



SHIRE OF YALGOO

AGENDA

Ordinary Council Meeting

30th July 2021

Notice of Meeting

The next Ordinary Council Meeting for the Shire of Yalgoo will be held on Friday 30th July 2021 in the Council Chambers, 37 Gibbons Street, Yalgoo commencing at 10:00am.



Ian Holland

CHIEF EXECUTIVE OFFICER

23rd July 2021

Disclaimer:

The Shire of Yalgoo gives notice to members of the public that any decisions made at the meeting, can be revoked, pursuant to the Local Government Act 1995. Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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1 DECLARATION OF OPENING

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

APOLOGIES

LEAVE OF ABSENCE

3 DISCLOSURE OF INTERESTS

Councilors and Officers are reminded of the requirements of s5.65 of the Local Government Act 1995, to verbally disclose any interest during the meeting before the matter is discussed or to provide in writing the nature of the interest to the CEO before the meeting.

4 PUBLIC QUESTION TIME

REPONSES TO QUESTIONS TAKEN ON NOTICE

QUESTIONS TAKEN WITHOUT NOTICE

5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

6 NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS

Item 17.1 – Enterprise Bargaining Agreement

7 APPLICATIONS FOR LEAVE OF ABSENCE

8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

Agenda – Ordinary Council Meeting – Friday 30th July 2021

9 CONFIRMATION OF MINUTES

9.1 Minutes of the Ordinary Council Meeting – 25th June 2021

RECOMMENDATION

That the minutes of the Council Meeting held on the 25th June 2021 as attached be confirmed as a true and correct record.

9.2 Minutes of the Special Meeting – 6th July 2021

RECOMMENDATION

That the minutes of the Special Meeting held on the 6th July 2021 as attached be confirmed as a true and correct record.

10 MINUTES OF COMMITTEE MEETINGS

NIL

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11 TECHNICAL REPORTS

11.1 CAPITAL PROGRESS REPORT

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

To receive the Progress Report on the 2020/21 Capital Works Program.

BACKGROUND

The Shire in adopting its 2020/21 Annual Budget has allocated funds amounting to \$3,732,078 for the acquisition of capital assets and undertaking infrastructure works.

COMMENT

A new report will be provided upon adoption of the 2021/22 Budget and the carryover of projects and amounts will be discussed as part of the Draft Budget process.

The Capital Projects for the 2020/21 financial year are detailed on the following pages.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLCATIONS

To deliver the Capital Works Program within budgeted allocations.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Progress Report on the Capital Works Program 2020/21 as at 30th June 2021.

Agenda – Ordinary Council Meeting – Friday 30th July 2021

CAPITAL WORKS PROGRAMME 2020-21

The following assets and works are budgeted to be acquired or undertaken during the year:

Please note that "Project continuing in 2021/22" describes an item that is proposed to roll over into the next year and is included in the Draft Budget for consideration.

		2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<u>By Program</u>					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	37,500	0	37,500	Project continuing in 2021/22
000000-Admin Upgrade Cabling Fibre	F & E	13,000	12,111	889	Project completed with savings
000000-External Monitor Display	F & E	40,000	13,085	26,915	Project continuing in 2021/22
000000-Admin Fire Proof Safe	F & E	11,000	813	10,187	Project completed with savings
000000-Financial Software	F & E	100,000	80,000	20,000	Project continuing in 2021/22
Law Order Public Safety					
000000- CCTV Yalgoo Townsite	F & E	30,000	0	30,000	Project continuing in 2021/22
Housing					
000000-Other Housing - Nurse Accommodation	L & B	250,000	5,123	244,877	Project continuing in 2021/22
Communities Amenities					
000000- Community Bus	P & E	130,000	118,315	11,685	Project completed with savings
000000- Yalgoo Rubbish Tip	Other	0	18,062	(18,062)	Expenditure not budgeted
Recreation and Culture					
000000 - Community Hall Renovations	L & B	600,000	2,000	598,000	Project continuing in 2021/22

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The following assets and works are budgeted to be acquired or undertaken during the year:

		2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL YTD	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	\$	
<u>By Program</u>					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
000000 - Museum Improvements	L & B	117,157	0	117,157	Project reevaluated with future renovations planned
000000-Art Centre	F & E	4,500	0	4,500	Did not expend operational/maintenance
000000- Sports Complex	F & E	500	0	500	
000000- Sports Complex -Footpath to School	Recreation	29,256	18,182	11,074	Project continuing in 2021/22 to complete lighting
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	20,000	23,368	(3,368)	Project completed with over expenditure
000000- Street Lighting	Other	50,000	4,759	45,241	Project commenced (working with Horizon)
000000-Works Foreman Ute	P & E	75,000	69,913	5,087	Project completed with savings
000000- Grader	P & E	380,000	379,130	870	Project completed with minor savings
000000- Trailer Side Tipper	P & E	180,000	192,270	(12,270)	Project completed with over expenditure
000000- Truck Tipper	P & E	80,000	69,170	10,830	Project completed with savings
000000- Fuel Tank	P & E	2,100	0	2,100	Re assessed
000000- Diesel Air Compressor	P & E	3,200	0	3,200	Re assessed
000000- Generator 4.5 kva	P & E	6,000	0	6,000	Re assessed
000000- Road Sweeper Attachment	P & E	25,000	0	25,000	Minor attachment working acceptably from maintenance
000000- Paynes Find Public Toilets	Other	33,655	0	33,655	
000000- Paynes Find Entry Statements	Other	30,000	12,575	17,425	Project continuing in 2021/22

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The following assets and works are budgeted to be acquired or undertaken during the year:

		2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL YTD	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	\$	
<u>By Program</u>					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	380,000	400,715	(20,715)	Project completed with over expenditure due to wet weather standby time
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	514,110	653,817	(139,707)	Project completed with over expenditure due to significant impact of 300mm rainfall since March and maintenance during the job from heavy vehicle use
MUNICIPAL FUND					
000000- Sandford River Crossing	Roads	25,000	0	25,000	Project continuing in 2021/22
000000- Badga Woolshed Seal to Airstrip	Roads	80,000	0	80,000	Project continuing in 2021/22
Economic Services					
000000-Caravan Park - Upgrade Water and Power Supply	L & B	30,000	0	30,000	Project continuing in 2021/22
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	340,000	203,779	136,221	Project continuing in 2021/22 (Progressing Well)
000000-Caravan Park -CCTV	F & E	13,600	0	13,600	
000000-HCP Program- Computer	F & E	1,500	0	1,500	
Other Property and Services					
000000-Shire Building- Solar Panels	L & B	100,000	0	100,000	Project continuing in 2021/22
		3,732,078	2,277,187	1,454,891	

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11.2 TECHNICAL SERVICES REPORT

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Works Manager Craig Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the Technical Services Report as at the 23rd July 2021.

COMMENT

Road Construction and Capital

Yalgoo-Ninghan Road – NIL

Yalgoo-Morawa Road – NIL

Road Maintenance

Maintenance Grade: Gabyon/Tardie Road, Dalgaranga/Cue Road, Dalgaranga/Mt Magnet Road, Narndee West Road, Yalgoo-Ninghan Road, Mt Gibson Road

Warriendar – Rehab work on old gravel pits

Plant and other infrastructure maintenance

YA 1000 - Service

A genset mounted on a trailer has been requested in the draft budget for ease of movement. An 11 kVa 3 Phase unit will allow the Shire to run a stick welder for the repair of grids. The 10+ year old 6 kVa is currently not functioning and may be repairable by the crew as a side project, major repairs are not cost effective. The water bore at Warriendar is 45m deep and will require more power to run a bigger bore pump.

A flat top trailer has also been included to carry water for Graders to operate on days with Fire Bans as per DFES requirements. This will result in less disruption to maintenance grading in summer.

