

**Council Minutes Index – 29 September 2022**

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## MINUTES

For an Ordinary Meeting of Council held in Council Chambers on 29 September 2022, commencing at 5.30pm.

### **Opening of Meeting**

*The Presiding Member opened the meeting at 5.30pm.*

### **Acknowledgment of Country**

*We acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay our respects to their Elders past, present and emerging.*

### **Attendance, Apologies and Leave of Absence**

President	- Cr J Mountford
Councillors	- J Boyle - E Browne - M Christensen - T Lansdell - S Mahoney - A Pratico - A Rose
Officers	- P St John, Acting Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - E Matthews, Executive Assistant
Apologies	- Cr P Quinby - T Clynch, Chief Executive Officer

### **Attendance of Gallery**

J. Nicholas, R. Cameron, H. Cameron, B. Bebbington

### **Responses to Previous Questions Taken on Notice** - Nil

### **Public Question Time**

R Cameron representing the Blackwood River Community Radio Station

My question is in relation to item C.08/0922 Unbudgeted Expenditure – Funding for Replacement Satellite Receivers for SBS FM Radio & ABC Radio National, in the summary you refer to the Bridgetown Communications Tower, does this in fact refer to Suttons Lookout?

*Executive Manager Corporate Services Response - My understanding is that it's not the Suttons Lookout tower, it is another minor tower that we have on a building out near the sports ground precinct that retransmits Radio National and SBS Radio.*

We found a 45m transmitter out the back of the Shire Depot in February, which the Shire owns. The only call sign on it is 6 SBS FM. We are wanting that tower because 6 SBS FM haven't been broadcasting radio for a long time. The license is due to expire on 30 October 2022, would the Shire consider continuing the license and providing it to the Blackwood River Community Radio?

*A/CEO Response – We will take that question on notice and investigate further.*

J. Nicholas

My questions relates to an article I read in the West Australian last week relating to changes that are being proposed under the new Local Government Act. In this article it said that the Minister for Local Government, the Hon John Carey, was writing to local governments regarding these reforms. Has this Council been informed of those reforms and what affect will it have on this Council?

*President Response – we have received correspondence from Minister Carey and based on the draft changes, none of them will apply to our Shire.*

B. Bebbington

The Shire website is still displaying the 2021/22 bushfire mitigation works program. Has the current bushfire mitigation program been determined and has any of the work for this season commenced?

*A/CEO – I will take that question on notice.*

The website states in two places that the bushfire mitigation works program is for the 2021/22 fire season. I raised this question earlier this year, after the February bushfire burnt some of the areas in the program, and the reply was the program is for the financial year not for the fire season. If this is the case can the Shire show the community the correct timeframe?

*President Response – We will take that question on notice.*

Can the Shire give planning approval to build a residence, other than a caretaker's residence, in an industrial zone under Town Planning Scheme No. 3 or Town Planning Scheme No. 4?

*A/CEO – I will take that question on notice.*

Regarding Council policy H4, Temporary Accommodation Approvals, how does the Shire keep track of when the 12 month approval is up and does the Shire send a renewal/extension notice or is it up to the applicant to apply to extend?

*A/CEO – I will take that question on notice.*

How many of these temporary accommodation approvals are for caravans? As they require approval from the Minister for Local Government, does the Shire check this approval is in place before it approves or renews for caravans?

*A/CEO – I will take that question on notice.*

For the mitigation program the works are listed based on their treatment ID which is a number, from lowest to highest. Does the Shire create an order of priority based on, for example risk levels such as proximity to a town versus a rural area, to determine which treatments should be done first, ie before the fire season rather than after?

*A/CEO – I will take that question on notice.*

Can the website be updated regularly to show which treatments have been completed or a proposed time period for commencement?

*A/CEO – I will take that question on notice.*

Were all of the treatments planned for 21/22 completed, what happened to those that weren't and what happened in relation to the funding for mitigation works, like those near the Shire depot, where they were burnt in the February fire before the works were undertaken?

*A/CEO – I will take that question on notice.*

Temporary accommodation approvals are a health fee and service, so if there was only \$100 revenue for health in the 2020/21 Annual Report, which states only extension fees for planning approval and building fees were waived, would this mean no approvals are in place or were renewed in 2020/21?

*A/CEO – I will take that question on notice.*

**Petitions/Deputations/Presentations** - Nil

**Comments on Agenda Items by Parties with an Interest** - Nil

**Applications for Leave of Absence** - Nil

**Confirmation of Minutes**

**C.01/0922 Ordinary Meeting held 25 August 2022**

*A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 25 August 2022 as a true and correct record.*

**Council Decision** *Moved Cr Rose, Seconded Cr Pratico*

**C.01/0922** *That the Minutes of the Ordinary Meeting of Council held 25 August 2022 be confirmed as a true and correct record.*

**Carried 8/0**

## **Announcements by the Presiding Member Without Discussion – Nil**

### **Notification of Disclosure of Interest**

Section 5.65 or 5.70 of the *Local Government Act 1995* requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allows a Member to speak, the extent of the interest must also be stated.

Name	Cr Amanda Rose
Type of Interest	Impartiality
Item No.	C.07/0922 Rates Exemptions for Charitable Purposes Policy
Nature of Interest	I declare that I am the elected Secretary of the Bridgetown Repertory Club Inc.

Name	Cr Sean Mahoney
Type of Interest	Financial
Item No.	C.07/0922 Rates Exemptions for Charitable Purposes Policy
Nature of Interest	As General Manager of Geegeelup Village Inc, we have applied for a rates exemption and one of my KPI's relates to financial performance of Geegeelup. Hence it could be inferred I have a financial interest in this discussion and I will remove myself from it.

### **Questions on Agenda Items by Elected Members**

Cr Lansdell asked a question on item C.04/0922.

Cr Rose asked a question on item C.04/0922.

### **Consideration of Motions of which Previous Notice has been Given**

#### **C.02/0922 Tree of Life Memorial at Thompson Park**

Attachment 1      Tree of Life concept drawings  
Attachment 2      Location plan

*Submitted by Cr Mountford*

#### **Motion**

That Council:

1. Grant in principal approval of the installation of *John Green's Tree of Life* memorial for service personnel at Thompson Park, Greenbushes

2. Authorises the CEO to make the final determination on this proposal once design, installation and ongoing maintenance issues have been fully considered.

#### Background/Reasons

Nearly 15,000 Australian service personnel have died whilst deployed abroad since the cessation of hostilities at the end of World War II.

John Green has designed Tree of Life art piece that he would like to donate to the Shire to be installed at Thompson Park near the Greenbushes War Memorial, as per Attachment 2.

The piece is a welded metal structure with individual leaves representing those who have fallen. The leaves will be made from metal tags attached to each branch in such a way so as to blow in the breeze.

The Fire of Hearts at the base of the tree represents the life force extinguished for every leaf on the tree. This Fire of Hearts component will be an eternal flame created by a flame effect globe in the centre of the iron grate at the base of the tree. This would need to be connected to the electricity supply.

The Greenbushes RSL have been consulted and are supportive of the project.

#### Officer Comment

There are a number of practical issues that need to be considered prior to supporting the proposal such as; erection, maintenance, funding and safety implications.

It is suggested that Council provide in principal approval of the proposal and grant the CEO authority to make a determination once all of the issues have been worked through. In the event that these issues cannot be resolved, a further report will be presented Council for consideration.

#### Statutory Environment - Nil

#### Integrated Planning

- Strategic Community Plan
  - Outcome 8 local history, heritage and character is valued and preserved
- Corporate Business Plan
  - Objective 8.1 identify, preserve and showcase significant local history and heritage
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

#### Policy Implications - M.22 Art Acquisitions

#### Budget Implications

There will be costs associated with the installation and maintenance of the art piece. Further investigation is required before a cost estimate can be provided.

#### Risk Management - Nil

Voting Requirements – Simple Majority

**Council Decision Moved Cr Mountford, Seconded Cr Pratico**

**C.02/0922 That Council:**

- 1. Grant in principal approval of the installation of John Green’s Tree of Life memorial for service personnel at Thompson Park, Greenbushes**
- 2. Authorises the CEO to make the final determination on this proposal once design, installation and ongoing maintenance issues have been fully considered.**

**Carried 8/0**

**Reports of Officers**

Reports of Officers have been divided into Departments as follows:

- CEO’s Office
- Corporate Services
- Development & Infrastructure
- Community Services

**CEO’s Office**

<b>ITEM NO.</b>	C.03/0922	<b>FILE REF.</b>	261
<b>SUBJECT</b>	Local Government Convention – WALGA AGM Motions		
<b>PROPONENT</b>	WALGA		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	19 September 2022		

Attachment 3      2022 WALGA Annual General Meeting Agenda

**OFFICER RECOMMENDATION**

- 1. Voting delegates representing Council at the 2022 Western Australian Local Government Association Annual General Meeting vote in accordance with the officer’s recommendations outlined below, unless determined otherwise by Council;**
  - a. in support of Item 3.1 Road Traffic Issues**
  - b. in support of Item 3.2 Car Parking and Traffic Congestion Around Schools**
  - c. in support of Item 3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA**
  - d. in support of Item 3.4 Northern Australia Beef Roads Program**
  - e. in support of Item 3.5 3D House Printing Building Compliance**
  - f. in support of Item 3.6 South West Native Title Settlement**
  - g. in support of Item 3.7 Land Offset Compensation to Local Governments**
  - h. in support of Item 3.8 Review of the Rating Methodology used by the Valuer-General**
  - i. in support of Item 3.9 WA Local Government Rating Model**
  - j. in support of Item 3.10 Reform of the Cat Act 2011**
  - k. in support of Item 3.11 WALGA Best Practice Governance Review: Principles**



2. *Notwithstanding Part 1, voting delegates be given authority to vote on Motions or Amendments contrary to the position determined by Council, where new information is provided in the debate. In the event of this happening a report is to be included in the October 2022 Ordinary Council Meeting Agenda explaining the reasons and circumstances for those decision(s).*

#### Summary/Purpose

To consider the motions put forward for the 2022 Western Australian Local Government Association (WALGA) Annual General Meeting (AGM).

#### Background

The AGM will be held on Monday, 3 October 2022 at Crown Perth. Agenda papers were made available at the beginning of September and distributed to Councillors. At the Council Meeting held 28 July 2022, Council appointed two voting delegates;

Council Decision      *Moved Cr Pratico, Seconded Cr Boyle*  
*C.04/0722a That Council appoint Cr Mountford and Cr Rose as the two voting delegates to represent the Shire of Bridgetown-Greenbushes at the 2022 Western Australian Local Government Association Annual General Meeting.*

*Carried 7/0*

During the AGM, Council's voting delegates will be called upon to vote on the various motions contained within the Agenda Papers.

Motions for consideration are listed below, together with member comments, secretariat comment and Shire officer comments in support or opposition of the proposed motions.

Council's voting delegates at the AGM will be directed to vote in accordance with the Council resolutions, unless new information arises during the debate which, in the opinion of the voting delegates, changes the prospective position of Council (this also includes the consideration of any amendments moved at the AGM).

In the event of Council's voting delegates voting contrary to the direction provided by Council, a report explaining the reasons and circumstances for those decision(s) will be included in the October 2022 Ordinary Council Meeting Agenda.

### **Item 3.1 Road Traffic Issues**

Submitted by:      Shire of Dardanup

#### **Motion**

That WALGA Advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.

### **Member Comment**

The Shire of Dardanup and its community have experienced a number of instances where preventative action was only taken after fatalities occurred on roads and intersections, despite pleas and requests from the local government, community and stakeholders.

Recent examples include the following intersections:

- Hynes Road on Forrest highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- Hynes Road on South Western Highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- South Western Highway section from Hynes Road westbound to Picton, high number of fatalities occurred before safety concerns were addressed and speed limit reduced;
- Eaton Drive numerous intersection designs, almost 10 years of traffic studies paid for by the local government as requested by Main Roads which eventually culminated in a treatment plan for all intersection that was agreed to by Main Roads South West, but rejected by Main Roads Perth request further traffic studies delaying action and deferring addressing community and safety concerns.

### **Secretariat Comment**

The Commissioner for Main Roads has the authority to erect, alter or take down any road sign or traffic control signal under the provisions of Regulation 297 of the *Road Traffic Code 2000*. This authority has not been delegated to Local Governments, except under very limited conditions. To effectively manage the local road network Local Governments need to work with Main Roads WA Traffic Management Services. The issues identified in the motion are consistent with the experience of other Local Governments.

In response to advocacy from WALGA and Local Governments, Main Roads WA undertook a review of the Speed Zoning Policy and Application Guidelines in 2020. Following adoption of the new policy, 52 Local Governments that had applied one or more times to amend a speed zone completed a survey undertaken by WALGA in 2021 which found that a higher proportion of applications to reduce speed limits on local roads were rejected under the new policy than was previously the case. Local Governments highlighted that the process was slow, somewhat unpredictable and lacked feedback indicating changes are required.

The proposed motion is broadly consistent with the WALGA State Council advocacy position in relation to travel speed management;

1. That the Road Safety Council initiate the development of a comprehensive speed reform plan. That the speed reform plan be designed, to meet the various needs of metropolitan, rural and remote Western Australian communities, with the aim of improving liveability, amenity and safety.
2. That a speed reform plan incorporates:
  - a. measures to ensure that Local Governments are consulted in the process of changing speed limits on the local road network, and
  - b. processes to reduce the barriers and red tape for Local Governments seeking lower speed limits in targeted locations on local urban roads.

[September 2019 – 99.6/2019]

Main Roads WA has evolved its policy position in relation to intersection treatments in the past three years such that “roundabouts or other treatments will be preferred

over traffic signalisation, unless evaluation clearly demonstrates those other solutions are unsuitable”<sup>1</sup>. There have also been significant technical changes in the modelling required, including the type of software to be used to demonstrate the effectiveness of the proposed intersection treatment<sup>2</sup>. These new policies and operational requirements were introduced without adequate consideration of the long planning timeframes associated with road network development.

### **Officer Comment**

It is recommended that this motion be supported.

## **Item 3.2 Car Parking and Traffic Congestion Around Schools**

Submitted by: City of Wanneroo

### **Motion**

That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:

1. Reviewing car parking standards for schools;
2. Ensuring sufficient land is set aside for the provision of parking on school sites;
3. Reviewing the co-location of schools to avoid issues being exacerbated;
4. Restricting school access from major roads;
5. Developing plans to enable schools to manage school traffic;
6. Develop programs to educate drivers; and
7. Develop options and implement initiatives to encourage alternative modes of transport to school.

### **Member Comment**

#### Background

The City of Wanneroo has for some time been concerned about traffic congestion and car parking in and around school sites. In particular, the City is concerned about the car parking and congestion issues that occur over the morning drop-off and afternoon pick-up times due to the high demand and intensity of activity over relatively short periods of time. Causes seem to range from a lack of parking availability, lack of adequate drop-off and pick-up areas and driver behaviour. The results observed by the City include illegal parking and traffic movements leading to conflict and potentially dangerous situations.

As an outer metropolitan growth council, the City of Wanneroo will continue to face the issue of car parking and traffic congestion unless measures are taken to address the increasing challenges and issues associated with schools throughout the City.

It is apparent that the issue of car parking and traffic congestion around schools is not exclusive to the City of Wanneroo. It follows that a comprehensive and coordinated approach to the problem is called for. This motion is submitted to request that WALGA take a lead role in helping bring about such a solution on behalf of all member councils.

#### Comment

There is a need to approach the State Government to identify and implement new approaches that can contribute to a comprehensive solution. These include:

Reviewing parking standards for educational establishments;

- Ensuring sufficient land is set aside for the provision of parking on school sites;

- Reviewing the co-location of schools to avoid issues being exacerbated;
- Restricting school access from major arterial roads;
- Developing plans to enable schools to manage school traffic;
- Develop programs to educate drivers; and
- Develop options and implement initiatives to encourage alternative modes of transport for travel to and from school.

The City's Councillors are very concerned about the issues and are supportive of the City pursuing options to reduce the problems at existing schools and prevent them from occurring where new schools are developed. An example of the problem faced in relation to traffic and congestion has been highlighted by a Councillor. Mercy College in Koondoola is located at the intersection of two major roads (Beach Road and Mirrabooka Avenue) where it has been observed that:

- At school pick-up times, cars stop along Mirrabooka Avenue, approximately 200m before the intersection of Beach Road / Mirrabooka Avenue.
- The gate at Mercy College doesn't open until about 2:45pm. Cars are banked up from 2:30, causing significant congestion issues.
- A drop off / pick up entrance along Beach Road appears to be well managed, unlike the one on Mirrabooka Avenue.

The City has operated a school parking program to provide education, manage parking and where necessary take compliance/enforcement action. The City has also worked with the Department of Transport (DOT) *Your Move* team to help in the development of safe routes to school. Despite these efforts, issues of congestion and parking problems persist.

The City acknowledges the Department of Transport (DOT) report "*The declining rate of walking and cycling to school in Perth*" issued in November 2021. The City generally supports the conclusions and recommendations of the report and looks forward to the implementation of the actions proposed.

The City is also aware of the Department of Planning, Lands and Heritage Development Control Policy 2.4: School Sites and the draft operational Policy 2.4: Planning for School Sites. The former policy has been in place since 1998 and the issues of parking and traffic congestion have continued throughout its duration. While the draft policy discusses sufficient parking and embayments and facilities for drop-off and pick-up it does not appear to have measures in place to deal with the high demand and intensity of activity over short periods of time that deal with the resultant congestion and potentially dangerous situations. There is no requirement for schools to manage the traffic they generate.

The City of Wanneroo's observations are that the issue of car parking and traffic congestion occurs at schools in the entire Local Government area regardless of the type (public or private), age and location. That is to say that the issue has been occurring for many years and according to the DOT report has become more of an issue as the rate of walking and cycling to school has declined over the past 40 years.

There is a need for WALGA, as representative of Local Government, to lead discussions with the State Government to find a solution to the issue of parking and traffic congestion around schools.

Addressing car parking provision, driver behaviour and mode of transport can help reduce the issues occurring at schools.

The City's view is that addressing school location, improving safe pedestrian and cycle access routes, provision of safe bicycle storage facilities, ensuring sufficient car parking provision and drop-of/pick-up areas are provided, improving driver behaviour through education and mode of transport can help reduce the issues occurring in and around schools. Improved and safe pedestrian and cycle routes can lead to healthier outcomes for users and can contribute to stronger connected communities.

### **Secretariat Comment**

This motion outlines three key requests:

#### 1. A wide-ranging review of standards and school location

There are two main types of schools: Public schools and private schools.

Land for public schools is required to be identified and set aside as part of the structure planning and subdivision process. Public schools are considered as public works, are not controlled by local planning schemes and are exempt from the requirement to obtain development approval. Consequently, Local Governments have limited direct control over the concerns raised in the motion for new public schools.

Private schools, the demand for which usually materialises after neighbourhoods are well established, are controlled by local planning schemes and the parking standards and other requirements set out in these schemes.

*Draft Operational Policy 2.4* (Western Australian Planning Commission 2020) is the primary planning policy that sets standards for new schools. This draft policy “is intended to assist in addressing issues that may arise in residential areas between schools and their surroundings particularly in respect of traffic and noise generating activities, and mitigation of impacts on existing transport network and services.” The policy sets standards related to minimum number of road frontages and road types, access to active and public transport connections, and requirements to provide traffic impact assessments. The policy was drafted in 2020 and will be finalised following the review of Liveable Neighbourhoods.

Liveable Neighbourhoods is the Western Australian Planning Commission's primary policy for the design and assessment of structure plans (regional, district and local) and subdivision for new urban (predominantly residential) areas. This policy includes a component on education facilities, including particular design requirements for schools.

The finalisation of Draft Operational Policy 2.4 and current revision of Liveable Neighbourhoods provide opportunities for Local Governments and WALGA to seek amendments to these documents in accordance with member concerns.

#### 2. Better management of traffic by schools and development of driver education programs

Driver behaviour, as well as transport mode choice, contributes to reducing the impact of traffic congestion and safety around schools.

### 3. Development of options and programs to alternative modes of travel to and from school

In May 2022 WALGA State Council endorsed the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to “Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist (RESOLUTION 337.4/2022).

State Council also resolved that WALGA:

- Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area; and
- Uses the Draft Active Travel to School Roadmap to strengthen advocacy for increased funding for walking and cycling infrastructure in Western Australia by the State and Federal Government.

WALGA has some involvement with the Active Transport to School Working Group, which is led by the Department of Transport and includes representation from the Department of Education. The Department of Transport has developed a new category within the next round of WA Bicycle Network Grants to co-fund Active Transport Officers with Local Governments. This is an evolution of the former Travel Smart Officers with the new officers having a greater role in working with schools.

#### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA**

Submitted by: Shire of Dundas

#### **Motion**

That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.

#### **Member Comment**

On 1 April 2022, the McGowan Labour Government announced it was returning up to 660 maintenance road workers back in-house to Main Roads.

An interactive Q-Trip Funding Tool (here) provided by the Queensland Government, details the next four years of State Government and Local Government Partnership providing safer roads and sustainability to regional and remote Shires.

To enable the Shire of Dundas to be involved in the direction of WALGA to assist with issues impacting us directly, and other regional resource communities impacted by the related Acts and Regulations.

Given the recent State Government announcement, there is an opportunity for all Local Governments to look at this proposal from WA State Government on how this

proposal to keep jobs in house within Main Roads WA and the possibility to work with local governments when contracting the required road maintenance to Local Governments (see here).

It is suggested that the Queensland Government model, which can be viewed here, works well and allows Councils to recover costs for usage of plant and equipment and recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs for Local Governments as agreed when undertaking joint routine maintenance on State controlled roads.

It is important that when developing this type of model and contract terms to get the document standards and the WHS and the Main Roads Preferred Suppliers correct. In Queensland, Main Roads assisted with these requirements in a partnership arrangement.

If Local Governments across WA are allowed into this space and work for the State Government on a contractual basis, it could be an opportunity to increase revenue significantly, especially in remote rural areas across WA. This would help Council cover cost relating to new imposed.

#### **Secretariat Comment**

The decision by the State Government to move to in-sourcing road maintenance delivery and management provides new opportunities for Local Governments to participate in delivering maintenance and minor capital work on the State road network. Local Governments and Regional Organisations of Council have previously contracted to Main Roads WA to deliver road maintenance services. There were several reasons that Councils and Main Roads WA decided not to continue with these arrangements. The Association will need to understand the interest and capacity of Local Governments to undertake road maintenance work on the State road network, to inform engagement with the State Government.

The extent and type of road works that Main Roads WA will deliver using staff and those operations that will be delivered by contract are likely to vary in different parts of the State.

#### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.4 Northern Australia Beef Roads Program**

Submitted by: Shire of Dundas

#### **Motion**

That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.

### **Member Comment**

The extension to the south of the country of Roads and Beef Road Funding will be vital to get cattle to the saleyards and be competitive with their counterparts from the North who receive Federal Funding to assist them in their efforts to transport cattle.

Reliable access has always been the most significant issue facing the community and businesses operating in the remote Northern Nullarbor region and is a serious concern for those emergency service personnel who are called upon in times of crisis. The 2019-2020 bushfires which closed the Eyre Highway (effectively the gateway into WA) is an example of inaccessibility. The Trans Access Road is the only road servicing this area and has in the past been impassable for months due to flooding. This project would deliver transport efficiencies, stimulate and support economic activity, and provide a safer access road for regular users, tourists, and emergency service personnel. The Eyre highway is the number one strategic link into Western Australia. The Trans-Access Road is the only road East linking the Aboriginal Communities, remote roadhouses, and pastoral stations. Linking the two roads increases accessibility, safety, and improves the social service access between the communities on both roads. Cattle and sheep movements can be hampered when the Trans Access Road is closed, and WA freight movements (in and out) are hampered when the Eyre highway is closed, as per the bushfire season of 2020.

This road improvement will shorten the distance from 1,041 to 91.7km (within our Shire), making traffic movements more efficient, as well as safer with a better-quality formed road. The Commodities can get to market with increased certainty, safety, and more efficiently.

This is only the situation with one road and their numerous pastoral leaseholders having the same issues in Western Australia and all the southern pastoral leaseholders across Southern Australia.

### **Secretariat Comment**

The Northern Australia Beef Roads Program was a \$100 million Federal Government investment within the \$980 million Northern Australia Roads Program, which is delivering upgrades to high priority roads in northern Australia essential to the movement of people and freight to support the North's economic development. The Northern Australia Beef Roads Program is making targeted upgrades to key roads necessary for transporting cattle to improve the reliability, productivity and resilience of cattle supply chains in northern Australia, thereby reducing freight costs and strengthening links to markets. The Federal Government announced projects to be funded in October 2016, and the program is now nearing completion.

A key feature of the Northern Australia Beef Roads Program was the active engagement with the beef industry and transport sector to identify potential projects and modelling of different scenarios by the CSIRO using the Transport Network Strategic Investment Tool (TraNSIT) to determine the benefits and assist in prioritising projects. Success in establishing a new Beef Roads Program in Southern Australia would likely require similar support and evidence. Northern Australia provides 90% of Australia's live cattle exports.

The Northern Australia Program is framed around the Our North, Our Future: White Paper on Developing Northern Australia, with annual statements to Parliament on progress. It is outside of the Minister for Northern Australia responsibilities to establish funding programs in other parts of Australia.



Depending on the scale of investment required, a business case detailing the costs and benefits of the proposed upgrades will be required to underpin advocacy to State and Federal Ministers. The Hon Catherine King, Minister for Infrastructure, Transport and Regional Development of Australia is a primary decision-maker when seeking funding to respond to the identified needs.

### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.5 3D House Printing Building Compliance**

Submitted by: Shire of Dundas

### **Motion**

That WALGA requests:

1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.
2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.

### **Member Comment**

Australia's construction industry may be in for a shake-up, with the arrival of commercial 3D house-printing technology capable of slashing build times and costs.

On the heels of the country's first 3D-printed house – erected in three days Melbourne in January - COBOD, an international leader in the disruptive field, has partnered with Australian company Fortex to distribute its equipment.

COBOD has spearheaded the development of 3D house-printing, having sold about 50 systems featuring multifunctional construction robots across the globe since 2019. They were used to help build the first single-, two- and three-storey 3D-printed dwellings in Europe, the first 3D-printed house and school in Africa, and first wind turbine tower base.

Unfortunately, laws, codes and regulations rarely keep pace with technology. This is the case for using 3D printing to construct houses.

The Shire of Dundas Elected Members supported this motion at the Ordinary Council Meeting on 28 July 2022 (item 10.1.2 WALGA AGM item – 3D Building Compliance).

Australia is currently experiencing an unprecedented housing crisis. Staff and material shortages are now affecting all industries and especially impacting critical industries like housing construction. The construction of buildings in Australia is controlled through a legislative framework that includes reference to the need to comply with the National Construction Code (NCC) and the Building Code Australia (BCA). The NCC is a uniform set of technical provisions for the design and construction of buildings and other structures, including building systems throughout

Australia. In WA the NCC/BCA is called up in the Building Act 2011 and the Building Regulations 2012. It is a statutory requirement that a building or system must be demonstrated to achieve NCC/BCA compliance. The NCC is a performance-based code, containing all performance requirements for the construction of buildings. It's built around a hierarchy of guidance and code compliance levels, with the performance requirements being the minimum level that buildings, building elements, and systems must meet. A building will comply with the NCC if it satisfies the performance requirements, which are the mandatory requirements of the NCC. The performance requirements are also supported by general requirements. These cover other aspects of applying the NCC including its' interpretation, reference documents, the acceptance of design and construction, including related evidence of suitability/documentation, and the classification of buildings within the NCC. The key to the performance-based NCC is that there is no obligation to adopt any particular material, component, design factor or construction method. This provides for a choice of compliance pathways.

At the National General Assembly on 19-22 June 2022, Motion number 100 was presented by Murray River Council NSW.

#### Motion number 100 Murray River Council NSW

This National General Assembly calls on the Australian Government to collaborate with local government to remove impediments within the National Construction Code Series (BCA) and associated Australian Standards, that dissuade industry from adopting 3D printing, and the Government provide instruments to incentivise private industry to develop 3D printing.

#### OBJECTIVE

There is mounting financial pressure on governments, with limited fiscal levers available, to slow the price trajectory of housing. Major change across any industry is difficult for profit-driven entities, especially smaller players, to orchestrate, as simply the risk is high, the financial capacity is limited, and the reward will soon be diluted across their competitors. There are investigations into housing affordability occurring in NSW already, which is commendable. Further opportunities can be harvested if the state partners with local government to review the building codes (which by default do not currently reflect the new technology).

#### KEY ARGUMENTS

Often the scale of the research and development required is beyond even the most affluent or well-resourced. The longer an industry has been in existence, the harder it is to change, amplified by the educational institutions and financial commitments that both have long lead times and future commitments. Furthermore, regulations (in this instance building codes and standards) are always slow to change and are often an even bigger impediment. In August 2021, the first 3D printed houses were sold in the USA. The investment in research and development in 3D printed structures over the next few years in many counties, largely driven by price pressures, government policies, international treaty obligations, but also because of the frailty of global supply chains, is profound.

Housing affordability is now becoming critical, yet the policy levers appear to be slow moving. Although it will take some time to achieve, the initial indicators are that 3D

Printed houses will lower prices. Therefore, it would be prudent to adapt our rules to facilitate.

### **Secretariat Comment**

Changes to the National Construction Code - All components used for building work in Australia must meet certain performance and legal requirements. These requirements help ensure that buildings are safe, healthy for occupants and maintain performance over the expected life of a building. Following a building fire in Melbourne Docklands in 2014, and the cladding fire at Grenfell Tower in London in 2017 which killed 72 people, all State and Territory Building Ministers agreed to an assessment of the effectiveness of building compliance systems across Australia. The resulting Building Confidence Report, released in 2018, identified that problems exist with building product safety in Australia. Subsequently, all Building Ministers agreed to the development of a National Product Assurance Framework to strengthen building product performance requirements. A discussion paper outlining the proposed framework was released by the Australian Building Codes Board in 2021. Any change allowing new forms of construction would require substantial evidence to be presented by industry to the Australian Building Codes Board.

Alternative construction methods such as modular buildings, buildings with pre-engineered components and Structural Insulated Panels (SIPS panels) have risen in popularity in Western Australia in recent years, partly in response to supply chain issues and labour shortages. For example, a display home was built in Mandurah from SIPS panels that was supplied and installed in 16 weeks. Strategies that seek to promote diverse housing options, supply and sustainability should consider the suite of alternative construction methods.

### **Officer Comment**

It is recommended that this motion be supported.

## **Item 3.6 South West Native Title Settlement**

Submitted by: Shire of Gingin

### **Motion**

That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.

### **Member Comment**

The Shire of Gingin and many other Local Governments are being requested to consider parcels of land to be allocated for transfer as part of the South West Native Title Settlement.

The Shire of Gingin has received its third request, totalling approximately 45 parcels of land, for consultation as part of this process and in each instance is provided only 40 days to provide feedback to the Department.

For each land parcel in question, which can be numerous, Council is requested to consider the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The 40-day consultation does not provide any ability for Local Government to consult with the community regarding Council's support for the land transfer and as such is ignorant as to the changes in land management.

Local Governments, as part of this process, are not advised as to any intent for the future purpose of the land and/or how it is proposed to be managed into the future and this is creating angst as part of the consultation with Council. For example, it is difficult for any Local Government to approve the transfer of the land without understanding as to what purpose the land is being requested for and who will manage the area, and will it be freehold transfer? This advice may be as simple as the site is requested for cultural significance or for commercial purposes and will be administered by SWLCC as a reserve vested.

The Shire of Gingin, through consultation with the Department, have been advised that within the Shire there are an additional some 230 more locations identified for potential transfer. The Shire, and all Local Governments, should be provided this full list to be able to undertake early due diligence on the land identified.

Without knowing what other Councils are being requested to consider, the Shire requested the Department to ensure that the Shire of Gingin and other Local Governments are not being targeted due to the commercial potential for land. There should be more clarity surrounding the lands that have been requested and identified across all Local Government and this be publicly accessible.

### **Secretariat Comment**

#### **Background on the South West Native Title Settlement (Settlement):**

The Settlement, in the form of six Indigenous Land Use Agreements (ILUAs), is a landmark native title agreement negotiated between the Noongar people and the State Government of Western Australia (State). The Settlement officially commenced on 25 February 2021, followed by the establishment of the Noongar Boodja Trust and the appointment of Perpetual as the initial Noongar Boodja Trustee on 29 March 2021. Following commencement, as prescribed by the ILUAs, native title rights and

interests were surrendered on 13 April 2021, in exchange for a negotiated package of benefits that the State is delivering.

The Noongar Land Estate is a key benefit under the Settlement and will be comprised of up to 300,000 hectares of land handed over as reserve, and up to 20,000 hectares of land transferred in freehold. The first transfers of land to create the NLE were executed by all parties on 14 July 2021. The Department of Planning, Lands and Heritage (DPLH) is the agency responsible for the delivery of the NLE, on behalf of the Minister for Lands. The NLE is intended to provide significant opportunities for the Noongar people to achieve sustainable economic, social and cultural outcomes. The land to be transferred to the NLE is primarily drawn from unallocated Crown land (UCL), unmanaged reserves (UMR) and Aboriginal Lands Trust (ALT) properties within the Settlement area and will be determined through the ILUA-prescribed land identification, assessment and eventual transfer processes managed by DPLH over the five year ILUA implementation period. This work is undertaken consultatively with the Trustee, SWALSC and a broad range of key stakeholders.

A key component of this process is the Assessment Phase, at which point DPLH consults with stakeholders, including Local Government. Consultation with Local Government in this manner is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the Land Administration Act 1997 (LAA). Referrals to Local Governments under the Settlement request detail (if available) on the following:

- whether there are existing interests in the land parcels under consideration for inclusion in the NLE that cannot be met elsewhere;
- whether there are future proposals for the same land or land within the same general location;
- whether there are planning scheme amendments that could affect future use of the land;
- whether there are other relevant land use, land management or land development issues; and
- any other advice they may wish to provide in relation to the subject land.

WALGA asked DPLH if it would it be possible to advise each Local Government of all of the land under consideration within their area at the same time, and DPLH responded as follows:

DPLH regularly provides Local Government Authorities (LGAs) with a list of unallocated Crown land (UCL) and unmanaged reserves (UMR) that may be eligible for inclusion in the Noongar Land Estate within the boundaries of the LGA. This information is provided upon the request of the LGA, in the spirit of proactive and transparent engagement with key stakeholders.

Importantly, DPLH advise that the list provided is reflective of land under consideration at a specific point in time and may be subject to change. Further, all LGAs are advised that DPLH are progressing land through the Phases of the Noongar Land Base Strategy (Strategy) at Annexure J to ILUAs for the Settlement. The Strategy provides an agreed process to be followed and includes a five-year timeframe for the staged delivery of the full 320,000 hectare Noongar Land Estate. As a result, DPLH will likely engage with a number of the involved LGAs numerous times during the five-year period.

WALGA asked DPLH if a 3 month consultation period would be considered, and DPLH responded as follows:

Consultation with LGAs is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the LAA. The 40 day timeframe for consultation is prescribed by the Noongar Land Base Strategy (Strategy) at Annexure J to the ILUAs. The sections of the ILUA (including the Settlement Terms) can only be varied by agreement in writing that is executed by or on behalf of the State, each of the Government parties, each Regional Corporation or the relevant Native Title Agreement Group and the Central Services Corporation.

The timeframe for consultation with LGAs is outlined under the Strategy and is intended to ensure the structured delivery of State Government and Trustee for the Noongar Boodja Trust (Trustee) obligations relating to the handover of land. DPLH would also like to emphasise that the LGAs are asked to consider the change of tenure only, not a proposal for the use / development of the land.

The Strategy and therefore the activities of DPLH are consistent with best practice Crown land administration activities, though with prescribed timeframes to ensure adherence to tight project timeframes. The referral questions posed by DPLH during consultation with LGAs are intended to collect detail on what is known to apply to the land at the time of the referral, noting that detailed due diligence and site-specific investigations would need to be undertaken by the Trustee at the point of land use / land development. In the event that an LGA is unable to provide the detailed information within the 40 day timeframe, DPLH is able to discuss and possibly grant timeframe extensions on a case-by-case basis.

WALGA asked DPLH if it was possible to advise Local Governments, at the time of request, as to the intended use of each parcel of land eg cultural or economic development, and DPLH responded as follows:

This information is not provided to DPLH by the representatives of the Noongar people. Instead, the flexible reserve purpose of Noongar Social, Cultural and / or Economic Benefit and the flexibility provided by delivering freehold tenure allows for land to be used by the Trustee in line with the aspirations of the Noongar people – in accordance with the applicable statutory and policy framework. LGAs will retain standard decision-making powers relevant to the use and management of land, under the Local Planning Scheme / Town Planning Scheme and any applicable statute.

The Noongar Land Estate will be a diverse landholding across the six ILUA Areas and approximately 101 involved LGAs. The consultation process undertaken by DPLH is intended to ensure that LGAs can disclose relevant information to inform the decision-making of the Trustee as to whether or not the land should be included in the Noongar Land Estate. Decisions around whether or not land is Cultural Land, Development Land or a combination of both is for the Trustee to make in consultation with the relevant Noongar Regional Corporation after land is accepted for transfer, and may have relevance to the future management of the land. However, LGAs can safely assume that land included into the Noongar Land Estate will be used and managed in accordance with the applicable zoning.

WALGA advised DPLH that generally, a Local Government would consult with their local community about changes to the use of Local Government managed land, and

that the 40 day consultation timeframe did not allow for this. DPLH responded as follows:

LGAs may elect to undertake consultation with community regarding tenure change proposals, but it is not a requirement of the Strategy nor of the State Government more broadly. DPLH recommends that the standard approach taken by LGAs for any other Crown land administration matters referred by DPLH is the example to follow.

Community consultation may be more appropriate at the point of a development proposal being submitted to the LGA by the Trustee, as all detail requested above would be known and consultation can be well-informed. It is understood that consultation with community on development proposals is commonly undertaken by LGAs before consideration of a proposal by Council.

Please be advised that UCL and UMR (and Crown land more broadly) are the jurisdiction of the Minister for Lands, and while LGAs may have a role in regulating or to an extent managing UCL and UMR, this role does not form an interest in the land or a veto power for tenure proposals over the land.

DPLH made the additional further comment:

DPLH undertakes comprehensive consultation on land under consideration for possible inclusion in the Noongar Land Estate to obtain any and all information that may be relevant to the future use and management of the land by the Trustee. This includes all relevant LGAs and key State Agencies including the Department of Mines, Industry Regulation and Safety, the Department of Biodiversity, Conservation and Attractions and the Department of Water and Environmental Regulation. Service providers are also consulted on each land parcel.

All are provided with a 40 day timeframe for providing a response. At present, DPLH is actively progressing approximately 100,000 hectares of land across the six ILUA Areas through the Phases of the Strategy towards formal offer to the Trustee. The scope of this process is substantial, so the timeframes within the Strategy are critical for ensuring information collection can occur in a timely manner.

### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.7 Land Offset Compensation to Local Governments**

Submitted by: Shire of Gingin

### **Motion**

That WALGA advocate to the State Government that the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.

### **Member Comment**

It is proposed that Councils similar to the Shire of Gingin who are having large sections of rateable land locked away due to Developer Land Offsets need to be compensated for the loss of revenue.

The Shire of Gingin recently met with the Department of Biodiversity, Conservation and Attractions (DBCA) representatives regarding this matter, and they agreed that the Shire of Gingin is being targeted due to the type of Banksia bush that is within the Shire. The Shire of Gingin is not and will not be the only Local Government targeted through this type of scheme into the future.

The issues for the Shire of Gingin, other Local Governments and future Local Governments are as follows:

1. The requirement of land offsets is currently 1/7. Being that for every acre of land required by a developer, seven acres needs to be provided as offset.
2. What is currently rateable land for the Shire is being purchased and then handed to DPIRD for management.
3. The Shire of Gingin's loss of rates on a once off may seem minimal (last year the reduction was approximately \$10,000) but accumulating every year and then compounding becomes a significant amount of future income.
4. Council still needs to maintain the assets surrounding the site, providing access and egress from the blocks for DBCA and other adjoining ratepayers.
5. The land within the Shire of Gingin is in high demand due to its proximity to the metropolitan area and intensive agriculture and horticulture is dominant.
6. DBCA receives a 7-year management payment from the Developer to manage the newly offset land which is not enough for DBCA to manage the property, yet Council receives nothing other than a negative rates bill and continuous maintenance cost.
7. Whilst the metropolitan based Developer is making large amounts of money from the development and the metropolitan Council is receiving an increased rate book, the loser in the equation is the Local Government where the land is being offset and DBCA.
8. The current amount of non-Rateable land within the Shire is in excess of 30% and growing each year.
9. The additional land that is added to DBCA requires this Department to be appropriately funded, however advice received is that DBCA is underfunded and this in turn affects Local Government in regard to land management and increased fire risk.

The Shire of Gingin is not unique with this matter, however we are being significantly affected at this current time and will be well into the future and as such, request that WALGA advocate to the State to ensure that Local Governments losing rateable land through offset purchases are properly compensated for the loss of rates and continued maintenance.

### **Secretariat Comment**

In Western Australia, there are many reasons for land being transferred for public purposes to the Crown. In parts of the State, these lands represent significant portions of the total Local Government area, for example Local Governments with extensive areas of National Parks and State Forest.

The State Government Offsets Register shows offset land acquisitions or land transfers to conservation within these Local Government areas: Shires of Dandaragan, Gingin, Chittering, Waroona, Harvey, Augusta-Margaret River, Cities of Bunbury, Busselton, Mandurah and in the Perth metropolitan region.



Over 50 per cent of new housing construction in the Perth and Peel region is expected to be provided through greenfield development, indicating that the issue identified by the Shire of Gingin is likely to persist.

The requirement to provide environmental offsets is legislated through the Environmental Protection Act 1986 (WA) and under Part 9 of the Environmental Protection and Biodiversity Conservation Act 1999 (Commonwealth). In Western Australia, offsets are implemented through the WA Environmental Offsets Framework. A review of this framework was conducted in 2019.

WALGA's comments on the review advocated for adequate resourcing to manage offset lands to address any biosecurity and bush fire risk implications and to require that Local Governments be consulted regarding any proposed offsets in their areas. These points were also raised in WALGA Submissions on the Strategic Assessment for Perth and Peel and the WA offset metrics guidelines.

Under the WA Environmental Offsets Guidelines, it is the responsibility of the proponent to consult all relevant stakeholders regarding offsets, particularly those directly affected, including Local Government. The Guidelines identify the Department of Biodiversity, Conservation and Attractions (DBCA) as the key stakeholder in relation to offset planning due to their role as specialist scientific advisor and manager of the State's conservation lands.

In May 2022, the State Government released the Native Vegetation Policy for Western Australia, with a five year Implementation Roadmap which includes improvements to the environmental offsets framework. This will provide WALGA with the opportunity for continued advocacy on this issue.

#### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.8 Review of the Rating Methodology used by the Valuer-General**

Submitted by: Shire of Serpentine Jarrahdale

#### **Motion**

Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.

#### **Member Comment**

The Valuer-General is an entity created under the Valuation of Land Act 1978. The Valuer-General forms part of Landgate's functions.

Landgate valuers conduct independent valuations of property based on the Gross Rental Values (GRVs) or and Unimproved Values (UVs) of a property.

These valuations are used by local governments, government agencies and emergency services as a basis to determine property rates, service charges and levies as well as land tax.

In Victoria, valuations are conducted using the capital improved value of a property. Capital improved value is based on the value of the land plus the buildings on it and any other capital improvements. This method may provide a more fair and equitable assessment of the value of land across various land uses in Western Australia including agriculture, residential, commercial and mining. This in turn would provide a more fair and equitable basis for local government rating.

A review of rating methodologies set in the Valuation of Land Act 1978 would ensure that valuation methods relied upon by local government represent the most appropriate method.

### **Secretariat Comment**

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

### **Officer Comment**

It is recommended that this motion be supported.

## **Item 3.9 WA Local Government Rating Model**

Submitted by: Shire of Gingin

### **Motion**

That WALGA advocate to the State Government and the Valuer Generals' Office that a different rating model be trialled across several Councils whereby the Unimproved Value rate is abolished, and all properties are rated for Gross Rental Value or Capital Value.

### **Member Comment**

The Shire of Gingin and many other Local Governments struggle to have appropriate rates raised that are adequate for the correct use of the land within the Shire that addresses the impacts that these ratepayers have on the Shire's Assets.

For example, within the Shire of Gingin, there are large numbers of Unimproved Value (UV) rated properties that have large scale infrastructure servicing significant commercial operations but are captured within the definition as a Rural Pursuit. Some of these properties have tens of millions of dollars of infrastructure but only contribute a UV valuation and an additional differential rate.

If all properties were rated Gross Rental Value (GRV) or the rates based on Capital Value (value that the land would likely sell for on the open market), all rural land would still hold an appropriate GRV/Capital Value that would not be too dissimilar to their current rates, however those that intensify their land would achieve a naturally higher GRV/Capital Value making the rating across a Shire far more equitable, easier to manage and would simplify and reduce the cost of the valuation process.

Whilst not every Council may wish to take this step, it is proposed that the Local Government has the ability to review and decide if it wishes to remove the UV rate. With the Valuer Generals' Office conducting routine valuations for both UV and GRV it would not be out of the question for the valuation to be changed to meet this process.

It is noted that within South Australia and Victoria 89% of the Local Governments use Capital Value, Tasmania is progressing to Capital Value whilst New South Wales is based on Land Value only, Northern Territory is based only on Unimproved Capital Value, Queensland is Site Value and Unimproved Value and the ACT is Unimproved Value only. It is clear that whilst there is a range of valuations across Australia there is a bias growing towards utilising Capital Value of Land.

For example, we have a location within the Shire that has a water license and two bore holes. Whilst this is the extent of the infrastructure, they pump water out 24/7 for bottling in Perth, a GRV/Capital Value would be much higher in value to Council than the minimum rates currently being received. This company has significant heavy vehicles utilising Council roads every day of the week to keep up with the demand and creates significant road maintenance issues for Council.

The impacts of water licenses within the Shire have been dramatic as they are now a strong trading commodity and have doubled the value of land with a water license, yet it is not being considered by the Valuer Generals' Office as part of the overall valuation assessment of the land. Water licenses are incredibly valuable to producers as it increases their productivity and profits from smaller properties and as water licenses are very difficult to access, as allocations are full in most areas, many are trading or selling off portions of licenses clearly showing that water licenses have an inherent value that is increasing rapidly.

Again, the Shire calls on WALGA to advocate to the Minister and Valuer Generals' Office to undertake a review of the rating system to either abolish the UV valuation or provide the ability for the Local Government to choose its rating structure.

#### **Secretariat Comment**

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

#### **Officer Comment**

It is recommended that this motion be supported.

### **Item 3.10 Reform of the Cat Act 2011**

Submitted by: Shire of Capel

#### **Motion**

That the WA Local Government sector requests the WA State Government prioritise reforms to the Cat Act 2011, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.

#### **Member Comment**

##### **Background**

The Western Australian State Government through the (then) Department of Local Government released a Discussion Paper (January 2011) titled Proposal for Domestic Cat Control Legislation.

This consultation and proposed reform process ultimately led to the Cat Act 2011 (Cat Act) receiving Royal Assent on 1 November 2012. The Cat Act fully commenced in 2013 and was introduced to:

- provide for the control and management of cats; and
- promote and encourage the responsible ownership of cats, and for related matters.

The Department of Local Government, Sport and Cultural Industries (DLGSC) commenced a statutory review of the Cat Act 2011 and the Dog Amendment Act 2013 in May 2019. The review undertaken by DLGSC was tabled in the WA Parliament by the Minister for Local Government on 27 November 2019.

Findings of the Review in relation to Cat Act included:

Registration of cats is strongly supported. The current three options for periods of registration should remain.

