



Shire of **Ngaanyatjaraku**

ON A JOURNEY

ORDINARY MEETING OF COUNCIL

ATTACHMENTS

Tjulyuru Cultural and Civic Centre

Warburton Community

24 June 2020

at

1.00 pm



Shire of Ngaanyatjarraku
ON A JOURNEY

Tjulyuru Cultural and Civic Centre
Warburton Community

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Western Australia 6431

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File: GV.00

20 April 2020

Kevin Hannagan
Chief Executive Officer
Shire of Ngaanyatjarraku

ceo@ngaanyatjarraku.wa.gov.au

Dear Kevin,

LEAVE OF ABSENCE

I write to apply for a leave of absence.

I am in Perth and unable to return to the Shire because of the complications around the provision of dialysis for my wife and daughter.

The coronavirus quarantining provisions have severely affected the movement of the specialist dialysis nurses in and out of the declared Shire of Ngaanyatjarraku Bio-security Restricted Area.

My return may be delayed by as much as two months by these circumstances beyond my control.

I hope to return as soon as possible.

Yours faithfully,

Cr. Alwyn Bates
Shire of Ngaanyatjarraku



Shire of **Ngaanyatjaraku**

ON A JOURNEY

ORDINARY MEETING OF COUNCIL

MINUTES

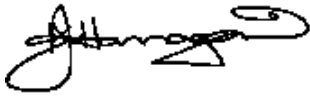
27 May 2020

at

1.01 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: 27-05-2020

These minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on the 27 May 2020.

Presiding Member: _____ **Date:.** / /2020

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1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 1.01pm.

2. ANNOUNCEMENT OF VISITORS

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

3. ATTENDANCE

3.1 PRESENT

Elected Members:	President Councillor Councillor Councillor Councillor Councillor	D McLean J Frazer A Jones L West J Porter D Frazer
Staff:	CEO FAC	K Hannagan (by phone from 1.02pm) G Handy
Guests:	Member for NWC	Vince Catania MLA (by phone from 1.30pm)
Members of Public:	There was one member of the public (Harriet Olney, Independent, NCAC) in attendance at the commencement of the meeting.	

3.2 APOLOGIES

Cr. P Thomas

3.3 APPROVED LEAVE OF ABSENCE

Cr. A Bates

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4.2 PUBLIC QUESTION TIME

Note: As the meeting was to be held by electronic means Public Questions were invited to be submitted by email to mail@ngaanyatjarraku.wa.gov.au or would be accepted at the Shire Office, Warburton prior to 10am Wednesday 29 April 2020.

No Questions received.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Alwyn Bates has applied for a leave of absence as per Attachment 5.

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr A Jones Seconded: Cr J Porter

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 24 June 2020 Ordinary Meeting of Council.

Carried: 6/0

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)

Voting Requirement
Simple Majority

<p>Officers Recommendation and Council Resolution</p> <p>Moved: Cr L West Seconded: Cr J Frazer</p> <p>That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 29 April 2020 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community (ATTACHMENT 9.1) be confirmed as a true and accurate record.</p> <p style="text-align: right;">Carried: 6/0</p>
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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
DATE REPORT WRITTEN:	16 May 2020
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.

Generally, all resolutions have been enacted. Some matters are of an on-going nature and will take several months to complete. Attached is a list of those items not yet completed.

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 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 10.1 - Council Resolutions - Status Report

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Porter

That Council notes the attached Council Resolutions – Status as at April 2020 (Attachment 10.1) and this report.

Carried: 6/0

10.2 APPROVAL FOR USE OF SHIRE VEHICLE FOR COMMUNITY USE

FILE REFERENCE: CR.00

AUTHOR'S NAME AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 22 May 2020

DISCLOSURE OF INTERESTS: The author has no financial, proximity or impartiality interest in the proposal.

Summary

For Council to endorse action of the Finance & Administration Coordinator.

Background

The Finance and Administration Coordinator was approached by the Chairman of NCAC, Mr D Harris on Thursday 21 May 2020 with a request to use a Shire vehicle and trailer to enable Mr. Harris to collect firewood for the Church. As the Communities CDP Program was on hold due to the Covid19 pandemic he was not able to use CDP equipment to do so.

Given the short notice, the Shire Officer was not able to seek the Chief Executive Officers comment and agreed to the loan of the Warburton rubbish collection trailer. The trailer was to be returned in good order as the Shire had recently had it repaired.

Comment

The Shire does not have a Fee & Charge for community use of Shire equipment, even if it did, in this instance the community member expected to use the equipment free of charge.

Neither do Shire Officers have Delegated Authority to loan Shire equipment for personal or community use.

Statutory Environment

Local Government Act 1995

2.7. 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.

Financial Implications

There are no known financial implications for this matter, subject to the trailer being returned in good working order. Note: - trailer returned same day in working order, no damage.

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

Not Applicable

Voting Requirement

Simple Majority

Officers Recommendation and Council Resolution

Moved: Cr A Jones Seconded: Cr D Frazer

That Council endorses the action of the Finance and Administration Coordinator in agreeing to the use of a Shire rubbish trailer as outlined in this report.

Carried: 6/0

11 DEPUTY CEO REPORTS

11.1 PAYMENTS LISTING, APRIL 2020

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 May 2020
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 Ngaanyatjarraku'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 L West

That Council receives the Payment Listing, April 2020 totaling payments of \$676,633.47 as per Attachment 11.1.

Carried: 6/0

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:	22 April 2020
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 Ngaanyatjarraku 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 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

Corporate Policy CS2.7 Investments.

Attachments

Attachment 11.2 – Westpac screen prints of Municipal and Investment Accounts. (No monies are currently being held with any other institutions.)

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr J Frazer

Seconded: Cr J Porter

That the report on Council Investments as at 21 May 2020 be received.

Carried: 6/0

11.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH ENDED

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:	18 May 2020
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 report for April 2020.

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 \$20,000 or 10.00% whichever is the greater (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.

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 sub regulation (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 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

No policy implications apply in the preparation of the report.

Attachments

Attachment 11.5 - Monthly Financial Report April 2020.

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution	
Moved: Cr L West	Seconded: Cr D Frazer
That Council receives the monthly financial report for April 2020.	
Carried: 6/0	

11.4 NATIONAL REDRESS SCHEME (PARTICIPATION OF WA LOCAL GOVERNMENTS)

FILE REFERENCE:	GR.00
AUTHOR'S NAME AND POSITION:	Kerry Fisher Deputy Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	9 May 2020
DISCLOSURE OF INTERESTS:	Nil

Summary

This report is for Council to:

- Note the background information and the WA Government's decision in relation to the National Redress Scheme;
- Note the key considerations and administrative arrangements for the Shire of Ngaanyatjarraku to participate in the National Redress Scheme;
- Formally endorse the Shire of Ngaanyatjarraku's participation as part of the WA Government's declaration in the National Redress Scheme; and
- Grant authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received.

Background

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Shire of Ngaanyatjarraku) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's Redress and Civil Litigation (September 2015) Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth), local governments may be considered a State Government institution.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate.

Comment

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the State Records Act 2000); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration.
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Ngaanyatjarraku's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Ngaanyatjarraku formally indicates via a decision of Council, the intention to be considered a State Government institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Ngaanyatjarraku will not be included in the State's amended declaration unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Shire of Ngaanyatjarraku to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Ngaanyatjarraku formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire of Ngaanyatjarraku include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector, and community level.
- Complete removal of the State's coverage of costs and administrative support, with the Shire of Ngaanyatjarraku having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire of Ngaanyatjarraku.

Considerations for the Shire of Ngaanyatjarraku

Detailed below is a list of considerations for the Shire of Ngaanyatjarraku to participate in the Scheme:

1. Executing a Service Agreement:

All Royal Commission information is confidential, and it is not known if the Shire of Ngaanyatjarraku will receive a Redress application. A Service Agreement will only be executed if the Shire of Ngaanyatjarraku receives a Redress application.

Shire of Ngaanyatjarraku needs to give authority to an appropriate position / officer to execute a service agreement with the State if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Shire of Ngaanyatjarraku will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the State Records Act 2000 (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire of Ngaanyatjarraku's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in The Act.

5. Redress Decisions

The Shire of Ngaanyatjarraku should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Shire of Ngaanyatjarraku do not have any influence on the decision made and there is no right of appeal.

Consultation

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;
- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;
- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.
2. WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above.

Statutory Environment

The Shire of Ngaanyatjarraku in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 (Cth).

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the Local Government Act 1995.

Financial Implications

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

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'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 11.4 – Local Government Information Paper (December 2019).

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council:

- 1) Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries regarding the National Redress Scheme and the participation of WA local governments;**
- 2) Notes that the Shire of Ngaanyatjarraku will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Ngaanyatjarraku makes a specific and formal decision to be included;**
- 3) Endorses the participation of the Shire of Ngaanyatjarraku in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;**
- 4) Authorises the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received; and**
- 5) Notes that a confidential report will be provided to Council if a Redress application is received by the Shire of Ngaanyatjarraku.**

Carried: 6/0

12. EHO & BUILDING SERVICES REPORTS

13. WORKS ENGINEERING REPORTS

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

Council Resolution

Moved: Cr A Jones Seconded: Cr J Frazer

That Council resolves to allow Vince Catania MLA, Member for North West Central to address the Council and seek their comments on issues arising from the Covid19 pandemic or any other issues the Shire may need assistance with.

Carried: 6/0

15. CONFIDENTIAL MATTERS

16. NEXT MEETING

Scheduled for Wednesday, 24 June 2020 at the Tjulyuru Cultural and Civic Centre, Warburton Community commencing at 1:00 pm.

17. CLOSURE OF MEETING

There being no further business to discuss the Presiding Member closed the meeting at 1.45 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 Ngaanyatjarraku 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. 3. Advice from DPLH sought. 4. Update reports adopted March. 5. Awaiting response from NCAC. 	80%

Form 7. Declaration by elected member of council [r. 13(1)(c)]

Local Government Act 1995
Local Government (Constitution) Regulations 1998

Declaration by elected member

I, Andrew Jones
.....
of ¹ Warburton WA
.....

having been elected to the office of ² ~~mayor/deputy mayor/president/deputy president/councillor~~ of the ³ Shire of Ngaanyatjaraku
declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the *Local Government (Rules of Conduct, Regulations 2007*.

Declared at Warburton WA on
24th June 2020
.....

by x ANDREW JONES
.....

Before me: [Signature] JP.
.....

- 1 Insert your residential address.
- 2 Delete those that do not apply.
- 3 Insert the name of the local government.

SHIRE OF NGAANYATJARRAKU COUNCIL POLICIES
Comparison between old versus new Policy Manual.

Policy	Suggested Action	Comment	New Policy Manual #
New. Policy Manual Introduction	N/A	Provides context and background detailing purpose of Council policies.	
1. MEMBERS, MEETINGS AND COUNCIL	Amend Category Heading	Amended to 'Governance – including members, meetings and Council' to better capture policies which should be included in this section	
1. Council Meeting Schedule	Revoke	Legislation provides for meetings, advertising of meetings etc. Having such a descriptive policy may result in non compliance where flexibility is needed for meetings is needed (e.g. meeting time changes) or where committee and/or their representation change (such as changes to staff structure etc). This will be reformatted and included in the CEO operational policy manual as guidance to preferred practice.	-
2. Agenda & Officer Reports	Revoke	Operational in nature and also provided for by legislation. Policy in its current form is not compliant with current legislation. Proposed Legislative Compliance Policy will encompass the content of this policy.	-
3. Minutes	Revoke	Operational in nature and also provided for by legislation. Proposed Legislative Compliance Policy will encompass the content of this policy.	-
4. Committees	Amend	Current policy includes a committee which is now no longer operational and committees which are required by legislation. Changes have been included for consideration to assist in maintaining currency with the policy and compliance with legislation.	1.12
5. Special Meeting after District Election	Revoke	Legislation provides for requirements at first meeting of Council following an election. To ensure appropriate considerations are included in Council agenda items, an operational policy / procedure will be included to address this provision (including nomination of committees etc).	-
6. Conference Attendance	Amend	This policy has been updated with draft 'Attendance at Events' policy as required by legislation.	1.13
7. Disturbance at Council Meetings – Complaint Procedure	Amend	In the absence of standing orders, this policy provides direction to manage disruptive behaviour by the public at Council meetings. Some minor wording changes have been proposed to update the policy.	1.14
8. Leave of Absence	Revoke	Legislation provides for elected member leave of absence/s, the policy in its current form does not provide additional guidance.	
9. Media and Public Relations	Revoke	Some of elements of the policy are re-stating legislative requirements, some elements are operational in nature and better suited to CEO operational policies/procedures and other elements are now captured within the proposed 'Communication – Elected Members and Staff' policy.	1.6
10. Confidential Items – Delegation and Release	Revoke	Policy in its current form may not align with legislative requirements.	
11. Financial Interest – Advice	Revoke	Required elected member training should provide sufficient guidance in relation to interest declarations. Where in doubt, interests should be declared as a precautionary measure. Policy does not add to or improve legislative requirements.	
12. Members Expenses	Revoke	Legislation prescribes permitted elected member expenses (through SAT determinations), policy in its current form does not provide additional guidance.	

Policy	Suggested Action	Comment	New Policy Manual #
13. Members Allowances	Revoke	Legislation prescribes permitted elected member allowances (through SAT determinations), and policy in its current form and does not provide additional guidance as fees are required to be set through annual budget adoption.	
14. Employee Communication with Councillors	Amend	Proposed title change to 'Communication – Elected Members and Staff'. Proposed policy content updated to also capture media enquiries.	1.14
15. Donation & Contribution Requests from Public	Revoke	Delegation referred to within the policy is no longer current. Where the annual budget provides for donations to specific groups, project etc, delegation to the CEO for payment from the municipal fund provides ability to make these payments.	
16. Community Engagement	Amend	Additional sections relating to policy amendment and history have been proposed to further support this policy.	1.15
17. Council Election Caretaker Period	Amend	Minor amendments have been proposed in the policy to update references to other policies and reformatting for consistency,	1.16
18. Use of Common Seal	Amend	Minor amendments for reformatting for consistency. Policy developed by McLeods at Shire request and to be retained.	1.17
19. Citizenship Ceremony Dress Code	No change	Additional sections relating to policy amendment and history have been added to further support this policy.	1.18
New. Legislative Compliance	Adopt	Proposed policy to ensure commitment to high levels of legislative compliance, including reporting and actioning of breaches.	1.1
New. Approvals at Short Notice	Adopt	Provides ability for the Shire to act on matters requiring a simple majority decision of Council in between meetings.	1.5
New. Council Forums	Adopt	Proposed policy to set out processes for and to promote accountable and transparent decision making in facilitation of Council forums.	1.7
New. Elected Member Ongoing Professional Development	Adopt	Proposed policy required by legislation to ensure equitable access to ongoing professional development and training for elected members. Foreshadowed changes through Section 5.128 <i>Local Government Act 1995</i> and associated regulations: <ul style="list-style-type: none"> • Require a policy to be prepared and adopted by absolute majority; • Regulations may prescribe form and content of the policy; • Policy will be required to be published on website and reviewed after each election. Further update (if required) will be provided following release of regulations.	1.8
New. Managing Public Question Time	Adopt	In the absence of standing orders, proposed policy provides procedures to assist the presiding member in managing public question time at Council meetings.	1.9
New. Audit and Risk Committee Terms of Reference	Adopt	Proposed policy to support the audit and risk committee in understanding its responsibilities in facilitating compliance with legislation, monitoring risk, liaising with external auditors and reporting to Council. Policy will need to consider levels of delegated authority to Audit and Risk Committee, membership, duties and responsibilities requirements. Points marked with '*' are optional inclusions in the terms of reference.	1.11
2. CORPORATE SERVICES – Administration, Finance, IT, Records			
1. Shire Logo	Amend	Minor amendments proposed to note the practice of publishing a statement to support the policy on the Shire's website, as well as minor reformatting for consistency.	1.19

Policy	Suggested Action	Comment	New Policy Manual #
2. Legal Representation - Costs Indemnification	Amend	Policy has been reviewed and updated through NGCG Collaborative Policy Review.	1.4
3. Disclaimer for Information	Revoke	This policy will be included within CEO operational policies/procedures.	
4. Freedom of Information	Revoke	Legislation provides for this, and the policy in its current form does not provide additional guidance.	
5. Budget Work Requests	Revoke	IPR processes and plans are required to drive budget processes through the plan for the future. Review of IPR documents is scheduled to commence during the 2020/21 year.	
6. Purchasing	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review. Addresses changes to legislation, contract variations and extensions, and has improved controls with regard to procurement for tender exempt purchases.	2.1
7. Investments	Amend	Proposed policy updates include sections where legislation is re-stated, with some amendments to investment terms and risk to align with adopted risk management policy. Some sections have been removed where information is duplicated and could cause confusion.	2.12
8. Corporate Credit Card Use	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review. Further controls will be included through the CEO operational policies/procedures. Limitations on card limits, reporting of loss/theft and custodian where cards are to be returned required to be completed.	2.11
9. Rescinded / Revoked 310517 (Regional Price Preference Policy)	No change		
10. Information Technology Systems & Internet Usage	Amend	Minor amendments to title and structure of the policy is proposed to align with reviewed policies and to remove reference to employee families being permitted to access/use IT systems. Further internal controls will be articulated through ICT Strategic Plan development, and CEO operational procedures/policies.	1.20
11. Disposal of Property	Revoke	Legislation provides for this, and the proposed policy in its current form does not provide additional guidance.	
12. Records Management	Amend	Some minor amendments to structure of policy to align with reviewed policies and to remove reference to Freedom of Information policy (no such policy currently included in Shire manual). Further review will occur through CEO operational policies/procedures review.	1.21
13. Business Continuity	Revoke	Business Continuity Management considers a number of operational considerations required to be dynamic and consistently reviewed. Whilst resulting plans may be presented to Council or the Audit and Risk Committee, Business Continuity Management should be addressed through CEO operational policies/procedures given the operational nature of the activities.	
14. External Complaints	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review. Further controls will be included through the CEO operational policies/procedures. Policy title change also proposed	1.10
15. Email Usage	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures to comply with record keeping plan requirements.	
16. Customer Service	Revoke	Proposed policy is operational in nature and to be included with CEO operational policies/procedures.	
17. Designated Senior Employees	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review.	3.1
18. Fraud Control	Amend	Minor amendments to content and reformatting for consistency is proposed.	1.22

Policy	Suggested Action	Comment	New Policy Manual #
19. Internal Control	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review.	1.2
20. Non-current Asset Accounting	Revoke	Accounting standards govern, policy in its current form does not provide additional guidance or support. Accounting policies are adopted when adopting the annual budget.	
21. Recovery of Debts, Rates & Service Charges	Revoke	Draft financial hardship policy developed through NGCG Collaborative Policy Review provides for much of the content of this policy. Further review and development of CEO operational policies/procedures will also provide additional controls here.	
22. Risk Management	No change	Additional sections relating to policy amendment and history have been proposed to further support this policy.	1.3
23. Employee Performance & Development	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures, with categories to be evaluated for separation into relevant operational procedures.	
24. Disciplinary	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures.	
25. Grievances, Investigations and Resolution	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures. Some provision is included in 'External Complaints' policy.	
26. Recruitment and Selection	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures. A Council policy for CEO recruitment and performance appraisals will be required by legislation, however relevant regulations to guide policy development are yet to be released.	
27. Secondary Employment	Revoke	Policy is operational in nature and to be included with CEO operational policies/procedures.	
28. Acting Chief Executive Officer	Amend	<p>Policy has been reviewed and updated through NGCG Collaborative Policy Review. Foreshadowed changes through Section 5.39C <i>Local Government Act 1995</i> and associated regulations:</p> <ul style="list-style-type: none"> • Require a policy to be prepared and adopted by absolute majority; • Regulations may prescribe content to be included in policy; • Policy should provide for the employment of a person as Acting CEO for less than a year, and also for the appointment of an employee as Acting CEO for less than a year. <p>Policy will require further review once regulations are proclaimed to guide policy development. Additional support documentation will also be including with CEO operational policies/procedures.</p>	3.2
29. Drug and Alcohol	No change	Minor amendments to structure of policy to align with reviewed policies. As this is a highly specialised area where many local governments have previously implemented policies based on professional advice, this policy has not been amended. If existing policy requires amendment, it is recommended to seek an independent opinion from suitably qualified specialists.	3.5
New. Financial Governance	Adopt	To establish prudent, transparent, accountable and equitable financial management and governance principles to be applied to general financial decision making.	2.2
New. Borrowing Management	Adopt	To define the conditions under which to the Shire will consider the use of borrowings to fund its activities.	2.4
New. Rating	Adopt	Applying the rating principles set out within the <i>Local Government Act 1995</i> in making decisions on the purpose for which the land is held or used or identifying any other characteristics of the land for rating purposes, including for change in valuation method.	2.5
New. Rating Exemption	Adopt	Establish a consistent approach to determine and review whether land is not rateable under Section 6.26 of the <i>Local Government Act 1995</i> .	2.6

Policy	Suggested Action	Comment	New Policy Manual #
New. Long Term Financial Planning	Adopt	To establish a strategic financial framework to guide long term financial planning and its connection to the annual budget process.	2.8
New. Fees and Charges Revenue	Adopt	To provide strategic support and direction for the establishment of Fees and Charges.	2.9
New. Cash Reserves	Adopt	To provide strategic support and direction for the establishment and utilisation of Cash Asset/ Financial Backed Reserves (Reserves).	2.10
New. Financial Hardship Policy	Adopt	To guide the CEO / administration in considering applications to support ratepayers experiencing genuine financial hardship.	2.13
New. Employee Gratuity Payments	Adopt	To set out circumstances when an employee who is ceasing employment with the Shire may be paid an amount in addition to their entitlements under an award, workplace agreement or contract of employment, in accordance with the requirements of Section 5.50 of the <i>Local Government Act 1995</i> .	3.3
New. Panels of Pre-qualified Suppliers	Adopt	Proposed policy should this be required by the Shire.	2.3
New. Occupational Health and Safety	Adopt	As this is a highly specialised area where many local governments have previously implemented policies based on professional advice, we have not prepared a policy for consideration. It is recommended individual local governments seek an independent opinion from suitably qualified specialists if existing local government policy relating to Occupational Health and Safety requires review. This policy should be developed in conjunction with the Code of Conduct. – Shire insurer LGIS Policy now to be used.	3.4
Bullying, Harassment and Grievances	Further research required to locate suitable Policy.	As this is a highly specialised area where many local governments have previously implemented policies based on professional advice, we have not prepared a policy for consideration. It is recommended individual local governments seek an independent opinion from suitably qualified specialists if existing local government policy relating to Bullying, Harassment and Grievances requires review. This policy should be developed in conjunction with the Code of Conduct.	TBA
3. DEVELOPMENT SERVICES			
1. Economic Development	Revoke	Policy in its current form does not provided guidance to the administration. The content of the policy is more appropriate to IPR processes, and policy content should be captured and reviewed through these processes.	
2. Tourism and Promotion	Revoke	Policy in its current form does not provided guidance to the administration. The content of the policy is more appropriate to IPR processes, and policy content should be captured and reviewed through these processes.	
3. Sport and Recreation Facility Development	Revoke	Sport and Recreation facilities are not owned by Council. The content of the policy is more appropriate to IPR processes, and policy content should be captured and reviewed through these processes.	
4. Sport and Recreation Lighting	Revoke	Sport and Recreation facilities are not owned by Council. The content of the policy is more appropriate to IPR processes, and policy content should be captured and reviewed through these processes. CEO operational policies/procedures may also provide guidance here.	
5. Dwelling Smoke Detectors	Amend	Minor amendments to structure of policy proposed to align with reviewed policies. Positional policy of Council.	1.23
4. ENGINEERING SERVICES			
1. Motor Vehicles	Revoke	To be included with CEO operational policies/procedures.	