Parks, Reserves and Properties

Town Street – General clean, street curbing swept & verges slashed

Art & Culture Centre – General gardening maintenance carried out

Community Oval & Core Stadium – General gardening maintenance and fertilizing conducted to the oval and Core Stadium gardens

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Community Park, Gibbons St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Community Park, Shamrock St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Water Park & Rage Cage – General maintenance carried out

Yalgoo Caravan Park – General gardening maintenance is done every two weeks

Paynes Find – Upkeep of Community Centre

Railway Hall – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Staff Housing – 27 Stanley St – Fire damage work has started

Staff Housing Units – Work to be done in the next two weeks to repair damaged fence

Yalgoo Rubbish Tip – Tidied and rubbish pushed

Paynes Find – Fuel checked and topped up for emergency services/fire tender

Airstrip Paynes Find – checked and in good condition

Airstrip Yalgoo – Some fencing work carried out, checked and in good condition

Private Works

NIL

Staff

Staff undertook an Occupational Health and Safety Review and induction as part of the Prompt Safety Solutions rollout of the new OH&S system and procedures.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLCATIONS

To deliver the Capital Works Program within budgeted allocations.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Technical Services Report as of 23rd July 2021.

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12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS NIL

13 FINANCIAL REPORTS

13.1 LIST OF ACCOUNTS

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

Council approval is sought for the payments made in the period 1 June 2021 to 30 June 2021 as detailed in the List of Accounts below.

COMMENT

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer to present a list of accounts paid and/or payable to Council and to record those accounts in the minutes of the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.10 Financial Management regulations

Regulations may provide for –

- a. The security and banking of money received by a local government' and
- b. The keeping of financial records by a local government; and
- c. The management by a local government of its assets, liabilities and revenue; and
- d. The general management of, and the authorisation of payments out of –
 - I. The municipal fund; and
 - II. The trust fund, of a local government.

Local Government (Financial Management) Regulations 1996

13. 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 –
 - I. The payee's name; and
 - II. The amount of the payment; and
 - III. The date of the payment; and
 - IV. Sufficient information to identify the transaction.

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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.

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council approve the list of accounts paid for the period 1st June 2021 to 30th June 2021 amounting to \$343,001.01 and the list be recorded in the minutes.

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SHIRE OF YALGOO				
LIST OF ACCOUNTS PAID AND PAYABLE				
FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021				
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
1	8/06/2021	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES -HEALTH AND BUILDING SURVEYOR	3,829.95
2	8/06/2021	DARREN LONG CONSULTING	CONSULTANCY FEES -FINANCIAL SERVICES ANNUAL FINANCIAL STATEMENTS	2,090.00
3	8/06/2021	DFES	ESL QUARTERLY PAYMENT	1,869.00
4	8/06/2021	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES FINANCE AND ADMIN	6,462.50
5	8/06/2021	GG PUMPS AND ELECTRICAL PTY LTD	BORE PUMP AND PARTS	2,593.32
6	8/06/2021	HODDER ELISHA	PURCHASE OF ARTWORK FOR EMU FESTIVAL	1,500.00
7	8/06/2021	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	527.67
8	8/06/2021	HOLLAND CRAIG	REIMBURSEMENT -ACCOMMODATION FOR FIRE OFFICER COURSE	161.00
9	8/06/2021	JURY AK & JD	PLANT HIRE AND LABOUR YALGOO/NINGHAN	10,615.00
10	8/06/2021	LANDGATE	VALUATION FEES - MINING TENEMENTS	3,330.90
11	8/06/2021	LGISWA	WORKERS COMPENSATION INSURANCE PREMIUM - WAGE ADJUSTMENT 2010-20	8,935.38
12	8/06/2021	LOCAL GOVERNMENT WORKS ASSOCIATION OF WA	REGISTRATION FEES SEMINAR- CRAIG HOLLAND	1,287.00
13	8/06/2021	MT MAGNET WASTE DISPOSAL	PUMP SEPTICS YALGOO JOCKEY CLUB	2,500.00
14	8/06/2021	MURCHISON HARDWARE	ART WORKSHOP - REFRESHMENTS	270.00
15	8/06/2021	PACIFIC BIOLOGICS PTY LTD	11 LITRE GRANULE APPLICATOR ULV-LV NEBULISER	1,760.92

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	SHIRE OF YALGOO			
	LIST OF ACCOUNTS PAID AND PAYABLE			
	FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021			
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
16	8/06/2021	PAYNE GREGORY ARTHUR	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	1,969.97
17	8/06/2021	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	527.67
18	8/06/2021	REFUEL AUSTRALIA	FUEL SUPPLIES APRIL AND MAY 2021	34,860.83
19	8/06/2021	THE FELTING POT	FELTING KITS (6)	622.45
20	8/06/2021	TMT ELECTRICAL	ELECTRICAL REPAIRS - REPLACE STOVE AT RACE COURSE AND STAFF HOUSE AND FIT SMOKE ALARM AT STAFF HOUSE	4,408.76
21	8/06/2021	TOLL TRANSPORT	FREIGHT	1,402.86
22	8/06/2021	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021 AND PURCHASE OF ARTWORK FOR EMU CUP	2,277.67
23	8/06/2021	ASPHALT IN A BAG	ASPHALT	3,437.50
24	8/06/2021	BOQ ASSET FINANCE & LEASING PTY LTD	RENTAL PHOTOCOPIER	329.50
25	8/06/2021	CANINE CONTROL	CONTRACT RANGE SERVICES MAY 2021	1,143.45
26	8/06/2021	CIVIC LEGAL	LEGAL FEES - NATIVE TITLE MATTER AND AUSTRALIAN GEM RESOURCES CLAIM	5,152.13
27	8/06/2021	DANTHONIA DESIGNS	LED SIGN	12,569.79
28	8/06/2021	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS	ACCOMMODATION AT THUNDELLARA FOR YALGOO COMMUNITY	160.00
29	8/06/2021	GERALDTON APPLIANCE REPAIRS	CARAVAN PARK - REPAIR WASHING MACHINE	198.00
30	8/06/2021	GERALDTON CAR WASH	DETAIL YA1000	250.00

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SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021				
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
31	8/06/2021	GERALDTON MOWER AND REPAIR SPECIALIST	REPAIR WHIPPER SNIPPER	97.75
32	8/06/2021	GERALDTON TOYOTA	YA415 - CANVAS SEAT COVERS AND ALLOY BULLBAR	7,246.39
33	8/06/2021	GG PUMPS AND ELECTRICAL PTY LTD	PARTS	320.65
34	8/06/2021	HODDER JUSTIN	BOND REFUND	1,000.00
35	8/06/2021	INTERFIRE AGENCIES	JERRY CANS (2)	180.12
36	8/06/2021	MDF SERVICES PTY LTD	SUPPLY 2 HYD HOSES FOR YA1614 AND YA1660	382.46
37	8/06/2021	MONGOO ROBERT	DIDGERIDOO PERFORMANCE AND WORKSHOP	500.00
38	8/06/2021	MT MAGNETS MEATS	MEAT FOR RECONCILIATION DAY	200.00
39	8/06/2021	ROWE CONTRACTORS	ROAD WIDENING YALGOO/MORAWA	153,995.28
40	8/06/2021	SMITH WK AND LA	REFUND CARAVAN PARK FEE -STAYED ONE DAY LESS	22.00
41	8/06/2021	TMT ELECTRICAL	ELECTRICAL REPAIRS - WATER PARK,CORE STADIUM,STAFF HOUSING AND SAFETY REPORT FOR 8 HENTY STREET	3,400.69
42	8/06/2021	TYREPOWER GERALDTON	TYRES- YA804,YA800,YA0,YA1000,YA840	4,011.50
43	8/06/2021	WESTRAC EQUIPMENT PTY LTD	PARTS AND SERVICES -	2,819.25
44	8/06/2021	WILLOUGHBY CONSTRUCTIONS	PROGRESS CLAIM CHALET CONSTRUCTION	38,247.00
45	8/06/2021	JURY AK & JD	PLANT HIRE AND LABOUR YALGOO/NINGHAN	13,145.00
46	8/06/2021	RIGHT 4 THE ROAD	PLANT INSPECTION FEE	389.70
			TOTAL	343,001.01

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13.2 INVESTMENTS AS AT 30th June 2021

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Planning, EHO
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the investments report as at 30th June 2021.