1. Registration periods for cats and dogs should be the same.
2. A central registration database for cats should be explored.
3. Feedback indicated that the wearing of collars and tags achieves the purpose of enabling a cat to be identified by rangers — including making it obvious that it is a domestic cat that has an owner. There is strong support for this to continue with no change.
4. Strong support from the public, local governments and industry exists for the practice of microchipping cats to continue.
5. Improvements could be made to the way microchip details are stored — this could be in either a national or State-based database.
6. Feedback indicated that education on the current requirements of microchipping, focusing on obligations of owners/breeders/rescues when a cat is transferred to a new owner and the need to keep information up-to-date, is necessary to achieve the desired outcomes of reuniting pets with their owners and the obligations of being a responsible cat owner.
7. There is strong support for cat numbers and confinement/curfews of cats to be implemented State-wide (in legislation) rather than through individual local laws — to provide consistency among local governments.
8. As a means of controlling cat numbers, there were multiple requests in the feedback received for the Cat Act to be brought into alignment with the Dog Act by placing greater restrictions on cat owners in relation to the number of cats that people can own.
9. The provisions in the Cat Act for cats to be sterilised should remain.
10. Feedback indicated that the age of cat sterilisation should be lowered, although further expert consultation on this will be needed.

Outcomes from the Statutory Review were:

- The Dog Amendment (Stop Puppy Farming) Act 2021 received Royal Assent on 22 December 2021 with the aim to:
  - to amend the Dog Act 1976 to provide for matters relating to the sterilisation and breeding of dogs and the supply of dogs to and by relevant pet shop businesses;
  - to amend the Dog Act 1976 and the Cat Act 2011 to provide for a centralised registration system; and
  - to make other amendments to the Dog Act 1976

No further amendments, nor reforms of the Cat Act 2011 have occurred since.

### Comment

Any proposed changes to cat control measures should include public consultation.

The Shire of Capel hopes the State Government prioritises reforms of the Cat Act, similar to recent reforms with the Dog Act and Animal Welfare regulations.

The Shire of Capel supports a review of current cat control measures and to look at initiatives to better protect native wildlife, along with an accompanying education campaign.

Many Local Governments throughout the State have looked at similar reforms recently, however the current Act inhibits the control of cats and their impacts on native wildlife.

Shire understands that many people in the community love cats, with reforms looking to find a balance between valued family pets and protecting our unique and in some cases, endangered native animals.

### **Secretariat Comment**

This is a developing issue in the sector. A number of Local Governments have already attempted to make Cat Local Laws that seek to prohibit cats from roaming, require cats to be securely kept on premises of the owner, and prohibited from being in any public place. Parliament's Delegated Legislation Committee has disallowed a number of such attempts on the grounds that the local law-making head of power in the Cat Act does not contemplate local laws to be made for these purposes.

The Committees views are summarised in this excerpt from the Annual Report 2016 (Report 89 at 5.32):

*In each of these cases, the Committee considered that the relevant provisions of the local law were inconsistent with or repugnant to the provisions of the Cat Act 2011 which:*

- *allow for cats to be in public places unless they do not comply with the provisions of the Act requiring registration, microchipping and sterilisation*
- *empower the making of local laws prohibiting cats in certain specified areas.*

WALGA's current advocacy position supports a review of the Cat Act that will introduce broader powers of cat control.

### **Officer Comment**

It is recommended that this motion be supported.

## **Item 3.11 WALGA Best Practice Governance Review – Principles**

Submitted by: Executive Member

### **Motion**

That:

1. The update on the Best Practice Governance Review project be noted, and
2. The principles to inform WALGA's future governance model, as follows and as per the attached Principles document, be endorsed:

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

## **Attachment**

WALGA Best Practice Governance Review: Principles.

## **Background**

State Council commissioned the WALGA Best Practice Governance Review in March 2022 to ensure that WALGA's governance model is contemporary and agile and maximises engagement with members.

Governance Reviews allow organisations to re-examine their membership structure, constitution, board role, board composition, governance approach and policies.

For WALGA, the Best Practice Governance Review represents an opportunity to review and reshape the governance model to ensure WALGA is well-placed to:

- Deliver strong, clear, focused, and consistent policy positions on strategic matters of the most importance to Local Governments in WA,
- Drive advocacy outcomes and impact on behalf of Local Government in WA, and the communities they serve, and
- Embed agility and responsiveness, ensuring member concerns are heard, respected, and represented in a timely, efficient, and effective manner.

There are several drivers for the review.

WALGA's Corporate Strategy 2020-2025 identifies the governance model as a key enabler of performance, with the following description: We have contemporary governance and engagement models.

Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the governance model. Specifically, feedback relates to:

**Structure** – WALGA's governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back.

**Responsiveness** – there is a perception among members and stakeholders that WALGA's governance model is slow and bureaucratic in an environment that requires agility.

**Prioritisation and focus** – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests.

**Transparency and accountability** – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes.

**Zones** – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA’s membership believes that Zones are not as representative, strategic nor effective as they potentially could be.

Legislative reforms could also impact WALGA’s governance arrangements. The Minister for Local Government’s reforms to the Local Government Act 1995 propose to remove WALGA from being constituted under the Local Government Act. Secondly, the Review of WA’s Industrial Relations Act 1979 provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector. Following several reviews and amendments, the Best Practice Governance Review also represents an opportunity to ensure alignment between WALGA’s governance documentation. In addition, State Council resolved in September 2021 for amendments to the Constitution to be developed to deal with matters related to State Councillors’ candidature for State or Federal elections.

To undertake the Best Practice Governance Review, State Council appointed a Steering Committee comprising the following members:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel, Shire of Wyndham East Kimberley	Country Elected Member
Mayor Albert Jacob, City of Joondalup	Metropolitan Elected Member
Andrew Sharpe, City of Albany	Country Chief Executive Officer
David MacLennan, City of Vincent	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

The Steering Committee is supported by consultants PwC and WALGA officers, Tony Brown, Executive Director Member Services, Tim Lane, Manager Corporate and Association Governance, and Kathy Robertson, Executive Officer Governance.

The Steering Committee has met five times to late August and has:

- Endorsed terms of reference and an overarching project plan
- Considered the 2019 review including previous deliberations and outcomes
- Commissioned and considered work on comparator membership-based advocacy organisations:
  - Australian Hotels Association (AHA)
  - Australian Medical Association (AMA)
  - Chamber of Minerals and Energy (CME)
  - Chamber of Commerce and Industry (CCI)
  - Pharmacy Guild of WA
- Reviewed governance models of Local Government Associations in other States and New Zealand:
  - Local Government New South Wales (LGNSW)
  - Municipal Association of Victoria (MAV)
  - Local Government Association of Tasmania (LGAT)

- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of the Northern Territory (LGAT)
- Local Government New Zealand (LGNZ)
- Adopted a timeline for the way forward including member consultation and engagement, and
- Endorsed principles to be presented to the membership at the 2022 Annual General Meeting as per this agenda item.

### **Secretariat Comment**

Supported by State Council, the Steering Committee is putting forward principles to this Annual General Meeting to gauge member support for progressing the Best Practice Governance Review to the development of potential options for member consultation and engagement.

The principles put forward by the Steering Committee and endorsed by State Council at their 22 August 2022 Special Meeting, will guide the development of potential models for member consultation.

As per the attached Principles document, the three principles – Representative, Responsive and Results Oriented – comprise three or four components, component descriptions and governance implications.

Embedded in the governance implications are considerations for potential changes as well as principles that will be adhered to in the development of model options.

- For instance, the principles propose that WALGA's governing body will:
- Maintain equal metropolitan and country representation,
- Continue the practice of electing the President from and by the governing body, and
- Facilitate responsive decision making with clear processes for members to influence policy and advocacy.

Potential models may be considered by the Steering Committee, and subsequently State Council and WALGA members, that could:

- Potentially lead to a reduction in the size of the governing body,
- Consider alternative election arrangements to the governing body, and
- Consider alternative arrangements to the existing Zones.

Following consideration of the principles at the 2022 Annual General Meeting, as per this item, an extensive consultation and engagement process will be undertaken with members on potential governance model options.

The consultation and engagement process will be undertaken during October, November, and December 2022. Feedback from member submissions, workshops, and discussions will inform a final report to be considered at February 2023 Zone meetings and subsequently, the March 2023 State Council meeting.

Constitutional amendments will then be prepared for consideration by State Council followed by the broader membership at the 2023 Annual General Meeting. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The principles are put forward for member consideration.



### **Officer Comment**

It is recommended that this motion be supported.

### Statutory Environment - Association Constitution & Standing Orders

#### Integrated Planning

- Strategic Community Plan
  - Outcome 13 Proactive, visionary leaders who respond to community needs
  - Objective 13.1 Strengthen leadership advocacy
  
- Corporate Business Plan
  - Objective 13.1 Strengthen leadership and advocacy
  
- Long Term Financial Plan – Nil
- Asset Management Plans – Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy Implications – Nil

Budget Implications – Nil

Whole of Life Accounting – Nil

Risk Management – Nil

Voting Requirements – Simple Majority

### **Council Decision Moved Cr Boyle, Seconded Cr Pratico C.03/0922**

- 1. Voting delegates representing Council at the 2022 Western Australian Local Government Association Annual General Meeting vote in accordance with the officer's recommendations outlined below, unless determined otherwise by Council;**
  - a.in support of Item 3.1 Road Traffic Issues**
  - b.in support of Item 3.2 Car Parking and Traffic Congestion Around Schools**
  - c.in support of Item 3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA**
  - d.in support of Item 3.4 Northern Australia Beef Roads Program**
  - e.in support of Item 3.5 3D House Printing Building Compliance**
  - f. in support of Item 3.6 South West Native Title Settlement**
  - g.in support of Item 3.7 Land Offset Compensation to Local Governments**
  - h.in support of Item 3.8 Review of the Rating Methodology used by the Valuer-General**
  - i. in support of Item 3.9 WA Local Government Rating Model**
  - j. in support of Item 3.10 Reform of the Cat Act 2011**
  - k.in support of Item 3.11 WALGA Best Practice Governance Review: Principles**

- 2. Notwithstanding Part 1, voting delegates be given authority to vote on Motions or Amendments contrary to the position determined by Council, where new information is provided in the debate. In the event of this happening a report is to be included in the October 2022 Ordinary Council Meeting Agenda explaining the reasons and circumstances for those decision(s).**

**Carried 8/0**

<b>ITEM NO.</b>	C.04/0922	<b>FILE REF.</b>	209
<b>SUBJECT</b>	Rolling Action Sheet		
<b>OFFICER</b>	Executive Assistant		
<b>DATE OF REPORT</b>	20 September 2022		

Attachment 4      Rolling Action Sheet – September 2022

**OFFICER RECOMMENDATION**

*That the information contained in the Rolling Action Sheet be noted.*

**Summary/Purpose**

The presentation of the Rolling Action Sheet allows Councillors to be aware of the current status of Items/Projects that have not been finalised.

**Background**

The Rolling Action Sheet has been reviewed and forms an Attachment to this Agenda.

**Statutory Environment** – Nil

**Integrated Planning**

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan – Not applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

**Policy Implications** – Not Applicable

**Budget Implications** – Not Applicable

**Whole of Life Accounting** – Not Applicable

**Risk Management** – Not Applicable

**Voting Requirements** – Simple Majority

**Moved** Cr Christensen, Seconded Cr Rose  
C.04/0922 That the information contained in the Rolling Action Sheet be noted.

**Amendment** Moved Cr Christensen, Seconded Cr Lansdell  
The motion to read;  
That the information contained in the Rolling Action Sheet be received, noting that the draft Budget Management Policy will be included in the November Ordinary Council Meeting agenda.

**Carried 8/0**

The amendment became the substantive motion and was put.

**Council Decision** **Moved Cr Christensen, Seconded Cr Rose**  
**C.04/0922 That the information contained in the Rolling Action Sheet be received, noting that the draft Budget Management Policy will be included in the November Ordinary Council Meeting agenda.**

**Carried 8/0**

Reason for amending the officer recommendation: An error was identified in the Rolling Action Sheet that needed to be reflected in the motion.
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### **Corporate Services**

<b>ITEM NO.</b>	C.05/0922	<b>FILE REF.</b>	134.1
<b>SUBJECT</b>	Review of the Appropriateness and Effectiveness of the Financial Management Systems and Procedures – 30 June 2022		
<b>OFFICER</b>	Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	15 September 2022		

Attachment 5 Financial Management Systems Review – 30 June 2022

### **OFFICER RECOMMENDATION**

*That Council receive the 30 June 2022 Shire of Bridgetown-Greenbushes Financial Management Systems & Procedures Review Report, noting that the CEO will progress and implement the recommendations contained within the report.*

### **Summary/Purpose**

This report is presented for the purpose of endorsing the Financial Management Systems & Procedures Review that was conducted in June 2022.

### **Background**

Regulation 5.(2)(c) of the Local Government (*Financial Management*) Regulations 1996 requires that at least every three financial years the CEO will review the appropriateness and effectiveness of the financial management systems and procedures of the local government. The previous review was undertaken in May

2019 and endorsed by the Audit Committee and Council in June 2019. The next review was due to be undertaken by 30 June 2022.

At its meeting held 27 January 2022 the Audit Committee considered the scope and method for completion of the 2022 review and resolved as follows:

*“AC.04/0122 That the Audit Committee*

- 1. Endorses the draft Scope for the 2022 Financial Management Systems & Procedures Review as per Attachment 4.*
- 2. Directs the Chief Executive Officer to seek quotations from suitably qualified, independent consultants for completion of the 2022 Financial Management Systems & Procedures Review.*
- 3. Following receipt of quotations a report is to be presented to Council for consideration of a 2021/22 Budget amendment to fund the costs associated with an external review of the financial management systems and procedures.”*

Council at its meeting held 24 February 2022 endorsed the Audit Committee’s recommendations and authorised unbudgeted expenditure to a maximum of \$25,200 for completion of the review.

Following evaluation of all quotations received AMD were appointed to undertake the 2022 financial management systems and procedures review. Representatives from AMD were onsite on the 16<sup>th</sup> and 17<sup>th</sup> June 2022 to undertake the review. A final report has now been received.

#### Officer Comment

A review of the Shire’s financial systems and procedures has been undertaken in accordance with the Regulations. The primary objective of the review was to assess the adequacy and effectiveness of systems and controls in place within the Shire of Bridgetown-Greenbushes; in accordance with Regulation 5(1) of the Local Government (*Financial Management*) Regulations 1996.

The review included the following focus areas:

- Section 1 - Collection of money;
- Section 2 - Custody and security of money;
- Section 3 - Maintenance and security of the financial records;
- Section 4 - Accounting for municipal or trust transactions;
- Section 5 - Authorisation for incurring liabilities and making payments;
- Section 6 - Maintenance of payroll, stock control and costing records; and
- Section 7 - Preparation of budgets, budget reviews, accounts and reports required by the Act or the regulations.

The AMD report includes the following in its Summary of Findings:

*“The Shire has a number of financial management system controls addressing a wide variety of operations undertaken by Council. Considering the size, resources and variety of operating activities undertaken by the Shire, on overall basis, our review has identified the financial management systems of the Shire to be appropriate and generally operating effectively during the review period subject to the identified enhancements and recommendations being addressed.”*

The following findings have been included in the report from AMD:

- **Information Technology Framework** - Suggestions for enhancement to the Shire information technology framework are recommended.
- **Fraud and Corruption Framework** - Suggest consideration be given to introduction of a Fraud and Corruption Framework as best practice.
- **Insurance Claim Registers** - Further enhancements recommended for the current Insurance Claim Registers.
- **2022 FBT Return** - Review of ATO lodgement compliance indicated the 2022 FBT return was lodged late.
- **Procurement and Contract Management** - Contract and Procurement Management Framework and related documents in draft.
- **Procurement and Contract Management** - No evidence of contractor induction noted.
- **CEO Credit Card Review** - The CEO's credit card reviewed and signed by the Executive Manager of Corporate Services.
- **Payroll Exception** - An instance was identified whereby a payroll deduction was not supported by an authorised deduction form.

Management has reviewed the report and 'Management Comments' have been provided in relation to the findings and associated recommendations. Management's comments are included in the Financial Management Systems Review - 30 June 2022 report (Attachment 5).

The Audit Committee at its meeting held 8 September 2022 considered the CEO's report and reviewed each of the recommendations contained within the report. Following its review the Audit Committee resolved as follows:

"Committee Recommendation

*AC.04/0922 That the Audit Committee recommends that Council receive the 30 June 2022 Shire of Bridgetown-Greenbushes Financial Management Systems & Procedures Review Report, and adopt all recommendations associated with the 7 findings contained in the report.*

Committee Decision

*AC.04/0922a That a report on the progress of implementing the recommendations be provided quarterly to the Audit Committee."*

Statutory Environment

Regulation 5(2)(c) of the Local Government (*Financial Management*) Regulations 1996 requires the CEO to:

*"undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews."*

Strategic Implications

Strategic Community Plan

- Outcome 14 Effective governance and financial management  
Objective 14.1 Achieve excellence in organisational performance and service delivery
- Corporate Business Plan – Nil

- Long Term Financial Plan – Nil
- Asset Management Plans – Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy Implications

Addressing a number of the recommendations contained in the report will require the development of new Council policies and administrative procedures.

Budget Implications

In order to address some of the information technology recommendations additional funding is required. Investigation as to appropriate solutions and the associated cost will be undertaken to inform future budget considerations.

Whole of Life Accounting – Not applicable

Risk Management

Implementation of the recommendations contained within the report will have the effect of mitigating the likelihood of officer error or fraud events occurring.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Mahoney, Seconded Cr Rose**

***C.05/0922 That Council receive the 30 June 2022 Shire of Bridgetown-Greenbushes Financial Management Systems & Procedures Review Report, noting that the CEO will progress and implement the recommendations contained within the report.***

**Carried 8/0**

<b>ITEM NO.</b>	C.06/0922	<b>FILE REF.</b>	131
<b>SUBJECT</b>	July and August 2022 Financial Activity Statements and List of Accounts Paid in August 2022		
<b>OFFICER</b>	Senior Finance Officer		
<b>DATE OF REPORT</b>	19 September 2022		

- Attachment 6 July 2022 Financial Activity Statements
- Attachment 7 August 2022 Financial Activity Statements
- Attachment 8 List of Accounts Paid in August 2022

**OFFICER RECOMMENDATION**

*That Council:*

1. *Receives the July 2022 Financial Activity Statements as presented in Attachment 6.*
2. *Receives the August 2022 Financial Activity Statements as presented in Attachment 7.*
3. *Receives the List of Accounts Paid in August 2022 as presented in Attachment 8.*

### Summary/Purpose

Regulation 34 of the Local Government (*Financial Management*) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of its funds. The regulations also require that where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal and trust funds, a list of those accounts paid in a month are to be presented to the council at the next ordinary meeting (Regulation 13).

### Background

In its monthly Financial Activity Statement a local government is to provide the following detail:

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

Each of the Financial Activity Statements is to be accompanied by documents containing:

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the Local Government.

The information in a statement of financial activity is to be shown according to nature and type classification.

The Financial Activity Statement and accompanying documents referred to in sub-regulation 34(2) are to be:

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- (b) recorded in the minutes of the meeting at which it is presented.

Where the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

The list of accounts is to be:

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

### Officer Comment

Due to end of financial year processing, presentation of the July 2022 Financial Activity Statements to Council was deferred to the September 2022 ordinary meeting. Presented are the financial activity statements for both July and August 2022 along with the list of accounts paid in August 2022.

### Statutory Environment

Section 6.4 (Financial Report) and Section 6.8 (Expenditure from municipal fund not included in annual budget) of the Local Government Act 1995, and Regulations 13 (List of Accounts) and 34 (Financial activity statement report) of the Local Government (*Financial Management*) Regulations 1996 apply.

Regulation 35(5) of the Local Government (*Financial Management*) Regulations requires a local government to adopt a percentage or value to be used in statements of financial activity for reporting material variances. Council when adopting its 2022/23 budget resolved as follows:

*“C.06/0822n That Council for the financial year ending 30 June 2023 adopt a percentage of plus or minus 5% at nature or type level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.”*

The attached financial activity statements provide explanation of material variances in accordance with resolution C.06/0822n.

### Integrated Planning

- Strategic Community Plan  
Outcome 14            Effective governance and financial management
  
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

### Policy Implications

F.5. Purchasing Policy - To ensure purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability.

### Budget Implications

Expenditure incurred in August 2022 and presented in the list of accounts paid, was allocated in the 2022/23 Budget.

Whole of Life Accounting – Not applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority



**Council Decision Moved Cr Pratico, Seconded Cr Christensen**

**C.06/0922 That Council:**

- 1. Receives the July 2022 Financial Activity Statements as presented in Attachment 6.**
- 2. Receives the August 2022 Financial Activity Statements as presented in Attachment 7.**
- 3. Receives the List of Accounts Paid in August 2022 as presented in Attachment 8.**

**Carried 8/0**

Cr Rose declared an impartiality interest in item C.07/0922 (see page 6).

Cr Mahoney declared a financial interest in item C.07/0922 (see page 6) and vacated the meeting at 6.00pm

<b>ITEM NO.</b>	C.07/0922	<b>FILE REF.</b>	224
<b>SUBJECT</b>	Rates Exemptions for Charitable Purposes Policy		
<b>OFFICER</b>	Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	19 September 2022		

Attachment 9 Draft Rates Exemptions for Charitable Purposes Policy

**OFFICER RECOMMENDATION**

- 1. That Council adopt Policy F.23 'Rates Exemptions for Charitable Purposes Policy' as shown in Attachment 9.**
- 2. Delegate to the Chief Executive Officer authority to approve applications for rate exemption where applications meet the criteria as outlined in Policy F.23 'Rates Exemptions for Charitable Purposes Policy'.**

**Summary/Purpose**

This item seeks endorsement of a new policy that outlines the requirements and assessment process when an organisation wishes to apply for an exemption of rates pursuant to Section 6.26(2)(g) of the Local Government Act 1995 (the Act), where it is claimed the land is used exclusively for charitable purposes.

**Background**

Following a review of the non-rateable property list in 2021 officers sought advice from the Department of Local Government on the non-rateable status of Lot 600 (185) Hampton Street, Bridgetown (Bridgetown Repertory Theater) on the basis that Bridgetown Repertory Club Inc. has title to the land.

The Department advised that it would appear the Repertory Club have been given possession of the land by a Crown Land Grant, but is not being used for a 'public purpose'. The Department's view was that it is rateable land unless exempted by the Shire under a provision in s6.26(2) of the Local Government Act 1995, or the Minister grants an exemption by a declaration under s6.26(4).

Council in July 2021 considered the rateable status of Lot 600 (185) Hampton Street, Bridgetown and resolved as follows:

*“C.06/0721 That Council:*

- 1. Acknowledge that clarity is required for definitions contained within Section 6.26(2) of the Local Government Act regarding the rateability of land and this has potential to raise implications for other ratepayer groups.*
- 2. In order to correctly apply Section 6.26 of the Local Government Act and according to best practice note that additional research is to be undertaken to clarify key definitions contained in Section 6.26(2) of the Local Government Act to inform the development of a policy to aid in future decision making.*
- 3. Maintain the status quo for the 2021/22 rating year in relation to the rateable status of Lot 600 (185) Hampton Street, Bridgetown.*
- 4. Directs the CEO to investigate and present to Council a draft policy on the application of Section 6.26(2) of the Local Government Act and the granting of rate concessions for rateable properties owned by community/sporting groups.”*

#### Officer Comment

In accordance with item four of Council resolution C.06/07/21 additional research has been undertaken of current practices within the Local Government Industry in relation to granting of rate exemptions in accordance with Section 6.26(2) of the Local Government Act.

Section 6.26(2) of the Act identifies a number of situations where land is not rateable.

Most are clearly defined and straightforward to apply. Section 6.26(2)(g) however is open to some interpretation and therefore the draft policy seeks to clearly define under what basis, this section of the Act is to be applied by Council.

The Act does not define what a charitable purpose is therefore, the definition under Commonwealth Law must be applied. Under Section 12(1) of the Charities Act 2013, a charitable purpose means any of the following:

- a) the purpose of advancing health;
- b) the purpose of advancing education;
- c) the purpose of advancing social or public welfare;
- d) the purpose of advancing religion;
- e) the purpose of advancing culture;
- f) the purpose of promoting reconciliation, mutual respect and tolerance between groups of individuals that are in Australia;
- g) the purpose of promoting or protecting human rights;
- h) the purpose of advancing the security or safety of Australia or the Australian public;
- i) the purpose of preventing or relieving the suffering of animals;
- j) the purpose of advancing the natural environment;
- k) any other purpose beneficial to the general public that may reasonably be regarded as analogous to, or within the spirit of, any of the purposes mentioned in paragraphs (a) to (j);
- l) the purpose of promoting or opposing a change to any matter established by law, policy or practice in the Commonwealth, a State, a Territory or another country, if:

- i. in the case of promoting a change—the change is in furtherance or in aid of one or more of the purposes mentioned in paragraphs (a) to (k); or
- ii. in the case of opposing a change—the change is in opposition to, or in hindrance of, one or more of the purposes mentioned in those paragraphs.

Key considerations when assessing an application for exemption pursuant to Section 6.26(2)(g) of the Act are:

- The use of the land, not the purpose of the applicant
- The use must come under the provisions of the Charities Act 2013
- The land must be used exclusively for a charitable purpose
- The land use must be for a public benefit, where the benefit is available to members of the public generally or a particular section of the public.

The draft policy also provides for Council consideration of rating concessions or waivers in the event a not-for-profit group does not qualify for rate exemption in accordance with Section 6.26(2)(g) of the Act and where Council considers the use of the land to be of public benefit.

The draft Policy provides details of the application process and an administrative framework for the assessment and recording of rate exemptions, concessions and waivers.

### Statutory Environment

#### *Local Government Act 1995*

##### s6.26. Rateable land

(1) *Except as provided in this section all land within a district is rateable land.*

(2) *The following land is not rateable land —*

(a) *land which is the property of the Crown and —*

*(i) is being used or held for a public purpose; or*

*(ii) is unoccupied, except —*

*(I) where any person is, under paragraph (e) of the definition of owner in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the Mining Act 1978 in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or*

*(II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of owner in section 1.4 occupies or makes use of the land;*

*and*

(b) *land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and*

(c) *land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and*

(d) *land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent,*

- nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
- (e) land used exclusively by a religious body as a school for the religious instruction of children; and
  - (f) land used exclusively as a non-government school within the meaning of the School Education Act 1999; and
  - (g) land used exclusively for charitable purposes; and
  - (h) land vested in trustees for agricultural or horticultural show purposes; and
  - (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Management Act 2006) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and
  - (j) land which is exempt from rates under any other written law; and
  - (k) land which is declared by the Minister to be exempt from rates.

### Integrated Planning

- Strategic Community Plan
  - Outcome 14            Effective governance and financial management
  - Objective 14.1      Achieve excellence in organisational performance and service delivery
  
- Corporate Business Plan - Nil
- Long Term Financial Plan – Nil
- Asset Management Plans – Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

### Policy

The attached draft policy will guide the application and assessment process for rate exemptions in accordance with Section 6.26(2)(g) of the Act and the granting of rate concessions or waivers for rateable properties owned by community, cultural and/or sporting groups.

### Budget Implications

There are a number of properties currently recorded as non-rateable in Council's rates database, however officers have identified some rateable properties that have potential to qualify as non-rateable or be granted a concession or waiver in accordance with the draft policy. Any determinations made to grant non-rateable status or the provision of rate concessions/waivers will reduce Council's current rate income. If all properties identified by officers were, on application, determined to be non-rateable or a full waiver of rates granted in accordance with the draft policy this would amount to reduced rating income of approximately \$10,000 per year.

### Whole of Life Accounting – Not applicable

### Risk Management

The draft policy seeks to limit Council's exposure to legal and reputational risk by ensuring compliance and best practice in the application of Section 6.26(2)(g) of the Local Government Act.

### Voting Requirements – Absolute Majority

**Council Decision Moved Cr Lansdell, Seconded Cr Pratico**

**C.07/0922**

- 1. That Council adopt Policy F.23 ‘Rates Exemptions for Charitable Purposes Policy’ as shown in Attachment 9.**
- 2. Delegate to the Chief Executive Officer authority to approve applications for rate exemption where applications meet the criteria as outlined in Policy F.23 ‘Rates Exemptions for Charitable Purposes Policy’.**

**Carried by Absolute Majority 7/0**

Cr Mahoney returned to the meeting at 6.02pm.

<b>ITEM NO.</b>	C.08/0922	<b>FILE REF.</b>	
<b>SUBJECT</b>	Unbudgeted Expenditure – Funding for Replacement Satellite Receivers for SBS FM Radio & ABC Radio National		
<b>OFFICER</b>	Manager Building Assets & Projects		
<b>DATE OF REPORT</b>	20 September 2022		

**OFFICER RECOMMENDATION**

*That Council authorise:*

- 1. Additional purpose expenditure of \$10,997 for the purchase of two replacement satellite receivers for the Bridgetown Communications Tower.*
- 2. The transfer of \$10,997 from the SBS & Communications Tower Reserve as funding for the replacement satellite receivers.*

**Summary/Purpose**

To authorise unbudgeted expenditure for the replacement of two satellite receivers at the Bridgetown communications tower for retransmission of SBS FM and ABC National radio signals.

**Background**

In late August, a member of community reported that ABC Radio National (ABC RN) was no longer being transmitted. An investigation of the set up within the Shire’s communications tower confirmed that the signal for ABC RN had dropped off. Attempts made by Shire Officers, with support from a remote specialist communications technician to reinstate the signal failed. It was determined that ABC RN was unable to be re-coded and therefore it was not possible to get transmission for this service back on line.

The next logical inference for the cause was faulty hardware. To confirm the cause was indeed the result of faulty hardware the communications contractor despatched a second-hand temporary (borrowed) satellite receiver and a new Cam Card to replace existing equipment. Following receipt and installation of the replacement items, it has been confirmed that ABC RN is back online. A requirement now exists for the Shire to return the temporary ‘borrowed’ satellite receiver by replacing it with a ‘Shire-owned’ asset.

The purchase of a second 'spare' unit at the same time is being recommended. The SBS satellite receiver is approximately the same age as the faulty ABC RN receiver and 'could' reach the end of its life at any stage in the near future. Satellite receivers are specialist units - manufactured in Hungary and are difficult to obtain. The units are currently in short supply in Australia and it may take considerably longer than a few weeks to reinstate the service should the existing SBS receiver fail.

#### Statutory Environment

Section 6.8 of the Local Government Act requires an absolute majority decision for expenditure not included in the annual budget.

#### Policy/Strategic Implications - Nil

#### Integrated Planning

- Strategic Community Plan  
Objective 5.1      Develop community readiness to cope with natural disasters and emergencies
  
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

#### Budget Implications

The \$10,997 expenditure isn't reflected in the 2022/23 budget and is therefore unbudgeted expenditure.

#### Whole of Life Accounting – Not Applicable

#### Risk Management

The recommendation to purchase a spare replacement satellite receiver will mitigate the risk of service delivery failure and negative community feedback due to loss of the radio retransmission service.

#### Voting Requirements – Absolute Majority

#### **Council Decision   *Moved Cr Pratico, Seconded Cr Boyle***

##### ***C.08/0922   That Council authorise:***

- 1. Additional purpose expenditure of \$10,997 for the purchase of two replacement satellite receivers for the Bridgetown Communications Tower.***
  
- 2. The transfer of \$10,997 from the SBS & Communications Tower Reserve as funding for the replacement satellite receivers.***

***Carried by Absolute Majority 8/0***

## **Development & Infrastructure**

<b>ITEM NO.</b>	C.09/0922	<b>FILE REF.</b>	851.9
<b>SUBJECT</b>	Budget Amendment – Bulk Goods Kerbside Collection		
<b>PROPONENT</b>	Shire of Bridgetown Greenbushes		
<b>OFFICER</b>	Coordinator Infrastructure Services		
<b>DATE OF REPORT</b>	19 <sup>th</sup> September 2022		

### **OFFICER RECOMMENDATION**

*That Council:*

- 1. Amend the 2022/23 budget by \$4,652, increasing the Bulk Goods Kerbside Collection item in account 1250220 Job No. 01YA Domestic Refuse Collection from \$25,448 to \$30,100*
- 2. Authorise the transfer of \$4,652 from the Sanitation Reserve*
- 3. Note this additional expenditure of \$4,652 is not likely to be funded on a cost recovery basis.*

### **Summary/Purpose**

The current budgeted amount for the annual hard waste collection is insufficient to meet the cost to undertake the service. An additional unbudgeted amount of \$4,652 is required to enable the service to proceed.

### **Background**

The annual bulk goods kerbside collection is a service available to all properties currently receiving the weekly kerbside bin collection. It is performed once per year during spring for the convenience of residents to allow the disposal of bulky items up to 2m long. The service is performed by a contractor with residents notified in advance by flyers printed using a local business and delivered by Australia Post. The current collection is scheduled for late November.

Waste management costs are funded on the principle of cost recovery and the 2022/23 budget was prepared on this basis. The combined cost of the weekly kerbside bin service and the annual bulk collection service is recovered via the rubbish collection charge levied on relevant properties. The expected cost of the Bulk Goods Kerbside Collection used for the budget was determined by indexing the previous year's cost. Subsequent to adoption of the budget, it became apparent that costs were significantly higher than expected.

The current relevant budget account for the above services is shown below:

1250220 SANITATION GENERAL REFUSE COLLECTION -  
01YA DOMESTIC REFUSE COLLECTION

01	Salaries - Infrastructure Admin	\$3,825
99	Overheads - Infrastructure Admin	\$3,643
11	Materials & Contracts	
	Purchase of Bins/Materials	\$13,324
	Bulk Goods Kerbside Collection	\$25,448
	Cleanaway Rubbish Collection Contract	\$111,684
<b>Job Total</b>		<b>\$157,924</b>

The budgeted amount for Bulk Goods Kerbside Collection is \$25,448 however the actual required is \$30,100 leaving a shortfall of \$4,652.

Officer Comment

Given that the budget has already been adopted and rates notices issued, in order to maintain the principal of cost recovery of the Domestic Refuse Collection services the job total of \$157,924 should not be exceeded. The only way to achieve this would be to take the shortfall from the 'purchase of bins/materials' allocated within this job. This approach was considered however projections indicate savings in this area are very unlikely. This means the shortfall cannot be cost recovered via the rubbish collection charges already levied and will need to be met by other means identified at budget review.

Statutory Environment - Nil

Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications - Not applicable

Budget Implications

The shortfall of \$4,652 on account 1250220 Job No. 01YA, Domestic Refuse Collection, will need to be funded by savings identified during the 2022/23 budget review. It is unlikely that there will be savings within the same account and therefore the shortfall will not be funded on a cost recovery basis.

Whole of Life Accounting - Not applicable

Risk Management - Not applicable

Voting Requirements – Simple Majority



**Council Decision Moved Cr Mahoney, Seconded Cr Browne**

**C.09/0922 That Council:**

- 1. Amend the 2022/23 budget by \$4,652, increasing the Bulk Goods Kerbside Collection item in account 1250220 Job No. 01YA Domestic Refuse Collection from \$25,448 to \$30,100**
- 2. Authorise the transfer of \$4,652 from the Sanitation Reserve**
- 3. Note this additional expenditure of \$4,652 is not likely to be funded on a cost recovery basis.**

**Carried 8/0**

<b>ITEM NO.</b>	C.10/0922	<b>FILE REF.</b>	203
<b>SUBJECT</b>	Proposed New Local Planning Policy – Exemptions from Development Approval		
<b>PROPONENT</b>	Shire of Bridgetown-Greenbushes		
<b>OFFICER</b>	Manager Development Services		
<b>DATE OF REPORT</b>	19 September 2022		

**OFFICER RECOMMENDATION**

*That Council note a report to consider the Local Planning Policy – Exemptions from Development Approval will be presented to a future meeting of Council.*

**Summary/Purpose**

The purpose of this report is to provide an update on development of a new Local Planning Policy – ‘Exemptions from Development Approval’

**Background**

Council at its ordinary June 2022 meeting resolved the following:

*C.12.0622 That in accordance with Clause 11.1(b) of the Standing Orders debate on this matter be adjourned by the September 2022 Ordinary Council Meeting with the following specified additional information being provided:*

- 1. Overview on how state legislation and the draft policy interact.*
- 2. Response addressing the points raised in Bruce Bebbington’s submission*

**Officer Comment**

Staff have met with Mr Bruce Bebbington to discuss his areas of interest with the development of this policy but all the issues have not yet been resolved. Further time and analysis is needed before a report can be presented to Council to consider the draft Local Planning Policy (LPP). The recommendation to this report is seeking an extension in time.

**Statutory Environment**

*The Planning and Development (Local Planning Schemes) Regulations 2015, outlines the procedure for making a LPP. Council must resolve to adopt a LPP for the purpose of public advertising for a minimum of 21 Days. Any submissions are to be considered by Council. Council is then required to resolve to proceed with the LPP with or without modifications or not to proceed with the LPP.*

### Integrated Planning

- Strategic Community Plan
  - Outcome 7 responsible and attractive growth and development
  - Objective 7.1 plan for a diverse range of land, housing and development opportunities to meet current and future needs
  - Outcome 13 proactive, visionary leaders who respond to community needs.
  - Objective 13.2 embrace innovation and a ‘can do’ culture
  
- Corporate Business Plan
  - Objective 7.1 plan for a diverse range of land, housing and development opportunities to meet current and future needs
  - Objective 7.1.2 provide improvements to the building and development application approvals process.
  - Objective 13.2 embrace innovation and a ‘can do’ culture
  - Objective 13.2.1 provide a review of policies, systems and processes to introduce innovations to improve business efficiencies and the customer experience
  
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

### Policy Implications

The *Planning and Development (Local Planning Schemes) Regulations 2015, Part 7, cl. 61*, provides for a LPP to specify development works and uses that do not require development approval. Adopting this proposed LPP will provide the necessary local planning provisions to exempt certain development with the Shire from requiring development approval.

### Budget Implications

If the draft LPP is adopted, it is projected that up to \$10,000 - \$15,000 per annum in income from development applications will not be received based on income received in previous financial years.

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

**Council Decision Moved Cr Browne, Seconded Cr Rose  
C.10/0922 That Council note a report to consider the Local Planning Policy – Exemptions from Development Approval will be presented to a future meeting of Council.**

**Carried 8/0**

## **Community Services**

<b>ITEM NO.</b>	C.11/0922	<b>FILE REF.</b>	
<b>SUBJECT</b>	Bridgetown Railway Station - Expression of Interest		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Community Development		
<b>DATE OF REPORT</b>	September 2022		

Attachment 10

Draft Expression of Interest Assessment Criteria

### **OFFICER RECOMMENDATION**

*That Council:*

1. *Call for Expressions of Interest for the use of the Railway Station for possible commercial use*
2. *Approve the draft Expression of Interest (EOI) assessment criteria (Attachment 10)*
3. *Approve the Expression of Interest process as follows;*
  - a) *Council Approval of EOI Assessment Criteria*
  - b) *Advertise the EOI*
  - c) *Council decision to endorse the proposed preferred tenant*
  - d) *CEO to negotiate the details of the lease and fitout etc. with preferred tenant.*
  - e) *Council consideration and approval of lease*
  - f) *Minister of Lands approval of lease*
4. *Request approval from the Department of Planning, Lands and Heritage to change the purpose of the Management Order for the Bridgetown Railway Station, Reserve no: 53863 from “community use only” to “community and commercial use”.*

### **Summary/Purpose**

To gain Council approval of the Expression of Interest, including the process to attract a tenant for the Bridgetown Railway Station building.

### **Background**

In November 2021 a project brief was completed to attract a consultant to undertake a feasibility study and develop a business case for the Bridgetown Railway Station as an art exhibition, event and artist in residence space. This was supported by Councillors that joined the Councillor Road Tour in 2021 and visited Beverley’s Artist in Residence space.

The consulting firm, Economic Transitions, were engaged to undertake to feasibility study and business case and an initial meeting was undertaken in February of 2022 including a site visit review of the plans and discussion around the scope of the project.

Once the tender process for the construction of the Bridgetown Railway Station was finalised and site possession and construction had begun a second meeting was scheduled with the consultants to view the plans with the architect, visit the site and

meet with stakeholders to discuss the potential of the site as a gallery space and artist in residence.

A stakeholder meeting was held on 28 July 2022 with stakeholders being either artists or representatives of art groups. The consensus arising from the stakeholders meeting was the artist in residence concept would in effect duplicate a significant function of 'The Rabbit Hole', the 'residence' component of the railway station was unlikely to attract artists, if difficulty was experienced in attracting artists the gallery would be impacted as its operations rely on the artist in residence being on-site to manage visitation.

The view of the stakeholder group was that the building should be changed from being an artist in residence to a commercial use such as a wine bar, cellar door or micro-brewery. Some artist impressions of a design of a small bar set in the Railway Stations building were viewed by Councillors at the Concept Forum in August. Councillors were supportive of the shift in focus and discussed;

- That a survey was not required
- That Council review the vision for the Bridgetown Railway Station
- That Council undertake an Expression of Interest process and the opportunity would be available to local businesses inviting interested businesses to consider submitting an EOI proposal

Further clarification was sought at the September Concept Forum where Councillors informal feedback was provided suggesting;

- the inclusion of an ongoing exhibition/gallery/artist space should not be considered as preferential in the EOI process,
- the rent for the Railway Station should be assessed for an independent market value at a commercial rate.
- the rent could be discounted to compensate for the costs of fitout by the preferred tenants, this will be negotiated by the CEO;
- potential competition with other businesses would not be a weighted consideration in the EOI assessment, and
- the process outlined as per recommendation 2 of this report would be the process used to progress the EOI.

The need to request that the Management Order is changed to include commercial use of the building, was also discussed with Councillors agreeing the process should be initiated given the length of time it may take is uncertain. During this conversation Councillors were also made aware of the possibility that, if the Department of Planning Lands and Heritage support the requested change in the Management Order they may ask for a portion of the rent, given the Railway Station building is located on crown land and will be attracting a commercial rent. This may cost Council if a temporary reduction of rent is negotiated as compensation for the fitout.

#### Officer Comment

As the renewal of the Railway Station building progresses it is important to begin the process to establish the intended use of the building, in consultation with stakeholders, to support the sustainability of the end use and support the activation of the area. If approved, the EOI process will support a transparent, formalised and agreed method of attracting potential tenants with a clear understanding for all parties on what is required to meet Council's assessment criteria and expectation.

The weighted assessment criteria was established based on the relative importance of each criteria in relation to the other criteria and the desired outcome (potential business use). The assessment criteria have been weighted to support an increase in the diversity of business offerings in the Bridgetown town centre, that the development of the business design will honour the historic importance and heritage fabric of the Railway Station building to ensure the preferred tenant has business experience and that the business offering is financially viable and sustainable, support the activation of the precinct and develop the local economy (Attachment 10).

An Expression of Interest document providing potential interested tenants/businesses with the context, plans and history of the project will be developed and advertised as a priority once the process and assessment criteria have been approved by Council.

### Statutory Environment

#### *Local Government Act 1995*

##### Section 3.58

- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

#### *Local Government (Functions and General) Regulations 1996*

##### Regulation 21 – Limiting who can tender, procedure for

- (1) *If a local government decides to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services.*
- (3) *If a local government decides to seek expressions of interest before inviting tenders, Statewide public notice that expressions of interest are sought is to be given.*

##### Regulation 23 - Rejecting and accepting expressions of interest to be acceptable tenderer

- (1) *An expression of interest is required to be rejected unless it is submitted at a place, and within the time, specified in the notice.*
- (2) *An expression of interest that is submitted at a place, and within the time, specified in the notice but that fails to comply with any other requirement specified in the notice may be rejected without considering its merits.*
- (3) *Expressions of interest that have not been rejected under subregulation (1) or (2) are to be considered by the local government and it is to decide which, if any, of those expressions of interest are from persons who it thinks would be capable of satisfactorily supplying the goods or services.*
- (4) *The CEO is to list each of those persons as an acceptable tenderer.*

### Integrated Planning

#### ➤ Strategic Community Plan

Outcome 8                      Local history, heritage and character is valued and preserved

Objective 8.1                  Identify, preserve and showcase significant local history and heritage

- Corporate Business Plan
  - Objective 8.1 Identify, preserve and showcase significant local history and heritage
  - Action 8.1.2 Provide implementation of the Bridgetown and Greenbushes Railway Stations Revitalisation Project
- Long Term Financial Plan – Not Applicable
- Asset Management Plans – Not Applicable
- Workforce Plan – Not Applicable
- Other Integrated Planning

Policy Implications - Nil

Budget Implications

Although the outcome of the Expression of Interest process may have budget implications (rental income) the process itself does not impact the budget.

Whole of Life Accounting - Nil

Risk Management

A formalised and transparent Expression of Interest process mitigates risk by assessing potential business offerings and proprietors prior to establishing a lease agreement with a preferred tenant to enhance the sustainability and viability of the business to be operating from the Council owned Railway Station building and the long-term financial viability of the lease agreement.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Rose, Seconded Cr Browne**

**C.11/0922 That Council:**

- 1. Call for Expressions of Interest for the use of the Railway Station for possible commercial use**
- 2. Approve the draft Expression of Interest (EOI) assessment criteria (Attachment 10)**
- 3. Approve the Expression of Interest process as follows;**
  - a) Council Approval of EOI Assessment Criteria**
  - b) Advertise the EOI**
  - c) Council decision to endorse the proposed preferred tenant**
  - d) CEO to negotiate the details of the lease and fitout etc. with preferred tenant.**
  - e) Council consideration and approval of lease**
  - f) Minister of Lands approval of lease**
- 4. Request approval from the Department of Planning, Lands and Heritage to change the purpose of the Management Order for the Bridgetown Railway Station, Reserve no: 53863 from “community use only” to “community and commercial use”.**

**Carried 8/0**

<b>ITEM NO.</b>	C.12/0922	<b>FILE REF.</b>	
<b>SUBJECT</b>	Budget Amendment for Trails Booklets Reprint, Change to Fees and Charges		
<b>PROPONENT</b>	Trails Development Advisory Committee		
<b>OFFICER</b>	Manager community Services		
<b>DATE OF REPORT</b>	September 2022		

### OFFICER RECOMMENDATION

*That Council:*

- 1. Authorise additional purpose expenditure of \$6,000 under the Tourism Area Promotion Bridgetown Greenbushes Visitor Information Centre service area to cover the costs associated with the reprinting of trails booklets*
- 2. Approve the proposed changes to the 2022/23 Fees and Charges to include \$3.00 per booklet for the purchase of Shire developed and printed trails booklets.*

### Summary/Purpose

These recommendations seek to appropriately align an identified ongoing cost with the relevant service area and reduce the subsidy paid by Council to provide heritage and adventure based tourism materials (booklets and trails development).

### Background

The Trails Development Advisory Committee was first established in 2011 and since that time the committee has worked closely with the Department of Biodiversity, Conservation and Attraction and other local stakeholders to develop trails within the shire. The Trails Development Advisory Committee has been directly involved with developing DBCA approved walk trails, art trails, heritage trails, boardwalks, birdwatching fliers, canoe trails, shelters and a long distance bridle trail.

The Trails Development Advisory Committee have been working with an annual budget allocation of \$8,000. This supports the trails development projects including covering the costs associated with trail marking, mapping, trail counters, trail concept and detailed design and promotional material design.

*In September 2021 Council (C.09/0921);*

- 1. Endorsed the recommendations from its Trails Development Advisory Committee to:
  - i. Proceed with the review and enhancement of the Bridgetown Heritage Walk Trail and its associated booklet.*
  - ii. Proceed with the review, redesign and printing of the Bridgetown Art Trail booklet to include the Greenbushes Art Trail and all new pieces that have been installed since the first edition (2018).*
  - iii. Proceed with the review, redesign and printing of the Somme Creek Fitness Trail pamphlet.*
  - iv. Proceed with conducting a flora and fauna survey for the proposed Geegelup Mountain Bike Trail Network.**
- 2. Noted the estimated costs of implementing the projects identified in Part 1 are \$22,890, made up of \$12,085 (Bridgetown Heritage Walk Trail including additional signage), \$5,570 (Bridgetown Art Trail booklet), \$3,000 (Somme Creek Fitness Trail pamphlet) and \$2,235 (flora and fauna survey).*

3. *Noted and accepted the funding of \$6,000 from the Heritage Council of Western Australia's Heritage Grants Program 2020/21 to meet approximately one-half of the costs of the review and enhancement of the Bridgetown Heritage Walk Trail and its associated booklet.*
4. *Transfer the sum of \$2,500 from the Trails Reserve.*
5. *Note that in approving Part 1-4 the budget amendment increasing the 'materials and components' allocation for Account 31RA (Local Community Trails & Paths Projects) from \$14,743 to \$23,243.*

#### Officer Comment

An important part of promoting local adventure and heritage tourism is the ability to offer a number of trails options that are well marked and safe with consumer friendly maps and interpretive information about each of the trails. This has been successfully provided to trail users via the production of a number of high quality trails booklets based on the trails developed by the Trails Development Advisory Committee. The shire trails are also included on the Warren Blackwood Alliance of Councils managed regional trails website ([www.totaltrails.com.au](http://www.totaltrails.com.au)) and the Trails WA website.

