	-110.00
EFT26285	25/03/2022	Katy Thompson	-700.00
EFT26286	25/03/2022	Telstra Corporation Limited	-5402.25
EFT26287	25/03/2022	AFGRI	-482.80
EFT26288	25/03/2022	Atom Supply	-3353.03
EFT26289	25/03/2022	Bridgestone Tyre Centre	-72.00
EFT26290	25/03/2022	Bruce Rock Engineering	-1159.19
EFT26291	25/03/2022	Bunnings Group Limited	-1564.11
EFT26292	25/03/2022	Cleanaway Co Pty Ltd (Commercial)	-7560.89
EFT26293	25/03/2022	Cleanaway Co Pty Ltd (Domestic)	-6111.38
EFT26294	25/03/2022	Department Of Fire And Emergency Services	-12635.67
EFT26295	25/03/2022	Design Catering	-352.00
EFT26296	25/03/2022	Geraldton Ag Services	-74.76
EFT26297	25/03/2022	Geraldton Lock And Key	-22.00
EFT26298	25/03/2022	Glenfield Fresh IGA	-9.60
EFT26299	25/03/2022	Integrated ICT	-4642.23
EFT26300	25/03/2022	Lenane Holdings Pty Ltd	-5043.50
EFT26301	25/03/2022	Market Creations Agency Pty Ltd	-440.00
EFT26302	25/03/2022	Midwest Fire Protection Service- Deltazone	-2581.70
EFT26303	25/03/2022	Mooreview Plants & Trees	-18.40
EFT26304	25/03/2022	NAPA - Cows Parts Pty Ltd	-2289.21
EFT26305	25/03/2022	Node1Internet	-476.95
EFT26306	25/03/2022	Norfolk Cleaning Service	-5120.50
EFT26307	25/03/2022	Office of the Auditor General	-47080.00
EFT26308	25/03/2022	Option Refrigeration & Air Conditioning	-852.94
EFT26309	25/03/2022	PS & KA Armstrong	-617.00
EFT26310	25/03/2022	Paper Plus Office National	-90.43
EFT26311	25/03/2022	Pirtek Geraldton	-917.91
EFT26312	25/03/2022	Statewide Bearings	-721.60
EFT26313	25/03/2022	Truckline	-1837.48
EFT26314	25/03/2022	Westrac Pty Ltd	-427.20
EFT26315	25/03/2022	Winc Australia Pty Limited	-57.44
EFT26335	21/03/2022	Australian Taxation Office	-28253.00
DD17537.1	01/03/2022	Aware Super Pty Ltd	-8295.67
DD17537.2	01/03/2022	Australian Super	-417.49
DD17537.3	01/03/2022	Wealth Personal Superannuation and Pension Fund	-510.12
DD17537.4	01/03/2022	Cameron Fishing Superannuation Fund	-125.44
DD17537.5	01/03/2022	OnePath Custodians Pty Limited	-126.35
DD17537.6	01/03/2022	Prime Super	-265.36

List of Accounts Paid - March 2022			
Chq/EFT	Date	Name	Amount
DD17537.7	01/03/2022	Hostplus Superannuation	-77.22
DD17537.8	01/03/2022	Rest Superannuation	-257.00
DD17537.9	01/03/2022	ANZ Smart Choice Super	-259.90
DD17549.1	15/03/2022	Aware Super Pty Ltd	-8211.05
DD17549.2	15/03/2022	Australian Super	-417.49
DD17549.3	15/03/2022	Wealth Personal Superannuation and Pension Fund	-510.12
DD17549.4	15/03/2022	Cameron Fishing Superannuation Fund	-65.42
DD17549.5	15/03/2022	OnePath Custodians Pty Limited	-105.30
DD17549.6	15/03/2022	Prime Super	-268.17
DD17549.7	15/03/2022	Hostplus Superannuation	-28.08
DD17549.8	15/03/2022	Rest Superannuation	-257.00
DD17549.9	15/03/2022	ANZ Smart Choice Super	-259.90
DD17569.1	29/03/2022	Aware Super Pty Ltd	-8293.41
DD17569.2	29/03/2022	Australian Super	-419.79
DD17569.3	29/03/2022	Wealth Personal Superannuation and Pension Fund	-510.12
DD17569.4	29/03/2022	Cameron Fishing Superannuation Fund	-111.60
DD17569.5	29/03/2022	OnePath Custodians Pty Limited	-180.73
DD17569.6	29/03/2022	Prime Super	-275.18
DD17569.7	29/03/2022	Hostplus Superannuation	-14.04
DD17569.8	29/03/2022	Rest Superannuation	-257.00
DD17569.9	29/03/2022	ANZ Smart Choice Super	-259.90
		Total Payments	-416796.95

BANK RECONCILIATION - Muni Accounts As at 31st of March 2022

SYNERGY

Balance as per Cash at Bank Account GL 160000	44,807.00
Balance as per Cash at Bank Account GL 170000	3,225,462.66
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	-
	\$3,270,269.66

BANK

Muni Bank Account (Account No 000040)	81,999.01
Investment Account (Account No 305784)	3,225,462.66
	<u>3,307,461.67</u>
Less Outstanding Payments	35,588.84
Plus Outstanding Deposits	50.00
Plus Tfer from Trust to Muni <u>or</u> [Tfer to Trust from Muni]	(1,653.17)
	\$3,270,269.66

Difference Check 0.00

Completed by:



Beau Raymond - Senior Finance Officer

5/4/22
Date

Reviewed by:



Dianne Raymond - Mgr Finance & Corporate Services

11/4/22
Date



SHIRE OF
Chapman Valley
love the rural life!

UNCONFIRMED MINUTES

COMMUNITY GROWTH FUND ADVISORY GROUP

**29 MARCH 2022
11.30 AM
COUNCIL CHAMBERS
NABAWA**

Community Growth Fund Advisory Group	<p>Purpose: Evaluate application received for funding under the Shire of Chapman Valley Community Growth Fund program in accordance with guideline, policies and procedures set by Council and make recommendations to Council to allocate funds</p> <p>Delegation – Nil</p>	<p><u>President (Presiding Member) & 3 x Councillors (Members)</u></p> <ul style="list-style-type: none">• Cr Warr (President)• Cr Davidson• Cr Low• Cr Royce <p>~ Chief Executive Officer</p> <p>~ Manager Finance & Corp Services</p> <p>~ Community Development Officer</p>
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DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

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.