Policy	Suggested Action	Comment	New Policy Manual #
2. Traffic Management of Roadworks	Revoke	Policy is operational in nature, and some sections of the policy are provided for by legislation. Remove to CEO operational policies/procedures.	
3. Road Train Permits	Revoke	Policy is outdated and no longer current. Any relevant requirements can be updated and included with CEO operational policies/procedures.	
4. Emergency Services Participation	Revoke	Policy is outdated and no longer current. Any relevant requirements can be updated and included with CEO operational policies/procedures.	
5. Asset Management	Amend	Proposed policy has been reviewed and updated through NGCG Collaborative Policy Review.	2.7



2018 – 2028



Integrated Strategic Plan

Combining the Strategic Community Plan & Corporate Business Plan

Reviewed by Council 24th June 2020



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Introduction from the Shire President

Mr (John) Damian McLean

Planning for the future is a requirement of the Local Government Act 1995 and requires every local in Western Australia to engage with its community to prepare a set of documents that sets out how the local government will sustainably deliver services over the next 10 years, in line with community expectations and available resources including funding that's available and the availability of people with the necessary experience and skill to deliver the services.

Following review of feedback from our recent community engagement exercise, we found that our previous Strategic Community Plan and Corporate Business plan was far too complex, cumbersome and over-reaching both in terms of community understanding and our available resources. Additionally, heavy scrutiny from the Department of Local Government and Communities in relation to the Shire's performance in meeting statutory compliance has revealed that we really need to focus on our statutory obligations and limit our service delivery activities to those which our available resources allow for.

To address both the State Government's concerns and the community's aspirations, we have prepared a much simpler and more achievable set of integrated planning documents that meet our statutory requirements, provide good direction to both Council and the Community in relation to our future path and which also provide understanding around services and service levels in relation to what the Shire of Ngaanyatjarraku will deliver to the community.

We have reduced our focus to three strategic goals;

1. Looking after the Land which we all depend upon and love living on, making sure that the Land will be good for our children and grandchildren.
2. Looking after our people so that they are healthy and happy.
3. Ensuring that we do the right things to look after the land and the people.

There are significant challenges for the Shire to achieve these strategic goals and to ensure that one strategic goal doesn't suffer as a result of more focus on one of the other goals. This will mean that in some instances we will be changing our focus to facilitating things rather than trying to do things ourselves. That means we want to ensure things are done and achieved but it may not necessarily be done by the Shire. We will continue to work closely with State and Federal Government agencies and our traditional partner, Ngaanyatjarra Council to deliver services across the Ngaanyatjarra Lands (Lands).

Of paramount importance will be a review of all the Shire's services to achieve Long Term financial Sustainability.

I commend this Integrated Strategic Plan and look forward to the Shire helping to improve the quality of life of the people living on and visiting the Lands.

Overview of the Plan from the Acting Chief Executive Officer

Mr Kevin Hannagan

As Chief Executive Officer, I will be focused on implementing this integrated strategic plan with a focus on ensuring the Shire meets its statutory requirements and refocuses service delivery with the aim of long-term sustainability. Without this approach, the Shire risks becoming financially unsustainable and if that happens, there is always the risk that the State Government will modify or take away the ability for decision making to occur locally.

This new, integrated strategic plan, combines both the Shire's Strategic Community Plan and Corporate Business Plan into one simple, easily understood document that is scale appropriate for the Shire of Ngaanyatjarraku. It also helps key stakeholders including State and Federal Government agencies and other community partners such as Ngaanyatjarra Council Aboriginal Corporation and its member Community Councils, understand what the Shire does and importantly what it does not do.

The plan has been developed in consideration of;

- What the Shire needs to do - to look after all the roads, buildings, plant & equipment that the Shire has responsibility for. This information is contained in the Shire's Asset Management Plan.
- What resources the Shire needs to employ to deliver services, i.e. what staff and or contractors it needs to employ and what qualifications and experience do they need to have and how the Shire attracts and retains these resources into the future. This information is contained in the Shire's Workforce Plan.
- What long term income and grants can the Shire realistically expect and what services will this be spent on. This information is contained within the Shire's Long-Term Financial Plan.

While it is a challenging time, it is also an exciting time for the Shire as we embark upon implementation of this integrated strategic plan aimed at underpinning the long-term sustainability of service delivery to the Lands and its people.



**Our
Land**



Leadership



**Our
People**

Executive Summary

Introduction

This Integrated Strategic Plan will help shape the services that the Shire of Ngaanyatjarraku will deliver over the next ten years and has been developed with our community's aspirations and needs at its heart. These have been gathered through an in-depth process of consultation and engagement.

It is apparent from the results of the community engagement process that there is an expectation the Shire provides a wide range of social services when in fact the Shire does not and doesn't have the resources to do this. Most social services are provided by either the Ngaanyatjarra Council and / or State or Federal agencies.

Nonetheless, the Shire has a significant role to play in providing infrastructure and buildings to support delivery by other of social services providers and the Shire does in fact provide limited social services to the community by way of Road maintenance and construction, Youth / Recreation, Environmental Health and Waste Collection services.

With no freehold land, the Shire has limited capacity to raise income and is therefore dependent upon State and Federal Grants to continue service delivery. Many of these grants are tied to specific purposes which limits the range of services the Shire can provide.

This plan will provide a valuable management tool to allow the Shire to maintain focus on its primary role as a provider and manager of infrastructure and where capacity allows, to provide a limited range of social services to compliment services provided by others.

Community engagement has led to the development of two key themes which communicate the role of the Shire and underpin the development of goals and strategies. The goals and strategies under each theme create the framework for the delivery of sustainable outcomes to achieve our vision. The two key themes formed from the community engagement process include:

In response to feedback received during the highly successful engagement process, this plan formalises our current approach to service delivery and helps us to build upon this in a sustainable way, providing future opportunities. An example is the sealing of the Great Central Road to provide more reliable and safer access to our communities and enable economic development opportunities around tourism and resources development. The provision of a safe and reliable road network interconnecting our communities is paramount. Through the consultation process the Shire is now aware of several social issues affecting some townships. The Shire will work with all stakeholders to try and facilitate resolution of these issues (see Issues Raised below). Our Council and its staff are committed

to the implementation of the integrated strategic plan. We will regularly update the community as achievement of the plan progresses. The plan will also be regularly updated in conjunction with an ongoing process of community engagement.

About our Shire

Shire of Ngaanyatjarraku is responsible for the provision of "mainstream" local government and delivery of services to the ten communities and visitors within the boundaries of the Shire.

The Shire encompasses an area of 159,948 square kilometres and is located approximately 1,542kms from Perth. The region itself is diverse in natural beauty from the magnificent Rawlinson ranges to the red sandy plains of the Gibson Desert.

Planning for the Future

The Shire of Ngaanyatjarraku is building on a successful history of community engagement to ensure that the community can sustainably grow and thrive as a vibrant and attractive place to live, work and visit. Developing our aspirations and plans for the future will shape the delivery of services to the community and the direction of economic development. This integration of community aspiration and service delivery is called the Integrated Planning and Reporting Framework (IPR). The process, driven by this Integrated Strategic Plan (incorporating both the Strategic Community Plan (10 year planning horizon) and Corporate Business Plan (4 year planning horizon) will create a 4-year Corporate Business Plan to ensure that we deliver the community's aspirations.

Engaging our Community

Your views, values and aspirations, are at the heart of this Integrated Strategic Plan (ISP).

Community Engagement Methodology

In 2016, the Shire undertook a major community engagement exercise as follow;

Consulting the following groups:

- Residents;
- Ngaanyatjarra Land Council;
- Ngaanyatjarra Community Council;
- Community groups; and
- Local businesses.

Collecting Community Feedback

A variety of methods were employed to collect community feedback which included:

- **Individual community satisfaction interviews** to gauge community perceptions on areas of importance and the Shire's performance relative to those areas (the participation and results are published);
- **Council meetings** where local residents and the wider community were invited to attend;
- **Discussion with the Ngaanyatjarra Land Council and Ngaanyatjarra Community Council** to understand areas of importance;
- **Radio Network** based in Wingellina to communicate Shire events and invite comments and feedback on Shire activities and areas of importance to the community;
- **Ngaanyatjarra media** to produce DVD's identifying Shire activities and community events advertisements that are screened to the community to encourage and invite participation and community feedback; and
- Other techniques such as **newsletter distribution** and **informal conversations between community members and Councillors**.

These consultation activities have allowed for a broad understanding of the community's aspirations to be captured which has led to the development of the themes in the following section. These themes will be subject to further community engagement during reviews and revalidation of the plan.

The Council's commitment to community engagement is embedded in our consultation approach which includes:

- Formal and comprehensive consultation exercises every 4 years as part of the review process for this plan;
- Annual published community satisfaction interviews;
- Regular council meetings where local residents and the wider community are welcome to attend and Shire attendance at Ngaanyatjarra Land Council and Community Council meetings;
- Regular utilisation of the Radio network and Ngaanyatjarra media; and

Ongoing ad-hoc informal engagement opportunities throughout the year as part of the Shire's day-to-day activities.

Key Themes and Strategies

In response to issues identified during consultation the Shire has prepared a series of Goals, Strategies, Success Indicators, Timeframes and Actions under the documents key theme areas (Our Land, Our People and Our Leadership). Please refer to section 8.0 for further detail.

Next Steps

This document is intended to be a living document created with our community's needs and aspirations at its heart.

The on-going process of community engagement will include a formal review process involving:

- **Major Review** – Every four years, Council will review the vision, priorities and aspirations of the plan with a full and wide-ranging community engagement in accordance with the methodology identified within this document; to ensure the plan is renewed in line with contemporary community desires.
- **Minor Review** – Every two years following a major review and a "Desktop review" with community consultation in accordance with the methodology identified within this document; and council endorsement.

The Shire of Ngaanyatjarraku prepared its original Strategic Community Plan in 2012. The plan was subsequently updated following a minor review. This version of the plan is the result of a 'major' four (4) year review undertaken in accordance with the engagement methodology listed above. The plan was developed in conjunction with a linked engagement process to identify and document Levels of Service.



Our Community

About the Shire

The Shire of Ngaanyatjarraku is responsible for the provision of "mainstream" local government and delivery of services to the ten communities and visitors within its boundaries.

The Shire encompasses an area of 159,948 square kilometres and is located approximately 1,542km from Perth. The region itself is diverse in natural beauty from the magnificent Rawlinson ranges to the red sandy plains of the Gibson Desert.

The Shire is a unique local government in that its community of interest is contained within the traditional lands of the Ngaanyatjarra people of the Central Desert of Western Australia. The 99-year leases held by the Ngaanyatjarra Land Council on behalf of the traditional owners also form the boundaries of the Shire of Ngaanyatjarraku.

The Shire's main township is Warburton, which is also the largest of the 11 Indigenous communities within the Shire. Warburton is positioned 1,542kms north-east of Perth, 560kms of gravel road north-east of Laverton, 750kms north-east of Kalgoorlie and 1,050kms south-west of Alice Springs. Neighbouring shires include the Shire of Wiluna, Laverton, and East Pilbara. The Shire offices are located in the Tjulyuru Cultural and Civic Centre in Warburton.

The ABS 2016 (as updated) Census the Shire had an estimated residential population of 1,606 people, comprised of 49% male and 51% female residents and there are approximately 509 residential dwellings within the Shire. As illustrated in the graph below the Shire has a higher percentage of residents aged between 0-29 years and a lower proportion of residents aged 65+ years compared with the wider Australian population. This must be a consideration for the Shire when considering the types of service provision to the community.

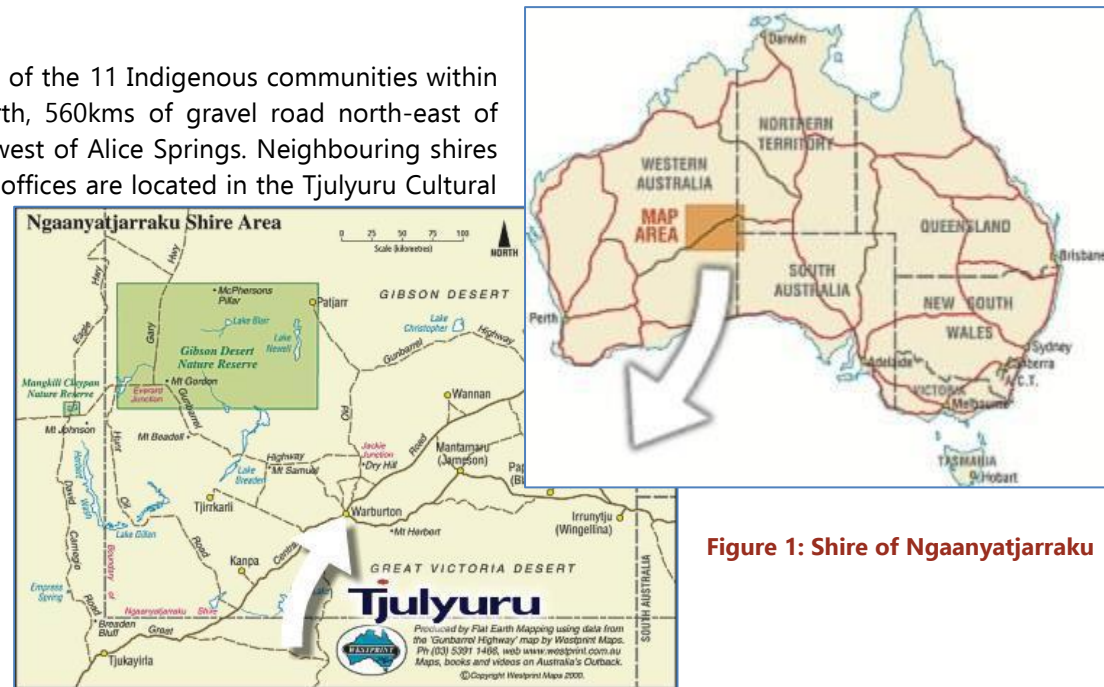


Figure 1: Shire of Ngaanyatjarraku

In 2016 Aboriginal residents comprised of 86% of the Shires population, residing in eleven communities such as:

- Blackstone
- Giles
- Jameson
- Patjarr
- Tjirrkarli
- Tjukurla
- Wanarn
- Warburton
- Warakurna
- Wingellina

The government landscape around the provision of services to Aboriginal communities has changed. The transition of responsibilities for the provision of services to Aboriginal communities from Federal to State government has impacted on the Shire, its roles and responsibilities and its operations. The Shire has recently reduced services to address its long-term financial sustainability brought about by these changes.

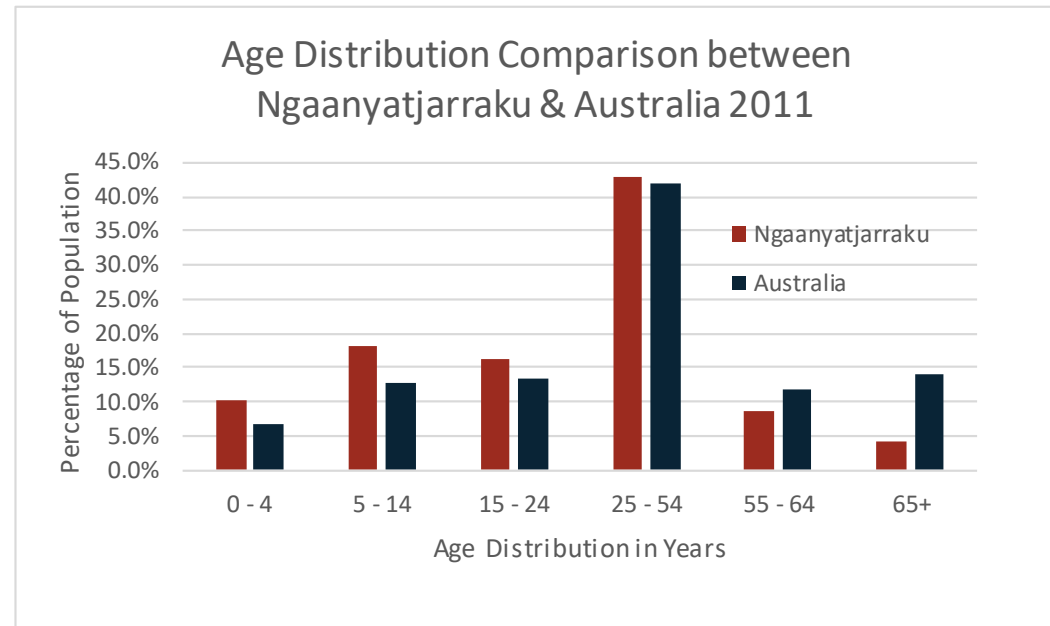


Figure 2: Shire Population Age Distribution

A small percentage of the Shire residents are born overseas, however 83.6% speak a language other than English at home. This is an ongoing consideration for the Shire during community engagement and communication activities, to ensure that they use a variety of communication channels and media.

The main industry within the Shire is Local Government Administration along with Social Assistance services. This highlights the importance of the Shire’s operations to the local economy of the Shire. The average salary within the Shire is \$37,749 and the unemployment rate for residents is 27.1%.

Local History

The Shire of Ngaanyatjarraku is a unique local government in that its community of interest is contained within the traditional lands of the Ngaanyatjarra people of the Central Desert of Western Australia. The 99-year leases held by the Ngaanyatjarra Land Council on behalf of the traditional owners also form the boundaries of the Shire of Ngaanyatjarraku.

The Shire of Ngaanyatjarraku was formed on the 1st July 1993 by the division of the Shire of Wiluna with the eastern area becoming the new Shire. The first local government elections were held in October 1993 and eight Councillors were elected unopposed. The communities, as originally stated in their submission to the Boundaries Commission, are committed to "mainstream" local government and the delivery of services by the Shire rather than any other organisation.

Since then the Shire has been steadily improving and extending the range of services provided to the communities including ovals, streetlights, TV and radio retransmission and culture. Increasingly the Shire was undertaking the more conventional Local Government services including, health, building, litter control, rubbish collection, road maintenance, sports and recreation, project management and other community-based programs. However, due to changes in Federal / State funding arrangements the Shire has had to reduce services such as Recreation Wanarn / Warakurna, Blackstone / Jameson, Rubbish collection across all communities, Early Years Program, Warburton / Jameson / Blackstone, Warakurna / Wanarn, Aboriginal Environmental Health program to address the financial sustainability issue.

Since the establishment of the Shire there have been extensive improvements to the communications, road infrastructure and services provided to the communities within the Shire. The Shire continues to represent and be an advocate for improved community services at a State and Federal level of government.

Transport Links

The Shire's main town site Warburton is located on the Gunbarrel Highway and the Great Central Road. The Great Central Road is also known as the Outback Highway, "Australia's longest shortcut" which traverses from Laverton in Western Australia, through the Northern Territory and up to Winton in Queensland.

Chart Air fly to Warburton two times per week, Tuesdays & Fridays / Saturday (alternating) from Alice Springs and every Wednesday / Thursday (alternating) from Kalgoorlie. There are no commercial bus services to Warburton and physical access to the Shire can be difficult, particularly during the wet season, which can make the gravel roads impassable.

Permission is required by the Ngaanyatjarra Council in Alice Springs to travel on the lands of Ngaanyatjarraku.

Principal Industries

The main industry within the Shire is the provision of Local Government services to the community, followed by employment in the Social Assistance services industry. Services delivered within the Local Government Administration industry include administrative management, waste management, project management, road infrastructure and maintenance, environmental health, building surveyor issues, youth development, early years and sports and recreational services.

Although there are currently no mining or petroleum operations within the Shire, agreements to mine near the communities of Wingellina and Jameson have been signed. Mining and petroleum exploration is also occurring within the Shire.

Warburton community is home to the Tjulyuru Cultural and Civic Centre which hosts a world-renowned Art Gallery featuring paintings and artefacts from Ngaanyatjarra artists, whose work is represented in national and international exhibitions.

Regional Context

The Goldfields-Esperance region is one of the nine regions of Western Australia. It is located in the south-eastern corner of Western Australia, and comprises the local government areas of Coolgardie, Kambalda, Dundas, Esperance, Kalgoorlie-Boulder, Laverton, Leonora, Menzies, Ngaanyatjarraku and Ravensthorpe.

The Shire of Ngaanyatjarraku is part of the Goldfields Esperance Regional Collaborative Group (“GERCG”) which is made up of ten shires across the region, with an approximate population of 60,000 residents and covering an area of 770,488 square kilometres, which is just under a third of the total land mass of Western Australia.

The mining and processing of mineral resources is the primary industry within the region, complemented by the subsequent commercial services. The region also has a strong agricultural industry, as well as a focus on tourism particularly in the southern parts of the region.

The Goldfields-Esperance region faces a variety of challenges with those most relevant to the Shire being:

- **Retaining a skilled workforce with requisite skills:** The labour force of the Goldfields-Esperance Region has remained steady but the unemployment rate in the region has increased from 2001-2002 to a high of 6.0 per cent in March 2016. The mining industry is the largest employer in the Goldfields-Esperance Region;

- Providing **infrastructure** to a relatively small and geographically diverse population with limited capacity for economies of scale; and
- **Population trends:** The estimated resident population of the Goldfields-Esperance Region in 2011 was 60,000. This constitutes 2.6 per cent of the total population of Western Australia. In the decade to June 2009, the region’s population increased at an average annual growth rate of 0.4 per cent. Both fluctuations in population across the region are directly linked to the state of the mining industry (Goldfields-Esperance: A region in profile 2011, Department of Regional Development and Lands WA 2011). The population trend for the Goldfields-Esperance region is expected to increase in line with the Western Australian Planning Commission’s estimate to 65,400 by the year 2031.

Your Local Government

Councillors

Councillors have a specific role in relation to developing the local government’s vision and long-term goal setting with appropriate key performance indicators (KPIs). These are responsibilities that require specific skills and experience.

The Shire’s eight Councillors will facilitate the development and implementation of our community’s aspirations and goals. The Councillors meet monthly to discuss issues and imperative areas arising in the community along with general council matters.