The focus of the Trails Development Advisory Committee is to improve tourism by developing adventure, art and heritage based trails experiences, however once the trails are developed the cost of the ongoing reprinting of the booklets should fit with tourism rather than trails development. This ongoing cost has, until now, has not been considered, however the trails booklets are becoming very popular, with the Heritage Walk booklet having to be rationed within a few weeks of production due to its popularity.

Depending on the number of pages and design work required, the production of the very popular trails booklets can cost between \$2,500 (for 500 copies) to \$5,000 for the reprint of 3000 copies. Currently the cost of reprinting the booklets or maps to resupply the Visitor Centre has not been factored into the budget. If the cost of reprinting the very popular trails booklets sits with the Trails Development Advisory Committee, without a comparative increase in the annual budget allocation, the capacity of the Trails Development Advisory Committee to undertake any further trails development would be significantly reduced due to limited resources. Furthermore, as the trails booklets are distributed from the visitor centre, the Trails Development Advisory Committee are unaware when there is a need to reprint booklets.

Booklet material is regularly reviewed and updated, for example the art trail booklet is currently under review as new pieces have been added to the trail and both Greenbushes and Bridgetown art trails will be included in the revised version. If Council agree with the officer's recommendation, the review should sit within the area of trails development however the costs associated with the reprinting of the booklets once reviewed should sit within the area of tourism and visitor servicing.

#### Statutory Environment - Nil

#### Integrated Planning

- Strategic Community Plan
  - Outcome 2 Good Health and community wellbeing
  - Objective 2.2 Provide quality sport, leisure and recreation services
  - Outcome 9 Safe affordable and efficient movement of people and vehicles



- Objective 9.3 Develop a safe, well connected network of paths and trails for all users
- Outcome 10 A strong, diverse and resilient economy
- Objective 10.3 Support local business to thrive
- Outcome 12 Bridgetown Greenbushes is regarded to be a major tourist destination
- Objective 12.1 Reposition Bridgetown as a major tourist destination
- Objective 12.3 Developed and promote festivals, events and trails that showcase the area’s natural assets and core competencies

➤ Corporate Business Plan

Action 9.3.1 provide a review of the local trails Masterplan including a costed implementation schedule in accordance with Councils project framework

Action 12.1.2 Provide funding for regional; and local marketing campaigns in alignment with brokered opportunities

Action 12.3.2 Facilitate promotion and development of key festivals, events and trails such as Blues Festival, Bridgetown Art Trail, and Festival Country Gardens, Culinary trails etc).

- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications - Nil

Budget Implications

If Council endorse the officer recommendations, approval of unbudgeted expenditure of \$6,000 will need to be approved and the 2022-2023 Fees and Charges will be amended to reflect the proposed inclusion of the trails booklet fees of \$3.00 each.

Whole of Life Accounting

The principles of Whole of Life Accounting are met by identifying possible omissions in current resourcing and allocating the means to continue to provide services that are currently being offered and expected to continue.

Risk Management

The principles of risk management are met by ensuring the continuation of a popular service/product.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Christensen, Seconded Cr Boyle**

**C.12/0922 That Council:**

- 1. Authorise additional purpose expenditure of \$6,000 under the Tourism Area Promotion Bridgetown Greenbushes Visitor Information Centre service area to cover the costs associated with the reprinting of trails booklets**

2. **Approve the proposed changes to the 2022/23 Fees and Charges to include \$3.00 per booklet for the purchase of Shire developed and printed trails booklets.**

**Carried by Absolute Majority 8/0**

<b>ITEM NO.</b>	C.13/0922	<b>FILE REF.</b>	860
<b>SUBJECT</b>	Standardised Acknowledgement of Country		
<b>PROPONENT</b>	Cultural Inclusion Advisory Committee		
<b>OFFICER</b>	Manager Community Services		
<b>DATE OF REPORT</b>	September 2022		

**OFFICER RECOMMENDATION:**

*That Council*

1. *Revoke Policy M.37 Acknowledgment of Country*
2. *Adopt the Acknowledgement of Country as recommended by the Cultural Inclusion Advisory Committee to be used by the Shire as an email signature, at formal meetings and functions and offered for use to community groups, private residents and the business community for functions and formal occasions as written below:*
  - a. *Acknowledgement of Country – Meetings and formal events/functions*  
*‘We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’*
  - b. *Acknowledgement of Country – Emails and Communications*  
*‘We acknowledge the cultural custodians of the land, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’*
3. *Request the CEO to investigate the design, cost and method of installing a visual Acknowledgement of Country to be included on the main glass entrance doors of the Bridgetown Leisure Centre and the Bridgetown Library and the glass door of the customer support area of the administration building, and reporting back to Council*
4. *Note the resignation of Christine Latham as a member of the Cultural Inclusion Advisory Committee.*

**Summary/Purpose**

This recommendations seeks to raise the awareness of cultural inclusion within the Shire and progress the endorsed projects recommended by the Cultural Inclusion Advisory Committee.

### Background

In November 2021 (C.17/1121) Council establish a Bridgetown-Greenbushes Cultural Inclusion Advisory Committee for the two year term expiring 21 October 2023, and endorsed the Instrument of Appointment & Delegation for the Bridgetown-Greenbushes Cultural Inclusion Advisory Committee.

In May 2022 (C.14/0522) Council amended the Instrument of Appointment for the Cultural Inclusion Advisory Committee by increasing the number of representatives on the committee that identify as a person of Aboriginal and/or Torres Strait Islander descent from 2 to 3 and increase the number of elected member representatives from 2 to 3, and endorsed the appointment of Chris Latham as a representatives on the Cultural Awareness Advisory Committee to represent people that identify as Aboriginal and/or Torres Strait islander descent. The resulting membership composition:

- i. The membership shall consist of:
  - 2 elected member representatives
  - 1 representative from the Bridgetown Historical Society
  - 2 representatives from culturally and linguistically diverse populations
  - 3 persons that identify as a person of Aboriginal and/or Torres Strait Islander descent
  - 1 general community representative*
- ii. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*
- iii. Meetings of the Committee shall be held bi-monthly at dates to be determined by the Committee.*
- iv. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
- v. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
- vi. Any change of Committee Membership will require endorsement by the Council.*
- vii. The CEO will ensure a staff member is available to administer and support the Committee.*

Council also endorsed the elected member representation on the Committee to be Cr Rose, Cr Mountford and Cr Lansdell.

In March 2022 (C20/0322) Council;

- 1. Endorse the change of name of this committee from the Cultural Awareness Committee to the Cultural Inclusion Committee.*
- 2. Endorse the appointment of Jaye Herring as a representatives on the Cultural Awareness Advisory Committee to fill the position of a person that identifies as an Aboriginal and/or Torres Strait islander.*
- 3. Endorse an annual budget allocation of \$10,000 to be used by the committee as seed funding for grants, projects, programs and events including Harmony Week and NAIDOC Week.*
- 4. Direct the CEO to investigate the process and cost associated with dual naming of the Blackwood River (Goorbilyup) and report the findings back to Council at the April Council Meeting.*

5. *That the Shire provide a standard Acknowledgement of Country to be offered for use within the shire by community groups, private and business functions with Local Aboriginal Elder Sandra Hill and report back to Council.*

#### Officer Comment

The objectives of the Cultural Awareness Advisory Committee is to advise Council on ways to;

- Grow recognition and respect for all cultures.
- Develop and implement reconciliation actions and strategies.
- Facilitate the collection and sharing of information and stories about local and culture and history including NAIDOC week events and Harmony Week activities and events.
- Develop cultural inclusion events and events calendar.
- Identify, preserve and showcase significant local history and heritage including promotion of indigenous history.

The Cultural Inclusion Advisory Committee is made up of community members and stakeholder representatives from a variety of cultural backgrounds and organisations. As a result of the resignation of Christine Latham the vacant position will be advertised to attract a new member of the committee and meet the proposed membership composition outlined in the Instrument of Appointment.

The committee identified a number of projects in the first meeting that they felt required immediate action, these include the renaming of the committee, the investigation into the dual naming of the Blackwood River and the development of a standardised Acknowledgement of Country for community, Council and shire use.

Providing a standardised Acknowledgement of Country ensures that community groups, residents and businesses have available to them, a culturally sensitive, accurate and locally specific Acknowledgement of Country to use for formal occasions, functions, meetings and gatherings. Users will know they are providing a respectful and accurate recognition of culture. To complete this important task the local Aboriginal elder, Sandra Hill was engaged to ensure the cultural accuracy and sensitivity of the Acknowledgement of Country that will be offered to the community for use at events, gatherings, and functions and used by the shire and council.

Providing a standard Acknowledgement of Country for all staff and Councillors to include on emails, communications and at meetings illustrates to the community, Councils commitment to improving cultural inclusion and recognising and showing respect to Australia's first nation's people. A visual Acknowledgement of Country at the entrance point of shire facilities (customer service are, Bridgetown Library and Bridgetown Leisure Centre) will strengthen the communities perception of Councils commitment and offers an opportunity to increase community awareness of the importance of cultural inclusion. If Council support officer recommendation 2, the proposed design and method of application for the visual Acknowledgement of Country will be presented to Council for approval before installation/application.

#### Statutory Environment

- *Local Government Act 1998* (section 5.9)
- *Equal Opportunity Act 1984*

### Integrated Planning

- Strategic Community Plan
  - Outcome 1 A growing community that is diverse, welcoming and inclusive
  - Objective 1.4 Grow recognition and respect for all cultures
  - Outcome 2 Good health and community wellbeing
  - Objective 2.3 Become a hub of excellence in art, culture and community events
  - Outcome 8 Local history, heritage and character is valued and preserved
  - Objective 8.1 Identify, preserve and showcase significant local history and heritage
  
- Corporate Business Plan
  - Objective 1.4 grow recognition and respect for all cultures
  - Action 1.4.1 provide a reconciliation action plan
  - Action 1.4.2 facilitate the collection and sharing of information and stories about local culture and history including NAIDOC Week and Harmony Week
  - Objective 2.3 become a hub of excellence in art, culture and community events
  - Action 2.3.2 facilitate development of a local community events calendar
  - Objective 8.1 identify, preserve and showcase significant local history and heritage
  - Action 8.1.4 partner with the Historical Society to improve promotion of local history and heritage
  
- Long Term Financial Plan – Not Applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy Implications - Nil

### Budget Implications

The annual budget allocation of \$10,000 for the committee to use for small projects, seeding funding, programs and events, was used to pay the fees associated with the engagement of Sandra Hill to develop the Acknowledgement of Country and will also be used to design and install the visual Acknowledgement of Country once approved.

Whole of Life Accounting - Nil

### Risk Management

The engagement of the local Aboriginal Elder to undertake the development of the standardised Acknowledgement of Country mitigates the risk of providing a culturally inappropriate or insensitive verse and supports Councils commitment to raise the awareness of cultural inclusion.

Voting Requirements –Simple Majority

**Moved** Cr Rose, Seconded Cr Lansdell

That Council:

1. Revoke Policy M.37 Acknowledgment of Country
2. Adopt the Acknowledgement of Country as recommended by the Cultural Inclusion Advisory Committee to be used by the Shire as an email signature, at formal meetings and functions and offered for use to community groups, private residents and the business community for functions and formal occasions as written below:
  - a. Acknowledgement of Country – Meetings and formal events/functions  
‘We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’
  - b. Acknowledgement of Country – Emails and Communications  
‘We acknowledge the cultural custodians of the land, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterwayssitor and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’
3. Request the CEO to investigate the design, cost and method of installing a visual Acknowledgement of Country to be included on the main glass entrance doors of the Bridgetown Leisure Centre and the Bridgetown Library and the glass door of the customer support area of the administration building, and reporting back to Council
4. Note the resignation of Christine Latham as a member of the Cultural Inclusion Advisory Committee.

**Amendment** Moved Cr Rose, Seconded Cr Browne

That point three be amended to read;

3. Request the CEO to investigate the design, cost and method of installing a visual Acknowledgement of Country to be included on the main glass entrance doors of the Bridgetown Leisure Centre and the Bridgetown Library, the glass door of the customer support area of the administration building, and appropriately at the Visitor Centre, with a report back to Council.

**Carried 8/0**

The amendment became the substantive motion and was put.

**Council Decision** Moved Cr Rose, Seconded Cr Lansdell

**C.13/0922 That Council**

1. **Revoke Policy M.37 Acknowledgment of Country**
2. **Adopt the Acknowledgement of Country as recommended by the Cultural Inclusion Advisory Committee to be used by the Shire as an email signature, at formal meetings and functions and offered for use to**

**community groups, private residents and the business community for functions and formal occasions as written below:**

- a. **Acknowledgement of Country – Meetings and formal events/functions**  
**‘We acknowledge the cultural custodians of the land on which we gather, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’**
- b. **Acknowledgement of Country – Emails and Communications**  
**‘We acknowledge the cultural custodians of the land, the Pibulmun-Wadandi people. We acknowledge and support their continuing connection to the land, waterways and community. We pay our respects to members of the Aboriginal communities and their culture; and to Elders past and present, their descendants still with us today, and those who will follow in their footsteps’**

**3. Request the CEO to investigate the design, cost and method of installing a visual Acknowledgement of Country to be included on the main glass entrance doors of the Bridgetown Leisure Centre and the Bridgetown Library, the glass door of the customer support area of the administration building, and appropriately at the Visitor Centre, with a report back to Council.**

**4. Note the resignation of Christine Latham as a member of the Cultural Inclusion Advisory Committee.**

**Carried 8/0**

Reason for amending the officer recommendation: to include the Visitor Centre in the scope of the visual Acknowledgment of Country investigation report.
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<b>ITEM NO.</b>	C.14/0922	<b>FILE REF.</b>	
<b>SUBJECT</b>	Bridgetown Leisure Centre Increased Staffing Hours and Associated Budget Amendment		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Manager Recreation & Culture		
<b>DATE OF REPORT</b>	20 September 2022		

**OFFICER RECOMMENDATION**

**That Council increase the 2022/23 budget allocation of account 1349120 “Recreation Officers” by \$18,820 from \$54,587 to \$73,407 to enable an increase in staff hours at the Bridgetown Leisure Centre to cover current operational costs of the court and mezzanine.**

**Summary/Purpose**

To provide staff support to all user groups that hire courts or The Mezzanine outside of current staffed hours at the Bridgetown Leisure Centre (BLC) to meet community expectation and work toward activating the centre.

### Background

The BLC is a multipurpose shire facility that is offered for hire to community and sporting groups. A number of community groups have been provided a shire key to open and close the BLC when staff have not been in attendance.

Groups that hire the courts in summer pay the same amount for hire and benefit from the facility being staffed for extended operating hours during the pool season. There are still periods after the pool closes in which they use the facility unstaffed.

At the August concept forum councilors requested that officers present a cost analysis of additional staffing to ensure that the facility is always staffed during use to the September Concept Forum.

### Officer Comment

At the September Concept Forum, Councillors discussed the staffing levels of the Bridgetown Leisure Centre and the proposal that staff should be present when user groups are accessing the facility. Historically, basketball and netball clubs and other regular user groups were provided with keys and were required to lock the centre once they were finished rather than staff the centre during the weekends and from 8:30pm to 9:00pm during the week. This measure was taken under guidance from Council as a means of reducing the subsidy paid for the BLC. The outcome has often been customer frustration and staff and customer confusion regarding community expectation and designated service delivery. .

Currently all user groups pay similar rates but do not receive the same level of service from the Shire. User groups that access the facility during summer receiving a greater number of staffed hours (due to pool opening hours). User groups during the winter have limited access to staff and no staff support during weekend competitions and weekend training.

Table 1 outlines a financial analysis based on the use of the facility during the 2021/22 financial year. Extending staffing hours to match the current opening hours would require an estimated additional 546 hours of coverage per year. The additional hours will cover the final half hour and lock up for sporting groups during the week, cover roller skating on Friday evening and Sundays plus ensure casual group bookings over the weekend are also staffed.

If Council support the officer's recommendation, full staff coverage would be provided for all user groups for the duration of use whilst hiring the facility. This has been estimated at an additional \$18,820 for employee costs across the year based on current operations and 20/21 casual bookings. The requirement for additional staffed hours could increase over time as the BLC Activation Plan is implemented and a greater number of user groups access the facility, however this will be associated with increased revenue to offset some of the cost associated with staff wages.



**Table 1 – Additional Staffing**

Variation of Hours	431	Note: additional coverage for permanent bookings based on additional required for rostering.
Additional Hours Weeknds	115	Note: Netball, basketball and community group use for additional hours booked on weekends during winter.
<b>Total Additional</b>	<b>546</b>	
<b>Additional Staff Costs</b>	<b>\$ 18,819.21</b>	Note: Based on a Level 1 Recreation Officer
<b>Level 1 Recreation Officer - Casual</b>		
Level 1 Adult Casual	\$30.43	
10.5% Superannuation	\$3.20	
2.75% Workers Comp	\$0.84	
	<b>\$34.47</b>	

Statutory Environment - Nil

Integrated Planning

- Strategic Community Plan
  - Outcome 1 A growing community that is diverse, welcoming and inclusive
  - Objective 1.1 Improve family and youth services and facilities to attract and retain families
  - Outcome 2 Good health and community wellbeing
  - Objective 2.2 Provide quality sport, leisure and recreation services
- Corporate Business Plan
  - Action 2.1.5 Facilitate the promotion of community health and wellbeing programs that are provided by the government and local service providers
  - Action 2.1.10 Provide an expanded range of activities at Bridgetown Leisure Centre
- Long Term Financial Plan
  - Will need to reflect the increased income and expenditure associated with additional staffing, classes and facility hire over time.
- Asset Management Plans
  - Increased usage of the facility will result in increased wear and tear and maintenance requirements. This will be reflected in the asset management plan for the facility.
- Workforce Plan
  - Increased staffing requirements will be reflected in the workforce plan
- Other Integrated Planning - Nil

Policy Implications - Nil

Budget Implications

The cost associate with increased staffing levels has not be allocated in the budget as councillor support for this proposal was sought after the budget was adopted, therefore Council will have to approve the unbudgeted expenditure of approximately \$18,820 if the recommendation to increase staffing levels during current operating hours is approved.

Whole of Life Accounting

Whole of life cycle principles are met by ensuring shire owned facilities are fulfilling their intended purpose and potential value to community and meeting community need and expectation.

Risk Management

The principles of risk management are met by ensuring that the services provided by the Shire facilities meets the needs of the community and that the facilities are staffed when being used to support community and manage the centre appropriately.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Lansdell, Seconded Cr Pratico**

***C.14/0922 That Council increase the 2022/23 budget allocation of account 1349120 “Recreation Officers” by \$18,820 from \$54,587 to \$73,407 to enable an increase in staff hours at the Bridgetown Leisure Centre to cover current operational costs of the court and mezzanine.***

***Carried by Absolute Majority 8/0***

**Receival of Minutes from Management Committees - Nil**

**Urgent Business Approved by Decision - Nil**

**Responses to Elected Member Questions Taken on Notice - Nil**

**Elected Members Questions With Notice - Nil**

**Notice of Motions for Consideration at the Next Meeting - Nil**

**Matters Behind Closed Doors (Confidential Items)**

**Council Decision Moved Cr Rose, Seconded Cr Mahoney  
C.15/0922 That Council goes behind closed doors at 6.15pm to consider  
Item C.15/0922.**

**Carried 8/0**

In accordance with Section 5.23(2) of the Local Government Act the A/CEO has recommended this Item be considered behind closed doors as the subject matter relates to the following matters prescribed by Section 5.23(2):

- (e) a matter that if disclosed, would reveal —
- (ii) Information that has a commercial value to a person;
  - (iii) Information about the business, professional, commercial or financial affairs of a person

In accordance with Clause 4.2 of the Standing Orders Local Law the contents of this item are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

<b>ITEM NO.</b>	C.15/0922	<b>FILE REF.</b>	
<b>SUBJECT</b>	Potential Land Purchase – 60-66 (lots 1,2,3,40) Hampton St, Bridgetown		
<b>PROPONENT</b>	N/A		
<b>OFFICER</b>	A / Chief Executive Officer		
<b>DATE OF REPORT</b>	21 September 2022		

**Council Decision Moved Cr Boyle, Seconded Cr Pratico  
C.15/0922a That Item C.15/0922 be debated.**

**Carried 8/0**

**Council Decision Moved Cr Pratico, Seconded Cr Christensen  
C.15/0922b That debate on the matter be deferred to the next Ordinary  
Meeting of Council.**

**Carried 8/0**

**Council Decision Moved Cr Pratico, Seconded Cr Browne  
C.15/0922c That Council come out from behind closed doors at 6.30pm.**

**Carried 8/0**

Council opened the doors to the meeting at 6.30pm. It was noted that no members of the public returned to the meeting.

**Closure**

*The Presiding Member closed the meeting at 6.30pm.*

**List of Attachments**

Attachment	Item No.	Details
1	C.02/0922	Concept drawings – Tree of Life
2	C.02/0922	Location Plan
3	C.03/0922	2022 WALGA Annual General Meeting Agenda
4	C.04/0922	Rolling Action Sheet – September 2022
5	C.05/0922	Financial Management Systems Review – 30 June 2022
6	C.06/0922	July 2022 Financial Activity Statements
7	C.06/0922	August 2022 Financial Activity Statements
8	C.06/0922	List of Accounts Paid in August 2022
9	C.07/0922	Draft Rates Exemptions for Charitable Purposes Policy
10	C.11/0922	Draft Expression of Interest Assessment Criteria
11	C.15/0922	Confidential Valuation Report (separate attachment)

Minute Papers prepared and recommended by E Matthews, Executive Assistant



13 October 2022

Minute Papers authorised by P St John, A/CEO

13 October 2022

As Presiding Member, I certify that the Minutes of the Council Meeting held 29 September 2022 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on Thursday 27 October 2022.

..... 27 October 2022

## Artist's impression of Tree of Life



*Sketch of artwork*



*Dog tags to be used for leaves on the tree*

Proposed location of Tree of Life installation

Thompson Park - Blackwood Rd, Greenbushes



# **Annual General Meeting**

## **Agenda**

**Monday, 3 October 2022**

**Crown Perth, Grand Ballroom**

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# Order of Proceedings

- 9:00am**    **Opening and welcome – Cr Karen Chappel, President, WALGA**
- 9:05am**    **Welcome to Country**
- 9:10am**    **WALGA President’s Annual Report – Cr Karen Chappel**
- 9:20am**    **Address: Hon Mark McGowan MLA, WA Premier – *invited***
- 9:35am**    **Address: Hon Mia Davies MLA, Leader of the Opposition**
- 9:50am**    **Address from Cr Linda Scott, ALGA President**
- 10:00am**   **LGIS Report**
- 10:05am**   **On-stage presentation of:**
- Troy Pickard Young Achievers Award
  - Merit Award
  - Local Government Distinguished Officer Award
  - Eminent Service Award
  - Life Membership
  - Local Government Medal
  - Local Government Diploma presentation and Scholarships
  - Road Safety Awards
  - Most Accessible Communities WA Awards
- 10:45am**   **Morning refreshments in the Trade Exhibition (Grand Ballroom)**
- 11:30am**   **Commencement of Annual General Meeting (to follow formal Agenda)**
- 1:00pm**    **Chair to close Annual General Meeting followed by lunch in the Trade Exhibition (Grand Ballroom)**

# 1. Apologies, Announcements, Standing Orders and Previous Minutes

## 1.1 Record of Apologies

## 1.2 Announcements

## 1.3 Adoption of AGM Association Standing Orders

The AGM Association Standing Orders are contained within this Agenda ([Attachment 1](#)).

### **DRAFT MOTION:**

**That the AGM Association Standing Orders be adopted.**

## 1.4 Confirmation of Previous Minutes

The Minutes of the 2021 WALGA Annual General Meeting are contained within this Agenda ([Attachment 2](#)).

### **DRAFT MOTION:**

**That the Minutes of the 2021 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.**

# 2. Adoption of Annual Report

The 2021-2022 Annual Report, including the 2021/22 Audited Financial Statements, was distributed to members separately.

### **DRAFT MOTION:**

**That the 2022 Annual Report, including the 2021/22 Audited Financial Statements, be received.**

## 3. Consideration of Executive and Member Motions

### 3.1. Road Traffic Issues

*Shire of Dardanup to move:*

#### MOTION

**That WALGA Advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.**

#### ***IN BRIEF***

- Request for WALGA to advocate for greater local input into road and intersection treatments.

#### MEMBER COMMENT

The Shire of Dardanup and its community have experienced a number of instances where preventative action was only taken after fatalities occurred on roads and intersections, despite pleas and requests from the local government, community and stakeholders.

Recent examples include the following intersections:

- Hynes Road on Forrest highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- Hynes Road on South Western Highway, fatalities occurred before safety concerns were addressed and speed limit reduced;
- South Western Highway section from Hynes Road westbound to Picton, high number of fatalities occurred before safety concerns were addressed and speed limit reduced;
- Eaton Drive numerous intersection designs, almost 10 years of traffic studies paid for by the local government as requested by Main Roads which eventually culminated in a treatment plan for all intersection that was agreed to by Main Roads South West, but rejected by Main Roads Perth request further traffic studies delaying action and deferring addressing community and safety concerns.

#### SECRETARIAT COMMENT

The Commissioner for Main Roads has the authority to erect, alter or take down any road sign or traffic control signal under the provisions of Regulation 297 of the *Road Traffic Code 2000*. This authority has not been delegated to Local Governments, except under very limited conditions. To effectively manage the local road network Local Governments need to work with Main Roads WA Traffic Management Services. The issues identified in the motion are consistent with the experience of other Local Governments.

In response to advocacy from WALGA and Local Governments, Main Roads WA undertook a review of the Speed Zoning Policy and Application Guidelines in 2020. Following adoption of the new policy, 52 Local Governments that had applied one or more times to amend a speed zone completed a survey undertaken by WALGA in 2021 which found that a higher proportion of applications to reduce speed limits on local roads were rejected under the new policy than was previously the case. Local Governments highlighted that the process was slow, somewhat unpredictable and lacked feedback indicating changes are required.

The proposed motion is broadly consistent with the WALGA State Council advocacy position in relation to travel speed management;

1. That the Road Safety Council initiate the development of a comprehensive speed reform plan. That the speed reform plan be designed, to meet the various needs of metropolitan, rural and remote Western Australian communities, with the aim of improving liveability, amenity and safety.
2. That a speed reform plan incorporates:
  - a. measures to ensure that Local Governments are consulted in the process of changing speed limits on the local road network, and
  - b. processes to reduce the barriers and red tape for Local Governments seeking lower speed limits in targeted locations on local urban roads.

[September 2019 – 99.6/2019]

Main Roads WA has evolved its policy position in relation to intersection treatments in the past three years such that “roundabouts or other treatments will be preferred over traffic signalisation, unless evaluation clearly demonstrates those other solutions are unsuitable”<sup>1</sup>. There have also been significant technical changes in the modelling required, including the type of software to be used to demonstrate the effectiveness of the proposed intersection treatment<sup>2</sup>. These new policies and operational requirements were introduced without adequate consideration of the long planning timeframes associated with road network development.

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<sup>1</sup> Main Roads WA 2021 p13 [Traffic Signals Approval Policy](#)

<sup>2</sup> Main Roads WA 2021 [Operational Modelling Guidelines](#)

## 3.2. Car Parking and Traffic Congestion Around Schools

*City of Wanneroo to move:*

### MOTION

**That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:**

- 1. Reviewing car parking standards for schools;**
- 2. Ensuring sufficient land is set aside for the provision of parking on school sites;**
- 3. Reviewing the co-location of schools to avoid issues being exacerbated;**
- 4. Restricting school access from major roads;**
- 5. Developing plans to enable schools to manage school traffic;**
- 6. Develop programs to educate drivers; and**
- 7. Develop options and implement initiatives to encourage alternative modes of transport to school.**

### ***IN BRIEF***

- Car parking and traffic congestion around school sites has been and continues to be problematic.
- Causes arise from lack of parking, lack of adequate drop-off and pick-up areas and driver behaviour.
- Issues include illegal parking and traffic movements leading to conflict and potentially dangerous situations.
- Issues are not exclusive to City of Wanneroo.
- Requires a wide-ranging review of standards and school location.
- Requires better management of traffic by schools and development of driver education programs.
- Requires development of options and programs to alternative modes of travel to and from school.

### MEMBER COMMENT

#### **Background**

The City of Wanneroo has for some time been concerned about traffic congestion and car parking in and around school sites. In particular, the City is concerned about the car parking and congestion issues that occur over the morning drop-off and afternoon pick-up times due to the high demand and intensity of activity over relatively short periods of time. Causes seem to range from a lack of parking availability, lack of adequate drop-off and pick-up areas and driver behaviour. The results observed by the City include illegal parking and traffic movements leading to conflict and potentially dangerous situations.

As an outer metropolitan growth council, the City of Wanneroo will continue to face the issue of car parking and traffic congestion unless measures are taken to address the increasing challenges and issues associated with schools throughout the City.

It is apparent that the issue of car parking and traffic congestion around schools is not exclusive to the City of Wanneroo. It follows that a comprehensive and coordinated approach to the problem is called for. This motion is submitted to request that WALGA take a lead role in helping bring about such a solution on behalf of all member councils.

#### **Comment**

There is a need to approach the State Government to identify and implement new approaches that can contribute to a comprehensive solution. These include:

- Reviewing parking standards for educational establishments;
- Ensuring sufficient land is set aside for the provision of parking on school sites;
- Reviewing the co-location of schools to avoid issues being exacerbated;
- Restricting school access from major arterial roads;
- Developing plans to enable schools to manage school traffic;
- Develop programs to educate drivers; and
- Develop options and implement initiatives to encourage alternative modes of transport for travel to and from school.

The City's Councillors are very concerned about the issues and are supportive of the City pursuing options to reduce the problems at existing schools and prevent them from occurring where new schools are developed. An example of the problem faced in relation to traffic and congestion has been highlighted by a Councillor. Mercy College in Koondoola is located at the intersection of two major roads (Beach Road and Mirrabooka Avenue) where it has been observed that:

- At school pick-up times, cars stop along Mirrabooka Avenue, approximately 200m before the intersection of Beach Road / Mirrabooka Avenue.
- The gate at Mercy College doesn't open until about 2:45pm. Cars are banked up from 2:30, causing significant congestion issues.
- A drop off / pick up entrance along Beach Road appears to be well managed, unlike the one on Mirrabooka Avenue.

The City has operated a school parking program to provide education, manage parking and where necessary take compliance/enforcement action. The City has also worked with the Department of Transport (DOT) *Your Move* team to help in the development of safe routes to school. Despite these efforts, issues of congestion and parking problems persist.

The City acknowledges the Department of Transport (DOT) report "*The declining rate of walking and cycling to school in Perth*" issued in November 2021. The City generally supports the conclusions and recommendations of the report and looks forward to the implementation of the actions proposed.

The City is also aware of the Department of Planning, Lands and Heritage Development Control Policy 2.4: School Sites and the draft operational Policy 2.4: Planning for School Sites. The former policy has been in place since 1998 and the issues of parking and traffic congestion have continued throughout its duration. While the draft policy discusses sufficient parking and embayments and facilities for drop-off and pick-up it does not appear to have measures in place to deal with the high demand and intensity of activity over short periods of time that deal with the resultant congestion and potentially dangerous situations. There is no requirement for schools to manage the traffic they generate.

The City of Wanneroo's observations are that the issue of car parking and traffic congestion occurs at schools in the entire Local Government area regardless of the type (public or private), age and location. That is to say that the issue has been occurring for many years and according to the DOT report has become more of an issue as the rate of walking and cycling to school has declined over the past 40 years.

There is a need for WALGA, as representative of Local Government, to lead discussions with the State Government to find a solution to the issue of parking and traffic congestion around schools.

Addressing car parking provision, driver behaviour and mode of transport can help reduce the issues occurring at schools.

The City's view is that addressing school location, improving safe pedestrian and cycle access routes, provision of safe bicycle storage facilities, ensuring sufficient car parking provision and drop-of/pick-up areas are provided, improving driver behaviour through education and mode of transport can help reduce the issues occurring in and around schools. Improved and safe pedestrian and cycle routes can lead to healthier outcomes for users and can contribute to stronger connected communities.

## **SECRETARIAT COMMENT**

This motion outlines three key requests:

### **1. A wide-ranging review of standards and school location**

There are two main types of schools: Public schools and private schools.

Land for public schools is required to be identified and set aside as part of the structure planning and subdivision process. Public schools are considered as public works, are not controlled by local planning schemes and are exempt from the requirement to obtain development approval. Consequently, Local Governments have limited direct control over the concerns raised in the motion for new public schools. Private schools, the demand for which usually materialises after neighbourhoods are well established, are controlled by local planning schemes and the parking standards and other requirements set out in these schemes.

*Draft Operational Policy 2.4* (Western Australian Planning Commission 2020) is the primary planning policy that sets standards for new schools. This draft policy “is intended to assist in addressing issues that may arise in residential areas between schools and their surroundings particularly in respect of traffic and noise generating activities, and mitigation of impacts on existing transport network and services.” The policy sets standards related to minimum number of road frontages and road types, access to active and public transport connections, and requirements to provide traffic impact assessments. The policy was drafted in 2020 and will be finalised following the review of Liveable Neighbourhoods.

Liveable Neighbourhoods is the Western Australian Planning Commission’s primary policy for the design and assessment of structure plans (regional, district and local) and subdivision for new urban (predominantly residential) areas. This policy includes a component on education facilities, including particular design requirements for schools.

The finalisation of Draft Operational Policy 2.4 and current revision of Liveable Neighbourhoods provide opportunities for Local Governments and WALGA to seek amendments to these documents in accordance with member concerns.

## **2. *Better management of traffic by schools and development of driver education programs***

Driver behaviour, as well as transport mode choice, contributes to reducing the impact of traffic congestion and safety around schools.

## **3. *Development of options and programs to alternative modes of travel to and from school***

In May 2022 WALGA State Council endorsed the Draft Active Travel to School Roadmap, subject to amending Urban Environment Initiative No 1 to “Consult local governments to identify sub-regional school transport challenges and amend existing planning guidelines and develop new guidelines where gaps exist (RESOLUTION 337.4/2022).

State Council also resolved that WALGA:

- Works with the Department of Transport to finalise the Roadmap and encourage Local Government participation in the initiatives identified where these offer solutions to the local issues encountered in each area; and
- Uses the Draft Active Travel to School Roadmap to strengthen advocacy for increased funding for walking and cycling infrastructure in Western Australia by the State and Federal Government.

WALGA has some involvement with the Active Transport to School Working Group, which is led by the Department of Transport and includes representation from the Department of Education. The Department of Transport has developed a new category within the next round of WA Bicycle Network Grants to co-fund Active Transport Officers with Local Governments. This is an evolution of the former Travel Smart Officers with the new officers having a greater role in working with schools.

### 3.3. Proposal for Regional Road Maintenance Contracts with Main Roads WA

Shire of Dundas to move:

#### MOTION

**That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.**

#### **IN BRIEF**

- \$29.7 billion total investment through QTRIP 2022-23 to 2025-26.
- 25,200 jobs supported over the life of program in Local Governments in Queensland.
- Main Roads WA Projects can be viewed [here](#).

#### MEMBER COMMENT

On 1 April 2022, the McGowan Labour Government [announced](#) it was returning up to 660 maintenance road workers back in-house to Main Roads.

An interactive Q-Trip Funding Tool ([here](#)) provided by the Queensland Government, details the next four years of State Government and Local Government Partnership providing safer roads and sustainability to regional and remote Shires.

To enable the Shire of Dundas to be involved in the direction of WALGA to assist with issues impacting us directly, and other regional resource communities impacted by the related Acts and Regulations.

Given the recent State Government announcement, there is an opportunity for all Local Governments to look at this proposal from WA State Government on how this proposal to keep jobs in house within Main Roads WA and the possibility to work with local governments when contracting the required road maintenance to Local Governments (see [here](#)).

It is suggested that the Queensland Government model, which can be viewed [here](#), works well and allows Councils to recover costs for usage of plant and equipment and recoup plant costs as hire charges against activities to cover all maintenance, depreciation and operating costs for Local Governments as agreed when undertaking joint routine maintenance on State controlled roads.

It is important that when developing this type of model and contract terms to get the document standards and the WHS and the Main Roads Preferred Suppliers correct. In Queensland, Main Roads assisted with these requirements in a partnership arrangement.

If Local Governments across WA are allowed into this space and work for the State Government on a contractual basis, it could be an opportunity to increase revenue significantly, especially in remote rural areas across WA. This would help Council cover cost relating to new imposed WHS Reforms, Local Government Reforms, Auditing Requirements, and associated costs.

#### SECRETARIAT COMMENT

The decision by the State Government to move to in-sourcing road maintenance delivery and management provides new opportunities for Local Governments to participate in delivering maintenance and minor capital work on the State road network. Local Governments and Regional Organisations of Council have previously contracted to Main Roads WA to deliver road maintenance services. There were several reasons that Councils and Main Roads WA decided not to continue with these arrangements. The Association will need to understand the interest and capacity of Local



Governments to undertake road maintenance work on the State road network, to inform engagement with the State Government.

The extent and type of road works that Main Roads WA will deliver using staff and those operations that will be delivered by contract are likely to vary in different parts of the State.

## 3.4. Northern Australia Beef Roads Program

*Shire of Dundas to move:*

### MOTION

**That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south, or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.**

### MEMBER COMMENT

The extension to the south of the country of Roads and Beef Road Funding will be vital to get cattle to the saleyards and be competitive with their counterparts from the North who receive [Federal Funding](#) to assist them in their efforts to transport cattle.

Reliable access has always been the most significant issue facing the community and businesses operating in the remote Northern Nullarbor region and is a serious concern for those emergency service personnel who are called upon in times of crisis. The 2019-2020 bushfires which closed the Eyre Highway (effectively the gateway into WA) is an example of inaccessibility. The Trans Access Road is the only road servicing this area and has in the past been impassable for months due to flooding. This project would deliver transport efficiencies, stimulate and support economic activity, and provide a safer access road for regular users, tourists, and emergency service personnel. The Eyre highway is the number one strategic link into Western Australia. The Trans-Access Road is the only road East linking the Aboriginal Communities, remote roadhouses, and pastoral stations. Linking the two roads increases accessibility, safety, and improves the social service access between the communities on both roads. Cattle and sheep movements can be hampered when the Trans Access Road is closed, and WA freight movements (in and out) are hampered when the Eyre highway is closed, as per the bushfire season of 2020.

This road improvement will shorten the distance from 1,041 to 91.7km (within our Shire), making traffic movements more efficient, as well as safer with a better-quality formed road. The Commodities can get to market with increased certainty, safety, and more efficiently.

This is only the situation with one road and their numerous pastoral leaseholders having the same issues in Western Australia and all the southern pastoral leaseholders across Southern Australia.

See [here](#) a map showing Northern Australia Local Government Roads receiving Funding.

### SECRETARIAT COMMENT

The Northern Australia Beef Roads Program was a \$100 million Federal Government investment within the \$980 million Northern Australia Roads Program, which is delivering upgrades to high priority roads in northern Australia essential to the movement of people and freight to support the North's economic development. The Northern Australia Beef Roads Program is making targeted upgrades to key roads necessary for transporting cattle to improve the reliability, productivity and resilience of cattle supply chains in northern Australia, thereby reducing freight costs and strengthening links to markets. The

### **IN BRIEF**

- At the 2022-23 Budget, the Australian Government extended the Northern Australia Roads Program by committing a further \$380 million to road projects in Northern Australia over four years from 2022-23 to 2025-26.
- Projects to be funded from this new \$380 million commitment will be determined following engagement with stakeholders and project delivery partners.
- This extension builds on the Australian Government's initial \$600 million investment, which is nearing completion. Roads identified in Infrastructure Australia's Northern Australia Audit, along with other roads identified as priorities by the states and territories, such as those connecting communities, or regional towns to ports, were considered for funding.

Federal Government announced projects to be funded in October 2016, and the program is now nearing completion.

A key feature of the Northern Australia Beef Roads Program was the active engagement with the beef industry and transport sector to identify potential projects and modelling of different scenarios by the CSIRO using the Transport Network Strategic Investment Tool (TraNSIT) to determine the benefits and assist in prioritising projects. Success in establishing a new Beef Roads Program in Southern Australia would likely require similar support and evidence. Northern Australia provides 90% of Australia's live cattle exports<sup>3</sup>.

The Northern Australia Program is framed around the [Our North, Our Future: White Paper](#) on Developing Northern Australia, with annual statements to Parliament on progress. It is outside of the Minister for Northern Australia responsibilities to establish funding programs in other parts of Australia.

Depending on the scale of investment required, a business case detailing the costs and benefits of the proposed upgrades will be required to underpin advocacy to State and Federal Ministers. The Hon Catherine King, Minister for Infrastructure, Transport and Regional Development of Australia is a primary decision-maker when seeking funding to respond to the identified needs.

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<sup>3</sup> Office of Northern Australia 2022 ([Office of Northern Australia | Department of Infrastructure, Transport, Regional Development, Communications and the Arts](#)).

## 3.5. 3D House Printing Building Compliance

Shire of Dundas to move:

### MOTION

That WALGA requests:

- 1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.**
- 2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.**

#### **IN BRIEF**

- The section of the National Building Code that would need to change is National Construction Code, Building Code of Australia 2019 Volume 1 Amendment 1
- Australian Standards Adopted by Reference
- The *Building Act 2011*
- Building Regulations 2012

### MEMBER COMMENT

Australia's construction industry may be in for a shake-up, with the arrival of commercial 3D house-printing technology capable of slashing build times and costs.

On the heels of the country's first 3D-printed house – erected in three days Melbourne in January - COBOD, an international leader in the disruptive field, has partnered with Australian company Fortex to distribute its equipment.

COBOD has spearheaded the development of 3D house-printing, having sold about 50 systems featuring multifunctional construction robots across the globe since 2019. They were used to help build the first single-, two- and three-storey 3D-printed dwellings in Europe, the first 3D-printed house and school in Africa, and first wind turbine tower base.

Unfortunately, laws, codes and regulations rarely keep pace with technology. This is the case for using 3D printing to construct houses.

The Shire of Dundas Elected Members supported this motion at the [Ordinary Council Meeting on 28 July 2022](#) (item 10.1.2 WALGA AGM item – 3D Building Compliance).

Australia is currently experiencing an unprecedented housing crisis. Staff and material shortages are now affecting all industries and especially impacting critical industries like housing construction. The construction of buildings in Australia is controlled through a legislative framework that includes reference to the need to comply with the National Construction Code (NCC) and the Building Code Australia (BCA). The NCC is a uniform set of technical provisions for the design and construction of buildings and other structures, including building systems throughout Australia. In WA the NCC/BCA is called up in the *Building Act 2011* and the Building Regulations 2012. It is a statutory requirement that a building or system must be demonstrated to achieve NCC/BCA compliance. The NCC is a performance-based code, containing all performance requirements for the construction of buildings. It's built around a hierarchy of guidance and code compliance levels, with the performance requirements being the minimum level that buildings, building elements, and systems must meet. A building will comply with the NCC if it satisfies the performance requirements, which are the mandatory requirements of the NCC. The performance

requirements are also supported by general requirements. These cover other aspects of applying the NCC including its' interpretation, reference documents, the acceptance of design and construction, including related evidence of suitability/documentation, and the classification of buildings within the NCC. The key to the performance-based NCC is that there is no obligation to adopt any particular material, component, design factor or construction method. This provides for a choice of compliance pathways.

At the [National General Assembly on 19-22 June 2022](#), Motion number 100 was presented by Murray River Council NSW.

### **Motion number 100 Murray River Council NSW**

This National General Assembly calls on the Australian Government to collaborate with local government to remove impediments within the National Construction Code Series (BCA) and associated Australian Standards, that dissuade industry from adopting 3D printing, and the Government provide instruments to incentivise private industry to develop 3D printing.

#### **OBJECTIVE**

There is mounting financial pressure on governments, with limited fiscal levers available, to slow the price trajectory of housing. Major change across any industry is difficult for profit-driven entities, especially smaller players, to orchestrate, as simply the risk is high, the financial capacity is limited, and the reward will soon be diluted across their competitors. There are investigations into housing affordability occurring in NSW already, which is commendable. Further opportunities can be harvested if the state partners with local government to review the building codes (which by default do not currently reflect the new technology).

#### **KEY ARGUMENTS**

Often the scale of the research and development required is beyond even the most affluent or well-resourced. The longer an industry has been in existence, the harder it is to change, amplified by the educational institutions and financial commitments that both have long lead times and future commitments. Furthermore, regulations (in this instance building codes and standards) are always slow to change and are often an even bigger impediment. In August 2021, the first 3D printed houses were sold in the USA. The investment in research and development in 3D printed structures over the next few years in many counties, largely driven by price pressures, government policies, international treaty obligations, but also because of the frailty of global supply chains, is profound.

Housing affordability is now becoming critical, yet the policy levers appear to be slow moving. Although it will take some time to achieve, the initial indicators are that 3D Printed houses will lower prices. Therefore, it would be prudent to adapt our rules to facilitate.

#### **References**

- <https://www.idsupra.com/legalnews/not-your-average-desktop-printer-how-3d-3943618/>
- <https://www.canberratimes.com.au/story/7785621/3d-printers-set-to-disrupt-building-sector/>
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- <https://www.procore.com/jobsite/6-of-the-worlds-most-impressive-3d-printed-buildings/https://all3dp.com/2/best-companies-building-3d-printed-houses/>

#### **Statutory Environment**

- [National Construction Code \(NCC\)](#)

## SECRETARIAT COMMENT

Changes to the National Construction Code - All components used for building work in Australia must meet certain performance and legal requirements. These requirements help ensure that buildings are safe, healthy for occupants and maintain performance over the expected life of a building. Following a building fire in Melbourne Docklands in 2014, and the cladding fire at Grenfell Tower in London in 2017 which killed 72 people, all State and Territory Building Ministers agreed to an assessment of the effectiveness of building compliance systems across Australia. The resulting Building Confidence Report, released in 2018, identified that problems exist with building product safety in Australia. Subsequently, all Building Ministers agreed to the development of a National Product Assurance Framework to strengthen building product performance requirements. A discussion paper outlining the proposed framework was released by the Australian Building Codes Board in 2021 and can be found [here](#). Any change allowing new forms of construction would require substantial evidence to be presented by industry to the Australian Building Codes Board.

Alternative construction methods such as modular buildings, buildings with pre-engineered components and Structural Insulated Panels (SIPS panels) have risen in popularity in Western Australia in recent years, partly in response to supply chain issues and labour shortages. For example, a display home was built in Mandurah from SIPS panels that was supplied and installed in 16 weeks. Strategies that seek to promote diverse housing options, supply and sustainability should consider the suite of alternative construction methods.

## 3.6. South West Native Title Settlement

Shire of Gingin to move:

### MOTION

**That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.**

### ***IN BRIEF***

- WALGA to advocate for a review into how Local Governments are requested to consider land to potentially be transferred as part of the South West Native Title Settlement.

### MEMBER COMMENT

The Shire of Gingin and many other Local Governments are being requested to consider parcels of land to be allocated for transfer as part of the South West Native Title Settlement.

The Shire of Gingin has received its third request, totalling approximately 45 parcels of land, for consultation as part of this process and in each instance is provided only 40 days to provide feedback to the Department.

For each land parcel in question, which can be numerous, Council is requested to consider the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local Government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The 40-day consultation does not provide any ability for Local Government to consult with the community regarding Council's support for the land transfer and as such is ignorant as to the changes in land management.

Local Governments, as part of this process, are not advised as to any intent for the future purpose of the land and/or how it is proposed to be managed into the future and this is creating angst as part of the consultation with Council. For example, it is difficult for any Local Government to approve the transfer of the land without understanding as to what purpose the land is being requested for and who will manage the area, and will it be freehold transfer? This advice may be as simple as the site is requested for cultural significance or for commercial purposes and will be administered by SWLCC as a reserve vested.

