



Shire of Ngaanyatjaraku

ON A JOURNEY

ORDINARY MEETING OF COUNCIL

ATTACHMENTS

Tjulyuru Cultural and Civic Centre

Warburton Community

23 October 2019

at

1.00 pm



Shire of Ngaanyatjaraku

ON A JOURNEY

ORDINARY MEETING OF COUNCIL

MINUTES

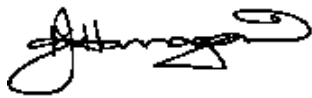
**Tjulyuru Cultural and Civic Centre
Warburton Community**

25 September 2019

**at
1.00 pm**

SHIRE OF NGAANYATJARRAKU
ORDINARY MEETING OF COUNCIL

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.



Chief Executive Officer

Date: 25-9-2019

These minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on the 25 September 2019.

Presiding Member: _____ Date:.....

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1. **DECLARATION OF OPENING**

The Presiding Member declared the meeting open at 1.00 pm.

2. **ANNOUNCEMENT OF VISITORS**

The Presiding Member welcomed members of the public to the gallery.

3. **ATTENDANCE**

3.1 **PRESENT**

Elected Members:	President Deputy President Councillor Councillor Councillor	D McLean P Thomas (by telephone) D Frazer L West J Frazer
Staff:	CEO DCEO	K Hannagan K Fisher
Guests:	Nil	
Members of Public:	There were 3 members of the public in attendance at the commencement of the meeting.	

3.2 **APOLOGIES**

Cr. A Jones

3.3 **APPROVED LEAVE OF ABSENCE**

- 3.3.1 Cr A Bates has submitted a request for leave of absence for today's Ordinary Meeting of Council.

Officers Recommendation and Council Resolution

Moved: Cr J Frazer Seconded: Cr D Frazer

That Council in accordance with Section 2.25 (1) of the Local Government Act 1995 grants leave of absence to Cr A Bates for the remainder of today's Ordinary Council meeting.

Carried: 5/0

- 3.3.2 Cr A Jones has submitted a request for leave of absence for 23 October 2019 Ordinary Meeting of Council.

Officers Recommendation and Council Resolution

Moved: Cr L West Seconded: Cr D Frazer

That Council in accordance with Section 2.25 (1) of the Local Government Act 1995 grants leave of absence to Cr A Jones for the 23 October 2019 Ordinary Council meeting.

Carried: 5/0

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.2 PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. DECLARATION BY MEMBERS

6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

Councillors are requested to give due consideration to all matters contained in the Agenda presently before the meeting.

6.2 DECLARATIONS OF INTEREST

Councillors to Note

A member who has an Impartiality, Proximity or Financial Interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- (a) In a written notice given to the Chief Executive Officer before the Meeting or;
- (b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- (a) Preside at the part of the Meeting, relating to the matter or;
- (b) Participate in or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under *Section 5.68 or Section 5.69 of the Local Government Act 1995*.

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have an interest in a matter.

These notes are included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor, or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995*, but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.

5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the *Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act*, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest

7. **ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**
8. **PETITIONS, DEPUTATIONS, PRESENTATIONS**
 - 8.1 **PETITIONS**
 - 8.2 **DEPUTATIONS**
 - 8.3 **PRESENTATIONS**
9. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 9.1 **MINUTES OF ORDINARY MEETING OF COUNCIL (ATT 9.1)**

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 28 August 2019 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community (ATTACHMENT 9.1) be confirmed as a true and accurate record.

Carried: 5/0

10. CEO REPORTS

10.1 PROGRESS ON THE IMPLEMENTATION OF COUNCIL RESOLUTIONS

FILE REFERENCE:	GV.05
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
NAME OF APPLICANT/RESPONDENT:	Not Applicable
DATE REPORT WRITTEN:	19 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interest in the proposal.

Summary

The purpose of this agenda item is to report back to Council on the progress of the implementation of Council resolutions.

Background

The best practice in governance supports the regular review of Council decisions to ensure that they are actioned and implemented in a timely manner.

Comment

Wherever possible, Council decisions are implemented as soon as practicable after a Council meeting. However, there are projects or circumstances that mean some decisions take longer to action than others.

Ongoing monthly reports will show the status of Council Resolutions that have not been actioned.

Statutory Environment

Section 2.7 of the Local Government Act 1995 states:

“Role of council

(1) The council —

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.”

The above section of the Act notwithstanding, there is no specific legal requirement to present such a report to Council or for Council to receive or consider such a report. The decision to have the report in the Council's monthly agenda is entirely Council's prerogative. Staff acknowledge the critical and ongoing nature of the document, in that Council 'speaks by resolution'.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Attachment 10.1 - Council Resolutions - Status Report

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council notes the attached Council Resolutions – Status as at August 2019 (Attachment 10.1) and this report.

Carried: 5/0

10.2 ATTENDANCE BY TELEPHONE CR THOMAS

FILE REFERENCE:	GV.00
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	18 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interests in the proposal.

Summary

For Council to consider a request from Cr Thomas to attend the next Ordinary meeting of Council by telephone.

Background

Cr P Thomas has advised that he may not be able to attend the next ordinary meeting of Council in person and has requested Council approval to attend by telephone if necessary.

Comment

In accordance with Regulation 14A (2) Cr Thomas has attended the July and August meetings by telephone for the 2019/20 financial year.

Statutory Environment

Local Government Act 1995

5.25. Regulations about council and committee meetings and committees

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
 - (a) *the matters to be dealt with at ordinary or at special meetings of councils; and*
 - (b) *the functions of committees or types of committee; and*
 - (ba) *the holding of council or committee meetings by telephone, video conference or other electronic means;*

Local Government (Administration) Regulations 1996

14A. Attendance by telephone etc. (Act s. 5.25 (1) (ba))

- (1) *A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —*
 - (a) *the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and*
 - (b) *the person is in a suitable place; and*
 - (c) *the council has approved* of the arrangement.*
- (2) *A council cannot give approval under sub-regulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person who was not physically present was taken to be present in accordance with this regulation.*

(3) *A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.*

(4) *In this regulation —*

suitable place means a place that the council has approved* as a suitable place for the purpose of this regulation and that is located —

(a) *in a townsite or other residential area; and*

(b) *150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;*

townsite has the same meaning given to that term in the Land Administration Act 1997 section 3(1).

** Absolute majority required.*

[Regulation 14A inserted in Gazette 31 Mar 2005 p. 1031.]

Financial Implications

There are no known financial implications.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Not applicable

Voting Requirement

Absolute Majority Required

Officers Recommendation and Council Resolution

Moved: Cr D Frazer

Seconded: Cr L West

That Council approves Cr P Thomas request to attend the next Ordinary Meeting of Council by telephone if necessary.

Carried: 5/0

10.3 2019/20 BUDGET

FILE REFERENCE:	FM.05
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	4 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interests in the proposal.

Summary

The Statutory Form of the Budget was adopted at the August Council meeting. The dates for payment of rates need amending to comply with the Local Government Act 1995.

Background

The dates for payment of rates were provided by the Shire's Business Process Management Provider as they manage the Shire's rating. The dates provided were not checked for compliance with the Local Government Act.

Comment

The instalment payment dates were not payable at intervals of more than 2 months apart.

Statutory Environment

Local Government Act 1995

6.50. *Rates or service charges due and payable*

- (1) *Subject to —*
 - (a) *subsections (2) and (3); and*
 - (b) *any concession granted under section 6.47; and*
 - (c) *the Rates and Charges (Rebates and Deferments) Act 1992,*
a rate or service charge becomes due and payable on such date as is determined by the local government.
- (2) *The date determined by a local government under subsection (1) is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued.*
- (3) *Where a person elects to pay a rate or service charge by instalments the second and each subsequent instalment does not become due and payable at intervals of less than 2 months.*

Financial Implications

Not applicable if this report is adopted.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Not applicable

Attachments

Not applicable

Voting Requirement

Absolute majority Required

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council rescinds Resolution 2 of Item 10.5 adopted at the Council Meeting of 28 August 2019.

Carried: 5/0

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council offer the following options for the payment of rates by instalments:

Option 1 (Full Payment)

Full amount of rates and charges including arrears, to be paid on or before 1 November 2019 or 35 days after the date of service appearing on the rate notice whichever is the later.

Option 2 (Two Instalments)

First instalment to be made on or before 1 November 2019 or 35 days after the date of service appearing on the rate notice whichever is later and including all arrears and half the current rates and service charges; and

Second instalment to be made on or before 2 January 2020.

Option 3 (Four Instalments)

First instalment to be made on or before 1 November 2019 or 35 days after the date of service appearing on the rate notice whichever is later and including all arrears and one quarter of the current rates and service charges;

Second instalment to be made on or before 2 January 2020;

Third instalment to be made on or before 3 March 2020; and

Fourth instalment to be made on or before 4 May 2020.

Carried: 5/0

10.4 REVIEW OF RISK MANAGEMENT POLICY

FILE REFERENCE:	RM.00 & CM.14
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	5 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interests in the proposal.

Summary

For Council to amend its existing Risk Management Policy, CS2.22 following a change to the new standard AS/NZS ISO 31000:2018.

Background

The original policy relating to risk management was adopted by Council in 2017. In February 2018, AS/NZS ISO 31000:2018 Risk Management Guidelines was released, requiring the existing Risk Management Policy to be updated to align with the new standard. The reviewed draft policy is presented to Council for consideration for adoption.

Comment

Moore Stephens have prepared the attached draft policy as part of the risk management service included within the Statutory Compliance Services tender awarded. On the 3rd September 2019, Ms Tanya Browning (Moore Stephens representative) met with the CEO in Laverton, where a revised policy was discussed. The feedback provided from the meeting has resulted in the attached policy, which has been developed to be succinct, clear, and conform to the new standard.

The policy states a Risk Management Strategy is to be maintained and implemented utilising the Principles, Framework and Process as defined within the standard. A draft Strategy has been developed by Moore Stephens in consultation with the Shire, aligned with the draft risk management policy, and considers the context of the Shire. The draft Strategy is also being presented to the Council at this meeting as Item 10.5. By providing the necessary guidance and direction to be followed by the Shire in its risk management activities, the draft Strategy will support the attached draft risk management policy and provide the level of detail required relating to how the Shire will progress with risk management activities.

Statutory Environment

Regulation 17.1 of the Local Government (Audit) Regulations 1996 requires the CEO to monitor the appropriateness and effectiveness of systems and procedures in regard to risk management, internal controls and legislative compliance.

Financial Implications

Provision is included in the 2019/20 Adopted Budget for Moore Stephens to deliver Statutory Compliance Services, including risk management, in line with the awarded tender.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

The Chief Executive Officer and executive team plays a key role in the establishment and development of an effective risk management framework. To ensure the successful delivery of the Strategic Planning objectives, the strategy requires ongoing monitoring and revision for alignment to the Plan for the Future.

One role of the audit committee is to monitor identified strategic high-level risks and their treatment solutions to ensure the community receives the services delivered effectively as outlined within the Plan for the Future.

Monitoring and reviewing activities will continue to provide evidence of the appropriateness and effectiveness of systems and procedures in regard to risk management, internal control and legislative compliance, as required by the Local Government (Audit) Regulations 1996. The Risk Management Strategy will provide direction for the implementation of risk management activities.

Strategic references within the Shire of Ngaanyatjaraku's Integrated Strategic Plan 2018-2028 demonstrate connections between services and the desired outcomes and community vision for the Shire, particularly in relation to Governance services.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Council Policy, CS2.22, Risk Management

Attachments

Attachment 10.4 - Amended Policy CS2.22, Risk Management.

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr P Thomas Seconded: Cr D Frazer

That Council adopt the amended Risk Management Policy CS2.22 as per Attachment 10.4.

Carried: 5/0

10.5 REVIEW OF RISK MANAGEMENT FRAMEWORK

FILE REFERENCE:	RM.00 & CM.14
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	9 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interests in the proposal.

Summary

For Council to amend its existing Risk Management Framework following a change to the new standard AS/NZS ISO 31000:2018.

Background

The original Risk Management Framework was adopted by Council in 2017. In February 2018, AS/NZS ISO 31000:2018 Risk Management Guidelines was released, requiring the existing Risk Management Framework to be updated to align with the new standard. The reviewed draft Framework is presented to Council for consideration for adoption.

Comment

The policy states that a Risk Management Strategy is to be maintained and implemented utilising the Principles, Framework and Process as defined within the standard. A draft Strategy has been developed by Moore Stephens in consultation with the Shire, which has resulted from discussions with the CEO. The Strategy has considered the context of the Shire and conforms to the requirements of the standard by providing the necessary guidance and direction to be followed by the Shire in its risk management activities and is aligned with the risk management policy.

Statutory Environment

Regulation 17.1 of the Local Government (Audit) Regulations 1996 will requires the CEO to monitor the appropriateness and effectiveness of systems and procedures in regard to risk management, internal controls and legislative compliance.

Financial Implications

Provision is included in the 2019/20 Adopted Budget for Moore Stephens to deliver Statutory Compliance Services, including risk management, in line with the awarded tender.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

The Chief Executive Officer and executive team plays a key role in the establishment and development of an effective risk management framework. To ensure the successful delivery of the Strategic Planning objectives, the strategy requires ongoing monitoring and revision for alignment to the Plan for the Future.

One role of the audit committee is to monitor identified strategic high-level risks and their treatment solutions to ensure the community receives the services delivered effectively as outlined within the Plan for the Future.

Monitoring and reviewing activities will continue to provide evidence of the appropriateness and effectiveness of systems and procedures in regard to risk management, internal control and legislative compliance, as required by the Local Government (Audit) Regulations 1996. The Risk Management Strategy will provide direction for the implementation of risk management activities.

Strategic references within the Shire of Ngaanyatjaraku Integrated Strategic Plan 2018-2028 demonstrate connections between services and the desired outcomes and community vision for the Shire, particularly in relation to Governance services.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Council Policy, CS2.22, Risk Management

Attachments

Attachment 10.5 – Revised Risk Management Framework

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr P Thomas Seconded: Cr J Frazer

That Council endorses the revised Risk Management Framework as per Attachment 10.5.

Carried: 5/0

10.6 REPORT OF THE RETURNING OFFICER ELECTION 2019

FILE REFERENCE:	GV.07
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Returning Officer
DATE REPORT WRITTEN:	13 September 2019
DISCLOSURE OF INTERESTS:	The author has no financial, proximity or impartiality interests in the proposal.

Summary

This report is to brief elected members on the conduct of the election due to be held on 19 October 2019 and to provide an overview of statistics that relate to the election.