Jamie Criddle
CHIEF EXECUTIVE OFFICER

**COMMUNITY GROWTH FUND ADVISORY GROUP MEETING
9.00AM – 29 MARCH 2022 COUNCIL CHAMBERS, NABAWA**

Purpose of the Advisory: Evaluate applications received for funding under the Shire of Chapman Valley Community Growth Fund program in accordance with Guidelines, policies and procedures set by Council and make recommendations to Council to allocate funds

ORDER OF BUSINESS

1.0 Declaration of Opening / Announcements of Visitors

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.

2.0 Record of Attendance

2.1 Present

Elected Members	In	Out
Cr Kirrilee Warr (Presiding Member)	11.30am	1.08pm
Cr Beverley Davidson	11.30am	1.08pm
Cr Catherine Low	11.30am	1.08pm
Cr Trevor Royce	11.30am	1.08pm

Officers	In	Out
Jamie Criddle (Chief Executive Officer)	11.30am	1.08pm
Solataire Cameron (Community Development Officer)	11.30am	1.08pm
Dianne Raymond (Manager Finance and Corporate Service)	11.30am	1.08pm

2.2 Apologies

3.0 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.”*

Interests	
Cr Kirrilee Warr (Presiding Member)	Member of CVAS, Yuna CWA, FABCV,
Cr Beverley Davidson	Member of CVHS
Cr Catherine Low	
Cr Trevor Royce	

4.0 Petitions / Deputations / Presentations

5.0 Agenda Items

5.1 Confirmation of the previous Community Growth Fund Advisory Group notes from 2021/2022.

MOVED: Di Raymond

SECONDED: Cr Davidson

ADVISORY GROUP RECOMMENDATION

The meeting notes from the 2021/2022 Community Growth Advisory Group of the Shire of Chapman Valley be confirmed as a true and accurate record of proceedings. (Supplied under separate cover)

Voting F7/A0

CARRIED

Minute Reference CGF 03/22-1

5.2 Consideration of Applications Received and Recommendation to Council

- A copy of the Council approved “Community Growth Fund Operational Procedures – CMP-067” under separate cover for Advisory Group guidance in evaluating applications. (see **Attachment A**)
- Copies of all applications are supplied under separate cover for Advisory Group consideration. (see **Attachment B**)
- Matrix Summary of all applications are supplied under separate cover. (see **Attachment C**)

MOVED: Cr Warr

SECONDED: Cr Royce

11.37am Suspend standing orders.

Voting F7/A0

CARRIED

Minute Reference CGF 03/22-2

Discussion was undertaken on the item

MOVED: Cr Davidson

SECONDED: Cr Royce

1.05pm Reinstate standing orders.

Voting F7/A0

CARRIED

Minute Reference CGF 03/22-3

MOVED: Cr Davidson

SECONDED: Cr Low

ADVISORY GROUP RECOMMENDATION

Council endorses the following (attached) funding allocation under the Shire of Chapman Valley's Community Growth Funds for 2022/2023 budget consideration.

Chapman Valley Agricultural Society	What Does the Chapman Valley Show Mean to you? (Banner project)	\$ 5,000
Yuna CWA	Yuna CWA buildings restoration	\$ 10,000
Chapman Valley Historical Society	Bush Timber & Iron Lean-To Structure Over Gas Barbecue	\$ 2,500
		\$ 17, 500

Voting F7/A0

CARRIED

Minute Reference CGF 03/22-4

6.0 General Business

Nil

7.0 Meeting closure

The Presiding Member thanked the Advisory Group members for their attendance and declared the meeting closed at 1.08pm.