The Shire of Gingin, through consultation with the Department, have been advised that within the Shire there are an additional some 230 more locations identified for potential transfer. The Shire, and all Local Governments, should be provided this full list to be able to undertake early due diligence on the land identified.

Without knowing what other Councils are being requested to consider, the Shire requested the Department to ensure that the Shire of Gingin and other Local Governments are not being targeted due to the commercial potential for land. There should be more clarity surrounding the lands that have been requested and identified across all Local Government and this be publicly accessible.

## **SECRETARIAT COMMENT**

### **Background on the South West Native Title Settlement (Settlement):**

The Settlement, in the form of six Indigenous Land Use Agreements (ILUAs), is a landmark native title agreement negotiated between the Noongar people and the State Government of Western Australia (State). The Settlement officially commenced on 25 February 2021, followed by the establishment of the Noongar Boodja Trust and the appointment of Perpetual as the initial Noongar Boodja Trustee on 29 March 2021. Following commencement, as prescribed by the ILUAs, native title rights and interests were surrendered on 13 April 2021, in exchange for a negotiated package of benefits that the State is delivering.

The Noongar Land Estate is a key benefit under the Settlement and will be comprised of up to 300,000 hectares of land handed over as reserve, and up to 20,000 hectares of land transferred in freehold. The first transfers of land to create the NLE were executed by all parties on 14 July 2021. The Department of Planning, Lands and Heritage (DPLH) is the agency responsible for the delivery of the NLE, on behalf of the Minister for Lands. The NLE is intended to provide significant opportunities for the Noongar people to achieve sustainable economic, social and cultural outcomes. The land to be transferred to the NLE is primarily drawn from unallocated Crown land (UCL), unmanaged reserves (UMR) and Aboriginal Lands Trust (ALT) properties within the Settlement area and will be determined through the ILUA-prescribed land identification, assessment and eventual transfer processes managed by DPLH over the five year ILUA implementation period. This work is undertaken consultatively with the Trustee, SWALSC and a broad range of key stakeholders.

A key component of this process is the Assessment Phase, at which point DPLH consults with stakeholders, including Local Government. Consultation with Local Government in this manner is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the *Land Administration Act 1997* (LAA). Referrals to Local Governments under the Settlement request detail (if available) on the following:

- whether there are existing interests in the land parcels under consideration for inclusion in the NLE that cannot be met elsewhere;
- whether there are future proposals for the same land or land within the same general location;
- whether there are planning scheme amendments that could affect future use of the land;
- whether there are other relevant land use, land management or land development issues; and
- any other advice they may wish to provide in relation to the subject land.



**WALGA asked DPLH if it would it be possible to advise each Local Government of all of the land under consideration within their area at the same time, and DPLH responded as follows:**

DPLH regularly provides Local Government Authorities (LGAs) with a list of unallocated Crown land (UCL) and unmanaged reserves (UMR) that may be eligible for inclusion in the Noongar Land Estate within the boundaries of the LGA. This information is provided upon the request of the LGA, in the spirit of proactive and transparent engagement with key stakeholders.

Importantly, DPLH advise that the list provided is reflective of land under consideration at a specific point in time and may be subject to change. Further, all LGAs are advised that DPLH are progressing land through the Phases of the Noongar Land Base Strategy (Strategy) at Annexure J to ILUAs for the Settlement. The Strategy provides an agreed process to be followed and includes a five-year timeframe for the staged delivery of the full 320,000 hectare Noongar Land Estate. As a result, DPLH will likely engage with a number of the involved LGAs numerous times during the five-year period.

**WALGA asked DPLH if a 3 month consultation period would be considered, and DPLH responded as follows:**

Consultation with LGAs is consistent with general Crown land administration requirements, where tenure matters are referred for comment under section 14 of the LAA. The 40 day timeframe for consultation is prescribed by the Noongar Land Base Strategy (Strategy) at Annexure J to the ILUAs. The sections of the ILUA (including the Settlement Terms) can only be varied by agreement in writing that is executed by or on behalf of the State, each of the Government parties, each Regional Corporation or the relevant Native Title Agreement Group and the Central Services Corporation.

The timeframe for consultation with LGAs is outlined under the Strategy and is intended to ensure the structured delivery of State Government and Trustee for the Noongar Boodja Trust (Trustee) obligations relating to the handover of land. DPLH would also like to emphasise that the LGAs are asked to consider the change of tenure only, not a proposal for the use / development of the land.

The Strategy and therefore the activities of DPLH are consistent with best practice Crown land administration activities, though with prescribed timeframes to ensure adherence to tight project timeframes. The referral questions posed by DPLH during consultation with LGAs are intended to collect detail on what is known to apply to the land at the time of the referral, noting that detailed due diligence and site-specific investigations would need to be undertaken by the Trustee at the point of land use / land development. In the event that an LGA is unable to provide the detailed information within the 40 day timeframe, DPLH is able to discuss and possibly grant timeframe extensions on a case-by-case basis.

**WALGA asked DPLH if it was possible to advise Local Governments, at the time of request, as to the intended use of each parcel of land eg cultural or economic development, and DPLH responded as follows:**

This information is not provided to DPLH by the representatives of the Noongar people. Instead, the flexible reserve purpose of Noongar Social, Cultural and / or Economic Benefit and the flexibility provided by delivering freehold tenure allows for land to be used by the Trustee in line with the aspirations of the Noongar people – in accordance with the applicable statutory and policy framework. LGAs will retain standard decision-making powers relevant to the use and management of land, under the Local Planning Scheme / Town Planning Scheme and any applicable statute.

The Noongar Land Estate will be a diverse landholding across the six ILUA Areas and approximately 101 involved LGAs. The consultation process undertaken by DPLH is intended

to ensure that LGAs can disclose relevant information to inform the decision-making of the Trustee as to whether or not the land should be included in the Noongar Land Estate. Decisions around whether or not land is Cultural Land, Development Land or a combination of both is for the Trustee to make in consultation with the relevant Noongar Regional Corporation after land is accepted for transfer, and may have relevance to the future management of the land. However, LGAs can safely assume that land included into the Noongar Land Estate will be used and managed in accordance with the applicable zoning.

**WALGA advised DPLH that generally, a Local Government would consult with their local community about changes to the use of Local Government managed land, and that the 40 day consultation timeframe did not allow for this. DPLH responded as follows:**

LGAs may elect to undertake consultation with community regarding tenure change proposals, but it is not a requirement of the Strategy nor of the State Government more broadly. DPLH recommends that the standard approach taken by LGAs for any other Crown land administration matters referred by DPLH is the example to follow.

Community consultation may be more appropriate at the point of a development proposal being submitted to the LGA by the Trustee, as all detail requested above would be known and consultation can be well-informed. It is understood that consultation with community on development proposals is commonly undertaken by LGAs before consideration of a proposal by Council.

Please be advised that UCL and UMR (and Crown land more broadly) are the jurisdiction of the Minister for Lands, and while LGAs may have a role in regulating or to an extent managing UCL and UMR, this role does not form an interest in the land or a veto power for tenure proposals over the land.

**DPLH made the additional further comment:**

DPLH undertakes comprehensive consultation on land under consideration for possible inclusion in the Noongar Land Estate to obtain any and all information that may be relevant to the future use and management of the land by the Trustee. This includes all relevant LGAs and key State Agencies including the Department of Mines, Industry Regulation and Safety, the Department of Biodiversity, Conservation and Attractions and the Department of Water and Environmental Regulation. Service providers are also consulted on each land parcel.

All are provided with a 40 day timeframe for providing a response. At present, DPLH is actively progressing approximately 100,000 hectares of land across the six ILUA Areas through the Phases of the Strategy towards formal offer to the Trustee. The scope of this process is substantial, so the timeframes within the Strategy are critical for ensuring information collection can occur in a timely manner.

## 3.7. Land Offset Compensation to Local Governments

Shire of Gingin to move:

### MOTION

**That WALGA advocate to the State Government that the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.**

### ***IN BRIEF***

- State Government to legislate that Developers requiring Land Offsets within another Local Government pay for the loss of that rateable land to the Local Government whose land is being used as the offset.

### MEMBER COMMENT

It is proposed that Councils similar to the Shire of Gingin who are having large sections of rateable land locked away due to Developer Land Offsets need to be compensated for the loss of revenue.

The Shire of Gingin recently met with the Department of Biodiversity, Conservation and Attractions (DBCA) representatives regarding this matter, and they agreed that the Shire of Gingin is being targeted due to the type of Banksia bush that is within the Shire. The Shire of Gingin is not and will not be the only Local Government targeted through this type of scheme into the future.

The issues for the Shire of Gingin, other Local Governments and future Local Governments are as follows:

1. The requirement of land offsets is currently 1/7. Being that for every acre of land required by a developer, seven acres needs to be provided as offset.
2. What is currently rateable land for the Shire is being purchased and then handed to DPIRD for management.
3. The Shire of Gingin's loss of rates on a once off may seem minimal (last year the reduction was approximately \$10,000) but accumulating every year and then compounding becomes a significant amount of future income.
4. Council still needs to maintain the assets surrounding the site, providing access and egress from the blocks for DBCA and other adjoining ratepayers.
5. The land within the Shire of Gingin is in high demand due to its proximity to the metropolitan area and intensive agriculture and horticulture is dominant.
6. DBCA receives a 7-year management payment from the Developer to manage the newly offset land which is not enough for DBCA to manage the property, yet Council receives nothing other than a negative rates bill and continuous maintenance cost.
7. Whilst the metropolitan based Developer is making large amounts of money from the development and the metropolitan Council is receiving an increased rate book, the loser in the equation is the Local Government where the land is being offset and DBCA.
8. The current amount of non-Rateable land within the Shire is in excess of 30% and growing each year.

9. The additional land that is added to DBCA requires this Department to be appropriately funded, however advice received is that DBCA is underfunded and this in turn affects Local Government in regard to land management and increased fire risk.

The Shire of Gingin is not unique with this matter, however we are being significantly affected at this current time and will be well into the future and as such, request that WALGA advocate to the State to ensure that Local Governments losing rateable land through offset purchases are properly compensated for the loss of rates and continued maintenance.

## SECRETARIAT COMMENT

In Western Australia, there are many reasons for land being transferred for public purposes to the Crown. In parts of the State, these lands represent significant portions of the total Local Government area, for example Local Governments with extensive areas of National Parks and State Forest.

The State Government Offsets Register shows offset land acquisitions or land transfers to conservation within these Local Government areas: Shires of Dandaragan, Gingin, Chittering, Waroona, Harvey, Augusta-Margaret River, Cities of Bunbury, Busselton, Mandurah and in the Perth metropolitan region.

Over 50 per cent of new housing construction in the Perth and Peel region is expected to be provided through greenfield development, indicating that the issue identified by the Shire of Gingin is likely to persist.

The requirement to provide environmental offsets is legislated through the Environmental Protection Act 1986 (WA) and under Part 9 of the *Environmental Protection and Biodiversity Conservation Act 1999* (Commonwealth). In Western Australia, offsets are implemented through the WA Environmental Offsets [Framework](#). A [review](#) of this framework was conducted in 2019.

WALGA's comments on the review advocated for adequate resourcing to manage offset lands to address any biosecurity and bush fire risk implications and to require that Local Governments be consulted regarding any proposed offsets in their areas. These points were also raised in WALGA Submissions on the Strategic Assessment for Perth and Peel and the [WA offset metrics guidelines](#).

Under the WA [Environmental Offsets Guidelines](#), it is the responsibility of the proponent to consult all relevant stakeholders regarding offsets, particularly those directly affected, including Local Government. The Guidelines identify the Department of Biodiversity, Conservation and Attractions (DBCA) as the key stakeholder in relation to offset planning due to their role as specialist scientific advisor and manager of the State's conservation lands.

In May 2022, the State Government released the Native Vegetation Policy for Western Australia, with a five year Implementation Roadmap which includes improvements to the environmental offsets framework. This will provide WALGA with the opportunity for continued advocacy on this issue.

## 3.8. Review of the Rating Methodology used by the Valuer-General

*Shire of Serpentine Jarrahdale to move:*

### MOTION

**Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.**

### MEMBER COMMENT

The Valuer-General is an entity created under the *Valuation of Land Act 1978*. The Valuer-General forms part of Landgate's functions.

Landgate valuers conduct independent valuations of property based on the Gross Rental Values (GRVs) or and Unimproved Values (UVs) of a property.

These valuations are used by local governments, government agencies and emergency services as a basis to determine property rates, service charges and levies as well as land tax.

In Victoria, valuations are conducted using the capital improved value of a property. Capital improved value is based on the value of the land plus the buildings on it and any other capital improvements. This method may provide a more fair and equitable assessment of the value of land across various land uses in Western Australia including agriculture, residential, commercial and mining. This in turn would provide a more fair and equitable basis for local government rating.

A review of rating methodologies set in the *Valuation of Land Act 1978* would ensure that valuation methods relied upon by local government represent the most appropriate method.

### SECRETARIAT COMMENT

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

#### ***IN BRIEF***

- Landgate conducts valuations of property based on the GRV and UV of a property.
- In Victoria valuations are conducted using the capital improved value of a property. This method should be explored.

## 3.9. WA Local Government Rating Model

*Shire of Gingin to move:*

### MOTION

**That WALGA advocate to the State Government and the Valuer Generals' Office that a different rating model be trialled across several Councils whereby the Unimproved Value rate is abolished, and all properties are rated for Gross Rental Value or Capital Value.**

### ***IN BRIEF***

- WALGA to advocate for a full rating process review with potential of removing all UV rates and only rating GRV.

### MEMBER COMMENT

The Shire of Gingin and many other Local Governments struggle to have appropriate rates raised that are adequate for the correct use of the land within the Shire that addresses the impacts that these ratepayers have on the Shire's Assets.

For example, within the Shire of Gingin, there are large numbers of Unimproved Value (UV) rated properties that have large scale infrastructure servicing significant commercial operations but are captured within the definition as a Rural Pursuit. Some of these properties have tens of millions of dollars of infrastructure but only contribute a UV valuation and an additional differential rate.

If all properties were rated Gross Rental Value (GRV) or the rates based on Capital Value (value that the land would likely sell for on the open market), all rural land would still hold an appropriate GRV/Capital Value that would not be too dissimilar to their current rates, however those that intensify their land would achieve a naturally higher GRV/Capital Value making the rating across a Shire far more equitable, easier to manage and would simplify and reduce the cost of the valuation process.

Whilst not every Council may wish to take this step, it is proposed that the Local Government has the ability to review and decide if it wishes to remove the UV rate. With the Valuer Generals' Office conducting routine valuations for both UV and GRV it would not be out of the question for the valuation to be changed to meet this process.

It is noted that within South Australia and Victoria 89% of the Local Governments use Capital Value, Tasmania is progressing to Capital Value whilst New South Wales is based on Land Value only, Northern Territory is based only on Unimproved Capital Value, Queensland is Site Value and Unimproved Value and the ACT is Unimproved Value only. It is clear that whilst there is a range of valuations across Australia there is a bias growing towards utilising Capital Value of Land.

For example, we have a location within the Shire that has a water license and two bore holes. Whilst this is the extent of the infrastructure, they pump water out 24/7 for bottling in Perth, a GRV/Capital Value would be much higher in value to Council than the minimum rates currently being received. This company has significant heavy vehicles utilising Council roads every day of the week to keep up with the demand and creates significant road maintenance issues for Council.

The impacts of water licenses within the Shire have been dramatic as they are now a strong trading commodity and have doubled the value of land with a water license, yet it is not being considered by the Valuer Generals' Office as part of the overall valuation assessment of the land. Water licenses are incredibly valuable to producers as it increases their productivity and profits from smaller properties and as water licenses are very difficult to access, as allocations are full in most areas, many are trading or selling off portions of licenses clearly showing that water licenses have an inherent value that is increasing rapidly.

Again, the Shire calls on WALGA to advocate to the Minister and Valuer Generals' Office to undertake a review of the rating system to either abolish the UV valuation or provide the ability for the Local Government to choose its rating structure.

## **SECRETARIAT COMMENT**

WALGA currently does not have an advocacy position on which is the most appropriate valuation methodology.

### 3.10. Reform of the *Cat Act 2011*

*Shire of Capel to move:*

#### MOTION

**That the WA Local Government sector requests the WA State Government prioritise reforms to the *Cat Act 2011*, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.**

#### MEMBER COMMENT

##### Background

The Western Australian State Government through the (then) Department of Local Government released a Discussion Paper (January 2011) titled *Proposal for Domestic Cat Control Legislation*.

This consultation and proposed reform process ultimately led to the *Cat Act 2011* (Cat Act) receiving Royal Assent on 1 November 2012. The Cat Act fully commenced in 2013 and was introduced to:

- provide for the control and management of cats; and
- promote and encourage the responsible ownership of cats, and for related matters.

The Department of Local Government, Sport and Cultural Industries (DLGSC) commenced a statutory review of the *Cat Act 2011* and the *Dog Amendment Act 2013* in May 2019. The review undertaken by DLGSC was tabled in the WA Parliament by the Minister for Local Government on 27 November 2019.

Findings of the Review in relation to Cat Act included:

2. Registration of cats is strongly supported. The current three options for periods of registration should remain.
3. Registration periods for cats and dogs should be the same.
4. A central registration database for cats should be explored.
5. Feedback indicated that the wearing of collars and tags achieves the purpose of enabling a cat to be identified by rangers — including making it obvious that it is a domestic cat that has an owner. There is strong support for this to continue with no change.
6. Strong support from the public, local governments and industry exists for the practice of microchipping cats to continue.
7. Improvements could be made to the way microchip details are stored — this could be in either a national or State-based database.
8. Feedback indicated that education on the current requirements of microchipping, focusing on obligations of owners/breeders/rescues when a cat is transferred to a new owner and the need to keep information up-to-date, is necessary to achieve the desired outcomes of reuniting pets with their owners and the obligations of being a responsible cat owner.
9. There is strong support for cat numbers and confinement/curfews of cats to be implemented State-wide (in legislation) rather than through individual local laws — to provide consistency among local governments.
10. As a means of controlling cat numbers, there were multiple requests in the feedback received for the Cat Act to be brought into alignment with the Dog Act by placing greater restrictions on cat owners in relation to the number of cats that people can own.
11. The provisions in the Cat Act for cats to be sterilised should remain.
12. Feedback indicated that the age of cat sterilisation should be lowered, although further expert consultation on this will be needed.

#### ***IN BRIEF***

- Statutory review into the *Cat Act 2011* was undertaken in 2019.
- No reforms or amendments to the Cat Act have resulted from the review.
- Request that WALGA advocate for the reforms to be undertaken.



Outcomes from the Statutory Review were:

- The *Dog Amendment (Stop Puppy Farming) Act 2021* received Royal Assent on 22 December 2021 with the aim to:
  - to amend the Dog Act 1976 to provide for matters relating to the sterilisation and breeding of dogs and the supply of dogs to and by relevant pet shop businesses;
  - to amend the Dog Act 1976 and the Cat Act 2011 to provide for a centralised registration system; and
  - to make other amendments to the Dog Act 1976

No further amendments, nor reforms of the *Cat Act 2011* have occurred since.

### **Comment**

Any proposed changes to cat control measures should include public consultation.

The Shire of Capel hopes the State Government prioritises reforms of the Cat Act, similar to recent reforms with the Dog Act and Animal Welfare regulations.

The Shire of Capel supports a review of current cat control measures and to look at initiatives to better protect native wildlife, along with an accompanying education campaign.

Many Local Governments throughout the State have looked at similar reforms recently, however the current Act inhibits the control of cats and their impacts on native wildlife.

Shire understands that many people in the community love cats, with reforms looking to find a balance between valued family pets and protecting our unique and in some cases, endangered native animals.

### **SECRETARIAT COMMENT**

This is a developing issue in the sector. A number of Local Governments have already attempted to make Cat Local Laws that seek to prohibit cats from roaming, require cats to be securely kept on premises of the owner, and prohibited from being in any public place. Parliament's Delegated Legislation Committee has disallowed a number of such attempts on the grounds that the local law-making head of power in the Cat Act does not contemplate local laws to be made for these purposes.

The Committee's views are summarised in this excerpt from the Annual Report 2016 (Report 89 at 5.32):

*In each of these cases, the Committee considered that the relevant provisions of the local law were inconsistent with or repugnant to the provisions of the Cat Act 2011 which:*

- *allow for cats to be in public places unless they do not comply with the provisions of the Act requiring registration, microchipping and sterilisation*
- *empower the making of local laws prohibiting cats in certain specified areas.*

WALGA's current advocacy position supports a review of the Cat Act that will introduce broader powers of cat control.

## 3.11. WALGA Best Practice Governance Review – Principles

*Executive Member to move:*

### MOTION

That:

1. The update on the Best Practice Governance Review project be noted, and
2. The principles to inform WALGA's future governance model, as follows and as per the attached *Principles* document, be endorsed:
  - a. **Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies.**
  - b. **Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.**
  - c. **Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.**

#### **IN BRIEF**

- State Council commissioned a Best Practice Governance Review to consider and engage with members on alternative governance models.
- The Steering Committee, appointed by State Council to oversee the project, has put forward principles to the 2022 Annual General Meeting for member consideration.
- The principles have been endorsed by State Council at their 22 August 2022 Special Meeting.
- Following consideration of the principles, a thorough consultation and engagement process will be undertaken with members on potential future models.

### ATTACHMENT

- *WALGA Best Practice Governance Review: Principles*

### BACKGROUND

State Council commissioned the WALGA Best Practice Governance Review in March 2022 to ensure that WALGA's governance model is contemporary and agile and maximises engagement with members.

Governance Reviews allow organisations to re-examine their membership structure, constitution, board role, board composition, governance approach and policies.

For WALGA, the Best Practice Governance Review represents an opportunity to review and reshape the governance model to ensure WALGA is well-placed to:

- Deliver strong, clear, focused, and consistent policy positions on strategic matters of the most importance to Local Governments in WA,
- Drive advocacy outcomes and impact on behalf of Local Government in WA, and the communities they serve, and
- Embed agility and responsiveness, ensuring member concerns are heard, respected, and represented in a timely, efficient, and effective manner.

There are several drivers for the review.

WALGA's [Corporate Strategy 2020-2025](#) identifies the governance model as a key enabler of performance, with the following description: *We have contemporary governance and engagement models.*

Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the governance model. Specifically, feedback relates to:

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

Legislative reforms could also impact WALGA’s governance arrangements. The Minister for Local Government’s reforms to the *Local Government Act 1995* propose to remove WALGA from being constituted under the Local Government Act. Secondly, the Review of WA’s *Industrial Relations Act 1979* provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector.

Following several reviews and amendments, the Best Practice Governance Review also represents an opportunity to ensure alignment between WALGA’s governance documentation. In addition, State Council resolved in September 2021 for amendments to the Constitution to be developed to deal with matters related to State Councillors’ candidature for State or Federal elections.

To undertake the Best Practice Governance Review, State Council appointed a Steering Committee comprising the following members:

President Cr Karen Chappel JP	WALGA President (Chair)
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	Country State Councillor
Mayor Carol Adams OAM	Metropolitan State Councillor
President Cr David Menzel, Shire of Wyndham East Kimberley	Country Elected Member
Mayor Albert Jacob, City of Joondalup	Metropolitan Elected Member
Andrew Sharpe, City of Albany	Country Chief Executive Officer
David MacLennan, City of Vincent	Metropolitan Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer

The Steering Committee is supported by consultants PwC and WALGA officers, Tony Brown, Executive Director Member Services, Tim Lane, Manager Corporate and Association Governance, and Kathy Robertson, Executive Officer Governance.

The Steering Committee has met five times to late August and has:

- Endorsed terms of reference and an overarching project plan
- Considered the 2019 review including previous deliberations and outcomes
- Commissioned and considered work on comparator membership-based advocacy organisations:
  - Australian Hotels Association (AHA)
  - Australian Medical Association (AMA)
  - Chamber of Minerals and Energy (CME)
  - Chamber of Commerce and Industry (CCI)

- Pharmacy Guild of WA
- Reviewed governance models of Local Government Associations in other States and New Zealand:
  - Local Government New South Wales (LGNSW)
  - Municipal Association of Victoria (MAV)
  - Local Government Association of Tasmania (LGAT)
  - Local Government Association of South Australia (LGASA)
  - Local Government Association of Queensland (LGAQ)
  - Local Government Association of the Northern Territory (LGAT)
  - Local Government New Zealand (LGNZ)
- Adopted a timeline for the way forward including member consultation and engagement, and
- Endorsed principles to be presented to the membership at the 2022 Annual General Meeting as per this agenda item.

## **SECRETARIAT COMMENT**

Supported by State Council, the Steering Committee is putting forward principles to this Annual General Meeting to gauge member support for progressing the Best Practice Governance Review to the development of potential options for member consultation and engagement.

The principles put forward by the Steering Committee and endorsed by State Council at their 22 August 2022 Special Meeting, will guide the development of potential models for member consultation.

As per the attached Principles document, the three principles – Representative, Responsive and Results Oriented – comprise three or four components, component descriptions and governance implications.

Embedded in the governance implications are considerations for potential changes as well as principles that will be adhered to in the development of model options.

For instance, the principles propose that WALGA's governing body will:

- Maintain equal metropolitan and country representation,
- Continue the practice of electing the President from and by the governing body, and
- Facilitate responsive decision making with clear processes for members to influence policy and advocacy.

Potential models may be considered by the Steering Committee, and subsequently State Council and WALGA members, that could:

- Potentially lead to a reduction in the size of the governing body,
- Consider alternative election arrangements to the governing body, and
- Consider alternative arrangements to the existing Zones.

Following consideration of the principles at the 2022 Annual General Meeting, as per this item, an extensive consultation and engagement process will be undertaken with members on potential governance model options.

The consultation and engagement process will be undertaken during October, November, and December 2022. Feedback from member submissions, workshops, and discussions will inform a final report to be considered at February 2023 Zone meetings and subsequently, the March 2023 State Council meeting.

Constitutional amendments will then be prepared for consideration by State Council followed by the broader membership at the 2023 Annual General Meeting. As per WALGA's Constitution, amendments to the Constitution require endorsement by a 75 percent majority at both State Council and a general meeting of members.

The principles are put forward for member consideration.

### Item 3.11 – Attachment: WALGA Best Practice Governance Review Principles

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of Local Government members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils	The governing body will maintain equal country and metropolitan local government representation
		Size	An appropriate number of representatives oversees WALGA's governance	Potential reduction in the size of the overarching governing body
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making	WALGA's governance model facilitates responsive decision making
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances	WALGA's governance model is agile and future proofed for external changes
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members

## 4. Closure

The Chair declared the meeting closed at \_\_\_\_pm.

## Attachment 1: AGM Association Standing Orders

1. **INTERPRETATIONS**  
For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:
  - 1.1 **"Absolute Majority"** means: a majority of delegates of the Association whether present and voting or not.
  - 1.2 **"Association"** means: all or any part of the Western Australian Local Government Association.
  - 1.3 **"Delegate or Deputy Delegate"** means: those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
  - 1.4 **"Deputy President"** means: the Deputy President for the time being of the Association.
  - 1.5 **"Meeting"** means: an Annual or Special General Meeting of the Association.
  - 1.6 **"Member Local Government"** means: a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
  - 1.7 **"President"** means: the President for the time being of the Association.
  - 1.8 **"Simple Majority"** means: a majority of the delegates from the Association that are present and voting.
2. **CONDUCT OF MEETINGS**  
The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.
3. **NOTICE OF MEETING**
  - 3.1 **Annual General Meeting**  
The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.
  - 3.2 **Special General Meeting**  
A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.
- 3.3 Notice shall be given at the destinations appearing in the records of the Association.  
Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.
4. **QUORUM**
  - 4.1 The Association shall not conduct business at a meeting unless a quorum is present.
  - 4.2 At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
  - 4.3 The Association is not to transact business at a meeting unless a quorum is present.
  - 4.4 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
    - (a) by the President or if the President is not present at the meeting, by the Deputy President;
    - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
    - (c) if only one delegate is present, by that delegate; or
    - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
  - 4.5 If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
  - 4.6 Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.
5. **MEETINGS OPEN TO THE PUBLIC**  
The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.
6. **ORDER OF BUSINESS**  
Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:



- (a) Record of attendance and apologies;
- (b) Announcements;
- (c) Confirmation of minutes of previous meetings;
- (d) President's report;
- (e) Financial report for the financial year; and
- (f) Consideration of Executive and Member Motions.

## 7. VOTING ENTITLEMENTS

- 7.1 Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2 Only eligible and registered delegates may vote.
- 7.3 A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4 A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5 A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

## 8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.

## 9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "President" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

## 10. DELEGATE AND DEPUTY DELEGATE

- 10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2 A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

## 11. PRESIDENT TO PRESIDE

- 11.1 The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.
- 11.2 In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

## 12. SPEAKING PROTOCOL

- 12.1 Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.
- 12.2 The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.
- 12.3 Speakers are to use the microphones supplied.
- 12.4 When addressing a meeting, speakers are to:
  - (a) rise and remain standing unless unable to do so by reason of sickness or disability;
  - (b) address the meeting through the person presiding;
  - (c) state their name and Local Government before otherwise speaking;
  - (d) refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
  - (e) refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.
- 12.5 Mobile phones shall not be switched on while the meeting is in session.

## 13. DEBATE PROCEDURES

- 13.1 A delegate moving a substantive motion may speak for –
  - (a) 5 minutes in his or her opening address; and
  - (b) 3 minutes in exercising the right of reply.
- 13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 13.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.
- 13.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 13.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can be

received. Any number of amendments may be proposed.

**13.6** The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.

**13.7** When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.

**13.8** No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.

**13.9** Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.

Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.

**13.10** At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.

#### **14. QUESTIONS**

Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.

#### **15. POINT OF ORDER**

A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.

#### **16. MOTION - SUBSTANCE TO BE STATED**

A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.

#### **17. PRIORITY OF SPEAKERS**

If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.

#### **18. PRESIDENT TO BE HEARD**

Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.

#### **19. WITHDRAWAL OF MOTION**

A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.

#### **20. PRESIDENT MAY CALL TO ORDER**

The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.

#### **21. RULING BY PRESIDENT**

The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.

#### **22. RESOLUTIONS**

**22.1** Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.

**22.2** Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.

#### **23. NO DISCUSSION**

Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.

#### **24. PERMISSIBLE MOTIONS DURING DEBATE**

**24.1** When a motion is under debate, no further motion shall be moved except the following:

- (a) that the motion be amended;
- (b) that the meeting be adjourned;
- (c) that the debate be adjourned;
- (d) that the question be now put;
- (e) that the meeting proceed with the next item of business; or
- (f) that the meeting sits behind closed doors.

**24.2** Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.

- 24.3** When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).
- 25. RESCISSION OF RESOLUTION**
- 25.1 At the same meeting**  
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.
- 25.2 At a Future Meeting**  
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:
- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
  - (b) by absolute majority, in any other case.
- 26. METHOD OF TAKING VOTES**  
The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.
- 27. DIVISION**  
The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.
- 28. ALL DELEGATES TO VOTE**
- 28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.
- 28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.
- 29. PRESIDENT'S RIGHT TO VOTE**  
The President shall have a casting vote only.
- 30. SUSPENSION OF STANDING ORDERS**
- 30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.
- 30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.
- 31. NO ADVERSE REFLECTION ON ASSOCIATION**  
A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.
- 32. NO ADVERSE REFLECTION ON DELEGATE**  
A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.
- 33. MINUTES**
- 33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.
- 33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.
- 33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.

# **Annual General Meeting**

## **Minutes**

**Monday, 20 September 2021**

**Crown Perth, Grand Ballroom**

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# **MINUTES**

## **WALGA**

### **Annual General Meeting**

**Held at**

**Crown Perth, Grand Ballroom**

**Monday, 20 September 2021**

**The meeting commenced at 12:10pm**

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## Annual General Meeting – Order of Proceedings

### 1. Attendance, Announcements, Standing Orders and Previous Minutes

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#### 1.5 Record of Apologies

- Town of Bassendean
- Shire of Meekatharra
- Shire of Williams

#### 1.6 Announcements

Nil

#### 1.7 Adoption of AGM Association Standing Orders

The AGM Association Standing Orders are contained within this Agenda (Attachment 1).

**Moved:** Cr Julie Brown, City of Gosnells  
**Seconded:** Cr Frank Johnson, Shire of Gingin

**That the AGM Association Standing Orders be adopted.**

**CARRIED**

#### 1.8 Confirmation of Minutes

The Minutes of the 2020 WALGA Annual General Meeting are contained within this Agenda (Attachment 2).

**Moved:** Cr Kevin Trent, Shire of York  
**Seconded:** Cr Frank Cvitan, City of Wanneroo

**That the Minutes of the 2020 WALGA Annual General Meeting be confirmed as a true and correct record of proceedings.**

**CARRIED**

### 2. Adoption of Annual Report

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The 2021 Annual Report, including the 2020/21 Audited Financial Statements, was distributed to members separately.

**Moved:** President Cr Karen Chappel, Shire of Morawa  
**Seconded:** Mayor David Goode, City of Gosnells

**That the 2021 Annual Report, including the 2020/21 Audited Financial Statements, be received.**

**CARRIED**

### **3. Consideration of Executive and Member Motions**

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As per motions listed.

### **4. Closure**

---

There being no further business the Chair declared the meeting closed at **12:56pm**.



## 3. Consideration of Executive and Member Motions

### 3.1 Amendments to WALGA's Constitution (01-001-01-0001 TL)

*Executive Member to move:*

#### **SPECIAL MAJORITY REQUIRED**

**Moved:** President Cr Tony Dean, Shire of Nannup

**Seconded:** Mayor Logan Howlett, City of Cockburn

**That the WALGA Constitution be amended as follows:**

1. **INSERT Definition – “Present” means attendance in person or by electronic means deemed suitable by the Chief Executive Officer.**
2. **Clause 5 (10) – DELETE “and Associate Members”.**
3. **Clause 5 (11) – DELETE “Ordinary Member or”, REPLACE “State Council” with “Chief Executive Officer” in the first sentence, INSERT “or its delegate” after State Council in the second sentence.**
4. **Clause 6 (3) – REPLACE “31 May” with “30 June”.**
5. **Clause 7 (2) – REPLACE “30 June” with “31 July”.**
6. **Clause 11 (1) – after Chief Executive Officer, INSERT “in accordance with the Corporate Governance Charter”.**
7. **Clause 11 (2) – after Chief Executive Officer INSERT “by providing notice to State Councillors of the date, time, place and purpose of the meeting”**
8. **DELETE Clause 11 (3)**
9. **Clause 12 (1) – DELETE “as, being entitled to do so, vote in person”**
10. **DELETE Clause 12 (2)**
11. **Clause 12 (3) – DELETE “as, being entitled to do so, vote in person”**
12. **Clause 12 (4) – DELETE “as, being entitled to do so, vote in person”**
13. **Clause 16 (1) & (2) – After Any election INSERT “other than to elect the President or Deputy President”, REPLACE “generally in accordance with the provisions of the *Local Government Act 1995* as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”.**
14. **Clause 16 (2) (f) – REPLACE two instances of “2” with “1”.**
15. **INSERT Clause 16A – Election Procedure – President and Deputy President**
  - (1) **An election to elect the President or Deputy President shall be conducted as follows:**
    - (a) **the Chief Executive Officer or his/her delegate shall act as returning officer;**
    - (b) **representatives are to vote on the matter by secret ballot;**
    - (c) **votes are to be counted on the basis of “first-past-the-post”;**
    - (d) **the candidate who receives the greatest number of votes is elected;**
    - (e) **if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;**
    - (f) **any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;**
    - (g) **when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d);**
    - (h) **if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots**

#### **IN BRIEF**

- A number of amendments are proposed to the WALGA Constitution.
- The proposed amendments were endorsed by a special majority of State Council at the meeting on 7 July 2021.

in the presence of any scrutineers who may be present to determine which candidate is elected.

16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.
17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.
18. Clause 22 (3) – DELETE “in person”
19. DELETE Clause 22 (4) (b).
20. Clause 23 (3) – DELETE “in person”
21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”
22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”
23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”
24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person”
25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person”
26. Clause 31 (4) (c) – DELETE “and Regional Development”.

### **CARRIED BY SPECIAL MAJORITY**

#### **Executive Summary**

- A number of amendments are proposed to the WALGA Constitution;
- Amendments are necessary:
  - To remove requirements for delegates to attend annual and special general meetings in person; and,
  - As a result of WALGA’s change of financial year end to 30 June, from the previous 31 May year end.
- Other amendments are proposed to:
  - Allow a second vote to be conducted if two candidates tie in an election for President or Deputy President;
  - Clarify the application process for Ordinary and Associate Members;
  - Simplify the process for providing notice of State Council meetings;
  - Allow motions at Special State Council meetings to be passed with a simple, as opposed to absolute, majority, except as required elsewhere in the Constitution, such as the absolute majority requirement to adopt the budget; and,
  - Tidy up outdated wording.
- The proposed amendments to the Constitution were passed at the 7 July 2021 State Council meeting by a Special Majority.
- Consequently, these Constitutional Amendments are now being put to the 20 September 2021 Annual General Meeting.

#### **Attachment**

- [WALGA Constitution – Proposed Amendments Mark-Up](#)

#### **Background**

Amendments to the Constitution are required to allow delegates to attend and vote virtually through a videoconference, webinar or other platform at Annual or Special General Meetings of the Association if required.

In addition, WALGA has this year changed its financial year end from 31 May to 30 June. The 30 June year end means that WALGA’s financial year now aligns with Local Governments’ year end. Amendments to clauses relating to the budget, termination of membership and the timeframe for holding the AGM are required as a result of this change.

The requirement to amend the Constitution has provided an opportunity to amend the election procedure for WALGA President and Deputy President. The proposed change would enable a second ballot to be held if two or more candidates are tied for the position. This aligns with the procedure in the *Local Government Act 1995* for the election by Council of Mayors, Presidents, Deputy Mayors and Deputy Presidents.

Other minor changes to remove outdated and tidy up wording are proposed, as per the mark-up version of the Constitution attached.

### **Comment**

Amendments to the Constitution require endorsement by a special (75 percent) majority at State Council, as well as a 75 percent majority at an Annual General Meeting or Special General Meeting.

As the proposed amendments were endorsed by State Council at the 7 July meeting, they are now being put to the 20 September 2021 WALGA Annual General Meeting

## 3.2 Cost of Regional Development

Shire of Gnowangerup Delegate to move:

Moved: Cr Fiona Gaze, Shire of Gnowangerup

Seconded: Cr Greg Stewart, Shire of Gnowangerup

That WALGA makes urgent representation to the State Government to address the high cost of development in regional areas for both residential and industrial land, including the prohibitive cost of utilities headworks, which has led to market failure in many regional towns.

**CARRIED**

### ***IN BRIEF***

- The shortage of long-term and short-term accommodation for workers in regional areas, combined with the high cost of developing land, has become an urgent issue.
- Government intervention is needed.

### **MEMBER COMMENT**

At the most recent Great Southern Zone meeting, a number of Shires raised the urgent issue of a shortage of long-term and short-term accommodation for workers and the high cost of developing land. DevelopmentWA has been approached for a solution and has provided the following response:

*“The costs associated with the development of land across regional Western Australia are dramatically inflated by the servicing standards (including statutory charges) that are imposed upon the developer by the servicing agencies. There is no latent capacity in the Western Power electrical distribution network across the Wheatbelt and Great Southern, allowing Western Power to impose any upgrading costs upon a land developer under its “user pay” principles.*

*It is our experience that the development costs to create a conventional residential allotment on the edge of a town ranges from \$100,000 to \$160,000 per lot and it is not uncommon for us to be confronted with development costs between \$200,000 and \$400,000 per lot for industrial sites. As you would appreciate, if lots are created and then released into the market, regional based buyers would not entertain paying a price which will allow the developer to recover those costs, let alone make a profit.*

*This situation produces a failure in the market and DevelopmentWA receives a modest annual subsidy from the State Government to undertake land developments on behalf of Local Governments where a demand for new land exists and the private sector is not responding.”*

There is considerable pressure on the Regional Development Assistance Program, and the high cost of headworks particularly for water and electricity are a major disincentive to development by the private sector and Local Government. Urgent government intervention is needed to ensure that housing for workers for vacancies in industry in rural areas is delivered at a reasonable cost.

### **SECRETARIAT COMMENT**

Market failure in the provision of residential and industrial land occurs across most of regional Western Australia. State Government intervention was previously provided through the Regional Headworks Program, funded by Royalties for Regions, and through commitments from the utility providers to spread the costs of upgrading and extending infrastructure to service additional land across their customer base, rather than pass these costs to the developer. These arrangements no longer exist.

Strong growth in the demand for housing in regional WA has again highlighted this market failure and the consequent impacts on employment and economic development. The Regional Development Assistance Program delivered by DevelopmentWA is the only State Government support for industrial and residential land development in regional towns. The experience of Local Governments in accessing the Regional Development Assistance Program and the demand on the modest budget allocation will be important information to underpin advocacy for an achievable path to housing growth in regional towns.

### 3.3 CSRFF Funding Pool and Contribution Ratios

*Shire of Dardanup Delegate to move:*

**Moved:** Cr Peter Robinson, Shire of Dardanup  
**Seconded:** Cr Carmel Boyce, Shire of Dardanup

**That WALGA lobby the State Government to:**

- 1. Increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered.**
- 2. Increase the \$1 million per annum quarantined for female representation to \$2 million per annum.**

**CARRIED**

#### **MEMBER COMMENT**

There is currently \$12.5 million available in the 2021 Community Sporting and Recreation Facilities Fund (CSRFF). \$1 million of this funding per year, for the next four years, has been specifically set aside for projects that increase female participation in sport and recreation, such as unisex change rooms. An additional \$2.5 million per annum for the next four years is also available in a new sub program called the Club Night Lights Program (CNLP). Therefore the total amount of funding available under the CSRFF program is \$15 million per annum for the next 4 years.

The current CSRFF funding model requires 1/3 contribution from local governments, 1/3 contribution from the clubs and 1/3 could be funded through CSRFF. Some CSRFF applications are eligible for up to one half of the project cost. The eligibility is measured against key development principles with applicants proving eligibility through completion of additional forms and process.

Over the last four CSRFF funding rounds, the WA State Government has contributed an average grant amount of \$424,270 to 91 projects. To put that figure into the terms of a sporting club's contribution, it would take 424 Bunnings sausage sizzles to raise enough money to fund 1/3 of the average State assisted project. Even if a club contributes a portion of this through volunteer labour and in-kind donations, the staggering figure is simply unattainable - which leaves local government to pick up the tab on over 66% of the bill.

Other Australian states use different structures to fund sporting infrastructure, for example, in Queensland the Active Community Infrastructure program allows \$40 million over three years. Unobstructed by percentage contribution rules, the Queensland State Government will invest up to \$1 million per project. Each EOI submission is evaluated on a case by case basis. In round one, the Queensland Government will deliver \$16 million in funding for sport and recreation infrastructure projects to 21 organisations. The average size of these grants is \$741,826, a figure that is almost double that of Western Australia's average contribution and close to 50% of the average cost of building a small pavilion with change rooms.

It is recommended that WALGA lobby the State Government to increase the funding available to \$25 million per annum and to increase the ratio to 50%. In this way, the total number of projects could still be maintained and the impost on local clubs and Local Government ratepayers could be reduced.

#### ***IN BRIEF***

- Clubs are not able to contribute their one third required contribution towards facilities and major projects as required under CSRFF framework;
- This results in Local Governments having to fund two thirds of new infrastructure at significant cost to ratepayers;
- Support is sought for WALGA to lobby State Government to increase funding towards this program and to allow a 50:50 split between State and the local communities.

## SECRETARIAT COMMENT

WALGA has advocated for funding for the Community Sporting and Recreation Facilities Fund (CSRFF) to be increased to \$25 million per annum for a number of years, most recently as part the Association's 2020 [State Election campaign](#) and [WALGA's 2020-21 State Budget Submission](#).

Funding for the CSRFF will increase from \$12 million in 2021-22 to \$12.5 million in 2022-23. \$10 million over four years has also been allocated for sports floodlighting infrastructure under the Club Night Lights Program.

WALGA's Advocacy Position 3.7.1 Community Infrastructure states:

*"The Association supports Local Government initiatives and infrastructure that contribute to the health and wellbeing of the community."*

### 3.4 Regional Telecommunications Project

*Shire of Esperance Delegate to move:*

**Moved: Cr Jennifer Obourne, Shire of Esperance**  
**Seconded: Cr Malcolm Cullen, Shire of Coolgardie**

**That WALGA strongly advocates to the State Government to increase funding for the Regional Telecommunications Project to leverage the Federal Mobile Black Spot Program and provide adequate mobile phone coverage to regional areas that currently have limited or no access to the service.**

**CARRIED**

#### **MEMBER COMMENT**

The regions are the powerhouse of the Western Australian economy and the sustainability of their futures relies on enhanced connectivity. Co-investment by state and federal governments along with Telcos is critical to increase coverage in areas that would otherwise be difficult to justify on economic grounds as it is an expensive and complex exercise.

Under the Barnett Government, there was \$60 million in the bucket of funding for regional telecommunications and partnering with the Commonwealth, there were 89 towers delivered within the federal electorate of O'Connor alone.

After the Labor Government took office, this bucket of State funding has decreased to only \$5 million for the entire state and the installation of towers has dried up significantly. On the contrary, the Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million since the initial Round 1. Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

The State Government's forward estimates show no commitments to the program, demonstrating a lack of long term commitments by the State Government to the Regional Telecommunications Project. Service providers such as Telstra are reluctant to install regional mobile telecommunications infrastructure without third party funding.

Solving the coverage and capacity gaps in regional WA is critical for the success of our regions and a matter of equity for country constituents.

#### **SECRETARIAT COMMENT**

As identified, the Commonwealth Government committed \$380 million over six rounds to the Mobile Black Spot Program (the Program). In April 2020 the Round 5 results were announced, with a further 182 base stations to be funded in regional and remote Australia.

The Commonwealth Government has committed \$80 million for Round 6 of the Program and is expected to commence after the Round 5A process is complete.

Since 2012, State Governments have committed to improving mobile connectivity in regional Western Australia, currently through its Regional Telecommunications Project (RTP) and previously via the Regional Mobile Communications Project (RMCP).

#### ***IN BRIEF***

- State funding has decreased to only \$5 million for the entire state and the installation of towers have dried up significantly.
- The Federal Government has allocated its largest allocation of funding in Round 6 of \$80 million.
- Matching funds from the State is critical to securing funds from the Federal Mobile Black Spot Program which is in threat of being secured by other States with matching funding.

The RTP initial allocation was \$45 million from 2014-15 with a further \$20 million allocated from 2016-17.

The total RTP allocation under the last Coalition Government was \$65 million, which was mainly used for State co-contributions under the Commonwealth Mobile Black Spot Program Rounds 1 and 2. Information on the various MBSP Rounds is here: <https://www.communications.gov.au/what-we-do/phone/mobile-services-and-coverage/mobile-black-spot-program>

The Mobile Black Spot Program Round 4 announced on 22 March 2019 stated “*The Federal and State governments will contribute \$4.3 million each to the Mobile Black Spot Round 4 program in WA, with a further \$6 million from telecommunications companies*”.

The Regional Telecommunications Project Continuation (RTPC) Funding (announced 21 May 2019) provided a further \$20 million allocation from 2019-20 by the Labor Government, bringing total RTP funding to \$85 million.<sup>4</sup>

On 21 April 2020 a joint Commonwealth/State media statement announcing the Mobile Black Spot Program Round 5 outlined “*under Round 5, \$29.7 million will be invested in mobile infrastructure in Western Australia. This includes \$12.8 million funding from the Commonwealth and \$5.5 million from the Western Australian Government*”.

The outcomes of Round 1 of the Regional Connectivity Program were announced on 28 April 2021 advising that “*the McGowan Government will contribute \$5.88 million to projects under the Commonwealth's Regional Connectivity Program to help bring mobile and broadband infrastructure to some of Western Australia's most under-served areas*” and “*the State's investment has attracted co-funding of \$17.1 million from the Commonwealth and additional funding from project applicants and third party contributors*”.<sup>5</sup>

Along with the Digital Farm Grants Program Round 3 announced in January 2021 of a “*\$6.3 million investment by the State delivering high-speed broadband to 600 farmers and residents across WA's grain growing regions under Round 3 of the Digital Farm program*” there continues to be considerable investment in Telecommunications in WA.<sup>6</sup>

Notwithstanding, the need is still significant, with the Shire of Esperance motion to increase State funding by way of co-contribution to leverage Federal programs to regional areas that have limited or no access is supported.