Background

The Shire is constituted of one District with 8 Councillors. The 2019 election consisted of the following vacancies:

- 1 Extraordinary; and
- 4 Ordinary.

Nominations closed at 4pm on Thursday 12 September 2019.

Comment

At the closing of nominations there were five nominations for 5 vacancies, as such all candidates were declared elected unopposed.

Therefore, the following people are elected as councillors for the Shire of Ngaanyatjaraku. The councillor will hold office until the date set out next to his or her name.

<u>Name</u>	<u>Expiry of term</u>
Porter, Julie	16 October 2021*
McLean, John Damian	21 October 2023
Thomas, Preston Neil	21 October 2023
Frazer, Joylene	21 October 2023
West, Lalla	21 October 2023

*indicates an extraordinary vacancy

Each successful candidate of the election is required to make a declaration before they can act in the capacity of an elector councillor. This is sometimes called a "swearing in" ceremony and takes place before the first council meeting following the election. A Special Meeting will be conducted prior to the Ordinary Council meeting scheduled for 1pm Wednesday 23 October 2019, at the Tjulyuru Cultural and Civic Centre, Warburton Community.

Statutory Environment

For this election the Chief Executive Officer acted as returning officer. The election was conducted on the basis of electors voting in person. Part 4 of the Local Government Act 1995 and Local Government (Elections) Regulations 1997 specify the way local government elections are to be conducted.

Financial Implications

The Budget for conducting the election was \$7,000 and the total cost of conducting the election this year was approximately \$2,500 for advertising in accordance with Electoral legislation plus officer time.

Strategic Implications

Not applicable.

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Council Policy, CP1.17, Council Election Caretaker Period

Attachments

Not Applicable

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr P Thomas Seconded: Cr J Frazer

That Council Notes the Returning Officers Report on the conduct of the 2019 Ordinary Election.

Carried: 5/0

10.7 DISABILITY ACCESS AND INCLUSION PLAN 2019-2022

FILE REFERENCE:	PL.09
AUTHOR'S NAME AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	13 September 2019
DISCLOSURE OF FINANCIAL INTEREST:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

For Council to be advised of the Department of Communities advice that the Shires DAIP 2019-2022 meets the requirements of the Disability Services Act 1993.

Background

The Disability Services Act 1993 requires local authorities to produce a Disability Access and Inclusion Plan (DAIP). These plans must be lodged with the Disability Services Commission for 5-year periods. The current Shire of Ngaanyatjaraku DAIP expired in 2017. This DAIP will assist the Shire in achieving compliance with the Disability Services Act 1993.

Comment

At the Shire's Ordinary Council Meeting of 28 August 2019, the following was resolved:

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr L West

That Council:

1. adopts the Disability Access & Inclusion Plan 2019-2022 as per Attachment 10.4;
2. requests the plan to be lodged with the Disability Services Commission; and
3. develop a DAIP implementation plan.

Carried: 5/0

Attachment 10.7 contains a copy of letter from the Department of Communities advice that the Shires DAIP 2019-2022 meets the requirements of the Disability Services Act 1993.

Statutory Environment

Disability Services Act 1993

Disability Services Regulations 2004

Financial Implications

The cost of developing, giving public notice of the draft plan and inviting submissions is accommodated within the current budget.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

Without this DAIP the Shire does not adhere to the requirements outlined in the Disability Services Act 1993. This non-compliance may contribute towards possible financial, reputational and compliance risk for the Shire.

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter.

Attachments

Attachment 10.7 – letter from the Department of Communities.

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr P Thomas

That Council notes Attachment 10.7 – letter from the Department of Communities advising that the Shires DAIP 2019-2022 meets the requirements of the Disability Services Act 1993.

Carried: 5/0

11 DEPUTY CEO REPORTS

11.1 PAYMENTS LISTING, AUGUST 2019

FILE REFERENCE: FM.07

AUTHOR'S NAME AND POSITION: Kerry Fisher
Deputy Chief Executive Officer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 9 September 2019

DISCLOSURE OF INTERESTS: Nil

Summary

For Council to confirm the payment of accounts listed in the attached Accounts for Payment.

Background

In accordance with the Local Government (Financial Management) Regulations 1996 the Chief Executive Officer is required to present a list of payments to the Council at the next ordinary meeting of the council after the list is prepared.

Comment

The payments made are consistent with previous months.

Statutory Environment

Local Government (Financial Management) Regulations 1996

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (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.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing-*
 - (a) for each account which requires council authorisation in that month —*
 - (i) the payee's name; and*
 - (ii) the amount of the payment; and*
 - (iii) sufficient information to identify the transaction;*
 - and*
 - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) A list prepared under subregulation (1) or (2) 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.*

Financial Implications

The Shire makes annual budget allocations for payment of accounts.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku's Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 11.1 – Payment Listings

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council receives the Payment Listing, August 2019 totaling payments of \$1,013,485.35 as per Attachment 11.1.

Carried: 5/0

11.2 COUNCIL INVESTMENTS

FILE REFERENCE:	FM.04
AUTHOR'S NAME AND POSITION:	Kerry Fisher Deputy Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	20 September 2019
DISCLOSURE OF INTERESTS:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

For Council to be advised of the Shires Municipal Account and Investments as attached.

Background

To invest the Shire of Ngaanyatjaraku surplus funds with consideration of risk and at the most favourable rate of interest available to it at the time, for that investment type, whilst ensuring that liquidity requirements are being met.

Comment

Preservation of capital is to be the principal objective with consideration given to liquidity, cash flow requirements and return on investment.

Preservation of capital is the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

The investment portfolio will ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment.

The investment is expected to achieve a predetermined market average rate of return that takes into account the Shire's risk tolerance. Any additional target set by the Shire will also consider the risk limitation and prudent investment principles.

Statutory Environment

Local Government Act 1995

Section 6.14 Power to Invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may—*
 - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
 - [(b) deleted]*
 - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*

- (d) *provide for the application of investment earnings; and*
- (e) *generally, provide for the management of those investments.*

Local Government (Financial Management) Regulations 1996

19. *Investments, control procedures for*
 (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
 (2) *The control procedures are to enable the identification of —*
 (a) *the nature and location of all investments; and*
 (b) *the transactions related to each investment.*
- 19C. *Investment of money, restrictions on (Act s. 6.14(2)(a))*
 (1) *In this regulation —*
authorised institution means —
 (a) *an authorised deposit taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
 (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*
foreign currency means a currency except the currency of Australia.
 (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
 (a) *deposit with an institution except an authorised institution;*
 (b) *deposit for a fixed term of more than 3 years;*
 (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 (d) *invest in bonds with a term to maturity of more than 3 years;*
 (e) *invest in a foreign currency.*

Financial Implications

Not applicable.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

Corporate Policy CS2.7 Investments.

Attachments

Attachment 11.2 – Westpac screen prints of Municipal and Investment Accounts, NAB and CBA documents for Term Deposits

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr P Thomas

Seconded: Cr D Frazer

That the report on Council Investments as at 20 September 2019 be received.

Carried: 5/0

11.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIODS ENDED JULY & AUGUST 2019

FILE REFERENCE: FM.10

AUTHOR'S NAME AND POSITION: Kerry Fisher
Deputy Chief Executive Officer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 19 September 2019

DISCLOSURE OF INTERESTS: The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

For Council to receive the monthly financial reports for July 2019 and August 2019.

Background

Council is to prepare monthly financial reports as required by the Local Government (Financial Management Regulations) 1996.

Council has resolved that details and explanations of the material variances reflected on the Statement of Financial Activity are provided as required by Local Government (Financial Management) Regulation 34(1) (d). The attached statements include details of variances between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of 10% (refer last page of statements). These materiality levels have been applied in the preparation of this report.

Comment

Comments in relation to budget to actual variances are included as notes (last page) in the Financial Reports attached. Comments related to 'Timing' refer to an estimate of when costs would occur at the time the budget was formulated versus actual costs being incurred. No variances have been included for July 2019 as this was prior to budget adoption. Depreciation is yet to be run for 2019-20, awaiting the finalisation of the audit of the 2018/19 Annual Financial Statements.

Statutory Environment

Local Government Act 1995

6.4. Financial report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
 - (a) be prepared and presented in the manner and form prescribed; and
 - (b) contain the prescribed information.

Local Government (Financial Management) Regulations 1996.

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

- (1A) In this regulation —
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- (b) budget estimates to the end of the month to which the statement relates; and
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity 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; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (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.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Financial Implications

Monthly financial reporting is a primary financial management and control process. It provides the Council with the ability to oversee the Shire's financial performance against budgeted targets.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

No policy implications apply in the preparation of the report.

Attachments

Attachment 11 - Monthly Financial Reports July 2019 and August 2019.

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr P Thomas

Seconded: Cr D Frazer

That Council receives the monthly financial reports for July and August 2019.

Carried: 5/0

12. EHO & BUILDING SERVICES REPORTS

12.1 ACTION REPORT – ENVIRONMENTAL HEALTH & BUILDING SERVICES

FILE REFERENCE:	EM.00
AUTHOR'S NAME AND POSITION:	Phil Swain Principal EHO & Building Officer
AUTHORISING OFFICER AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	13 September 2019
DISCLOSURE OF INTERESTS:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

To inform Council of Environmental Health program & Building Services activities and actions for the preceding month.

Background

Not applicable

Comment

See attachment.

Statutory Environment

Not applicable

Financial Implications

No known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 12.1 – Action Report, EHO / Building Services

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr L West

Seconded: Cr J Frazer

That Council receives the Action Report, EHO / Building Services for August – September (part) 2019.

Carried: 5/0

13. EARLY YEARS PROGRAM REPORTS

14. WORKS ENGINEERING REPORTS

14.1 NATIONAL ASSET MANAGEMENT ASSESSMENT FRAMEWORK (NAMAF) – Phase 2

FILE REFERENCE: CM.14

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 4 September 2019

DISCLOSURE OF INTERESTS: The authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

For Council to note an update on progressing recommendations from the NAMAF Phase 2 report.

Background

At the February 2018 Ordinary Council meeting the following was adopted:

MOVED Cr. Bates, seconded Cr. P. Thomas, that the recommendation contained within report 007-18 be adopted.

#007-18

RESOLUTION:

That Council notes the attached National Asset Management Assessment Framework, Phase 2 report and the Shires progress in compliance with the Department for Local Government Sport and Cultural Industries' project.

CARRIED 6/0

Comment

The following recommendations were contained in the Report:

4. Conclusions and Recommendations

The outcome from this phase of the project is that the Shire has a standard condition rating table for all asset types and the process to collect better information on the infrastructure assets to make informed decisions about future funding priorities for roads.

The condition assessment information will allow the Shire to develop a planned maintenance, refurbishment and renewals program for the roads.

The recommendations for the next steps in the asset management maturity journey for the Shire are:

- *Plan and complete the condition assessments for the remaining roads and pavements*
- *Prepare costing and scheduling of the defects and rectification works*
- *Develop a costed Planned Works Plan*
- *Develop a costed Refurbishment and Renewals Plan*
- *Update the Long Term Financial Plan and the Asset Management Plan with the updated condition data and funding requirements.*

Progress has not been made on implementing these recommendations as the Shire has not previously had the resources to do so.

The report to Council last month of projects to be undertaken by the Works Engineer will contribute to progressing these recommendations.

Statutory Environment

Council's minimum obligations relating to planning for the future (IPR) are listed in S5.56 (1) of the Local Government Act 1995.

Financial Implications

A budget for the Works Engineer and the projects to be undertaken are included in the adopted 2019/20 Shire Budget.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 1, Our Land

Outcome 1.2, Travel the Land

Strategy: 1.2.1, Good Roads

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Not applicable

Voting Requirement

Simple Majority Required.

Cr D Frazer left the Chamber at 1.21pm

As the meeting did not have a quorum, members waited for Cr Frazer to return from the restroom.

Cr D Frazer returned to the Chamber at 1.24pm

Officers Recommendation and Council Resolution

Moved: Cr P Thomas

Seconded: Cr J Frazer

That Council notes this update report on progressing recommendations contained in the NAMA Phase 2 report.

Carried: 5/0

14.2 ACTION REPORT – WORKS ENGINEER

FILE REFERENCE: RD.00

AUTHOR'S NAME AND POSITION: Peter Kerp
Works Engineer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 9 September 2019

DISCLOSURE OF INTERESTS: The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

To inform Council of Works Engineering activities and actions for the preceding month.

Background

Not applicable

Comment

See attachment.

Statutory Environment

Not applicable

Financial Implications

No known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 1, Our Land

Outcome 1.2, Travel the Land

Strategy: 1.2.1, Good Roads

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 14.2 – Action Report, Works Engineering

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr J Frazer

Seconded: Cr D Frazer

That Council receives the Action Report, Works Engineering for August 2019.

Carried: 5/0

14.3 REQUEST TO MRWA FOR ADDITION TO ROADS 2030 STRATEGY

FILE REFERENCE: RD.00

AUTHOR'S NAME AND POSITION: Peter Kerp
Works Engineer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 14 September 2019

DISCLOSURE OF INTERESTS: The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

For Council to make request to Main Roads WA to consider amendment of the Roads 2030 Strategy to include the Jameson Wanarn Road.

Background

The Jameson Wanarn road now forms part of a strategic road route connecting Wingellina, Blackstone and Jameson to the Great Central Road which is to be sealed in future years. The Shire has recently invested \$4,000,000 in upgrades to the road to support better access for the above communities and facilitate general supplies and fuel to the Jameson Community and two mining camps in the final stages of exploration (Jameson West Musgrave Project Pre-Feasibility Study and Development ready, and Wingellina Nickel-Cobalt Project).

Comment

The process for consideration of inclusion in the Roads 2030 State Strategy is for the Shire's request to be supported by the Goldfields Regional Road Group and forwarded to WALGA and MRWA for approval.

Statutory Environment

Not applicable

Financial Implications

The inclusion of the road in the Roads 2030 Strategy will enable the Shire to make funding application for capital upgrade of the road within the Shires annual allocated funding from the Regional Road Group from MRWA.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 1, Our Land

Outcome 1.2, Travel the Land

Strategy: 1.2.1, Good Roads

Risk Management

This item has been evaluated against the Shire of Ngaanyatjarraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 14.3 – Proforma submission for inclusion in Roads 2030 Strategy.

Voting Requirement
Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr J Frazer Seconded: Cr D Frazer

That Council endorses the Attachment 14.3 – Proforma submission for inclusion in Roads 2030 Strategy to be submitted to the Goldfields Regional Roads Group for support as per this report.