Mr (John) Damian McLean
PRESIDENT

Vacant
DEPUTY PRESIDENT

Julie Porter
COUNCILLOR

Mr Andrew Jones
COUNCILLOR

Ms Debra Frazer
COUNCILLOR

Ms Joylene Frazer
COUNCILLOR

Ms Lalla West
COUNCILLOR

Mr Alwyn Bates
COUNCILLOR

Executive Team

The Executive Team has a responsibility to translate the priorities and focus areas of this plan into an implementable Corporate Business Plan, to create an environment for their residents that is safe, healthy and contributes to the quality of life of the broader community in line with our aspirations voiced by our people.

Mr Kevin Hannagan

CHIEF EXECUTIVE OFFICER

Ms Kerry Fisher

DEPUTY CHIEF EXECUTIVE OFFICER

Vacant

DIRECTOR GOVERNANCE & STRATEGY

Mr Geoff Handy

FINANCE & ADMINISTRATION CO-ORDINATOR

Mr Ethan Smith

SPORT & RECREATION SUPERVISOR (YOUTH)

Mr Maurice Walsh

ENVIRONMENTAL HEALTH / BUILDING OFFICER

Mr Peter Kerp

CIVIL ENGINEER

The Shire of Ngaanyatjarraku Financial Snapshot for 2019 / 20

The following statistics from the Adopted 2019/20 Budget provide an indicative snapshot of the size of Shire operations:

Revenue (Operating & Non-Operating) (Including Profit / Loss on Asset Disposal)	\$7,553,849
Expenditure (Operating & Non-Operating) (Excluding Depreciation \$1.366.389)	(\$5,970,648)
Cash Surplus / (Deficit)	\$1,583,201

Table 1: 2019 / 20 Financial Snapshot

Planning for the Future of the Shire of Ngaanyatjarraku

The Shire of Ngaanyatjarraku is building on a successful history of community engagement to ensure that the community can grow and thrive as a vibrant and attractive place to live, work and visit.

Developing our aspirations and plans for the future will shape the delivery of services to the community and the direction of economic development. This integration of community aspiration and service delivery is called the Integrated Planning and Reporting Framework (IPR). This will ensure that the Shire of Ngaanyatjarraku's policies and services are aligned to the community's aspirations.

Our IPR process

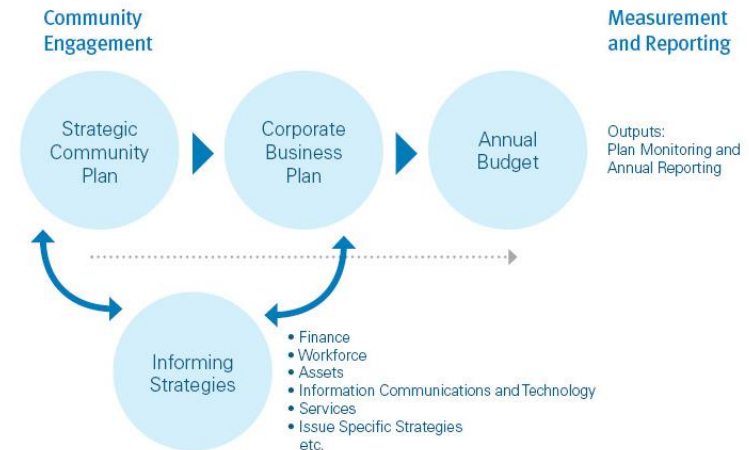
The process, driven by this Integrated Strategic Plan combining the 10-year Strategic Community Plan and the 4-year Corporate Business Plan to ensure that we deliver the community's aspirations. This will:

- Strengthen our council's strategic focus; and
- Streamline our reporting processes.

Governance

This Strategic Community Plan, which represents the needs and aspirations of the community, has been developed by the Shire's Elected Members and sets out the vision for the next 10 years. The Plan was formally adopted by the Shire of Ngaanyatjarraku at a meeting on the 28th of November 2018 by Absolute Majority.

The ISP is underpinned by a 10 year Long-Term Financial Plan, a 20 year Asset Management Plan and a Workforce Plan which will set out the resources required to deliver the CBP.



Elements of Integrated Planning and Reporting Framework

Figure 3: Measuring and Reporting Framework

The Shire will conduct a major review of the progress towards achieving the SCP every four years with a desktop review every two years. The CBP will be reviewed and realigned every year.

Engaging our Community

Methods of Obtaining Regular Community Feedback

Your views, values and aspirations, are at the heart of this ISP. The following engagement methodology was utilised to prepare the ISP.

Groups consulted during the preparation include:

- Residents;
- Ngaanyatjarra Land Council;
- Ngaanyatjarra Community Council;
- Community groups; and
- Local businesses.

Methodology for collecting Community Feedback

A variety of methods were employed to collect community feedback and results published via the Shire website. Methods included:

- **Individual community satisfaction interviews** to gauge community perceptions on areas of importance and the Shire's performance relative to those areas (the participation and results are published);
- **Council meetings** where local residents and the wider community were invited to attend;
- **Close interaction** with the **Ngaanyatjarra Land Council** and **Ngaanyatjarra Community Council** to understand areas of importance;



- **Radio Network** based in Wingellina to communicate Shire events and invite comments and feedback on Shire activities and areas of importance to the community;
- **Ngaanyatjarra media** to produce DVD's identifying Shire activities and community events advertisements that are screened to the community to encourage and invite participation and community feedback; and
- Other techniques such as **newsletter distribution** and **informal conversations between community members and Councillors**.

The consultation activities have allowed for a broad understanding of the community's aspirations to be captured which has led to the development of the themes in the following section. These themes will be subject to further community engagement during reviews and revalidation of the plan.

The Council's commitment to community engagement is embedded in our consultation approach which includes:

- Formal and comprehensive consultation exercises every 4 years as part of the review process for this plan;
- Annual published community satisfaction interviews;
- Regular council meetings where local residents and the wider community are welcome to attend and Shire attendance at Ngaanyatjarra Land Council and Community Council meetings;
- Regular utilisation of the Radio network and Ngaanyatjarra media; and
- Ongoing ad-hoc informal engagement opportunities throughout the year as part of the Shire's day-to-day activities.



Integrated Strategic Plan Engagement Methodology

Council has adopted the following updated methodology for review of the ISP:

Major Review Consultation Methodology

Every four years, Council will review the vision, priorities and aspirations of the plan with a full and wide ranging community engagement in accordance with the methodology identified within this document; to ensure the plan is renewed in line with contemporary community desires.

The following consultation principals / methodology will be implemented:

1. Each engagement will be planned and customised prior to each review process taking into account the circumstances relevant at the time;
2. Engagement will be planned and delivered in accordance with the Department of Local Government and Communities Integrated Planning guidelines (ref: <https://integratedplanning.dlg.wa.gov.au/CommunityEngagement.aspx> accessed 9th September 2015.)



Figure 4: Department of Local Government and Communities Strategic Community Plan Consultation Methodology

3. The indicative Core values we will implement during engagement are in accordance with the International Association for Public Participation (IAP2) core values including:
 - Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process;
 - Public participation includes the promise that the public's contribution will influence the decision;
 - Public participation promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers;
 - Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision;
 - Public participation seeks input from participants in designing how they participate;
 - Public participation provides participants with the information they need to participate in a meaningful way; and
 - Public participation communicates to participants how their input affected the decision.

4. An indicative example of the minimum engagement process to be undertaken is as follows:
 - a. Research and preparation of appropriate background information and materials for consultation;
 - b. Workshop/ person to person based consultation will be planned to use appropriate methodology in the location where residents live. Consultation sessions will generally involve half to full day visits to each of the Shires main population centres (Centres with population above 10 people) and meaningful consultation will occur during this time;
 - c. Consultation to engage a minimum of 10% of the population in each population centre as well as a minimum of the population of the whole Shire;
 - d. Consultation to be delivered by the following personnel:
 - i. Shire President or nominate Councillor delegate;
 - ii. Shire CEO;
 - iii. Shire Councillors as appropriate;
 - iv. Where appropriate, specialist consultants selected for their technical and consultative ability; and

- v. Shire staff as appropriate.
- e. At a minimum a second method of consultation may be implemented as appropriate, this may include surveys and other mechanisms as appropriate; and
- f. Consultation will be documented appropriately and participants and the general community informed of the results and follow-up actions being undertaken, in a way that is appropriate and informative to each particular community group.

Minor Review Consultation Methodology

Every two years following a major review, a “Desktop review” will be implemented with community consultation in accordance with the methodology below:

1. Desktop review will be undertaken by appropriately qualified personnel taking into account all relevant information;
2. The desktop review will consider results of Councils community consultation occurring in the period since the last review as well as reviews of ISP projects completed and in progress and any issues identified and documented by community members, staff and other key stakeholders; and
3. Elected members are chosen by the community to be their representatives and therefore serve as one of the most important consultation gateways for community, Elected members as a Council will be consulted during the desktop review process as part of a briefing session/ workshop and will consider and adopt (or require amendment before adoption) the reviewed ISP.



Results of the Consultation Process

Issues Raised by the Community

Issues raised by the community in the 2012 engagement process were validated further in the 2016 engagement process and specific issues raised in the 2016 engagement process were added to these.

Issues raised were classified as either Strategic or Operational. Operational issues will be managed and implemented by the Shire's CEO (within budget constraints) while Strategic issues have been included within this ISP as follows;

Social Issues

- The need to reconnect youth in the community with their culture;
- The need for diversion activities to reduce and prevent substance abuse;
- The need for programs to increase school attendance;
- The need to address issues relating to incompatibility of the education delivery system with aspects of traditional culture and learning styles; and
- The need for more recreational opportunities for all ages.

Economic Issues

- The need for more employment opportunities for local people;
- The need for increased and improved training and employment of local Aboriginal people by the Shire in Shire related positions that are preferred and more conducive to the interests and skills of Aboriginal people e.g. gardening, landscaping etc. that are related to "looking after country";
- The need for more effective training opportunities for the local community; and
- The need to manage potential impacts that mining will have on the Shire in the future.

Environmental Issues

- The need to address issues relating to the condition of housing accommodation;
- Impact of future mining activity on the Shire and individual community locations;

- Issue relating to community amenity – particularly with litter;
- The need for new outdoor facilities incorporating shade, greenspace and other amenities to provide a hub for community activity; and
- Continuation of support Indigenous protected areas.

Civic Leadership Issues

- High level of uncertainty as a result of the changing government landscape – shifting of responsibility for the provision of services to Aboriginal communities away from the Federal government;
- Issues relating to cohesion and collaboration amongst government agencies;
- The need for succession planning for administration and Councillors;
- The need for equitable level of Local Government services to all areas; and
- Capacity constraints of the local government.

The Need for Increased Understanding and Communication

- The need to promote the ISP at agency / organisation and community level to increase residents' knowledge and understanding of the plan;
- The need for increased understanding by the Shire of aspects of residency for all groups in the Lands communities e.g. Aboriginal and non-Aboriginal people, to better provide facilities and projects that cater for their needs and interests;
- The need for effective promotion by the Shire of better knowledge and understanding of the Lands peoples and communities' traditional culture, language, traditions and customs to Non-Aboriginal people to foster improved and positive relationships between them;
- The need for provision of information on the Shire's current facilities, services and projects and proposed new initiatives and projects in the Lands communities to increase community knowledge and understanding of the role of the Shire in the provision of services and programs;
- The need for increased and improved consultation through community meetings in each Lands communities on changes and improvements to current facilities, services and projects and development of proposed new initiatives and projects in specific communities;
- The need for increased and improved involvement and participation of local Aboriginal people by the Shire in Shire organised and managed community affairs e.g. Elders group and Advisory Group to the Shire Council; and
- The need for increased and improved involvement and participation of other government and non-government services providers in Shire organised and managed community affairs e.g. intergovernmental advisory group.

Our Vision

The Shire of Ngaanyatjarraku – on a journey

Community engagement has led to the development of three key themes which will underpin the development of goals and strategies. The goals and strategies under each theme create the framework for the delivery of sustainable outcomes to achieve our vision.

The two themes formed from the community engagement process include:

- (1) **Our Land – Looking after our Land**
- (2) **Our People – Looking after our People**

Central to these two themes and to ensure we can deliver services and address any concerns the State Government may have in relation to achieving satisfactory outcomes associated with statutory compliance, we have embedded in both themes a leadership element

- (3) **Leadership – Showing the way for our Community**

These themes are further detailed in the following tables. Each theme is linked to goals with associated strategies for achievement.



Figure 5: Strategic Community Plan Action framework

Strategic Goals

Our Land Looking after Our Land							
Outcomes	Strategy	Actions	2019/20	2020/21	2021/22	2022/23	Key Performance Indicator
1.1 Enjoy the Land	1.1.1 Control Development.	Ensure development controls are in place.	✓	✓	✓	✓	Compliant Planning and Building Controls.
	1.1.2 Attract Tourism	Develop a Prospectus outlining Shire opportunities for development	\$25k	\$125k	\$250k	\$250k	Prospectus adopted by Council Yr1 and implement Y2 onwards
	1.1.3 Attract Tourism	Develop a tourism strategy	-	\$50k	\$100k	-	Tourist visitor numbers increase (traffic counts).
	1.1.5 Manage resource extraction	Work with Key Stakeholders to ensure resource access	✓	✓	✓	✓	Road maintenance agreements with resource companies
1.2 Travel the Land	1.2.1 Good Roads	Develop a 10 Year CW Program for Roads & FV inspection	-	\$35k	-	\$35k	Road Condition Index increases over time
		Facilitate Upgrade and Seal Great Central Road	✓	✓	✓	✓	Road sealed from border to border
		Upgrade road data base info to provide data to ensure grant funding approvals	-	\$15k	-	\$15k	RAMM data base upgraded

Our Land Looking after Our Land							
Outcomes	Strategy	Actions	2019/20	2020/21	2021/22	2022/23	Key Performance Indicator
		Develop Indigenous Land Use Agreement covering road network	\$15k	\$15k	-	-	ILUA adopted by Council
		Maintain Asset Management Plan	\$10k	\$20k	-	\$20k	Up to date Asset Management Plan
1.4 Live on the Land	1.3.1 Good Buildings	Shire Develop maintenance plans and implement	\$15k	\$45k	\$30k	\$30k	Staff housing and offices well maintained
	1.3.2 Good Buildings	Shire Develop storage compound for plant & equipment, depot	\$35k	\$250k	\$30k	\$30k	Compound complete
	1.3.3 Appropriate services delivered to community	Undertake Lands Service Review	-	\$25k	\$15k	-	LSR adopted by Council
	1.3.4 Good Facilities	Work with NCAC to Provide and Maintain Recreation Facilities	✓	✓	✓	✓	Facilities upgraded and usage increases.

Table 1: Strategic Goal 1 – Our Land

<h2 style="text-align: center;">Our People</h2> <h3 style="text-align: center;">Looking after Our People</h3>							
Outcomes	Strategy	Actions	2019/20	2020/21	2021/22	2022/23	Key Performance Indicator
2.1 Happy People	2.1.1 Things to do.	Facilitate running community events and activities	✓	✓	✓	✓	Increase in participation rates.
	2.1.2 Things to do.	Investigate new programs for community participation	✓	\$15k	✓	✓	Increase in participation rates.
2.2 Healthy People	2.2.1 No Rubbish	Rubbish service across lands included in REMS Contract	✓	✓	✓	✓	Decrease in litter and REMS Contract with NCAC
	2.2.2 Good health services	Facilitate delivery of good health service access	✓	✓	✓	✓	Reduction in waiting time to access health services
		Provide environmental health services	✓	✓	✓	✓	Compliance with Food & Health Acts
2.3 Smart People	2.3.1 Good Education	Provide early years learning service	✓	✓	✓	✓	Service provided by NIAA
	2.3.2 Good Internet and telephone services	Facilitate upgrade to 4G and access to the NBN	✓	✓	✓	✓	Continue lobbying with Telstra

Table 2: Strategic Goal 2 – Our People

<h2 style="text-align: center;">Leadership</h2> <h3 style="text-align: center;">Showing the way for our Community</h3>							
Outcomes	Strategy	Actions	2019/20	2020/21	2021/22	2022/23	Key Performance Indicator
3.1 Good Workplace	3.1.1 Good place to work	Provide good housing and working conditions for staff	✓	✓	✓	✓	Increased attraction and retention of staff and staff satisfaction.
3.2 Good Leadership	3.2.1 Good local governance	Undertake WALGA governance training	✓	✓	✓	✓	Reduction of statutory non-compliances to zero
	3.1.2 Financially sustainable local government	Review all Shire Services	✓	✓	✓	✓	Financial sustainability in accordance with LTFP
	3.2.3 Good local governance	Review Audit Committee Charter		✓			Revised Charter adopted

Table 3: Strategic Goal 3 – Leadership

Underpinning Plans

Asset Management Plan

Asset Management is the task of managing our roads, buildings and vehicles as best as we can and for the lowest cost. It combines the key activities of:

- Management;
- Finance;
- Economics; and
- Engineering.

The Shire looks after a large number of roads, plant and buildings worth over \$125m. These assets require continual maintenance and when they get to a certain condition, they also need to be renewed, for example a road may need re-gravel sheeting to replace gravel lost over the years. It is important that the Shire understands when these types of things are required so that plans can be put in place to have the funds available to do and for the work to actually take place. This is what asset management planning is all about.

In addition to maintaining and renewing assets, the Shire also needs to provide new assets and other services. If the need for asset maintenance and renewal is not well understood and carried out in a timely manner, the Shire risks assets failing and if they need to be repaired unexpectedly, this has the potential to take money away from services or badly need new assets. Therefore, asset management is essential to sustainability.

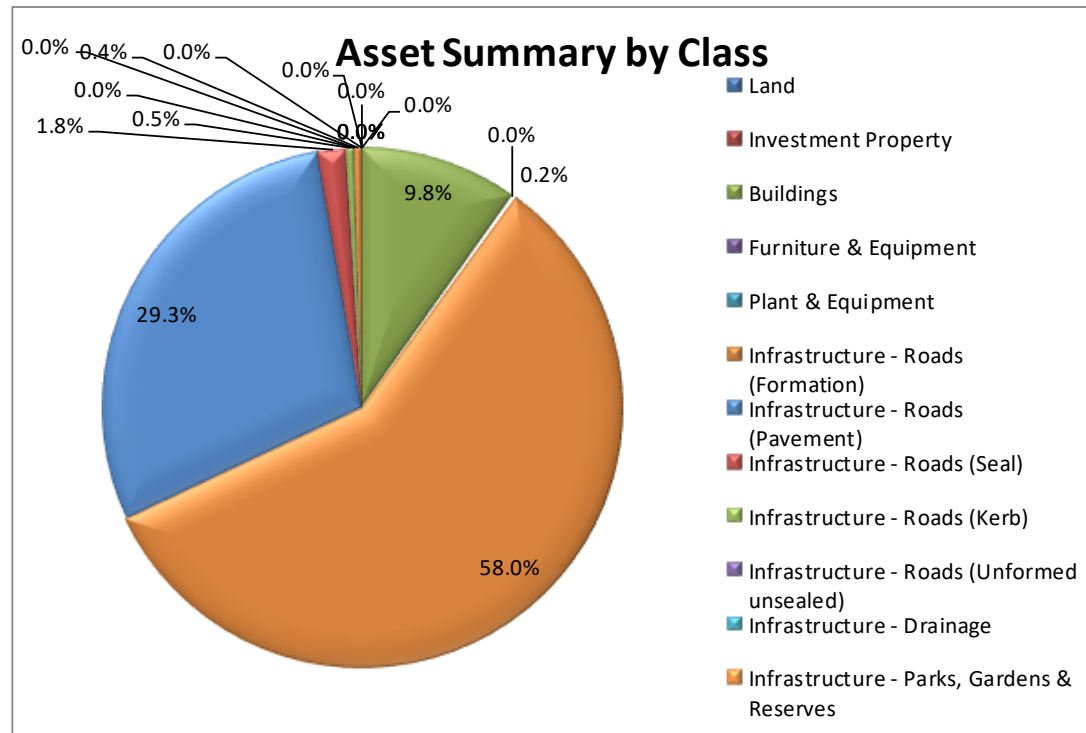
At the most basic level we need the following in place in order to understand our assets and plan for their replacement:

- Know what assets we own or control;
- Know what condition the assets are in;
- Understand the expected life of the assets;
- Understand the future demand for the service associated with assets;
- Know the cost to provide the service and asset;
- Have a system in place to prioritise resource allocation and that is aligned with our Integrated Strategic Plan;
- Have all of the above summarised in an asset management plan; and
- Ensure all our costs are captured in the financial management system and entered into the Long-Term Financial Plan.

Asset management is a continually evolving program of strategic planning, implementation and review of data, processes and outcomes.

The Shire of Ngaanyatjarraku has prepared a summary asset management plan covering all assets. A summary of the assets is provided as follows;

Asset Summary by Class	Estimated Renewal Value (\$)	%
Land	0	0.0%
Investment Property	0	0.0%
Buildings	12,332,946	9.8%
Furniture & Equipment	0	0.0%
Plant & Equipment	275,888	0.2%
Infrastructure - Roads (Formation)	72,814,970	58.0%
Infrastructure - Roads (Pavement)	36,800,680	29.3%
Infrastructure - Roads (Seal)	2,218,740	1.8%
Infrastructure - Roads (Kerb)	651,600	0.5%
Infrastructure - Roads (Unformed unsealed)	0	0.0%
Infrastructure - Drainage	18,080	0.0%
Infrastructure - Parks, Gardens & Reserves	525,373	0.4%
Infrastructure - Footpaths & Cycleways	0	0.0%
Infrastructure - Airports	0	0.0%
Infrastructure - Water Supply	0	0.0%
Infrastructure - Sewerage	0	0.0%
Infrastructure - Other	0	0.0%
Total Estimated Renewal Value of All Assets	125,638,277	100.0%
Total Estimated Renewal Value of Depreciable Assets	52,823,307	



From the above information, the Shire has modelled the demand for asset renewal funding.

The below graph demonstrates the renewal funding requirements for the retention of assets at current level of service for the next 20 years. The graph shows the high demand for funds to renew existing assets if they are all to be retained in the long term with the nominated renewal intervention value. The average calculated annual Renewal demand over 20 years is \$1.544m/annum.

Current Renewal Funding is the amount of money the Shire is currently spending on infrastructure asset renewal and is referred to as Model 2. The Shire is currently spending a total of \$0.632m per annum on infrastructure asset renewal.

The Renewal Gap is derived by subtracting Model 2 (Current Renewal Expenditure) from Model 1 (Renewal Demand) to arrive at Model 3. If the resultant figure in any one year is positive (above the zero \$ line) there is a funding gap and indicates that more funds are needed for that particular asset group in order close the gap or the level of service needs to be critically reviewed. If the figure in any one year is negative (below the zero \$ line) this is an indication of over funding and represents an opportunity to reallocate funds to another asset group where needed or placed into reserve for future renewal demand.