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<sup>4</sup> <https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/05/20-million-dollars-on-the-table-for-regional-mobile-black-spots.aspx>

<sup>5</sup> <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/04/23-million-dollar-boost-for-regional-connectivity.aspx>

<sup>6</sup> <https://www.mediastatements.wa.gov.au/Pages/McGowan/2021/01/6-point-3-million-dollar-funding-injection-to-bring-high-speed-broadband-to-the-grainbelt.aspx>



### 3.5 Review of the Environmental Regulations for Mining

Shire of Dundas Delegate to move:

**Moved:** Cr Laurene Bonza, Shire of Dundas  
**Seconded:** Cr Tracey Rathbone, Shire of Coolgardie

Regarding a review of the *Mining Act 1978*.

- 1. To call on Minister Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services to instigate a review of the 43-year-old *Mining Act* to require mining companies to abide by environmental regulations, and to support research and development into sustainable mining practices that would allow mining without detriment to diversification and community sustainability through other industries and development.**
- 2. That abandoned mines in regional Western Australia receive a priority action plan with programmes developed to work with rural and remote resource communities to assist in the rehabilitation of these mines as a job creation programme, with funding allocated for diversification projects for support beyond mine life across Western Australia.**

**CARRIED**

#### MEMBER COMMENT

The mining industry currently enjoys concessions in relation to both environmental and planning legislation that are not available to other industries, nor to Local Governments. For example, a mining company can lodge a mine plan which includes a facility to 'bury' tyres. No other industry or Local Government is permitted to put tyres in landfill or otherwise bury or cover up tyres. There is a cost involved with the disposal of old tyres, which under current legislation, the mining industry is exempt from as they are permitted to bury their old tyres. This flies in the face of all the environmental legislation in relation to the disposal of tyres.

In the planning space, a mining company can object to any development on land over which they hold a current mining tenement, whether that ground is currently being actively mined or the ground has been 'tied up' in a project group of tenements and no work has ever been commenced or completed on the subject ground. This can have very detrimental effects on Local Government planning for the future as the mining company can call to a halt any attempt to develop land for any project. For example, in the Shire of Dundas, we have a very real need to have land released for industrial zoning, however, the one area readily available has an existing mining tenement over it and the mining company has lodged an objection to the Shire being able to purchase that land as a freehold title. The mining tenement has been in existence since 1983 and has never been worked. Similarly, the existence of a mining tenement can hamper any proposed land release for development by a Local Government because it 'may' be explored at some future time. The mining sector appears to enjoy these concessions on the fact that it employs a large number of people and, more importantly, generates royalty revenue for the State Government.

#### **IN BRIEF**

The Australian and State Governments has several initiatives and studies completed regarding mining environmental regulating and the Mining Rehabilitation Fund.

Our plan is focused on existing information and plans:

- Industry Australia has done extensive studies in this field: [Mine Rehabilitation \(industry.gov.au\)](http://industry.gov.au).
- There is already an established fund for this possible initiative: [Mining Rehabilitation Fund Yearly Report 2018-19 \(dmp.wa.gov.au\)](http://dmp.wa.gov.au).

We hope to get support for this initiative to get Local Governments across Western Australia involved by receiving some of these funds to actively participate in these rehabilitation works with mining partnerships and Local Government. This opportunity will fund diversification and implement a plan for after mine life, reducing the impacts of the mining boom bust cycle. (WA currently has approx. \$182 million in the mining rehab fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects).

Figures from 2019 indicate that the Mining industry in Australia employs approx. 245,000 people while agricultural industries (including forestry and fishing) employ approx. 333,000.

There is a massive, world-wide push to encourage more sustainable and environmentally friendly practices in all industry. Climate change is the hottest topic around the world and reducing greenhouse gases and implementing the best environmental practices is high on everyone's agenda.

There appears to be a large disconnect between the acceptable practices of the mining industry and the rest of industry and Local Government. Mining, by its very nature, is a finite industry but, current mining techniques cause wholesale destruction on an often-massive scale, most of which can never be recovered to its former state. The agricultural sector, on the other hand, is a sustainable industry whose entire focus is the production of food to keep us alive. Despite this, whilst it is considered appropriate for hundreds of hectares of land to be cleared to accommodate a mine site and all its attendant infrastructure, with scant regard for habitat and/or fauna and flora, a farmer can be fined thousands of dollars and/or face a term of imprisonment for clearing even a tiny portion of native vegetation on his freehold land.

In the planning arena, Section 120 of the *Mining Act 1978* makes provision that whilst any planning scheme made under the *Planning & Development Act 2005*, will be 'taken into account', it will not prohibit or affect the grant of a mining tenement.

It appears to be illogical that every other sector is to be bound by legislation that does not apply to the mining industry. The *Mining Act* is 43 years old and, given the current review of the 26-year-old *Local Government Act*, is well and truly due for some review itself.

We are not opposed to the mining industry, in fact, our whole Shire was born out of the mining industry. However, the current provisions of the *Mining Act 1978* doom us to be forever beholden to the 'boom and bust' nature of mining as it is nearly impossible to create a diverse and sustainable community when the *Mining Act* overrides other legislation. For example, any areas that we may earmark as having huge tourism potential can be wiped out in an instant by the application for a mining tenement over that ground. The loss of tourism potential is not something that can be recovered under a rehabilitation scheme. Rehabilitation should be a route of last resort not the accepted norm. Mining companies need to acknowledge that things such as proper disposal of tyres is a normal cost of conducting their business and act accordingly. There must be some mechanism for preserving unique landscapes that cannot be returned to their former state no matter how good the rehabilitation plan is. The mining industry employs some clever and innovative people and rather than tie up money in rehabilitation schemes (WA currently has approx. \$182 million in the mining rehabilitation fund, generating around \$1 million in interest and of which approx. \$312,000 was used in rehab projects), money should be directed into research and development of alternate and less destructive mining methods that leave our stunning natural environment and fauna more intact and available when mining ceases.

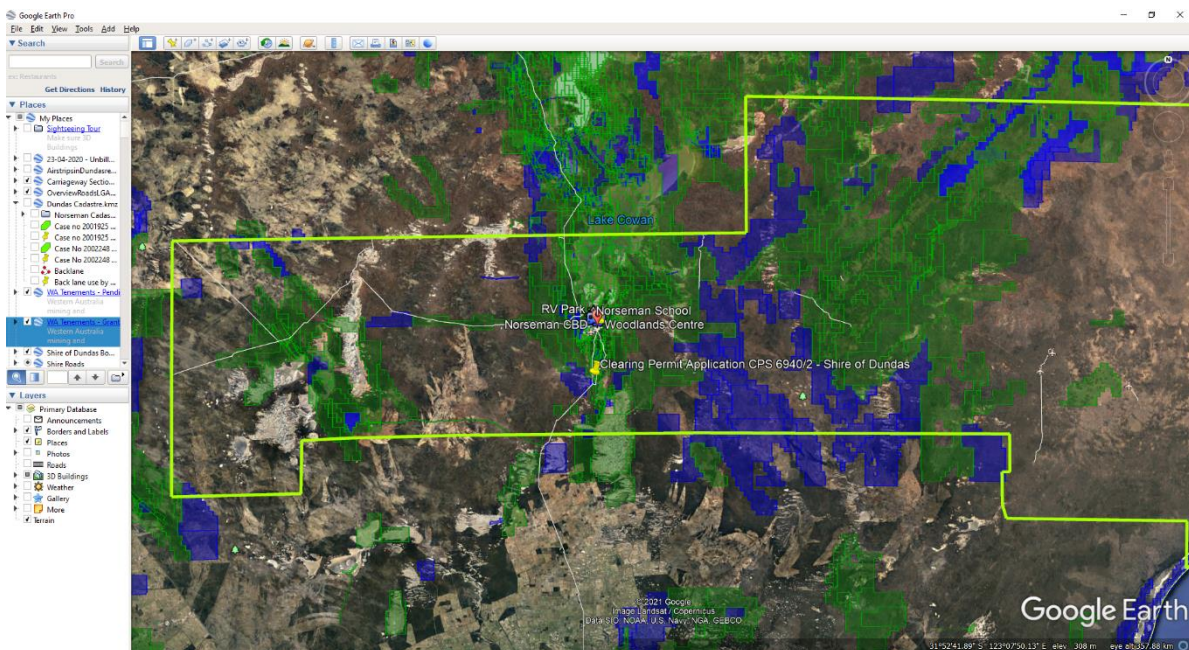
There are many papers available relating to mining impacts and legislation that mining is seemingly exempt from abiding by, some of which are referenced below:

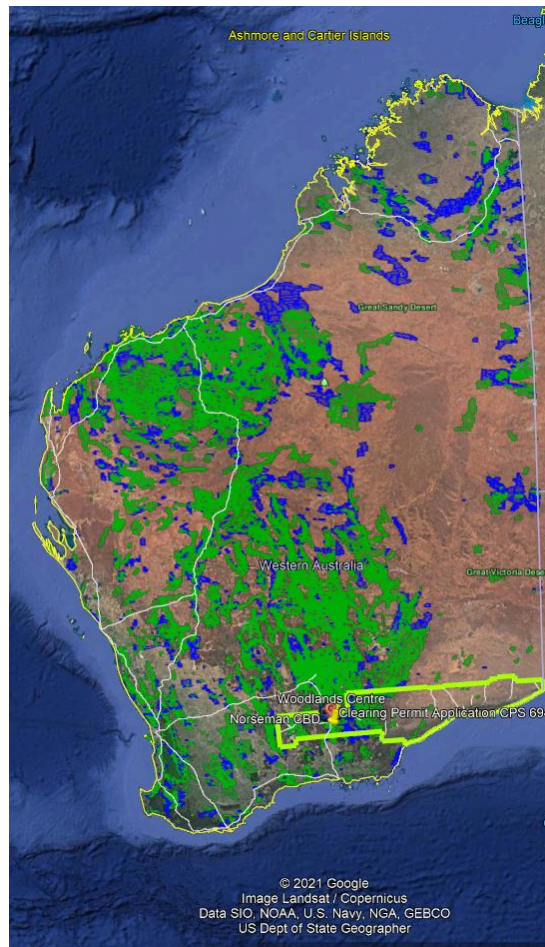
- EPA report 1699, 1 February 2021 [EPA Report 1699 - Lake Way Sulphate of Potash Project.pdf](#)
- Regulations affecting landfill management for local governments. Major relevant legislation is contained within:
  - [The Waste Avoidance and Resource Recovery Act 2007](#)
  - [The Waste Avoidance and Resource Recovery Levy Act 2007](#)
  - [The Waste Avoidance and Resource Recovery Regulations 2008](#)
  - [The Waste Avoidance and Resource Recovery Levy Regulations 2008](#)
- [Guide to drafting waste local laws](#) – the Guide to drafting waste local laws is intended to provide general guidance to local government. It is for use by local governments and the Western Australian Local Government Association.

- [Factsheet: Assessing whether material is waste](#) – this Factsheet provides information to industry on matters relevant to determining whether material is waste under the *Environmental Protection Act 1986* and the *Waste Avoidance Resource Recovery Act 2007* and their associated regulations.
- [Factsheet: - amendments to the Environmental Protection Regulations 1987 - clean fill and uncontaminated fill](#) – this Factsheet provides information on clean fill and uncontaminated fill in accordance with the amended *Environmental Protection Regulations 1987* and the revised *Landfill Waste Classification and Waste Definitions 1996 (amended 2019)*.
- [NBN News | WHITEHAVEN COAL APPROVED TO BURY HUNDREDS OF TYRES](#)
- [Tyre Product Stewardship Scheme | Department of Agriculture, Water and the Environment](#)
- [Mining report finds 60,000 abandoned sites, lack of rehabilitation and unreliable data - ABC News](#)

<b>Mines closed, rehabilitated, and relinquished</b>	
Queensland	0
Western Australia	Unknown
New South Wales	1
South Australia	18
Northern Territory	0
Victoria	1
Tasmania	1

### Status in 2018





*Green area is approved mining leases blue is pending leases*

The Mining Rehabilitation Fund has a substantial amount of funds available and these funds could be put to much better use by funding research into more sustainable practices in the mining industry. Every other industry is required to count legislative compliance as a normal cost of conducting their business. The mining industry must be compelled to do the same.

Mine rehabilitation is all very well and good but, tackles the issue after the '*horse has bolted*'. We could achieve far better outcomes if mining companies worked to adopt sustainable, environmentally friendly, mining techniques that do not need these rehabilitation projects. The burying of tyres is only one part of the problem, and it contributes to the wholesale destruction that goes with mining to the detriment of everything else. There is no tourism value in a rehabilitated mine site. You cannot replace unique granite outcrops and the stunning woodlands once they have been decimated by mining practices. Climate change is happening, and we are currently content to let it be accelerated by actively encouraging poor practice by mining companies.

## **ATTACHMENTS**

- [Photographs](#)
- [Department of Mines, Industry Regulation and Safety – Mining Rehabilitation Fund Yearly Report 2019-20](#)

## SECRETARIAT COMMENT

### **With respect to the Part 1 of the Motion:**

Mining companies are required to comply with relevant environmental regulations and conditions of approval, which includes developing and implementing rehabilitation plans.

The Department of Mines, Industry Regulation and Safety (DMIRS) assesses environmental proposals for prospecting, mining exploration and development activities in accordance with the *Mining Act 1978*. Native vegetation clearing permits are assessed under delegation in accordance with the provisions of the *Environmental Protection Act 1986* and the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. Unconditional Performance Bonds (UPB) may be imposed as mining securities for compliance with environmental conditions imposed under the *Mining Act* in some cases.

Mining, petroleum and geothermal activity proposals that may have a significant impact on the environment are assessed by the Environmental Protection Authority (EPA). In addition, proposals likely to have significant impact to matters of national environmental significance require approval under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999*.

In relation to tyre disposal, the Association acknowledges the significant challenge this poses for Local Governments, particularly those in the non-metropolitan area in regard to end of life tyre management. The Shire of Dundas is to be commended for its commitment to ensuring that tyres generated in the Shire are recycled; this is a significant achievement.

It is a significant barrier that there is not an effective Product Stewardship Scheme for tyres, which covers the full costs, including transport, of recycling tyres. The current situation means that frequently organisations choose the cheapest option for disposal or material, rather than the best environmental and social outcome.

As part of the funding to address the Export Bans for recyclable materials, including tyres, the State and Federal Government is investing over \$18 million in tyre recycling infrastructure for WA. WALGA is investigating how this funding will assist Local Governments across WA to develop sustainable tyre recycling solutions, which focus on resource recovery and minimise landfilling of these products.

### **In relation to Part 2 of the Motion:**

The *Mining Rehabilitation Fund Act 2012* and the *Mining Rehabilitation Fund Regulations 2013* provide the legislative framework for declaring abandoned mine sites and enables the Mining Rehabilitation Fund (MRF) to receive levy contributions made by WA mining operators for the purpose of rehabilitation of abandoned mines and other land affected by mining operations carried out, in, on or under those sites.

Income for the MRF comes from a levy on existing mines based on the size of the operating mine and the expenditure comes from the interest earned by the fund. The MRF is aimed at addressing legacy mines pits that were not subject to the current legislative process and requirements, and where no company or individual can be identified and made responsible for the rehabilitation of the mine.

The Mining Rehabilitation Advisory Panel is an independent body that provides advice to the Director General of the DMIRS on matters related to the MRF, including which abandoned mines should receive funds for remedial action.

The Abandoned Mines Policy provides guidance on how the priorities for the use of the funds and which abandoned mines will be managed. The key principle used in decision making is the level of risk an abandoned mine represents. The policy encourages the use of partnerships with Local Governments, community groups and business in the management and rehabilitation of the selected abandoned mine sites.

## Attachment 3: Action Taken on Resolutions of the 2021 AGM

### Action Taken on Resolutions of the 2021 Annual General Meeting

#### Action Taken on Resolutions of the 2021 Annual General Meeting

<p><b>3.1 Amendments to WALGA's Constitution</b></p> <p>That the WALGA Constitution be amended as follows:</p> <ol style="list-style-type: none"> <li>1. <b>INSERT</b> Definition – “<i>Present</i>” means attendance in person or by electronic means deemed suitable by the Chief Executive Officer.</li> <li>2. <b>Clause 5 (10) – DELETE</b> “and Associate Members”.</li> <li>3. <b>Clause 5 (11) – DELETE</b> “Ordinary Member or”, <b>REPLACE</b> “State Council” with “Chief Executive Officer” in the first sentence, <b>INSERT</b> “or its delegate” after State Council in the second sentence.</li> <li>4. <b>Clause 6 (3) – REPLACE</b> “31 May” with “30 June”.</li> <li>5. <b>Clause 7 (2) – REPLACE</b> “30 June” with “31 July”.</li> <li>6. <b>Clause 11 (1) – after Chief Executive Officer, INSERT</b> “in accordance with the Corporate Governance Charter”.</li> <li>7. <b>Clause 11 (2) – after Chief Executive Officer INSERT</b> “by providing notice to State Councillors of the date, time, place and purpose of the meeting”</li> <li>8. <b>DELETE</b> Clause 11 (3)</li> <li>9. <b>Clause 12 (1) – DELETE</b> “as, being entitled to do so, vote in person”</li> <li>10. <b>DELETE</b> Clause 12 (2)</li> <li>11. <b>Clause 12 (3) – DELETE</b> “as, being entitled to do so, vote in person”</li> <li>12. <b>Clause 12 (4) – DELETE</b> “as, being entitled to do so, vote in person”</li> <li>13. <b>Clause 16 (1) &amp; (2) – After Any election INSERT</b> “other than to elect the President or Deputy President”, <b>REPLACE</b> “generally in accordance with the provisions of the <i>Local Government Act 1995</i> as amended (2) For the purposes of the election referred to in sub-section (1)” with “as follows”.</li> <li>14. <b>Clause 16 (2) (f) – REPLACE</b> two instances of “2” with “1”.</li> <li>15. <b>INSERT</b> Clause 16A – Election Procedure – President and Deputy President</li> </ol>	<p>WALGA's Constitution was amended following endorsement by a special majority at the 2021 AGM. Letters enclosing a copy of the amended Constitution were sent by the WALGA Chief Executive Officer, Nick Sloan, to the Commissioner for Consumer Protection and the Minister for Local Government for their information.</p>
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**Action Taken on Resolutions of the  
2021 Annual General Meeting**

- a. An election to elect the President or Deputy President shall be conducted as follows:
  - i. the Chief Executive Officer or his/her delegate shall act as returning officer;
  - ii. representatives are to vote on the matter by secret ballot;
  - iii. votes are to be counted on the basis of “first-past-the-post”;
  - iv. the candidate who receives the greatest number of votes is elected;
  - v. if there is an equality of votes between two or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued, and the meeting adjourned for not more than 30 minutes;
  - vi. any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes;
  - vii. when the meeting resumes, an election will be held in accordance with sub-sections 1(a), 1(b), 1(c) and 1 (d);
  - viii. if two or more candidates receive the same number of votes so that sub-section 1(d) cannot be applied, the Chief Executive Officer is to draw lots in the presence of any scrutineers who may be present to determine which candidate is elected.
- 16. Clause 21 (4) – REPLACE “Chairman” with “Chair”.
- 17. Clause 22 (1) – REPLACE “in August or September of” with “prior to 31 October”.
- 18. Clause 22 (3) – DELETE “in person”
- 19. DELETE Clause 22 (4) (b).
- 20. Clause 23 (3) – DELETE “in person”
- 21. Clause 24 (2) – DELETE “and of which vote is to be exercised in person”
- 22. Clause 24 (4) – DELETE “as, being entitled to do so, vote in person”
- 23. Clause 28 (1) – DELETE “The common seal shall be held in the custody of the Chief Executive Officer at all times.”

Action Taken on Resolutions of the 2021 Annual General Meeting	
<p>24. Clause 29 (1) – DELETE “as, being entitled to do so, vote in person”</p> <p>25. Clause 29 (2) – DELETE “as, being entitled to do so, vote in person”</p> <p>26. Clause 31 (4) (c) – DELETE “and Regional Development”.</p>	
<p><b>3.2 Cost of Regional Development</b></p> <p>That WALGA makes urgent representation to the State Government to address the high cost of development in regional areas for both residential and industrial land, including the prohibitive cost of utilities headworks, which has led to market failure in many regional towns.</p>	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The Association has worked with senior officers from Development WA to understand the effectiveness of and changes required to the Regional Development Assistance Program that was designed to address the market failure in towns where the cost of land development exceeds the value of the land made available to market.</p> <p>Subject to State Council support, the WALGA State Budget submission will include advocacy to amend the guidelines for the Regional Development Assistance Program to offer separate streams for small towns and regional cities and significantly increase funding to reflect rapidly escalating development costs and the high level of demand.</p>
<p><b>3.3 CSRFF Funding Pool and Contribution Ratios</b></p> <p>That WALGA lobby the State Government to:</p> <p>3. Increase the CSRFF funding pool to \$25 million per annum and revert the contribution ratio to 50% split to enable more community programs and infrastructure to be delivered.</p> <p>4. Increase the \$1 million per annum quarantined for female representation to \$2 million per annum.</p>	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The WALGA President wrote to the Minister for Culture and the Arts; Sport and Tourism on 28 January 2022 to request an increase in CSRFF funding in line with the AGM resolution.</p> <p>In his response on 3 March 2022 the Minister noted that:</p> <p><i>‘since the 2017 election of the McGowan Government, over \$320 million has been committed to community and regional level sport and recreation infrastructure through a variety of mechanisms, including CSRFF, the WA Recovery Plan, the Club Night Lights Program and election commitments.</i></p> <p><i>The State Government fully supports the development of facilities which encourage female participation. While the quarantined allocation through CSRFF is \$1 million, I am happy to advise that, since inception, this has been exceeded and in the most recent CSRFF</i></p>



**Action Taken on Resolutions of the  
2021 Annual General Meeting**

	<p><i>round, approximately \$4.93 million was allocated to projects that proposed to develop new or upgraded gender neutral changerooms to encourage female participation.'</i></p>
<p><b>3.4 Regional Telecommunications Project</b></p> <p><b>That WALGA strongly advocates to the State Government to increase funding for the Regional Telecommunications Project to leverage the Federal Mobile Black Spot Program and provide adequate mobile phone coverage to regional areas that currently have limited or no access to the service.</b></p>	<p>This resolution was endorsed for action by State Council at its December 2021 meeting.</p> <p>The Association has advocated at State and National level for improvements to the coverage, resilience and capacity of mobile telecommunications. The incoming Federal Government has committed \$400 million to expand multi-carrier mobile phone coverage.</p> <p>The Association committed resources to participate in the State Government Digital Inclusion Working Group, that considered proposals to adopt and subsidise new technologies that extend the coverage from existing mobile telephone towers. The State Government is yet to announce whether any of these proposals will be supported.</p> <p>WALGA has further developed working relationships with the Department of Primary Industry and Regional Development to support the case for State Government co-investment with the Federal Government and carriers to maximise opportunities for mobile phone coverage expansion in WA. The 2022-23 State Budget includes \$48.6 million to expand and upgrade mobile and broadband coverage and services throughout the regions that will leverage nearly \$100 million of Federal and private sector funds to boost regional digital connectivity.</p> <p>The Association encouraged and supported Local Governments in eligible areas to submit applications under the Peri-urban Mobile Program (PUMP) in early 2022. Twelve of the 50 sites funded under this \$28.2 million program were in WA.</p>

**Action Taken on Resolutions of the  
2021 Annual General Meeting**

<p><b>3.5 Review of the Environmental Regulations for Mining</b></p> <p>Regarding a review of the <i>Mining Act 1978</i>:</p> <p>3. To call on Minister Bill Johnston, Minister for Mines and Petroleum; Energy; Corrective Services to instigate a review of the 43-year-old <i>Mining Act</i> to require mining companies to abide by environmental regulations, and to support research and development into sustainable mining practices that would allow mining without detriment to diversification and community sustainability through other industries and development.</p> <p>4. That abandoned mines in regional Western Australia receive a priority action plan with programmes developed to work with rural and remote resource communities to assist in the rehabilitation of these mines as a job creation programme, with funding allocated for diversification projects for support beyond mine life across Western Australia.</p>	<p>This resolution was referred to the Mining Communities Policy Forum and the People and Place Policy Team for further advocacy work by State Council at its December 2021 meeting.</p> <p>The Mining Communities Policy Forum met to discuss the resolution on 8 November 2021.</p>
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# ROLLING ACTION SHEET

## ROLLING ACTION SHEET

**September 2022 (encompassing Council Resolutions up to Ordinary Council Meeting held 25 August 2022)**

Where a tick is indicated this Item will be deleted in the next update

Note: Where no progress has occurred on implementing a resolution since the last update this comment will be made in the right hand column titled 'Progress Since Last report' but will not be included in the 'Past Comments' column. Only comments detailing specifics of how the resolution is being implemented are contained in the 'Past Comments' column.

Council Decision No.	Wording of Decision	Responsible Officer	Past Comments	Progress Since Last report	✓
C.02/1216 Acquisition of Dumpling Gully Precinct	That Council request the CEO to investigate the options of the Shire of Bridgetown-Greenbushes taking ownership of the Dumpling Gully Dams (and associated area) commonly called the Dumpling Gully Precinct to incorporate the area into a Shire Reserve which can be developed for both passive and active recreation activities for the community and to manage and protect the Wetlands and associated unique fauna and flora of the region.	T Clynch	<p>Correspondence forwarded to Water Corporation on 23 December 2016. Response received 28 February 2017 indicating in-principle support to the proposal (April 2017).</p> <p>A meeting was held with the Water Corporation and Talison Lithium on 19.6.17 to further discuss the processes for de-proclamation of the drinking water source and the need to engage with DPAW (July 2017).</p> <p>A meeting is scheduled for 3 September with Water Corporation to progress this matter (September 2018).</p> <p>Advice received from Water Corporation that is continuing to work with Department of Water and Environmental Regulation (DWER) about excising the dam from State Forest (requires Cabinet approval) and resolving the water allocation issues. A follow up meeting with DWER is being planned (October 2018).</p> <p><b>January 2019</b> Refer item in January agenda.</p> <p><b>February 2019</b> Submission lodged with Department of</p>	<p><b>September 2022</b> No progress since last report.</p>	✓

			<p>Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p><b>September 2019</b> DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this source means that it is no longer used by the Water Corporation to supply public drinking water. The DWER recommendation is that the catchment should now be abolished to enable increased recreation, tourism and customary activities.</p> <p><b>October 2019</b> The process to transfer the land from State Forest is progressing.</p> <p><b>March 2020</b> The Shire President and CEO had a meeting with the Minister for Environment about growth strategy projects and took the opportunity to ask for an update on transfer of the former Water Corporation dams to the Shire. A response was subsequently received from the Minister advising that DBCA is supportive in-principle of the Shire's request to use the dams for recreation but a number of issues need to be addressed with both the Shire and Water Corporation. A meeting of all parties is to be requested to expedite the matter.</p> <p><b>May 2020</b> A meeting of relevant agencies is required but hasn't been able to be arranged due to COVID-19. With the current easing of</p>		
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			<p>restrictions a meeting is to be scheduled.</p> <p><b>July 2020</b> A meeting with DBCA is being arranged for August.</p> <p><b>August 2020</b> A meeting was held with DBCA to discuss a number of matters including the dumpling gully precinct. This led to an understanding that a meeting with all parties (Shire, DBCA and Water Corporation) needs to be held and this is currently being arranged.</p> <p><b>September 2020</b> A request has been submitted to DBCA for a meeting to be held between Shire, DBCA and Water Corporation to identify issues to enable this proposal to be progressed.</p> <p><b>June 2021</b> A meeting was held last week with an officer of the Water Corporation to discuss any issues precluding transfer of the land to the Shire. All matters have been addressed and the issue is currently with DBCA to progress. An update has been requested from DBCA.</p> <p><b>July 2021</b> Contact has been made with DBCA to arrange a meeting of stakeholders to accelerate the disposal to the Shire of the Dumpling Gully dams.</p> <p><b>July 2022</b> No progress since last report</p>		
C.09/0321 Greenbushes CBD Parking & Safety Enhancement Project	That Council: 1. Endorses the final concept (layout) plan for the Greenbushes CBD Parking & Safety Enhancement Project as per Attachment 6. 2. Notes and acknowledges the contribution	T Clynch	<p><b>April 2021</b> Work has been done in reformatting the final concept (layout) plan into a plan suitable for lodging with an application for subdivision to excise the land for the car</p>	<b>September 2022</b> No progress since last report.	

	<p>by Talison Lithium Pty Ltd to fund the land acquisition component of the Greenbushes CBD Parking &amp; Safety Enhancement Project</p> <p>3. Amends the 2020/21 budget to reflect the financial contribution by Talison Lithium Pty Ltd, being unbudgeted revenue and matching unbudgeted expenditure of \$80,000 noting that in the event of expenditure being less than this amount a reduced financial contribution will be received.</p> <p>4. Authorise the CEO to lodge an application for subdivision to excise the land required for the Greenbushes CBD Parking &amp; Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</p> <p>5. Authorise the CEO to complete the land acquisition processes for excising the land required for the Greenbushes CBD Parking &amp; Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.</p>		<p>park from existing lots. The subdivision application form is being prepared and is awaiting signing by the land owners prior to submittal to the Western Australian Planning Commission.</p> <p><b>May 2021</b> Awaiting endorsement of the subdivision application by land owners.</p> <p><b>August 2021</b> Surveyor appointed to lodge subdivision application</p> <p><b>September 2021</b> Preliminary assessment of the subdivision application has been received from DPLH, necessitating some minor changes to the plan of subdivision. Consultation is occurring with the owner on these changes before the application is resubmitted.</p> <p><b>October 2021</b> Subdivision application has been lodged and awaiting determination by Western Australian Planning Commission.</p> <p><b>November 2021</b> Still awaiting approval of the subdivision application by Western Australian Planning Commission</p> <p><b>December 2021</b> Subdivision application is currently being referred by Western Australian Planning Commission to referral agencies. Request for Tender documentation to be prepared shortly which will include an external review of construction specifications and cost estimates.</p> <p><b>January 2022</b> This project was discussed at the January Concept Forum and a report has been included in the January Council agenda.</p> <p><b>February 2022</b> Approval for the subdivision to excise the</p>		
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			<p>land off the existing lots has been granted by the Western Australian Planning Commission. It is now intended to proceed with surveying and preparation of relevant documents for completion of the land transfer, including payments to the existing land owners.</p> <p><b>March 2022</b> Survey documents have been completed and lodged at Landgate.</p> <p><b>May 2022</b> Clearance of subdivision conditions now occurring.</p> <p><b>June 2022</b> A briefing/update will be provided to councillors in next 2 months.</p> <p><b>July 2022</b> Awaiting finalisation of grant agreement with Australian Government for allocation of LRCIP Phase 3 funding to this project. Excision of land for purchase is currently at settlement stage.</p> <p><b>August 2022</b> Land transfer process nearing completion. Awaiting final endorsement of LRCIP funding application which will allocate funding to enable this project to be completed in 2021/22.</p>		
C.09/0521 Access and Inclusion Advisory Committee Membership & Visitor Centre Access	<p>1. That Council direct the CEO to investigate options to increase the accessibility of the current Visitor Centre building.</p> <p>2. That Council endorse the appointment of community member Roberta Waterman to the Access and Inclusion Advisory Committee.</p>	T Clynych	<p><b>June 2021</b> This action is linked to Resolution C.08/0421 Visitor Information Services &amp; Brierley Jigsaw Gallery Outsourcing Business Case with the consultations associated with that resolution informing this issue.</p> <p><b>September 2021</b> Accessibility is a consideration in the current planning being undertaken for the CRC to move to the Visitor Centre.</p>	<p><b>September 2022</b> The general matter of upgrade works to the Visitor Centre was discussed at the September Concept Forum. The A/CEO agreed to provide a further briefing to the October forum.</p>	



			<p><b>October 2021</b> The draft plans for fit out of the visitor centre include retrofitting an automatic sliding door at the entrance.</p> <p><b>November 2021</b> The investigation into improving accessibility to the Visitor Centre building are linked to the development of plans for the CRC to relocate to that building.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> On hold pending further developments in possible redesign of visitor centre building</p> <p><b>February 2022</b> On hold pending further developments in possible redesign of visitor centre building.</p> <p><b>May 2022</b> The fit out plans prepared by the Bridgetown CRC do propose to improve accessibility into the building however those plans have yet to be endorsed by Council. It can be assumed that no matter what changes to the plans may occur the accessibility issues will be addressed however until such time as the plans are endorsed this item will remain on the Rolling Action Sheet.</p> <p><b>June 2022</b> Improving accessibility of the visitor centre will be considered in the proposed building renewal works proposed to occur in 2022/23.</p> <p><b>July 2022</b> No update since last month's report</p>		
C.11/0621 Civic Centre Car Park, Steere Street and Stewart Street	That Council: 1. Note the submissions received in 2019 as per Attachment 15 and 2020/21 as per Attachment 16. 2. Request the Chief Executive Officer to implement the	P St John	<p><b>August 2021</b> Funds included in 2021/22 budget with work to be scheduled into 2021/22 works program.</p>	<b>September 2022</b> Design of the works have been completed with the calling for quotes to occur shortly.	

Precinct	<p>design of Civic Centre Car Park, Steere Street and Stewart Street Precinct as per Attachment 13.</p> <p>3. Authorise the Chief Executive Officer to execute any minor modifications as may be necessary to safely and efficiently implement the project.</p>		<p><b>October 2021</b> Some preliminary works for car parking on Stewart Street have recently commenced.</p> <p><b>November 2021</b> The works will occur as part of the 2021/22 road construction program.</p> <p><b>December 2021</b> No progress since last report</p> <p><b>January 2022</b> No progress since last report</p> <p><b>April 2022</b> The works are scheduled to occur as part of the 2021/22 road construction program, weather permitting.</p> <p><b>May 2022</b> Awaiting availability of contractor to undertake new line marking in the Civic Centre car park. The works on Stewart Street and Steere Street will be carried forward to 2022/23 due to limitations in finding contractors and the need to complete grant funded components of the road construction program as a priority.</p> <p><b>June 2022</b> The funding for this project is proposed to be carried forward to 2022/23 due to limitations in finding contractors and the need to complete grant funded components of the road construction program as a priority.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>August 2022</b> This work will be scheduled into the Shire's 2022/23 road construction program.</p>		
C.15/0621b Proposed Land Exchange - Lot 1 (141) Hampton	That Council fund the \$2,500 difference of \$2,500 ex-GST to be paid to the State of Western Australia, necessary for finalization of the proposed land exchange of Part Lot 1 Hampton Street and the closed	T Clynh	<p><b>July 2021</b> Contact made with DPLH to determine process to reactivate the land exchange</p> <p><b>August 2021</b></p>	<p><b>September 2022</b> No further progress.</p>	

<p>Street, Bridgetown and Closed Portions of Henry Street</p>	<p>portions of Henry Street road reserve, adjacent to Lot 1 Hampton Street, Bridgetown</p>		<p>New subdivision application being prepared.  <b>October 2021</b>  Awaiting endorsement of the subdivision application form by the affected land owner.  <b>December 2021</b>  No progress since last report  <b>January 2022</b>  Agreement of the land owner yet to be obtained.  <b>May 2022</b>  A meeting has been held with the land owner and a written agreement is being prepared for consideration.  <b>June 2022</b>  A settlement agent has been engaged to complete the transaction.  <b>July 2022</b>  No update since last month's report  <b>August 2022</b>  Settlement process occurring.</p>		
<p>C.02/0721 Review of Local Laws</p>	<p>1. That in accordance with section 3.16(3) of the Local Government Act 1995, Council note and consider the three submissions received in response to its statutory review of Local Laws.</p> <p>2. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to repeal the Pest Plants Local Law.</p> <p>3. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the following Local Laws with reports to be presented to future Council meetings presenting details of the proposed amendments for consideration:</p> <p>(i) Activities on Thoroughfares and Trading in Thoroughfares &amp; Public Places Local Law</p>	<p>T Clynych</p>	<p><b>September 2021</b>  This resolution is being actioned in parts (each Local Law being actioned independently). An item on the repeal of the Pest Plants Local Law is contained in the September Council agenda  <b>October 2021</b>  Report on Pest Plants Repeal Local Law presented to September Council meeting.  <b>December 2021</b>  Pest Plants Repeal Local Law currently being advertised  <b>February 2022</b>  Report on Pest Plants Repeal Local Law will be presented to March Council meeting. Other proposed amendments to local laws as per the resolution will be</p>	<p><b>September 2022</b>  No update since last report.</p>	

	<p>(ii) Cats Local Law (iii) Fencing Local Law (iv) Health Local Law (v) Standing Orders Local Law</p> <p>4. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to retain without amendment the following Local Laws:</p> <p>(i) Bush Fire Brigades Local Law (ii) Cemeteries Local Law (iii) Dogs Local Law (iv) Parking &amp; Parking Facilities Local Law</p> <p>5. That in accordance with section 3.12 of the Local Government Act 1995 Council resolves to make a Waste Local Law with a report to be presented to a future Council meeting presenting a draft Local Law for consideration.</p> <p>6. In accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the Local Government Property Local Law by reviewing clause 5.3 of the Local Law with a report on this proposed amendment to be presented to future Council meetings.</p>		<p>addressed in turn.</p> <p><b>March 2022</b> Report on Pest Plants Repeal Local Law and Fencing Local Law are included in March Council agenda. Other proposed amendments to local laws as per the resolution will be addressed in turn.</p> <p><b>April 2022</b> Reports on the Pest Plants Repeal Local Law and Fencing Local Law were presented to Council's March meeting.</p> <p><b>May 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the June Council meeting. An enquiry has been submitted to WALGA seeking information to inform the potential change to clause 5.3 of the Property Local Law.</p> <p><b>June 2022</b> The proposed amendment to the Fencing Local Law will be submitted to the July Council meeting.</p> <p>A response has been received from WALGA about gender signage on public toilets and further research into this issue is required.</p> <p><b>July 2022</b> The Pest Plants Repeal Local Law 2021 was gazetted on 5 July and is operational from 19 July 2022.</p> <p><b>August 2022</b> No update since last report.</p>		
C.06/0721 Rating Status of Lot 600 (185) Hampton Street, Bridgetown (Bridgetown)	1. Acknowledge that clarity is required for definitions contained within Section 6.26(2) of the Local Government Act regarding the rateability of land and this has potential to raise implications for other ratepayer groups.	M Larkworthy	<p><b>December 2021</b> No progress of this has occurred</p> <p><b>January 2022</b> Preparation of a draft policy for presentation to a future meeting of Council</p>	<p><b>September 2022</b> Following receipt of legal advice and further research of Local Government industry practice Officers briefed Councillors at the September Concept</p>	√

Repertory Club)	<ol style="list-style-type: none"> <li>2. In order to correctly apply Section 6.26 of the Local Government Act and according to best practice note that additional research is to be undertaken to clarify key definitions contained in Section 6.26(2) of the Local Government Act to inform the development of a policy to aid in future decision making.</li> <li>3. Maintain the status quo for the 2021/22 rating year in relation to the rateable status of Lot 600 (185) Hampton Street, Bridgetown.</li> <li>4. Directs the CEO to investigate and present to Council a draft policy on the application of Section 6.26(2) of the Local Government Act and the granting of rate concessions for rateable properties owned by community/sporting groups.</li> </ol>		<p>is occurring</p> <p><b>February 2022</b> No progress since last update</p> <p><b>March 2022</b> Seeking advice on definition of 'public purpose' in order to inform development of policy.</p> <p><b>April 2022</b> Legal advice is being sought in order to inform a report to Council.</p> <p><b>May 2022</b> Legal advice still pending.</p> <p><b>June 2022</b> Preliminary legal advice has been received with follow up advice pending after which a report will be presented to Council</p> <p><b>July 2022</b> Following further consideration of advice received it is proposed this item be presented to Council's August Concept Forum.</p> <p><b>August 2022</b> Due to budget preparation workload this item was not presented in August, it will now be presented to the September Concept Forum.</p>	<p>Forum as to the rateable status of the Bridgetown Repertory Club property. It was confirmed that Lot 600 (185) Hampton Street, Bridgetown qualifies as non-rateable property in accordance with Section 6.26(2)(g) of the Local Government Act being land used exclusively for charitable purposes,</p> <p>A draft policy is included for Council's consideration on this month's Agenda. on the application of Section 6.26(2) of the Local Government Act and the granting of rate concessions for rateable properties owned by community/sporting groups.</p>	
C.10/0821a Proposed Land Purchase – Lot 501 on Deposited Plan 54482	That Council resolves to purchase Lot 501 on Deposited Plan 54482 for the sum of \$500 GST inclusive and funds the acquisition and land transfer costs by transferring a sum up to \$2,000 from the Land and Buildings Reserve.	T Clynych	<p><b>September 2021</b> Offer and Acceptance being prepared</p> <p><b>November 2021</b> No progress since last update</p> <p><b>January 2022</b> Agreements have been received from land owners and appointment of settlement agent is pending</p> <p><b>March 2022</b> A new settlement agent is to be appointed. Agreement to be reached with land owners seeking consent to use same settlement agent.</p> <p><b>April 2022</b></p>	<p><b>September 2022</b> No further progress.</p>	

			<p>A settlement agent has been selected.  <b>May 2022</b>  Due to workload the selected settlement agent was unable to progress the transfer process so a new settlement agent is being appointed.  <b>June 2022</b>  A new settlement agent has been appointed.  <b>July 2022</b>  No update since last month's report  <b>August 2022</b>  Settlement process occurring.</p>		
C.07/0921 Proposed New Local Planning Policy – Exemptions from Development Approval	<p>That Council pursuant to Schedule 2 Part 2 Clause 4 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts Draft Local Planning Policy – ‘Exemptions from Development Approval’ for the purpose of public advertisement in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the policy being modified to;</p> <ol style="list-style-type: none"> <li>1. Remove paragraph 3.3 clause (b);</li> <li>2. From clause (c), remove the words “In the case where a building envelope does not apply” and renumber this clause (b).</li> </ol>	L Guthridge	<p><b>October 2021</b>  Advertising in Manjimup Bridgetown Times 13.10.21. Closing date for submissions is 3.11.21.  <b>November 2021</b>  Submission period has been extended to 29.11.21  <b>December 2021</b>  Report will be presented to January 2022 Council meeting  <b>January 2022</b>  With the commencement of the new Senior Planner this item will be progressed for inclusion in the February Council agenda.  <b>February 2022</b>  Due to other priorities the report will be presented to the March Council meeting.  <b>March 2022</b>  Due to other priorities the report will be presented to a future meeting of Council.  <b>April 2022</b>  No progress since last update  <b>May 2022</b>  Report to be presented to Council to adopt the Policy  <b>June 2022</b></p>	<b>September 2022</b> Consultation with stakeholder ongoing. Further report presented to September council meeting.	