2022-																
							Budget: details			Budget: Other sources of funding		Budget: In-kind		Budget: Expenditure		
	Applicants	Contact	Project title	Project description	Project location	Project dates	Total cost of project	How much funding are you applying for?	2022-23	Source	Amount	In-kind	Amount (volunteer time @\$30 per hour)	Source	Cost	CGF Advisory Group meeting Notes
1	Chapman Valley Menshed	Ralf Mulks	Upgrade of Menshed shed signs	The signs on the outside of the Menshed are deteriorating quickly and are in need to be replaced.	Nabawa	Aug-22	\$ 1,232.0	\$1,000.0	\$0.0	CV Menshed	\$232.0	6 people x 1 hrs = 6hrs x \$30= \$180	\$180.0	Quote: RGI Signworks	\$1,232	NO, redirect to maintenance or building committee
2	Chapman Valley Agricultural Society	Liz Elliott-Lockhart	BBQ's for Outdoor Camp Kitchen	We would like to install 2 outdoor commercial bbq's at the new outdoor gazebo/bar area	Nanson Showgrounds	Jun (Aug) Aug 2022	\$ 15,000.0	\$5,000.0	\$0.0	CBH Grassroots application- awaiting outcome	\$5,000.0		\$1,920.0	Parkquip 1. Electric BBQ 2. Accessible electric BBQ 3. Contract electrician required to wire them in	1. \$4815, plus delivery 2. \$5620, plus delivery	NO, redirect to maintenance or building committee, further due diligence required including Management License agreement
3	Chapman Valley Agricultural Society	Liz Elliott-Lockhart	What Does the Chapman Valley Show Mean to you?	To create a series (12 proposed) of roadside banners and with various locals and community groups in conjunction with Agricultural art work for the shed space at the Nanson Showgrounds. Also, murals on shed walls.	Nanson Showgrounds	Jun- Aug 2022	\$ 20,000.0	\$5,000.0	\$5,000.0	Applied to the Department of Local Government, Sport & Cultural Industries for assistance		6hr sessions for each group for facilitator CVAS rep	\$2,160.0	1. Blank Vinyl Banners 2. Poles - Abrolhos Steel 80mm metal pole 6.5m length (require 6) 3. Banner/Support Poles - Abrolhos Steel 20mm metal pole 2.4m required per banner (require 6 x 6.5 length) 4. Metal rungs and clamps 5. Paint	1. \$748 (12) 2. \$230 +GST= \$1518 3. \$57.50+ GST each, \$345 (6) 4. \$1174 5. \$2000	YES, subject to Shire approval of pole location. Note: Cr Royce a no for banners.
4	Yuna CWA	Jasmyn Allen	Yuna CWA buildings restoration	Our project is primarily to remove all asbestos on site, we plan to restore small historic engine room which is used as multipurpose storage, craft and activity room, make good all external fittings on both CWA buildings, re build patio, reline external part of a main hall kitchen extension and reline interior of both kitchen and small storage room internally within large hall.	Yuna CWA Hall	August to December 2022	\$ 66,000.0	\$10,000.0	\$10,000.0	1. Confirmed:CBH funding; 2. Own CWA resources; 3. AGT for engine room restoration and toilet upgrade; 4. CWA of WA Jubilee Fund, planned application; 5. Private donations; 6. Air conditioner being donated.	1. \$10,000 2. \$3000 3. \$20,000 4. \$26,000	Volunteer hours, 5x full day busy bees, with 6 people at each day	\$6,000.0	we plan to remove asbestos from external kitchen walls, reclad in durable external hardflex or corrugated iron and repaint to match all other buildings	\$10,000	YES
5	Yuna Primary School P&C	Corrine Smith	Small Pool Shade Sail Replacement	The P and C would like to cover the costs of a shade sail that covering one of the pools on the Yuna School site. Presently, the pool is out of action due to the high water temperature (as in full sun) and the risk of amoebic meningitis. The project involves the replacement and erection of a large shade sail over the wading pool on the school site	Yuna Primary School	Asap	\$ 5,500.0	\$5,500.0	\$0.0	No	No	N/A	N/A	1. Shade sail 2. Travel 3. Erection	1. \$4500 2. \$500 3. \$500	NO, Council Policy doesn't support temporary structures. Education Dept land
6	For a Better Chapman Valley (FABCV)	Megan O'Grady	Winter Art Series in Chapman Valley	A series of four different Art Events held in Winter in the Chapman Valley. The proposed events are: - Wildflower Photography, Polymer Clay, Collage Workshop, Artist in Residence - Local Geraldton artist, Janeen Horne Grant funding request is for catering	Chapman Valley - exact locations to be determined	Winter 2022 - exact workshop dates to be determined	\$ 13,000.0	\$2,000.0	\$0.0	Tackling Tough Times Together Grant	\$7,900		\$1,200.0	1. TOTAL PROJECT COST 2. INKIND TIME 3. INKIND VENUE HIRE 4. TICKET INCOME 5. TTTT Grant Application 6. SoCV GRANT APPLICATION Complete project budget breakdown available as attachment	1. \$13000 2. \$1200 3. \$600 4. \$1300 5. \$7900 6. \$2000	YES, redirect to donation and community events sponsorship for first application
7	Chapman Valley Historical Society	Pam Batten	Bush Timber & Iron Lean-To Structure Over Gas Barbecue	Currently the gas barbecue is sitting on a concrete pad with no protection from the weather. Planning for the barbecue does go back to around 2008. We believe it was a stage of the application by the Shire for a Federal Government Stimulus Package Grant. A carport type structure that compliments the Harbour Area will complete the early planning. When it was being used towards the end of 2021, a member did become unwell due to no protection. This area of the Heritage Precinct is used for weddings, family gatherings, group and school children visits.	Nanson	1st September 2022 – 30th June 2023	\$ 3,000.0	\$2,500	\$2,500	CVHS Cash	\$500			Quote estimate is from Anthony Abbott , Shire of Chapman Valley		YES
8																
	Totals						\$ 123,732.0	\$31,000	\$17,500							

MANAGEMENT PROCEDURE No.	CMP-067
MANAGEMENT PROCEDURE	COMMUNITY GROWTH FUND – OPERATIONAL
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY No.	5.20
RELEVANT DELEGATIONS	

OBJECTIVES:

INTRODUCTION

The Shire of Chapman Valley allocates an annual budget amount to form the Community Growth Fund (CGF). The fund provides the Shire of Chapman Valley the opportunity to support and assist services, activities and programs throughout the Shire.

The intention of the CGF is for funds to be fully allocated within each financial year and there will not be any accrual of unallocated funds beyond the 30th June each year.

In the event there are residual unallocated funds at the 30th June each year these funds will form part of the Shire's End of Financial position and a new amount placed into the Draft Budget for Council consideration for the forthcoming financial year.

AIM

The Shire of Chapman Valley Community Growth Fund is to provide funds to not for profit community based organisations, event organisers and individuals to support the promotion and development of social, economic, recreational, art and cultural projects for the benefit of residents of the Shire of Chapman Valley.

1. OBJECTIVES

The Objectives of the Chapman Valley Community Growth Funds are to:

- Assist the efficiency of operations of community groups by improving organisational development, asset purchases, marketing and management.
- Encourage partnerships fostering cooperative planning between groups to maximise effective use of resources
- Increase the range of and access to quality events, activities, services and groups within the Shire of Chapman Valley.
- Support community development initiatives and socially responsible community approaches.
- Encourage the community to actively promote Chapman Valley's positive attributes.
- Encourage the development of excellence and leadership in recreational, sporting, economic, tourist, environmental, skill/capacity building and cultural pursuits.

One of the most effective means of promoting community development is through the use of volunteers and non-government organisations. The Shire of Chapman Valley acknowledges and supports the contribution that community members make of their time, labour and expertise toward improving our community's quality of living.

2. RESPONSIBILITY

The responsibility for the selection and approval of successful grant applications rests with the Chapman Valley Shire Council who will meet to determine funding allocations. Shire staff plays an important role liaising with CGF applicants to ensure submissions meet criteria described in this guide, and to manage the payment of grants.

It is the responsibility of the project contact person in the submission to ensure their community project is completed on time, within budget and reporting documents completed.

3. CRITERIA

- Arts, culture & entertainment
- Disability Services
- Youth & family services
- Seniors
- Event management & sponsorship
- Natural environment & cultural heritage
- Tourism & promotion
- Sport and recreation
- Health
- Crime prevention & community safety
- Monuments & projects to commemorate
- Events or people
- Upgrading community facilities
- Skill & capacity building

4. ESSENTIAL ELIGIBILITY CRITERIA

In order to be eligible for funding an organisation must:

- Council shall consider requests for donations on their individual merit however, generally will decline appeals for applications:
 - ~ of a State or National nature, or
 - ~ if they are not concerned or connected with the Chapman Valley area.
- Be a non-profit organisation and, depending on amount of grant requested, be able to supply audited accounts and annual reports.
- Demonstrate a substantial degree of community support and representation
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities
- Reflect the objectives and strategy of the larger association (Local, Regional, State or National). E.g. Tennis West ...and Shire of Chapman Valley Strategic Community Plan <http://www.chapmanvalley.wa.gov.au>
- Agree to complete a specified evaluation/project completion report including an invoice for agreed project grant amount. *Failure to do so may render the applicant ineligible for future funding.*
- As a general principle, funds for any project may only be considered where maximum Government (State and Federal) funding has been obtained, the Club, or Organisation, is ineligible for Government funding, or Government funding has been refused (in whole or part).
- Council will be seeking evidence of procurement of, or attempted procurement of, Government grant monies.
- It must be demonstrated that Council funding is necessary to the success of the project.
- Detailed project financial information including budget estimates, quotes etc. accompanied by project drawings and specifications, to a satisfactory standard, must be provided.
- Detailed financial information about the Club or Organisation will also need to be provided. Such information will need to include financial statements.