The graphs shows that over 20 years there is currently an annual average over funding of renewal predicted to be \$0.911m/annum.

The following graph shows the Renewal Funding Gap split by Asset Group. It can be seen that the overfunding is in the area of pavement and this represents an area that could be investigated to see if there is an opportunity to divert this funding into an area that is currently underfunded.

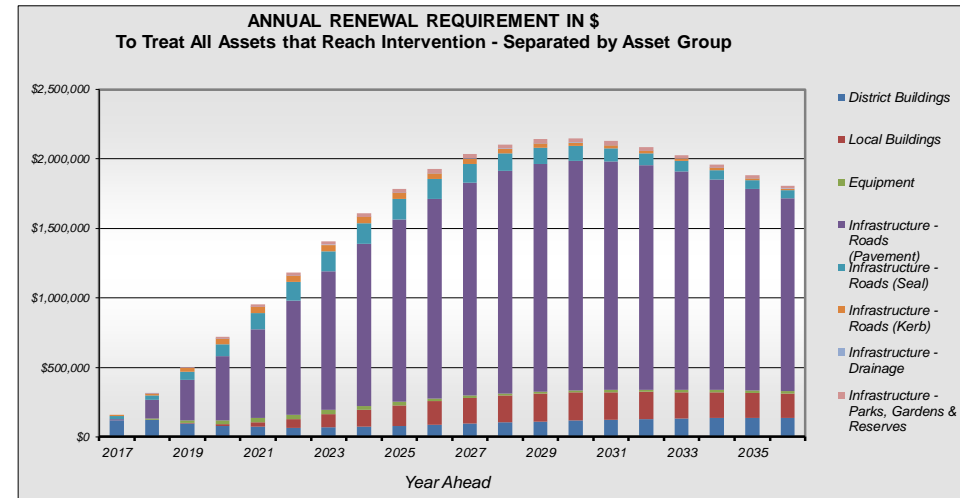


Figure 6: Current Renewal Demand

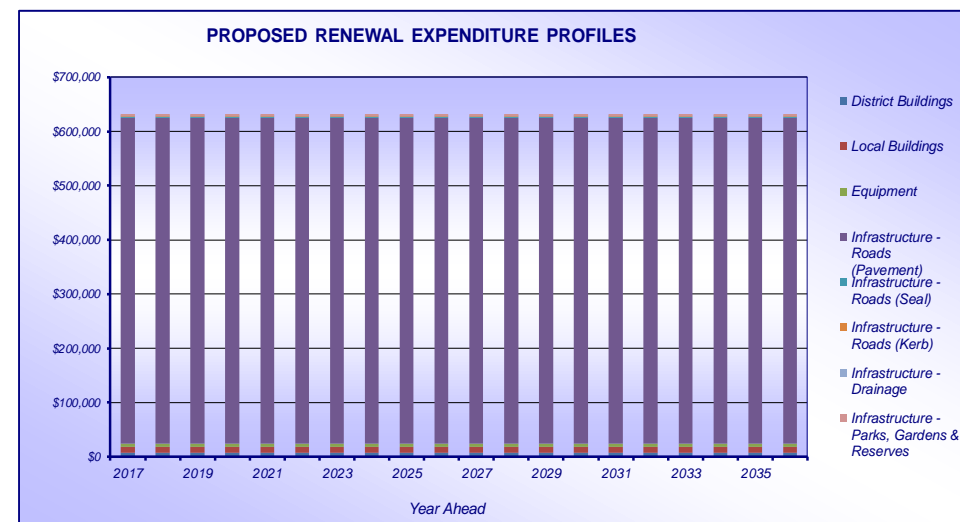


Figure 7: Current Renewal Expenditure

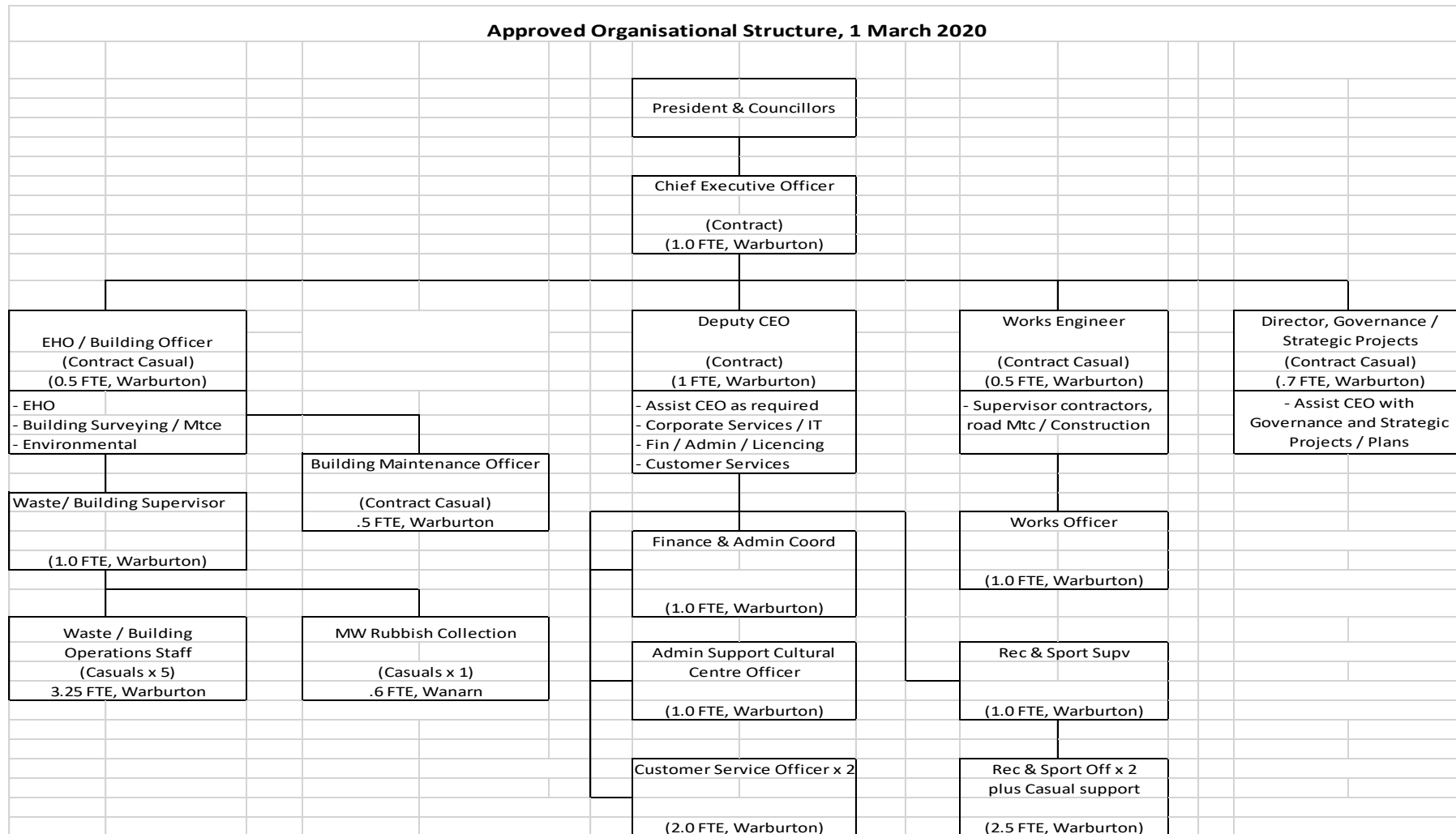
Workforce Plan

Workforce Planning (WFP) is a core component of the Integrated Planning and Reporting Framework and is imperative to informing the Shire of how capable it is to deliver the services to the community. The WFP takes into consideration the Integrated Strategic Plan (ISP), the immediate strategic priorities set by the Council, information around external factors impacting the workforce including: current and projected economic factors, market factors, competitor factors & the level of supply, and data about the current workforce to be sourced including demographics and position / role requirements.

Key objectives of the workforce plan are to identify;

- Areas of skills shortage
- Issues arising from an ageing workforce
- Gaps between current and future workforce capabilities
- Areas of workforce growth and decline
- Strategies to address skill gaps and mitigate risk
- Succession plan for critical positions.

Current Organisation Structure



Long Term Financial Plan

Financial Strategies and Principles

Rate increases

The Shire's main source of funds for rates are from Mining Exploration Tenements representing less than 3% of total revenue. As the Shire is on aboriginal land trust land and all housing is owned by the State Government there are no rateable properties as such. There was a significant reduction in the number of mining tenements in the 2016/17 financial year end and reductions / cessation of Federal / State funding for services. Future years revenue has been reduced by 33% to reflect this. Future budgets will be significantly impacted if there is an increasing demand for services and upgraded infrastructure. Given the future uncertainty in the number of mining tenements the Shire has taken a conservative approach of low increases allowed in the Assumptions for rate increases or growth. In response to the Corona Virus Pandemic the Shire will be freezing its 'rate in the dollar' amount for 2020/21 FYE. However, actual rates charged will be dependent on independent valuations of tenements from the Valuer General.

Budget surpluses

The Shire believes in adopting a surplus budget (excluding depreciation) each year to improve its financial sustainability or liquidity and provide asset reserve funding for future year requirements. Of major concern is that previous year's deficit budgets, combined with reductions in mining tenement income will result in the Shire having exhausted its previous years surpluses in 2021/22 and incurring cash deficits. Recent reductions in services to community will assist the Shire maintaining a balanced budget whilst at the same time lobbying State Government to work with the Shire for future improvements to services. The Shires Long Term Financial Plan will be reviewed in 2020/21 to better determine the impact of changes made so far.

Cost recovery of services

Discretionary fees and charges are to be reviewed as identified in the 2018/28 Integrated Strategic Plan (Actions). The Shire does not recover the full cost of providing services but is working towards full cost recovery for services such as waste pick-up fees or inclusion of these services in the States REMS contracts like the Kimberley and Pilbara. Application fees for building licences and planning and development approvals are limited by regulations prevent allowing full cost recovery of these services. It is noted there is very limited building activity and as such these fees are approximately \$5-7k p.a.

Prudent use of debt finance

The Shire has no debt and proposes to only use debt funding in the future for large non-recurrent capital works projects that will deliver economic benefits to future generations and only if the future financial sustainability of the Shire is maintained.

Cash reserves

Cash Reserves are also maintained by the Shire to ease the impact of future capital expenditures in any one year. The principal purpose of cash reserves are:

- Cultural Centre Reserve – renewal of the Tjulyuru Cultural and Civic Centre,
- Asset Replacement / Acquisition Development Reserve, and
- Employee Entitlements (leave).

The Shire may include in its 2020/21 Annual Budget a new Strategic Reserve in accordance with Council Policy to reduce the financial risk of unanticipated events (e.g. storms) and provide for strategic actions in support of identified activities that cannot be funded in the one budget period.

The Shire will continue to pursue grant funding for strategic capital works from the State and Federal Government as required (e.g. Sealing of the Great Central Road).

The LTFP has been developed on the scenario of 'business as usual' and is the one adopted by the Council. The assumptions on which this scenario was prepared are detailed within the LTFP. The Council has adopted this scenario which reflects a continuation of current service delivery levels and outcomes of the Integrated Strategic Plan requiring a review of all services due to the negative cash effect in year 4.

The most sensitive criterion in the adopted model is related to the Shire not having a 'normal' rate base. As such the Operating Surplus and Current ratios are negative throughout the LTFP. The Shire will incur deficits throughout each year of the plan and will exhaust its surplus brought forward in 2021/22 and throughout the plan in the order of \$.692m to \$7m (Y10). This means that the Shire is spending on average, more on operating costs than it receives in operating income.

During FYE 2018/19 & 2019/20 the shire undertook reviews of services and will review the LTFP when the full results of these reviews are known and is expected late 2020.

The Asset Renewal Funding Ratio is excessively high, but Capital Expenditure is supported by ongoing Non-Operating Grants from the State and Federal Governments. The investment in renewal is possible due to funding availability and the Shire's desire to renew its roads to a standard that was not maintained prior to de-amalgamation.

All other Asset ratios are either positive or exceed the target.

Shire of Ngaanyatjarraku Long Term Financial Plan 2018/2019 - 2027/2028										
Long Term Financial Plan Summary										
	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028
	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Opening Surplus / (Deficit) from Previous Year	3,182,753	1,422,800	882,976	126,223	(692,357)	(1,413,444)	(2,218,073)	(3,326,484)	(4,453,395)	(5,550,277)
OPERATING SUMMARY (Income from Day to Day Activities)										
Rates Revenue	255,759	260,874	266,092	271,413	271,413	271,413	271,413	271,413	271,413	271,413
Operating Grants, Subsidies & Contributions	3,187,391	5,256,299	5,298,349	5,340,736	5,340,736	5,340,736	5,340,736	5,340,736	5,340,736	5,340,736
Fees & Charges	315,340	315,340	318,493	321,678	321,678	321,678	321,678	321,678	321,678	321,678
Service Charges	-	-	-	-	-	-	-	-	-	-
Interest Earnings	6,497	6,497	6,627	6,759	6,759	6,759	6,759	6,759	6,759	6,759
Other Revenue	31,086	31,086	31,086	31,086	31,086	31,086	31,086	31,086	31,086	31,086
Total Operating Revenue	3,796,073	5,870,096	5,920,647	5,971,673	5,971,673	5,971,673	5,971,673	5,971,673	5,971,673	5,971,673
OPERATING EXPENSES (Cost of Day to Day Activities)										
Employee Costs	(2,709,286)	(2,777,018)	(2,846,444)	(2,917,605)	(2,990,545)	(3,065,308)	(3,141,941)	(3,220,490)	(3,301,002)	(3,383,527)
Materials & Contracts	(2,405,705)	(2,708,819)	(2,689,895)	(2,741,993)	(2,710,133)	(2,764,336)	(2,849,623)	(2,876,015)	(2,933,535)	(2,992,206)
Utilities	(95,000)	(97,850)	(100,786)	(103,809)	(106,923)	(110,131)	(113,435)	(116,838)	(120,343)	(123,953)
Insurance	(123,000)	(124,845)	(126,718)	(128,618)	(130,548)	(132,506)	(134,494)	(136,511)	(138,559)	(140,637)
Other Expenditure	(117,140)	(118,311)	(119,495)	(120,689)	(121,896)	(123,115)	(124,346)	(125,590)	(126,846)	(128,114)
Interest Expenses	-	-	-	-	-	-	-	-	-	-
Depreciation	(1,366,389)	(1,736,072)	(1,803,549)	(1,899,420)	(1,974,758)	(1,892,233)	(1,910,581)	(1,944,959)	(1,937,256)	(1,904,520)
Total Expenditure	(6,816,520)	(7,562,915)	(7,686,886)	(7,912,135)	(8,034,804)	(8,087,630)	(8,274,419)	(8,420,403)	(8,557,540)	(8,672,958)
Operating Surplus / (Deficit)	(3,020,447)	(1,692,819)	(1,766,238)	(1,940,462)	(2,063,130)	(2,115,956)	(2,302,746)	(2,448,729)	(2,585,867)	(2,701,284)
Operating Surplus / (Deficit), excluding Depreciation	(1,654,058)	43,253	37,311	(41,042)	(88,372)	(223,723)	(392,165)	(503,770)	(648,611)	(796,764)
CAPITAL INVESTMENT FUNDING										
Non-Operating Grants, Subsidies & Contributions	8,687,675	1,620,000	1,620,000	1,620,000	1,620,000	1,620,000	1,620,000	1,620,000	1,620,000	1,620,000
Loan Proceeds	-	-	-	-	-	-	-	-	-	-
Loan Payments	-	-	-	-	-	-	-	-	-	-
Proceeds from Asset Sales	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Total Capital Investment Funding	8,687,675	1,680,000	1,680,000	1,680,000	1,680,000	1,680,000	1,680,000	1,680,000	1,680,000	1,680,000

CAPITAL INVESTMENT EXPENDITURE (Proposed Capital Works)										
Land	-	-	-	-	-	-	-	-	-	-
Investment Property	-	-	-	-	-	-	-	-	-	-
Buildings	(90,000)	(114,401)	(125,401)	(157,324)	(151,324)	(86,338)	(151,324)	(151,324)	(151,324)	(151,324)
Furniture and Equipment	(5,000)	(24,565)	(35,565)	(29,000)	(22,000)	(13,000)	(30,231)	(16,000)	(26,000)	(20,000)
Plant and Equipment	(233,000)	(206,000)	(352,000)	(330,000)	(211,000)	(233,055)	(286,055)	(207,055)	(22,055)	(241,000)
Plant and Equipment - Under Lease	-	-	-	-	-	-	-	-	-	-
Intangibles	-	-	-	-	-	-	-	-	-	-
Infrastructure - Roads (Formation Only)	(1,000,000)	-	-	-	-	-	-	-	-	-
Infrastructure - Roads (Ex Formation)	(8,084,775)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)	(1,905,000)
Infrastructure - Bridges	-	-	-	-	-	-	-	-	-	-
Infrastructure - Drainage	-	(606)	(834)	(834)	(834)	(834)	(834)	(834)	(834)	(834)
Infrastructure - Parks, Gardens and Reserves	-	(7,354)	(50,000)	(30,000)	(17,059)	(17,059)	(17,059)	(17,059)	(17,059)	(17,059)
Infrastructure - Footpaths and Cycleways	-	-	-	-	-	-	-	-	-	-
Infrastructure - Airports (Formation Only)	-	-	-	-	-	-	-	-	-	-
Infrastructure - Airports (Ex Formation)	-	-	-	-	-	-	-	-	-	-
Infrastructure - Sewerage	-	-	-	-	-	-	-	-	-	-
Infrastructure - Other	-	-	-	-	-	-	-	-	-	-
Work in Progress	-	-	-	-	-	-	-	-	-	-
Total Capital Investment	(9,412,775)	(2,257,926)	(2,468,800)	(2,452,158)	(2,307,217)	(2,255,286)	(2,390,503)	(2,297,272)	(2,122,272)	(2,335,217)
Capital Investment Surplus / (Deficit)	(725,100)	(577,926)	(788,800)	(772,158)	(627,217)	(575,286)	(710,503)	(617,272)	(442,272)	(655,217)
Renewal Investment	50.4%	100.0%	100.0%	98.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Upgrade Investment	38.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
New Investment	10.9%	0.0%	0.0%	1.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Capital Works Labour	-	-	-	-	-	-	-	-	-	-
Capital Works Plant Operating	-	-	-	-	-	-	-	-	-	-
Capital Works Materials & Contracts	9,412,775	2,257,926	2,468,800	2,452,158	2,307,217	2,255,286	2,390,503	2,297,272	2,122,272	2,335,217
Total Capital Investment Funding	9,412,775	2,257,926	2,468,800	2,452,158	2,307,217	2,255,286	2,390,503	2,297,272	2,122,272	2,335,217
Checksum	-	-	-	-	-	-	-	-	-	-
CASH RESERVES										
Opening Reserve Balance	853,334	234,129	239,279	244,544	249,924	255,422	261,041	266,784	272,653	278,652
Transfer to Reserve	6,048	5,151	5,264	5,380	5,498	5,619	5,743	5,869	5,998	6,130
Transfer From Reserve	(625,253)	-	-	-	-	-	-	-	-	-
Closing Reserve Balance	234,129	239,279	244,544	249,924	255,422	261,041	266,784	272,653	278,652	284,782
Closing Surplus / (Deficit) Current Year	1,422,800	882,976	126,223	(692,357)	(1,413,444)	(2,218,073)	(3,326,484)	(4,453,395)	(5,550,277)	(7,008,389)

See Long Term Financial Plan for more detailed financial information.

Other Informing Plans / Strategies

- Review of Risk Management, Legislative Compliance and Internal Controls, 2017
- Record Keeping Plan 2016
- Local Emergency Management Arrangements 2016
- Business Continuity, Disaster Recovery Plan 2015
- Risk Management Framework (Plan) 2017

Next Steps

Review and Ongoing Engagement

This document is intended to be a live document created with our community's needs and aspirations at its heart.

The on-going process of community engagement will include a formal review process involving:

- **Major Review** – Every four years, Council will review the vision, priorities and aspirations of the plan with a full and wide ranging community engagement in accordance with the methodology identified within this document; to ensure the plan is renewed in line with contemporary community desires. This is planned to be undertaken 2020/21 FYE.
- **Minor Review** – Every two years following a major review and a “Desktop review” with community consultation in accordance with the methodology identified within this document; and council endorsement.
- **Annual Review** – Annual Reviews of this ISP are undertaken as part of the Shires, Plan for the Future and Annual Budget responses.

In addition, the Council has devised a range of techniques and opportunities to engage our community on an ongoing basis:

- Regular council meetings where local residents and the wider community are welcome to attend and Shire attendance at Ngaanyatjarra Land Council and Community Council meetings;
- Regular utilisation of the Radio network and Ngaanyatjarra media; and
- There will be other ad-hoc informal engagement opportunities throughout the year as part of the Shire's day-to-day activities.