Carried: 5/0

15. NEW BUSINESS OF AN URGENT NATURE AS ADMITTED BY DECISION

Officers Recommendation and Council Resolution

Moved: Cr L West

Seconded: Cr D Frazer

That Council admits urgent business item 15.1 as tabled.

Carried: 5/0

15.1 EXTENSION OF CONTRACT, T01 2015/16 – BUSINESS PROCESS MANAGEMENT SERVICES

FILE REFERENCE: CM.19

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 25 September 2019

DISCLOSURE OF FINANCIAL INTEREST: The author has no financial, proximity or impartiality interests in the proposal.

Summary

For Council to consider a one-year extension of amended Contract T01 15/16 Business Management Processing Services (BPMS).

Background

At the July 2016, Ordinary Council Meeting Council resolved to appoint IT Vision to provide Business Management Processing Services for the Shire for a period of three financial years with an option of extension for a further two years.

The services incorporated provision of:

- Secure Payroll Processing Service;
- Secure Rates Processing Service;
- Secure Financial Processing Service;
- Technical Managed Services;
- Liaison with the Principals Accounting Services supplier; and
- Disaster Recovery Cloud Hosted Back up.

Comment

Contract documents were entered after the July 2016 Council Resolution to award the contract, and services were commenced late July for the 2016/17 Financial Year End.

Council is now able to review and amend the contract before offering an extension.

As the Shire now has additional professionally qualified staffing resources, some of the contract functions can now be performed 'in-house' resulting in financial savings to the Shire.

As such it is proposed to remove Secure Financial Processing Service from the extension saving the Shire \$67,576 p.a. GST Inc.

As the 2019/20 Financial Year has already commenced, it is proposed to implement the amendment from 1 October 2019 resulting in a saving of \$50,682 this FYE.

Statutory Environment

Financial Implications

The Shire makes annual budget allocations for Business Management Processing Services.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is “Low” risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Not applicable

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr P Thomas

Seconded: Cr D Frazer

That Council;

- 1. approves the extension of Contract T01 15/16 Business Management Processing Services to IT Vision Australia Pty Ltd, Kirin Centre, 15 Ogilvie Road, Applecross WA 6153 for a further one-year term for Business Management Processing Services associated with the 2019/20 Financial Year End as outlined in this report; and**
- 2. authorises the Chief Executive Officer to administer the contract including future contract extensions.**

Carried: 5/0

16. CONFIDENTIAL MATTERS

17. NEXT MEETING

Scheduled for Wednesday, 23 October 2019 at the Tjulyuru Cultural and Civic Centre, Warburton Community commencing at 1:00 pm.

18. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 1.32 pm.

Council Resolutions – Status

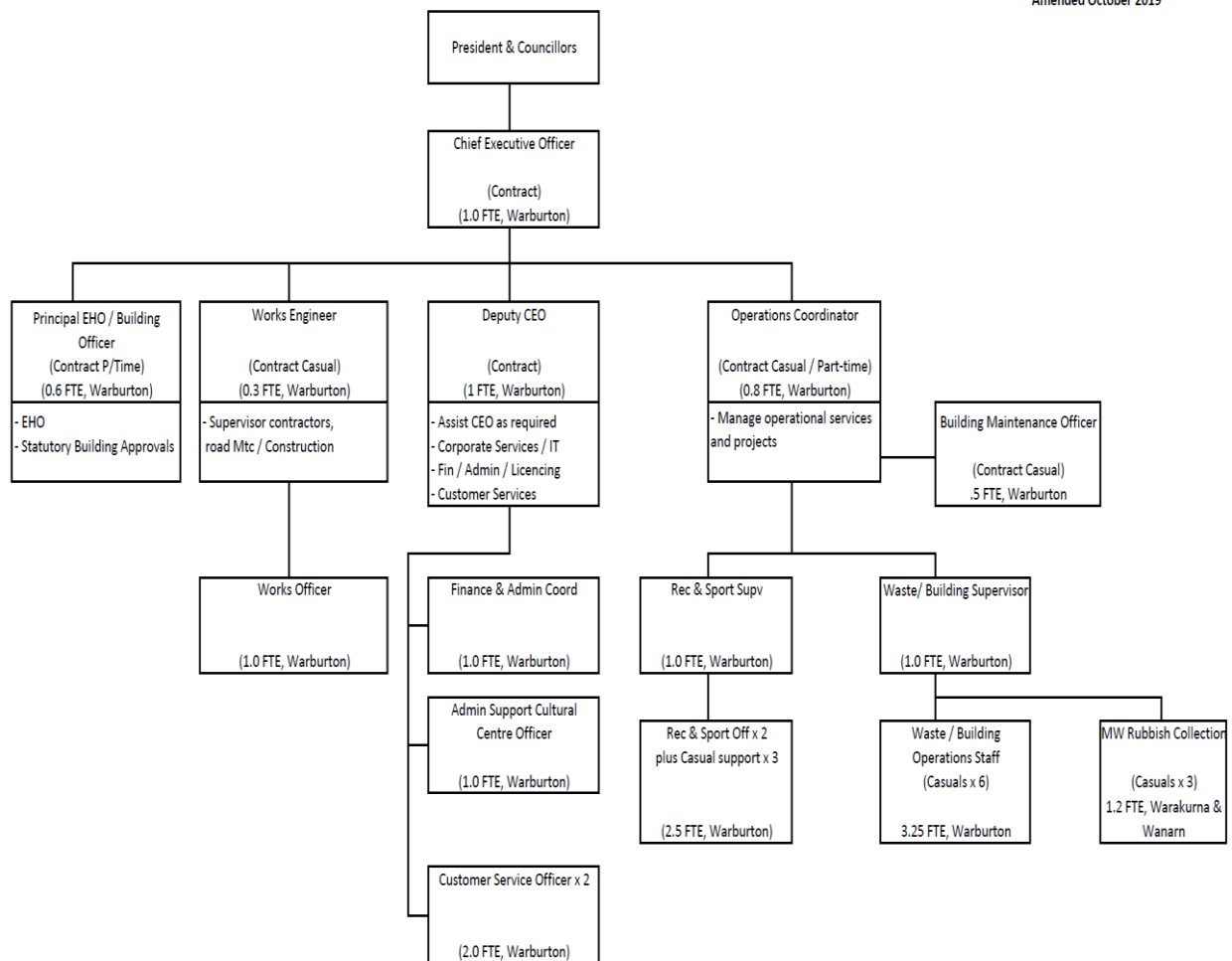
Note: report commenced 14 June 2018 and only resolutions not actioned are reported on.

Meeting Date	Meeting Type	Report Number	Report Title
28 August 2019	OCM	14.1	ROAD NAME CHANGE PROCESS

Resolution	Status Update	% Complete
<p>That Council:</p> <ol style="list-style-type: none"> 1. Receives this Road Name Change Process Report regarding the steps the Shire of Ngaanyatjaraku must follow to be compliant with Landgate's Policy and Standards for Geographic Naming in Western Australia 2017; and 2. Recommends that Shire Officers start the process to consider changing the name of the following roads: <ul style="list-style-type: none"> • Giles Mulga Park Road • Wanarn Jameson Road • Warburton Blackstone Road 3. Shire Officers report back quarterly to Council on progress of item 2 above. 	<ol style="list-style-type: none"> 1. Initial comment sought from MRWA on proposed new road names. 2. Informal advice from NCAC sought. 	10%

Proposed Organisational Structure 2020

Amended October 2019





Study into Remote Area Tax Concessions and Payments

Submission by the Goldfields Voluntary Organisation of Councils (GVROC) to the Productivity Commission on its Draft Report released 4 September 2019

October 2019

C/O Shire of Coolgardie
PO Box 138, Kambalda, WA, 6442
Phone: 08 9080 2111 / Fax: 08 9027 3125



REMOTE AREA TAX CONCESSIONS AND PAYMENTS DRAFT REPORT - SUBMISSION BY GOLDFIELDS VOLUNTARY REGIONAL ORGANISATION OF COUNCILS

The Productivity Commission is seeking submissions on its draft report released on 4 September 2019, which investigates the appropriate ongoing form and function of the zone tax offset, FBT remote area concessions, and Remote Area Allowance.

This submission is from the Goldfields Voluntary Regional Organisation of Councils (GVROC), which is an established partnership between local government authorities (LGAs) in the Goldfields Esperance Region of Western Australia including - City of Kalgoorlie-Boulder and the Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Menzies, Ngaanyatjarraku, Ravensthorpe and Wiluna. GVROC LGAs are classified as either Remote or Very Remote (ABS Remoteness Area Classification, 2011).

The GVROC previously submitted an initial submission to the enquiry on 29 April 2019 for consideration by the Productivity Commission (see attached).

Initial Comments on Draft Report

GVROC believe the current draft report misses the issues that the Productivity Commission should be addressing in its review.

Many of the recommendations in the report seem to be premised on the Commission's view that the objective of the Remote Area Tax Concessions is not to promote regional development, but is to deal with inequities in the FBT regime where employers have operational reasons to provide these benefits to employees.

The draft report states that it is the Commission's view that it is the role of State and local governments to support and promote regional development, not the tax system. If you accept the Commission's view that regional development should not be an objective, it follows that FIFO benefits are more important than residential employee benefits.

However, if supporting regional development is an objective, the recommendations are unfounded. GVROC believes that the issue, therefore, is more about intent and the objectives of the concessions and less about their complexity or interpretation.

The GVROC challenge the Commission's view that the 'policy objective' is to deal with FBT inequality when in reality operational reasons require employers to provide such things as housing etc. to employees in many remote and regional towns.

GVROC would like the Commission to reinstate regional development as an objective in the final report and not just deal with the perceived FBT inequalities.



Additional Comments on the Draft report

1. Objectives are a matter for the Federal Government

GVROC believe the objectives of Remote Area Tax Concessions and Payment are a matter for the Federal Government and not the Commission.

2. Primary objective is Regional Development

The original intent and objective of remote area taxation support was to compensate people for the relatively high living costs, isolation and uncongenial climate in remote Australia (as acknowledged in the issues paper and report). Governments have not made changes to reduce or remove support for Regional Development as an objective. The second objective, equitable tax treatment, was added in 1986 and expanded in 2000.

3. Regional development cannot be discounted or ruled out as objective of Fringe Benefits Tax Assessment Act (FBTAA)

The draft report acknowledges that FBTAA does not specify the objectives of FBT remote area concessions and that stakeholder views differ (p212), yet the Commission in 7.3 (p227) states there is no basis for governments to subsidise regional development by offering FBT concessions for remote areas, and the objective should be to address inequities and not to promote regional development (p228). If the Government wanted to rule out regional development as an objective for remote area concessions it would be specified in the FBTAA.

4. It is in Australia's economic and strategic interests to encourage people to settle, live and operate businesses in remote areas.

In short, the theme of the draft report tends to be on the basis that regionalisation no longer exists, and the Commission is happy for outback and remote towns / areas to become ghost towns.

The upper two tiers of government have been advocating for regionalisation for many years. In fact, at the last Federal election the government's pitch was incentivising workers to move to regional areas including support for skilled migration, reforming FBT guidelines and developing a National Settlement strategy. Enhancing remote area tax concessions and payments should be an avenue to stimulate employment in regional and remote WA, rather than how the Commission has outlined its recommendations in the draft report. It is also noted that many politicians have come out since the release of the draft report continuing to support regionalisation and refuted the Commission's stance.



A number of the comments under the Heading “Key Points” of the draft report are very short sighted and if the draft proposals are implemented it will make it extremely difficult to attract people (and more importantly families) to work / live in the regions.

There are many government (Federal, State & Local) services located in the remote areas to service the communities that are largely made up of indigenous persons, and then local businesses started to value add to this. The object is to make the towns / communities a better place for all Australians to live.

Cutting the employment and FBT benefits that currently apply to the remote areas will pretty much render the services / businesses non-existent. In fact the towns will simply become a hove for indigenous Australians to revert back to the way of life that existed many years ago and undo all of the work that has been put into place over many decades to provide a better quality of life with improved services, lifestyle, facilities and amenities.

The current major cities have become overcrowded, havens of crime and welfare; have water and power supply issues, and it seems the Commission wants larger cities that become even more unsustainable.

Many smaller communities have already been ravaged by government policies being centralised into ever growing cities, including rural cities. Governments have centralised public housing, community services, hospital and nursing needs, basic medical services, education, and this has turned many once thriving communities into ghost towns.

Again, the overcrowding of cities and the ever-increasing demand for social services creates anger, hostility, domestic violence, family feuding, drug use and abuse and other crimes.

The Draft Report appears to not comprehend that regional and remote Australia is the engine room of Australia producing vast sums of export dollars through mining and agriculture and employs thousands of workers.

The Report ignores the need to get populations, workforces and growth away from cites and into the areas where the wealth is created – not where it is consumed and intends to penalise people who choose to live and work away from major cities.

In addition to the above, the majority of Australia’s (or indeed WA’s) Gross Domestic Product emanates in the Pilbara, Goldfields and rural areas with little return to these areas in royalty or other payments. It is difficult to understand the logic behind the Commissions comment on page 17 of the draft report:



“The Commission does not consider that higher living costs or other aspects of life in remote areas warrant compensation from other taxpayers. Everyone faces a range of advantages and disadvantages in where they live and will typically locate themselves in the area they value most highly”.

If there is no additional cost or hardship associated with residing in remote / regional Australia then the Government needs to enforce and apply equal costs for food, clothing, fuel, housing, etc. across every town, city & suburb in the country. For example, currently a person in the city can buy a fresh lettuce at Coles for \$3, while someone living in remote regional WA normally pays \$5 for a lettuce that may be a week old before it hits the supermarket shelf. This is just one of many examples of the inequality of costs that people residing in remote and regional Western Australia face on a daily basis.

For our cities and regional centres to be strong and flourish there needs to be sustainable rural and remote towns that supports them. Currently there is a strong and growing mining industry that is the backbone of the Western Australia economy, however with the need to increase food production and resolve some of the fluctuations that results from the resource sector a strong emphases needs to be placed on the development and sustainability of agricultural and pastoral industries.

Tourism is a growing industry that required the support of remote and rural towns so they can obtain food, water, fuel and accommodation as the travel around Australia. All levels of government need to invest in infrastructure that can encourage and develop tourism, which includes both domestic and international tourist. An underdeveloped market is Indigenous Tourism, tourism want to experience the oldest culture which is Australian based. There is a real and sustainable business opportunity for our Indigenous communities to benefit from their culture, but they will need support from all levels of government if any positive outcomes are to be achieved.