In order to be eligible for funding an individual must:

- Achieve or demonstrate recognition in their field of endeavour at a State, National or International level. Recognition at a regional level may be considered in special circumstances.
- Demonstrate a substantial degree of community support.
- Provide a letter of support from the Association or Organisation relevant to their field of endeavour
- Provide the names and contact details of two referees.
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities.
- Agree to complete a specified evaluation report. *Failure to do so may render the person ineligible for future funding.*
- Funding application requests for individuals will only be to a maximum of \$1000.00.

5. APPLICATIONS

Applications will only be considered if they are submitted on the CGF Application Form and completed in full. Projects are expected to be conducted within the Shire of Chapman Valley with possible exception of funding to outstanding individuals. Check the Application Form to see if you are required to provide additional information such as:

- Membership information
- Funding profile and non-profit status
- Clear description of your project's broad community benefits
- Marketing intentions and acknowledgment of Shire of Chapman Valley contribution
- Project budget including details of matching funding

6. FUNDING REQUIREMENTS

A. MINOR GRANTS - Requests under \$2000

Typically used for small purchases. Written applications must clearly state:

- amount requested;
- grant purpose;

Other documents we may require are:

- Financial statement for the most recently completed financial year
- The most recent annual report or an equivalent document, such as the President's report, outlining activities of the organisation
- Quotations for all items

B. GENERAL GRANTS and EVENT SPONSORSHIP– Over \$2,000

Grant requests over \$2,000 will suit community-based organisations seeking management funding (to assist with the running of your organisation – including wages & honorariums) or project funding (to help your organisation plan and conduct activities).

Some applications for grants in excess of \$10,000 may be deemed inappropriate under the Community Growth Fund guidelines and redirected to other funding avenues, such as the Ministry of Sport and Recreation 'Community Sporting and Recreation Facilities Fund' (CSRFF), or Lotterywest. Please discuss grant applications for major capital works (e.g. clubroom renovations/upgrades, new facilities) with the Community Development Officer.

Your event need not be considered a major cultural or sporting activity to qualify for funding. For example, you may plan to coordinate a conference or forum aimed at a specific audience or addressing a particular

issue. Because your event is likely to attract visitors to the district, and help your organization build networks and broaden its knowledge base, it is likely to be considered as worthy of funding assistance.

Sponsorship can also be provided in the form of wages for an event co-ordinator or honorarium.

Please discuss your event plans with the Community Development Officer.

C. WHAT WON'T BE FUNDED

- Private and commercial business' and organisations
- Applications which are not completed on the CGF form.
- General *ongoing* operational costs of organisations such as, wages, salaries, rent, utilities, etc.
- Political organisations or events.
- Projects or facilities which have none or limited public access.
- Projects or activities which are considered to be hazardous.
- Organisations who have failed to comply with the acquittal process or guidelines for previous grants.

7. ASSESSMENT AND APPROVAL PROCESS

ACKNOWLEDGMENT OF APPLICATIONS

Applications for grants received by the Shire of Chapman Valley on or before the closing date will be registered and an acknowledgment of their receipt sent to applicants.

ASSESSMENT PROCESS

The Community Growth Fund Committee members will have access to a full copy of all valid applications.

ASSESSMENT CRITERIA

- All applications will be assessed against the following criteria at a minimum: Ability to achieve tangible and/or measurable outcomes for the benefit of the Shire of Chapman Valley community;
- Effort for cooperative and partnership arrangements with others;
- Relevance to the current issues and status of the community;
- Evidence of consultations with relevant others in and out of Chapman Valley;
- Levels of volunteer participation and wider community participation;
- Funding history and profile, and capacity to make a significant financial or in-kind contribution to the project;
- Other state/ federal funding available to the applicant;
- Alignment and/or linkages with Local, Regional, State or National Strategic Plans or Objectives of associated organisations.

Additional criteria including the following may be assessed:

- Quotes as relevant to the project being provided or not provided;
- Asset ownership and ongoing whole of life maintenance and replacement responsibility;
- Applicants ability to fund a project upfront through a reimbursement process once project completion is achieved or if the Shire is required to auspice the process on the applicant's behalf;

NOTIFICATION OF OUTCOME

All applicants will be notified in writing of the success or otherwise of their application, as soon as Council has finalised its funding commitment. Commencement of the project or expenditure of expected funds must not take place until this notification is received in writing.

PUBLICITY

The Shire of Chapman Valley may use your event, project or activity for publicity purposes and if so will ask for promotional material to be used.

FREEDOM OF INFORMATION

Applications for funds and other written information provided to Council will be treated confidentially. However, the provisions of the *Freedom of information Act, 1982*, apply to all documents held by the Shire of Chapman Valley.

8. DISBURSEMENT OF GRANTS

Where Council considers the information provided by the applicant in accordance with these guidelines to be satisfactory, the provision of any funds will be in accordance with the following;

- At the time of approving the grant, Council may elect to act as an auspicing body for the grant recipient. All expenditure for grant funding is to be discussed with the administration prior to any transactions being undertaken.
- If not auspicing for the grant recipient, payment will only be made at the conclusion of the project, subject to supply of final report and tax invoice, in strict accordance with the determination as to amount and conditions set by Council; unless otherwise agreed upon.

Council reserves the right to approve/decline any application irrespective of previous decisions of a similar nature and no prior decision in any way or manner can be construed as setting a precedent.

9. GRANT CONDITIONS

PERIOD OF FUNDING

Community Growth Fund grants will follow an annual timeline as outlined below:

- a) February – Applications open;
- b) March - Applications close;
- c) March/April - Advisory Group determination & recommendation to Council;
- d) April – Council determination on projects to be placed into draft budget;
- e) July – Council endorsement of Draft budget and confirmation of successful CGF submissions;
- f) July/August – Successful & Unsuccessful applicant formally advised.