Next Review

The Shire of Ngaanyatjarraku will undertake the following reviews in the next four years:

- Major review (results adopted by Council June 2021)
- Minor review (results adopted by Council by June 2023)
- Annual Review (results adopted by Council by June each FYE)

For further details on the Strategic Community Plan please contact:



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ON A JOURNEY

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Shire of Ngaanyatjarraku

Register of Delegations

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1. Local Government Act 1995 Delegations

1.1 Delegations to CEO

1.1.1 Appointment of Authorised Persons	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<p>Appoint person or classes of persons as authorised persons for the purpose of fulfilling particular functions [s. 3.24, s. 9.10]</p>
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: Section 3.24 Authorising persons under this subdivision (Part 3, Division 3, Subdivision 2 – Certain provisions about land) Section 9.10 Appointment of authorised persons</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: Section 5.42 Delegation of some powers or duties to CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<ol style="list-style-type: none"> 1. A register of Authorised Persons is to be maintained as a record of the Local Government 2. Only persons who are appropriately qualified and trained may be appointed as Authorised Persons
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.2 Payment to employees in addition to contract or award	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<p>Make a payment to an employee whose employment with the local government is finishing an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee</p>
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: Section 5.50 (1a) Power to make payment to an employee whose employment with the local government is finishing an amount in addition to any amount to which the employee is entitled under a contract of employment or award</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: Section 5.42 Delegation of some powers or duties to CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>1. Payment may only be made where policy has been adopted by Local Government under section 5.50(1)(a) and in a manner consistent with such policy.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.3 Payment from municipal fund or trust fund	
Specific Statutory Power or Duty Delegated: <i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i>	Make payments from municipal fund or trust fund
Source of Statutory Power or Duty Delegated:	Local Government (Financial Management) Regulations 1996: Reg. 12(1)(a) Power to make payments from municipal fund or trust fund
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	<ol style="list-style-type: none"> 1. Compliance with reg. 13 of Local Government (Financial Management) Regulations 1996 2. Compliance with any applicable Council Policy, including but not limited to Purchasing Policy
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	Deputy Chief Executive Officer Finance & Administration Coordinator Sport & Recreation Supervisor (Youth) Environmental Health / Building Officer Civil Engineer
CEO Conditions on Sub-delegation: <i>Conditions on the original delegation also apply to any sub-delegation</i>	For Payroll and Creditors payment authorisations as per sub-delegation letter.
Date Reviewed:	24 June 2020
Date Reviewed & Amended:	24 June 2020

1.1.4 Power to invest and manage investments	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose under Part III of the <i>Trustees Act 1962</i> [s. 6.14(1)] 2. Establish and document internal control procedures to be followed by employees to ensure control over investments, enabling the identification of the nature and location of all investments and the transactions related to each investment [reg.19]
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: Section 6.14(1) Power to invest monies held in municipal or trust fund</p> <p>Local Government (Financial Management) Regulations 1996: Regulation 19 Investments, control procedures for</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: Section 5.42 Delegation of some powers or duties to CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<ol style="list-style-type: none"> 1. Investments must be in accordance with any applicable Council Policy. 2. Procedures for control of investments must be documented and reviewed to the Chief Executive Officer's satisfaction within each two-year period.
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>Deputy Chief Executive Officer</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>24 June 2020</p>

1.1.5 Tenders and Expressions of Interest for Supply of Goods and Services

Specific Statutory Power or Duty Delegated:

This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation

1. Determine because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier [reg.11(f), Local Government (Functions and General) Regulations 1996 (FG Reg)]
2. Publicly invite tenders where required to do so [s. 3.57; reg. 11, FG Reg]
3. Publicly invite tenders although not required to do so [reg. 13 FG Reg]
4. Call tenders for the disposal of impounded goods in accordance with section 3.58 [s.3.47]
5. Determine written criteria for acceptance of tenders [reg. 14(2a), FG Reg]
6. Determine the information that is to be disclosed to those interested in submitting a tender [reg.14(4)(a), FG Reg]
7. Vary tender information after public notice of invitation to tender and before the close of tenders [reg. 14(5), FG Reg]
8. Seek clarification from tenderers in relation to information contained in their tender submission [reg. 18(4a), FG Reg]
9. Evaluate tenders by means of written evaluation and decide which is the most advantageous [reg. 18(4), FG Reg]
10. Accept, reject or decline any tender [reg. 18(2),(4),(5) FG Reg]
11. Make minor variations in relation to the goods or services required under an accepted tender before entering into a contract [reg. 20(1), FG Reg]
12. Choose the next most advantageous tender to accept where chosen tenderer is unable or unwilling to form a contract or minor variation cannot be agreed with the successful tenderer [reg. 20(2), FG Reg]
13. Determine when to seek expressions of interest and to invite expressions of interest to supply goods or services [reg. 21, FG Reg].
14. Consider expressions of interest and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [reg. 23, FG Reg].

Source of Statutory Power or Duty Delegated:

Local Government Act 1995:
s.3.57 Tenders for providing goods or services
Local Government (Functions and General) Regulations 1996:
reg.11 When tenders have to be publicly invited
reg.13 Requirements when local government invites tenders though not required to do so

	<p>reg.14 Publicly inviting tenders, requirements for</p> <p>reg.18 Rejecting and accepting tenders</p> <p>reg.20 Variation of requirements before entry into contract</p> <p>reg. 21 Invite expressions of interest</p> <p>reg. 23 Consider expressions of interest</p>
Statutory Power of Delegation:	Local Government Act 1995: section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	<ol style="list-style-type: none"> 1. May only call tenders where there is an adopted budget for the proposed procurement, with the exception being in the period immediately prior to the adoption of a new Annual Budget where the proposed procurement is required to fulfil a routine contract related to the day to day operations of the Shire, with an imminent expiry date and the value of the proposed contract has been included in the draft Annual Budget papers. 2. May only accept a tender where the consideration under the resulting contract is \$250,000 or less and the item is identified in the adopted Annual Budget.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed & Amended:	24 June 2020

1.1.6 Declare vehicle is abandoned wreck	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<p>1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)]</p>
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: s.3.40A(4) Abandoned vehicle wreck may be taken</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: section 5.42 Delegation of some powers or duties to the CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.7 Disposing of confiscated or uncollected goods	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 2. Recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48]
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: section 5.42 Delegation of some powers or duties to the CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.8 Close thoroughfare to vehicles	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4 weeks [s.3.50(1)] 2. Determine to close a thoroughfare for a period exceeding 4 weeks and before doing so give public notice and consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Where level or alignment of a thoroughfare is fixed or altered or where draining water from a thoroughfare to private land, notify affected owners and consider any submissions made [s3.51]
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government Act 1995: s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s. 3.51 Affected owners to be notified of certain proposals</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.9 Disposal of property	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Dispose of property to the highest bidder at public auction [s.3.58(2)(a)] 2. Dispose of property to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)] 3. Dispose of property by private treaty in accordance with section 3.58(3) [s.3.58(3)].
Source of Statutory Power or Duty Delegated:	Local Government Act 1995: s. 3.58(2) & (3) Disposing of Property
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	N.A.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed & Amended:	N.A.

1.1.10 Senior employees – Revoked 24 June 2020	
Specific Statutory Power or Duty Delegated: <i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i>	1. Authority to designate any employee to be a senior employee [s. 5.37(1)] 2. Authority to advertise the position of a senior employee if the position becomes vacant [s.5.37(3)]
Source of Statutory Power or Duty Delegated:	Local Government Act 1995: s. 5.37(1) & (3) Senior employees
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.

1.1.11 Obstructions on thoroughfare	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [reg. 6(2) and (4) Local Government (Uniform Local Provisions) Regulations 1996 (ULP Reg)]. 2. Renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [reg. 6(6), ULP Reg]. 3. Require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [reg.7A, ULP Reg]. 4. Require an owner or occupier of land to remove any part of a structure, tree or plant that is encroaching without lawful authority on a public thoroughfare [reg. 7, ULP Reg].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government (Uniform Local Provisions) Regulations 1996: Reg. 6 Obstruction of public thoroughfare by things placed and left Reg. 7A Obstruction of public thoroughfare by fallen things Reg. 7 Encroaching on public thoroughfare</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<ol style="list-style-type: none"> 1. Grant of permission for obstruction of public thoroughfare must comply with reg. 6(3) ULP Reg
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed & Amended:</p>	<p>N.A.</p>

1.1.12 Gates across public thoroughfare	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of motor traffic and prevents livestock straying [reg. 9(1), ULP Reg]. 2. Require an applicant to publish a notice of the application for the purpose of informing persons who may be affected by the proposed gate or device [reg. 9(2), ULP Reg]. 3. Impose conditions on granting permission [reg. 9(4), ULP Reg]. 4. Renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [reg.. 9(5), ULP Reg]. 5. Cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [reg. 9(6), ULP Reg].
Source of Statutory Power or Duty Delegated:	Local Government (Uniform Local Provisions) Regulations 1996: reg. 9 Permission to have gate across public thoroughfare
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	<ol style="list-style-type: none"> 1. Permission granted must comply with reg. 9(3), ULP Reg. 2. Each approval provided must be recorded in the Shire of Ngaanyatjaraku's statutory Register of Gates in accordance with reg. 8, ULP Reg.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed & Amended:	N.A.

1.1.13 Dangerous excavations in or near public thoroughfare	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Fill in or fence an excavation considered to be dangerous, or request the owner or occupier to fill in or fence the excavation, on land that adjoins a thoroughfare [reg.11(1), ULP Reg]. 2. Grant permission, and impose conditions as thought fit, to make or make and leave an excavation of specified dimensions and in a specified way in a specified part of a public thoroughfare or on a specified part of land adjoining a public thoroughfare [reg.11(4), (6), ULP Reg] 3. Renew permission and vary any condition imposed effective upon written notice to the person to whom permission was granted (reg. 11(8), ULP Reg]
Source of Statutory Power or Duty Delegated:	Local Government (Uniform Local Provisions) Regulations 1996: Regulation 11 Dangerous excavation in or near public thoroughfare
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	1. Permission granted must comply with reg. 11(5), ULP Reg.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed & Amended:	N.A.

1.1.14 Crossing from public thoroughfare to private land or private thoroughfare	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [reg. 12(1), ULP Reg]. 2. Give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP reg. 13(1), ULP Reg]. 3. Construct or repair a crossing where the person fails to comply with a notice under reg. 13(1) and recover 50% of the cost of doing so as a debt due from the person [reg. 13(2), ULP Reg].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Local Government (Uniform Local Provisions) Regulations 1996:</p> <p>Reg. 12(1) Authority to approve or refuse to approve applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land</p> <p>Reg. 13(1) Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing</p> <p>Reg. 13(2) Authority to construct or repair a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person</p>
<p>Statutory Power of Delegation:</p>	<p>Local Government Act 1995:</p> <p>Section 5.42 Delegation of some powers or duties to the CEO</p>
<p>Power Delegated by:</p>	<p>Local Government</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Local Government Act 1995:</p> <p>Section 5.44 CEO may delegate some powers and duties to other employees</p>
<p>CEO Sub-delegation to:</p>	<p>N.A.</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>N.A.</p>

1.1.15 Private works on, over or under public places	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [reg. 17(3), ULP Reg]. 2. Impose conditions on permission [reg. 17(5), ULP Reg].
<p>Source of Statutory Power or Duty Delegated:</p>	Local Government (Uniform Local Provisions) Regulations 1996: Reg 17 Private works on, over, or under public places – Sch.9.1 cl.8
<p>Statutory Power of Delegation:</p>	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
<p>Power Delegated by:</p>	Local Government
<p>Power Delegated to:</p>	Chief Executive Officer
<p>Conditions of Delegation</p>	<ol style="list-style-type: none"> 1. Permission must comply with reg. 17(4), ULP Reg
<p>Statutory Power to Sub-delegate</p>	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
<p>CEO Sub-delegation to:</p>	N.A.
<p>CEO Conditions on Sub-delegation:</p>	N.A.
<p>Date Reviewed:</p>	24 June 2020
<p>Date Reviewed and Amended:</p>	N.A.

1.1.16 Power to write off debts	
Specific Statutory Power or Duty Delegated: <i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i>	(c) write off any amount of money, which is owed to the local government [s.6.12(1)]
Source of Statutory Power or Duty Delegated:	Local Government Act 1995: s. 6.12(1)
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	<ol style="list-style-type: none"> 1. Maximum amount that can be written off for any one debtor account is \$20.00 2. Compliance with any Council policy, including but not limited to Financial Hardship (Rates Relief) policy.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed and Amended:	24 June 2020

1.1.17 Legal representation costs for an elected member or employee	
Specific Statutory Power or Duty Delegated: <i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i>	To refuse or grant an application for payment of legal representation costs from the municipal fund [s6.7(2)] where a delay would be detrimental to the legal rights of the applicant [s9.56]
Source of Statutory Power or Duty Delegated:	Local Government Act 1995: s6.7(2) Municipal fund & s9.56 Certain persons protected from liability for wrongdoing
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	<ol style="list-style-type: none"> 1. Maximum amount of legal representation costs to be authorised by this delegation is \$10,000. 2. Compliance with any Council policy, including but not limited to Legal Representation – Costs Indemnification policy.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Adopted:	24 June 2020
Date Reviewed:	N.A.
Date Reviewed and Amended:	N.A.

1.1.18 Determine application for rates exemption	
Specific Statutory Power or Duty Delegated: <i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i>	To consider applications for rates exemption [s6.26]
Source of Statutory Power or Duty Delegated:	Local Government Act 1995: s6.26(2)(g) Ratable land for charitable purposes
Statutory Power of Delegation:	Local Government Act 1995: Section 5.42 Delegation of some powers or duties to the CEO
Power Delegated by:	Local Government
Power Delegated to:	Chief Executive Officer
Conditions of Delegation	1. Compliance with any Council policy, including but not limited to Rating Exemption policy.
Statutory Power to Sub-delegate	Local Government Act 1995: Section 5.44 CEO may delegate some powers and duties to other employees
CEO Sub-delegation to:	N.A.
CEO Conditions on Sub-delegation:	N.A.
Date Adopted:	24 June 2020
Date Reviewed:	N.A.
Date Reviewed and Amended:	N.A.

2. Building Act 2011 Delegations

2.1 Delegations to CEO

2.1.1 Grant or refuse a building permit	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)] 2. Grant or refuse to grant a building permit [s.20(1),(2) and s.22]. 3. Impose, vary or revoke conditions on a building permit [s.27(1),(3)]. 4. Determine an application to extend time during which a building permit has effect [r.23]. 5. Impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 6. Approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Building Act 2011:</p> <p>s.18 Further information</p> <p>s.20 Grant of building permit</p> <p>s.22 Further grounds for not granting an application</p> <p>s.27(1), (3) Impose conditions on permit</p> <p>Building Regulations 2012:</p> <p>r.23 Application to extend time during which permit has effect (s.32)</p> <p>r.24 Extension of time during which permit has effect (s.32(3))</p> <p>r.26 Approval of new responsible person (s.35(c))</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011:</p> <p>Section 127 Delegation: special permit authorities and local governments</p>
<p>Power Delegated by:</p>	<p>Permit Authority (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Building Act 2011:</p> <p>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>

CEO Sub-delegation to:	Environmental Health / Building Officer
CEO Conditions on Sub-delegation: <i>Conditions on the original delegation also apply to any sub-delegation</i>	N.A.
Date Reviewed:	24 June 2020
Date Reviewed and Amended:	24 June 2020

2.1.2 Grant or refuse a demolition permit	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Grant a demolition permit [s.21(1)]. 3. Refuse a demolition permit [s.21(2)]. 4. Impose, vary or revoke conditions on a demolition permit [s.27(1)] 5. Determine an application to extend time during which a demolition permit has effect [r.23] 6. Approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26]
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Building Act 2011: s.18 Further information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1), (3) Impose conditions on permit</p> <p>Building Regulations 2012: r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011: Section 127 Delegation: special permit authorities and local governments</p>
<p>Power Delegated by:</p>	<p>Permit Authority (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Building Act 2011: Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>

Date Reviewed:	24 June 2020
Date Reviewed and Amended:	24 June 2020

2.1.3 Grant of occupancy permit or building approval certificate	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Impose, add, vary or revoke conditions on an occupancy permit or building approval certificate [s.62(1) and (3)]. 4. Extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Building Act 2011:</p> <p>s.55 Further information</p> <p>s.58 Grant of occupancy permit, building approval certificate</p> <p>s.62(1) and (3) Conditions imposed by permit authority</p> <p>s.65(4) Extension of period of duration</p> <p>Building Regulations 2012:</p> <p>r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011:</p> <p>Section 127 Delegation: special permit authorities and local governments</p>
<p>Power Delegated by:</p>	<p>Permit Authority (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>Form and content of occupancy permit and building approval certificate is to comply with s. 61</p>
<p>Statutory Power to Sub-delegate</p>	<p>Building Act 2011:</p> <p>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>24 June 2020</p>

2.1.4 Building Orders	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Make Building Orders in relation to: <ol style="list-style-type: none"> a. Building work b. Demolition work c. An existing building or incidental structure [s.110(1)] 2. Give notice of a proposed building order and consider submissions received in response [s.111(1)] 3. Revoke a building order [s.117] 4. If there is non-compliance with a building order, cause an authorised person to: <ol style="list-style-type: none"> a. take any action specified in the order ; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease. [s.118(2)] 5. Take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order. [s.118(3)] 6. Initiate a prosecution for non-compliance with a building order [s.133(1)]
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Building Act 2011:</p> <p>s.110(1) A permit authority may make a building order</p> <p>s.111(1) Notice of proposed building order other than building order (emergency)</p> <p>s.117(1) Revoke a building order</p> <p>s.118(2) and (3) Permit authority may give effect to building order if non-compliance</p> <p>s.133(1) A permit authority may commence a prosecution for an offence against this Act</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011:</p> <p>s.127(1) & (3) Delegation: special permit authorities and local government</p>
<p>Power Delegated by:</p>	<p>Permit Authority (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>

Statutory Power to Sub-delegate	Building Act 2011: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
CEO Sub-delegation to:	Environmental Health / Building Officer
CEO Conditions on Sub-delegation:	N.A.
Date Reviewed:	24 June 2020
Date Reviewed and Amended:	24 June 2020

2.1.5 Grant or refuse approval of battery powered smoke alarms	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Approve of the use, in a dwelling or part of a dwelling, of a battery powered smoke alarm [r. 61(1)] 2. Approve of the use, in a dwelling or part of a dwelling, of a battery powered smoke alarm where the alarm was installed before the approval is to be given (r. 61(2))
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Building Regulations 2012:</p> <p>r.61(1) Local government approval of battery powered smoke alarms</p> <p>r.61(2) Approval of battery powered smoke alarms where the alarm was installed before the approval is to be given</p>
<p>Statutory Power of Delegation:</p>	<p>Building Act 2011:</p> <p>Section 127 Delegation: special permit authorities and local governments</p>
<p>Power Delegated by:</p>	<p>Permit Authority (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>Approval of the use of a battery powered smoke alarm to be granted only in accordance with:</p> <ol style="list-style-type: none"> (a) r. 61(1) of the Building Regulations 2012; and (b) Council Policy DS 3.5 Dwelling Smoke Detectors.
<p>Statutory Power to Sub-delegate</p>	<p>Building Act 2011:</p> <p>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p> <p><i>Conditions on the original delegation also apply to any sub-delegation</i></p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>24 June 2020</p>

3 Food Act 2008 Delegations

3.1 Prohibition orders	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)]. 2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Food Act 2008:</p> <p>s.65(1) Prohibition orders</p> <p>s.66 Certificate of clearance to be given in certain circumstances</p> <p>s.67(4) Request for re-inspection</p>
<p>Statutory Power of Delegation:</p>	<p>Food Act 2008:</p> <p>Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</p> <p>Section 118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</p> <p>Section 118(4) Sub-delegation only permissible if expressly provided in regulations</p>
<p>Power Delegated by:</p>	<p>Enforcement Agency (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Nil. Food Regulations 2009 do not provide for sub-delegation.</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>24 June 2020</p>

3.2 Registration of food businesses	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Vary the conditions of registration or cancel the registration of a food business [s.112].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Food Act 2008:</p> <p>s.110(1) and (5) Registration of food business</p> <p>s.112 Variation of conditions or cancellation of registration of food businesses</p>
<p>Statutory Power of Delegation:</p>	<p>Food Act 2008:</p> <p>Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</p> <p>Section 118(3) Delegation subject to conditions [s119] and guidelines adopted [s120]</p> <p>Section 118(4) Sub-delegation only permissible if expressly provided in regulations</p>
<p>Power Delegated by:</p>	<p>Enforcement Agency (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Nil. Food Regulations 2009 do not provide for sub-delegation.</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>24 June 2020</p>

3.3 Appoint Authorised Officers and Designated Officers	
<p>Specific Statutory Power or Duty Delegated:</p> <p><i>This is a summary only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation</i></p>	<ol style="list-style-type: none"> 1. Appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s. 122(1)]. 2. Designate authorised person to be a designated officer [s. 126(13)].
<p>Source of Statutory Power or Duty Delegated:</p>	<p>Food Act 2008:</p> <p>Section 122 (1) Appointment of authorised officers</p> <p>Section 126 (13) Enforcement agency may in writing designate authorised officers to be designated officers</p>
<p>Statutory Power of Delegation:</p>	<p>Food Act 2008:</p> <p>Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</p> <p>Section 118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</p> <p>Section 118(4) Sub-delegation only permissible if expressly provided in regulations</p>
<p>Power Delegated by:</p>	<p>Enforcement Agency (Local Government)</p>
<p>Power Delegated to:</p>	<p>Chief Executive Officer</p>
<p>Conditions of Delegation</p>	<p>N.A.</p>
<p>Statutory Power to Sub-delegate</p>	<p>Nil. Food Regulations 2009 do not provide for sub-delegation.</p>
<p>CEO Sub-delegation to:</p>	<p>Environmental Health / Building Officer</p>
<p>CEO Conditions on Sub-delegation:</p>	<p>N.A.</p>
<p>Date Reviewed:</p>	<p>24 June 2020</p>
<p>Date Reviewed and Amended:</p>	<p>24 June 2020</p>

**SHIRE OF NGAANYATJARAKU
SCHEDULE OF FEES AND CHARGES 2020/2021**

A/c Number	2018/2019 (GST excl) \$	GST	Fees Inclusive of GST	2019/2020 (GST excl) \$	GST	Fees Inclusive of GST	
Photocopying (per copy)							
- A4 (Shire supplied paper)	42302	\$0.18	\$0.02	\$0.20	\$0.18	\$0.02	\$0.20
- A4 (customer supplied paper)	42302	\$0.09	\$0.01	\$0.10	\$0.09	\$0.01	\$0.10
- A3 (Shire supplied paper)	42302	\$0.27	\$0.03	\$0.30	\$0.27	\$0.03	\$0.30
- A3 (customer supplied paper)	42302	\$0.14	\$0.01	\$0.15	\$0.14	\$0.01	\$0.15
Laminating (per page)							
- A4	42302	\$0.91	\$0.09	\$1.00	\$0.91	\$0.09	\$1.00
- A3	42302	\$1.82	\$0.18	\$2.00	\$1.82	\$0.18	\$2.00
Facsimile transmission (per page)							
- Outgoing	42302	\$0.91	\$0.09	\$1.00	\$0.91	\$0.09	\$1.00
- Incoming	42302	\$0.45	\$0.05	\$0.50	\$0.45	\$0.05	\$0.50
Meeting Room Hire							
Meeting Room Hire (per hour - up to 3 hours)	118320	\$80.00	\$8.00	\$88.00	\$80.00	\$8.00	\$88.00
Meeting Room Hire (per day)	118320	\$250.00	\$25.00	\$275.00	\$250.00	\$25.00	\$275.00
Cleaning charges (per hour – min 1 hour)	118320	\$75.00	\$7.50	\$82.50	\$75.00	\$7.50	\$82.50
Meeting room hire (2 days or more hire)	118320	Days x rate		Days x rate	(Number of days hire x daily rate)		
Plant Hire							
Caterpillar 020 Front End Loader (per hour)	141240	\$85.00	\$8.50	\$93.50	\$85.00	\$8.50	\$93.50
Toyota Dyna 6500 Tip Truck (per hour)	141240	\$85.00	\$8.50	\$71.50	\$85.00	\$8.50	\$71.50
Rates							
General Minimum rate	30107	\$245.00	GST Free	\$245.00	\$245.00	GST Free	\$245.00
General Rate - Unimproved Value	30107	\$0.21	GST Free	\$0.21	\$0.22	GST Free	\$0.22
Rubbish Charges – All applicable communities							
Rubbish removal/white maintenance - Household	101410	\$290.00	GST Free	\$290.00	\$348.00	GST Free	\$348.00
Rubbish removal/white maintenance - Commercial	101410	\$1,100.00	GST Free	\$1,100.00	\$1,320.00	GST Free	\$1,320.00
Sale of local Indigenous Artwork / Artefacts							
Mark-up on purchase price – local	118310	33%	10%	48.3%	33%	10%	48.3%
Mark-up on purchase price – other galleries	118310	10%	10%	21.0%	0%	10%	10.0%
Commission on artwork / artefacts	118328				0%	10%	10%
		Small		Small			Small
		\$258.90		\$280.60	\$248.73		\$273.60
		Medium		Medium			Medium
		\$50.20		\$65.22	\$67.70		\$84.47
		Large		Large		10%	Large
		\$879.80	10%	\$747.80	\$713.82		\$785.20
Rental – Office / Housing							
Warburton Community Resource Centre - as per rental agreement	111038						
Duplex Unit (or as per existing contract)	42805	\$409.10	10%	\$450.00	\$421.38	10%	\$463.50
House (or as per existing contract)	42805	\$550.00	10%	\$605.00	\$588.50	10%	\$623.15