It may be difficult for people who currently live in our cities to understand the real issues faced by rural and remote communities on a day to day basis. We are required to travel great distances to access basic government services, that our city cousins enjoy daily. Access to reliable communication services is another challenge which is a requirement for our business to operate. Without good reliable communications it is difficult to recruit or retain good, skilful staff.

All around Australia rural town and communities have had significant reduction in their populations as people move to the cities and coastal areas. As a nation we all need to determine if the depopulation of our rural areas will continue.

Local Governments are established across Australia to provide services to the local community. If we take an example such as Ngaanyatjaraku Shire Council which is a remote indigenous shire with no rate payers. The housing stocks are owned by State and Federal Government who exempt themselves from paying rates on their buildings.



The Shire pays an Award rate of pay and conditions similar to other local governments in the state. However, most of those local governments are not extremely isolated or have comparable cost of living. Would somebody in Perth consider \$630 per week rent as 'market value', no fresh milk and pay \$3.65 for a UHF milk that is on the shelf for \$0.95c in supermarkets elsewhere. Pay \$2.25/L for petrol with the nearest city 950kms away with over 550kms of that over unpaved roads. As the 'Award' does not cover the cost of living, Remote Shires must also pay in addition to the award:

- Expensive relocation cost for staff to remote locations;
- Additional leave entitlements to get out of a remote location;
- Travel costs to get out as there are no public travel services;
- Location cost of living allowance as the Remote Zone Allowance does not cover the costs,

Please note these amounts are also taxed through payroll.

As previously mentioned, rental housing market value is \$630 per week and electricity utility costs \$0.60/kilowatt. These rates are not comparable to other less populated parts of the country. Note, FBT is paid on utility benefits with the 50% FBT discount but given the FBT gross-up factor there is no reduction with a 47% tax rate.

If the Productivity Commission now wishes to remove the exemption from employer provided housing, remote Local Governments have no capacity to cover this additional cost. Without employer exempt housing the Productivity Commission is correct in suggesting that employees will typically locate themselves in the area they value most highly. This will not be remote rural Australia.

An additional impact is that all businesses accessing FBT benefits to support a residential workforce are disadvantaged. For small and mid-tier businesses FIFO would not be economically viable. This would in turn increase the cost of doing business, cost jobs and reduce population in regional areas.

5. Alternative mechanisms to support Australians residing in specified geographic areas is not addressed.

The current draft report does not adequately address the last item from the scope of the report.

Scope of the report (last item/dot point)

'consider if there are alternative mechanisms to better provide this support to Australians residing in specified geographic areas.'

The proposed changes to FBT remote area concession significantly reduce support for a large number specified geographic areas. No substantive alternative mechanisms are put forward in the draft report.



The recommendation that *'governments role is to create successful business environments'* (i.e. through infrastructure investment) has no detail and no substance.

Recommendations

The GVROC appreciates the Productivity Commission's commitment in producing the draft report and reviewing remote area tax concessions. It recognises that this is part of a suite of solutions to ensure the continual sustainability and attraction of regional and remote Australia.

In response to the Productivity Commission's Draft Report, the GVROC reiterates its initial recommendations, which it would like to see contained within the final report as follows:

1. The GVROC is of the opinion that a review of the current tax offset zones is required with ongoing reviews conducted after each Census release.

The GVROC requests that the Australian government consider the socio-economic issues and labour shortages in the region and increase the tax offset or bring it into line with other very remote or remote areas in Australia such as Northern Queensland.

2. The GVROC also requests the Australian Government consider implementing Queensland's Strong and Sustainable Resource Communities Act 2017¹ which ensures that residents of communities near large resource projects benefit from construction and operation of large projects. The Act prevents the use of "100 percent FIFO workforce arrangements on operational large resource policies."

The implementation of a similar program to Queensland's Strong and Sustainable Resource Communities Act 2017, would encourage companies to demonstrate local workforce recruitment efforts bringing positive outcomes in the community such as sustainability and reduced mental health issues.

3. There is also an immediate need to support business and industry in the region with a decline reported from 2016 to 2018 of -1.26% compared to an increase in WA of 2.48%.

It is apparent that industries operating in the region are being impacted by stagnant or declining populations caused by an increased reliance on FIFO workforces to keep pace with the growth in regional mineral production.

4. To address skill shortages in the region, the GVROC recommends that the Australian government consider offering graduates from in-demand vocations tax concession incentives attract them to reside in regional areas.

1

<http://eisdocs.dsdip.qld.gov.au/Strong%20and%20Sustainable%20Resource%20Communities%20Bill%202016/strong-and-sustainable-resource-communities-act-2017-factsheet.pdf>



5. Given the critical labour shortage in the region, the GVROC requests that the Australian Government consider providing a fringe benefit tax (FBT) concession to encourage drive in drive out and residential employment in the Goldfields region. It is proposed that the FBT concession would be applied to the provision of living and housing expenses paid by mining companies, commercial businesses and local governments.

While providing this current submission to the draft report, as the Chair of the GVROC, I would also like to request on behalf of our members an extension from the Commission to prepare a more detailed response to the draft report. The GVROC have formed a special Strategic Working Group to review the draft report in detail and to investigate more fully the taxation incentives and other possible benefits for business and communities (in general) in remote and regional areas to encourage growth in regional Western Australia.

I look forward to hearing your response on our request for an extension and to further explore the draft report recommendations. Should you have any questions regarding this initial submission, please do not hesitate to contact me.

Kind regards

Malcolm Cullen - Chair
Goldfields Voluntary Regional Organisation of Councils

11 October 2019

Payment listing September (19/20)				
Chq/EFT	Date	Name	Description	Amount
EFT2622	06/09/2019	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of roadwork plant Warburton Blackstone Road	74,389.70
EFT2623	06/09/2019	COUNTRY ARTS WA	Presenters Fees for Sand Tracks Tour 2019	2,750.00
EFT2624	06/09/2019	WESTLAND AUTOS PTY LTD	60,000 service on KBC591L	693.25
EFT2625	06/09/2019	ELVES BRITES	Reimburse for fuel purchase for 1EPI385	241.00
EFT2626	06/09/2019	DEPT FOR CHILD PROTECTION	WWCC application fee - BF	261.00
EFT2627	06/09/2019	MODERN TEACHING AIDS	Early Years program mats	66.39
EFT2628	06/09/2019	OUTBACK HIGHWAY DEVELOPMENT COUNCIL INC.	OHDC Inc Membership Fee 2019-2020	27,500.00
EFT2629	06/09/2019	MOORE STEPHENS (WA) Pty Ltd	Budget 19/20 preparation and July 2019 financials	12,842.50
EFT2630	06/09/2019	LAVERTON SUPPLIES WA	Diesel fuel for 1EYW816	129.00
EFT2631	13/09/2019	WARAKURNA ROADHOUSE	Fuel for 1EPU755	409.38
EFT2632	13/09/2019	WARBURTON ROADHOUSE	Account for August 2019	6,051.14
EFT2633	13/09/2019	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of roadwork plant Warbuton Blackstone Road	111,048.85
EFT2634	13/09/2019	N-COM PTY LTD	Emergency repairs and general maintenance - Warburton and Blackstone	4,898.30
EFT2635	13/09/2019	Discovery Holiday Park Kalgoorlie	1 nights accommodation for WBOS	82.00
EFT2636	13/09/2019	LAVERTON SUPPLIES WA	Fuel for CEO vehicle	250.00
EFT2637	13/09/2019	KEVIN HANNAGAN	Reimburse for Accommodation & meals	217.50
EFT2638	13/09/2019	GREENFIELD TECHNICAL SERVICES	Engineering, project management & site supervision for upgrade GCR	38,825.27
EFT2639	17/09/2019	WARBURTON COMMUNITY INC	recoup of petty cash	2,500.00
EFT2640	20/09/2019	WARAKURNA ROADHOUSE	Diesel fuel for 1EPI385	773.35
EFT2641	20/09/2019	KEY FACTORS PTY LTD (BREAKAWAY)	hire of roadwork plant Warburton Blackstone Road	117,976.10
EFT2642	20/09/2019	RAYSON SANTANA DE JESUS	Reimburse meals expenses for Bronze Medallion course	169.50
EFT2643	20/09/2019	KEVIN HANNAGAN	Reimburse AHRI, IPA & AICD memberships for CEO	1,461.00
EFT2644	25/09/2019	DAMIAN MCLEAN	Ordinary Council Meeting fees for 25th September 2019	400.00
EFT2645	25/09/2019	LALLA WEST	Ordinary Council Meeting fees for 25th September 2019	200.00
EFT2646	25/09/2019	PRESTON THOMAS	Ordinary Council Meeting fees for 25th September 2019	200.00
EFT2647	25/09/2019	JOYLENE FRAZER	Ordinary Council Meeting fees for 25th September 2019	200.00
EFT2648	25/09/2019	DEBRA FRAZER	Ordinary Council Meeting fees for 25th September 2019	200.00
EFT2649	26/09/2019	IRIS Consulting Group Pty Ltd	Records management online training	165.00
EFT2650	26/09/2019	MILLY (WARBURTON) STORE	Invoices for August 2019	678.98
EFT2651	26/09/2019	MCLEODS	Preparation of audit information	176.00
EFT2652	26/09/2019	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of roadwork plant for Warburton Blackstone Road	110,497.20
EFT2653	26/09/2019	MOORE STEPHENS (WA) Pty Ltd	Financials for August 2019	2,612.50
EFT2654	26/09/2019	LAVERTON SUPPLIES WA	Fuel for CEO vehicle	135.01
DD1251.1	04/09/2019	Geoff Handy Westpac Visa	Visa payment for FAC	2,320.38

DD1251.2	04/09/2019	Kevin Hannagan Westpac Visa	CEO Westpac visa payment July 2019	2,164.15
	04/09/2019	PAY	Payroll Direct Debit Of Net Pays	41,361.24
DD1270.1	04/09/2019	WA SUPER	Payroll deductions	3,789.15
DD1270.2	04/09/2019	HOST PLUS	Superannuation contributions	194.30
DD1270.3	04/09/2019	VISION SUPER	Superannuation contributions	801.48
DD1270.4	04/09/2019	HESTA	Superannuation contributions	231.24
DD1270.5	04/09/2019	AUSTRALIAN SUPER	Superannuation contributions	112.14
DD1270.6	04/09/2019	BT SUPER	Superannuation contributions	31.98
DD1270.7	04/09/2019	SUNSUPER SOLUTIONS	Superannuation contributions	29.93
DD1270.8	04/09/2019	Ther Trustee For Care Super	Superannuation contributions	186.05
DD1275.1	09/09/2019	Kevin Hannagan Westpac Visa	Credit card top up for CEO	3,004.00
DD1279.1	02/09/2019	PIVOTEL SATELLITE PTY LTD	Sat phone charges	180.00
DD1279.2	02/09/2019	WESTPAC BANK	Transaction fee Sept 19	27.50
DD1280.1	03/09/2019	Geoff Handy Westpac Visa	Finance & Admin Coordinator credit card transaction Aug 2019	1,014.84
DD1280.2	03/09/2019	Kevin Hannagan Westpac Visa	CEO credit card transactions August 2019	1,334.02
DD1280.3	03/09/2019	COMMONWEALTH BANK OF AUSTRALIA	Merchant fees	77.46
DD1284.1	13/09/2019	TELSTRA CORPORATION LTD	Telephone charges for August 2019	854.01
	18/09/2019	PAY	Payroll Direct Debit Of Net Pays	42,962.27
DD1288.1	18/09/2019	WA SUPER	Payroll deductions	3,718.27
DD1288.2	18/09/2019	HOST PLUS	Superannuation contributions	194.30
DD1288.3	18/09/2019	VISION SUPER	Superannuation contributions	801.48
DD1288.4	18/09/2019	HESTA	Superannuation contributions	231.24
DD1288.5	18/09/2019	AUSTRALIAN SUPER	Superannuation contributions	170.51
DD1288.6	18/09/2019	BT SUPER	Superannuation contributions	87.95
DD1288.7	18/09/2019	SUNSUPER SOLUTIONS	Superannuation contributions	51.30
DD1288.8	18/09/2019	Ther Trustee For Care Super	Superannuation contributions	186.05
			Total	625,117.16



SHIRE OF NGAANYATJARRAKU - Business banking ▾

Approval

Notifications ▾

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Municipal Operating
Account ▾

036-016 831911

**\$1,399,254.64**

Trust Account ▾

036-016 831946

**\$0.00**

Westpac 31 Day
Notice Account ▾

036-125 520231

**\$1,551,962.97**

Available \$0.00

Westpac 90 Day
Notice Account ▾

036-125 521074

**\$0.00**

CEO Kevin
Hannagan ▾

xxxx xxxx xx18 5736

**-\$556.21**

Available \$4,709.20

F&AS Geoff Handy ▾

xxxx xxxx xx90 9334

**-\$1,407.77**

Available \$1,092.23

TD Asset Replace
Reserve ▾

035-102 112943

**\$500,967.99**

Upcoming payments ⚙

There are no payments to display.



79 Maritime St
KALGOORLIE WA 6430
T 13 13 12 nab.com.au
From overseas +61 3 8641 9083

30 August 2019

6-556

052 / 62978

SHIRE OF NGAANYATJARRAKU
PMB 87
KALGOORLIE WA 6430



Hi Sir

Here are the details of your new NAB Term Deposit

Your NAB Term Deposit matured on 29 August 2019. Following your instructions we:

- Reinvested \$950,000.00 into a new NAB Term Deposit, plus an interest amount of \$5,200.28

Please check the details below. If you would like to make any changes or withdraw your money without cost, you need to let us know by 5 September 2019.

NAB Term Deposit account 30-722-7576

Account name	Shire of Ngaanyatjaraku-
Amount	\$955,200.28
Term	2 months and 29 days
Interest rate p.a.	1.25%
Interest frequency	At maturity
Interest	\$2,944.12
Start date	29 August 2019
Maturity date	27 November 2019



What you've instructed us to do at next maturity

Term Deposit and interest \$958,144.40
As we don't have any maturity instructions recorded for you, we will reinvest as a new NAB Term Deposit for the same term, with the interest rate that applies at maturity and on the same terms and conditions



Important information

If you need to withdraw part or all of your Term Deposit before maturity you must give 31 days' notice and a reduction in interest will apply

We will send you a reminder letter before your NAB Term Deposit matures

At maturity you have 7 calendar days to make any changes to your new NAB Term Deposit or withdraw your money without cost

The current terms and conditions for NAB Term Deposits are available at nab.com.au/termdeposits

If you would like to make any changes to your maturity instructions or have any questions, contact your NAB Banker, give us a call on 13 13 12 or visit your nearest NAB branch.