Grant funding confirmed in the Shire budget in the July must be expended by 20th June the following year, unless agreed otherwise at the outset OR a written request for an extension and carry-over of funds is made to, and approved by, the Chapman Valley Shire Council.

If Council endorse the carry-over of grant funds into the next financial year these funds will be transferred to a Reserve Fund under the conditions:

- a) Funds must be spent and acquitted in the next financial year (i.e. funds will not be carried over again beyond this year);
- b) Any unspent funds after the initial carry-over into the next financial year are to be placed back into the Municipal Fund before the end of that year; and
- c) the grant recipient will not be eligible to receive any further CGF grants until the current allocated funds have been fully acquitted.

PURPOSE OF GRANT

Funds are allocated only for the purpose of the project as described in the application and must not be used for any other purpose or transferred or assigned to any other party without the prior approval of the Council.

UNSPENT FUNDS

Funds which are unspent at the conclusion of the funding period must be returned to Council within 60 days of the completion of the project, activity or event, or the end of the financial year, whichever occurs first. If you anticipate a surplus of funds and have plans for its expenditure you are advised to seek Council approval, bearing in mind the expectation that any secondary project will also have broad benefits to the community.

ABN/GST REGISTERED

Incorporated applicants must have an ABN. GST registration is not essential; however, the Shire is obliged to meet all relevant GST legislative requirements. Please ensure your budget figures included in your application are **GST EXCLUSIVE**.

MANAGEMENT LICENCE OR SIMILAR ARRANGEMENT

Any application made which is subject to a Management Licence or similar arrangement will only be approved subject to the condition the applicant endorses any amendments required to the Management Licence or similar arrangement relevant to the application and project.

STATUTORY PERMITS/APPROVALS

All projects subject to statutory permits/approvals (e.g. planning, building, environmental, heritage, events applications, etc.) will only approved upon the condition all such approvals are in place before project is to commence.

10. EVALUATION AND ACQUITTAL

Groups, organisations or individuals receiving grants from the Community Growth Fund must submit to Council acquittal and evaluation of the outcomes of the grant provided by Council within 30 days of either the conclusion of the project or activity, or the end of the financial year, whichever falls first.

Information to be provided will include:

FINANCIAL REPORT

- A statement of actual and budgeted expenditure in relation to the grant. For grants of \$10,000 and over, this statement must be audited.
- Copies of supporting documentation such as of receipts, invoices, accounts and financial statements

GRANT EVALUATION/COMPLETION REPORT

Recipients of the grant will be asked to assess their performance according to the following indicators:

- Be a non-profit organisation and, depending on amount of grant requested, be able to supply audited accounts and annual reports.
- The level of public awareness of their activity or project.
- Public presentations (number held / attendance levels).
- Amount/type of media coverage generated.
- Involvement of volunteers.
- Demonstrate a substantial degree of community support and representation.
- Reflect the objectives and strategy of the larger association (Local, Regional, State or National).
- Agree to complete a specified evaluation report. *Failure to do so may render the applicant ineligible for future funding.*

- Maximum Government (State and Federal) funding has been obtained.
- Undertake to give due recognition to the Shire of Chapman Valley for its contribution to their activities
- To be used for projects upon land under the care, or control, of Council; unless it otherwise determines
- Demonstrated that Council funding is necessary to the success of the project

Tangible evidence to support performance indicators should be included such as photos, press clippings, copies of fliers, newsletters, documents produced etc.

Failure to satisfactorily complete performance evaluation and acquittals may disqualify recipients from further grants from the Community Growth Fund.

ADDITIONAL EXPLANATORY NOTES:

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES:

Adopted – Council Resolution:	08/14-10
Reviewed/Amended – Council Resolution:	11/14-11; 05/15-23; 06/15-18; 03/17-32; 09/17-12

Shire of Chapman Valley
Budget proposal:

Reinstate Shire Infrastructure:

Bridle trails throughout the Parkfalls Estate were established as a means to allow residents to walk or ride their horses between properties safely without using the structured roads. They were also designed as an arterial network all flowing to a central point now known as Bill Hemsley Park.

A secondary purpose of these trails is that they are used as a fire break and buffer between properties all of which are some of the reasons why residents purchased land and wanted to live in the estate and in fact in surrounding rural residential areas.

Over many years these trails have been eroded by sand drifts, weeds and rabbit warrens and as such the Shire of Chapman Valley have received numerous complaints resulting in people refusing to use them for safety reasons in relation to their horses and the walkaway burr being a massive issue.

Parklands, bridle trails and verges are shire land and as such shire responsibility and even though in most cases residents take care of verges outside their properties access has been restricted to bridle trails by the shire. The recent community strategic planning workshops clearly identified issues within these area with sections of that plan relating to this proposal.

Budget submission:

- 1) Shire to clear excess sand, dead wattles and rabbit warrens from bridle trails and reinstate them to their original condition. Shire own resources - \$20,000
- 2) Fertilize area and seed with an appropriate ground cover to prevent further wind erosion preferably couch grass. Contractor works - \$10,000
- 3) Checks need to be done over a certain time to ascertain growth and refertilize and reseed if required. Contractor works - \$5,000
- 4) Regular mowing during growth sessions. Shire own resources -\$10,000

Shire of Chapman Valley

Budget proposal:

Under road draining:

There is and has been for some time ongoing problems with the draining throughout the Parkfalls Estate. These problems have been well documented and are in fact a part of an ongoing maintenance issue currently budgeted for by this shire. A problem resulting from these issues is that the under road drainage has not been addressed and has presented a problem when it rains not allowing for water to drain through these pipes and disperse.

Some pipes particularly at intersections of Eliza Shaw Drive and Redcliff Concourse, Browns Lane and Eliza Shaw Drive and Pitchford Crest and Eliza Shaw Drive all create a problem being blocked and stopping the flow through thus allowing water to build up and stagnate for long periods of time.