	A/c Number	2018/2019 (GST excl) \$	GST	Fees Inclusive of GST	2019/2020 (GST excl) \$	GST	Fees Inclusive of GST
<u>Building & Regulatory Services</u>							
<u>Building Permit Application Fees:</u>							
Uncertified Residential - 0.32% of estimated value of construction (incl. GST) minimum \$97.70	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
Certified Residential - 0.19% of estimated value of construction (incl. GST) minimum \$97.70	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
Commercial / Industrial - 0.09% of estimated value of construction (incl. GST) minimum \$97.70	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
BCITF Levy - 0.2% of estimated value of construction (incl. GST) - [*only applies to estimated values over \$20,000] minimum of \$200	133489	Minimum \$200	GST Free	Minimum \$200	Minimum \$200	GST Free	Minimum \$200
Building Services Levy - \$81.65 for works values below \$45,000 and 0.137% for works valued over \$45,000 (building or demolition)	133400	Minimum \$81.65	GST Free	Minimum \$81.65	Minimum \$81.65	GST Free	Minimum \$81.65
Demolition Permit (for a Class 1 or Class 10 building or incidental structure)	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
Application to extend the time during which a building or demolition permit has effect	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
<u>Application for Occupancy Permits, Building Approval Certificates:</u>							
Occupancy Permit for a completed building	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Temporary Occupancy Permit for an incomplete building	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Replacement of an Occupancy Permit for permanent change of the building's use or classification	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Occupancy Permit for unauthorised work - 0.18% of estimated value of construction	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
Building Approval Certificate for unauthorised work - 0.38% of estimated value of construction	133410	Minimum \$97.70	GST Free	Minimum \$97.70	Minimum \$97.70	GST Free	Minimum \$105
Occupancy Permit for an existing building	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Building Approval Certificate for an existing building where unauthorised work has not been done	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect	133410	\$97.70	GST Free	\$97.70	\$97.70	GST Free	\$105
Application to inspect and obtain a copy of building records	133410	\$98.00 each	GST Free	\$98.00 each	\$100 each	GST Free	\$100 each
Application to install battery smoke detectors, dwellings (from 1 October 2018)	133410				\$179.40 per dwelling	GST Free	\$179.40 per dwelling
General Inspections	133410	\$118.00 per hour	GST Free	\$118.00 per hour	\$120 per hour	GST Free	\$120 per hour
<u>Fees for construction or installation of an apparatus for the treatment of sewerage:</u>							
Local Government Septic Tank Application fee	103450	\$118.00	GST Free	\$118.00	\$118.00	GST Free	\$118.00
Department of Health Fee - DoH Application referral Only	103450	\$81.00	GST Free	\$81.00	\$88.00	GST Free	\$88.00
Local Government Report	103450	\$110.00	GST Free	\$110.00	\$118.00	GST Free	\$118.00
<u>Food Act Fees (Section 148) - pro rata on proclamation</u>							
Registration/Notification under Food Act 2008	74388	\$50.00	GST Free	\$50.00	\$60.00	GST Free	\$60.00
Caravan Park licence/registration fee \$6 per bay, \$200 minimum	74381	\$200.00	GST Free	\$200.00	Minimum \$200.00	GST Free	Minimum \$200.00

Attachment 11.1

Payment listing May (19/20)				
Chq/EFT	Date	Name	Description	Amount
EFT2964	01/05/2020	NATS	Painting supplies for office maintenance	917.31
EFT2965	01/05/2020	WARAKURNA ROADHOUSE	Diesel for Works Supervisor Landcruiser 1EYW816	166.70
EFT2966	01/05/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	114,687.10
EFT2967	01/05/2020	DEPT FOR PLANNING & INFRASTRUCTURE (DPI)	DoT agency transaction 135857	913.05
EFT2968	01/05/2020	PERFECT COMPUTER SOLUTIONS PTY LTD	IT support for Sport and Rec Supervisor & Monthly fee for daily monitoring of Shire IT systems	212.50
EFT2969	01/05/2020	ITVISION AUSTRALIA PTY LTD	Monthly financial processing fee for April 2020	3,913.06
EFT2970	01/05/2020	TJUKURLA COMMUNITY STORE	Diesel for Works Supervisor Landcruiser 1EYW816	180.00
EFT2971	01/05/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Repairs at Lot 104a Warburton	431.50
EFT2973	01/05/2020	NATIONAL SAFETY SOLUTIONS P/L	PPE and hand sanitiser	1,097.80
EFT2974	01/05/2020	MOORE STEPHENS (WA) Pty Ltd	Compilation of the statement of financial activity for March 2020	2,612.50
EFT2975	08/05/2020	NATS	1st of 3 x 40 foot containers for shire compound storage	6,809.37
EFT2976	08/05/2020	LANDGATE	Mining tenement schedule M2019/3	40.00
EFT2977	08/05/2020	WARBURTON ROADHOUSE	Warburton Roadhouse account for April 2020	2,795.33
EFT2978	08/05/2020	MILLY (WARBURTON) STORE	Milly Store account for April 2020	270.45
EFT2979	08/05/2020	Cadre Resources Pty Ltd	Rates refund for assessment A2804 E69/03476 MINING TENEMENT NGAANYATJARRAKU WA 6620	2,225.57
EFT2980	08/05/2020	WANARN STORE	Diesel for Shire rubbish truck	40.00
EFT2981	08/05/2020	AUSTRALIA POST	Australia Post account for April 2020	33.35
EFT2982	08/05/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	111,089.00
EFT2983	08/05/2020	ITVISION AUSTRALIA PTY LTD	Set up plant control and recovery report	550.00
EFT2984	08/05/2020	TJUKURLA COMMUNITY STORE	Diesel for Works Supervisor landcruiser 1EYW816	188.75
EFT2985	08/05/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Pressure cleaning around offices at CRC after break-in	1,070.48
EFT2986	15/05/2020	Resolute Security Services	32 days of security service during extended school holiday break	13,552.00
EFT2987	15/05/2020	Moore Stephens	Interim billing for 2019/20 audit	12,650.00
EFT2988	15/05/2020	NATS	2nd of 3 40 foot containers for the Shire Storage Compound	15,247.21
EFT2989	15/05/2020	LANDGATE	Valuation Roll - Rural UV general revaluation roll 2019/20	158.25
EFT2990	15/05/2020	WARAKURNA ROADHOUSE	Diesel for Works Supervisor landcruiser 1EYW816	128.66
EFT2991	15/05/2020	BLACKSTONE ENTERPRISES (STORE)	Supplies for staff travelling to Blackstone to undertake Rental Housing maintenance	44.00
EFT2992	15/05/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	111,887.60
EFT2993	15/05/2020	GLOBETROTTER CORPORATE TRAVEL	Fee to change Skipper flights for EHO from March to May	38.50
EFT2994	15/05/2020	PERFECT COMPUTER SOLUTIONS PTY LTD	IT support for Admin at Shire Office	255.00
EFT2995	15/05/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Plumbing work at Lot 154 Warburton	910.00
EFT2996	15/05/2020	NATIONAL SAFETY SOLUTIONS P/L	Boots for outdoor crew	715.00
EFT2997	22/05/2020	AUSTRALIAN TAXATION OFFICE	BAS for April 2020	43,834.00
EFT2998	22/05/2020	LANDGATE	Consolidated mining tenement roll	478.25
EFT2999	22/05/2020	WARAKURNA ROADHOUSE	Diesel for Shire Works Supervisor Landcruiser 1EYW816	451.08
EFT3000	22/05/2020	Site Fleet Services	Fit and adjust governor solenoid to new rubbish truck	418.55
EFT3001	22/05/2020	Warburton Community Inc (Members Account)	Contribution to the operating expenses of the Warburton Community Swimming Pool - 2019/20 F/Y	11,000.00
EFT3002	22/05/2020	WANARN STORE	Diesel for Shire rubbish truck	80.00

EFT3003	22/05/2020	NGAANYATJARRA Services (ELEC a/c)	Electricity account for March - April 2020	4,452.46
EFT3004	22/05/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	104,094.10
EFT3005	22/05/2020	GLOBETROTTER CORPORATE TRAVEL	Domestic ticket re-issue fee	55.00
EFT3006	22/05/2020	GOLDFIELDS VOLUNTARY REGIONAL ORG OF COUNCIL	Annual contribution to GVROC 2019/20	11,000.00
EFT3007	22/05/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Emergency plumbing work at Lot 154 Warburton	631.48
EFT3008	22/05/2020	EMPEROR REFRIGERATION PTY LTD	Replace lights in Shire Office and CEO residence as per quote Q386	4,351.00
EFT3009	22/05/2020	MOORE STEPHENS (WA) Pty Ltd	Compilation of the statement of financial activity for April 2020	2,612.50
EFT3010	27/05/2020	DAMIAN MCLEAN	Fees for OCM on 27 May 2020	400.00
EFT3011	27/05/2020	Julie Porter	Fees for OCM on 27 May 2020	200.00
EFT3012	27/05/2020	LALLA WEST	Fees for OCM on 27 May 2020	200.00
EFT3013	27/05/2020	JOYLENE FRAZER	Fees for OCM on 27 May 2020	200.00
EFT3014	27/05/2020	ANDREW JONES	Fees for OCM on 27 May 2020	200.00
EFT3015	27/05/2020	DEBRA FRAZER	Fees for OCM on 27 May 2020	200.00
EFT3016	29/05/2020	Environmental Health Australia	Subscription to the I'm Alert Food Safety program	330.00
EFT3017	29/05/2020	NATS	4 x sets of Padlocks - keyed alike - Shire Storage Compound	314.91
EFT3018	29/05/2020	NGAANYATJARRA SERVICES (ABORIGINAL CORPORATION)	Emergency plumbing work - Repair leak at Shire Office	4,166.55
EFT3019	29/05/2020	Site Fleet Services	Tyre change and alignment on 1BJP125	418.55
EFT3020	29/05/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	115,259.10
EFT3021	29/05/2020	DEPT FOR PLANNING & INFRASTRUCTURE (DPI)	DoT agency payment 135858 - 135862	1,531.10
EFT3022	29/05/2020	PERFECT COMPUTER SOLUTIONS PTY LTD	IT support for CEO - Monthly fee for disaster resolution management of Shire servers	127.50
EFT3023	29/05/2020	SOUTHERN WORKWEAR & UNIFORMS	Uniforms for Shire staff - 2nd and final payment	756.70
DD1533.1	01/05/2020	WESTPAC BANK	Banks Fees April 2020	39.50
DD1534.1	04/05/2020	COMMONWEALTH BANK OF AUSTRALIA	Merchant fee for CBA eftpos facility	5.09
DD1535.1	04/05/2020	PIVOTEL SATELLITE PTY LTD	Satellite phone charges for April 2020	180.00
DD1536.1	12/05/2020	TELSTRA CORPORATION LTD	Telstra account for April 2020	798.17
PAY	13/05/2020	PAY	Payroll Direct Debit Of Net Pays	34,649.38
DD1541.1	13/05/2020	WA SUPER	Payroll deductions	2,982.52
DD1541.2	13/05/2020	HOST PLUS	Superannuation contributions	194.30
DD1541.3	13/05/2020	VISION SUPER	Superannuation contributions	801.48
DD1541.4	13/05/2020	AUSTRALIAN SUPER	Superannuation contributions	159.75
DD1541.5	13/05/2020	BT SUPER	Superannuation contributions	106.61
DD1541.6	13/05/2020	SUNSUPER SOLUTIONS	Superannuation contributions	17.10
DD1541.7	13/05/2020	Ther Trustee For Care Super	Superannuation contributions	210.69
DD1545.1	13/05/2020	Kevin Hannagan Westpac Credit Card	CEO Westpac Mastercard fee and refunds for April 2020	314.96
DD1545.2	13/05/2020	Geoff Handy Westpac Credit Card	FAC Westpac Mastercard payment April 2020	1,290.58
DD1545.3	13/05/2020	Kerry Fisher Westpac credit card	DCEO Westpac Mastercard payment April 2020	281.78
PAY	27/05/2020	PAY	Payroll Direct Debit Of Net Pays	36,013.85
DD1553.1	27/05/2020	WA SUPER	Payroll deductions	3,189.70
DD1553.2	27/05/2020	HOST PLUS	Superannuation contributions	194.30
DD1553.3	27/05/2020	VISION SUPER	Superannuation contributions	801.48
DD1553.4	27/05/2020	AUSTRALIAN SUPER	Superannuation contributions	158.22
DD1553.5	27/05/2020	BT SUPER	Superannuation contributions	87.95
DD1553.6	27/05/2020	Ther Trustee For Care Super	Superannuation contributions	210.69
			Total	795,651.05



SHIRE OF NGAANYATJARRAKU - Business banking

Approval

Notifications

Sign Out

- Overview
- Payments
- Service
- Administration
- Business Hub
- Products

Your accounts

Edit view



Transfer funds

Make a payment

Do your users need to open accounts online? Take a signed completed form to your branch to update their access. [Download Form](#)

<p>Westpac Business One Flexi</p> <p>036-016 831911</p> <p>\$117,346.47</p>	<p>Westpac Business One</p> <p>036-016 831946</p> <p>\$0.00</p>	<p>Westpac 31 Day Notice Account</p> <p>036-125 520231</p> <p>\$4,919,948.19</p> <p>Available \$0.00</p>	<p>Westpac 90 Day Notice Account</p> <p>036-125 521074</p> <p>\$2,074,270.48</p> <p>Available \$0.00</p>
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SHIRE OF NGAANYATJARRAKU
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 May 2020

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 08 June 2020

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.

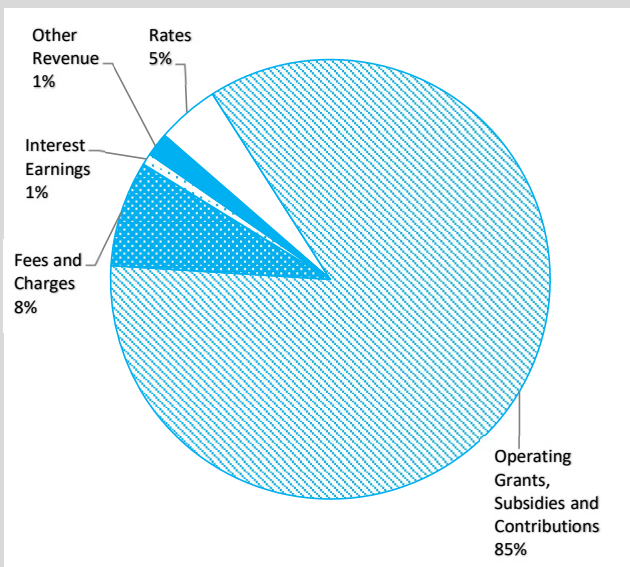
CRITICAL ACCOUNTING ESTIMATES

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.

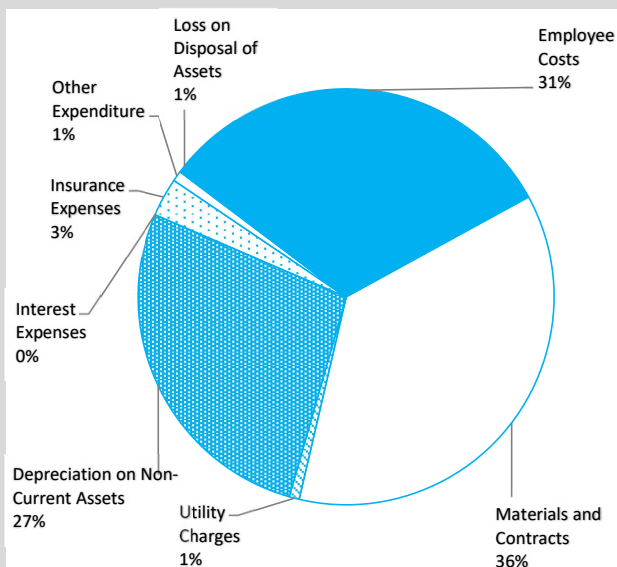
ROUNDING OFF FIGURES

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

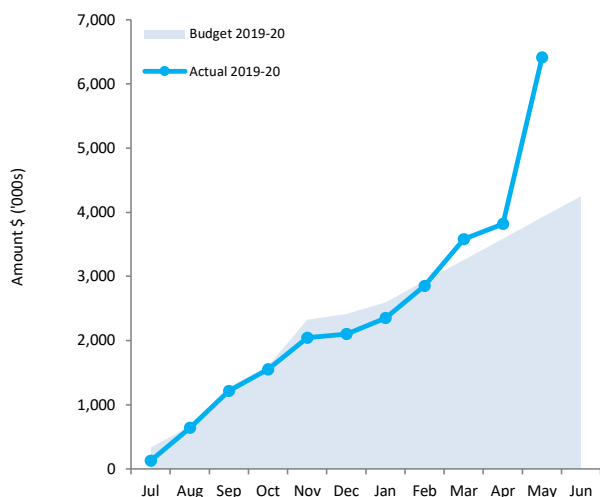
OPERATING REVENUE



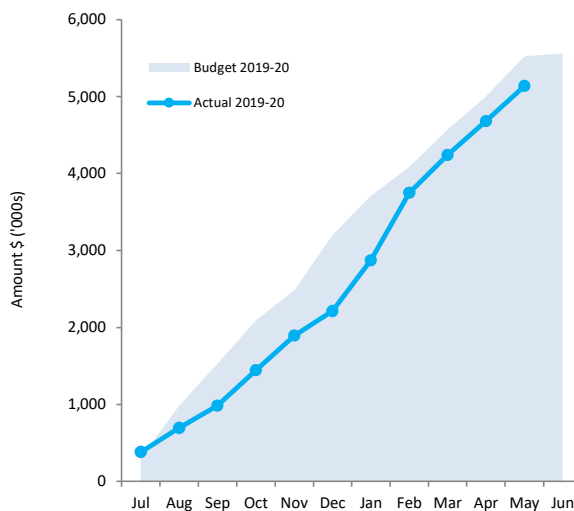
OPERATING EXPENSES



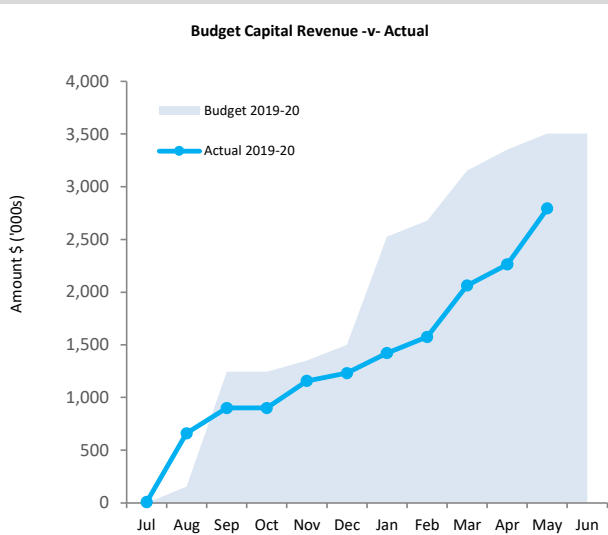
Budget Operating Revenues -v- Actual



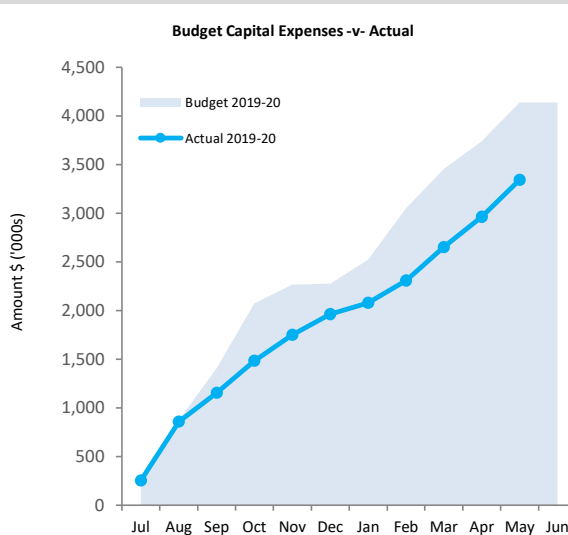
Budget Operating Expenses -v- YTD Actual



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.