Thanks,

Ryan Jones
Senior Business Banking Manager

242VNTM0102575007435

Financial Markets Operations
Premium Business Service
GPO BOX 5227 SYDNEY NSW 2001SHIRE OF NGAANYATJARRAKU
PMB 87
KALGOORLIE WA 6430**Issue Date** 30 August 2019**Our Reference** B38191304.17**Page Number** 1 of 1**Enquiries** 1800 643 837

All transactions are subject to confirmation, clearance and receipt of funds (where applicable).
Further information about your account, including details of benefits or fees and charges, is available by telephoning the enquiry number listed above. If you have a complaint, information about our dispute resolution process is available by telephoning 13 22 21.

Cash Deposit Account Confirmation advice**Account Number** 38191304
Account Name SHIRE OF NGAANYATJARRAKU**Summary of Cash Investments**

Category	Balance	Rate	Interest Frequency	Maturity Date
Fixed Term Deposit	\$250,527.95	1.410%	At Maturity	13 Sep 19
Fixed Term Deposit	\$250,446.58	1.540%	At Maturity	08 Oct 19

Transaction details

Ref	Description	Details	Transaction Amount
17	Withdrawal	Fixed Term Deposit Due 30 Aug 19 @ 0.530%	\$500,749.86
17	Interest		\$218.13

Settlement details

Ref	Description	Details	Settlement Amount
17	We have credited your bank account		\$500,967.99
	Westpac Banking Corporation 036-016 831911		

Additional account information

From the 1 August 2019, your Cash Deposit Account(CDA) Fixed Term Deposit funds will be automatically reinvested on the maturity date as an At Call Deposit within your CDA unless you provided us with prior instruction to withdraw funds at maturity. You have the flexibility to make the right decision for your investment on or after the maturity date. The At Call component of your CDA is not recommended as a long-term investment option and a higher interest rate may be available on a Fixed Term Deposit.

To provide instructions, enquire on current interest rates, or for any additional information, contact your Relationship Manager, visit any of our branches or phone the number listed above. You can also view details of the current interest rate applicable to CDA At Call Deposits at commbank.com.au

A copy of the current Cash Deposit Account General Information and Terms and Conditions is available at commbank.com.au/CDAterms

This confirmation has been issued unsigned and without any alterations or erasures.

SAL1cs 1003

SHIRE OF NGAANYATJARRAKU

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2019

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

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PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 October 2019

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

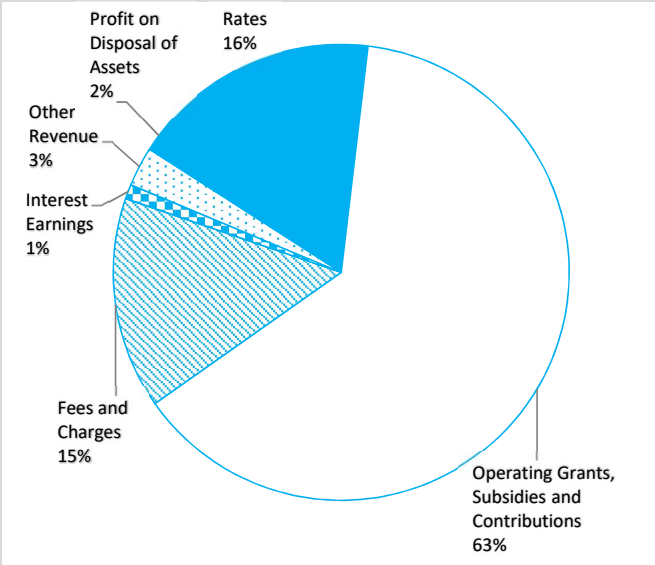
CRITICAL ACCOUNTING ESTIMATES

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

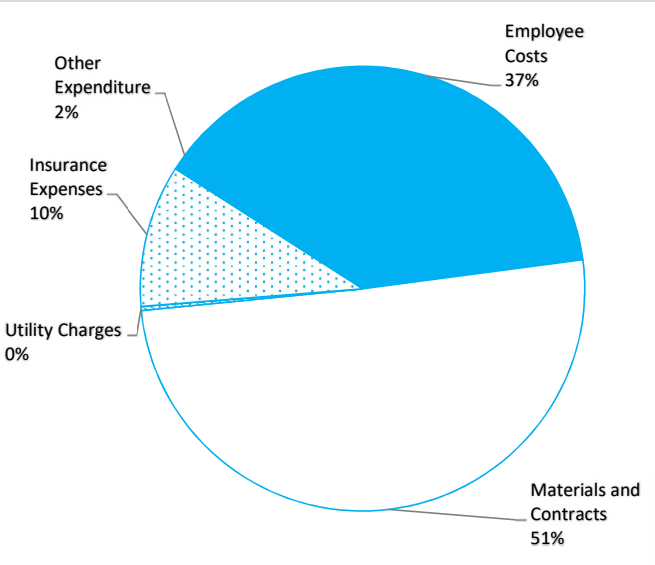
ROUNDING OFF FIGURES

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

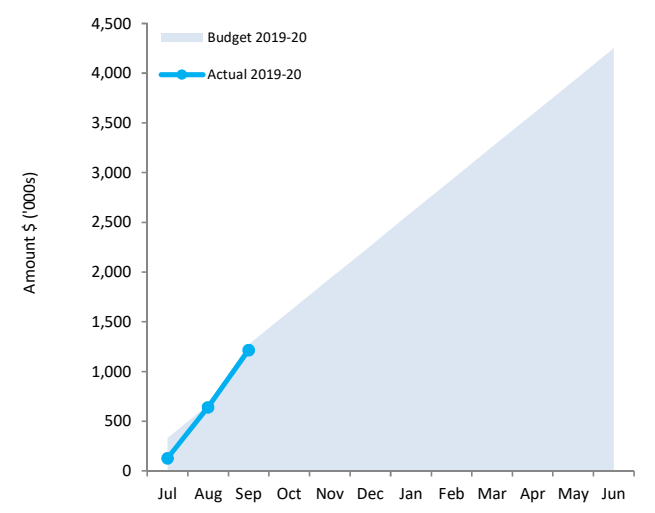
OPERATING REVENUE



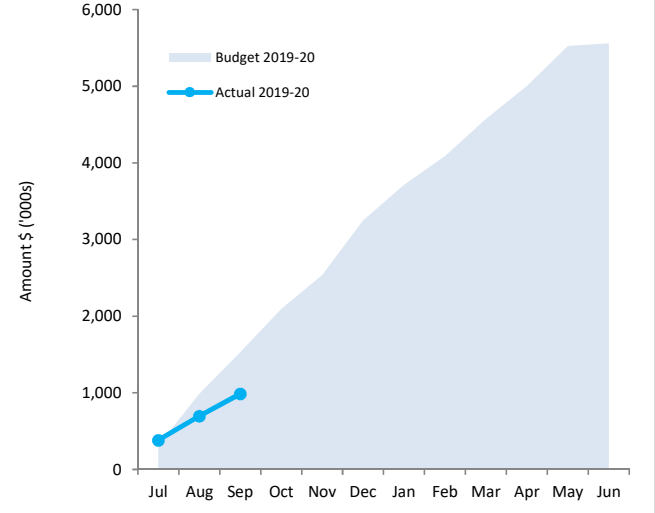
OPERATING EXPENSES



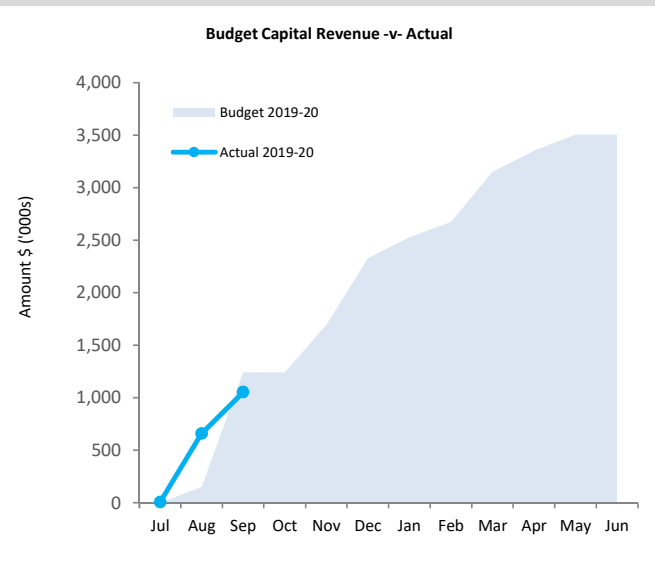
Budget Operating Revenues -v- Actual



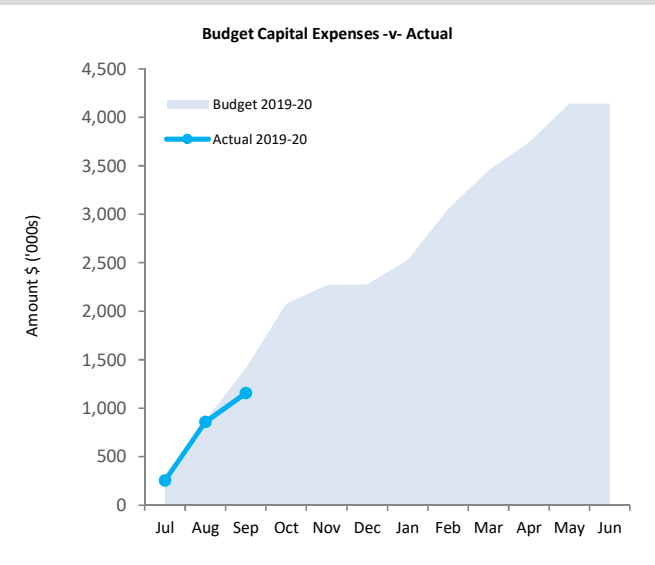
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

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

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure safer and environmentally conscious community.	Supervision and enforcement of various laws relating to aspects of public safety including emergency services.
HEALTH To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and a waste pick-up service Warburton, Warakurna and Wanarn.
EDUCATION AND WELFARE To provide services to children and youth.	Maintenance of playgroup centres (early years learning) Warburton, Blackstone, Jameson.
HOUSING To provide and maintain staff housing.	Provision and maintenance of staff housing.
COMMUNITY AMENITIES To provide services required by the community.	Rubbish collection services, litter control, Warburton, Warakurna and Wanarn.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resources which will help the social well-being of the community.	Maintenance of public halls, civic centres, Warburton recreation centre and operation of recreation services in Warburton. Provision and maintenance of parks and playgrounds. Operation of other cultural facilities.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depot and traffic control. Cleaning of streets and maintenance of street trees.
ECONOMIC SERVICES To help promote the shire and its economic well-being.	Tourism and area promotion and building control.
OTHER PROPERTY AND SERVICES To monitor and control council's overheads operating accounts.	Private works operation, plant repairs, operation costs and administrative costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,593,533	2,593,533	3,059,376	465,843	17.96%	
Revenue from operating activities							
Governance		27,500	625	16,028	15,403	2464.48%	
General purpose funding - general rates	6	277,174	277,174	212,292	(64,882)	(23.41%)	▼
General purpose funding - other		1,678,059	419,514	396,025	(23,489)	(5.60%)	
Law, order and public safety		416	416	336	(80)	(19.23%)	
Health		400	400	200	(200)	(50.00%)	
Education and welfare		155,000	77,750	193,230	115,480	148.53%	▲
Housing		135,000	33,750	28,230	(5,520)	(16.36%)	
Community amenities		105,736	26,184	119,842	93,658	357.69%	▲
Recreation and culture		280,000	70,000	79,108	9,108	13.01%	
Transport		1,558,401	354,601	324,858	(29,743)	(8.39%)	
Economic services		34,000	0	438	438	0.00%	
		4,251,686	1,260,414	1,370,587	110,173		
Expenditure from operating activities							
Governance		(204,255)	(110,966)	(46,527)	64,439	58.07%	▲
General purpose funding		0	0	(187)	(187)	0.00%	
Law, order and public safety		(7,547)	(2,708)	(1,103)	1,605	59.27%	
Health		(365,805)	(101,067)	(90,130)	10,937	10.82%	
Education and welfare		(439,302)	(158,862)	(94,430)	64,432	40.56%	▲
Housing		(420,585)	(118,574)	(55,738)	62,836	52.99%	▲
Community amenities		(879,116)	(222,735)	(161,121)	61,614	27.66%	▲
Recreation and culture		(839,685)	(190,998)	(126,850)	64,148	33.59%	▲
Transport		(2,717,655)	(533,579)	(447,529)	86,050	16.13%	▲
Economic services		(163,098)	(23,680)	(21,621)	2,059	8.70%	
Other property and services		0	(20,077)	59,780	79,857	397.75%	▲
		(6,037,048)	(1,483,246)	(985,456)	497,790		▲
Non-cash amounts excluded from operating activities	1(a)	971,450	226,263	(31,518)	(257,781)	(113.93%)	▼
Amount attributable to operating activities		(813,912)	3,431	353,613	350,182		▲
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,368,563	826,119	868,014	41,895	5.07%	
Proceeds from disposal of assets	7	52,100	31,518	31,518	0	0.00%	
Purchase of property, plant and equipment	8	(4,139,943)	(1,410,336)	(1,155,175)	255,161	18.09%	▲
Amount attributable to investing activities		(719,280)	(552,699)	(255,643)	297,056		▲
Financing Activities							
Transfer to reserves	9	(1,060,341)	(1,060,341)	(8,994)	1,051,347	99.15%	▲
Amount attributable to financing activities		(1,060,341)	(1,060,341)	(8,994)	1,051,347		▲
Closing funding surplus / (deficit)	1(c)	0	983,924	3,148,352			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is \$20,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 SEPTEMBER 2019

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

GRANT REVENUE

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

Assets that were acquired for consideration that was less than fair value principally to enable the Shire to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significant less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation have not been recognised in revenue and expenditure as the fair value of the services cannot be reliably estimated and the services would not have been purchased if they had not been donated.