COMMENT

Money held in the Municipal Fund of the Shire of Yalgoo that is not required for the time being may be invested under the Trustee Act 1962 Part III.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.14 Power To Invest

Local Government (Financial Management) Regulations 1996

19 Investments, control procedures for

19C Investment of money, restrictions on (Act s6.14(2)(a))

Shire Delegated Authority

POLICY/FINANCIAL IMPLCATIONS

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That the Investment Report as at 30th June 2021 be received.

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This Worksheet details the investments held by the Shire as at 30th June 2021.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 JUNE 2021								
INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
MUNICIPAL FUND								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4540	Ongoing	N/A	N/A	Variable	\$1,714,527.45
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$1,218,244.59
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,072.96
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,131.57
TOTAL								\$3,009,976.57

RESERVE FUNDS								
Bendigo	N/A	Term Deposit	3479107	193 days	01.07.2021	10.01.2022	0.30%	\$169,571.83
Bendigo	N/A	Term Deposit	3483811	193 days	01.07.2021	10.01.2022	0.30%	\$472,429.22
Bendigo	N/A	Term Deposit	3483825	193 days	01.07.2021	10.01.2022	0.30%	\$1,136,138.97
Bendigo	N/A	Term Deposit	3724716	193 days	01.07.2021	10.01.2022	0.30%	\$324,776.00
TOTAL								\$2,102,916.02

INVESTMENT REGISTER						
01 JUNE 2021 TO 30 JUNE 2021						
NATIONAL AUSTRALIA BANK						
ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 30.06.2021	INVESTMENT TRANSFERS	CLOSING BALANCE 30.06.2021
171336282	Ongoing	Variable	\$25,051.07	\$21.89	0	\$25,072.96
24-831-4222	Ongoing	Variable	\$52,118.23	\$13.34	0	\$52,131.57
3567670	10.01.2022	0.30%	\$468,712.48	\$3,716.74	0	\$472,429.22
3567677	10.01.2022	0.30%	\$1,127,240.64	\$8,898.33	0	\$1,136,138.97
3567669	10.01.2022	0.30%	\$168,854.45	\$717.38	0	\$169,571.83
3724712	10.01.2022	0.30%	\$324,776.00	0	0	\$324,776.00

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13.3 FINANCIAL ACTIVITY STATEMENT AS AT 30 June 202

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	Statement of Comprehensive Income Financial Activity Statement Summary of Current Assets and Current Liabilities Statement of Current Financial Position Detailed Worksheet Supplementary Financial Reports – Reserve & Loan

SUMMARY

Adoption of the Monthly Financial Statements for the period 1st June 2021 to the 30th June 2021.

COMMENT

Local Governments are required to prepare monthly reports.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34

POLICY/FINANCIAL IMPLCATIONS

2.4 Material Variance

Provision of timely accounting information informs Council of the financial status and affairs of the local government.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council adopts the Financial Activity Statement for the period ended 30th June 2021.

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14 ADMINISTRATION REPORTS

14.1 Governance and Policy Manual Review

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Governance and Policy Manual

SUMMARY

That Council reviews the Governance and Policy Manual as provided and adopts the new policies that have been included.

COMMENT

It was anticipated that the Organisational Policy Manual would be presented alongside the Delegations Register inclusive of any new policies mentioned such as Rates Hardship however the update and review has not yet been completed. The Governance Policy is considered the priority so that it can be provided to prospective candidates in the 2021 Ordinary Local Government Elections.

Most of the policy inclusions and new delegations result from actioning the recommendations made in the March 2020 Financial Management Review and Review of Legislative Compliance, Internal Controls and Risk Management Systems.

A comprehensive review of the Governance and Policy Manual – Elected Members Induction and Guidelines has been undertaken in the lead up to the Ordinary 2021 Local Government Elections.

Policy 1.10 – Digital Recording of Proceedings in Council Meeting in the previous manual has been deleted after a prior Council Resolution. It should be noted that the State Government will likely include this requirement in future legislation as they aim to have Council Meetings available online in real time.

Policy 1.14 Social Media Policy in the previous manual will be moved to the Policy Manual.

As previously adopted by Council the following Policies have been replaced, included or amended:

Policy 1.1 – Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates.
Adopted by Council.

Policy 1.1b – Shire of Yalgoo Code of Conduct Behavior Complaint Management Policy. Adopted by Council.

Policy 1.4 – Council Chamber Usage (and Citizenship Dress Code).
Adopted by Council.

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Policy 1.6 – Council Representation in External Organisations and Committees.
Minor amendments, combined with previous policy and committee resolutions and removal of road inspections.

Policy 1.8 – Shire Logo.
Inclusion of new Logo

Policy 1.10 – Organisational Risk Management
Referenced the adopted Organisational Risk Management Plan

Policy 1.11 – Media Communications Policy
Updated to latest WALGA Template and combined with Press Release Policy.

Policy 1.13 – Standards for CEO Recruitment, Performance and Termination.
Adopted by Council.

A new policy as required by the Local Government Amendment Act 2019 has been provided for adoption as 1.14 - Council Member Continuing Professional Development Policy. It has been included alongside 1.14b Attendance at Events Policy which has been brought across from the Organisational Policy Manual.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government Amendment Act 2019

Regulation 5 Local Government (Financial Management) Regulations 1996

Regulation 17 Local Government (Audit) Regulations 1996

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reviews the Governance and Policy Manual and adopts it inclusive of additions and amendments.

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14.2 Delegations Register Review

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Delegations Register

SUMMARY

That Council reviews the Delegations Register as provided and adopts the new delegations that have been included.

COMMENT

A comprehensive review of the Delegations Register has identified three key sets of changes, which form the basis for the items proposed:

1. The existing register is missing items that allow for routine operations such as temporary road closures and powers under the Local Government (Uniform Local Provisions) Regulations 1996,
2. Changes to the appointment of authorized persons under the Local Government Amendment Act 2019; and
3. Clearer descriptions on how the use of delegated authority is to be recorded and reported.

The proposed register includes delegations to the Audit and Risk Committee allowing for a committee meeting where there are no significant findings and the newly resolved Behavior Complaints Committee for considering breaches of the Code of Conduct.

The current delegations register includes limited information for key legislation such as the Dog Act 1976, Food Act 2008, Public Health Act 2016, Planning and Development Act 2005, Bushfire Act 1954 and the Local Government Act 1995.

While lengthy the proposed register identifies key responsibilities as well as some functions that it is impractical for Council to perform when meeting once per month.

There are also new delegations not previously included under the Graffiti Vandalism Act 2016, Public Health Act 2016, Cat Act 2011 as well as other functions under the Local Government Act 1995 and associated Regulations.

The CEO can provide justification or further details on individual items prior to or at the Council meeting if requested.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

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VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reviews the Delegations Register and adopts it inclusive of additions and amendments.

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14.3 Donation - Rotary Club of Geraldton Radio Auction

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council give consideration to sponsor the Rotary Club of Geraldton Radio Auction by making a pledge in the form of an accommodation voucher at the Yalgoo Caravan Park and prospecting license fee.

COMMENT

The Rotary Club of Geraldton has been conducting annual radio auction for the last 29 years and this initiative will help to provide further exposure for the Shires prospecting attraction. The Shire of Yalgoo has supported this initiative for the Rotary Club for the past three years.

The involvement by the Shire has the potential for the tourism promotion of the area and an identical offer was provided to the Rotary Club last year.

The Fees and Charges for 2021/22 will be considered/adopted alongside the Budget and may change prior to the Auction.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

Policy 7.7 Donations and Sponsorship

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council inform the Rotary Club of Geraldton that it wishes to pledge/provide 2 nights accommodation in the Shire of Yalgoo Caravan Park Rammed Earth Units or a weeks powered site and a Prospecting Permit, as sponsorship of its 2021 Annual Radio Auction.