PROGRAM	ACTIVITIES
<p>GOVERNANCE</p> <p>To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>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.</p>
<p>GENERAL PURPOSE FUNDING</p> <p>To collect revenue to allow for the provision of services.</p>	<p>Rates, general purpose government grants and interest revenue.</p>
<p>LAW, ORDER, PUBLIC SAFETY</p> <p>To provide services to help ensure safer and environmentally conscious community.</p>	<p>Supervision and enforcement of various laws relating to aspects of public safety including emergency services.</p>
<p>HEALTH</p> <p>To provide an operational framework for environmental and community health.</p>	<p>Inspection of food outlets and their control, provision of meat inspection services, noise control and a waste pick-up service Warburton, Warakurna and Wanarn.</p>
<p>EDUCATION AND WELFARE</p> <p>To provide services to children and youth.</p>	<p>Maintenance of playgroup centres (early years learning) Warburton, Blackstone, Jameson.</p>
<p>HOUSING</p> <p>To provide and maintain staff housing.</p>	<p>Provision and maintenance of staff housing.</p>
<p>COMMUNITY AMENITIES</p> <p>To provide services required by the community.</p>	<p>Rubbish collection services, litter control, Warburton, Warakurna and Wanarn.</p>
<p>RECREATION AND CULTURE</p> <p>To establish and effectively manage infrastructure and resources which will help the social well-being of the community.</p>	<p>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.</p>
<p>TRANSPORT</p> <p>To provide safe, effective and efficient transport services to the community.</p>	<p>Construction and maintenance of roads, streets, footpaths, depot and traffic control. Cleaning of streets and maintenance of street trees.</p>
<p>ECONOMIC SERVICES</p> <p>To help promote the shire and its economic well-being.</p>	<p>Tourism and area promotion and building control.</p>
<p>OTHER PROPERTY AND SERVICES</p> <p>To monitor and control council's overheads operating accounts.</p>	<p>Private works operation, plant repairs, operation costs and administrative costs.</p>

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,935,062	2,935,062	2,851,350	(83,712)	(2.85%)	
Revenue from operating activities							
Governance		45,019	44,807	58,445	13,638	30.44%	
General purpose funding - general rates	6	290,483	290,482	294,166	3,684	1.27%	
General purpose funding - other		1,584,605	1,580,430	3,183,856	1,603,426	101.46%	▲
Law, order and public safety		416	416	416	0	0.00%	
Health		400	400	1,366	966	241.50%	
Education and welfare		204,009	200,000	209,413	9,413	4.71%	
Housing		165,000	151,250	146,048	(5,202)	(3.44%)	
Community amenities		106,926	98,010	99,210	1,200	1.22%	
Recreation and culture		290,000	224,163	239,145	14,982	6.68%	
Transport		1,509,841	1,325,631	2,178,895	853,264	64.37%	▲
Economic services		4,000	3,163	650	(2,513)	(79.45%)	
		4,200,699	3,918,752	6,411,610	2,492,858		▲
Expenditure from operating activities							
Governance		(208,167)	(201,767)	(150,394)	51,373	25.46%	▲
General purpose funding		0	0	(187)	(187)	0.00%	
Law, order and public safety		(7,519)	(7,004)	(5,804)	1,200	17.13%	
Health		(331,627)	(309,065)	(259,637)	49,428	15.99%	▲
Education and welfare		(419,655)	(399,163)	(388,474)	10,689	2.68%	
Housing		(382,037)	(352,572)	(309,079)	43,493	12.34%	▲
Community amenities		(799,074)	(733,131)	(563,252)	169,879	23.17%	▲
Recreation and culture		(773,076)	(689,622)	(569,452)	120,170	17.43%	▲
Transport		(3,280,966)	(2,889,848)	(2,831,167)	58,681	2.03%	
Economic services		(130,851)	(123,304)	(70,871)	52,433	42.52%	▲
Other property and services		0	0	11,235	11,235	0.00%	
		(6,332,972)	(5,705,476)	(5,137,082)	568,394		
Non-cash amounts excluded from operating activities	1(a)	1,617,500	1,487,885	1,426,210	(61,675)	(4.15%)	
Amount attributable to operating activities		(514,773)	(298,839)	2,700,738	2,999,577		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,340,743	2,677,629	2,654,515	(23,114)	(0.86%)	
Proceeds from disposal of assets	7	64,827	64,827	137,257	72,430	111.73%	
Purchase of property, plant and equipment	8	(4,060,737)	(4,057,073)	(3,343,343)	713,730	17.59%	▲
Amount attributable to investing activities		(655,167)	(1,314,617)	(551,571)	763,046		▲
Financing Activities							
Transfer to reserves	9	(1,762,784)	(30,333)	(30,333)	0	0.00%	
Amount attributable to financing activities		(1,762,784)	(30,333)	(30,333)	0		
Closing funding surplus / (deficit)	1(c)	2,338	1,291,273	4,970,184			

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 14 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 31 MAY 2020

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 31 MAY 2020**

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,935,062	2,935,062	2,851,350	(83,712)	(2.85%)	
Revenue from operating activities							
Rates	6	290,483	290,482	294,166	3,684	1.27%	
Operating grants, subsidies and contributions	11	3,194,946	3,010,523	5,451,153	2,440,630	81.07%	▲
Fees and charges		574,326	484,323	499,970	15,647	3.23%	
Interest earnings		50,000	45,826	54,614	8,788	19.18%	
Other revenue		90,944	87,598	91,076	3,478	3.97%	
Profit on disposal of assets	7	0	0	20,631	20,631	0.00%	▲
		4,200,699	3,918,752	6,411,610	2,492,858		▲
Expenditure from operating activities							
Employee costs		(1,925,295)	(1,778,550)	(1,574,728)	203,822	11.46%	▲
Materials and contracts		(2,505,957)	(2,169,787)	(1,880,086)	289,701	13.35%	▲
Utility charges		(68,478)	(62,984)	(40,031)	22,953	36.44%	▲
Depreciation on non-current assets		(1,548,500)	(1,419,385)	(1,389,559)	29,826	2.10%	
Interest expenses		(100)	(88)	(185)	(97)	(110.23%)	
Insurance expenses		(153,038)	(149,723)	(153,038)	(3,315)	(2.21%)	
Other expenditure		(62,604)	(56,459)	(42,173)	14,286	25.30%	
Loss on disposal of assets	7	(69,000)	(68,500)	(57,282)	11,218	16.38%	
		(6,332,972)	(5,705,476)	(5,137,082)	568,394		
Non-cash amounts excluded from operating activities	1(a)	1,617,500	1,487,885	1,426,210	(61,675)	(4.15%)	
Amount attributable to operating activities		(514,773)	(298,839)	2,700,738	2,999,577		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,340,743	2,677,629	2,654,515	(23,114)	(0.86%)	
Proceeds from disposal of assets	7	64,827	64,827	137,257	72,430	111.73%	▲
Payments for property, plant and equipment	8	(4,060,737)	(4,057,073)	(3,343,343)	713,730	(17.59%)	▲
Amount attributable to investing activities		(655,167)	(1,314,617)	(551,571)	763,046		▲
Financing Activities							
Transfer to reserves	9	(1,762,784)	(30,333)	(30,333)	0	0.00%	
Amount attributable to financing activities		(1,762,784)	(30,333)	(30,333)	0		
Closing funding surplus / (deficit)	1(c)	2,338	1,291,273	4,970,184			

KEY INFORMATION

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

Refer to Note 14 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	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	0	0	(20,631)
Add: Loss on asset disposals	7	69,000	68,500	57,282
Add: Depreciation on assets		1,548,500	1,419,385	1,389,559
Total non-cash items excluded from operating activities		1,617,500	1,487,885	1,426,210

(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 Year Opening 1 July 2019	This Time Last Year 31 May 2019	Year to Date 31 May 2020
Adjustments to net current assets					
Less: Reserves - restricted cash	9	(2,043,937)	(2,043,937)	(577,481)	(2,074,270)
Add: Provisions - employee	10	172,862	172,862	0	172,862
Total adjustments to net current assets		(1,871,075)	(1,871,075)	(577,481)	(1,901,408)

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

Current assets					
Cash and cash equivalents	2	4,937,932	4,937,932	3,705,844	6,936,464
Rates receivables	3	2	2	4,001	20,511
Receivables	3	317,514	317,514	1,022,537	586,102
Other current assets	4	71,223	71,223	72,199	71,223
Less: Current liabilities					
Payables	5	(174,810)	(174,810)	(246,666)	(26,612)
Contract liabilities	10	0	(256,574)	0	(543,234)
Provisions	10	(172,862)	(172,862)	(257,823)	(172,862)
Less: Total adjustments to net current assets	1(b)	(1,871,075)	(1,871,075)	(577,481)	(1,901,408)
Closing funding surplus / (deficit)		3,107,924	2,851,350	3,722,611	4,970,184

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	Cash on hand	Nil	Nil
Cash at Bank - Municipal	Cash and cash equivalents	89,746	0	89,746	0	Westpac	Variable	Nil
Cash at Bank - Municipal	Cash and cash equivalents	4,769,948	0	4,769,948	0	Westpac	Variable	Nil
Cash at Bank - Reserve	Cash and cash equivalents	0	2,074,270	2,074,270	0	Westpac	Variable	Nil
Total		4,862,194	2,074,270	6,936,464	0			
Comprising								
Cash and cash equivalents		4,862,194	2,074,270	6,936,464	0			
		4,862,194	2,074,270	6,936,464	0			

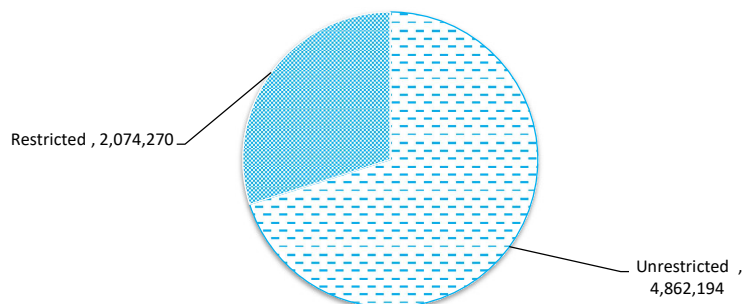
KEY INFORMATION

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
\$6.94 M	\$4.86 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

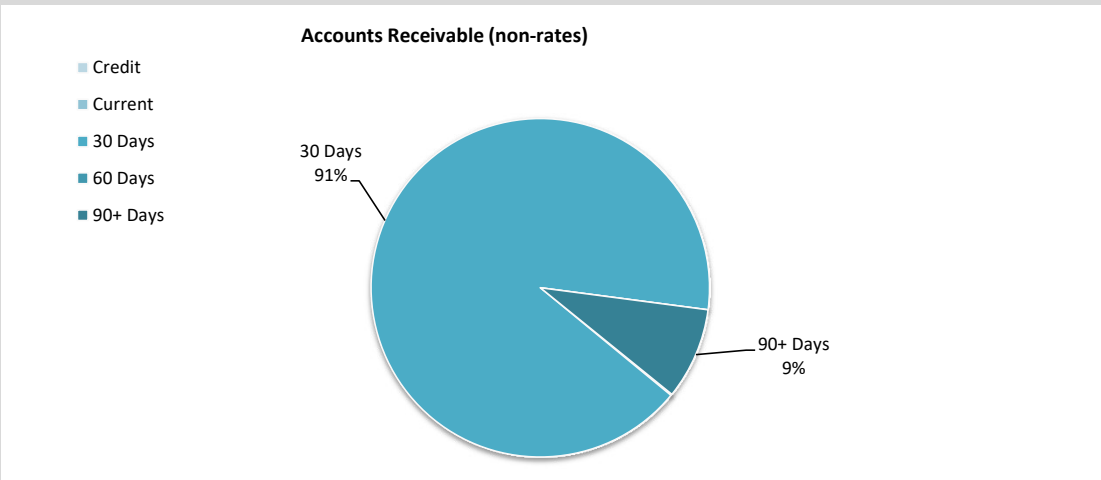
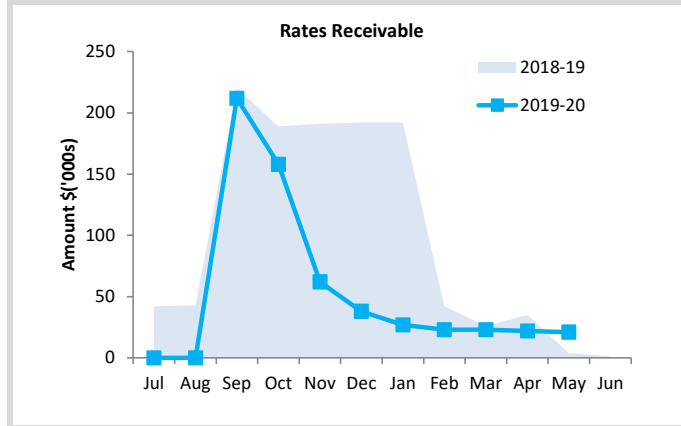
Rates receivable	30 June 2019	31 May 20
	\$	\$
Opening arrears previous years	41,494	2
Levied this year	264,110	294,166
Less - collections to date	(305,602)	(273,657)
Equals current outstanding	2	20,511
Net rates collectable	2	20,511
% Collected	100%	93%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	618	479,361	0	46,095	526,074
Percentage	0.0%	0.1%	91.1%	0%	8.8%	
Balance per trial balance						
Sundry receivable						526,074
GST receivable						60,028
Total receivables general outstanding						586,102

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
\$586,102
Over 30 Days
100%
Over 90 Days
8.8%

Collected	Rates Due
93%	\$20,511

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 May 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, oil and materials on hand	71,223	0	0	71,223
Total other current assets	71,223			71,223
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

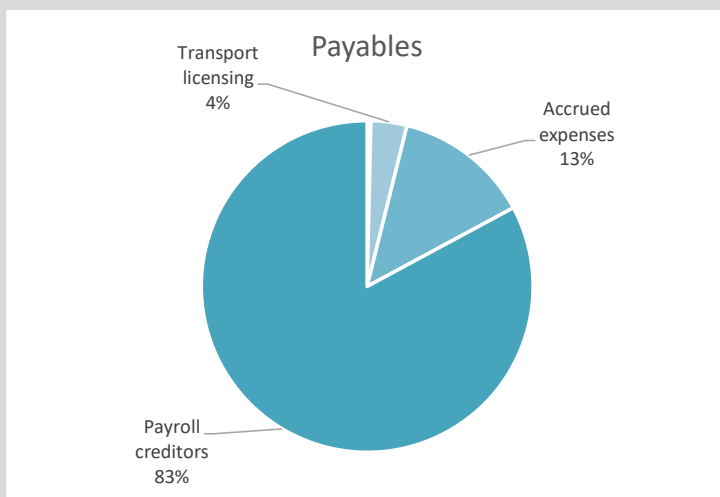
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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%	0%
Balance per trial balance						
ATO liabilities						98
Transport licensing						930
Accrued expenses						3,534
Payroll creditors						22,050
Total payables general outstanding						26,612

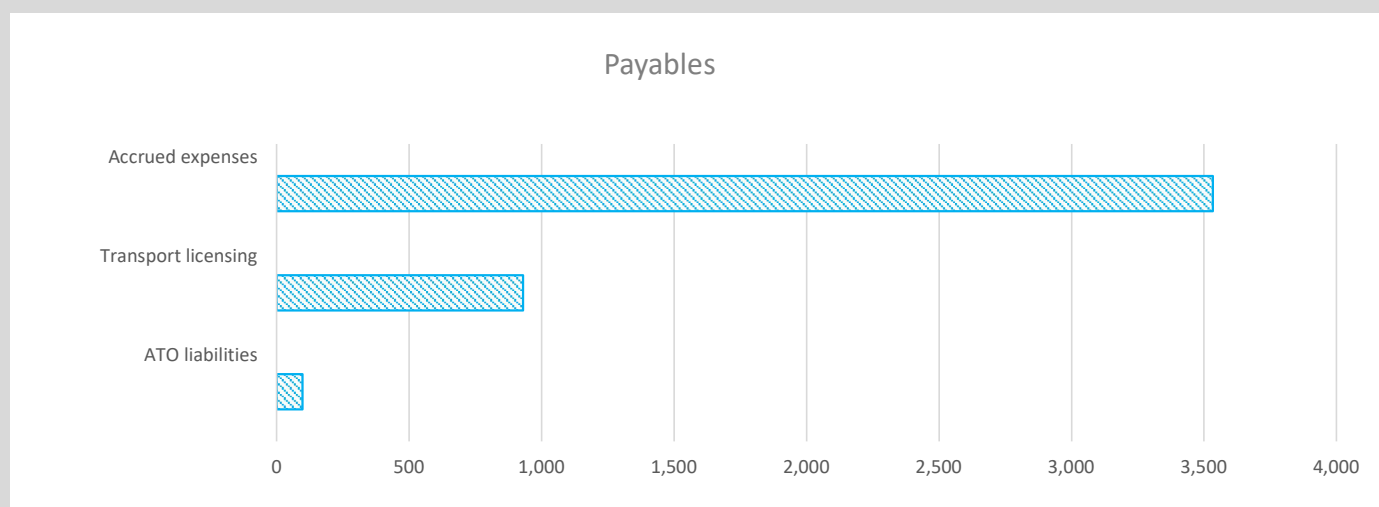
Amounts shown above include GST (where applicable)

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
\$26,612
Over 30 Days
0%
Over 90 Days
0%



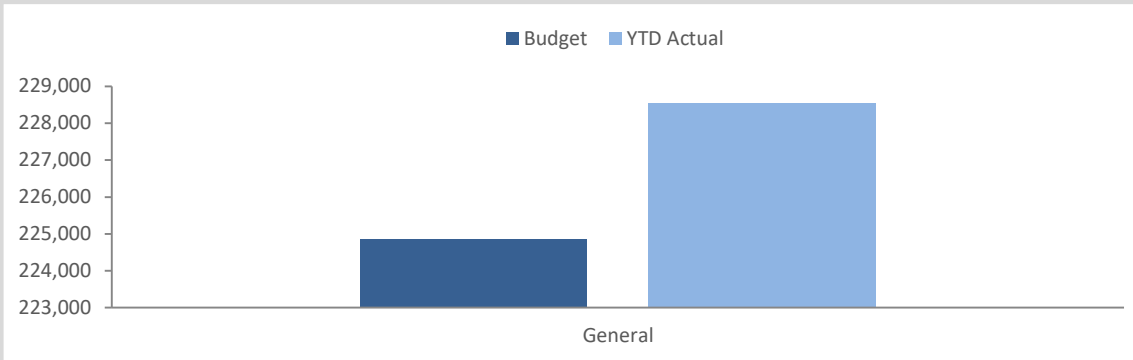
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue	Amended 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	224,866	0	0	224,866	211,557	16,990	2	228,549
Sub-Total		43	1,007,412	224,866	0	0	224,866	211,557	16,990	2	228,549
Minimum payment	Minimum \$										
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							225,601				229,284
Ex-gratia rates							64,882				64,882
Total general rates							290,483				294,166

KEY INFORMATION

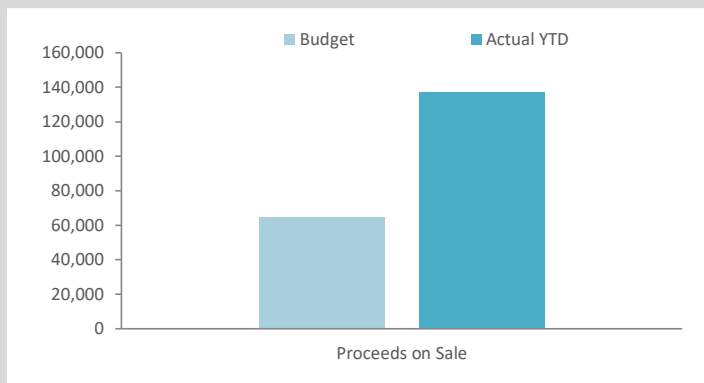
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability 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	%
\$225,601	\$229,284	101.63%

Asset Ref.	Asset description	Amended Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
Plant and equipment									
Governance									
	1EPI385 2014 Toyota	0	0	0	0	19,666	26,491	6,825	0
Education and welfare									
	1GOJ548	0	0	0	0	43,330	45,939	2,609	0
Transport									
	1BGA152 MITSUBISHI TRITON UTE	500	0	0	(500)	0	0	0	0
	1EBO496 2013 Toyota Prado GX wago	22,954	22,954	0	0	15,949	22,954	7,005	0
	1EKC611 2014 Toyota Landcruiser 200	29,000	23,309	0	(5,691)	21,910	23,309	1,399	0
	1EHI532 2014 Nissan Navara D22 ST-	9,123	6,314	0	(2,809)	8,468	6,314	0	(2,154)
	1BDI822 Mitsubishi Canter Truck	2,250	2,250	0	0	1,971	2,250	279	0
	1DHR911 2009 Isuzu NPR300	15,000	0	0	(15,000)	13,780	0	0	(13,780)
	1DIK691 2010 Isuzu NPR300	15,000	0	0	(15,000)	13,780	0	0	(13,780)
	1ELK198 2013 Isuzu NPR300	30,000	0	0	(30,000)	27,568	0	0	(27,568)
	1EH1533 Nissan Navara	10,000	10,000	0	0	7,486	10,000	2,514	0
		133,827	64,827	0	(69,000)	173,908	137,257	20,631	(57,282)

KEY INFORMATION



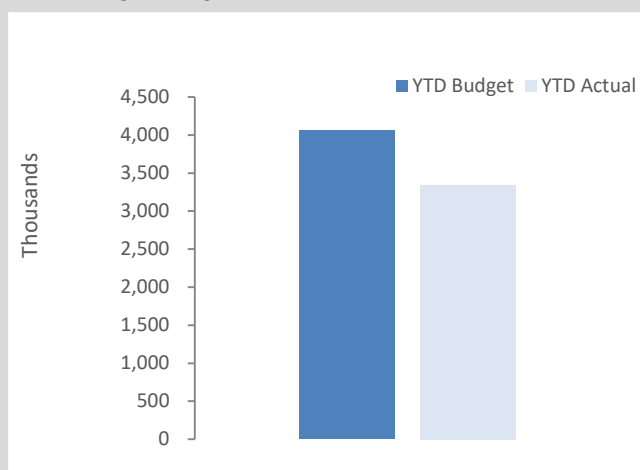
Proceeds on sale		
Annual Budget	YTD Actual	%
\$64,827	\$137,257	212%

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	77,000	73,489	50,053	(23,436)
Plant & Equipment	50,000	50,000	45,766	(4,234)
Infrastructure - Roads	3,903,737	3,903,584	3,221,468	(682,116)
Infrastructure - Recreation	30,000	30,000	26,056	(3,944)
Capital Expenditure Totals	4,060,737	4,057,073	3,343,343	(713,730)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,340,743	2,677,629	2,654,515	(23,114)
Other (disposals & C/Fwd)	64,827	64,827	137,257	72,430
Contribution - operations	655,167	1,314,617	551,571	(763,046)
Capital funding total	4,060,737	4,057,073	3,343,343	(713,730)

SIGNIFICANT ACCOUNTING POLICIES

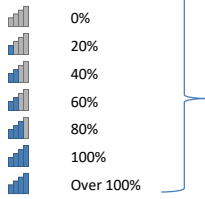
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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
	\$4.06 M	\$3.34 M	82%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$3.34 M	\$2.65 M	79%

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 detail.