FEES AND CHARGES

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

SERVICE CHARGES

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,593,533	2,593,533	3,059,376	465,843	17.96%	▲
Revenue from operating activities							
Rates	6	277,174	277,174	212,292	(64,882)	(23.41%)	▼
Operating grants, subsidies and contributions	11	3,373,461	839,490	868,279	28,789	3.43%	
Fees and charges		485,136	120,334	205,943	85,609	71.14%	▲
Interest earnings		50,000	12,500	14,000	1,500	12.00%	
Other revenue		65,915	10,916	38,555	27,639	253.20%	▲
Profit on disposal of assets	7	0	0	31,518	31,518	0.00%	▲
		4,251,686	1,260,414	1,370,587	110,173		
Expenditure from operating activities							
Employee costs		(1,999,022)	(554,666)	(360,023)	194,643	35.09%	▲
Materials and contracts		(2,723,545)	(559,620)	(497,666)	61,954	11.07%	▲
Utility charges		(103,560)	(21,597)	(3,051)	18,546	85.87%	
Depreciation on non-current assets		(905,050)	(226,263)	0	226,263	100.00%	▲
Interest expenses		(1,500)	(375)	0	375	100.00%	
Insurance expenses		(148,993)	(96,722)	(101,989)	(5,267)	(5.45%)	
Other expenditure		(88,978)	(24,003)	(22,727)	1,276	5.32%	
Loss on disposal of assets	7	(66,400)	0	0	0	0.00%	
		(6,037,048)	(1,483,246)	(985,456)	497,790		▲
Non-cash amounts excluded from operating activities	1(a)	971,450	226,263	(31,518)	(257,781)	(113.93%)	▼
Amount attributable to operating activities		(813,912)	3,431	353,613	350,182		▲
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,368,563	826,119	868,014	41,895	5.07%	
Proceeds from disposal of assets	7	52,100	31,518	31,518	0	0.00%	
Payments for property, plant and equipment	8	(4,139,943)	(1,410,336)	(1,155,175)	255,161	(18.09%)	▲
Amount attributable to investing activities		(719,280)	(552,699)	(255,643)	297,056		▲
Financing Activities							
Transfer to reserves	9	(1,060,341)	(1,060,341)	(8,994)	1,051,347	99.15%	▲
Amount attributable to financing activities		(1,060,341)	(1,060,341)	(8,994)	1,051,347		
Closing funding surplus / (deficit)	1(c)	0	983,924	3,148,352			

KEY INFORMATION

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

Refer to Note 13 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	0	0	(31,518)
Add: Loss on asset disposals	7	66,400	0	0
Add: Depreciation on assets		905,050	226,263	0
Total non-cash items excluded from operating activities		971,450	226,263	(31,518)

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

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

		Last Year Closing 30 June 2019	This Time Last Year 30 September 2018	Year to Date 30 September 2019
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(2,043,937)	(240,446)	(2,052,931)
Add: Provisions - employee	10	257,823	281,019	257,823
Total adjustments to net current assets		(1,786,114)	40,573	(1,795,108)

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

Current assets				
Cash and cash equivalents	2	4,937,932	3,063,270	4,667,824
Rates receivables	3	2	219,365	212,132
Receivables	3	317,514	944,594	348,981
Other current assets	4	71,223	41,862	71,223
Less: Current liabilities				
Payables	5	(223,358)	(261,455)	(60,252)
Contract liabilities	10	0	0	(38,625)
Provisions	10	(257,823)	(281,019)	(257,823)
Less: Total adjustments to net current assets	1(b)	(1,786,114)	40,573	(1,795,108)
Closing funding surplus / (deficit)		3,059,376	3,767,190	3,148,352

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash Advance	Cash and cash equivalents	2,500	0	2,500	0	N/A	N/A	N/A
Cash at Bank - Municipal	Cash and cash equivalents	1,155,928	0	1,155,928	0	Westpac	N/A	Nil
Cash at Bank - Municipal	Cash and cash equivalents	955,200	0	955,200	0	NAB	N/A	N/A
Cash at Bank - Municipal	Cash and cash equivalents	250,447	0	250,447	0	CBA	1.54%	Oct-2019
Cash at Bank - Municipal	Cash and cash equivalents	250,818	0	250,818	0	CBA	1.60%	Dec-2019
Reserve Account 0231	Cash and cash equivalents	0	1,551,963	1,551,963	0	Westpac	N/A	Nil
Reserve Account 2943	Cash and cash equivalents	0	500,968	500,968	0	Westpac	1.81%	Dec-2019
Total		2,614,893	2,052,931	4,667,824	0			
Comprising								
Cash and cash equivalents		2,614,893	2,052,931	4,667,824	0			
		2,614,893	2,052,931	4,667,824	0			

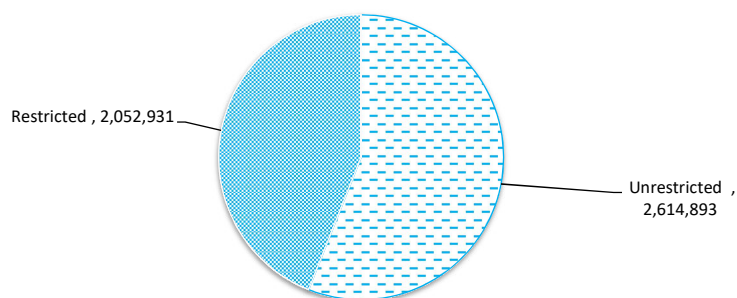
KEY INFORMATION

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

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

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

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



Total Cash	Unrestricted
\$4.67 M	\$2.61 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

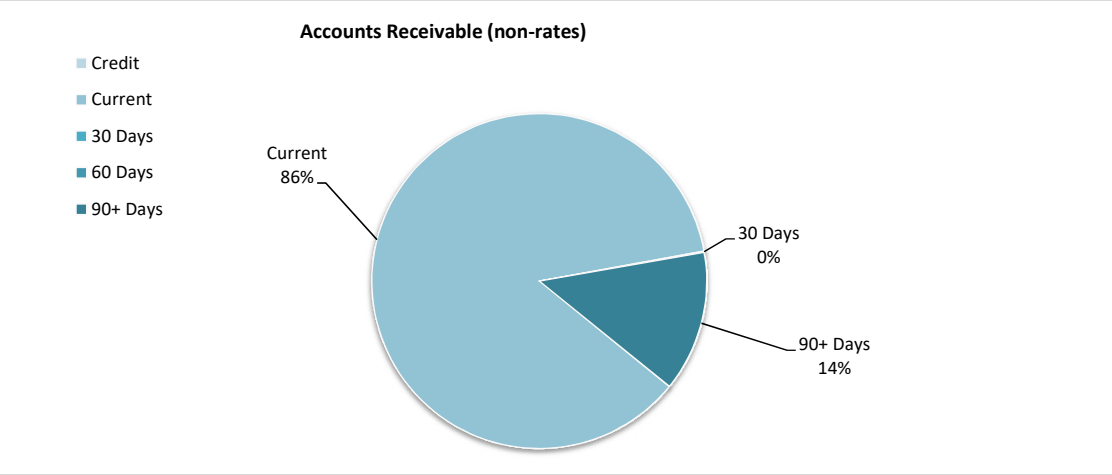
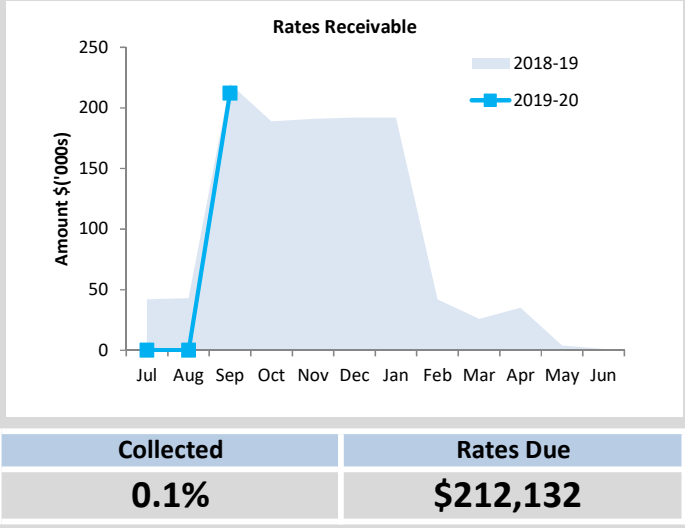
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 Jun 2019	30 Sep 19
	\$	\$
Opening arrears previous years	41,494	2
Levied this year	264,110	212,292
Less - collections to date	(305,602)	(162)
Equals current outstanding	2	212,132
Net rates collectable	2	212,132
% Collected	100%	0.1%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	301,163	472	0	47,346	348,981
Percentage	0.0%	86.3%	0.1%	0%	13.6%	
Balance per trial balance						
Sundry receivable						348,981
Total receivables general outstanding						348,981
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



Debtors Due
\$348,981
Over 30 Days
14%
Over 90 Days
13.6%

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 30 September 2019
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, oil and materials on hand	71,223	0	0	71,223
Total other current assets				71,223
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

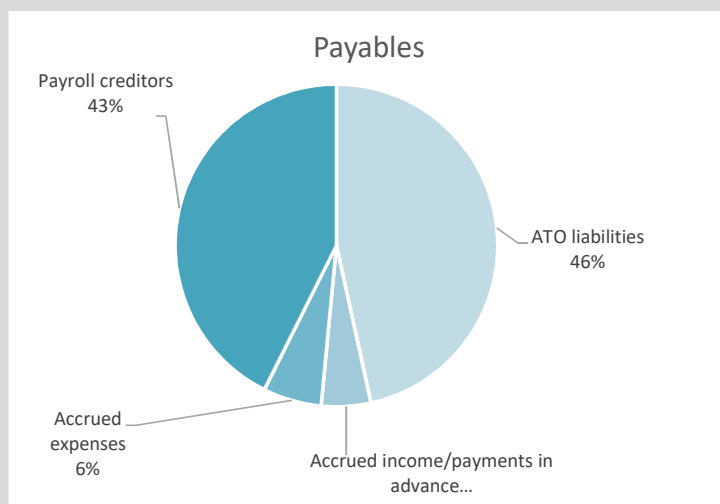
Inventories are measured at the lower of cost and net realisable value.

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

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
ATO liabilities						28,049
Accrued income/payments in advance						2,993
Accrued expenses						3,534
Payroll creditors						25,676
Total payables general outstanding						60,252
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



Creditors Due

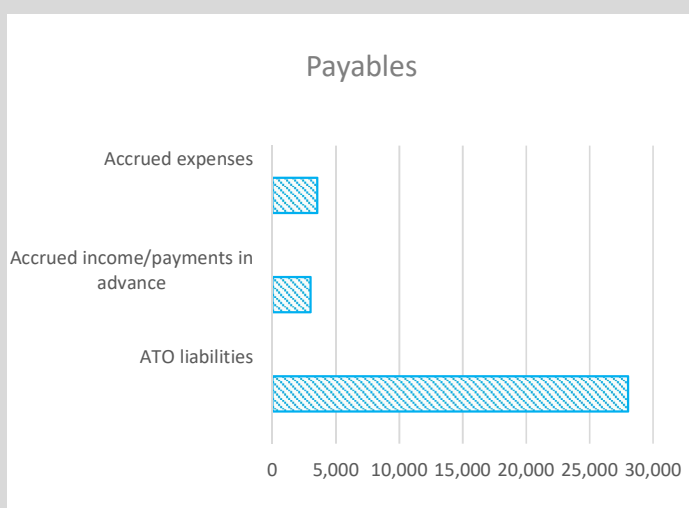
\$60,252

Over 30 Days

0%

Over 90 Days

0%



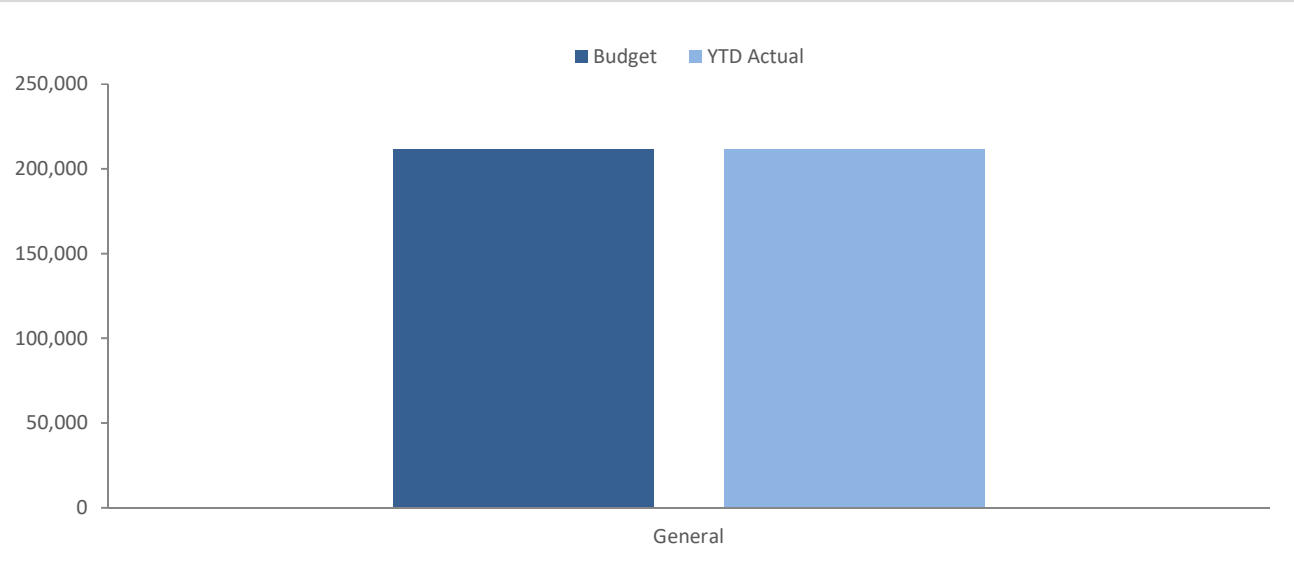
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

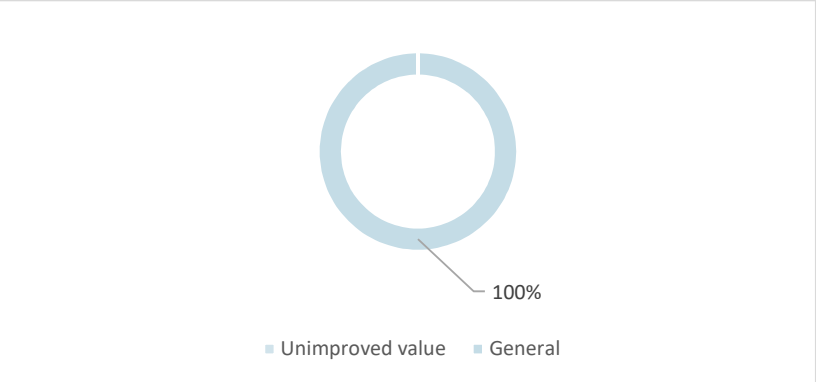
General rate revenue		Budget						YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Unimproved value											
General	0.210000	43	1,007,412	211,557	0	0	211,557	211,557	0	0	211,557
Sub-Total		43	1,007,412	211,557	0	0	211,557	211,557	0	0	211,557
Minimum payment											
Unimproved value											
General	245	3	2,384	735	0	0	735	735	0	0	735
Sub-total		3	2,384	735	0	0	735	735	0	0	735
Amount from general rates							212,292				212,292
Ex-gratia rates							64,882				0
Total general rates							277,174				212,292