			<p>A report was presented to the May Council meeting where Council resolved that consideration of that item be deferred to the June 2022 Council Meeting. A councillor briefing was provided at the June Concept Forum and the item will be re-presented to the June Council meeting.</p> <p><b>July 2022</b> Council at its June meeting resolved that in accordance with Clause 11.1(b) of the Standing Orders debate on this matter be adjourned by the September 2022 Ordinary Council Meeting with the following specified additional information being provided:</p> <ol style="list-style-type: none"> <li>1. Overview on how state legislation and the draft policy interact.</li> <li>2. Response addressing the points raised in Bruce Bebbington's submission.</li> </ol> <p><b>August 2022</b> The procedural motion specified reporting back to Council's September meeting.</p>	
C.19/1021 Waiver of Stallholder Fees for Proposed Farmers Markets	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Grant stall holders at the (yet to commence) fortnightly Farmer Markets an exemption from the Stallholders/Traders fee (Thoroughfares &amp; Public Places Local Law) with the exception of stall holders requiring access to electricity.</li> <li>2. Endorse a new fee and charge of \$15 per stall per day for stall holders at the (yet to commence) fortnightly Farmer's Market who require access to electricity. Noting this will be approximately 2 – 3 primarily food stall/traders who will also require a food business registration. Furthermore public notice of the establishment of this fee be given in accordance with Section 6.19 of the Local Government Act.</li> <li>3. Note the existing exemption of stall holder fees</li> </ol>	M Richards	<p><b>November 2021</b> Advertising of new fee occurred 17 November 2021.</p> <p><b>December 2021</b> The audit of the insurance requirements and provisions of the Blackwood River Markets has yet to commence.</p> <p><b>January 2022</b> No progress from last month</p> <p><b>February 2022</b> No progress since last update</p> <p><b>March 2022</b> LGIS (Shire's insurers) has commenced a risk assessment of the river markets and will provide a report within next 2 weeks.</p> <p><b>April 2022</b> Awaiting report from LGIS.</p>	<p><b>September 2022</b> No update since last report.</p>

	for stalls at the Blackwood River Markets (noting food stalls/traders require a food business registration and direct the CEO to undertake an audit of the insurance requirements and provisions of the Blackwood River Markets.		<p><b>July 2022</b> Report received from LGIS on 20 July 2022. The report will now be reviewed by relevant officers and the Executive.</p> <p><b>August 2022</b> No update since last month's report</p>		
C.11/1221 Review of Plantation Applications Town Planning Scheme Policy	That Council adopt the draft revised Plantation Applications Town Planning Scheme Policy TP.1, as per Attachment 7, and direct the Chief Executive Officer to proceed to public consultation in accordance with Clause 7.6.2 of Town Planning Scheme No.4, with a report and feedback to be presented to a future meeting of Council.	T Clynych	<p><b>January 2022</b> Actioning of this resolution has been deferred to late January due to the commencement of the new Senior Planner in mid-January</p> <p><b>February 2022</b> Advertising to commence next week with closing date for submissions being 23 March 2022.</p> <p><b>March 2022</b> Submission period ends 23.3.22 after which a report will be prepared for either the April or May Council meeting.</p> <p><b>April 2022</b> Submissions being assessed.</p> <p><b>June 2022</b> No update from last report</p> <p><b>July 2022</b> Due to workload associated with development applications the relevant officer hasn't been able to progress the assessment of the submission received on the draft policy. The matter will be presented to Council in next 2 months.</p> <p><b>August 2022</b> No update since last report.</p>	<p><b>September 2022</b> No update since last report.</p>	
C.10/0222 Greenbushes Youth Precinct Community Consultation Report	That Council: 1. Notes and receives the Greenbushes Youth Precinct Community Consultation report, including the revised budget as per Attachment 10. 2. Determine to progress the Greenbushes Youth Precinct project to	M Richards	<p><b>March 2021</b> Skate Sculpture has been engaged to prepare the concept design</p> <p><b>April 2022</b> Concept design underway.</p> <p><b>May 2022</b> Concept planning still occurring</p>	<p><b>September 2022</b> The consultants suggested the concept plan would be delivered before the end of September.</p>	



	<p>concept plan and cost estimates based on the outcomes outlined in the Greenbushes Youth Precinct Community Consultation Report using the capital program budget allocation for the Greenbushes Youth Precinct of \$15,000.</p> <p>3. Amends its 2021/22 budget to transfer the sum of \$15,000 from Account 1349140-22IN to Account 1340260-PJ109.</p>		<p><b>June 2022</b> Concept planning still occurring.</p> <p><b>July 2022</b> Awaiting finalisation of grant agreement with Australian Government for allocation of LRCIP Phase 3 funding to this project. Feature survey and geotechnical assessment in progress as part of concept planning.</p> <p><b>August 2022</b> The feature survey and geotechnical assessment have been completed, the information will be passed onto the design consultants to be included in the concept design.</p>		
<p>C.04/0322 Consideration of Recommendation from Annual General Meeting of Electors – Bridgetown CBD Parking</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Conducts a review of the parking situation in the Bridgetown CBD, incorporating street parking and off-road parking, including loading bays.</li> <li>2. Request the CEO to assess the capacity of Ranger Services to conduct parking patrols on a regular but infrequent basis, with emphasis on illegal parking and report back via the review of the Workforce Plan due to be completed by June 2022.</li> <li>3. Request the CEO to investigate the area in front of Westpac Bank for provision of a disabled parking bay.</li> </ol>	T Clynch	<p><b>April 2022</b> Not commenced</p> <p><b>June 2022</b> Preliminary assessment of the footpath in front of the Westpac Bank has occurred and concept plans are being prepared.</p> <p><b>July 2022</b> No update since last month's report</p> <p><b>August 2022</b> The parking review hasn't commenced however investigations into establishing an ACROD bay on the footpath in front of the Westpac Bank have occurred and a draft plan and cost estimate was presented to the August Concept forum. Funding of third project is provided for in the draft 2022/23 budget.</p>	<b>September 2022</b> No update since last report.	
<p>C.06/0322a Consideration of Recommendation from Annual General Meeting of Electors – Access</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Direct the CEO to engage with the Public Transport Authority requesting consideration towards introducing measures to increase fire access for fire crews along the railway corridor within the Shire of Bridgetown-Greenbushes</li> </ol>	T Clynch	<p><b>April 2022</b> Not commenced</p> <p><b>May 2022</b> Photographic evidence of need for fire mitigation works and mapping is being prepared in order to support the requests</p>	<b>September 2022</b> No update since last report.	

to Rail Corridor	2. Request the Public Transport Authority conduct a higher degree of fire mitigation works on railway reserves within the Shire of Bridgetown-Greenbushes.		to the PTA. <b>June 2022</b> A meeting has been held with a consultant acting for Arc Infrastructure about possible enhanced mitigation works on the railway reserve. <b>July 2022</b> No update since last report	
C.10/0322a Fencing Local Law	That Council amends its Fencing Local Law to introduce a requirement for electrification of fencing along road reserves being inside of the fence line.	T Clynch	<b>April 2022</b> Not commenced <b>May 2022</b> Amendment Local Law will be presented to June Council Meeting. <b>June 2022</b> Due to other urgent matters the item will now be presented to the July Council meeting. <b>July 2022</b> No update since last report	<b>September 2022</b> No update since last report.
C.12/0322 Project Scope - Art Exhibition, Event and Artist in Residence Space at Bridgetown Railway Station	That Council: 1. Endorse the project scope for the business case for the Bridgetown Railway Station to be operated as an art exhibition, event, and artist in residence space. 2. Amend Account 1370060 – Job No. PJ100 'Bridgetown Arts Centre Business Plan' by increasing the budget allocation by the sum of \$2,000, from \$20,000 to \$22,000.	M Richards	<b>April 2022</b> Not commenced <b>May 2022</b> Preliminary discussions have been held with consultant <b>June 2022</b> A start-up meeting has been held with the consultant. Currently identifying key stakeholders for the consultant to engage with. <b>July 2022</b> Consultant has commenced work on the business plan. <b>August 2022</b> Stakeholder meeting and site visit 28 July, where the consensus was the Artist In Residence concept would duplicate currently available services. A change in end use was proposed to link the Gallery	<b>September 2022</b> Report outlining criteria and process for EOI being presented to September council meeting.

			with a commercial enterprise (small bar/micro brewery). A report to Council will be provided. EOI for business owners/developers are being developed for distribution to community.	
C.20/0322 Recommendations from the Cultural Awareness Advisory Committee	That Council: 1. Endorse the change of name of this committee from the Cultural Awareness Committee to the Cultural Inclusion Committee. 2. Endorse the appointment of Jaye Herring as a representative on the Cultural Awareness Advisory Committee to fill the position of a person that identifies as an Aboriginal and/or Torres Strait Islander. 3. Endorse an annual budget allocation of \$10,000 to be used by the committee as seed funding for grants, projects, programs and events including Harmony Week and NAIDOC Week. 4. Direct the CEO to investigate the process and cost associated with dual naming of the Blackwood River (Goorbilyup) and report the findings back to Council by the May Council Meeting. 5. That the Shire provide a standard Acknowledgement of Country to be offered for use within the Shire by community groups, private and business functions in consultation with Local Aboriginal Elder Sandra Hill and report back to Council.	M Richards	<b>April 2022</b> Parts 4 and 5 of the resolution are being progressed. <b>May 2022</b> Part 3 – An allocation for \$10,000 has been included as part of the annual review of the Corporate Business Plan. <b>June 2022</b> The Committee is working on Parts 4 and 5 for reporting back to Council. <b>July 2022</b> No update since last month's report <b>August 2022</b> Part 4 - Waiting to receive support letters from the Local Elders from each shire/language group included in the re-naming project. Letters to each CEO from the shires' included in the project are being drafted and will be sent once support letters are received. Landgate has been contacted and is supportive of the project. Part 5 – A Purchase Order has been sent to Sandra Hill to complete the Standard Acknowledgement of Country.	<b>September 2022</b> Part 5 - The standard Acknowledgement of Country is going to Council in September for consideration. Part 4 – the dual naming of the Blackwood River is progressing, currently waiting on support letters from the Aboriginal Elders representing each language group along the Blackwood River. Once these are received letters to each of the Shire CEO's will be sent out requesting in principle support.
C.05/0422 Stanifer Street 40km/h Speed Zone	That a request be submitted to Main Roads Western Australia seeking a reduction in the speed limit to 40km/h on Stanifer Street from just east of its intersection with George Street to just west of its intersection with Diorite Street with this reduced speed limit being in place until such time as the proposed heavy haulage access road between South Western Highway and the Talison Lithium Mine site is constructed and operational.	S Alexander	<b>May 2022</b> Traffic counter has been setup on Stanifer St and will record data for 2 weeks. <b>June 2022</b> Traffic counter data being processed for submittal to MRWA. <b>July 2022</b> Request submitted to MRWA	<b>September 2022</b> No update since last month's report

<p>C.17/0422 Nairnup Road Land Acquisition</p>	<ol style="list-style-type: none"> <li>1. Direct the CEO to commence formal negotiations with the owners of Lot 7919 Tweed Road, Glenlynn, for the purchase of a 486 sq. m portion of this lot, for the purpose of creating a new alignment for a portion of Nairnup Road.</li> <li>2. Note a further report be presented to Council on the conclusion of this negotiation.</li> </ol>	<p>S Alexander</p>	<p><b>May 2022</b> Letter posted to land owners <b>June 2022</b> Awaiting response from land owners. <b>July 2022</b> Letter response period has expired with no response received. <b>August 2022</b> No update since last month's report</p>	<p><b>September 2022</b> No response received from property owners. Report scheduled for October council meeting to progress the matter.</p>	
<p>C.13/0522 Geegelup Mountain Bike Trail Network and Bridgetown Tourism App</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorse the recommendation from its Trails Development Advisory Committee to proceed with the planning of the Geegelup Mountain Bike Trail Network.</li> <li>2. Note the estimated cost of the planning of the Geegelup Mountain Bike Trail Network is \$50,000 (ex-GST).</li> <li>3. Accept the \$25,000 (ex GST) external funding from the Department of Local Government Sport and Cultural Industries to cover one-half the cost of planning the Geegelup Mountain Bike Trail Network to the point of detailed design.</li> <li>4. Fund its contribution to the planning of the Geegelup Mountain Bike Trail Network project by transferring the sum of \$25,000 from the Trails Reserve.</li> <li>5. In light of Parts 1-4 above, approve a 2021/22 budget amendment by increasing the 'materials and components' allocation for Account 31RA (Local Community Trails &amp; Paths Projects) from \$23,243 to \$73,243.</li> <li>6. Note the results of the investigation into the development of a Shire specific Tourist App and determine not to proceed with this project at this time.</li> <li>7. Include the \$50,000 expenditure for the planning of the Geegelup Mountain Bike Trail Network in the financial summary pages of the</li> </ol>	<p>M Richards</p>	<p><b>May 2022</b> Consultant has been appointed. <b>July 2022</b> Awaiting commencement of work by consultant. <b>August 2022</b> A RFQ including project scope has been sent to three trail designers. Awaiting responses.</p>	<p><b>September 2022</b> RFQs have been sent out to 3 of the reputable trail development organisations including 2 in the South West. We are waiting to receive response.</p>	

	new Corporate Business Plan 2022-26.			
C.05/0622 (Parts 1, 6 & 7) Corporate Business Plan Annual Review – 2022	That Council: 1. Endorses the proposed changes to actions for Outcomes 1 to 16 of the current Corporate Business Plan as presented in Attachments 3 and 4 subject to the addition of a new Action – Number 1.1.6 – to read “Provide the refurbishment of the Hampton Street Toilets including provision of a Parents Room facility with that action to be delivered Years 3 and 4 (2024/25 and 2025/26) with a tick to be in the appropriate column for these years. 6. Launch the Corporate Business Plan 2022-2026 at a Community Sundowner at a date to be determined in August 2022. 7. That the printing of the new Corporate Business Plan be contracted to an Australian printing company that has acquired the ISO 14001 environmental accreditation and is printed on paper that is certified as FSC® (forest stewardship council®). The inner front cover of the Plan is to include the printing company details and FSC® trademark.	T Clynych	<b>July 2022</b> Information being compiled and sent to consultant for final design and printing <b>August 2022</b> Final proof has been sent to printer.	<b>September 2022</b> Artwork with printer. Expect to receive prints by the first week of October.
C.09/0622 (Parts 3-5) Review of Finance Policies	That with respect to Section 3 (Finance) of the Policy Manual Council: 3. Note that a separate review of Policy F.1 (Community Grants, Service Agreements, Donations and Contributions) and Policy F.9 (Service Agreements for community Service Providers) is to occur with both policies being incorporated into a new single policy. 4. Note that a separate review of Policy F.6 (Purchasing Policy) and Policy F.14 (Buy Local Policy) is to occur with both policies being incorporated into a new single policy. 5. Note that separate reviews of the following policies is to occur: •Policy F.7 (Reporting Forecast Budget Variations Policy)	T Clynych	<b>July 2022</b> Preliminary work has been undertaken on a proposed new Budget Management policy to replace the existing policy F.7 (Reporting Forecast Budget Variations). The proposed policy parameters will be considered by the Audit Committee at its next meeting. <b>August 2022</b> No update since last month’s report.	<b>September 2022</b> The Audit Committee considered parameters for a new budget management policy. A draft Budget Management Policy is included in this month’s agenda for Council consideration. This policy will replace Council’s current policy F.6 Reporting Forecast Budget Variations Policy

	<ul style="list-style-type: none"> <li>•Policy F.15 (Asset Management)</li> <li>•Policy F.18 (Self-Supporting Loans to Shire Community/Sporting Groups)</li> <li>•Policy F.19 (Assets Financing and Borrowings)</li> <li>•Policy F.21 (Risk Management)</li> </ul>				
C.11/0622 Verge Information Sheet	<p>That the decision to prepare a Verge Information Sheet made by Council on 26 May 2022 be revised as follows;</p> <ol style="list-style-type: none"> <li>1. The current Council Policies on Street trees, Crossovers and Verge development be reviewed as a matter of priority.</li> <li>2. On completion of the reviews referred to above, a series of Verge Information Sheets be prepared relating to the various aspects of verge management (including but not limited to the matters referred to in the decision of 26 May 2022) for the purpose of providing clear information to residents.</li> </ol>	P St John	<p><b>July 2022</b> Internal review of current policies has commenced.</p> <p><b>August 2022</b> No update since last report.</p>	<p><b>September 2022</b> Further report scheduled for the October council meeting.</p>	
SpC.01/0722b Consideration of 2022/23 Differential Rates and Minimum Payments	<p>That in accordance with Regulation 23(b) of the Local Government (Financial Management) Regulations notice of the reason for adopting different rates in the dollar and minimum payments than advertised is to be included in the 2022/23 budget papers and also communicated in the rating information document included with each rates notice. The reasons to be given are as provided in this agenda report.</p>	M Larkworthy	<p><b>July 2022</b> This action will be progressed following receipt of the Minister's decision on Council's differential rating application.</p> <p><b>August 2022</b> Minister's decision still pending at time of Agenda preparation. Outcome expected prior to the August Council meeting. Draft budget papers and rating information document have been prepared in line with the recommendation.</p>	<p><b>September 2022</b> Council adopted the 2022/23 Budget at its meeting held 25 August 2022 with different rates in the dollar and minimum payments than those advertised. The budget papers and rating information document issued with each rates notice included detail of the rates adopted compared to those advertised and the reasons for the difference as required by Regulation 23(b) of the Local Government (<i>Financial Management</i>) Regulations.</p>	√
C.09/0722 1 & 2 Amendment 71 to Town Planning Scheme No 4 – Proposed Additional Use – Motor Vehicle Repairs – Lot 48	<ol style="list-style-type: none"> <li>1. Resolves to initiate and advertise Amendment No. 71 to the Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4 to include "Additional Use A7" into 'Schedule 4 Additional Uses' to make Motor Vehicle Repair Station a discretionary use on Lot 48 Jephson Street, Greenbushes and amend the Scheme Map accordingly.</li> <li>2. Instruct the CEO to prepare amendment documents</li> </ol>	L Guthridge	<p><b>August 2022</b> Correspondence has been sent to the Proponents advising them of the resolution of Council.</p>	<p><b>September 2022</b> The amendment documentation is being compiled in preparation for the statutory advertising process</p>	√

(37) Jephson Street Greenbushes	for Amendment No. 71 to the Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4.				
C.10/0722 4 Review of Local Planning Schemes 3 and 4	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Approve the Report of Review of Local Planning Schemes 3 and 4 as shown in Attachment 9 in accordance with Regulation 66(3) of the Planning and Development (Local Planning Schemes) Regulations 2015.</li> <li>2. Restate its position of September 2017 that Local Planning Scheme No 3 and No 4 be replaced by a single, consolidated new Local Planning Scheme No 6 encompassing all of the land within the Shire of Bridgetown-Greenbushes municipal boundary.</li> <li>3. Decide that the preparation of Local Planning Scheme 6 will be a 3 stage process involving the following; <ul style="list-style-type: none"> <li>Stage 1 – Preparation, adoption and completion of a new Local Planning Scheme No 6 text and maps as a simplification and administrative update of the current Schemes, with a focus on combining the two operational Schemes in a manner consistent with the Model Scheme Text and the Deemed Provisions. At this first stage, the scope of the new Scheme will be limited to include consideration of only such changes as are required by law or WA Planning Commission policy, and are necessary to enable the Schemes to be combined and updated, as listed below: <ol style="list-style-type: none"> <li>(a) Remove provisions inconsistent with the Model Provisions and the Deemed Provisions as prescribed in the Planning and Development (Local Planning Schemes) Regulations 2015.</li> <li>(b) Restructure the scheme to follow the format of the Model Scheme Text.</li> <li>(c) Zone land according to the model land use zones and reserves and their corresponding objectives, as set out in the Model Scheme</li> </ol> </li> </ul> </li> </ol>	P St John	<b>August 2022</b> Nothing to report since last month.	<b>September 2022</b> Yet to receive response from the WAPC.	

	<p>Text, as much on a like for like basis as is possible. In particular, this includes:</p> <ul style="list-style-type: none"> <li>i. change of existing Special Residential (generally 2,000-4,000m<sup>2</sup>) zones to Residential (R2.5 to 5) to reflect the minimum lot sizes set out in Schemes 3 and 4, also zone in a manner consistent with the Regulations, and in the WAPC position statement of May 2021 in regard to the Special Residential zone; and</li> <li>ii. existing Special Rural (generally 1 to 4ha) estates, to be rezoned Rural Residential (1 to 4 ha), to reflect the minimum lot sizes set out in Schemes 3 and 4.</li> </ul> <p>(d) Rural zoned land in the Bridgetown townsite, subdivided to 1 to 4 ha, with a rural residential character and land use, to be rezoned to Rural Residential with a minimum lot size to match the prevailing lot size.</p> <p>(e) In the zoning table of the scheme and in Part 6 (clause 37) apply model land use definitions set out in the Model Scheme Text, which will generally be a like for like conversion.</p> <p>(f) Existing development control provisions will be carried over to the new scheme.</p> <p>(g) Existing site specific development control provisions will be carried over in the new scheme text excepting where:</p> <ul style="list-style-type: none"> <li>i. they set out provisions for the subdivision of the land and the subdivision has been completed;</li> <li>ii. the issues they deal with can be incorporated into generic scheme provisions; or</li> <li>iii. they have been overtaken by matters covered under other legislation, that has</li> </ul>				
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	<p>been introduced after Schemes 3 and 4 were gazetted in the 1980's.</p> <p>(h) Inclusion of provisions for development that does not requiring planning approval, in addition to those exemptions already required by the deemed provisions.</p> <p>Stage 2 – Progression and finalisation of the Local Planning Strategy in accordance with Part 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>Stage 3 – Preparation of a series of logically grouped planning amendments to Local Planning Scheme 6 to enable the implementation of the Local Planning Strategy.</p> <p>4. Recommend to the WA Planning Commission that the new scheme text and maps can be finalised prior to the completion of the Local Planning Strategy, with the 3 stages of this process, to some extent, overlapping with each other.</p> <p>5. Note that although the intent of the Stage 1 is an administrative update and simplification of the existing Local Planning Schemes, it is likely that some new provisions will result in changes to the level of regulatory control and possible planning outcomes. In order that the implications of these can be properly considered, the officer report on the draft Local Planning Scheme No 6 (Stage 1) shall specifically identify where the new and consolidated provisions may change the level of regulatory control and possible planning outcomes, in order to enable their specific consideration as part of the overall consideration of the draft Scheme.</p>				
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C.12/0722 Greenbushes Community Bus Pilot Program	That Council endorses the return of the Council funded fortnightly Greenbushes Bus Service to Bridgetown for a trial period of 3 months.	M Richards	<b>August 2022</b> Planning for recommencement of the bus service is occurring.	<b>September 2022</b> This will begin in October once the bus driver is available.	
C.07/0822 Proposed Use Not Listed – Temporary Workers Accommodation - Lot 7 (RSN 145) Greenbushes- Grimwade Road, North Greenbushes	C.07/0822b 1. Pursuant to Clause 3.2.5 and Clause 4.3.3 of Town Planning Scheme No. 4, determines that the proposed 'Use Not Listed – Temporary Workers Accommodation' at Lot 7 (RSN 145) Greenbushes-Grimwade Road, North Greenbushes is consistent with the objectives and purposes of the 'Industrial zone and may be considered for development approval subject to public consultation and detailed assessment.  2. Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above, and subject to no objections being received grants delegated authority to the Chief Executive Officer to determine the development application subject to appropriate conditions. The public consultation is to meet the requirements of the Town Planning Scheme but is to also include the following additional measures: (a) A bulk mail flyer be sent to all postal addresses in North Greenbushes and Greenbushes. This flyer will include information directly from the application, being the overhead plan on page 12 and a summary of the overall description of the proposal (b) Posters to be placed at Roadhouse, Post Office and Greenbushes CRC display board. The posters are to be printed with QR code link to the public comment page on the Shire website.  3. Requests the Proponent to respond to the following issues by the conclusion of the public consultation period: (a) Visual amenity - the Bluegum trees along road frontage and the whole north boundary were harvested around 5 months ago, which is contrary to the report. There are therefore unrestricted views of the site.	L Guthridge		<b>September 2022</b> The proponents have been formally advised of the resolution of Council and the advertising process has commenced.	

	<p>Recommend that a landscaping plan for the site be submitted including the planting of endemic native trees and shrubs in a 30 metre wide strip along Greenbushes/Grimwade Road and along the North boundary to grow and form a visual barrier to the site.</p> <p>(b) Electricity Supply – further information on why the development cannot be connected to main power supply. The use of generators 24/7 will cause noise and emissions.</p> <p>(c) Wastewater disposal – further detail required specifically the proximity of the wastewater spray field to the creek, the ground absorption levels noting that the land is not grassland but is gravel formation. Details on regular soil testing to monitor environmental impacts is also requested.</p> <p>(d) Traffic management – how will access to and from the property onto Greenbushes Grimwade Road be managed.</p> <p>(e) Lighting of the development site – an assessment of the light overspill to be conducted.</p> <p>Carried by Absolute Majority 8/0</p>				
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# Financial Management System Review 30 June 2022



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### **Inherent limitations**

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that have been subject to review, has not been reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure. This review is not designed to detect all weaknesses in control procedures as it is not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.

We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to the statements and representations made by, and the information and documentation provided by, the Shire of Bridgetown - Greenbushes management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted with the report.

### **Third party reliance**

This report was prepared solely for the purpose set out in this report and for the internal use of the management of Shire of Bridgetown - Greenbushes. This report is solely for the purpose set out in the 'Scope and Approach' of this report and for Shire of Bridgetown - Greenbushes information, and is not to be used for any other purpose or distributed to any other party without AMD's prior written consent. This review's report has been prepared at the request of the Shire of Bridgetown - Greenbushes Chief Executive Officer in connection with our engagement to perform the review as detailed in AMD's Financial Management System Review Services Proposal for the period ended 30 June 2022. Other than our responsibility to the Council and management of Shire of Bridgetown - Greenbushes, neither AMD nor any member or employee of AMD undertakes responsibility arising in any way from reliance placed by a third party.

## 1. Executive Summary

### 1.1. Approach and Objectives

The primary objective of our FMSR was to assess the adequacy and effectiveness of systems and controls in place within the Shire of Bridgetown - Greenbushes; in accordance with Regulation 5(1) of the Local Government (Financial Management) Regulations 1996.

The responsibility of determining the adequacy of the procedures undertaken by us is that of the Chief Executive Officer ("CEO"). The procedures were performed solely to assist the CEO in satisfying his duty under Section 6.10 of the Local Government Act 1995 and Regulation 5(1) of the Local Government (Financial Management) Regulations 1996.

Our findings included within this report are based on the site-work completed by us during the week ending 17<sup>th</sup> June 2022. Findings are based on information provided and available to us during and subsequent to this site visit.

### 1.2. Summary of Findings

The procedures performed and our findings on each of the focus areas are detailed in the following sections of the report:

- Section 1 - Collection of money;
- Section 2 - Custody and security of money;
- Section 3 - Maintenance and security of the financial records;
- Section 4 - Accounting for municipal or trust transactions;
- Section 5 - Authorisation for incurring liabilities and making payments;
- Section 6 - Maintenance of payroll, stock control and costing records; and
- Section 7 - Preparation of budgets, budget reviews, accounts and reports required by the Act or the regulations.

In addition to the review of processes, procedures and testing completed at the Shire of Bridgetown - Greenbushes office, our FMSR included a visit to the following Shire locations:

- Bridgetown Leisure Centre;
- Bridgetown Public Library; and
- Bridgetown - Greenbushes Visitor Centre.

The Shire has a number of financial management system controls addressing a wide variety of operations undertaken by Council. Considering the size, resources and variety of operating activities undertaken by the Shire, on overall basis, our review has identified the financial management systems of the Shire to be appropriate and generally operating effectively during the review period. Our assessment is subject to any identified enhancements and recommendations as reported below being addressed.

At the time of our site-visit, there were a number of internal frameworks and best practice internal controls which were in progress of being drafted, therefore not yet finalised or implemented. An examples is the draft Procurement and Contract Management Framework and template Contracts Register. Areas which Shire management had identified as requiring review compared to best practice, updating, enhancement or introduction within the Shire's systems were discussed with the appropriate staff member and therefore are excluded from this report. From discussions held with Shire management during the site-visit, it is evidence the Shire has a culture of continual improvement with

management already identifying areas of improvement. The Shire’s internal control environment has appropriate internal independent review in accordance with best practice and staff were knowledgeable, proactive and seeking continual improvement. Shire management are to be congratulated on their efforts in this regard.

The following tables provide a summary of the findings raised in this report:

	Compliance Breach	Extreme / High Risk	Moderate Risk	Low Risk
Number of new issues reported	0	0	3	4

For details on the review rating criteria, please refer to Section 8.

Ref	Issue	Risk Rating
<b>2.</b>	<b>Collection of money</b> We have no findings to report relating to the collection of money.	
<b>3.</b>	<b>Custody and security of money</b> We have no finding to report relating to the custody and security of money.	
<b>4.</b>	<b>Maintenance and security of financial records</b>	
4.2.1	<b>Information technology framework</b> Suggestions for enhancement to the Shire information technology framework are recommended.	Moderate
4.2.2	<b>Fraud and Corruption Framework</b> Suggest consideration be given to introduction of a Fraud and Corruption Framework as best practice.	Moderate
<b>5.</b>	<b>Accounting for municipal or trust transactions</b>	
5.2.1	<b>Insurance Claim Registers</b> Further enhancements recommended for the current Insurance Claim Registers.	Low
5.2.2	<b>2022 FBT return</b> Review of ATO lodgement compliance indicated the 2022 FBT return was lodged late.	Low
<b>6.</b>	<b>Authorisation for incurring liabilities and making payments</b>	
	<b>Procurement and Contract Management</b>	
6.2.1	<ul style="list-style-type: none"> <li>Contract and Procurement Management Framework and related documents in draft.</li> <li>No evidence of contractor induction noted.</li> </ul>	Moderate
6.2.2	<b>CEO Credit Card Review</b> The CEO’s credit card reviewed and signed by the Executive Manager of Corporate Services.	Low
<b>7.</b>	<b>Maintenance of payroll, stock control and costing records</b>	
	<b>Payroll Exception</b>	
7.2.1	An instance was identified whereby a payroll deduction was not supported by an authorised deduction form.	Low
<b>8.</b>	<b>Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations</b> We have no findings to report relating to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations.	



### 1.3. Limitations

While our review procedures and approach have been developed over a number of years taking into account our extensive local government experience, we draw your attention to the following review limitations:

- We were not required to and did not undertake an audit in accordance with Australian Auditing Standards. Consequently, no assurance will be expressed.
- We have not verified the authenticity or validity of the documentation made available to us.
- We have included information that we obtained verbally in this document. We cannot verify that this information is credible or truthful.
- If additional or new documentation or information is brought to our attention subsequent to the date of this report, which would affect the observations detailed below, we reserve the right to amend and qualify our findings accordingly.
- A site visit to the Shire Depot was not undertaken due to the destruction of the Shire Depot in the February 2022 Bridgetown bushfire.

## 2. Collection of money

### 2.1. Scope and approach

Our review focused on the following:

- Documented internal controls, procedures and reconciliations in relation to all sources of income;
- Verify petty cash and float on hand ensuring materially correct;
- Reviewed fees and charges schedule and ensure adequate internal controls in place over invoicing and receipting;
- Tested collection, receipting, invoicing and posting procedures over receipts on a sample basis; and
- Reviewed credit control procedures in respect to sundry debtors and rates debtors.

### 2.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the collection of money by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the collection of money.

### 3. Custody and security of money

#### 3.1. Scope and approach

Reviewed the security of cash and banking procedures to ensure the appropriate controls and procedures are in place.

Site visits were completed for the following locations operated by the Shire:

- Bridgetown Leisure Centre;
- Bridgetown Public Library;
- Bridgetown - Greenbushes Visitor Centre; and
- Shire Civic Administration Office.

A site visits was not completed for the following location, however internal controls were discussed, documented and tested on a sample basis:

- Bridgetown Refuse Site.

The following procedures were completed (as applicable) at each site:

- Completed site visits to cash collection points and reviewed the controls and procedures over the collection, receipting, recording and banking of cash collected offsite;
- Reviewed the security of cash and banking procedures to ensure appropriate controls and procedures are in place; and
- Reviewed compliance with investment policy.

*Please note – Testing completed and procedures performed in respect to custody and security of money should be reviewed in conjunction with “Section 2 – Collection of Money”.*

#### 3.2. Detailed findings and recommendations

Our review indicated key underlying policies and processes in relation to the custody and security of money by the Local Government are appropriate, in line with the best practice and operating effectively.

Accordingly, we have no recommendations to raise in respect to the custody and security of money.

## 4. Maintenance and security of financial records

### 4.1. Scope and approach

- Reviewed information technology systems to assess physical security, access security, data backups, contingency plans, compliance and systems development; and
- Reviewed registers maintained (including key register, tender register etc.) and Audit Committee and Council minutes.

### 4.2. Detailed findings and recommendations

#### 4.2.1. Information technology framework

##### ***Finding Rating: Moderate***

Our review of the Shire's information technology framework indicated:

- Two factor authentication is not required for remote access to Shire systems (options currently being investigated);
- The majority of Shire desktop terminals automatically lock out after a period of inactivity however this security control is not mandatory;
- Access to the two physical server locations at the Bridgetown Civic Administration office and Bridgetown Leisure Centre is not restricted and therefore is required to be secured;
- The Shire has not developed or implemented an ICT Strategic Plan or a formal ICT Action Plan to identify current and future IT needs.
- There is no formal documented Bring Your Own Device (BYOD) policy in place;
- The Shire does not have a standalone cyber security policy;
- There are currently no documented inductions manuals in place for shire IT; and
- The Shire does not have an intranet system in place.

#### **Implications / Risks**

Increased risk of:

- Unauthorised access to Shire IT hardware and Shire information, including potential access to confidential information contained in emails;
- Staff not possessing the knowledge regarding Cyber Security threats and becoming increasingly susceptible to an attempted Cyber-attack; and
- Strategic objectives not being identified to meet Council's current IT and communication requirements.
- IT inductions not being completed in a timely manner with insufficient supporting manuals provided.

#### **Recommendation**

In accordance with the Department of Local Government IT Framework (best practice guidelines), we recommend:

- two factor authentication be implemented with respect to remote access to Shire systems;
- all Shire desktop terminals automatically lock out after a period of inactivity;
- access to the IT hardware be restricted with adequate physical security controls implemented;

- suggest an ICT Strategic Plan, including an IT action plan, be developed and implemented to identify and manage current and future Shire IT needs. This plan should be linked to expenditure projected within current budgets and Shire Long Term Financial Plan;
- policies and procedures outlining the terms and conditions relating to use of personally owned devices be documented, approved, implemented and monitored on an ongoing basis;
- a stand-alone cyber security policy / procedure be developed and implemented to ensure staff are educated and aware of the threats and associated risks of cyber-attacks. Given the significance of cyber security, we suggest that once the policy is developed and communicated to staff, training is provided on a periodic basis;
- IT induction manual be developed and provided to all new staff members. This will ensure staff members follow best practices in information security, thereby assisting to minimise the risk of a breach that could compromise Shire data; and
- The Shire consider the introduction of an intranet system to enable employees to securely share information, find relevant information and engage with management.

### **Management Comment**

While all recommendations are generally supported several items will require additional funding to implement, being:

- Development of an ICT Strategic Plan
- Two factor authentication
- Implementation of an intranet system
- Physical security and access controls for critical IT hardware

Council's current Corporate Business Plan identifies the need for a review of IT system capabilities and identification of recommended improvements. This action is currently scheduled to occur in 2023/24.

The 2022/23 Budget includes an allocation for the implementation of Office 365. Implementation of Office 365 can include the introduction of two factor authentication, however this will require additional operating expenditure on a yearly basis.

As part of implementing Office 365 consideration will be given to how components of this software might satisfy the issues raised in the recommendation for an intranet system.

**Responsible Officer:** Manager Finance & Manager Governance

**Completion Date:** 30 June 2024

### **4.2.2. Fraud and Corruption Framework**

#### ***Finding Rating: Moderate***

Our inquiries indicated the Shire does not have a formal documented Fraud and Corruption Framework including:

- Fraud and Corruption Planning and Resources:
  - Documented Fraud and Corruption Control Plan;
  - Appointment of a Fraud and Corruption Control Officer;
  - Formal communication with third parties regarding high ethical standards, Code of Conduct and zero tolerance to fraud and corruption;

- Prevention Controls:
  - Completing a fraud and corruption risk assessment;
  - Training programs with respect to ethical, fraud and corruption awareness;
  - Documented line management responsibilities pertaining to fraud control;
- Detection Controls:
  - Documented Fraud and Corruption Detection Plan;
  - Mechanisms for external parties to report any concerns of misconduct, fraud or corruption.
- Response Controls:
  - Documented Fraud and Corruption Response Plan.

### **Implications / Risks**

Lack of documented Fraud and Corruption Framework increasing risk of unethical or fraudulent behaviour which is not detected on a timely basis.

### **Recommendation**

We recommend the Shire consider implementing a formal Fraud and Corruption Framework, embedding fraud risk management into the Shire's culture. Should the Shire implement a Fraud and Corruption Framework, we recommend it be developed to align with Australian Standard AS 8001-2021: Fraud and Corruption Control:

- Foundations for Fraud and Corruption Control - Planning and Resourcing;
- Prevention;
- Detection; and
- Response.

### **Management Comment**

This area of risk has also been identified by the Shire. Following appointment of a new Risk & Compliance officer in December 2021 work has been progressing on a number of areas including fraud and corruption. A draft Fraud and Corruption Framework document and policy have been completed in alignment with AS 8001-2021. This draft framework will now progress through an internal review process for endorsement prior to being implemented.

**Responsible Officer:** Manager Governance

**Completion Date:** 30 December 2022

## 5. Accounting for municipal or trust transactions

### 5.1. Scope and approach

Our review focused on the following:

- Reviewed monthly reconciliations including bank, sundry debtors, sundry creditors, fixed assets, rates debtors and rateable value reconciliations ensuring correctly reconciled and independently reviewed;
- Reviewed and tested most recent municipal and trust bank reconciliations prepared;
- Reviewed processes in respect to BAS, FBT Return and other statutory returns preparation;
- Reviewed use of reserve funds and determined whether changes in reserve purposes had been budgeted or public notice provided;
- Reviewed self-supporting loan transactions ensuring debtor invoices raised in accordance with payment schedule;
- Reviewed trust ledger balances; and
- Reviewed policies and procedures in respect to insurance, recording claims and insuring newly acquired assets.

### 5.2. Detailed findings and recommendations

#### 5.2.1. Insurance Claim Registers

##### *Finding Rating: Low*

Our review of the insurance claim registers maintained by the Shire at the time of site-visit indicated the registers lacked detail and were not up to date as various fields did not include any details.

The registers provided did not include various details such as the incident date, claim lodgement date, total cost estimate etc. Furthermore, the particulars of the February 2022 bushfire insurance claim were not included in an insurance claims register, however a separate file was maintained for this claim.

##### **Implications/Risks**

- Risk that a complete list of insurance claims is not readily available for review and follow-up by the Shire.
- Untimely recovery of costs associated with insurance related events.

##### **Recommendation**

We recommend consideration be given to adding further fields in the Insurance Claim Registers which include additional detail such as the asset name and/or number, incident date, date the claim was lodged with the insurer, total cost, excess, amount recovered, status and follow up comments etc.

Furthermore we recommend the insurance claims registers include all claims and be maintained up to date, including all fields containing the required details.

##### **Management Comment**

This recommendation is noted and agreed. Insurance register templates will be updated to reflect the additional fields as suggested. It is to be noted that not all information will be readily **available**

such as amount recovered for certain claim types. All current outstanding claims will have the additional information recorded in the registers.

**Responsible Officer:** Manager Finance

**Completion Date:** 30 September 2022

### **5.2.2. 2022 FBT Return**

***Finding Rating: Low***

The 2022 FBT return was lodged after the due date (return signed 26 May June 2022, due date for lodgement being 21 May 2022).

#### **Implications / Risks**

Risk of non-compliance with statutory requirements of the Australian Taxation Office.

#### **Recommendation**

We recommend FBT Returns be lodged in accordance with statutory due dates.

#### **Management Comment**

This was an oversight as the relevant officer thought return was due by 31<sup>st</sup> May not the 21<sup>st</sup>. A new action will be added to the Monthly Internal Controls Checklist detailing the FBT return is to be complete and lodged by 21<sup>st</sup> May annually.

**Responsible Officer:** Manager Finance

**Completion Date:** 30 September 2022



## 6. Authorisation for incurring liabilities and making payments

### 6.1. Scope and approach

Our review focused on the following:

- Reviewed controls and procedures over the authorisation of purchase orders and making of payments;
- Tested a sample of payments to ensure compliance with stated procedures;
- Reviewed tender procedures and ensured compliance with stated procedures;
- Reviewed contractor management procedures and ensured compliance with stated procedures;
- Reviewed credit card processes and procedures, and tested transactions on a sample basis;
- Reviewed petty cash processes and procedures, and tested transactions on a sample basis;
- Completed sample tests in respect to asset additions and asset disposals;
- Reviewed asset capitalisation and depreciation policies and ensured compliance with stated policies; and
- Reviewed new loans received ensuring budgeted for or public notice provided.

### 6.2. Detailed findings and recommendations

#### 6.2.1. Procurement and Contract Framework

***Finding Rating: Moderate***

Our review and discussions with Shire staff indicated the Procurement and Contract Framework, including contract register is in draft, yet to be finalised.

Our sample selection of four contacts to review indicated there was no evidence of contractor induction maintained on file.

#### **Implications/Risks**

Risk of the contractor's non-compliance with the Shire's policies, procedures including relevant ethics, health and safety requirements.

#### **Recommendation**

We recommend the Shire include a mandatory requirement for all contractors to complete a level of induction based on the risks associated with the service or goods provided by the contractor and this induction be formally documented and maintained within the Contract Management Framework.

#### **Management Comment**

This area of risk has also been identified by the Shire. Following appointment of a new Risk & Compliance officer in December 2021 work has been progressing on a number of areas including procurement and contract management. As indicated above a draft Procurement and Contract Management Framework has been developed that includes requirements for contractor inductions. This draft framework will now progress through an internal review process for endorsement prior to being implemented.

**Responsible Officer:** Manager Governance

**Completion Date:** 31 March 2023

### **6.2.2. CEO Credit Card Review**

#### ***Finding Rating: Low***

The CEO's credit card is currently reviewed and signed as evidence of independent review by the Executive Manager of Corporate Services.

#### **Implications/Risks**

Risk that the person independently reviewing the Chief Executive Officer's credit card statement does not appropriately question expenditure incurred on the credit card.

#### **Recommendation**

We suggest consideration be given to a more senior Shire representative reviewing and signing off the CEO's credit card statements, for example, the Council President or Chair of the Audit Committee.

#### **Management Comment**

This recommendation will be referred to the Audit Committee for consideration and a final decision on the process for review and authorisation of the CEO's credit card purchases.

**Responsible Officer:** Executive Manager Corporate Services

**Completion Date:** 30 September 2022

## 7. Maintenance of payroll, stock control and costing records

### 7.1. Scope and approach

Our review focused on the following:

- Reviewed security over stocks held and allocation/ costings of stocks used (including fuel and inventory stocks);
- Reviewed allocation of public works overheads, plant operating costs and administration overheads;
- Reviewed payroll controls and procedures to ensure effective controls are in place, and complete tests on a sample basis to ensure controls were operating effectively;
- Reviewed procedures and policies in place in respect of human resource management legislative and compliance requirements, recruitment, performance appraisal, disciplinary and termination procedures and leave entitlements;
- Reviewed listing of leave taken by employees ensuring authorised leave forms completed; and
- Reviewed annual leave balances and identified employees with excessive annual leave balances.

*Note: A site visit to the Shire Depot was not undertaken due to the destruction of the Shire Depot in the February 2022 Bridgetown bushfire.*

### 7.2. Detailed findings and recommendations

#### 7.2.1. Payroll Exception

##### **Finding Rating: Low**

Our testing of employee payroll payments on a sample basis identified an instance whereby a deduction from a wage payment was not supported by an authorised deduction form. In addition, various deductions did not agree to the original authorised deduction forms due to increases in fees.

##### **Implications / Risks**

Risk of lack of support for employee deductions.

##### **Recommendation**

We recommend that any change to an employees working conditions are documented in the employee's personnel file to ensure there is adequate support in the event of an employee disputing their wage rate, allowances or deductions from wages.

We suggest a review of all employee deductions be undertaken to ensure the appropriate and updated documentation is maintain on file.

##### **Management Comment**

Instances identified relate to the following:

- Additional tax deduction
- Union fees deduction increase

**Additional tax deduction:** On review of the relevant officer's file a deduction form was completed in June 2019 for an additional tax deduction. This form identified that the additional tax was to be deducted for a period of 27 pay periods however this deduction has continued to this day. The employee concerned would have been aware this deduction continued as it is separately identified on the pay slip provided each fortnight.

Union fees increase: On review of the relevant officer's file it is noted the initial deduction form received in 2003 provides for the deduction of union fees as prescribed under the Rules of the relevant Union no \$ amount is specified. Correspondence was received in 2015 & 2022 from the Union advising of fee increases. Fees were increased in accordance with this correspondence for 6 employees. The employees concerned would have been aware of this deduction increase via direct correspondence from the Union and/or via the separate identification of this deduction on the pay slip provided each fortnight.

A review of all current employee deductions will be undertaken and matched against the most recent deduction form held on file. In the event of any further discrepancies being identified relevant employees will be consulted with and new deduction forms signed where relevant.

**Responsible Officer:** Manager Finance

**Completion Date:** 31 December 2022

## **8. Preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations**

### **8.1. Scope and approach**

Our review focused on the following:

- Reviewed policy and procedure manuals;
- Reviewed the procedures for preparation of the monthly financial statements, annual financial statements and annual Budget, including assessment of accounting policy, notes and applicable reporting requirements and efficiency of the process;
- Reviewed monthly financial statements ensuring presented to Council within two months and information contained within monthly financial statements in accordance with Regulation 34 of Local Government (Financial Management) Regulations 1996;
- Reviewed the mid-year budget review to ensure compliance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 and assessment of budgetary expenditure controls in place; and
- Ensured prior year audit report and management letter have been presented to Audit Committee and Council.

### **8.2. Detailed findings and recommendations**

Our review indicated key underlying policies and processes in relation to the preparation of budgets, budget reviews, accounts and reports required by the Act or the Regulations are appropriate, in line with best practice and operating effectively.

Accordingly, we have no recommendations to raise with respect to the preparation of budget, budget reviews, accounts and reports required by the Act or the Regulations.

## 9. Guidance on Risk Assessment

Risk is uncertainty about an outcome. It is the threat that an event, action or non-action could affect an organisation’s ability to achieve its business objectives and execute its strategies successfully. Risk is an inherent component of all service activities and includes positive as well as negative impacts. As a result not pursuing an opportunity can also be risky. Risk types take many forms – business, economic, regulatory, investment, market, and social, just to name a few.

Risk management involves the identification, assessment, treatment and ongoing monitoring of the risks and controls impacting the organisation. The purpose of risk management is not to avoid or eliminate all risks. It is about making informed decisions regarding risks and having processes in place to effectively manage and respond to risks in pursuit of an organisation’s objectives by maximising opportunities and minimising adverse effects.

Our guidance to risk classification in accordance with Risk Management- Principles and Guidelines Standard ISO 31000-2018 and are based on the Shire’s draft 2021 Risk Management Framework as follows:

Risk Matrix						
Consequence Likelihood		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
1	Almost Certain	Moderate	High	High	Extreme	Extreme
2	Likely	Low	Moderate	High	High	Extreme
3	Possible	Low	Moderate	Moderate	High	High
4	Unlikely	Low	Low	Moderate	Moderate	High
5	Rare	Low	Low	Low	Low	Moderate

Any compliance breaches identified have been communicated within our report.



**SHIRE OF BRIDGETOWN-GREENBUSHES**

**MONTHLY FINANCIAL REPORT**

**For the Period Ended 31 July 2022**

**LOCAL GOVERNMENT ACT 1995**

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

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Detailed account schedules will be provided with financial reports to be presented at the following Council meetings:

October 2022  
 February 2023 (Budget Review)  
 April 2023  
 July 2023

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2022**

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>						
	3,106,271	3,106,271	3,117,933	11,662	0.38%	
<b>Revenue from operating activities (excluding rates)</b>						
Operating grants, subsidies and contributions	1,932,826	0	0	0		
Fees and charges	1,854,482	41,140	42,650	1,510	3.67%	
Interest earnings	158,800	10,575	2,039	(8,536)	(80.72%)	
Other revenue	435,422	14,158	10,154	(4,004)	(28.28%)	
Profit on Disposal of Assets	51,655	0	0	0		
	4,433,185	65,873	54,843			
<b>Expenditure from operating activities</b>						
Employee costs	(5,590,992)	(440,078)	(423,866)	16,212	3.68%	
Materials and contracts	(3,831,488)	(164,438)	(187,279)	(22,841)	(13.89%)	▼
Utility charges	(276,002)	(10,684)	(3,842)	6,842	64.04%	
Depreciation on non-current assets	(3,650,577)	(5,494)	(3,915)	1,579	28.73%	
Interest expenses	(60,501)	(308)	1	309	100.19%	
Insurance expenses	(339,925)	(169,942)	(171,229)	(1,287)	(0.76%)	
Other expenditure	(334,246)	(36,843)	(36,278)	565	1.53%	
Loss on asset disposals	(28,155)	0	0	0		
	(14,111,886)	(827,787)	(826,408)			
Non-cash amounts excluded from operating activities	3,630,769	5,494	4,096			
	(2,941,661)	2,349,851	2,350,464			
<b>Amount attributable to operating activities</b>						
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	7,023,657	0	0	0		
Payments for property, plant and equipment	(5,994,720)	(60,015)	(60,136)	(121)	(0.20%)	
Payments for construction of infrastructure	(5,396,669)	(64,945)	(64,944)	1	0.00%	
Proceeds from disposal of assets	276,200	0	0	0		
	(4,091,532)	(124,960)	(125,080)			
<b>Amount attributable to investing activities</b>						
<b>FINANCING ACTIVITIES</b>						
Repayment of borrowings	(160,315)	0	0	0		
Principal elements of finance lease payments	(65,945)	(10,089)	(10,089)	0	0.00%	
Proceeds from new borrowings	475,000	0	0	0		
Transfers to cash backed reserves (restricted assets)	(780,697)	(3,674)	(3,674)	0	0.00%	
Transfers from cash backed reserves (restricted assets)	2,254,627	0	0	0		
	1,722,670	(13,762)	(13,762)			
	(5,310,523)	2,211,129	2,211,622			
	5,310,523	0	0	0		
	0	2,211,129	2,211,622	0	0.02%	

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

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL POSITION**  
For the Period Ended 31 July 2022

	Note	31-Jul-2022	Last Period	30-Jun-22
		\$	\$	\$
<b>Current Assets</b>				
Cash and cash equivalents	4	8,881,856	9,564,983	9,564,983
Trade and other receivables		276,909	635,698	635,698
Inventories		40,041	40,835	40,835
Contract assets		245,722	245,722	245,722
Other assets		0	0	0
<b>TOTAL CURRENT ASSETS</b>		<b>9,444,528</b>	<b>10,487,238</b>	<b>10,487,238</b>
<b>Non-Current Assets</b>				
Trade and other receivables		172,940	172,940	172,940
Other financial assets		73,807	73,807	73,807
Property, plant and equipment		32,564,577	32,504,442	32,504,442
Infrastructure		167,108,073	167,043,129	167,043,129
Right-of-use assets		71,068	74,983	74,983
<b>TOTAL NON-CURRENT ASSETS</b>		<b>199,990,465</b>	<b>199,869,301</b>	<b>199,869,301</b>
<b>TOTAL ASSETS</b>		<b>209,434,993</b>	<b>210,356,539</b>	<b>210,356,539</b>
<b>Current Liabilities</b>				
Trade and other payables		898,541	1,118,802	1,118,802
Other liabilities		1,541,060	1,460,692	1,460,692
Lease liabilities	9	32,489	42,577	42,577
Borrowings	9	160,317	160,317	160,317
Employee related provisions		759,944	759,944	759,944
<b>TOTAL CURRENT LIABILITIES</b>		<b>3,392,351</b>	<b>3,542,332</b>	<b>3,542,332</b>
<b>Non-Current Liabilities</b>				
Lease liabilities	9	34,792	34,792	34,792
Borrowings	9	1,520,412	1,520,412	1,520,412
Employee related provisions		59,816	59,816	59,816
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,615,020</b>	<b>1,615,020</b>	<b>1,615,020</b>
<b>TOTAL LIABILITIES</b>		<b>5,007,371</b>	<b>5,157,352</b>	<b>5,157,352</b>
<b>NET ASSETS</b>		<b>204,427,622</b>	<b>205,199,187</b>	<b>205,199,187</b>
<b>Equity</b>				
Retained surplus		113,022,517	113,797,755	113,797,755
Reserves - cash backed	7	4,220,060	4,216,387	4,216,387
Revaluation surplus		87,185,045	87,185,045	87,185,045
<b>TOTAL EQUITY</b>		<b>204,427,622</b>	<b>205,199,187</b>	<b>205,199,187</b>

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



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 1: NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

	Note	YTD 31 Jul 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Current assets</b>				
Cash and cash equivalents - unrestricted	4	4,661,795	5,348,596	5,348,596
Cash and cash equivalents - restricted	5	4,220,060	4,216,387	4,216,387
Receivables		276,909	635,698	635,698
Contract assets		245,722	245,722	245,722
Inventories		40,041	40,835	40,835
		9,444,527	10,487,238	10,487,238
<b>Less: Current liabilities</b>				
Trade and other payables		(898,541)	(1,118,802)	(1,118,802)
Contract liabilities		(1,541,060)	(1,460,692)	(1,460,692)
Lease liabilities	9	(32,489)	(42,577)	(42,577)
Long term borrowings	9	(160,317)	0	(160,317)
Employee provisions		(759,944)	(759,944)	(759,944)
		(3,392,350)	(3,382,015)	(3,542,332)
<b>Net current assets</b>				
Current assets and liabilities excluded from budgeted deficiency	1 (c)	6,052,177	7,105,223	6,944,906
		(3,840,555)	(3,987,290)	(3,987,290)
<b>Net current assets used in the Rate Setting Statement</b>		<b>2,211,622</b>	<b>3,117,933</b>	<b>2,957,616</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.