Budget proposal:

: Regular cleaning and flushing of these pipes wherever required during the month of March for them to be clean prior to winter rains. Contractor works - \$5,000

Shire of Chapman Valley
Budget proposal:

Pest management:

Pest weeds like Golden crown beard, Walkaway burr and Afghan thistle to name a few in conjunction with the animal pests being the currently exploding rabbit population and of course mice are having a detrimental and psychological effect on the lives of residents in the rural residential areas of the shire. The sheer work and cost in trying to combat the effects of these pests on properties has produced a frenzy on social media with many comments relating to shire responsibilities. It must be accepted that the land where the issue originates, whether it be rabbit warren or location of weed mass, the responsibility lies with the owner of that land and within these estates that is residents, shire and possibly other government agencies.

Within these residential areas the shire has parklands, bridle trails, verges and Dolby Creek with Main Roads being the owners of the rail reserve being land which divides and backs onto properties in the Parkfalls estate. All of these areas contribute to the problems and on most occasions can be seen to be breeding grounds for rabbits which then overrun peoples' properties.

Recent information gained from the Shire Community Strategic Plan workshops and information postcards clearly indicate that the issues of pest weeds and rabbits are a priority on the residents agenda and that leadership from council and shire are paramount in achieving a solution for this.

Budget submission:

- 1) Shire of Chapman Valley to accept responsibility for what land is theirs and to work in conjunction with landholders and all other relevant agencies.
- 2) To obtain advice and determine course of action required to achieve the outcomes which were identified in the Community Strategic Plan.
- 3) Objective is to eradicate rabbits and pest plants from residential area some of which are toxic to ruminant animals.
- 4) Request that the shire budget an amount of \$50,000 each year for the next 3 years to complete the above program.

Shire of Chapman Valley
Budget Submission:

Road replacement:

As we are all aware over the last 20 years developers have been purchasing parcels of land predominately in the western regions of the shire. They have been subdividing that land into estates consisting of between 4000 square metres and 2 hectares with some lots consisting of either larger acreage. These estates include Harbour Lights, Parkfalls, Dolby Creek and Wokerena all of which have been developed for the purpose of the investors to make money from the sale of the land. As we are aware these estates have been handed over to the Shire with a number of issues which have since been identified such as drainage in various parts of both Wokerena and Parkfalls Estates due to the undulating nature of the land. Over twelve months ago I spoke with council concerning the fact that cracks were appearing in some of the road surfaces indicating a breakdown of that bitumen surface structure. In some areas of the estates this surface has eroded even further and has developed into cracks that run a considerable length along the road and also across the road to the edges.

A budget is about being prepared for the future and as such we as a shire need to have the finances available to us for when this work is required for the replacement of these roads.

Budget submission:

: Allocate \$100,000 each year into an account specifically quarantined for the purpose of the replacement of roads within the rural / residential estates controlled by the shire.

IMP-014 Drains & Culverts

MANAGEMENT PROCEDURE No.	IMP-014
MANAGEMENT PROCEDURE	DRAINS AND CULVERTS
RESPONSIBLE OFFICER	MANAGER WORKS & SERVICES
PREVIOUS POLICY/PROCEDURE No.	15.140
RELEVANT DELEGATIONS	

OBJECTIVES:

Set timing for the ongoing maintenance of Shire drains & culverts

MANAGEMENT PROCEDURE STATEMENT/S:

All major drains and culverts to be cleaned out by the Shire on an annual basis (the beginning of each year) to prevent any build-up of rubbish in the drain, thus preventing any restriction in water flow.

ADDITIONAL EXPLANATORY NOTES:

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES:

Adopted – Council Resolution:	10/01-9
Reviewed/Amended – Council Resolution:	05/15-23 06/15-18; 03/17-32

MANAGEMENT PROCEDURE No.	IMP-017
MANAGEMENT PROCEDURE	ROAD WORK FUNDING ALLOCATION PROCESS
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.220
RELEVANT DELEGATIONS	

OBJECTIVES:

To set guidelines and procedures for categorising road hierarchy network and funding allocation priorities

MANAGEMENT PROCEDURE STATEMENT/S:

1. Council review existing Road Hierarchy List based upon Councillor(s) submissions and staff recommendation(s).
2. Council review existing Regional Road Group priorities based upon Councillor(s) submissions and staff recommendation(s).
3. Council reviews other grant programs (e.g. Black Spot, R2R) based upon Councillor(s) submissions and staff recommendation(s).
4. Taking into account the delegations under Infrastructure Policy IMP-022, Council review existing Heavy Haulage Roads.
5. Council review existing Program of Road Works based Councillor(s) submissions and upon staff recommendation(s).
6. Councillors retain the right to present, and justify, changes to any of the above either via Chief Executive Officer's report or directly to the meeting.
7. No changes to be made to any of the above unless fully endorsed by Council.

ADDITIONAL EXPLANATORY NOTES:**ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES:**

Adopted – Council Resolution:	10/01-9
Reviewed/Amended – Council Resolution:	05/15-23 06/15-18; 03/17-32

IMP-020 Midwest Regional Road Group (MWRRG) Significant Roads

MANAGEMENT PROCEDURE No.	IMP-020
MANAGEMENT PROCEDURE	MIDWEST REGIONAL ROAD GROUP (MWRRG) – SIGNIFICANT ROAD POLICY
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	15.40; IP-001
LEGISLATION	STATE ROAD COUNCIL / REGIONAL ROAD
RELEVANT DELEGATIONS	

OBJECTIVES:

To list roads under the control of the Shire of Chapman Valley as those recognised by the Mid-West Regional Road Group as *Significant Roads*.

MANAGEMENT PROCEDURE STATEMENT:

Roads under the control of the Shire of Chapman Valley recognised as being significant roads by the Mid-West Regional Road Group are: -

Rd No.	Road Name	RAV Category
19	Balla Whelarra	6
130	Chapman Valley	-
34	Coronation Beach	4
8	Dartmoor	6
21	Dartmoor Lake Nerramyne	6
12	East Bowes	6
1; 15 & 14	~ Durawah; ~ Station (between Durawah & Station Valentine Rd Junctions), ~ Station Valentine	6
150	East Chapman	6
16	East Nabawa	6
10	Nanson Howatharra	4
7	Narra Tarra	4
131	Northampton – Nabawa	6
132	Yuna – Tenindewa	7
13	Valentine	6,7

ADDITIONAL EXPLANATORY NOTES:

The above list of *Significant Roads* are the only roads eligible for funding through the Mid-West Regional Road Group Program.