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14.4 Change of Start Time Paynes Find Ordinary Meeting August 2021

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council change the start time of the Ordinary Council Meeting scheduled to be held at the Paynes Find Community Centre on Friday the 27th August 2021.

COMMENT

For logistical reasons and at the request of the community it has been suggested that the August Meeting be rescheduled to start at 11am. Should this be accepted administration will advertise accordingly.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reschedules the start time of the Ordinary Council meeting in Paynes find on the 27th August 2021 to 11am.

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14.5 Rates Early Payment Incentive

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council confirm the 2021/22 Rates Early Payment Incentive prior to the Draft Budget and Schedule the draw date after the issuing of rates notices.

COMMENT

Council in past years approved a rate incentive scheme to reward ratepayers for the timely payment of rates.

The sum of \$1,000.00 has been allocated in the 2021/22 Draft Annual Budget for an early incentive payment and eligible participants/entries will include any ratepayer who has paid all of their assessments rates by the 2021 due date.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

Included in the Budget

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council includes the Rates Early Payment incentive in the 2021/22 Budget and Schedules the prize draw to occur during the November Ordinary Council Meeting provided the due date has passed for Rates Notices.

Agenda – Ordinary Council Meeting – Friday 30th July 2021

14.6 Proposal to Impose Differential Rates

Applicant:	Shire of Yalgoo
Date:	26/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council considers the CEOs report regarding progress on the imposition of differential rates for the 2021/22 financial year.

COMMENT

If a Local Government has a differential rate that is more than twice the lowest differential rate imposed, approval from the Minister for Local Government must be obtained before the rates are formally adopted by Council.

At the Special Meeting held on the 6th July 2021 Council considered the Draft Budget and the necessity to again request the Minister for Local Government's approval to impose differential rates.

As per the resolutions of that meeting the proposed differential rates were advertised in The West Australian on Thursday the 8th July and the notice as well as the objects and reasons were emailed and posted to tenement holders and pastoralists.

The notice and objects and reasons have been accessible on the Shire website and at the office the advert was also included in the local Bulldust Newsletter. As of the 26th July 2021 no submissions had been received and any that are received before the deadline will be tabled with this item.

The rate set by Council has been proposed to remain at the same level as last year across each rating category.

As the advertised time will have concluded by the commencement of the Ordinary July meeting Council are to decide whether to impose the proposed rates and minimums with or without modification.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

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After advertising for the required 21 day and receiving no submissions from ratepayers or electors the following recommendation is put forward.

OFFICERS RECOMMENDATION

That Council authorise the CEO to seek approval from the Minister for Local Government to impose differential rates for the 2021/22 Financial Year.

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14.7 Community Strategic Plan

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Community Strategic Plan

SUMMARY

That Council adopts the Shire of Yalgoo Community Strategic Plan.

COMMENT

Community consultation began in October last year for the major review of the Shire of Yalgoo Community Strategic Plan. The old plan is set to expire in 2023 but a new 5-10 year plan creates the first steppingstone needed to redevelop the Shires other Integrated guiding documents being the Asset Management Plan, Workforce Plan, Corporate Business Plan and Long Term Financial Plan.

This document includes the key priorities identified by community members, companies and ratepayers and will be used to choose projects and activities as well as gauge the need and service levels required for existing or new infrastructure.

The Community Strategic Plan previously provided to Council in draft form was prepared by Margaret Hemsley of LG People and it is provided for Council consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council adopts the 2021-2031 Shire of Yalgoo Community Strategic Plan.

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14.8 Draft 2021/22 Budget – Report on Key Projects

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider the items put forward in the draft 2021/22 budget.

COMMENT

At the special meeting on the 6th July 2021 Council provided indicative support for the Draft Budget so that rating options could be considered and to start the application process for imposing differential rates if required. Mr Carbone the Shires Financial Officer is still working through accruals and postings for the 2020/21 financial year to determine the exact deficit/surplus. It will likely be included as part of the June Financial Statement tabled with this agenda. It was originally estimated that a shortfall of \$300,000 existed.

It is the intention of administration to seek approval from the Minister for Local Government for differential rating at the close of this meeting provided there are no submissions. If a favorable response is received Council will then be able to set the Annual Budget at a Special Meeting mid August. If we require another look at the budget we have until the 31st August 2021, meaning we have another Ordinary Meeting at which it can be considered.

Draft Budget Key Projects

Full budget allocations and listings for funding sources can be viewed in the attached minutes of the July 6th Special Meeting which contains the draft budget. The following tables are provided outlining indicative projects from both capital expenditure and operational maintenance as well as proposed projects that will require assessment prior to a report being put to Council such as large scale pot hole maintenance or reseals from Reserve Accounts (which are not currently included in the budget).

Plant replacement

Project Description	Further Detail	Indicative Sale amount	Budget allocation for Purchase
Replacement of 2014 Cat Prime Mover	New Prime Mover	\$130,000	\$280,000
Replacement of 2016 Kubota SVUTI	Utility with Tipper Tray	\$5,000	\$30,000
Replacement of 2019 Fortunner	Like vehicle	\$42,000	\$56,000
Replacement of 2019 Fortunner	Smaller vehicle - Subaru Outback	\$41,000	\$42,000
Replacement of 2018 Toyota Prado	Like vehicle	\$55,000	\$ 70,000

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Replacement of 2014 Cat Forklift	Like vehicle	\$25,000	\$50,000
Replacement of 2011 Case Skidsteer	Like vehicle, Suited to sweeper/slasher attachments	\$25,000	\$50,000
Replace Side Tipper Trailers	Like vehicle	\$80,000	\$200,000
Purchase Dual Axle Box Trailer	New		\$10,000
Purchase Genset on Trailer	New		\$30,000
Purchase Slasher Attachment	New		\$8,000
Purchase Toilet Trailer	New		\$8,500
Purchase Debris Vacuum	New - Mount to Garden Utility		\$6,100
Purchase Traffic Control Lights	New		\$36,000
Sale of Community Bus	Obsolete	\$10,000	
Sale of Tipper Trailer Surplus	Council Report Required	\$40,000	

Roads

Road/Project	Description	Budget Allocation
Numerous Roads	AGRN962 - Flood Damage Repairs	\$2,900,000
Yalgoo-Ninghan	Assessment	Maintenance
Yalgoo-Ninghan	Pothole and Failure Maintenance	Reserve Allocation after Assessment (\$535,000)
Yalgoo-Ninghan	Reseal	Reserve Allocation after Assessment (\$535,000)
Yalgoo-Ninghan	Capital Sealing next 4-5km	\$300,000
Morawa-Yalgoo	Assessment	Maintenance
Morawa-Yalgoo	Pothole and Failure Maintenance	Reserve Allocation after Assessment (\$175,000)
Morawa-Yalgoo	Reseal	Reserve Allocation after Assessment (\$175,000)
Morawa-Yalgoo	Capital Widening 13-14km	\$760,000
Sandford River Crossing	Concrete Improvements	\$100,000
Casurina Causeway	Widen to Two Lanes	\$100,000
Jokers Tunnel	Seal Floodway or seal over Culverts	\$100,000
School Carpark	Seal drainage channel and recurb	\$40,000
Badja-Woolshed	Seal from highway to airstrip	\$120,000
Lookout	Seal Henty St to Water Tank	\$95,000
Nature Based Camp	Seal Firebreak track to reserve	\$35,000
Traffic Counters	Reinstate equipment and organise program	Maintenance
Traffic Management Training	Traffic Management Plan and Traffic Lights	Staff Training
Fixed Road Signage	Purchase Fixed Signage and Entry Signs	\$40,000
Install Road Signage		Maintenance
Temporary Signage	Roadworks, Flood, Hazard & Cones	Maintenance

Buildings

Project	Description	Budget Allocation
Caravan Park Accommodation	Accommodation	Progressing within budget
	Water, Power and Septics	\$50,000
Housing	2 Modular Houses Lot 17, 11 Shamrock	\$350,000
Yalgoo Hall	Asbestos Removal and Renovation	\$600,000