		Amended			
Account Description		Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over
Capital Expenditure					
Land & Buildings					
042600	Staff houses	7,000	6,413	0	(6,413)
111100	Buildings (Upgrade)	35,000	32,076	15,689	(16,387)
121200	Storage Compound (Land & Buildings - new)	35,000	35,000	34,364	(636)
Land & Buildings Total		77,000	73,489	50,053	(23,436)
Plant & Equipment					
102100	Plant & Equipment (New)	50,000	50,000	45,766	(4,234)
Plant & Equipment Total		50,000	50,000	45,766	(4,234)
Infrastructure - Roads					
147602	Jameson - Southern Bypass	585,000	585,000	258	(584,742)
147611	Jameson Wanarn	588,798	588,647	589,123	476
147612	Warburton Blackstone (RRG)	413,189	413,188	413,513	325
147616	Patjarr Community Access	0	0	8,404	8,404
147623	Great Central Road - R2R AAR	930,000	930,000	820,335	(109,665)
147624	MRWA, Outback Hiway	272,181	272,180	272,181	1
147625	Giles Mulga Park (RRG)	728,558	728,557	729,476	919
147629	Giles Mulga Park (R2R/AAR)	386,012	386,012	388,178	2,166
Infrastructure - Roads Total		3,903,737	3,903,584	3,221,468	(682,116)
Infrastructure - Recreation					
147564	Warbon Oval Shade Structure	30,000	30,000	26,056	(3,944)
Infrastructure - Recreation Total		30,000	30,000	26,056	(3,944)
Grand Total		4,060,737	4,057,073	3,343,343	(713,730)

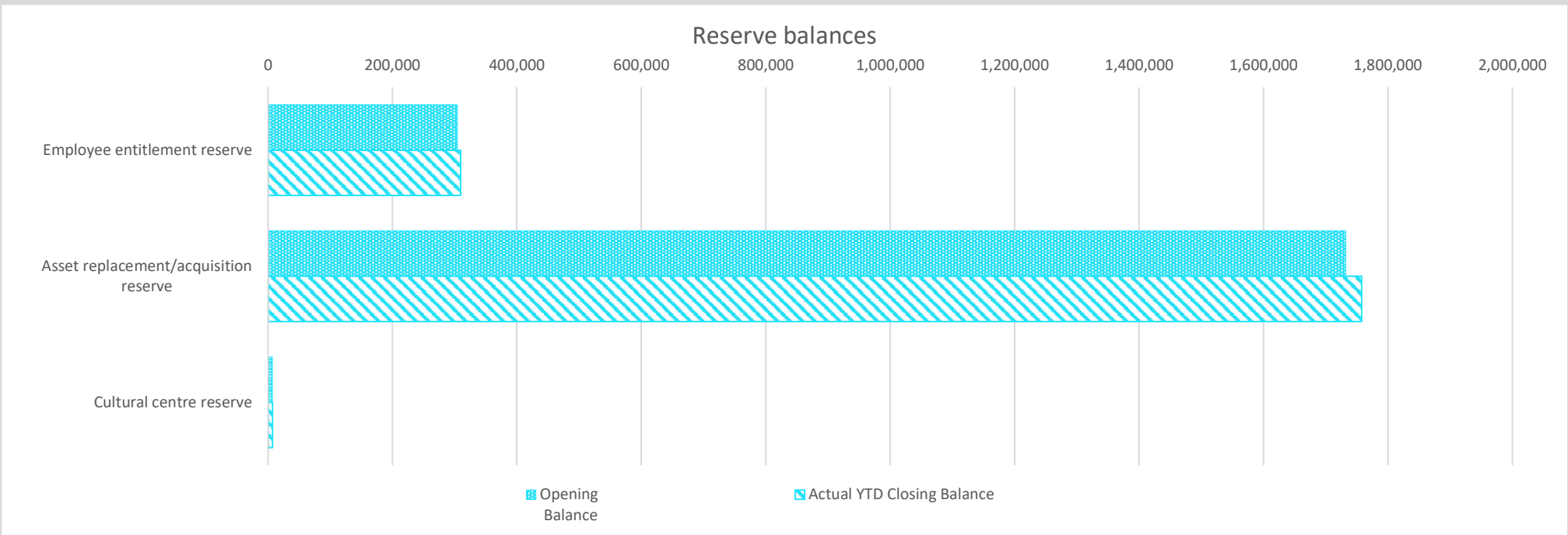
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**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	4,901	0	0	0	0	304,650	309,551
Asset replacement/acquisition reserve	1,732,367	0	25,320	1,762,784	0	0	0	3,495,151	1,757,687
Cultural centre reserve	6,920	0	112	0	0	0	0	6,920	7,032
	2,043,937	0	30,333	1,762,784	0	0	0	3,806,721	2,074,270

KEY INFORMATION



Other current liabilities	Note	Opening Balance 1 July 2019 \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 May 2020 \$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	99,813	1,208,310	(866,118)	442,005
- non-operating	12	156,761	2,081,635	(2,137,167)	101,229
Total unspent grants, contributions and reimbursements		256,574	3,289,945	(3,003,285)	543,234
Provisions					
Annual leave		97,796	0	0	97,796
Long service leave		75,066	0	0	75,066
Total Provisions		172,862	0	0	172,862
Total other current assets		429,436			716,096
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

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 31 MAY 2020

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2020	Current Liability 31 May 2020	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
General Grants (Untied)	0	0	0	0	0	1,528,105	1,528,104	3,129,242
Education and welfare								
Grant - DCD	0	0	0	0	0	154,500	154,500	154,500
Transport								
Grants - Direct	0			0	0	158,355	158,355	158,355
Govt Grant - RA, Ab Access (Operating)	99,813	621,171	(491,840)	229,144	229,144	1,039,547	933,324	720,984
Fed, Roads Grant (untied)	0			0	0	311,939	233,952	698,785
MRWA Grant - GCR Maintenance	0	587,139	(374,278)	212,861	212,861	0	0	587,139
	99,813	1,208,310	(866,118)	442,005	442,005	3,192,446	3,008,235	5,449,005
Operating contributions								
Governance								
Licensing Commission	0	0	0	0	0	2,500	2,288	1,594
Education and welfare								
Income - Other	0	0	0	0	0	0	0	186
Recreation and culture								
Contributions and Reimbursements Other	0	0	0	0	0	0	0	368
	0	0	0	0	0	2,500	2,288	2,148
TOTALS	99,813	1,208,310	(866,118)	442,005	442,005	3,194,946	3,010,523	5,451,153

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2020	Current Liability 31 May 2020
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
Transport					
Grant - Special Projects	156,761	600,683	(757,444)	0	0
Grant-Roads to Recovery	0	0	0	0	0
Govt Grant - RA, Ab Access (Fed)	0	1,208,771	(1,107,542)	101,229	101,229
MRWA, Outback Highway	0	272,181	(272,181)	0	0
	156,761	2,081,635	(2,137,167)	101,229	101,229

Non operating grants, subsidies and contributions revenue		
Amended Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
757,443	568,080	757,444
416,119	416,119	416,119
1,895,000	1,421,250	1,208,771
272,181	272,180	272,181
3,340,743	2,677,629	2,654,515

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget adoption		Opening surplus			341,529	341,529
30197	Rates General		Operating Revenue		13,309		354,838
30301	General Grants (untied)		Operating Revenue			(99,954)	254,884
55005	Trfr to Asset Replace/Acq/Dev Res Fund		Capital Expenses			(702,443)	(447,559)
41020	Members Travelling		Operating Expenses		5,000		(442,559)
41030	Conference Expenses		Operating Expenses		4,000		(438,559)
41040	Election Expenses		Operating Expenses		5,450		(433,109)
41040	Returning Officer Election Expenses		Operating Expenses		7,000		(426,109)
41092	Attendance fees - Committee Meetings		Operating Expenses		2,000		(424,109)
41132	Membership Contribution - Goldfields VROC & NCWG		Operating Expenses			(20,000)	(444,109)
41140	Building Maintenance - Boardroom		Operating Expenses		1,500		(442,609)
41150	Insurance		Operating Expenses		416		(442,193)
41281	Elected member professional development		Operating Expenses		10,000		(432,193)
42030	Insurance - Worker Compensation		Operating Expenses			(794)	(432,987)
42048	FBT Expenses		Operating Expenses			(16,413)	(449,400)
42051	Office Maintenance		Operating Expenses		8,800		(440,600)
42051	Office Maintenance		Operating Expenses		10,000		(430,600)
42051	Office Maintenance		Operating Expenses			(5,000)	(435,600)
42053	Office Gardens Maintenance		Operating Expenses			(5,086)	(440,686)
42053	Office Gardens Maintenance		Operating Expenses			(1,000)	(441,686)
42080	Telephone/Fax Charges		Operating Expenses			(2,000)	(443,686)
42100	Advertising		Operating Expenses		1,000		(442,686)
42120	Bank Charges		Operating Expenses			(1,500)	(444,186)
42120	Bank Charges		Operating Expenses		100		(444,086)
42120	Bank Charges		Operating Expenses		1,400		(442,686)
42150	Accounting/Compliance Services		Operating Expenses			(21,157)	(463,843)
42150	Accounting/Compliance Services		Operating Expenses		30,000		(433,843)
42160	Other Office Expenses		Operating Expenses		1,000		(432,843)
42163	Maintenance of Office Equipment		Operating Expenses		3,000		(429,843)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
42180	Travelling and Accommodation		Operating Expenses			(3,000)	(432,843)
42210	Consultancy Fees		Operating Expenses		10,000		(422,843)
42210	Consultancy Fees		Operating Expenses		20,000		(402,843)
42225	ITV Software Licence		Operating Expenses			(1,102)	(403,945)
42260	Insurance		Operating Expenses		4,426		(399,519)
42283	Conference & Training		Operating Expenses			(6,000)	(405,519)
42283	Conference & Training		Operating Expenses		6,000		(399,519)
42398	Reimbursements		Operating Revenue		24,019		(375,500)
51283	FESA Emergency Services Levy		Operating Expenses			(76)	(375,576)
74050	Travel & Accommodation		Operating Expenses		5,000		(370,576)
74270	Environmental Health Program		Operating Expenses			(7,667)	(378,243)
74270	Environmental Health Program		Operating Expenses		1,195		(377,048)
74270	Environmental Health Program		Operating Expenses		1,169		(375,879)
74280	Other Health Expenditure		Operating Expenses		10,000		(365,879)
74282	Fringe Benefits Tax		Operating Expenses		1,239		(364,640)
75020	Pest Control		Operating Expenses		1,000		(363,640)
83001	Rental EYP Building		Operating Revenue		48,000		(315,640)
85304	Fringe Benefits Tax		Operating Expenses		3,238		(312,402)
85410	Income - Other		Operating Revenue		1,009		(311,393)
85612	contribution Strengthening Families (Playgroups)		Operating Expenses		4,703		(306,690)
85615	EYLC & Playgroups Staffing Costs		Operating Expenses			(9,056)	(315,746)
85615	EYLC & Playgroups Staffing Costs		Operating Expenses		5,933		(309,813)
85615	EYLC & Playgroups Staffing Costs		Operating Expenses			(1,818)	(311,631)
85616	Warburton LSP - Operational Costs		Operating Expenses		6,570		(305,061)
85616	Warburton LSP - Operational Costs		Operating Expenses		624		(304,437)
85616	Warburton LSP - Operational Costs		Operating Expenses			(279)	(304,716)
85616	Warburton LSP - Operational Costs		Operating Expenses			(308)	(305,024)
85616	Warburton LSP - Operational Costs		Operating Expenses			(1,108)	(306,132)
85617	Warburton LSP-Admin Costs (office, utilities, other)		Operating Expenses		1,000		(305,132)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
85617	Warburton LSP-Admin Costs (office, utilities, other)		Operating Expenses		1,090		(304,042)
42040	Utilities - Staff Housing		Operating Expenses		30,000		(274,042)
42042	Maintenance & Equip - Staff Housing		Operating Expenses		14,314		(259,728)
42043	Maintenance & Equip - Staff Housing		Operating Expenses		1,734		(257,994)
42047	Depreciation-Staff Housing		Non Cash Item	(13,300)			(257,994)
42600	Staff houses		Capital Expenses		5,000		(252,994)
42605	Rents - Shire Housing		Operating Revenue		30,000		(222,994)
92048	Administrative Expenses		Operating Expenses	5,799			(222,994)
101021	Wages		Operating Expenses		50,294		(172,700)
101021	Wages		Operating Expenses		4,778		(167,922)
101070	Administrative Expenses		Operating Expenses	12,121			(167,922)
101100	Depreciation-Sanitation Household Refuse		Non Cash Item	14,000			(167,922)
101410	Charges - Rubbish Removals		Operating Revenue		1,190		(166,732)
102066	Sundry		Operating Expenses			(1,152)	(167,884)
102100	Plant & Equipment (New)		Operating Expenses		77,000		(90,884)
111030	Contribution - Cultural Centre		Operating Expenses		7,000		(83,884)
111031	Community Resource Centre - Repairs & Mtce		Operating Expenses		10,000		(73,884)
111036	Rental Income - Warburton Community Resource Ctre		Operating Expenses		10,000		(63,884)
112020	Contribution - Swimming Centre		Operating Revenue		40,000		(23,884)
113055	Lighting-Grassed Ovals		Operating Expenses			(300)	(24,184)
113280	Salaries-Sports & Recreation Officer		Operating Expenses		21,239		(2,945)
113280	Salaries-Sports & Recreation Officer		Operating Expenses		2,018		(927)
113284	Relocation Expenses		Operating Expenses			(3,000)	(3,927)
113290	Telephone Charges (Satellite)		Operating Expenses			(1,000)	(4,927)
113291	Adminstrative Expenses		Operating Expenses	11,578			(4,927)
113293	Depreciation-Sports & Recreation		Non Cash Item	(16,000)			(4,927)
113319	Youth Festivals & Events		Operating Expenses		3,000		(1,927)
114280	Contributuion-TV/Radio Community Facilities		Operating Expenses			(4,453)	(6,380)
114400	Depreciation-Television & Radio Broadcasting		Non Cash Item	(1,100)			(6,380)

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
116272	Exhibitions		Operating Expenses		10,000		3,620
116291	FBT Expenses		Operating Expenses			(1,273)	2,347
116311	Depreciation-Cultural & Civic Centre		Non Cash Item	(6,500)			2,347
116312	Café Maintenance		Operating Expenses			(2,100)	247
116315	Purchase of Goods for Resale-Retail		Operating Expenses		7,000		7,247
116331	Shop Maintenance		Operating Expenses			(4,500)	2,747
116333	Gallery Maintenance		Operating Expenses			(5,000)	(2,253)
147564	Warburton Oval Shade Structure		Capital Expenses			(5,000)	(7,253)
27019	Proceeds Sale of Assets		Capital Revenue		12,727		5,474
122003	Warburton Community Roads-Maint		Operating Expenses		7,142		12,616
122004	Other Minor Road Works		Capital Expenses		30,000		42,616
122150	Contribution-Lighting of Streets		Operating Expenses		20,000		62,616
122280	AMP Review		Operating Expenses		25,000		87,616
122281	R2030 Survey Centre Line MRWA		Operating Expenses			(10,000)	77,616
122282	Roman Road Inventory System-System Mtce		Operating Expenses			(3,000)	74,616
122282	Roman Road Inventory System-System Mtce		Operating Expenses		3,000		77,616
122287	Fringe Benefit Tax		Operating Expenses			(1,104)	76,512
122362	Grants - Direct		Capital Revenue		18,355		94,867
122363	Govt Grant - RA, Ab Access (Operating)		Operating Revenue		614,667		709,534
122367	Govt Grant - RA, Ab Access (Capital)		Operating Revenue			(609,333)	100,201
122373	Fed, Roads Grant (untied)		Operating Revenue			(72,250)	27,951
123001	Profit/(Loss) on Disposal of Asset - Plant		Non Cash Item	(2,600)			27,951
123012	Depreciation - Road Plant		Non Cash Item	7,500			27,951
123100	Depreciation - Transport Road Mntce		Non Cash Item	(11,250)			27,951
123100	Depreciation - Transport Road Mntce		Non Cash Item	(628,000)			27,951
123103	MRWA, Outback Highway		Capital Revenue			(27,819)	132
147611	Jameson Wanam		Capital Revenue			(1,812)	(1,680)
147611	Jameson Wanam		Capital Expenses			(12,208)	(13,888)

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 13
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
147612	Warburton Blackstone (RRG)		Capital Expenses			(5,581)	(19,469)
147624	MRWA, Outback Highway		Capital Expenses		27,819		8,350
147629	Giles Mulga Park (R2R/AAR)		Capital Expenses			(6,012)	2,338
13100	Administrative Expenses		Operating Expenses	1,658			2,338
131001	Administrative Expenses		Operating Expenses	591			2,338
132001	Tourism Strategy Grant		Operating Revenue			(30,000)	(27,662)
132200	Tourism Consultancy		Operating Expenses		30,000		2,338
132281	Signs - Tourist Information		Operating Expenses		2,000		4,338
132289	Tourism Expenditure - Other (Minor)		Operating Expenses			(2,000)	2,338
133400	Building Commission Fees		Operating Revenue		1,000		3,338
133410	Charges Building Fees		Operating Revenue			(1,000)	2,338
144030	Parts & Repairs		Operating Expenses		8,093		10,431
144050	Insurance & Licences		Operating Expenses			(8,093)	2,338
				(646,050)	1,384,560	(1,382,222)	2,338

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 14
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 - other	1,603,426	101.46%	▲ Permanent	Early receipt of FAGS funding and interest on investments was also higher than budgetted
Transport	853,264	64.37%	▲ Permanent	Early receipt of FAGS funding Roads Component and timing issue refer to Note 11
Expenditure from operating activities				
Governance	51,373	25.46%	▲ Timing	Salaries, Office maintenance, Accounting/Compliance Services, and Consultancy Fees are well under budget a number of other accounts also contribute to this variance, this is offset to some extent by the under budget allocation of admin allocated.
Health	49,428	15.99%	▲ Permanent	Reduction in the Environmental Health program is the reason for the permanent variance. Admin expenses to be adjusted for 20/21 budget.
Housing	43,493	12.34%	▲ Timing	Expenditure is currently under budget for housing maintenance and utilities.
Community amenities	169,879	23.17%	▲ Timing	Salaries and wages, Plant operation costs and admin allocations are the large contributors to this variance, small under budget variances can be seen in most accounts.
Recreation and culture	120,170	17.43%	▲ Permanent	Salaries and wages and Warta Shop purchasing are down with COVID-19 preventing staff recruitment and tourism. Maintenance expenditure at the Cultural Centre & Gallery is also under budget.
Economic services	52,433	42.52%	▲ Permanent	COVID-19 has had some impact, with expenditure in the tourism area under budget, and building inspections delayed.
Investing activities				
Capital acquisitions	713,730	17.59%	▲ Timing	Jameson - Southern Bypass work and Great Central Road R2R work is yet to be completed.

ACTION SHEET

Works Engineer – Peter Kerp

Dates on Site: 14th – 28th May 2020Next site visit: 14th June – 24th June 2020

Date	Subject	Action Taken
May 2020	Breakaway Road Construction Contractor	<p>Site visit to Great Central Road (SLK 348.56 – SLK 354.00) gravel re-sheet 200mm - compacted depth, 11.0m pavement width. Project completed 16th May 2020</p> <p>Contractor mobilized to Great Central Road SLK 226.00 – SLK 229.5 gravel re-sheet 200mm compacted depth, 11.0m pavement width</p> <p>Project anticipated completion 13/14 June 2020 before mobilizing to Jameson Southern Bypass Road project</p> <p>ACTION</p> <p>Evaluate unit rates \$/m2 for completed sections of Great Central Road</p>
May 2020	Jameson Southern Bypass Road (see photos last page of report)	<p>Vegetation Clearing Permit granted by Department of Water and Environment Regulation (DWER) for construction of Jameson Bypass Road.</p> <p>The proposed bypass works include construction of 3 new sections of road close to the Jameson (Mantamaru) community:</p> <ul style="list-style-type: none"> ● the proposed Southern Bypass road connecting Warburton through to Blackstone. ● access from the bypass to the western end of the community. ● access from the bypass to the community power generator site and airstrip. <p>The Clearing Permit contains a condition that restricts the clearing width to 20 metres in the area supporting conservation of significant flora species.</p> <p>ACTION</p> <p>Peg areas of vegetation clearing on all 3 sections ensuring the vegetation clearing width of 20 metres in area corresponds to the GPS co-ordinates provided in the Clearing Permit hatched red on Plan 8571/2b to mitigate significant impacts to priority flora species</p>
May 2020	Fulton Hogan SLK Meter App	<p>SLK meter is an app developed by Fulton Hogan that provides linear location on Western Australia's Local and State Government road network using the common reference system SLK (Straight Line Kilometres)</p> <p>One of the issues that has come to light since the Works Engineer commenced employment with the Shire is that the SLK app drops in and out where the road has been realigned over the last 20 years or so</p> <p>Getting accurate SLK along the centrelines of all the Shire's arterial roads, viz; Great Central Road, Blackstone Warburton Road, Giles Mulga Park Road and Jameson Wanarn Road, that takes into consideration all of the alignment changes and road data is a task that currently is critical for road condition inspections being performed and uploaded into the Road</p>

		<p>Assessment and Maintenance Management (RAMM) - a software developed and supported by RAMM Software Ltd. Shire engineering officers will need to drive each of the four roads to collect Centreline readings using both the SLK app and the Garmin GPS Map64st handheld map reader to collect data using built-in (GIS) mapping tools.</p> <p>Once the centrelines have been updated on all four roads, RAMM Software Ltd will create an “IRIS file” which can be sent to MRWA who then will be able to update their system with this new data.</p> <p>MRWA hold information in their IRIS (Integrated Road Information System) about every road in WA.</p> <p>Local Road information is maintained by each Local Government in their RAMM database</p> <p>It is shire’s understanding Fulton Hogan get their data straight from MRWA and IRIS which should enable changes in road alignment to be executed on to the Fulton Hogan SLK Meter app.</p> <p>On completion of this exercise by Fulton Hogan with updating data on to the SLK app, road condition inspections can be undertaken and the data uploaded into RAMM</p> <p>ACTION</p> <p>Drive bys by Shire Officers to be undertaken to collect centreline changes on all four shire roads with the information collected sent to RAMM Software Ltd.</p>
<p>May 2020</p>	<p>MetroCount Traffic Reports RAMM Import</p>	<p>The Shire operates 3 pneumatic tube counters and one wire loop counter to collect multitude of traffic data, such as daily traffic volumes, vehicle classifications, max speed etc.</p> <p>The 3 tube counters are moved around to different locations for varying periods on the four main shire roads such as Great Central Road, Blackstone Warburton Road, Jameson Wanarn Road and Giles Mulga Park Road. The wire loop sensor counter remains permanently installed on Great Central Road on the sealed bitumen section 11km south of Warburton, adjacent to the Telstra communications tower.</p> <p>The data from each counter is downloaded on to a shire computer and sent off to MetroCount to produce traffic summary reports for each road location.</p> <p>These traffic summary reports in turn are transferred/imported into the Shire’s RAMM database to store and manage the road asset.</p> <p>The traffic counts stored in RAMM are provided to MRWA on a regular basis as the impact of heavy vehicle traffic on roads is taken into account in allocation of financial assistance grants by the WA Local Government Grants Commission. If this information is not provided to MRWA via an “IRIS file”, it will damage the Shire’s ability of obtaining grant funds to roads that are damaged by heavy vehicle traffic.</p> <p>LG Road information is then uploaded into IRIS on a regular basis.</p> <p>Unfortunately, the step of transferring/importing traffic summary reports into RAMM has never been executed by the Shire.</p> <p>This step is now being executed but it required the appropriate MetroCount MTE software to be installed on Works Engineer</p>

computer, which has now been done for data transfer to be performed into RAMM

ACTION

Works Engineer to progressively transfer/import MetroCount traffic summary reports into RAMM to ensure correct traffic data is provided to MRWA at regular intervals