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES:

Adopted – Council Resolution:	10/01-9
Reviewed – Council Resolution:	05/15-23; 06/15-18; 03/17-32; 03/17-32; 07/18-10; 07/19-4

IMP-025 Road Hierarchy

POLICY NO	IMP-025
POLICY	ROAD HIERARCHY
RESPONSIBLE OFFICER	MANAGER WORKS & SERVICES
PREVIOUS POLICY/PROCEDURE No.	15.200; IP-006
LEGISLATION	STATE ROAD COUNCIL / REGIONAL ROAD GROUP
RELEVANT DELEGATIONS	

OBJECTIVES:

To establish an agreed road hierarchy for roads under the control of the Shire of Chapman Valley

POLICY STATEMENT/S:

Following is the agreed road hierarchy for the Shire of Chapman Valley, reviewed annually at the time Council is allocating resources and funding for the forthcoming year to ensure all mitigating circumstances are taken into account and adjustments made accordingly.

A - MAIN ARTERIAL ROADS

Rd No.	Road Name	RAV Category
19	Balla Whelarra	6
130	Chapman Valley	-
34	Coronation Beach	4
8	Dartmoor	6
21	Dartmoor Lake Nerramyne	6
12	East Bowes	6
1; 15 & 14	~ Durawah; ~ Station (<i>between Durawah & Station Valentine Rd Junctions</i>), ~ Station Valentine	6
150	East Chapman	6
16	East Nabawa	6
10	Nanson Howatharra	4
7	Narra Tarra	4
131	Northampton – Nabawa	6
132	Yuna – Tenindewa	7
13	Valentine	6,7

B - MAIN FEEDER ROADS

Rd No.	Road Name	RAV Category
7	Naraling - East Yuna	6
6	Nolba Road (to Nolba Stock Route Junction)	6
51	Nolba Stock Route	6
4	Wandana	6
5	Wandin	6
95	White Peak	-

**ANNUAL GENERAL MEETING OF THE CHAPMAN VALLEY BUSHFIRE
BRIGADES GROUP MANAGEMENT ADVISORY COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBERS, NABAWA
TUESDAY 5th APRIL 2022
COMMENCING AT 5:08PM**

UNCONFIRMED MINUTES

1.0 ATTENDANCE & APOLOGIES

(Note: Brigades are invited to bring other representative along to the meeting. However, such representatives will have "Observer" status only).

ATTENDANCE

Cr Kirrilee Warr	President/Presiding Member
Cr Trevor Royce	Council Representative
Cr Peter Humphrey	Council Representative
Andrew Vlahov	Chief Bush Fire Control Officer
Neil Kupsch	Deputy CBFCO/Nabawa Brigade
Darryl Burton	Durawah/Valentine Brigade
Jamie Criddle	Chief Executive Officer
Earl O'Donnell	Ranger/Fire Prevention Officer
Calvin Royce	Howatharra Brigade

OBSERVERS

Nil	
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APOLOGIES

Tony Keeping	DFES
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2.0 OPENING ADDRESS

In the absence of the Shire President, Cr Warr at the meeting (via Teams video conferencing) Cr Trevor Royce, Council Representative chaired the meeting and welcomed Members and Observers and declared the meeting open at 5:08pm.

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present, and emerging.

3.0 DECLARATION OF INTEREST

Nil

4.0 CONFIRMATION OF MINUTES

MOVED: Andrew Vlahov

SECONDED: Earl O'Donnell

- 4.1 Confirmation of Minutes of the Annual General Meeting of the Chapman Valley Bushfire Brigades Group Management Advisory Committee held Tuesday 8th April 2021.

CARRIED

Voting 9/0

Minute Ref: BFB 4/22-01

- 4.2 Business Arising from Minutes.

Nil

5.0 CORRESPONDENCE

Nil

6.0 ELECTION OF OFFICERS FOR COUNCIL APPROVAL – ALL ONE YEAR TERMS

MOVED: Earl O'Donnell

SECONDED: Calvin Royce

- | | | | |
|-----|---------------------------------------|-------------------------|-------------------------|
| 6.1 | Chief Fire Control Officer | Current Position Holder | A Vlahov |
| 6.2 | Deputy Chief Bushfire Control Officer | Current Position Holder | N Kupsch |
| 6.3 | Fire Prevention Officer | Current Position Holder | E O'Donnell |
| 6.4 | Group Training Officer | Current Position Holder | E O'Donnell |
| 6.5 | Group Administrative Officer | Current Position Holder | Chief Executive Officer |
| 6.6 | Noxious Weed & Clover Permit Officer | Current Position Holder | A Vlahov |
| 6.7 | Fire Weather Officer | Current Position Holder | A Vlahov |
| | Deputy Fire Weather Officer | Current Position Holder | N Kupsch |

(Note: All terms of office will commence upon endorsement by Council and subject to condition stated in Corporate Management Procedure EMP-005.)

CARRIED

Voting 9/0

Minute Ref: BFB 4/22-02

7.0 ENDORSEMENT OF APPOINTMENTS OF BUSHFIRE CONTROL OFFICERS

MOVED: Darryl Burton

SECONDED: Neil Kupsch

The following be recommended as appointed Bushfire Control Officers:

- Darryl Burton – Durawah/Valentine Brigade
- Calvin Royce – Howatharra Brigade
- Neil Kupsch – Nabawa Brigade
- Craig Mincherton – Naraling Brigade
- Jason Stokes – Yetna Brigade
- Shaun Earl – Yuna Brigade

(Note: All terms of office will commence upon endorsement by Council and subject to condition stated in Corporate Management Procedure EMP-005.)

CARRIED

Voting 9/0

Minute Ref: BFB 4/22-03

8.0 FIRE BREAK NOTICE/ANNUAL INSPECTIONS

8.1 Firebreak Notice

MOVED: Darryl Burton

SECONDED: Andrew Vlahov

The Committee recommend Council endorse the existing Bush Fire Notice as presented.

CARRIED

Voting 9/0

Minute Ref: BFB 4/22-04

8.2 Annual Inspections

MOVED: Darryl Burton

SECONDED: Andrew Vlahov

It is recommended to Council the Annual Inspection procedures remain the same.