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Cemetery	Toilet Block	\$ 102,000
Housing Assessment		Maintenance
Shire Property Assessment		Maintenance
Heritage Building Renewals	Tourism and Heritage Masterplan Building Renewals	\$200,000
Water Park Renewal		Property
Yalgoo Airstrip Buildings Maintenance		Property

Other Infrastructure and Equipment

Project	Budget Allocation
BBQ Caravan Park and Shamrock	\$22,000
Paynes Find Cemetery	\$10,000
Display Board	\$40,000
Tables and Chairs	\$5,000
Paynes Find Entry Statements	\$35,000
Solar Power Shire Buildings	\$100,000
Machinery Shed Concrete 2 bays	\$25,000
Depot Storage Shed	\$27,000
Caravan Park Storeroom - Washer and Dryer	\$40,000
Caravan Park Themed Linen	\$3,000
Yalgoo Cemetery Renewal	Property
Satellite Phone, Spot Replacment and Repeaters	\$10,000
CCTV Improvements	\$10,000
Street Lighting	\$20,000
Dalgaranga Crater Signage and Platform	\$50,000
Core, Hall and Hire Table and Chairs	\$5,000

Parks and Gardens

Project	Budget Allocation
Landscaping Shire Office	\$40,000
Oval Water Treatment	\$23,000
Core Stadium & School Oval Exercise Equipment	\$50,000

Policy and Administration

Project	Description	Budget Allocation
Integrated Policies	Community Strategic Plan	Complete
	Long Term Financial Plan	\$70,000
	Corporate Business Plan	
	Workforce Plan	
	Asset Management Plan	
Website	Training, Refresh and Road Condition	\$25,000
	Registers and Advertising	Internal
Heritage and Tourism Masterplan		\$100,000
Computer and Phone System Upgrade		\$37,500

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Donation and in-kind amounts have been included for the Yalgoo races. There is also a similar yearly amount budgeted operationally for both HCP and Art Centre activities.

There is \$25,000 itemized for the Emu Festival with another \$25,000 for an art component funded through grants. Once a budget for the event has been determined it will be provided to Council for consideration. This may result in some of the HCP or Art Centre activity funding being reallocated for health/community outcomes from the event.

The Shire will also be continuing with the accounting system rollover to ITVisions Synergysoft. It is also proposed that should the deficit be reduced in the accruals process that an amount of \$250,000 be placed into the plant reserve so the Shire can consider the reinstatement of equipment such as dozers in the future or upgrade graders to include plumbbed in GPS assistance for construction levels.

A request was made at the July 6th special meeting to provide more information on genset and trailer inclusions. Justification has been provided in the Technical Report.

If requested by Council a further workshop can be held prior to the adoption of the formal budget.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receives the CEOs report on key items/projects in the 2021/22 draft budget or which are likely to arise during the 2021/22 financial year.

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14.9 Fencing Request Reserve 38229

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Map of Reserve 38229

SUMMARY

That Council consider a request to allow vermin/stock fencing to be placed across Reserve 38229.

COMMENT

A request has been received from Mr Keros Keynes manager of Wagga Wagga Station seeking permission to install a vermin/stock fence across Reserve 38229 as opposed to boxing out around the unused reserve.

The Shire of Yalgoo currently has a vesting/management order for the purpose of municipal purposes with the land use described as municipal depot site. The responsible agency for State Government Proprietor is the Department of Planning, Lands and Heritage. Administration has no short or medium term plans to utilise the site for any purpose that would be affected by a fence.

This request would save 20% of the distance around the reserve some 80m and remove the requirements for 4 corner sections. This is considered minimal compared to the 380m that would have to be removed from the site should a future vestee or even the Shire require use of the land.

The cost of the infrastructure is also significant compared to the current value of the land. Including a fence where proposed would allow stock free use of the 15,000m² which is commercial in nature and does not fit the purpose of the reserve. Historically with no fence stock have had free reign over this area anyway.

While the proposal supports key Shire strategic directives such as vermin control and road safety no security can be provided by the Shire if the State Government alters the management order.

It is suggested that Council consider future uses of the land and write to the Department of Planning Lands and Heritage to seek their position on such a proposal.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

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OFFICERS RECOMMENDATION

That Council seek comment from the Department of Planning, Lands and Heritage for the installation of a fence across reserve 38229, requested by the neighbouring pastoral lease before considering the request.

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15 NOTICE OF MOTIONS

16 URGENT BUSINESS

17 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

17.1 Enterprise Bargaining Agreement

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Draft EBA July 2021

OFFICERS RECOMMENDATION

That Council endorse the Shire of Yalgoo Union Industrial Agreement 2021 for signing by the Chief Executive Officer.

OFFICERS RECOMMENDATION

That Council set the rental charge for Shire Inside and Outside Employees in Shire Housing at \$25 per week and that a \$350 bond be held from a new employees first two pays to cover cleaning and incidental items.

18 NEXT MEETING

As per the result of item 14.4

The next Ordinary Meeting of Council is due to be held at the Paynes Find Community Centre, Great Northern Highway on Friday the 27th August 2021. The start time of this meeting as determined by item 14.4 is ____am

19 MEETING CLOSURE

There being no further business the Shire President declared the Ordinary meeting closed at _____.

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PUBLIC QUESTION TIME - FOR INFORMATION PURPOSES ONLY

The Shire of Yalgoo welcomes community participation during public question time of Council Meetings. The following is a summary of s5.24 of the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and Shire Policy, to provide a guide for public question time.

To enable a prompt and detailed response to questions, members of the public are requested to lodge questions in writing to the Chief Executive Officer at least two days prior to a Council meeting. This can be done:

- a. In person at the Shire of Yalgoo Office, 37 Gibbons St, Yalgoo
- b. By emailing the Executive Support Officer pa@yalgoo.wa.gov.au
- c. By phoning the Executive Support Officer (08) 9962 8042

When registering a question members of the public will be required to provide the following for record keeping and response:

- a. Name, Address, Contact Number and Name of Organisation representing (if any)
- b. A written copy of the question to be asked at Public Question Time

It is recommended to arrive at the Council Meeting 15 minutes to commencement if you have not registered a question in advance.

The presiding Member will open Public Question Time where appropriate and, if necessary, provide a brief summary of the rules, regulations and procedures of Public Question Time.

1. The person asking the question is to state their name prior to asking the question.
2. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
3. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
4. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
5. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.

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6. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
7. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
8. The priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
9. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
10. There are circumstances where it may be necessary to place limits on the asking of questions to enable all members of the public a fair and equitable opportunity to participate in Public Question Time. In these events the Presiding Member will apply the most appropriate limit for the circumstance. Generally each member of the public shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
11. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask further questions (with necessary limits in place as discussed above if required) until the initial period for Public Question Time has expired.
12. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.
13. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
14. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).

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MATTERS FOR WHICH THE MEETING MAY BE CLOSED- FOR INFORMATION PURPOSES ONLY

Councillors are obliged to maintain the confidentiality of matters discussed when the meeting is closed.

The following legislative extracts were downloaded from www.legislation.wa.gov.au on 7 July 2021.

Local Government Act 1995

s5.23. Meetings generally open to the public

(1) Subject to subsection (2), the following are to be open to members of the public —

- (a) all council meetings; and
- (b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

- (f) a matter that if disclosed, could be reasonably expected to —

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- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - and
 - (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

s5.92 Access to information by council, committee members

- (1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or under any other written law.
- (2) Without limiting subsection (1), a council member can have access to —
 - (a) all written contracts entered into by the local government; and
 - (b) all documents relating to written contracts proposed to be entered into by the local government.

s5.93. Improper use of information

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person. Penalty: \$10 000 or imprisonment for 2 years.

Local Government (Model Code of Conduct) Regulations 2021

s.21 Disclosure of Information

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(1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

(a) at a closed meeting; or

(b) to the extent specified by the council and subject to such other conditions as the council determines; or

(c) that is already in the public domain; or

(d) to an officer of the Department; or

(e) to the Minister; or

(f) to a legal practitioner for the purpose of obtaining legal advice; or

(g) if the disclosure is required or permitted by law.