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

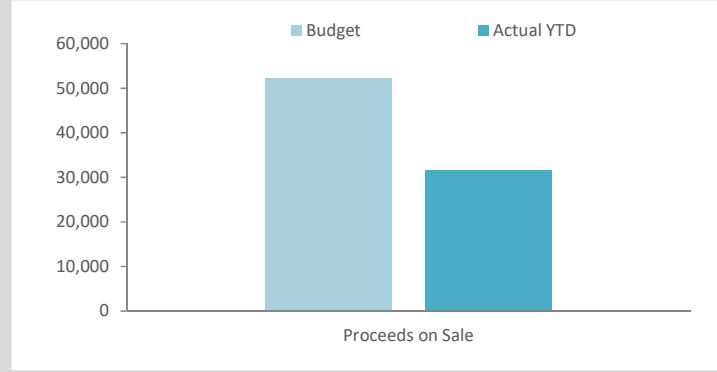


General Rates		
Budget	YTD Actual	%
\$212,292	\$212,292	100.00%



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
Transport									
	1BGA152 MITSUBISHI TRITON UTE	500	500	0	0	0	0	0	0
	1EBO496 2013 Toyota Prado GX wagon	18,000	17,000	0	(1,000)	0	22,954	22,954	0
	1EKC611 2014 Toyota Landcruiser 200	29,000	26,000	0	(3,000)	0	0	0	0
	1EHI532 2014 Nissan Navara D22 ST-R	9,000	6,600	0	(2,400)	0	6,314	6,314	0
	1BDI822 Mitsubishi Canter Truck	2,000	2,000	0	0	0	2,250	2,250	0
	1DHR911 2009 Isuzu NPR300	15,000	0	0	(15,000)	0	0	0	0
	1DIK691 2010 Isuzu NPR300	15,000	0	0	(15,000)	0	0	0	0
	1ELK198 2013 Isuzu NPR300	30,000	0	0	(30,000)	0	0	0	0
		118,500	52,100	0	(66,400)	0	31,518	31,518	0

KEY INFORMATION



Proceeds on sale		
Annual Budget	YTD Actual	%
\$52,100	\$31,518	60%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

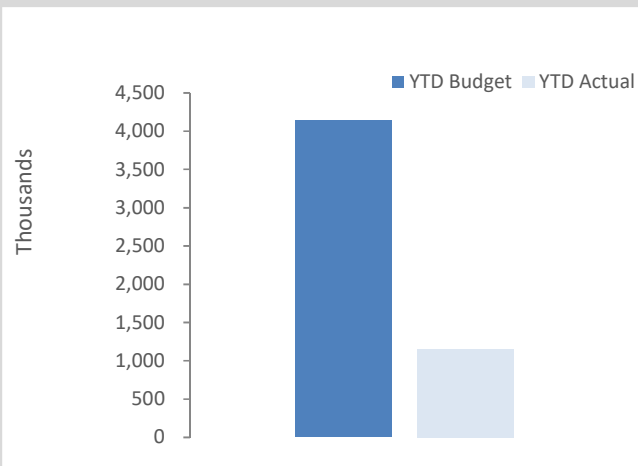
**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	47,000	0	0	0
Plant & Equipment	127,000	7,000	0	(7,000)
Infrastructure - Roads	3,905,943	1,403,336	1,155,119	(248,217)
Infrastructure - Recreation	25,000	0	56	56
Infrastructure - Other	35,000	0	0	0
Capital Expenditure Totals	4,139,943	1,410,336	1,155,175	(255,161)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,368,563	826,119	868,014	41,895
Other (disposals & C/Fwd)	52,100	31,518	31,518	0
Contribution - operations	719,280	552,699	255,643	(297,056)
Capital funding total	4,139,943	1,410,336	1,155,175	(255,161)

SIGNIFICANT ACCOUNTING POLICIES

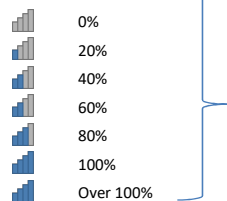
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$4.14 M	\$1.16 M	28%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$3.37 M	\$0.87 M	26%

Capital expenditure total
Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further d

Adopted

	Account Description	Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Capital Expenditure					
Infrastructure - Roads					
147602	Jameson - Southern Bypass	585,000	0	0	0
147611	Jameson Wanarn	574,778	574,778	621,118	46,340
147612	Warburton Blackstone (RRG)	407,607	0	261,820	261,820
147623	Great Central Road - R2R AAR	930,000	0	0	0
147624	MRWA, Outback Hiway	300,000	300,000	272,181	(27,819)
147625	Giles Mulga Park (RRG)	728,558	328,558	0	(328,558)
147629	Giles Mulga Park (R2R/AAR)	380,000	200,000	0	(200,000)
Infrastructure - Roads Total		3,905,943	1,403,336	1,155,119	(248,217)
Land & Buildings					
042600	Staff houses	12,000	0	0	0
111100	Buildings (Upgrade)	35,000	0	0	0
Land & Buildings Total		47,000	0	0	0
Plant & Equipment					
102100	Plant & Equipment (New)	127,000	7,000	0	(7,000)
Plant & Equipment Total		127,000	7,000	0	(7,000)
Infrastructure - Recreation					
147564	Warbon Oval Shade Structure	25,000	0	56	56
Infrastructure - Recreation Total		25,000	0	56	56
Infrastructure - Other					
121200	Infrastructure (new)	35,000	0	0	0
Infrastructure - Other Total		35,000	0	0	0
Grand Total		4,139,943	1,410,336	1,155,175	(255,161)

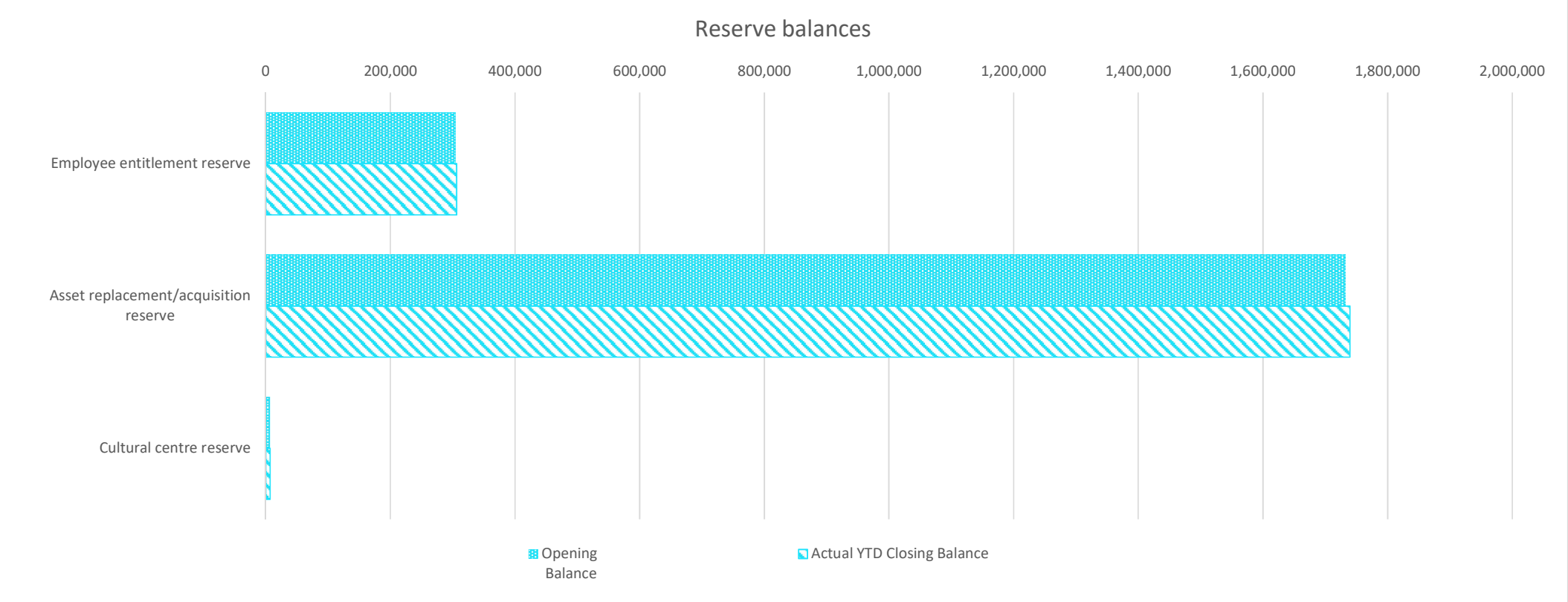
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	304,650	0	1,716	0	0	0	0	304,650	306,366
Asset replacement/acquisition reserve	1,732,367	0	7,238	1,060,341	0	0	0	2,792,708	1,739,605
Cultural centre reserve	6,920	0	40	0	0	0	0	6,920	6,960
	2,043,937	0	8,994	1,060,341	0	0	0	3,104,278	2,052,931

KEY INFORMATION



Other current liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 30 September 2019
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	0	77,250	(38,625)	38,625
Total unspent grants, contributions and reimbursements		0	77,250	(38,625)	38,625
Provisions					
Annual leave		151,914	0	0	151,914
Long service leave		105,909	0	0	105,909
Total Provisions		257,823	0	0	257,823
Total other current assets		257,823			296,448
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
General Grants (Untied)	0	0	0	0	0	1,628,059	407,015	382,026
Education and welfare								
Grant - DCD	0	77,250	(38,625)	38,625	38,625	154,500	77,250	38,625
Transport								
Grants - Direct	0	0	0	0	0	140,000	0	158,355
Govt Grant - RA, Ab Access (State)	0	0	0	0	0	424,880	106,220	57,000
Govt Grant - RA, Ab Access (Fed)	0	0	0	0	0	609,333	152,333	153,667
Fed, Roads Grant (untied)	0	0	0	0	0	384,189	96,047	77,985
Economic services								
Tourism Strategy Grant	0	0	0	0	0	30,000	0	0
	0	77,250	(38,625)	38,625	38,625	3,370,961	838,865	867,658
Operating contributions								
Governance								
Licensing Commission	0	0	0	0	0	2,500	625	565
Education and welfare								
Income - Other	0	0	0	0	0	0	0	51
Recreation and culture								
Contributions and Reimbursements Other	0	0	0	0	0	0	0	5
	0	0	0	0	0	2,500	625	621
TOTALS	0	77,250	(38,625)	38,625	38,625	3,373,461	839,490	868,279

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Transport								
Grant - Special Projects	0	0	0	0	0	757,444	110,000	217,390
Grant-Roads to Recovery	0	0	0	0	0	416,119	416,119	416,119
Govt Grant - RA, Ab Access (Fed)	0	0	0	0	0	1,895,000	0	0
MRWA, Outback Highway	0	0	0	0	0	300,000	300,000	234,505
	0	0	0	0	0	3,368,563	826,119	868,014

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2019**

**NOTE 13
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2019-20 year is \$20,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - rates	(64,882)	(23.41%)	▼ Timing	Ex-gratia rates invoiced in October
Education and welfare	115,480	148.53%	▲ Timing	Adjustment required to income coding
Community amenities	93,658	357.69%	▲ Timing	Rubbish invoicing requires an adjustment
Expenditure from operating activities				
Governance	64,439	58.07%	▲ Timing	Awaiting on electrical work invoice, audit invoice also contributes
Education and welfare	64,432	40.56%	▲ Timing	Staffing costs are currently under budget and depreciation yet to be run
Housing	62,836	52.99%	▲ Timing	Maintenance on staff housing is under budget and depreciation yet to be run
Community amenities	61,614	27.66%	▲ Timing	Staffing costs are currently under budget and depreciation yet to be run
Recreation and culture	64,148	33.59%	▲ Timing	Staffing costs and administration are currently under budget and maintenance costs are also contributing to the variance
Transport	86,050	16.13%	▲ Timing	Depreciation yet to be run is the main contributor to this variance
Other property and services	79,857	397.75%	▲ Timing	Vehicle expenses are currently under budget
Investing activities				
Capital acquisitions	255,161	18.09%	▲ Timing	Budget profile needs to be adjusted
Financing activities				
Transfer to reserves	1,051,347	99.15%	▲ Timing	Budget profile needs to be adjusted

ACTION SHEET

Health & Building Officer – Philip Swain

Dates on Site:

EHO/ BO – Leave – 27th September – 13th October

Pending Visit 23rd -30th October 2019

Next site visit:

13th-21st November 2019

Date	Subject	Action Taken
22 August 2019	New Government Housing Lots 64 & 65 Kurrparu Loop Mantamaru – Septic Approvals issued	I have issued septic installation approvals for two (2) new dwellings in Mantamaru (Jameson) and the houses are now under construction. Action: No further action pending installation of septic systems
31 August 2019	Multi-Purpose Police Facility Refurbishments	The Shire has received further advice regarding refurbishment and the installation of some accommodation buildings at the Multi-Functional Police Facility in Warburton. NCAMS have relocated and replaced the overflow line previously located on the building site. I received a suitable plumbing design for the sedimentation tank on the accommodation facilities and have now issued a permit despite the State having already issued the Building Permit in contravention of the legislation. Action: PS to issue septic permit to use when installation completed
31 August 2019	Building Permits Warburton	I have processed and arranged for the issue of permits for sheds on two different lots in Warburton. Lot 161 Ninth St and Lot 88 Twentieth St. Action: No further action pending building construction
Aug Sept 2019	Water Supply Mantamaru – Non-Potable Water	The Shire has received formal advice regarding the nitrate levels in the Jameson water supply. The levels now exceed the WHO recommendations for adults and consequently residents have been advised not to consume tap water and packaged water is being distributed to all in the community. I have discussed this matter with the Shire President and others, and, at the moment, there are limited options to improve the supply. A new bore further north of the community may access a better quality and quantity of water or installing tanks and carting treated water from another community (e.g. Blackstone) could be options. Installing a reverse osmosis unit (RO) on this supply is unlikely to be an option as the supply lacks quantity already and an RO will produce 30-50% wastewater from treatment.