	Note	YTD 31 Jul 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	0	(494)	(494)
Add: Loss on disposal of assets	7	0	496,663	496,663
Add: Depreciation on assets		3,915	3,555,494	3,555,494
Movement in non-current pensioner deferred rates		0	(4,677)	(4,677)
Movement in non-current employee provisions		0	6,106	6,106
Movement in current employee provisions associated with restricted cash		181	597	597
<b>Non cash amounts excluded from operating activities</b>		<b>4,096</b>	<b>4,053,688</b>	<b>4,053,688</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 1: NET CURRENT ASSETS**

**(c) Current assets and liabilities excluded from budgeted deficiency**

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

	Note	YTD 31 Jul 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to net current assets</b>				
Less: Cash - restricted reserves	5	(4,220,060)	(4,216,387)	(4,216,387)
Add: Current portion of borrowings		160,317	0	160,317
Add: Current portion of lease liabilities		32,489	42,577	42,577
Add: Current portion of employee benefit provisions held in reserve	5	186,700	186,519	186,519
<b>Total adjustments to net current assets</b>		<b>(3,840,555)</b>	<b>(3,987,290)</b>	<b>(3,826,973)</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Expenditure from operating activities</b>					
Materials and contracts	(22,841)	(13.89%)	▼	Timing	Variance due to expenditure on consultants \$4,085, subscriptions and gifts \$4,065 and materials and contracts \$4,023 less than estimated at this time. Balance relates to other minor expenditure.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 3: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption Permanent Changes		Opening Surplus				0
				0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
<b>(a) Cash Deposits</b>								
Municipal Bank Account	Nil	95,705				95,705	Westpac	At Call
Municipal Funds On Call	1.30%	200,798				200,798	WATC	At Call
Trust Bank Account	Nil			955		955	Westpac	At Call
Visitor Centre Trust Account	Nil			13,230		13,230	Westpac	At Call
Cash On Hand	Nil	1,850				1,850	N/A	On Hand
<b>Term Deposits</b>								
<b>(b) Municipal Funds</b>								
Municipal Funds	1.35%	402,432				402,432	NAB	15-Aug-22
Municipal Funds	1.37%	600,000				600,000	NAB	18-Aug-22
Municipal Funds	1.55%	252,013				252,013	NAB	29-Aug-22
Municipal Funds	1.55%	500,925				500,925	NAB	29-Aug-22
Municipal Funds	1.75%	501,382				501,382	NAB	07-Sep-22
Municipal Funds	2.05%	501,110				501,110	NAB	12-Sep-22
Municipal Funds	2.60%	1,103,353				1,103,353	NAB	17-Oct-22
Municipal Funds	2.60%	502,226				502,226	NAB	26-Oct-22
Reserve Funds	1.65%		4,220,060			4,220,060	NAB	29-Aug-22
<b>Total</b>		<b>4,661,795</b>	<b>4,220,060</b>	<b>14,185</b>	<b>0</b>	<b>8,896,041</b>		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 5: CASH BACKED RESERVE**

2022-23										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
	<b>Restricted by Legislation</b>									
106	Subdivision Reserve	215,835	4,272	209	10,000			230,107	216,044	
121	Car Park Reserve	971	19	1	0			990	972	
201	Unspent Grants & Loans Reserve	422,635	0	0	0		(403,000)	19,635	422,635	
	<b>Restricted by Council</b>									
101	Leave Reserve	186,519	3,692	181	0			190,211	186,700	
102	Plant Reserve	741,712	14,680	718	324,000		(893,000)	187,392	742,431	
103	Land and Building Reserve	687,174	13,601	665	0		(320,000)	380,775	687,840	
104	Bush Fire Reserve	38,458	761	37	10,000			49,219	38,495	
105	Maintenance and Renewal of Mine Heavy Haulage Roads Reserve	5,383	107	5	75,000			80,490	5,388	
107	Sanitation Reserve	210,598	4,168	204	66,000		(151,780)	128,986	210,802	
109	Recreation Centre Floor and Solar Reserve	225,005	4,454	218	10,000			239,459	225,223	
112	Refuse Site Post Closure Reserve	239,240	4,735	232	5,000		(30,000)	218,975	239,471	
113	Drainage Reserve	67,968	1,345	66	10,000		(4,766)	74,547	68,034	
114	Community Bus Reserve	66,642	1,319	65	5,000			72,961	66,706	
115	SBS & Communications Tower Reserve	29,250	579	28	20,000			49,829	29,279	
118	Playground Equipment Reserve	44,750	886	43	1,000			46,636	44,793	
119	Swimming Pool Reserve	4,536	0	4	0		(4,536)	(1)	4,540	
125	Building Maintenance Reserve	224,804	4,450	218	9,697		(60,000)	178,951	225,021	
126	Strategic Projects Reserve	293,633	5,812	284	10,000		(77,540)	231,905	293,918	
127	Matched Grants Reserve	65,085	1,288	63	10,000			76,373	65,148	
128	Aged Care Infrastructure Reserve	57,371	1,136	56	0			58,507	57,426	
129	Equipment Reserve	6,155	122	6	0			6,277	6,161	
130	Assets and GRV Valuation Reserve	97,446	1,929	94	24,000		(36,700)	86,675	97,540	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 5: CASH BACKED RESERVE**

2022-23										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
131	Bridgetown Leisure Centre Reserve	32,878	651	32	0		(5,000)		28,529	32,910
132	Trails Reserve	36,853	729	36	5,000		(27,500)		15,082	36,888
133	Light Fleet Vehicle Reserve	214,027	4,236	207	101,000		(240,805)		78,458	214,234
135	Blackspot Reserve	1,460	29	1	10,000				11,489	1,462
		<b>4,216,387</b>	<b>75,000</b>	<b>3,674</b>	<b>705,697</b>	<b>0</b>	<b>(2,254,627)</b>	<b>0</b>	<b>2,742,457</b>	<b>4,220,060</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

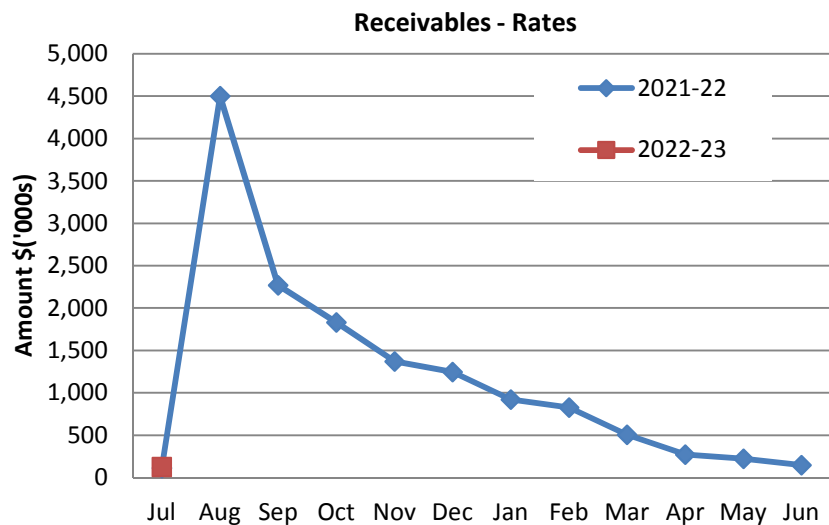
**Note 6: RECEIVABLES**

**Receivables - Rates**

Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Current Outstanding

	YTD 31 Jul 2022	30 June 2022
	\$	\$
Opening Arrears Previous Years	147,038.27	136,951
Levied this year	0	4,849,560
Less Collections to date	(20,100)	(4,839,473)
<b>Equals Current Outstanding</b>	<b>126,938</b>	<b>147,038</b>
<b>Net Rates Collectable</b>	<b>126,938</b>	<b>147,038</b>
% Collected	13.67%	97.05%

**Net Rates Collectable**  
 % Collected



**Receivables - Sundry Debtors**

Receivables - Sundry Debtors

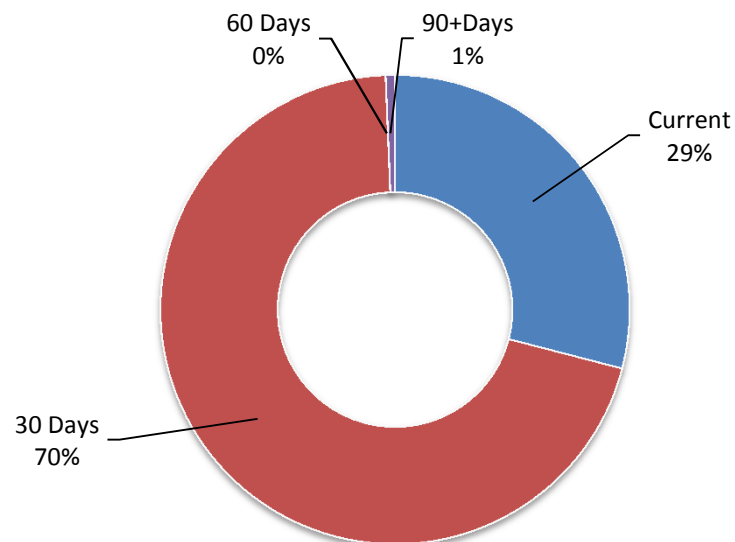
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	25,636	62,044	0	571

**Total Sundry Debtor Receivables Outstanding**

**88,251**

Amounts shown above include GST (where applicable)

**Receivables - Sundry Debtors**





**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 7: CAPITAL DISPOSALS**

YTD Actual Replacement				Disposals	Amended Current Budget		
Net Book Value	Proceeds	Profit (Loss)	P&L Variance		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
				P3020 2018 Mitsubishi Outlander (Pool car)	14,592	9,930	(4,662)
				P3055 2018 Subaru Liberty (DCS)	12,500	10,225	(2,275)
				P4200 2017 Mitsubishi Triton (Bushfire Brigade)	15,000	13,390	(1,610)
				P4190 2008 Ford Ranger (Bushfire Brigade)	6,200	6,200	0
				P2082 2006 CAT Tracked Loader (Waste Site)	62,000	70,000	8,000
				P3010 2018 Nissan Xtrail (MDS)	14,500	8,970	(5,530)
				P2022 2013 Isuzu FXZ 13T Tipper	64,000	100,000	36,000
				P2111 2013 Tennant Footpath Sweeper	8,000	2,000	(6,000)
				P2076 2000 JCB Robot Skid Steer Loader	12,200	5,000	(7,200)
				P3065 2018 Ford Everest (DCID)	18,500	15,360	(3,140)
				P2045 2018 Nissan Navara (Works Coordinator)	16,700	14,685	(2,015)
				P2220 2018 Mitsubishi Triton (Plant Mechanic)	11,500	10,220	(1,280)
				P2270 2018 Mitsubishi Triton (Parks Crew)	11,600	10,220	(1,380)
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>267,292</b>	<b>276,200</b>	<b>8,908</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings</b>						
<b>Governance</b>						
Shire Administration Building	07BU	90,487	0	0	0	
<b>Law, Order and Public Safety</b>						
Greenbushes Bushfire Brigade	09BN	251,300	0	0	0	
Wandillup Bushfire Brigade	10BN	278,600	0	0	0	
Kangaroo Gully Bushfire Station	12BN	3,427	0	0	0	
<b>Community Amenities</b>						
Waste Site Recycle Shed	62BU	98,456	0	62	62	Preliminary planning
<b>Recreation and Culture</b>						
Bridgetown Civic Centre Revitalisation	02BU	1,589,831	0	0	0	
Greenbushes Hall	20BU	220,000	0	0	0	
Greenbushes Office (Old Road board Office)	21BU	40,000	0	0	0	
Bridgetown Regional Library	60BU	10,000	0	0	0	
Bridgetown Lesser Hall	61BU	3,703	1,050	1,049	(1)	
Bridgetown Leisure Centre	16BU	26,536	0	0	0	
Bridgetown Trotting Club	23BU	48,395	0	0	0	
Greenbushes Golf Club	39BU	169,027	0	0	0	
Greenbushes Cricket Pavilion Toilets	54BU	9,145	0	0	0	
Bridgetown Sports Ground Horse Stalls	56BU	4,978	0	0	0	
Bridgetown Railway Station Restoration	57BU	585,905	58,965	58,963	(2)	
<b>Economic Services</b>						
Bridgetown Visitor Centre	59BU	365,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings (Continued)</b>						
<b>Transport</b>						
Shire Depot Rebuild	08BU	658,620	0	62	62	Preliminary planning
Greenbushes CBD Parking (Land)	CP05	64,240	0	0	0	
<b>Other Property and Services</b>						
Geegelup Brook Land	1790040	21,000	0	0	0	
<b>Land and Buildings Total</b>		<b>4,538,650</b>	<b>60,015</b>	<b>60,136</b>	<b>121</b>	
<b>Roads</b>						
<b>Transport</b>						
Winnejup Road Regional Road Group 21/22	RR24	228,734	20,150	20,150	0	
Winnejup Road Regional Road Group 22/23	RR21	375,000	0	0	0	
Brockman Highway	RS03	1,585,731	0	0	0	
Kerbing	KB01	5,000	0	0	0	
Roe Street	RC38	52,500	0	0	0	
Improvements Steere Street Intersections	RC52	22,500	0	0	0	
Emergency Works	RC53	30,000	0	0	0	
Tweed Road	RC42	123,992	0	0	0	
Hester Cascades Road	RC55	55,404	0	0	0	
Hester Street	RC58	10,260	0	0	0	
Henry Street	RC59	34,884	0	0	0	
Pioneer Street	RC60	8,716	0	0	0	
Cleopatra Crescent	RC61	15,107	0	0	0	
Democrat Close	RC62	13,848	0	0	0	
Hay Road	GS12	19,314	0	0	0	
Grange Road	GS34	122,094	0	0	0	
Polina Road	GS41	180,112	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Roads (Continued)</b>						
<b>Transport (Continued)</b>						
West Blackwood Terrace	GS69	40,577	0	0	0	
Greenfields Road	GS70	73,606	0	0	0	
<b>Roads Total</b>		<b>2,997,379</b>	<b>20,150</b>	<b>20,150</b>	<b>0</b>	
<b>Footpaths</b>						
<b>Transport</b>						
Nelson Street	FP05	80,610	0	0	0	
Footpaths Accessibility Access	FP28	5,000	0	0	0	
Allnutt Street	FP38	14,040	0	0	0	
<b>Footpaths Total</b>		<b>99,650</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Drainage</b>						
<b>Community Amenities</b>						
Nelson Street	DR16	3,635	0	0	0	
Telluride Street	DR18	30,410	0	0	0	
Four Season Estate	DR24	11,364	0	0	0	
Dairy Lane	DR38	46,307	0	0	0	
Connell Road	DR40	15,278	0	0	0	
<b>Drainage Total</b>		<b>106,994</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Parks and Ovals</b>						
<b>Recreation and Culture</b>						
Four Seasons Estate POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate Stream Protection	04IN	18,182	0	0	0	
Memorial Park Lights to Cenotaph	08IU	9,590	0	0	0	
Bridgetown Youth Precinct Development	16IN	187,540	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b><i>Parks and Ovals (Continued)</i></b>						
<b>Recreation and Culture (Continued)</b>						
Blackwood River Park Foreshore Development	17IN	123,160	44,795	44,794	(1)	
Bridgetown Leisure Centre Wet Area	18IN	28,840	0	0	0	
Bridgetown Sportsground Stairway to Toilets	21IN	5,752	0	0	0	
Greenbushes Youth Precinct Development	22IN	450,000	0	0	0	
Bridgetown Sportsground Water Supply	23IN	20,000	0	0	0	
Bridgetown Sportsground Cricket Training Nets	24IN	105,780	0	0	0	
Somme Park Fitness Trail Equipment	05IU	5,617	0	0	0	
<b>Parks and Ovals Total</b>		<b>999,915</b>	<b>44,795</b>	<b>44,794</b>	<b>(1)</b>	
<b><i>Bridges</i></b>						
<b>Recreation and Culture</b>						
River Park Footbridge	15IU	12,500	0	0	0	
<b>Transport</b>						
Old Bridgetown Road Bridge 0266A	BR05	5,000	0	0	0	
Brockman Highway Bridge 0266A	BR09	15,000	0	0	0	
Slades Road Bridge 3331A	BR23	219,000	0	0	0	
McKelvie Road Bridge 3705	BR26	8,000	0	0	0	
Greenbushes-Boyup Brook Road Bridge 3701	BR27	153,000	0	0	0	
<b>Bridges Total</b>		<b>412,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><i>Infrastructure Other</i></b>						
<b>Law, Order and Public Safety</b>						
Bushfire Control Centre Fencing	18IU	7,690	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Infrastructure Other (Continued)</b>						
<b>Community Amenities</b>						
Bridgetown Landfill Liquid Waste Facility	WA01	75,000	0	0	0	
Waste Site Fencing	17IU	52,105	0	0	0	
<b>Recreation and Culture</b>						
Bridgetown Sportsground Fencing	07IU	27,690	0	0	0	
<b>Transport</b>						
Depot Fencing	16IU	51,628	0	0	0	
Greenbushes CBD Parking	CP05	546,556	0	0	0	
ACROD Parking Bay Hampton Street	CP06	19,562	0	0	0	
<b>Infrastructure Other Total</b>		<b>780,231</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Plant and Equipment</b>						
<b>Governance</b>						
Director Corporate Services vehicle	1055440	45,000	0	0	0	
<b>Law, Order and Public Safety</b>						
Fire Fighting Equipment (Brigades Funded)	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	96,670	0	0	0	
CCTV Bridgetown Railway Station Carpark	1080340	10,000	0	0	0	
<b>Community Amenities</b>						
Tracked Loader	PL14	365,000	0	0	0	
Manager of Development Services vehicle	1305640	31,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b><i>Plant and Equipment (Continued)</i></b>						
<b>Transport</b>						
Footpath Sweeper	PL06	160,000	0	0	0	
Road Grader	PL09	300,000	0	0	0	
Mono Roller (Towed)	PL20	15,000	0	0	0	
Excavator	PL21	120,000	0	0	0	
Skid Steer Loader	PL22	110,000	0	0	0	
Works and Services Fleet	1405040	193,400	0	0	0	
Sundry Equipment	1403740	5,000	0	0	0	
<b>Plant and Equipment Total</b>		<b>1,456,070</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><i>Furniture and Equipment</i></b>						
<b>Furniture and Equipment Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Capital Expenditure Total</b>		<b>11,391,389</b>	<b>124,960</b>	<b>125,080</b>	<b>120</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 9: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1/07/2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Community Amenities</b>									
Loan 114 Liquid & Inert Waste Sites	25,319				25,319	25,319	0		520
Loan 115 Landfill Cell Extension	40,965				20,317	40,965	20,648		578
Loan 116 Liquid Waste Facility	72,020				9,696	72,020	62,324		1,364
<b>Recreation and Culture</b>									
Loan 112 Bridgetown Swimming Pool	1,259,127				75,344	1,259,127	1,183,783		50,115
Loan 117 Youth Precinct Redevelopment	171,792				17,973	171,792	153,819		2,496
Loan 118 Bridgetown Civic Centre revitalisation	111,506				11,666	111,506	99,840		1,620
Loan 119 Youth Precinct Redevelopment (Stage 2)	0		175,000		0		175,000		0
<b>Economic Services</b>									
Loan 120 Bridgetown Visitor Centre Building Renewal	0		300,000		0		300,000		0
	<b>1,680,729</b>	<b>0</b>	<b>475,000</b>	<b>0</b>	<b>160,315</b>	<b>1,680,729</b>	<b>1,995,414</b>	<b>0</b>	<b>56,693</b>

(b) New Debentures

Particulars	New Loan		
	Term	Amended Budget	Actual
		\$	\$
<b>Recreation and Culture</b>			
Loan 119 Youth Precinct Redevelopment (Stage 2)	10 years	175,000	0
<b>Economic Services</b>			
Loan 120 Bridgetown Visitor Centre Building Renewal	10 years	300,000	0
		<b>475,000</b>	<b>0</b>



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 9: INFORMATION ON BORROWINGS**

(c) Lease Liabilities

Particulars	Principal 1/07/2022	New Leases Actual	New Leases Budget	Principal Repayments		Principal Outstanding		Interest Repayments	
		\$	\$	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
003 Gym Equipment	45,905			6,615	25,908	39,290	19,997	132	1,083
<b>Other Property and Services</b>									
001 CESM Vehicle	1,441			480	1,441	961	0	1	1
002 Photocopies and printers	16,445			2,557	9,991	13,888	6,454	61	482
004 EHO Vehicle	13,578			436	5,238	13,142	8,340	5	45
005 2022 Toyota Hilux (CESM)	0		41,703		10,042	0	31,661		925
006 New Mitigation Vehicle	0		41,340		13,325	0	28,015		1,172
	<b>77,369</b>	<b>0</b>	<b>83,043</b>	<b>10,089</b>	<b>65,945</b>	<b>67,280</b>	<b>94,467</b>	<b>198</b>	<b>3,708</b>

(d) New Leases

Particulars	New Leases	New Leases	New Leases
	Term	Amended Budget	Actual
		\$	\$
<b>Other Property and Services</b>			
005 2022 Toyota Hilux (CESM)	36 months	41,703	0
006 New Mitigation Vehicle	36 months	41,340	0
		<b>83,043</b>	<b>0</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2022**

**Note 10: RATING INFORMATION**

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
Shire GRV	0.096821	1,811	27,798,488				0	2,691,478	45,000	1,000	2,737,478
Mining GRV	0.188282	1	820,000				0	154,391			154,391
Shire Rural UV	0.005906	467	215,910,000				0	1,275,165			1,275,165
Mining UV	0.070850	20	1,182,671				0	83,792			83,792
<b>Sub-Totals</b>		2,299	245,711,159	0	0	0	0	4,204,826	45,000	1,000	4,250,826
<b>Minimum Payment</b>	<b>Minimum \$</b>										
Shire GRV	1,048.00	667	3,652,945				0	699,016			699,016
Mining GRV	1,048.00	0	0				0	0			0
Shire Rural UV	1,299.00	272	41,143,420				0	353,328			353,328
Mining UV	387.00	19	31,951				0	7,353			7,353
<b>Sub-Totals</b>		958	44,828,316	0	0	0	0	1,059,697	0	0	1,059,697
Discounts/concessions							0				0
<b>Total amount raised from general rates</b>							<b>0</b>				<b>5,310,523</b>



## SHIRE OF BRIDGETOWN-GREENBUSHES

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 August 2022

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Detailed account schedules will be provided with financial reports to be presented at the following Council meetings:

October 2022  
 February 2023 (Budget Review)  
 April 2023  
 July 2023

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 August 2022**

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
<b>OPERATING ACTIVITIES</b>						
	3,106,271	3,106,271	<b>3,117,933</b>	11,662	0.38%	
<b>Revenue from operating activities (excluding rates)</b>						
Operating grants, subsidies and contributions	1,932,826	307,556	<b>311,545</b>	3,989	1.30%	
Fees and charges	1,854,482	1,074,334	<b>1,078,378</b>	4,044	0.38%	
Interest earnings	158,800	16,733	<b>14,789</b>	(1,944)	(11.62%)	
Other revenue	435,422	18,619	<b>2,489</b>	(16,130)	(86.63%)	▼
Profit on Disposal of Assets	51,655	0	<b>0</b>	0		
	4,433,185	1,417,242	<b>1,407,201</b>			
<b>Expenditure from operating activities</b>						
Employee costs	(5,590,992)	(816,118)	<b>(804,641)</b>	11,477	1.41%	
Materials and contracts	(3,853,088)	(358,248)	<b>(330,273)</b>	27,975	7.81%	▲
Utility charges	(276,002)	(30,037)	<b>(17,030)</b>	13,007	43.30%	▲
Depreciation on non-current assets	(3,650,577)	(10,988)	<b>(7,831)</b>	3,157	28.73%	
Interest expenses	(60,501)	(616)	<b>(169)</b>	447	72.57%	
Insurance expenses	(339,925)	(169,942)	<b>(171,229)</b>	(1,287)	(0.76%)	
Other expenditure	(334,246)	(51,562)	<b>(49,003)</b>	2,559	4.96%	
Loss on asset disposals	(28,155)	0	<b>0</b>	0		
	(14,133,486)	(1,437,511)	<b>(1,380,176)</b>			
Non-cash amounts excluded from operating activities	3,630,769	10,988	<b>8,286</b>			
	<b>(2,963,261)</b>	<b>3,096,990</b>	<b>3,153,244</b>			
<b>Amount attributable to operating activities</b>						
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	7,192,657	27,318	<b>27,318</b>	0	0.00%	
Payments for property, plant and equipment	(6,233,720)	(143,426)	<b>(146,126)</b>	(2,700)	(1.88%)	
Payments for construction of infrastructure	(5,396,669)	(68,515)	<b>(69,153)</b>	(638)	(0.93%)	
Proceeds from disposal of assets	346,200	0	<b>0</b>	0		
	(4,091,532)	(184,623)	<b>(187,961)</b>			
<b>Amount attributable to investing activities</b>						
<b>FINANCING ACTIVITIES</b>						
Repayment of borrowings	(160,315)	0	<b>0</b>	0		
Principal elements of finance lease payments	(65,945)	(11,005)	<b>(11,005)</b>	0	0.00%	
Proceeds from new borrowings	475,000	0	<b>0</b>	0		
Transfers to cash backed reserves (restricted assets)	(780,697)	(9,251)	<b>(9,251)</b>	0	0.00%	
Transfers from cash backed reserves (restricted assets)	2,254,627	0	<b>0</b>	0		
	1,722,670	(20,256)	<b>(20,256)</b>			
<b>Amount attributable to financing activities</b>						
<b>Deficiency before general rates</b>						
	<b>(5,332,123)</b>	<b>2,892,111</b>	<b>2,945,027</b>			
<b>Amount raised from general rates</b>						
	5,310,523	5,256,427	<b>5,264,523</b>	<b>8,096</b>	0.15%	
<b>Net current assets - surplus/(deficit)</b>						
	<b>(21,600)</b>	<b>8,148,538</b>	<b>8,209,549</b>	<b>8,096</b>	0.75%	

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

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL POSITION**  
For the Period Ended 31 August 2022

	Note	31-Aug-2022	Last Period	30-Jun-22
<b>Current Assets</b>		\$	\$	\$
Cash and cash equivalents	4	8,366,252	8,881,856	9,564,983
Trade and other receivables		7,020,989	276,909	635,698
Inventories		42,835	40,041	40,835
Contract assets		245,722	245,722	245,722
Other assets		0	0	0
<b>TOTAL CURRENT ASSETS</b>		<b>15,675,798</b>	<b>9,444,528</b>	<b>10,487,238</b>
<b>Non-Current Assets</b>				
Trade and other receivables		172,940	172,940	172,940
Other financial assets		73,807	73,807	73,807
Property, plant and equipment		32,650,568	32,564,577	32,504,442
Infrastructure		167,112,282	167,108,073	167,043,129
Right-of-use assets		67,152	71,068	74,983
<b>TOTAL NON-CURRENT ASSETS</b>		<b>200,076,749</b>	<b>199,990,465</b>	<b>199,869,301</b>
<b>TOTAL ASSETS</b>		<b>215,752,547</b>	<b>209,434,993</b>	<b>210,356,539</b>
<b>Current Liabilities</b>				
Trade and other payables		1,026,580	898,541	1,118,802
Other liabilities		1,641,060	1,541,060	1,460,692
Lease liabilities	9	31,573	32,489	42,577
Borrowings	9	160,317	160,317	160,317
Employee related provisions		759,944	759,944	759,944
<b>TOTAL CURRENT LIABILITIES</b>		<b>3,619,474</b>	<b>3,392,351</b>	<b>3,542,332</b>
<b>Non-Current Liabilities</b>				
Lease liabilities	9	34,792	34,792	34,792
Borrowings	9	1,520,412	1,520,412	1,520,412
Employee related provisions		59,816	59,816	59,816
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,615,020</b>	<b>1,615,020</b>	<b>1,615,020</b>
<b>TOTAL LIABILITIES</b>		<b>5,234,494</b>	<b>5,007,371</b>	<b>5,157,352</b>
<b>NET ASSETS</b>		<b>210,518,053</b>	<b>204,427,622</b>	<b>205,199,187</b>
<b>Equity</b>				
Retained surplus		119,107,370	113,022,517	113,797,755
Reserves - cash backed	7	4,225,638	4,220,060	4,216,387
Revaluation surplus		87,185,045	87,185,045	87,185,045
<b>TOTAL EQUITY</b>		<b>210,518,053</b>	<b>204,427,622</b>	<b>205,199,187</b>

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

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 1: NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

	Note	YTD 31 Aug 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Current assets</b>				
Cash and cash equivalents - unrestricted	4	4,140,614	4,661,795	5,348,596
Cash and cash equivalents - restricted	5	4,225,638	4,220,060	4,216,387
Receivables		7,020,989	276,909	635,698
Contract assets		245,722	245,722	245,722
Inventories		42,835	40,041	40,835
		15,675,797	9,444,527	10,487,238
<b>Less: Current liabilities</b>				
Trade and other payables		(1,026,580)	(898,541)	(1,118,802)
Contract liabilities		(1,641,060)	(1,541,060)	(1,460,692)
Lease liabilities	9	(31,573)	(32,489)	(42,577)
Long term borrowings	9	(160,317)	(160,317)	(160,317)
Employee provisions		(759,944)	(759,944)	(759,944)
		(3,619,473)	(3,392,350)	(3,542,332)
<b>Net current assets</b>		12,056,324	6,052,177	6,944,906
Current assets and liabilities excluded from budgeted deficiency	1 (c)	(3,846,774)	(3,840,555)	(3,987,290)
<b>Net current assets used in the Rate Setting Statement</b>		<b>8,209,549</b>	<b>2,211,622</b>	<b>2,957,616</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.

	Note	YTD 31 Aug 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	0	0	(494)
Add: Loss on disposal of assets	7	0	0	496,663
Add: Depreciation on assets		7,831	3,915	3,555,494
Movement in non-current pensioner deferred rates		0	0	(4,677)
Movement in non-current employee provisions		0	0	6,106
Movement in current employee provisions associated with restricted cash		455	181	597
<b>Non cash amounts excluded from operating activities</b>		<b>8,286</b>	<b>4,096</b>	<b>4,053,688</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 1: NET CURRENT ASSETS**

**(c) Current assets and liabilities excluded from budgeted deficiency**

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

	Note	YTD 31 Aug 2022	Last Period	Actual 30 June 2022
		\$	\$	\$
<b>Adjustments to net current assets</b>				
Less: Cash - restricted reserves	5	(4,225,638)	(4,220,060)	(4,216,387)
Add: Current portion of borrowings		160,317	160,317	160,317
Add: Current portion of lease liabilities		31,573	32,489	42,577
Add: Current portion of employee benefit provisions held in reserve	5	186,974	186,700	186,519
<b>Total adjustments to net current assets</b>		<b>(3,846,774)</b>	<b>(3,840,555)</b>	<b>(3,826,973)</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 2: EXPLANATION OF MATERIAL VARIANCES**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Other revenue	(16,130)	(86.63%)	▼	Timing	Variance due to income received for insurance reimbursements \$9,593 and works compensation claims less than estimated at this time.
<b>Expenditure from operating activities</b>					
Materials and contracts	27,975	7.81%	▲	Timing	Variance due to expenditure on subscriptions and gifts \$4,495 and fire prevention \$15,195, sanitation \$8,002 less than estimated at this time. Balance relates to other minor expenditure.
Utility charges	13,007	43.30%	▲	Timing	Variance due to timing of receiving utilities accounts at various shire buildings and reserves.

Council for the financial year ending 30 June 2023 adopted a percentage of plus or minus 5% at nature or type level to be used for reporting material variances of actual revenue and expenditure in the monthly financial reports. The exception being that material variances of \$10,000 or less are non-reportable.



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 3: BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus				0
	<b>Permanent Changes</b>						
22132	Greenbushes CRC shires atelite services	C.12/0822	Operating Expenses			(2,600)	(2,600)
06594	Bushfire Brigade light fire vehicle	C.16/0822a	Operating Expenses			(239,000)	(241,600)
06017	Fire prevention non-recurrent grant	C.16/0822a	Operating Expenses		169,000		(72,600)
06795	Sale of asset	C.16/0822a	Capital Revenue		70,000		(2,600)
PJ139	Transfer liquid waste	C.16/0822a	Operating Expenses			(19,000)	(21,600)
				<b>0</b>	<b>239,000</b>	<b>(260,600)</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 4: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
<b>(a) Cash Deposits</b>								
Municipal Bank Account	Nil	374,890				374,890	Westpac	At Call
Municipal Funds On Call	1.30%	50,914				50,914	WATC	At Call
Trust Bank Account	Nil			955		955	Westpac	At Call
Visitor Centre Trust Account	Nil			18,222		18,222	Westpac	At Call
Cash On Hand	Nil	1,850				1,850	N/A	On Hand
<b>Term Deposits</b>								
<b>(b) Municipal Funds</b>								
Municipal Funds	1.75%	501,382				501,382	NAB	07-Sep-22
Municipal Funds	2.05%	501,110				501,110	NAB	12-Sep-22
Municipal Funds	2.60%	1,103,353				1,103,353	NAB	17-Oct-22
Municipal Funds	2.60%	502,226				502,226	NAB	26-Oct-22
Municipal Funds	2.85%	602,027				602,027	NAB	16-Nov-22
Municipal Funds	2.95%	502,861				502,861	NAB	28-Nov-22
Reserve Funds	2.05%		4,225,638			4,225,638	NAB	28-Sep-22
<b>Total</b>		<b>4,140,614</b>	<b>4,225,638</b>	<b>19,178</b>	<b>0</b>	<b>8,385,429</b>		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 5: CASH BACKED RESERVE**

2022-23										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
	<b>Restricted by Legislation</b>									
106	Subdivision Reserve	215,835	4,272	526	10,000			230,107	216,362	
121	Car Park Reserve	971	19	2	0			990	973	
201	Unspent Grants & Loans Reserve	422,635	0	0	0		(403,000)	19,635	422,635	
	<b>Restricted by Council</b>									
101	Leave Reserve	186,519	3,692	455	0			190,211	186,974	
102	Plant Reserve	741,712	14,680	1,809	324,000		(893,000)	187,392	743,521	
103	Land and Building Reserve	687,174	13,601	1,676	0		(320,000)	380,775	688,850	
104	Bush Fire Reserve	38,458	761	94	10,000			49,219	38,552	
105	Maintenance and Renewal of Mine Heavy Haulage Roads Reserve	5,383	107	13	75,000			80,490	5,396	
107	Sanitation Reserve	210,598	4,168	514	66,000		(151,780)	128,986	211,111	
109	Recreation Centre Floor and Solar Reserve	225,005	4,454	549	10,000			239,459	225,553	
112	Refuse Site Post Closure Reserve	239,240	4,735	583	5,000		(30,000)	218,975	239,823	
113	Drainage Reserve	67,968	1,345	166	10,000		(4,766)	74,547	68,134	
114	Community Bus Reserve	66,642	1,319	163	5,000			72,961	66,804	
115	SBS & Communications Tower Reserve	29,250	579	71	20,000			49,829	29,322	
118	Playground Equipment Reserve	44,750	886	109	1,000			46,636	44,859	
119	Swimming Pool Reserve	4,536	0	11	0		(4,536)	(1)	4,547	
125	Building Maintenance Reserve	224,804	4,450	548	9,697		(60,000)	178,951	225,352	
126	Strategic Projects Reserve	293,633	5,812	716	10,000		(77,540)	231,905	294,349	
127	Matched Grants Reserve	65,085	1,288	159	10,000			76,373	65,244	
128	Aged Care Infrastructure Reserve	57,371	1,136	140	0			58,507	57,511	
129	Equipment Reserve	6,155	122	15	0			6,277	6,170	
130	Assets and GRV Valuation Reserve	97,446	1,929	238	24,000		(36,700)	86,675	97,684	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 5: CASH BACKED RESERVE**

2022-23										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
131	Bridgetown Leisure Centre Reserve	32,878	651	80	0		(5,000)		28,529	32,959
132	Trails Reserve	36,853	729	90	5,000		(27,500)		15,082	36,943
133	Light Fleet Vehicle Reserve	214,027	4,236	522	101,000		(240,805)		78,458	214,549
135	Blackspot Reserve	1,460	29	4	10,000				11,489	1,464
		<b>4,216,387</b>	<b>75,000</b>	<b>9,251</b>	<b>705,697</b>	<b>0</b>	<b>(2,254,627)</b>	<b>0</b>	<b>2,742,457</b>	<b>4,225,638</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 6: RECEIVABLES**

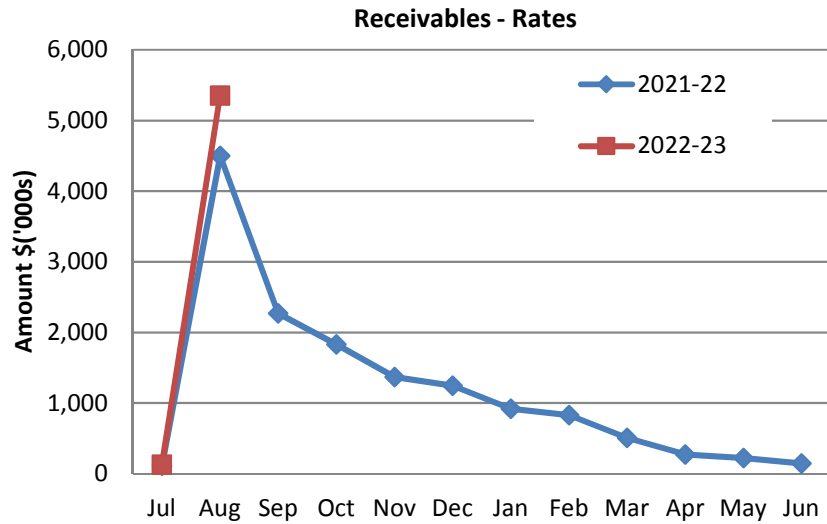
**Receivables - Rates**

Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Current Outstanding

	YTD 31 Aug 2022	30 June 2022
	\$	\$
Opening Arrears Previous Years	147,038.27	136,951
Levied this year	5,264,523	4,849,560
Less Collections to date	(60,055)	(4,839,473)
<b>Equals Current Outstanding</b>	<b>5,351,506</b>	<b>147,038</b>
<b>Net Rates Collectable</b>	<b>5,351,506</b>	<b>147,038</b>
% Collected	1.11%	97.05%

**Net Rates Collectable**

% Collected



**Receivables - Sundry Debtors**

Receivables - Sundry Debtors

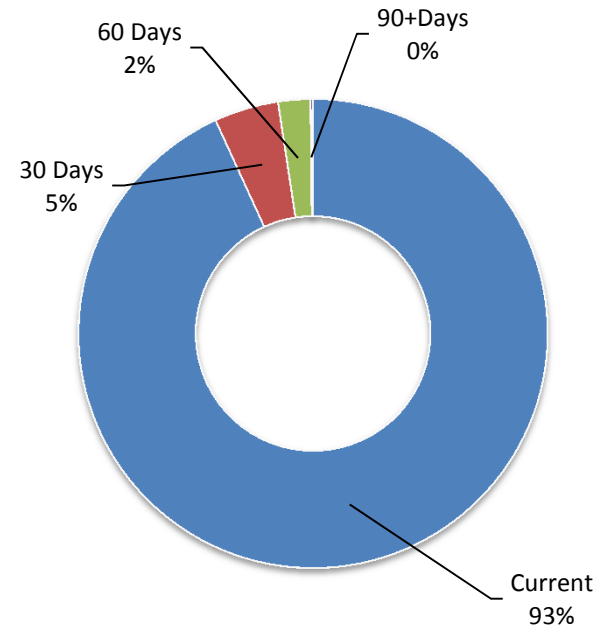
	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	308,425	14,667	7,359	575

**Total Sundry Debtor Receivables Outstanding**

**331,025**

Amounts shown above include GST (where applicable)

**Receivables - Sundry Debtors**



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 7: CAPITAL DISPOSALS**

YTD Actual Replacement				Disposals	Amended Current Budget		
Net Book Value	Proceeds	Profit (Loss)	P&L Variance		Net Book Value	Proceeds	Profit (Loss)
\$	\$	\$	\$		\$	\$	\$
				<b>Plant and Equipment</b>			
				P3020 2018 Mitsubishi Outlander (Pool car)	14,592	9,930	(4,662)
				P3055 2018 Subaru Liberty (DCS)	12,500	10,225	(2,275)
				P4200 2017 Mitsubishi Triton (Bushfire Brigade)	15,000	13,390	(1,610)
				P4190 2008 Ford Ranger (Bushfire Brigade)	6,200	6,200	0
				P2082 2006 CAT Tracked Loader (Waste Site)	62,000	70,000	8,000
				P3010 2018 Nissan Xtrail (MDS)	14,500	8,970	(5,530)
				P2022 2013 Isuzu FXZ 13T Tipper	64,000	100,000	36,000
				P2111 2013 Tennant Footpath Sweeper	8,000	2,000	(6,000)
				P2076 2000 JCB Robot Skid Steer Loader	12,200	5,000	(7,200)
				P3065 2018 Ford Everest (DCID)	18,500	15,360	(3,140)
				P2045 2018 Nissan Navara (Works Coordinator)	16,700	14,685	(2,015)
				P2220 2018 Mitsubishi Triton (Plant Mechanic)	11,500	10,220	(1,280)
				P2270 2018 Mitsubishi Triton (Parks Crew)	11,600	10,220	(1,380)
				P4050 2007 Toyota landcruiser (Bushfire Brigade)	16,320	70,000	53,680
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>283,612</b>	<b>346,200</b>	<b>62,588</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings</b>						
<b>Governance</b>						
Shire Administration Building	07BU	90,487	0	0	0	
<b>Law, Order and Public Safety</b>						
Greenbushes Bushfire Brigade	09BN	251,300	0	0	0	
Wandillup Bushfire Brigade	10BN	278,600	0	0	0	
Kangaroo Gully Bushfire Station	12BN	3,427	0	0	0	
<b>Community Amenities</b>						
Waste Site Recycle Shed	62BU	98,456	0	62	62	Preliminary planning
<b>Recreation and Culture</b>						
Bridgetown Civic Centre Revitalisation	02BU	1,589,831	0	35	35	Prleiminary planning
Greenbushes Hall	20BU	220,000	0	0	0	
Greenbushes Office (Old Road board Office)	21BU	40,000	0	0	0	
Bridgetown Regional Library	60BU	10,000	0	0	0	
Bridgetown Lesser Hall	61BU	3,703	1,050	1,049	(1)	
Bridgetown Leisure Centre	16BU	26,536	0	0	0	
Bridgetown Trotting Club	23BU	48,395	16,131	18,675	2,544	Works continuing
Greenbushes Golf Club	39BU	169,027	0	0	0	
Greenbushes Cricket Pavilion Toilets	54BU	9,145	0	0	0	
Bridgetown Sports Ground Horse Stalls	56BU	4,978	0	0	0	
Bridgetown Railway Station Restoration	57BU	585,905	123,220	123,218	(2)	
<b>Economic Services</b>						
Bridgetown Visitor Centre	59BU	365,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings (Continued)</b>						
<b>Transport</b>						
Shire Depot Rebuild	08BU	658,620	0	62	62	Preliminary planning
Greenbushes CBD Parking (Land)	CP05	64,240	0	0	0	
<b>Other Property and Services</b>						
Geegelup Brook Land	1790040	21,000	3,025	3,025	0	
<b>Land and Buildings Total</b>		<b>4,538,650</b>	<b>143,426</b>	<b>146,126</b>	<b>2,700</b>	
<b>Roads</b>						
<b>Transport</b>						
Winnejup Road Regional Road Group 21/22	RR24	228,734	20,150	20,150	0	
Winnejup Road Regional Road Group 22/23	RR21	375,000	0	0	0	
Brockman Highway	RS03	1,585,731	0	0	0	
Kerbing	KB01	5,000	0	0	0	
Roe Street	RC38	52,500	0	0	0	
Improvements Steere Street Intersections	RC52	22,500	0	0	0	
Emergency Works	RC53	30,000	0	0	0	
Tweed Road	RC42	123,992	0	0	0	
Hester Cascades Road	RC55	55,404	0	0	0	
Hester Street	RC58	10,260	0	0	0	
Henry Street	RC59	34,884	0	0	0	
Pioneer Street	RC60	8,716	0	0	0	
Cleopatra Crescent	RC61	15,107	0	0	0	
Democrat Close	RC62	13,848	0	0	0	
Hay Road	GS12	19,314	0	137	137	
Grange Road	GS34	122,094	0	137	137	
Polina Road	GS41	180,112	0	137	137	



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Roads (Continued)</b>						
<b>Transport (Continued)</b>						
West Blackwood Terrace	GS69	40,577	0	0	0	
Greenfields Road	GS70	73,606	0	0	0	
<b>Roads Total</b>		<b>2,997,379</b>	<b>20,150</b>	<b>20,561</b>	<b>411</b>	
<b>Footpaths</b>						
<b>Transport</b>						
Nelson Street	FP05	80,610	0	0	0	
Footpaths Accessibility Access	FP28	5,000	0	0	0	
Allnutt Street	FP38	14,040	0	0	0	
<b>Footpaths Total</b>		<b>99,650</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Drainage</b>						
<b>Community Amenities</b>						
Nelson Street	DR16	3,635	0	0	0	
Telluride Street	DR18	30,410	0	0	0	
Four Season Estate	DR24	11,364	0	0	0	
Dairy Lane	DR38	46,307	0	0	0	
Connell Road	DR40	15,278	0	0	0	
<b>Drainage Total</b>		<b>106,994</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Parks and Ovals</b>						
<b>Recreation and Culture</b>						
Four Seasons Estate POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate Stream Protection	04IN	18,182	0	0	0	
Memorial Park Lights to Cenotaph	08IU	9,590	0	0	0	
Bridgetown Youth Precinct Development	16IN	187,540	0	78	78	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b><i>Parks and Ovals (Continued)</i></b>						
<b>Recreation and Culture (Continued)</b>						
Blackwood River Park Foreshore Development	17IN	123,160	44,795	44,945	150	
Bridgetown Leisure Centre Wet Area	18IN	28,840	0	0	0	
Bridgetown Sportsground Stairway to Toilets	21IN	5,752	3,570	3,570	0	
Greenbushes Youth Precinct Development	22IN	450,000	0	0	0	
Bridgetown Sportsground Water Supply	23IN	20,000	0	0	0	
Bridgetown Sportsground Cricket Training Nets	24IN	105,780	0	0	0	
Somme Park Fitness Trail Equipment	05IU	5,617	0	0	0	
<b>Parks and Ovals Total</b>		<b>999,915</b>	<b>48,365</b>	<b>48,592</b>	<b>227</b>	
<b><i>Bridges</i></b>						
<b>Recreation and Culture</b>						
River Park Footbridge	15IU	12,500	0	0	0	
<b>Transport</b>						
Old Bridgetown Road Bridge 0266A	BR05	5,000	0	0	0	
Brockman Highway Bridge 0266A	BR09	15,000	0	0	0	
Slades Road Bridge 3331A	BR23	219,000	0	0	0	
McKelvie Road Bridge 3705	BR26	8,000	0	0	0	
Greenbushes-Boyup Brook Road Bridge 3701	BR27	153,000	0	0	0	
<b>Bridges Total</b>		<b>412,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><i>Infrastructure Other</i></b>						
<b>Law, Order and Public Safety</b>						
Bushfire Control Centre Fencing	18IU	7,690	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Infrastructure Other (Continued)</b>						
<b>Community Amenities</b>						
Bridgetown Landfill Liquid Waste Facility	WA01	75,000	0	0	0	
Waste Site Fencing	17IU	52,105	0	0	0	
<b>Recreation and Culture</b>						
Bridgetown Sportsground Fencing	07IU	27,690	0	0	0	
<b>Transport</b>						
Depot Fencing	16IU	51,628	0	0	0	
Greenbushes CBD Parking	CP05	546,556	0	0	0	
ACROD Parking Bay Hampton Street	CP06	19,562	0	0	0	
<b>Infrastructure Other Total</b>		<b>780,231</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Plant and Equipment</b>						
<b>Governance</b>						
Director Corporate Services vehicle	1055440	45,000	0	0	0	
<b>Law, Order and Public Safety</b>						
Fire Fighting Equipment (Brigades Funded)	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	335,670	0	0	0	
CCTV Bridgetown Railway Station Carpark	1080340	10,000	0	0	0	
<b>Community Amenities</b>						
Tracked Loader	PL14	365,000	0	0	0	
Manager of Development Services vehicle	1305640	31,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 8: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Aug 2022			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b><i>Plant and Equipment (Continued)</i></b>						
<b>Transport</b>						
Footpath Sweeper	PL06	160,000	0	0	0	
Road Grader	PL09	300,000	0	0	0	
Mono Roller (Towed)	PL20	15,000	0	0	0	
Excavator	PL21	120,000	0	0	0	
Skid Steer Loader	PL22	110,000	0	0	0	
Works and Services Fleet	1405040	193,400	0	0	0	
Sundry Equipment	1403740	5,000	0	0	0	
<b>Plant and Equipment Total</b>		<b>1,695,070</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b><i>Furniture and Equipment</i></b>						
<b>Furniture and Equipment Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Capital Expenditure Total</b>		<b>11,630,389</b>	<b>211,941</b>	<b>215,279</b>	<b>3,338</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 9: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1/07/2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Community Amenities</b>									
Loan 114 Liquid & Inert Waste Sites	25,319				25,319	25,319	0		520
Loan 115 Landfill Cell Extension	40,965				20,317	40,965	20,648		578
Loan 116 Liquid Waste Facility	72,020				9,696	72,020	62,324		1,364
<b>Recreation and Culture</b>									
Loan 112 Bridgetown Swimming Pool	1,259,127				75,344	1,259,127	1,183,783		50,115
Loan 117 Youth Precinct Redevelopment	171,792				17,973	171,792	153,819		2,496
Loan 118 Bridgetown Civic Centre revitalisation	111,506				11,666	111,506	99,840		1,620
Loan 119 Youth Precinct Redevelopment (Stage 2)	0		175,000		0		175,000		0
<b>Economic Services</b>									
Loan 120 Bridgetown Visitor Centre Building Renewal	0		300,000		0		300,000		0
	<b>1,680,729</b>	<b>0</b>	<b>475,000</b>	<b>0</b>	<b>160,315</b>	<b>1,680,729</b>	<b>1,995,414</b>	<b>0</b>	<b>56,693</b>