CARRIED

Voting 9/0

Minute Ref: BFB 4/22-05

9.0 ANNUAL REPORTS

9.1 Chief Bush Fire Control Officer – A Vlahov

The CBFCO, Andrew Vlahov gave a verbal account of the year in review. Items covered:

- Welcome to new CEO, Jamie Criddle
- Thank you to outgoing CEO, Maurice Battilana
- TC Seroja hit in April 2021, issues that arose included Power and communications (in particular lack of extended power back up to mobile phone towers). Shire to seek assistance from DFES, Telstra regarding extended backup power options.
- Relatively good fire season considering the high fuel loads
- Increased pole top fires recently due to the humidity and recent rains.
- Thank you to CV Shire, FCO's and all volunteers to assisted throughout the year.

9.2 Department of Fire and Emergency Services

Not in attendance

9.3 Fire Prevention Officer – E O'Donnell

Shire Ranger, read his report , as presented.

9.4 Other Reports
Nil

MOVED: Calvin Royce

SECONDED: Neil Kupsch

All reports be received with no further action necessary.

CARRIED
Voting 9/0
Minute Ref: BFB 4/22-06

10.0 MAINTENANCE & CAPITAL REPLACEMENT PROGRAMMES

10.1 Chief Executive Officer

The Chief Executive Officer gave an update on the alternative Capital Replacement program submission to DFES via the ESL application process. Unfortunately we were again advised that we were unsuccessful in obtaining a 4.4 Broadacre appliance for Howatharra.

There was also an update on the Nanson-Howatharra Water Tank installation. Grant funds were obtained to assist in the installation of a 173,000lt commercial water tank located on the Bella Vista 'Y' Junction (Trevor Royce's property) accessing water from a soak located on Ray Bowmans property. Access agreements are in place with both parties with the project cost in the vicinity of \$80,000. Fire purposes only.

11.0 FUTURE CONTROL BURNING OF RESERVES

11.1 Department of Biosecurity, Conservation & Attractions (DBCA)

Not in attendance – No Report provided.

12.0 GENERAL BUSINESS

12.1 Covid-19 Vaccination status for volunteers

The CEO gave an update on the requirements for Brigade volunteers

On 17 November 2021, the Chief Health Officer issued the [Fire and Emergency Services Worker \(Restrictions on Access\) Directions \(No 2\)](#) under the Public Health Act 2016.

The directions specify COVID-19 vaccination requirements on fire and emergency services (FES) workers – the definition of which includes volunteers – before they can access fire and emergency services sites. Please see [Schedule 1](#) of the directions for a full list of people who are defined as fire and emergency services workers.

These measures have been put in place to address the risks posed by COVID-19 and the close interactions that FES workers have with vulnerable groups and the general community to limit the spread of COVID-19 and ensure that we can continue to provide critical services to the community.

The directions mean that all volunteers need to have received their first vaccination by 31 December 2021 and be fully vaccinated by 31 January 2022, if they wish to enter a fire and emergency services site.

This includes responding to incidents under DFES control or accessing emergency response vehicles and vessels.

Shire Ranger, Earl O'Donnell has been contacting Brigade members to forward a copy of their Vaccination status, to date we have 54% confirmed vaccinated. Follow up is continuing.

Further info is sought as to whether the brigade members is required to inform DFES (in particular) of proof of vaccination (or not) or can they advise just the Local Government and their internal register?

12.2 Workplace Health & Safety Legislation (Bush Fire Volunteers)

The CEO gave an update on the requirements for Brigade volunteers

The WHS Act applies to all workplaces (both private and government operations) within the natural jurisdiction of Western Australia. The WHS Act provides a framework to protect the health, safety and welfare of both those persons undertaking work and those persons who might be affected by that work.

Important Terms used:

PCBU - The concept of a Person Conducting a Business or Undertaking (PCBU) replaces the term 'employer' in the WHS Act. Workers are not considered PCBU's.

- A PCBU has a duty of care to keep workers and others safe "as far as reasonably practicable".
- Local governments are defined as a PCBU

Officer - Officers are those individuals within an organisation who make (or participate in) decisions that affect the whole or a substantial part of the organisation, such as the Chief Executive Officer.

It's important to note that whether a person is a paid employee or a volunteer is inconsequential for the purpose of determining if they are an officer under the WHS Act.

An officer is someone who influences the organisation as a whole, rather than a particular function performed by the individual. This will determine if you have organisation-wide, strategic responsibility, as opposed to operational responsibility.

Factors include whether the role has the ability to recruit, commit funds, and determine the reporting structure, involvement in, or developed policy, process or procedures relevant to the operations undertaken.

It is important to note that LGIS recently (Feb 22) obtained a legal opinion that concluded that Brigade Volunteer, CBFCO and CESM role are NOT reasonably considered "Officers" under the WHS Act.

Reasonably Practicable - A volunteer organisation has duties as a PCBU under the WHS Act and must ensure, so far as is **reasonably practicable**, the health and safety of all of its workers, including volunteers. This means that the organisation must provide the same protections to its volunteers as it does to its paid workers. The protection covers the physical safety and mental health of all workers, including volunteers.

The legislation does not set out specific steps to show what is considered 'reasonably practicable' in ensuring the safety and health of their volunteers. Therefore, it will depend on the circumstances of each case.

Generally, to ensure the safety of volunteers' activities, it would be reasonable and practicable for a local government to:

- Ensure volunteer work areas are free of hazards
- Ensure that volunteers understand their duties and responsibilities
- Develop policies and procedures governing on-boarding, screening, training guides and supervision of volunteers
- Allocate sufficient resources to ensure the effective management and development of volunteer programs
- Communicate and consult with volunteers on occupational safety and health issues
- Induct and train/instruct volunteers in their tasks

A full copy of the Local Governments Obligations are obtainable in the LGIS booklet: **Understanding WHS Obligations for Bushfire Volunteers**

A practical guide to assist local government leaders meet their obligations

https://lgiswa.com.au/documentlibrary/documentnew/publicindex?documentId=322&fileName=LGIS_WHS%20Guide%20Managing%20Bushfire%20Volunteers_Final_Feb22.pdf&libraryGuid=892c2b10-8544-411b-9e4e-0f6ae08c214a

12.3 Mobile Phone Boosters (Bush Fire FCO's)

It was requested that the Shire inquire as to the possibility of installing Mobile Phone boosters in all Brigade vehicles under the ESL funding arrangements due to communication and terrain issues.

13.0 NOMINATIONS FOR PRESENTATION OF LONG SERVICE MEDALS

It was requested that Shire Ranger and the CBFCO liaise to formulate a group of worthy nominations for long service medals.

14.0 CLOSURE

The Acting Chairperson thanked Members for their attendance and declared the meeting closed at 6.49pm