ATTENDANCE - FOR INFORMATION PURPOSES ONLY

Local Government Act 1995

S2.25 Disqualification for failure to attend meetings

Agenda – Ordinary Council Meeting – Friday 30th July 2021

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.
- (5) The non attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —
 - (a) if no meeting of the council at which a quorum is present is actually held on that day; or
 - (b) if the non attendance occurs —
 - (i) while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iiia) while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
- (6) A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary

Agenda – Ordinary Council Meeting – Friday 30th July 2021

meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

Urgent Business

General business will not be admitted to Council. In cases of urgency or other special circumstances, where a matter cannot or should not be deferred until the next meeting, urgent items may, with the consent of a majority of Elected Members present, be heard and dealt with. Any such business shall be in the form of a clear motion, and the President may require such a motion to be written and signed by the Councillor or officer proposing the motion or recommendation.

Deputations

Persons wishing to appear before Council or a Committee as a deputation should apply to the CEO at least one week before the date of the meeting, specifying the purpose of the deputation and the number of persons in the deputation. Deputations may be permitted at the discretion of the Presiding Member or by a resolution of the Council or Committee (as the case may not be). Not more than two members of a deputation may address the Council or Committee, except to answer questions from members of the Council or Committee.

GENERAL ATTACHMENTS



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ITEM N^o 14.2 DELEGATIONS REGISTER

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ITEM N^o 14.7 YALGOO STRATEGIC COMMUNITY PLAN FINAL DRAFT 2021

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Governance and Policy Manual



Elected Members Induction and Guidelines

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Preface

Corporate governance is a system of processes through which an organisation makes decisions and how it directs, controls and monitors its operations. The systems are complex and are required by legislation. The Governance Manual will assist the Council to achieve its commitment to excellence in governance. The manual links the respective roles under the Local Government Act and other relevant legislation with the suite of available governance documents. It is designed to provide guidance and information to the major participants in all functions and governance processes of the Council.

It will act as:

- an introduction for new Councillors and staff members to the governance framework and processes for the Council.
- a guide and reference for Councillors in performing their duties as elected representatives;
- a document establishing clear guidelines for the day to day governance of the Council.
- a basis to monitor the performance of the Council and administration in working towards excellence in governance.

The manual has been based on a number of existing governance frameworks, but in particular “Excellence in Governance for Local Government” produced by the Local Government Managers Australia and CPA Australia.

The Manual is divided into four parts:

- Part One: Overview of Corporate Governance and Principles
- Part Two: Integrated Planning and Reporting
- Part Three: Detailed Guidelines for good governance practice
- Part Four: Key documents, policies and procedures relevant to Elected Members

The Governance Manual will form the basis for an annual corporate governance review by Council which will assess the effectiveness of the Elected Members and Administration in achieving good governance.

Part One - Overview of Corporate Governance

Governance in the Legislative Environment

Local Governments in Western Australia are required to make report and implement decisions, according to the provisions of the Local Government Act 1995 (the Act). Other legislation regulates the way in which a local government exercises its authority in areas such as Town Planning, Environmental Health, Cat and Dog Control, Emergency Management, Litter Control, Bush Fire, and Building Control.

The Act defines the roles and responsibilities of Elected Members and the CEO to ensure a local government fulfils its obligations and exercises its powers and functions appropriately. Section 3.1 (1) of the act prescribes the general function of a local government is to provide for the good government of persons in its district.

To facilitate good government, Shires develop strategies and policies, and provide mechanisms and processes for their implementation. This manual establishes the policies and processes by which the Elected Members and the CEO Officer undertake their respective roles.

DEFINITION OF 'GOOD GOVERNANCE'

Good governance is about the processes for making and implementing decisions. It's not about making 'correct' decisions, but about the best possible process for making those decisions.

Good decision-making processes, and therefore good governance, share several characteristics. All have a positive effect on various aspects of local government including consultation policies and practices, meeting procedures, service quality protocols, Councillor and officer conduct, role clarification and good working relationships. Ref

<http://www.goodgovernance.org.au>

EXCELLENCE IN GOVERNANCE

Excellence in governance occurs when it is underpinned by accountability, integrity, openness and commitment to sustainability. It involves a focus on clarity of roles and responsibilities, robust systems which support both internal and external accountability and public access to decision making and information. From a Local Government perspective, the establishment of a governance framework reinforces the statutory authority and responsibilities of Council as a corporate body and assists Elected Members and professional officers in the delivery of quality services.

Central to the achievement of these outcomes is the engagement of key stakeholders and intended beneficiaries in the development and implementation of initiatives for the betterment of local communities. Effective outcomes are best achieved where the role and focus of Elected Members as a collective corporate body, is directed to policy formulation and strategic development. The role of the officers is to implement the policies and strategies of the Council through an accountable, effective and efficient application of resources and assets.

COUNCIL GOVERNANCE STATEMENT

Governance is based on the understanding the Council, CEO and staff have different roles and responsibilities which, when combined, create the environment for effective management and

operation of the Council. It recognises good governance does not only apply to internal procedures but ultimately reflects in the satisfaction of the residents and other stakeholders of the Shire both now and into the future.

COUNCIL GOVERNANCE FRAMEWORK

The fundamental objective of a corporate governance framework is to promote stability, confidence and consistency of process by providing role clarity and certainty of direction for the Elected Members and administrative office holders of the Council. The basis for this governance framework can be found in strategic documents and associated operational mechanisms which have been developed and implemented pursuant to roles and functions prescribed by the Local Government Act 1995 (The Act) and arising from the vision, mission, values and goals enunciated in the Strategic Community Plan.

Good Governance Principles and Practice

Clear principles govern how decisions are made by the whole organisation. Decisions should be based on the principles to ensure all governance processes and practices reflect the overarching principles of operation. Elected Members and staff must take specific responsibility for governance in their own activities to achieve best practice in governance and alignment with the agreed principles. The following practices relate to the five principles of operation and the achievement of effective governance.

Principle 1 - Vision and Organisational Culture

- There is a positive organisational culture promoting openness and honesty, in which questioning is encouraged and accountability is clear.
- The Council is united in a clear vision and positive culture, which respects the natural and built heritage of the Council as well as community needs and aspirations.
- Strategic Community Plan is produced through a comprehensive and inclusive process, which is inclusive of all sectors of the local government region.

Principle 2 - Roles, responsibilities and relationships

- There is clarity about the roles of local government and there exists a sophisticated approach to defining and implementing these.
- There are effective and appropriate working relationships promoted and supported within and between the Shire President, Councillors, CEO and Administration.
- There is a demonstrated respect for different roles of the various elements of the Shire and the need for positive working relationships between these elements.

Principle 3 - Decision-making and management

- Ensure there are effective decision-making processes in place to reflect the transparency and accountability which underpin excellence in governance.
- There should be robust and transparent financial management established and maintained to meet local government's accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future.

- An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained.
- Appropriate delegations should be implemented and maintained.
- There should be an active performance management system in place to enable Elected Members and staff to be openly accountable for their performance.
- Demonstrating exemplary leadership qualities through effective decision-making and related management processes reflecting transparency, integrity and sustainability.

Principle 4 - Accountability

- Appropriate consultation should be undertaken to reflect the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made, and feedback should be provided to those who participated.
- The Council must account for its activities and have systems to support this accountability.
- The established internal structures be maintained to provide for independent review of processes and decision-making to assist the Council to meet its accountability to stakeholders.
- There should be methods for accounting for all local government activities, including installing and maintaining systems which reinforce accountability and communicate outcomes achieved to the community.