(b) New Debentures

Particulars	New Loan	New Loan	New Loan
	Term	Amended Budget	Actual
		\$	\$
<b>Recreation and Culture</b>			
Loan 119 Youth Precinct Redevelopment (Stage 2)	10 years	175,000	0
<b>Economic Services</b>			
Loan 120 Bridgetown Visitor Centre Building Renewal	10 years	300,000	0
		<b>475,000</b>	<b>0</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 9: INFORMATION ON BORROWINGS**

(c) Lease Liabilities

Particulars	Principal 1/07/2022	New Leases Actual	New Leases Budget	Principal Repayments		Principal Outstanding		Interest Repayments	
		\$	\$	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
003 Gym Equipment	45,905			6,615	25,908	39,290	19,997	245	1,083
<b>Other Property and Services</b>									
001 CESM Vehicle	1,441			961	1,441	480	0	1	1
002 Photocopies and printers	16,445			2,557	9,991	13,888	6,454	112	482
004 EHO Vehicle	13,578			871	5,238	12,707	8,340	9	45
005 2022 Toyota Hilux (CESM)	0		41,703		10,042	0	31,661		925
006 New Mitigation Vehicle	0		41,340		13,325	0	28,015		1,172
	<b>77,369</b>	<b>0</b>	<b>83,043</b>	<b>11,005</b>	<b>65,945</b>	<b>66,364</b>	<b>94,467</b>	<b>368</b>	<b>3,708</b>

(d) New Leases

Particulars	New Leases	New Leases	New Leases
	Term	Amended Budget	Actual
		\$	\$
<b>Other Property and Services</b>			
005 2022 Toyota Hilux (CESM)	36 months	41,703	0
006 New Mitigation Vehicle	36 months	41,340	0
		<b>83,043</b>	<b>0</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 August 2022**

**Note 10: RATING INFORMATION**

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
Shire GRV	0.096821	1,811	27,798,488	2,691,478			2,691,478	2,691,478	45,000	1,000	2,737,478
Mining GRV	0.188282	1	820,000	154,391			154,391	154,391			154,391
Shire Rural UV	0.005906	467	215,910,000	1,275,165			1,275,165	1,275,165			1,275,165
Mining UV	0.070850	20	1,182,671	83,792			83,792	83,792			83,792
<b>Sub-Totals</b>		2,299	245,711,159	4,204,826	0	0	4,204,826	4,204,826	45,000	1,000	4,250,826
<b>Minimum Payment</b>	<b>Minimum \$</b>										
Shire GRV	1,048.00	667	3,652,945	699,016			699,016	699,016			699,016
Mining GRV	1,048.00	0	0	0			0	0			0
Shire Rural UV	1,299.00	272	41,143,420	353,328			353,328	353,328			353,328
Mining UV	387.00	19	31,951	7,353			7,353	7,353			7,353
<b>Sub-Totals</b>		958	44,828,316	1,059,697	0	0	1,059,697	1,059,697	0	0	1,059,697
Discounts/concessions							5,264,523				5,310,523
<b>Total amount raised from general rates</b>							5,264,523				5,310,523

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
<b><u>MUNICIPAL FUND</u></b>				
<b>DIRECT DEBITS</b>				
DD16224.1	01/08/2022	WESTNET PTY LTD	2022/23 SECONDARY DNS MAIL RELAY	90.00
DD16224.3	02/08/2022	GO GO MEDIA	MONTHLY ON-HOLD MESSAGE SERVICE FOR AUGUST	75.90
DD16224.4	07/08/2022	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL FOR THE MONTH OF JULY	2,946.68
DD16228.1	10/08/2022	AWARE SUPER	PAYROLL DEDUCTIONS	13,842.00
DD16228.10	10/08/2022	AUSTRALIAN ETHICAL RETAIL SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16228.11	10/08/2022	GUILD SUPER	PAYROLL DEDUCTIONS	484.33
DD16228.12	10/08/2022	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	336.58
DD16228.13	10/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	2,518.18
DD16228.14	10/08/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	606.48
DD16228.15	10/08/2022	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	187.68
DD16228.16	10/08/2022	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16228.17	10/08/2022	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	325.77
DD16228.18	10/08/2022	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	315.72
DD16228.2	10/08/2022	UNISUPER	PAYROLL DEDUCTIONS	674.45
DD16228.3	10/08/2022	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	472.75
DD16228.4	10/08/2022	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	744.61
DD16228.5	10/08/2022	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	247.26
DD16228.6	10/08/2022	WEALTH PERSONAL SUPER FUND	SUPERANNUATION CONTRIBUTIONS	287.82
DD16228.7	10/08/2022	COLONIAL FIRST STATE FIRSTCHOICE SUPER	PAYROLL DEDUCTIONS	351.14
DD16228.8	10/08/2022	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16228.9	10/08/2022	COLONIAL FIRST STATE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	205.54
DD16224.2	15/08/2022	SG FLEET AUSTRALIA PTY LTD	MONTHLY LEASE FOR 21/08/2022 - 20/09/2022	484.22
DD16259.1	24/08/2022	AWARE SUPER	PAYROLL DEDUCTIONS	13,865.18
DD16259.10	24/08/2022	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	429.08
DD16259.11	24/08/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	2,504.07
DD16259.12	24/08/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	606.48
DD16259.13	24/08/2022	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	197.31
DD16259.14	24/08/2022	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	273.65
DD16259.15	24/08/2022	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	302.71



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
DD16259.16	24/08/2022	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	315.72
DD16259.2	24/08/2022	UNISUPER	PAYROLL DEDUCTIONS	815.02
DD16259.3	24/08/2022	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	331.28
DD16259.4	24/08/2022	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	744.62
DD16259.5	24/08/2022	WEALTH PERSONAL SUPER FUND	SUPERANNUATION CONTRIBUTIONS	304.62
DD16259.6	24/08/2022	PLUM SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16259.7	24/08/2022	COLONIAL FIRST STATE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	205.54
DD16259.8	24/08/2022	AUSTRALIAN ETHICAL RETAIL SUPER	SUPERANNUATION CONTRIBUTIONS	256.85
DD16259.9	24/08/2022	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	484.33
B/S	01/08/2022	WESTPAC BANK	MERCHANT FEES	567.17
B/S	01/08/2022	WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	232.66
B/S	10/08/2022	WESTPAC BANK	TOTAL WAGES FOR 28.07.2022 - 10.08.2022	130,449.59
B/S	24/08/2022	WESTPAC BANK	TOTAL WAGES FOR 11.08.2022 - 24.08.2022	119,084.89
B/S	04/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	ADVERTISING OF LOCAL LAW ADOPTION IN GOVERNMENT GAZETTE	124.80
B/S	07/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	NATIONAL POLICE CLEARANCE TOKEN	37.50
B/S	14/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	CONCEPT FORUM DINNER	7.50
B/S	18/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	1 X BLUETOOTH SCANNER FOR LEISURE CENTRE	341.00
B/S	18/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	3 X PROJECTOR LAMPS	503.58
B/S	21/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	FAREWELL LUNCH FOR STAFF MEMBER	47.00
B/S	28/07/2022	WESTPAC CORPORATE CREDIT CARD CEO	REFRESHMENTS FOR STAKEHOLDERS BTN RAILWAY STATION MEETING	45.30
B/S	01/08/2022	WESTPAC CORPORATE CREDIT CARD CEO	CEO PARKING WHILE ATTENDING LGIS MEETING	2.80
B/S	02/08/2022	WESTPAC CORPORATE CREDIT CARD CEO	MONTHLY CARD FEE	10.00
B/S	02/08/2022	WESTPAC CORPORATE CREDIT CARD EMCOR	MONTHLY CARD FEE	10.00
<b>BPAY</b>				
50820221	05/08/2022	PHARMACY 777 BRIDGETOWN	FIRST AID SUPPLIES FOR ADMIN OFFICE	43.80
50820222	05/08/2022	TELSTRA	TELEPHONE & INTERNET CHARGES	1,172.13
19082022	19/08/2022	TELSTRA	TELEPHONE & INTERNET CHARGES	2,697.86
<b>ELECTRONIC PAYMENTS</b>				
EFT35246	04/08/2022	AMITY SIGNS	2 X BLACKSPOT PROJECT SIGNS FOR WINNEJUP RD	495.00
EFT35247	04/08/2022	FRANCIS JOHN BIRKS	RATES REFUND	679.50
EFT35248	04/08/2022	BLACKWOODS	1 X ALEMLUBE DIESEL METER	444.80

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35249	04/08/2022	BLISS FOR DESIGN	1 X CHAINSAW CHAIN	27.72
EFT35250	04/08/2022	BRIDGETOWN CRC	SES POWER CONSUMPTION FOR 05/05/2022 - 01/07/2022	276.61
EFT35251	04/08/2022	BRIDGETOWN HOTEL	FARWELL MORNING TEA FOR ACCESS AND INCLUSION COMMITTEE MEMBERS	96.20
EFT35252	04/08/2022	BRIDGETOWN MITRE 10 & RETRAVISION	2 X PACKS OF PADLOCKS AND 1 X KEY LOCKBOX	250.99
EFT35253	04/08/2022	BRIDGETOWN TYRES	GRADER TYRE REPLACEMENT, 4 X TYRES FOR NISSAN XTRAIL & 2 X BATTERIES	2,344.00
EFT35254	04/08/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	248.57
EFT35255	04/08/2022	CITY OF BUSSELTON	2022/23 CONTRIBUTION TO SOUTH WEST LIBRARY CONSORTIA	1,628.00
EFT35256	04/08/2022	CLOVERS GENERAL STORE	MONTHLY GROCERIES FOR LEISURE CENTRE FOR MARCH TO JUNE	127.25
EFT35257	04/08/2022	DATA#3	VMWARE VSPHERE 5 ESSENTIALS KIT 3 YEAR RENEWAL	290.74
EFT35258	04/08/2022	DAVMECH	REPLACE SLASHER BLADES ON JOHN DEERE TRACTOR	159.50
EFT35259	04/08/2022	DEPT OF PREMIER AND CABINET	FEE FOR CHANGING RATES VALUATION METHOD	93.60
EFT35260	04/08/2022	DEPT OF FIRE & EMERGENCY SERVICES	2022/23 ANNUAL DFES FIRE ALARM MONITORING FOR BLC	1,881.00
EFT35261	04/08/2022	DEPT OF MINES, INDUSTRY REGS & SAFETY	BSL'S FOR THE MONTH OF JULY 2022	2,022.64
EFT35262	04/08/2022	DOMESTIC MAINTENANCE SW	SUPPLY AND INSTALL SHOWER WALL LINER AT HESTER FIRE STATION	1,200.00
EFT35263	04/08/2022	OWEN EDWARD DOUST	REFUND OF EARTHWORKS BOND	600.85
EFT35264	04/08/2022	IAN ENGLERT	ANNUAL TUNING OF SHIRE PIANOS	525.00
EFT35265	04/08/2022	FAIRTEL PTY LTD	TELEPHONE & NBN CHARGES FOR JULY	179.35
EFT35266	04/08/2022	LGRCEU	PAYROLL DEDUCTIONS	132.00
EFT35267	04/08/2022	FISHERS TYRE CENTRE	3 X TYRES FOR BOXTOP TRAILER	315.00
EFT35268	04/08/2022	FONTY'S HIRE	MARQUEE HIRE FOR 'FROM THE EMBERS' MITIGATION EVENT	1,600.00
EFT35269	04/08/2022	GAMING & WAGERING COMMISSION WA	2019/20 GET ACTIVE YOUTH PROGRAM - UNEXPENDED GRANT FUNDS	12,282.17
EFT35270	04/08/2022	HARMONIC ENTERPRISES PTY LTD	MONTHLY MANAGED IT SERVICES FOR JULY	5,189.80
EFT35271	04/08/2022	H C JONES & CO	PLUMBING REPAIRS AT GREENBUSHES POOL	510.00
EFT35272	04/08/2022	INDUSTRIAL AUTOMATION GROUP	6 MONTHLY STANDPIPE CLOUD SERVER ACCESS FEE	699.05
EFT35273	04/08/2022	IT VISION USER GROUP INC	2022/23 USER GROUP SUBSCRIPTION	770.00
EFT35274	04/08/2022	KEYBROOK UTILITY SERVICES	REMOVAL OF CONTAMINATED FLOORING FROM BTN RAILWAY STATION SHED	3,850.00
EFT35275	04/08/2022	LANDGATE	LAND VALUATION ENQUIRY CHARGES	506.81
EFT35276	04/08/2022	LG SOLUTIONS PTY LIMITED	2022/23 ANNUAL LICENCE FEE FOR CLOUD" FEES & CHARGES"	6,072.00
EFT35277	04/08/2022	LIWA AQUATICS	REGISTRATION FOR 2 X DAY ANNUAL LIWA STATE CONFERENCE	1,430.00
EFT35278	04/08/2022	LGIS WA	2022/23 SHIRE INSURANCES - 1ST INSTALMENT	258,390.44
EFT35279	04/08/2022	ISABELLE LOCKLEY	REIMBURSEMENT OF PRE-EMPLOYMENT POLICE CLEARANCE CERTIFICATE	58.70

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35280	04/08/2022	LUSH FIRE AND PLANNING	BUSHFIRE ASSESSMENT ADVICE	214.50
EFT35281	04/08/2022	MANJIMUP TOYOTA & MITSUBISHI	75,000 KM SERVICE FOR RANGER'S VEHICLE	408.79
EFT35282	04/08/2022	J.L & G.F MAY	GRAVE DIGGING	1,089.00
EFT35283	04/08/2022	NICHOLAS COLE	REPAIRS TO FAULTY AIR CONDITIONER	95.00
EFT35284	04/08/2022	ORBIT HEALTH AND FITNESS SOLUTIONS	1 X 20KG BOXING BAG & EXERCISE EQUIPMENT FOR LEISURE CENTRE	298.65
EFT35285	04/08/2022	PARKS CHAINSAW AND TREE SERVICES	HAZARDOUS TREE REMOVAL ON EAST BLACKWOOD TERRACE	440.00
EFT35286	04/08/2022	POSITION PARTNERS PTY LTD	1 X FLAT TOP ALUMINIUM TRIPOD	115.50
EFT35287	04/08/2022	MEGAN RICHARDS	REIMBURSEMENT OF REFUELLING EXPENSES	50.02
EFT35288	04/08/2022	ROTARY CLUB OF BRIDGETOWN	2021/22 GRANT AND SERVICE AGREEMENT	7,620.00
EFT35289	04/08/2022	SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES FOR JULY	617.27
EFT35290	04/08/2022	SEEK LIMITED	SHIRE RECRUITMENT ADVERTISING	401.50
EFT35291	04/08/2022	SHAMROCK HOTEL GREENBUSHES	ACCOMMODATION FOR GREENBUSHES YOUTH PRECINCT CONSULTANTS	286.00
EFT35292	04/08/2022	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF SOCIAL CLUB DEDUCTIONS FOR JULY	208.00
EFT35293	04/08/2022	SHIRE OF MANJIMUP	LITTER PICKING AT BRIDGETOWN WASTE FACILITY	812.50
EFT35294	04/08/2022	LYNDELL SIEBERMAIER	RATES REFUND	226.56
EFT35295	04/08/2022	SOUTH WEST ISUZU	1 X LOCKABLE FUEL CAP	115.48
EFT35296	04/08/2022	STATE LIBRARY OF WESTERN AUSTRALIA	2022-23 BETTER BEGINNINGS FOR LIBRARY	220.00
EFT35297	04/08/2022	SYNERGY	ELECTRICITY CHARGES	4,057.20
EFT35298	04/08/2022	THE STABLES IGA	SHIRE GROCERIES FOR JULY	166.60
EFT35299	04/08/2022	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	105.94
EFT35300	04/08/2022	TRUE BLUE TURF	TURF FOR BRIDGETOWN YOUTH PRECINCT	2,811.60
EFT35301	04/08/2022	EDNA LEONORA WALLACE	RATES REFUND	703.04
EFT35302	04/08/2022	WA LIBRARY SUPPLIES	36 X BOOKENDS FOR LIBRARY	365.00
EFT35303	04/08/2022	WARREN BLACKWOOD ALLIANCE COUNCILS	MARKETING CONTRIBUTION FOR "OUR STATE ON A PLATE" EPISODE	4,675.00
EFT35304			CANCELLED	
EFT35305	04/08/2022	WESTRAC PTY LTD	VARIOUS PLANT SERVICING AND 1 X BATTERY	2,085.89
EFT35306	04/08/2022	WESTSIDE MECHANICAL REPAIRS	VEHICLE REPAIRS FOR FORD RANGER	335.50
EFT35307	04/08/2022	ANGELA JAYNE WINTER	FIRST AID COURSE	125.00
EFT35308	04/08/2022	WINC AUSTRALIA PTY LTD	CLEANING SUPPLIES & STATIONARY	1,103.85
EFT35309	04/08/2022	WORKWEAR GROUP	UNIFORM ORDER	190.28
EFT35310	11/08/2022	EASIFLEET MANAGEMENT	EMPLOYEE SALARY PACKAGING	548.15

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35315	18/08/2022	2R ELECTRICAL	REPLACE LIGHT FITTINGS IN SHIRE ADMIN BUILDING UPSTAIRS TOILET	697.40
EFT35316	18/08/2022	ABCO PRODUCTS PTY LTD	CLEANING SUPPLIES	77.15
EFT35317	18/08/2022	ADVANCED CLEANING SOUTHWEST	MONTHLY COURT CLEANING FOR BRIDGETOWN LEISURE CENTRE FOR JULY	821.56
EFT35318	18/08/2022	AMITY SIGNS	ASSORTED SIGN BRACKETS AND FITTINGS	258.50
EFT35319	18/08/2022	ARROW BRONZE	1 X CEMETERY PLAQUE	404.68
EFT35320	18/08/2022	AUSTRALIA POST	POSTAGE FOR THE MONTH OF JULY	310.62
EFT35321	18/08/2022	B & B STREET SWEEPING PTY LTD	MONTHLY DRAINAGE MAINTENANCE FOR JULY	1,674.75
EFT35322	18/08/2022	BLACKWOODS	32 X PAIRS COVERALLS & ASSORTED PPE	939.41
EFT35323	18/08/2022	BLACKWOOD YOUTH ACTION INC	REFUND OF COMMUNITY BUS BOND MINUS HIRE FEES	193.80
EFT35324	18/08/2022	BLISS FOR DESIGN	1 X 56M ROLL OF BRUSHCUTTER CORD	31.68
EFT35325	18/08/2022	BRIDGETOWN MEDICAL CENTRE	3 X PRE-EMPLOYMENT MEDICAL ASSESSMENTS	405.00
EFT35326	18/08/2022	BRIDGETOWN MEAT SUPPLY	MEAT SUPPLY FOR STAFF RETIREMENT FUNCTION	50.00
EFT35327	18/08/2022	BRIDGETOWN TIMBER SALES	3 X COUNTERTOPS FOR CIVIC CENTRE BAR & MINOR MAINTENANCE ITEMS	554.07
EFT35328	18/08/2022	BRIDGETOWN HOTEL	WARREN BLACKWOOD ALLIANCE OF COUNCILS DINNER MEETING	742.60
EFT35329	18/08/2022	BRIDGETOWN MINIMART	REFRESHMENTS FOR CUPPA WITH A COUNCILLOR ON 19/07/2022	43.40
EFT35330	18/08/2022	BRIDGETOWN MITRE 10 & RETRAVISION	2 X GAS BOTTLES, PAINT FOR CIVIC CENTRE MAINTENANCE & MINOR ITEMS	864.17
EFT35331	18/08/2022	BRIDGETOWN PAINT SALES	VARIOUS PAINT SUPPLIES FOR CIVIC CENTRE MAINTENANCE	227.60
EFT35332	18/08/2022	BRIDGETOWN NEWSAGENCY	MONTHLY NEWSPAPER CHARGES FOR JULY & 12 X BOXES OF A4/A3 PAPER	570.30
EFT35333	18/08/2022	BRIDGETOWN TYRES	2 X TYRES FOR JOHN DEERE TRACTOR	1,386.00
EFT35334	18/08/2022	BRIDGETOWN'S GRUMPY OLD MEN	SUPPLY 1 X ENTRY SIGN FOR RECTORY TRAIL WALK	550.00
EFT35335	18/08/2022	BSA ADVANCED PROPERTY SOLUTIONS WA	REPAIRS TO AIR CONDITIONER DISPLAY SCREEN AT LIBRARY	484.00
EFT35336	18/08/2022	BUILDING & CONSTRUCT TRAINING FUND	BCITF LEVIES COLLECTED FOR JULY	864.83
EFT35337	18/08/2022	BUNBURY TRUCKS SALES & SERVICE CENTRE	1 X LOCKABLE FUEL CAP FOR TIP TRUCK	205.74
EFT35338	18/08/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	248.57
EFT35339	18/08/2022	CITY AND REGIONAL FUELS	BULK FUEL SUPPLIES FOR SHIRE DEPOT	14,563.78
EFT35340	18/08/2022	CLEANAWAY PTY LTD	WASTE COLLECTION SERVICES FOR JULY	30,122.19
EFT35341	18/08/2022	CLIFFORD AUTO REPAIRS	ANNUAL INSPECTION OF COMMUNITY BUS	232.00
EFT35342	18/08/2022	CLOVERS GENERAL STORE	MONTHLY GROCERIES FOR LIBRARY FOR APRIL TO JUNE	61.95
EFT35343	18/08/2022	CUSTOM SERVICE LEASING LTD	CESM VEHICLE LEASING FOR THE MONTH OF AUGUST	529.03
EFT35344	18/08/2022	ERGONOMIC ESSENTIALS	1 X MICRODESK DOCUMENT HOLDER	182.00
EFT35345	18/08/2022	FITZ GERALD STRATEGIES	2022/23 ANNUAL SUBSCRIPTION FOR INDUSTRIAL RELATIONS SERVICES	6,105.00

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35346	18/08/2022	G.C. SALES (W.A.)	30 X 240LT RECYCLING BINS, 30 X 140LT WASTE BINS & PARTS FOR REPAIRS	3,141.38
EFT35347	18/08/2022	JOEL GIBLETT	REFUND OF LANDSCAPING BOND	601.72
EFT35348	18/08/2022	LEIGH GUTHRIDGE	REIMBURSEMENT FOR FUEL EXPENSES	631.50
EFT35349	18/08/2022	HANSEN'S HOT BREAD SHOP	CATERING FOR CEO PERFORMANCE REVIEW	113.20
EFT35350	18/08/2022	H C JONES & CO	REPLACE BACKFLOW DEVICE AT BLC AQUATIC FACILITY & MINOR WORKS	1,851.50
EFT35351	18/08/2022	HILLVIEW ELECTRICAL SERVICE	REPLACE LIGHT FITTINGS & INSTALL NEW CABLING AT BTN TROTTERING CLUB	10,318.00
EFT35352	18/08/2022	GLEN HOLST FURNITURE	MANUFACTURE & INSTALL 2 X PICNIC TABLES AT BLACKWOOD RIVER PARK	10,212.40
EFT35353	18/08/2022	INTERPHONE	MONTHLY INTERNET CHARGE FOR ADMIN OFFICE FOR AUGUST	130.90
EFT35354	18/08/2022	IT VISION	ADD FIELD TO PAYSHEET TEMPLATE	275.00
EFT35355	18/08/2022	JASON SIGNMAKERS	20 X STEEL POST SIGNS & RING BRACKETS	687.39
EFT35356	18/08/2022	LANDGATE	LAND VALUATION ENQUIRY CHARGES	116.34
EFT35357	18/08/2022	LD TOTAL	BLACKWOOD RIVER FORESHORE PROJECT - VARIATION 11	37,107.95
EFT35358	18/08/2022	LOCAL HEALTH ANALYTICAL COMMITTEE	2022/23 ANALYTICAL SERVICES	1,284.57
EFT35359	18/08/2022	LOCAL GOV PROFESSIONALS AUSTRALIA WA	2 X REGISTRATIONS FOR GRANT WRITING AND BUSINESS CASE WORKSHOP	1,900.00
EFT35360	18/08/2022	MANJIMUP MITRE 10 & RETRAVISION	5 X CABLES AND 1 X SCREEN PROTECTOR FOR LIBRARY IPADS	130.00
EFT35361	18/08/2022	MARKETFORCE	2 X PUBLIC NOTICE ADVERTISEMENTS	837.54
EFT35362	18/08/2022	MUIRS MANJIMUP	SHIRE VEHICLE REPAIRS	403.01
EFT35363	18/08/2022	NJ MECHANICAL	120,000KM SERVICE OF CESM VEHICLE	997.81
EFT35364	18/08/2022	ORBIT HEALTH AND FITNESS SOLUTIONS	1 X PACK OF POWER BANDS & 2 X SLAM BALLS FOR LEISURE CENTRE	163.90
EFT35365	18/08/2022	OZWASHROOM	2 X BRAILLE TOILET SIGNS FOR BRIDGETOWN LESSER HALL	90.00
EFT35366	18/08/2022	RAECO	6 X PACKS OF SPINE LABELS & 2 X BOXES OF LABEL PROTECTORS FOR LIBRARY	205.15
EFT35367	18/08/2022	REPCO	14 X LED STROBE BEACONS FOR SHIRE VEHICLES & MINOR PARTS	1,262.42
EFT35368	18/08/2022	RICHFEEDS AND RURAL SUPPLIERS	3 X PAIRS OF UNIFORM WORK BOOTS, 8L BACKPACK SPRAYER & MINOR ITEMS	733.00
EFT35369	18/08/2022	THE ROYAL LIFE SAVING SOCIETY WA INC	2 X LIFEGUARD COURSE REGISTRATIONS FOR LEISURE CENTRE STAFF	598.00
EFT35370	18/08/2022	SCAVENGER SUPPLIES PTY LTD	MONTHLY SERVICE TO FIRE INDICATOR PANEL AT BLC FOR JULY	126.50
EFT35371	18/08/2022	SEEK LIMITED	RECRUITMENT ADVERTISING	368.50
EFT35372	18/08/2022	SLATER-GARTRELL SPORTS	2 X VOLLEYBALLS & 2 X SQUISTLES FOR LEISURE CENTRE	244.20
EFT35373	18/08/2022	SOFT LANDING	RECYCLING OF 56 X MATTRESSES FROM BRIDGETOWN WASTE FACILITY	1,971.20
EFT35374	18/08/2022	SOUTHERN LOCK AND SECURITY	2 X CYLINDERS AND 2 X KEYS CUT TO SHIRE RESTRICTED SYSTEM	192.11
EFT35375	18/08/2022	SOUTH WEST ISUZU	1 X LOCKABLE FUEL CAP FOR TIP TRUCK	115.48
EFT35376	18/08/2022	SPIRITED THINKING PTY LTD	REVIEW TENDER & PROVIDE ADVICE FOR TOWN HALL RENEWAL PROJECT	482.63

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35377	18/08/2022	SPRINT EXPRESS	FREIGHT CHARGES	52.80
EFT35378	18/08/2022	STANS MANJIMUP FARM MACHINERY	3 X BLADE SETS, NUTS & BOLTS FOR JOHN DEERE TRACTOR SERVICE	428.37
EFT35379	18/08/2022	ST BRIGIDS P & F ASSOCIATION	REFUND OF COMMUNITY STALL BOND	50.00
EFT35380	18/08/2022	SYNERGY	ELECTRICITY CHARGES	6,010.05
EFT35381	18/08/2022	THE STABLES IGA	GROCERIES FOR COUNCIL MEETING, DEPOT & LEISURE CENTRE	544.59
EFT35382	18/08/2022	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	47.06
EFT35383	18/08/2022	TOTAL GREEN RECYCLING	RECYCLING OF E-WASTE FROM BRIDGETOWN WASTE FACILITY	968.83
EFT35384	18/08/2022	TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGES FOR LIBRARY AND DEPOT	290.40
EFT35385	18/08/2022	T-QUIP	1 X BELT-V DECK FOR ZERO TURN MOWER	187.95
EFT35386	18/08/2022	TYRECYCLE PTY LTD	RECYCLING OF 157 X TYRES FROM BRIDGETOWN WASTE FACILITY	1,891.18
EFT35387	18/08/2022	HERMAN WILLEM WELMINK	REIMBURSEMENT FOR MEAL EXPENSES DURING BUSHFIRE TRAINING COURSE	24.70
EFT35388	18/08/2022	WESTRAC PTY LTD	O-RING KIT FOR HYDRAULIC PLANT SERVICING & MINOR PARTS	2,210.90
EFT35389	18/08/2022	WALGA	5 X ELECTED MEMBER TRAINING COURSES	1,072.50
EFT35390	18/08/2022	WINC AUSTRALIA PTY LTD	CLEANING SUPPLIES & STATIONARY	239.35
EFT35391	18/08/2022	WORKWEAR GROUP	UNIFORM ORDER	56.92
EFT35392	22/08/2022	AUSTRALIAN TAXATION OFFICE	BAS FOR JULY 2022	23,900.00
EFT35393	25/08/2022	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT35394	25/08/2022	ELKE HELENE BROWNE	MONTHLY COUNCILLOR ALLOWANCE	651.75
EFT35395	25/08/2022	MIKKEL SKOU CHRISTENSEN	MONTHLY COUNCILLOR ALLOWANCE	651.75
EFT35396	25/08/2022	EASIFLEET MANAGEMENT	EMPLOYEE SALARY PACKAGING	548.15
EFT35397	25/08/2022	TRACY LANSDALL	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT35398	25/08/2022	SEAN MICHAEL MAHONEY	MONTHLY COUNCILLOR ALLOWANCE	1,487.35
EFT35399	25/08/2022	JENNIFER MARY MOUNTFORD	MONTHLY COUNCILLOR ALLOWANCE	3,367.91
EFT35400	25/08/2022	ANTONINO PRATICO	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT35401	25/08/2022	PETER SIMON QUINBY	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
EFT35402	25/08/2022	EILEEN AMANDA ROSE	MONTHLY COUNCILLOR ALLOWANCE	1,013.83
<b>DIRECT DEBITS - LICENSING</b>				
27473	01/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 01/08/2022	1,167.30
27474	02/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 02/08/2022	1,047.05
27475	03/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/08/2022	3,596.60
27476	04/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/08/2022	7,150.55

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
27477	05/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/08/2022	6,761.20
27478	08/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 08/08/2022	2,934.60
27479	09/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/08/2022	1,746.40
27480	10/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/08/2022	5,935.75
27481	11/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/08/2022	14,804.10
27482	12/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/08/2022	2,967.55
27483	15/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 15/08/2022	5,297.80
27484	16/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/08/2022	3,935.15
27485	17/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/08/2022	3,729.50
27486	18/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/08/2022	3,649.50
27487	19/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/08/2022	2,485.80
27488	22/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 22/08/2022	4,644.20
27489	23/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/08/2022	3,645.85
27490	24/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/08/2022	2,355.70
27491	25/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/08/2022	3,421.80
27492	26/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 26/08/2022	5,529.40
27493	29/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 29/08/2022	12,477.25
27494	30/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/08/2022	4,485.35
27495	31/08/2022	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 31/08/2022	6,121.60
<b>CHEQUES</b>				
300205	04/08/2022	CARMELO SCHEPIS	RATES REFUND	691.27
300206	04/08/2022	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTOR DEDUCTIONS FOR JULY	1,273.30
300207	04/08/2022	WATER CORPORATION	ANNUAL TRADE WASTE PERMIT FOR SEPTAGE DUMP POINT	240.16
300208	18/08/2022	SHIRE OF BRIDGETOWN-GREENBUSHES	RETAINED COMMUNITY BUS BOND FOR MILEAGE CHARGES	139.20
300209	18/08/2022	WATER CORPORATION	WATER USAGE	3,336.59
				<b>946,124.92</b>
<b>CHEQUES - VISITOR CENTRE TRUST</b>				
200035	16/08/2022	SHIRE OF BRIDGETOWN-GREENBUSHES	COMMISSION ON ACCOMMODATION BOOKINGS FOR JULY 2022	1,050.39
<b>ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST</b>				
EFT35311	16/08/2022	BGBTA	CONSIGNMENT STOCK SOLD FOR JULY 2022	154.50
EFT35312	16/08/2022	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKETS SOLD FOR JULY 2022	499.86

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**LIST OF ACCOUNTS PAID IN AUGUST TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT35313	16/08/2022	SHARON SHREEVE	ACCOMMODATION REFUND	178.00
EFT35314	16/08/2022	WA HOLIDAY GUIDE PTY LTD	COMMISSION ON ACCOMMODATION BOOKINGS FOR JULY 2022	62.84
EFT35403	25/08/2022	BRENDA EVANS	ACCOMMODATION REFUND	255.00
EFT35404	25/08/2022	JULIA FITZGERALD	ACCOMMODATION REFUND	825.00
V300215	11/08/2022	WESTPAC BANK	TOTAL ACCOMMODATION FOR THE MONTH OF JULY 2022	5,979.01
				<b>9,004.60</b>

This schedule of accounts paid for the Municipal Fund totalling \$946,124.92 and for the Trust Fund totalling \$9,004.60 which was submitted to each member of the Council on 29th September 2022 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 31/08/2022 is \$360,053.78



CHIEF EXECUTIVE OFFICER

29 September 2022



## F.23 Rates Exemptions for Charitable Purposes

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### 1 Objectives

The purpose of this policy is to identify the process to be followed when an organisation makes an application for an exemption of rates pursuant to Section 6.26(2)(g) of the *Local Government Act 1995* (the Act), where it is claimed the land is used exclusively for charitable purposes.

This Policy provides an equitable basis and administrative framework to assess applications for rates exemptions that is compliant with legislation.

### 2 Scope

This policy is applicable to charitable and not-for-profit organisations that own land within the Shire of Bridgetown-Greenbushes and are eligible to apply for:

- Land to be considered non-rateable pursuant to Section 6.26(2)(g) of the Act.
- A waiver or concession in relation to rates pursuant to Section 6.47 of the Act.

### 3 Definitions

#### 3.1 Not for Profit Community Group (NFP)

Means an organisation incorporated under the Associations Incorporations Act 2015 to promote a community, cultural and/or sporting activity which has a positive effect on the community of the Shire.

#### 3.2 Charitable Purpose

As defined in the Charities Act 2013

### 4 Policy

#### 4.1 Introduction

Section 6.26(2) of the Act identifies situations where land is not rateable, although Section 6.26(2)(g) is open to some interpretation and therefore, this policy defines the basis that Council will apply to this section of the Act.

Council is committed to adherence to the Act whilst supporting applicants that provide a benefit to the community. Claimants are required to evidence their right to an exemption, and demonstrate the land is used exclusively for charitable purposes.

The Act does not define what a charitable purpose is therefore, the definition under Commonwealth Law must be applied. Under Section 12(1) of the Charities Act 2013, a charitable purpose means any of the following:

- (a) *the purpose of advancing health;*
- (b) *the purpose of advancing education;*

- (c) *the purpose of advancing social or public welfare;*
- (d) *the purpose of advancing religion;*
- (e) *the purpose of advancing culture;*
- (f) *the purpose of promoting reconciliation, mutual respect and tolerance between groups of individuals that are in Australia;*
- (g) *the purpose of promoting or protecting human rights;*
- (h) *the purpose of advancing the security or safety of Australia or the Australian public;*
- (i) *the purpose of preventing or relieving the suffering of animals;*
- (j) *the purpose of advancing the natural environment;*
- (k) *any other purpose beneficial to the general public that may reasonably be regarded as analogous to, or within the spirit of, any of the purposes mentioned in paragraphs (a) to (j);*
- (l) *the purpose of promoting or opposing a change to any matter established by law, policy or practice in the Commonwealth, a State, a Territory or another country, if:*
  - (i) *in the case of promoting a change—the change is in furtherance or in aid of one or more of the purposes mentioned in paragraphs (a) to (k); or*
  - (ii) *in the case of opposing a change—the change is in opposition to, or in hindrance of, one or more of the purposes mentioned in those paragraphs.*

It must not be a disqualifying purpose under Section 11 of the Charities Act 2013.

Pursuant to Section 6.26(2)(g) of the Act the key considerations when assessing an application for exemption are:

- The use of the land, not the purpose of the applicant.
- The use must come under the provisions of the Charities Act 2013.
- The land must be used exclusively for a charitable purpose.
- The land use must be for a public benefit, where the benefit is available to members of the public generally or a particular section of the public.

When considering Australian case law, the proper test for determining whether land is used exclusively for charitable purposes is:

- if land is used for a dual purpose, then it is not used exclusively for charitable purposes although one of the purposes is charitable; and
- if the use of the land for a charitable purpose produces a profitable by-product as a mere incident of that use, the exclusiveness of the charitable purpose is not thereby destroyed.

## 4.2 Principles

Rates exemptions are applied in a clear, transparent and equitable way to all eligible claimants, with relevant consideration given to the impact on other ratepayers and the sustainability of the Shire's public finances.

## 4.3 Application for a rates exemption (Section 6.26(2)(g) of the Act)

4.3.1 All applications to be made in writing by completing the Application for Rates Exemption Form.

- 4.3.2 Provide supporting documentation, refer to the checklist on the application form.
- 4.3.3 Applicants must provide clear and concise information regarding the nature of their activities to illustrate eligibility for the exemption.
- 4.3.4 If required the applicant must provide additional information prior to assessment of the application.
- 4.3.5 If the property is leased, a copy of the lease must accompany the application to ascertain whether the lessee is liable for payment of the rates in the terms of the lease.
- 4.3.6 Rates and charges must be paid on time until a determination is made. A refund may be made if the application is successful.

#### 4.4 Making a Determination

- 4.4.1 The Finance Officer (Rates) is responsible for preliminary assessment to ensure appropriate documentation is received and if it meets the defined criteria the application will be presented to the Chief Executive Officer to approve or decline the request.
- 4.4.2 The applicant must:
  - be a registered charity with Australian Charities and Not-for-profits Commission (ACNC); or
  - an incorporated Not-for-Profit organisation.
- 4.4.3 The applicant must own the property on which rates are levied or be a tenant liable for payment of the rates under a lease.
- 4.4.4 The land must be used exclusively for charitable purposes, as defined in the Charities Act 2013.
- 4.4.5 The applicant must not conduct any commercial operation from the property excepting those that are in support of the charitable purpose.
- 4.4.6 Council may request additional information from an organisation making application if it considers it necessary to do so.
- 4.4.7 Supporting information should include (but not limited to) copies of the Constitution of the organisation/association, recent financial statements and information demonstrating precisely how any land that is subject of the application is used.

#### 4.5 Grant of a Rates Exemption

An exemption shall only be granted if the applicant has demonstrated eligibility under the relevant legislation, by completion of the application form and provision of supporting documentation.

If approved Council will confirm in writing:

- the date the exemption applies from,

- the relevant section of the Act, and
- the amount of general rates reversed.

An exemption is applicable to the rates component of the annual rates and charges notice. Where exemption from rates is approved, the property remains subject to the Emergency Services Levy and any other charges.

If the property has been used for the stated purpose as at 1 July of the relevant financial year, the exemption will be applied from that date and a refund given if payment occurred prior to the determination.

Where the land use has changed during a financial year, exemption granted is applicable from the date of the change.

The granting of an exemption in any year does not guarantee an ongoing exemption.

Exemptions will be reviewed at least every two years as part of the annual budgeting process. Where the application is based on a lease that is due to expire, it may need to be reviewed annually.

#### **4.6 Rejected Applications**

Applications have the option and right to challenge the determination if declined, under Section 6.76 of the Act, on the basis that the land or part of the land was not rateable land.

Applicants have the right to appeal a decision made under Section 6.76 to the State Administrative Tribunal (SAT).

Applicants may apply for a concession under Section 6.47 of the Act in accordance with Clause 4.8 of this policy. Such applications would be considered and a determination made by Council on a case by case basis.

If none of the above have been successful, the final option available to the applicant is to apply to the Minister for Local Government, for a final determination, under Section 6.26(4) of the Act.

#### **4.7 Register**

The Shire will maintain a Rates Exemption Register to record the determinations made in accordance with this Policy. The register will record the details of the organisation, the property address, the purpose for which the land is used, the determination made and the review date.

#### **4.8 Concession or Waiver of Rates**

Section 6.47 of the Local Government Act provides:

*Subject to the Rates and Charges (Rebates and Deferrals) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or*

*service charge or resolve to grant other concessions in relation to a rate or service charge.*

*\* Absolute majority required*

Council will accept written applications from NFP community groups within the Shire of Bridgetown-Greenbushes where the land does not qualify for a rate exemption. Council will consider granting a concession or waiver of rates in accordance with its discretionary powers provided by section 6.47 of the Local Government Act 1995.

An application for a concession or waiver of rates must be submitted by completing an Application for Rates Waiver or Concession form and will be assessed in accordance with this Policy. The NFP Community Group must provide sufficient information and supporting documentation to demonstrate its eligibility for a concession or waiver for Council to make a decision.

The Shire will record the rate concession or waiver in the rate record.

## 5 Applicable Legislation and Documents

<b>Act</b>	Local Government Act 1995 <ul style="list-style-type: none"> <li>• Section 6.26 – Rateable Land</li> <li>• Section 6.47 – Concessions</li> <li>• Section 6.53 – Land becoming or ceasing to be rateable land</li> <li>• Section 6.76 – Grounds of Objection</li> </ul>
<b>Regulation</b>	Nil
<b>Local Law</b>	Nil
<b>Shire Policies</b>	Nil
<b>Related Documents</b>	Application for Rates Exemption (Local Government Act – Section 6.26) Application for Rates Waiver or Concession (Local Government Act – Section 6.47)
<b>Related Procedure</b>	Internal assessment checklist and record of decision form

## 6 Administration

<b>Original Adoption Date</b>	Insert date
<b>Last Reviewed</b>	Insert date
<b>Scheduled Reviewed Date</b>	Insert date

## 5.1 Expression of Interest Criteria (Draft)

The Shire of Bridgetown-Greenbushes seeks suitably qualified business owners /operators to establish a new business offering within the site of the Bridgetown Railway Station within the above permissible uses, subject to final DPLH approval.

Expressions of Interest Assessment Criteria			
Objectives	Submission Requirements	EoI Short List Assessment Criteria	Weight %
<i>What the Shire of Bridgetown-Greenbushes is aiming to achieve</i>	<i>(How you should address the Shire of Bridgetown-Greenbushes objectives)</i>	<i>(What submissions will be assessed on)</i>	
Support the provision of a diverse and attractive range of commercial offerings for residents and tourist to Bridgetown	<ul style="list-style-type: none"> <li>Proponents are to detail their business offering / product.</li> </ul>	<ul style="list-style-type: none"> <li>Is the business offering new and/or unique to the Bridgetown CBD</li> <li>Does the business offering enhance the Bridgetown CBD experience for residents and visitors</li> </ul>	30
To honour the historic value and heritage fabric of the Bridgetown Railway Station building.	<ul style="list-style-type: none"> <li>Provide a description of how your business offering would acknowledge the history of the building</li> <li>Outline previous experience with heritage buildings</li> <li>Provide a description / concepts of any proposed building improvements.</li> <li>Outline design elements that enhance heritage of building</li> <li>Submit floor plans and/or concept plans of the business offering</li> </ul>	<ul style="list-style-type: none"> <li>Business brand / building presentation and fit out aligns with Heritage Council requirements</li> <li>Building presentation and fit out incorporates the heritage fabric of the building</li> <li>Business offering creatively incorporates the historic use of the building in design, brand and use</li> </ul>	25
Attract a suitably qualified tenant that can show previous relevant experience; business model is financially viable and sustainable; and the proponent can demonstrate operational capacity.	<p>Proponents must provide / show:</p> <ul style="list-style-type: none"> <li>Financial operating model or profit and loss statements</li> <li>proven relevant business experience</li> <li>operational capacity – either existing or ability to employ / recruit</li> <li>outline of marketing / advertising capacity</li> </ul>	<ul style="list-style-type: none"> <li>Business model is financially viable</li> <li>Proponent can show access to capital for building fit-out</li> <li>Direct business experience in owning/managing similar business ventures</li> <li>Access / ability to adequately staff the business offering</li> <li>Ability/experience to market and attract customers</li> </ul>	20

<b>Expressions of Interest Assessment Criteria</b>			
<b>Objectives</b>	<b>Submission Requirements</b>	<b>EoI Short List Assessment Criteria</b>	<b>Weight %</b>
<i>What the Shire of Bridgetown-Greenbushes is aiming to achieve</i>	<i>(How you should address the Shire of Bridgetown-Greenbushes objectives)</i>	<i>(What submissions will be assessed on)</i>	
Activate the Bridgetown town centre through a range of trading hours	<ul style="list-style-type: none"> <li>Outline the intended trading days and hours</li> <li>Product offering and economic benefit to the Town including job creation</li> </ul>	<ul style="list-style-type: none"> <li>Offers weekend and week day trading days each week with an extensive range of daily trading hours relevant to the business offering</li> <li>Any seasonal influences on trading hours</li> <li>Timelines for business operations commencing</li> </ul>	15
Facilitate an innovative and diversified economy that supports local enterprise, business investment and employment growth.	<ul style="list-style-type: none"> <li>Show how the business offering will increase local economic activity and improve amenity.</li> </ul>	<ul style="list-style-type: none"> <li>Does the proposal create new or increase existing employment opportunities</li> <li>Will the business offering attract visitors to Bridgetown</li> <li>Does the business offering utilise or support other local businesses /industries within the Shire of Bridgetown-Greenbushes</li> <li>Attracts residents and visitors to the Bridgetown Railway Precinct</li> </ul>	10
		<b>TOTAL</b>	<b>100%</b>