		Action: PS to liaise with Department of Health and Ng Council to explore options to improve the water supply at Mantamaru.
September 2019	Defrosted and dusty food deliveries to communities by NATS	<p>Complaints from store and Roadhouse Managers regarding the condition of food delivered to communities have dissipated in recent months. The City of Canning has finalised the Improvement Notice on NATS to ensure compliance with the food standards. Discussions with the new owner operator of the refrigerated and frozen delivery vehicles has confirmed some improvement with the monitoring and management of deliveries. Advice from Canning Staff have advised that the transport company had difficulty getting the door seals repaired and on repairing the seals found the doors would not close. The doors have been rebuilt and are again being used to transport the products to site.</p> <p>Action: PS to continue to liaise with the transport driver, NATS and shop proprietors to ensure food is being properly temperature controlled during transportation and that containers are sealed to prevent dirt and dust contamination.</p>
12-13 September 2019	EHA State Conference - Fremantle	<p>I attended the annual environmental health conference held in Fremantle, at which a number of exceptional papers were presented. This included research into mental health issues in remote communities and the next generation gene technology that will likely bring substantial controls in areas such as pest control of disease vectors like mosquitoes.</p> <p>Action: No further action</p>
14-19 th September 2019	NATSIEH Conference - Perth	<p>I also attended the National Aboriginal and Torres Strait Islander Indigenous Environmental Health Conference in Perth. The conference is only held two (2) yearly and moves around the states, with the next conference likely to be in Victoria or the Northern Territory. The conference had a variety of papers on core EH issues for indigenous communities, including those affecting Ngaanyatjaraku such as Rheumatic Heart Disease and Trachoma.</p> <p>Action: PS to ensure that issues and data relating to condition affecting the Ngaanyatjarra population are included in the review materials for the Public Health Plan.</p>
26 September 2019	Uninstalled Shade Structure - Warburton	<p>The Building Permit has been issued for the structure to be installed near the softball field and children's playground adjacent to the main oval. The structure is quite substantial and the intention at this stage is to have contractors put up the main structure and have work camp inmates and CDEP customers assist in filling the "gabion" wall (stoned filled metal caged wall) to complete the shade</p>

		<p>structure as a community project. NCAMS have been contracted to install the structure via Purchase Order issued several months ago as per the Adopted Budget. I have recently received advice from the CEO that the facility may no longer be needed. The order for this work has already been written and the permit issued so it may not be possible to cancel the project without the Shire being liable for costs anyway.</p> <p>Action: PS to liaise with builder and CEO to determine any cost associated with stopping the project.</p>
Sept - Oct 2019	Waste Collection Audit	<p>I previously undertook a waste audit of Warakurna, Wanarn Warburton Mantamaru and Papulankutja communities to determine accurately the appropriate charges for each community. Invoices for services have been issued and there are a number of alleged discrepancies with agencies regarding the actual services received. Substantial increases in waste fees for the 2019-20 year have further focussed attention on the real costs of maintaining waste services, albeit that the Shire is still grossly underfunded for the same. Administration is working with agencies to clarify appropriate fee for service in each case.</p> <p>Action: Administration to continue to resolve waste services and relevant fees and charges for each agency.</p>
Sept-Oct 2019	Food Business Inspections	<p>I have compiled routine Food Business Inspection schedule for the new financial year. Ng Health have provided the updated Food Safety Plan for the HACCC facilities but it is still not to a standard that the Shire can verify. The works at the Mantamaru and Blackstone HACCC's are still to be completed with Warburton refit now completed. The issue of an Improvement Notice for the resealing or replacement of the coolroom floor at Jameson Store is still outstanding, but new proprietors have taken over. I will issue this notice during my next visit once I have spoken to the proprietors. Other premises are generally compliant with the Act, Regulations and Standards and I commenced the inspections in August and September with the Wanarn Aged Care (5/8/2019) facility and the Jameson HACCC (2/9/2019).</p> <p>Action: Improvement Notice to be issued on the Mantamaru (Jameson) Store. Routine inspections to be conducted as and when required.</p>
2 October 2019	Building Permit Issued Shade Structure – Lot 93 Thirteenth St	<p>I have received and arranged for the issue of a Building Permit for a shade structure to be installed free standing but adjacent to the new respite centre</p>

	Wanarn - Respite Centre	<p>in Wanarn. Application is yet to be lodged on the online database and fees to be invoiced</p> <p>Action: PS to lodge on Building Commission database and have Finance invoice fees.</p>
2 October 2019	Occupancy permit issued for Consulting Rooms Lot 54 Amy Giles St Blackstone	<p>I have processed the application for the occupancy permit issue for the consulting rooms recently constructed at the rear of the Papulankutja Clinic. Application is yet to be lodged on the online database and fees to be invoiced</p> <p>Action: PS to lodge on Building Commission database and have Finance invoice fees.</p>
Sept-Oct 2019	Work Camp Effluent Disposal System	<p>The work camp effluent disposal system was found to be completely inoperable and flooded in May. The unit has not been operational for some time and despite a technician raising concerns and staff complaints to Management the required repairs had not been undertaken. The unit requires maintenance inspections every 3 months. In May I requested that Corrective Services address this as a matter of urgency. As I don't have legislative powers to enforce action against the State I have referred the matter to the Department of Health and subsequently some work was done to get the unit operable. I have spoken to the maintenance contractor and there is still no contract in place for the regular maintenance of the unit</p> <p>Action: PS to continue to pursue issues with Corrective Services and DoH</p>
Sept-Oct 2019	Container Deposit Scheme – for WA	<p>I have been regularly attending the CDS working Group meetings in Perth. The implementation of the legislation is progressing well. The Shire has previously provided advice on the appropriate collection sites and infrastructure for the "lands". I had referred the concept for collection agency to Ng Council for determination as to the appropriate organisation to run collection points in Warburton and Warakurna. To date there have been no groups or organisations come forward to run the facilities and advice from the Shire President is that the communities will not take the role on. I am exploring other options to provide the deposit recovery for the two communities.</p> <p>Action: PS to investigate other collection options.</p>
Sept-Oct 2019	Community Service Summary – Public Health Plan	<p>I have been unable to satisfactorily progress the document with the consultant. As a consequence I am seeking an alternative consultant. I sought a quotation from another consultant to prepare the final draft document which will present the statistical information in a diagrammatic format to assist readers of the document in understanding the Shire's priority setting.</p> <p>Action: Public Health Plan development to be included in the Corporate Business Plan and baseline report to be finalised for submission to Council.</p>

Sept -Oct 2019	Waste Oil Transportation	<p>I have for 18 months now had specific concerns regarding the amount of waste oil (200 litre drums) stored in communities and am exploring options to get the product back to Perth for recycling. Most waste oil is from the power stations and there are currently thousands of litres in most communities. There has finally been some progress with the removal of waste oil progressing in Warburton, via decanting to transportation tanks and being transported out.</p> <p>Action: PS to monitor waste oil removal from communities.</p>
Sept -Oct 2019	Electrical Upgrade – shire Office and Gallery	<p>The electrical upgrade was undertaken during my visit in early August. There were significant problems experienced by the electricians as much of the original and subsequent wiring hadn't been labelled or done to standard. I am awaiting the details of variation in this regard but it will be significant. The buildings have now had RCD protections upgraded to current standards with easy to install replacements which should save on maintenance in the future. There are a number of items that the CEO and I have identified as incomplete and I have asked NCAMS to clarify when these will be attended to.</p> <p>Action: PS to document electrical variations and confirm payment with CEO once all works have been completed.</p>
Sept -Oct 2019	Tjukurla Community – Waste Issues – Bin Infrastructure	<p>The Shire has enough bin lids and brackets in stock and I was making arrangements to get these to Tjukurla for NG Health staff to install, but NG Health have limited staff currently. The Shire currently has a lack of 200 litre bins and I am trying to source cheap options for these as budget is limited. As before, there is limited ability to get the waste site modified as there is no machinery available in Tjukurla, so I will continue to liaise with the Works Supervisor to make some alterations to the site when equipment allows. I need to clarify what budget is available for bin infrastructure going forward as the current budget has been substantially utilised on repairs to waste vehicles.</p> <p>Action: PS to arrange 20-30 bin lids and bins for installation in Tjukurla if viable. PS to pursue machinery time/budget for waste site improvements and waste infrastructure.</p>
Sept Oct 2019	Swimming Pool Sampling and Procedures	<p>I have reviewed the previous documentation on the pools and located procedure manuals for the Blackstone and Warakurna pools. I will provide updated manuals for the operation of community pools.</p> <p>Action: PS to provide updated manuals to pool managers.</p>
October 2019	Shire Depot Storage Facility	<p>Various options have been discussed regarding the establishment of a secure Shire storage area. It has been determined that the safest location for this is the area behind the Shire dwellings adjacent to</p>

		<p>the Roadhouse. This area is currently unzoned in the Community Layout Plan for Warburton. I am currently preparing a report to request that Ngaanyatjarra Council amend the CLP to encompass the existing Shire Office Gallery and the area behind the existing residential to Community Purposes or a similar zoning to enable the secure storage facility to be established.</p> <p>Action: PS to submit report to Council proposing CLP amendment to be taken to Ngaanyatjarra Council.</p>
Pending	Car Body Removal – Communities	<p>There are approximately 2000 vehicle bodies in stockpiles at Warburton, Jameson, Blackstone Wingellina, Warakurna and Wanarn. I have again met with Simsmetal staff in Perth to evaluate the possibility of car body removal from the lands. It is hoped that Simsmetal can remove vehicles if transport can be obtained at a viable price. To this end Simsmetal are proposing a cooperative grant application to the Waste Authority later this year to compensate for transport costs. As the vehicles will be removed on behalf of communities any income generated for waste metal will go back to the communities themselves.</p> <p>Action: Await outcome of the application for funding.</p>
Pending	Issue of Occupancy Certifications for Buildings approved under the 2011 Building Act and the 2012 Regulations	<p>A temporary Occupancy Certificate for the Warburton NG Council Store expired on the 16th April. The Store was constructed without compliant toilet facilities and has since had the addition of office space within the stores. Whilst the offices are not of sufficient size to require dual classification (Class 7 & 5) of the building, they still require the construction of a Universal Access Toilet facility. NCAMS have determined to install a new facility adjacent to the warehouse and are currently seeking plumbing advice to make provision for a UAT. I am liaising with NCAMS regarding the application and extension of the temporary permit and have most recently discussed the appropriate location of septic tank on site in order to access the STED.</p> <p>Action: PS to liaise with NCAMS and arrange the issue of necessary permits to enable the issue of the final OC at the Warburton Stores.</p>
Pending	Improvement Notice – Blackstone Store	<p>I have issued a notice on Papulankutja Community Incorporated regarding the condition, maintenance and cleanliness of the Blackstone Store. I have since followed up with the new proprietors and the CSM and the store is selling only packaged product until the kitchen upgrading and cleaning can be conducted.</p>

		Action: HBO to continue liaising with new proprietors to enable Notice closure in due course.
Pending	Blackstone Waste Site relocation	<p>The temporary trench and the previous trench area have been pushed over and cleaned up. Temporary Signage has been installed and final signage is being ordered for the new site.</p> <p>Action: PS to arrange signage for permanent installation now the trench is constructed.</p>
Pending	Warburton Roadhouse – Proposed Caravan Park Extensions	<p>The Permit was issued in late July 2018 and all reporting and financial aspects of the application have been addressed.</p> <p>Action: PS to liaise with Builder and NCAMS during construction of new facilities.</p>
Pending	Waste Services Warakurna	<p>I have discussed the shortcomings of the Warakurna Landfill with the Works Supervisor and he will endeavour to have machinery divert to modify the trench by lifting the floor by 500mm when the contractors are next in the area.</p> <p>Action: PS to liaise with CSM and Elves Brites for machinery time to modify the trench.</p>
Pending	New Arts Centre Warakurna	<p>I have provided advice to the community and services regarding a suitable location for the proposed new arts centre. The lots being investigated are Lot 39 and Lot 109 on the Community Layout Plan. Lot 39 is Zoned Community Purposes under the CLP and the proposed use is compatible. Lot 109 is zoned Recreation and the definitions in the CLP suggest such areas should be allocated to active and passive recreation. Given the unusual shape of the lot, the intention was for it to be a vegetation link running through the community areas. The CLP can be amended relatively easily but if Lot 39 is workable it would seem to be the most compatible location without having to resort to amendment.</p> <p>Action: Nil pending further progress of the proposal by community.</p>

Activity Report, Early Years Program – October 2019

Early Years programs / playgroups have continued successfully during term 3, with many parents / family adults and their little children participating.

Shire staffing for the Early Years Program has remained at two positions – with Anne Shinkfield, Early Years Program Coordinator, continuing the facilitation of the Blackstone and Jameson playgroups within her role and Joy McGinley continuing the facilitation of the Warburton program. This term, Anne has worked with Joy on Monday morning and, facilitated Blackstone playgroup on Tuesday mornings and Jameson playgroup on Wednesday mornings. Additional casual staff would be helpful for Warburton, with the large numbers of participants particularly early in each week, but this has not been available.

The IAS KPI for 'core service provision' was set at 7 playgroup sessions per week per term, with the programs continuing in the same venues in each community as in terms 1 and 2 this year.

Participation data for term 3, 2019 -

Community early years program / playgroup	Number of sessions for term 3	Number of Indigenous children participating at least once for term 3	Number of Indigenous adults participating at least once for term 3	Average number of families each session during term 3
Warburton (Monday to Friday)	40 – out of 46 possible	44	68	8 - 9
Blackstone (Tuesday)	9 - out of 10 possible	13	16	3 - 4
Jameson (Wednesday)	9 – out of 10 possible	10	10	2 - 3
Totals	58 sessions – out of 66 possible	65 children (67 – 2 children who attended in more than one community)	94 adults	

Notes:

- ❖ 2 children attended the program in more than one community during this term.
- ❖ The Early Years Program in the Ngaanyatjarra Lands has, for many years, provided the opportunity for parents to participate in early childhood activities and routines with their children, so that their children are more ready for school.
As noted in the previous report, with the imminent handover of this program from the Shire to another agency at the end of 2019, it will be essential that a smooth transition is put in place during term 4, to ensure that the children and parents/family adults can continue their participation in this valued and community-initiated program.