Principle 5 -Commitment to Sustainability

- The Council will endeavour to keep up to date with all processes, methodologies and technologies which can achieve improved outcomes for the Shire.
- Awareness of practices will lead to improved resource management, environmental protection and rehabilitation, stronger communities and added economic value will be raised within the Council and staff, and across the community.
- The potential environmental, social and economic impact of any project or decision will be considered.
- Making the right decisions for both now and for future generations, in careful monitoring of progress to avoid negative impact, and, in ensuring a positive change for improved results and outcomes.

GOOD GOVERNANCE PRACTICE

The increasing level of scrutiny now being directed to the operations and activities of public bodies has created a need for full and open disclosure of the governance systems, which exist within these organisations. Accountability is an essential element of good governance and applies to Elected Members and CEO alike.

From a political perspective, accountability requires the Shire President and Councillors of the Council be accessible to residents and ratepayers so they may be responsive to community issues and needs. As the governing body of the Shire, the Council has the ultimate responsibility for ensuring compliance with legislation and regulations.

It is the CEO's responsibility to ensure Council is provided with unbiased and relevant, professional advice and information on which decisions are made. The CEO is also responsible

for the management of staff, financial resources and the maintenance of effective and efficient systems, procedures and processes which are necessary to meet the accountability requirements of the Council. Accountability is unachievable without effective stewardship of the Shire's financial, physical, intellectual and natural heritage assets. Stewardship refers to the planning and management required ensuring optimum use of assets to serve existing community needs and provide a lasting legacy for future generations. It requires innovation, reflected in strategies designed to encourage sustainable growth and prosperity, which are compatible with the unique character and focus of the Shire.

Part Two – Integrated Planning and Reporting

Integrated Planning and Reporting Principles and Processes

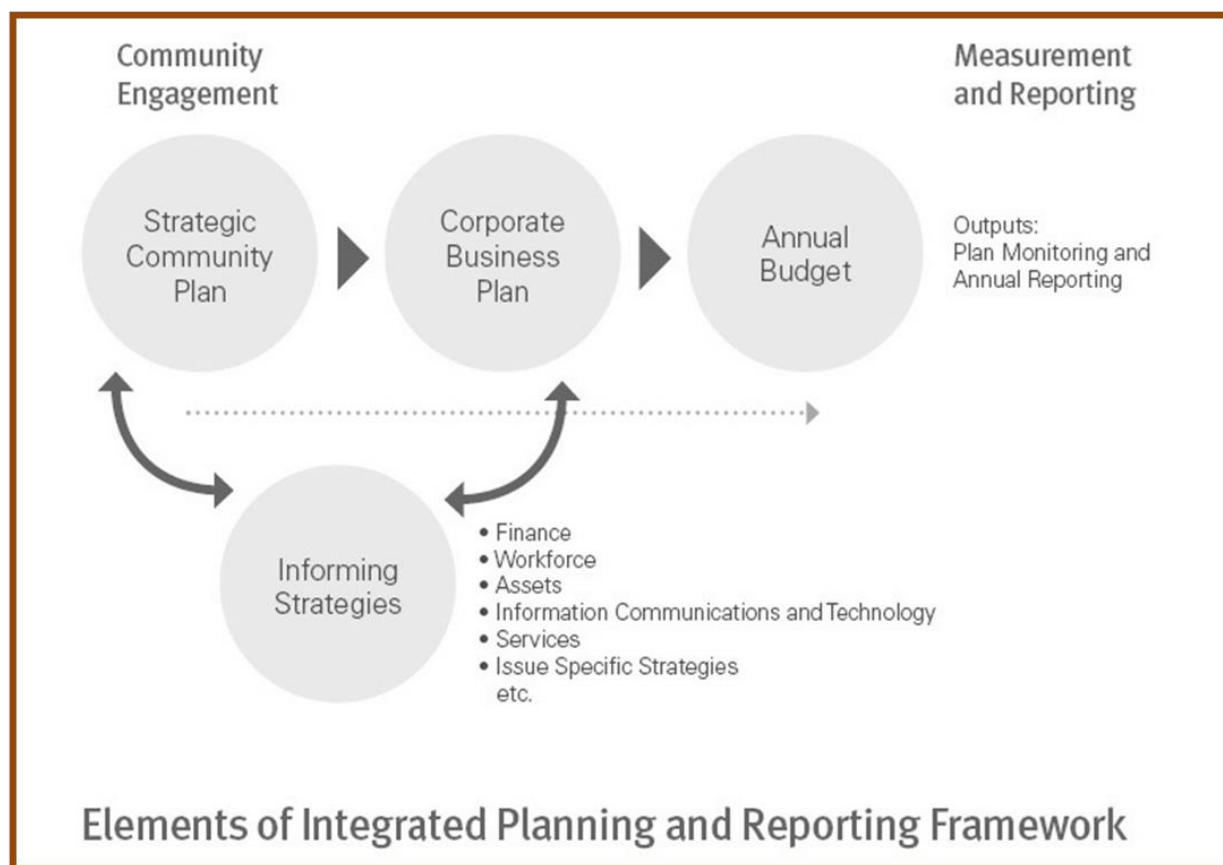
The Integrated planning and reporting principles and practices give local governments a framework for establishing local community and regional priorities and underpinning them through the Shire's long term planning processes, capital and major projects and operational functions.

They are supported in regulations of the Local Government Act 1995 Section S5.56 (1) A "plan for the future" and Regulations on how to achieve have been made under S5.56 (2):

- That Local Governments develop a Strategic Community Plan that links community aspirations with the Council's long term strategy.
- That the Local Government has a Corporate Business Plan linking to long term financial planning that integrates asset management, workforce planning and specific Council plans (Informing Strategies) with the strategic plan.

Regulation changes were implemented in August 2011 with full compliance required by 30 June 2013

For further information re Integrated Planning and Reporting copy or paste this reference into your internet explorer to connect to the WA Department of Local Government and Communities.
<https://www.dlgs.wa.gov.au/CommunityInitiatives/Pages/Integrated-Planning-and-Reporting.aspx>



STRATEGIC COMMUNITY PLAN

The Strategic Community Plan must be at least a 10year plan, which generally responds to three main questions put to the community and to the Shire:

- Where are we now?
- Where do we want to be?
- How do we get there?

The plan prioritises community aspirations considering things such as:

- Economic objectives
- Leadership Objectives
- Community Objectives
- Environment Objectives
- Additional factors as appropriate to identified changes in environment or demographics.

Community Input

Opportunities will be provided to enable the community to have input into the plan for the future through advertising, communication and consultation processes.

CORPORATE BUSINESS PLAN

The Corporate Business Plan activates the Strategic Community Plan by responding to:

- Council's distillation and prioritisation of the community's short, medium and long term aspirations.
- Existing operational plans, priorities and external factors impacting on resourcing.
- The assessment and integration of services and business area plans.

The process through which the Corporate Business Plan is developed incorporates:

- The priorities for the first four years of the Strategic Community Plan
- General operations and discretionary services
- Requirements of the Informing Strategy Plans*

*It is planned for 4-year terms and reviewed annually for relevance and affordability

INFORMING STRATEGIES

These consist of the:

- Asset Management Plan
- Long Term Financial Plan
- Workforce Management Plan

These strategies / plans support the integrated planning process by informing the consultation processes with data and information about capacity, capability and affordability of current services and functions. They facilitate resourcing of ongoing services and functions, growth and community aspirations. All above mentioned plans need to be integrated and underpinned by common assumptions and agreed projections.

Shire Community Vision and Mission

Vision: Inclusive and peaceful, prosperous and strong

Mission: To be a standard bearer for honest, equitable and efficient local government, delivering innovative, timely and appropriate services to secure economic sustainability and community wellbeing

Shire Strategic Key Focus Areas and Objectives

Social Objective - an educated, respectful and inclusive community and a place where people feel they belong.

Environment Objective - an environment that is managed well and appreciated by all

Economy Objective - a modern and sustainable economy that provides for our growing community.

Civic Leadership Objective - To be a Shire that serves our community with integrity and leadership

Ref Strategic Community Plan 2013 – 2023 – (To be reviewed after each update of Strategic Plan)

Part Three – Detailed Guidelines for Governance Practice

Vision and Organisational Culture

Vision

“There is a clear vision and Strategic Community Plan produced through a comprehensive and inclusive process which is owned by all sectors of the Local Government”. The Council vision as stated in Part 1 drives the culture of the organisation. The vision has been generated as a united focus for the Shire. Governance decisions and practice must at all times contribute towards achievement of the vision.

Organisational Culture

There is a positive culture to promote openness and honesty, in which questioning is encouraged and accountability is clear.

The principles introduced in Part 1 will be demonstrated as an integral part of the organisational culture. If all individuals involved in our Local Governance apply the values, the culture of the organisation will provide the greatest opportunity of achieving excellence in governance. In addition, the Elected Members and staff will strive to achieve the following eight elements within its organisational culture:

Effectiveness in Management Structures and Practices

- A good management structure will be maintained based on the organisation's vision, with clear roles and responsibilities.
- Responsibility and accountability will be delegated appropriately down the organisation.
- Management will support clarity in responsibility and accountability and focus on outcomes.
- There will be effective and efficient processes and systems in place.

Good Communication and Feedback Opportunities

- Good relationships will be developed between the various parts of the Shire.

Learning and Development

- Decision making processes will incorporate appropriate consultation, knowledge management and involvement.
- There will be learning and development programs for Elected Members and Officers designed to meet their skills and knowledge requirements.

Ethical Behaviour and Conduct

- The Code of Conduct and ethics will be owned and lived, particularly by leaders throughout the organisation.
- The Council, Shire President, CEO and senior management will be models of appropriate behaviour.

Conflict of Interest Management

- An effective induction program will reinforce the organisation's culture so all people associated with the organisation recognise where conflict of interest may arise and how relevant action can be taken.
- There will be agreement about different, yet complementary, roles of Councillors and officers.

Support for Frankness and Openness

- Opportunities will be provided for open and frank exchange between Elected Members, management and staff.
- Effective feedback mechanisms from the community will be established and maintained.

Confidentiality

- Where issues of confidentiality arise, the Shire will be transparent about instances where confidentiality will be protected.

Innovation

- The Shire will recognise it operates in a changing environment and therefore must be aware of opportunities in those changes required to improve the way the Shire operates.
- The Shire staff will be encouraged to take reasonable efforts to keep abreast of current best practice and up to date technologies.

Roles, Responsibilities and Relationships

Working Relationships

“There are effective working relationships promoted and supported within and between the Shire President, councillors, CEO and administration”.

Effective working relationships are promoted and/or supported by and between the Shire President, councillors, CEO and staff. It is a requirement staff contact by Elected Members is made through the CEO. Should an Elected Member wish to contact any staff member directly, a request shall first be made to the CEO, who will assess the request and advise the Elected Member of his/her decision.

Good corporate governance requires clear identification and definitions of responsibility and a clear understanding of relationships between the organisation's stakeholders and those responsible for managing its resources.

Very important relationships are those between:

- The Shire President and the Councillors;
- Elected Members and Elected Members;
- The Shire President and the CEO;
- Elected Members and the CEO.

Effective relationships are achieved and maintained at the Shire through:

- Parties agreeing on and respecting the differences in their roles.
- Protocols being established based on the agreements about roles and responsibilities being followed.
- Information and discussion about the various roles being included in Councillors' induction processes.
- Goodwill on the part of all parties to make governance work and being a prepared to tackle problems when they arise.
- A common understanding the political activities of Council are legitimate as local government is a formal level of government and Councillors are accountable to their constituents as well as to the Shire as a whole.
- Councillors have to be able to address these accountability requirements in a constructive manner.

Council - Roles and Responsibilities

Under the Act Council is a body corporate with perpetual succession, a common seal, and is charged with responsibilities. The Shire has interpreted these responsibilities as they are contained in the Act in conjunction with the Shire's governance framework and this governance framework and statement document provides the following guidance on the range and scope of these following roles:

(a) Directs and controls the Shire affairs.

This role encompasses strategic planning mechanisms to ensure the continued viability and performance of the organisation, the setting of strategic goals for the organisation and the monitoring of the Shire's performance against these strategic goals.

(b) Is responsible for the performance of the Shire functions.

This role provides for the Council to bear the ultimate responsibility for the performance of the Shire's functions, but not its day to day operations, which are the responsibility of the CEO. The Council exercises this responsibility through the development of appropriate governance frameworks, including delegations of authority, and in the determination of an appropriate organisational structure in consultation with the CEO.

(c) Oversees the allocation of the Shire finances and resources.

The Council exercises this role by adopting the Shire's budget and long-term financial plans. It is advised by officers of the Shire who are responsible for the development of appropriate financial controls and strategic documents.

(d) Determines the Shire policies.

The role of Council in setting policy is most effective when policies are developed in consultation with the CEO who will then implement them through the development of appropriate management practices and work processes with staff.

Council policy should set the standards for the organisation to achieve and make strategic policy decisions to guide staff in their decision-making processes.

Role of Elected Representation

The Council consists of eight members including the Shire President. Councillors are elected by the community. The Shire President is elected by the Councillors. Local Government elections are conducted biennially on a fixed date prescribed by the Act, with candidates elected to the office of Councillor for a four (4) year period. The Council elected President is for a two (2) year period.

Each individual Councillor has a legislative requirement to fulfil this role. This governance framework provides guidance to Councillors on how they perform this role at the Shire.

Individually Councillors have a responsibility to act as a conduit between the community and the Shire. Not only must they represent the interest of the broader community on the Council, but also as community leaders they must always represent the interests of the Shire.

While Councillors may be elected from an individual location of the Shire, their primary obligation is to represent the interests of the broader community. It is not appropriate for individual Councillor's constituent concerns to interfere with their decision-making processes in providing good governance of the Shire as a whole.

Councillors are responsible and ultimately accountable for long term financial planning, the annual budget and monitoring financial performance. In doing so, each individual elected member accepts a joint and individual responsibility for the financial outcomes.

Accountability and transparency is also facilitated through the standards and behaviour maintained by members – most notably, through their adherence to legislation governing declarations of financial and other interest where these arise, together with associated implications for participation in any debate.

Elected Members rely on:

- Financial advice and information from administration;
- Input from internal and external auditors.

Elected Members must also seek whatever additional information they need to make informed decisions through appropriate channels.

Responsibilities of Council

The responsibilities of Council can be categorised into the following three key areas:

Legislative - If considered necessary, the Council is responsible for adopting local laws to reflect current community standards and provide for the good governance of the Shire. Council when making local laws must be aware of their legislative effect.

Executive - The Council is responsible for overseeing the executive functions of the Shire and determines appropriate policies, strategies and functions for the CEO to implement.

Quasi - judicial - The Council is responsible for applying factual situations to the legislative regime in a quasi-judicial manner under the Local Government Act, Town Planning and Development Act and other relevant legislation.

Accountability, stewardship, sustainability and innovation focus.

Accountability objectives are most effectively pursued where the focus of Elected Members of Council centres upon:

- Strategic planning, policy development and defining scope for delegation of powers and functions;
- Allocating the Shire's resources to the CEO;
- Monitoring performance of the Shire against adopted strategies and objectives;
- Representing the interests of the community;
- Appointing the CEO and participating in the performance review process of this officer.

Accordingly, the Council is required to be accountable and transparent by undertaking deliberations and making resolutions within a framework which is factually based, non-prejudicial and relevant to issues at hand.

Limitation of Member Liability

The Shire has the legal capacity of a natural person. As such, the Shire may instigate legal proceedings in its corporate name and have proceedings taken against it. Section 9.56 of the Act, (as below) specifies the limitation Councillors must be aware of when taking office.

Section 9.56 of the WA Local Government Act 1995 Division 4 — Protection from liability

Certain persons protected from liability for wrongdoing 9.56.

1. A person who is — (a) a member of the council, or of a committee of the council, of a local government; (b) an employee of a local government; or (c) a person appointed or engaged by a local government to perform functions of a prescribed office or functions of a prescribed class, is a protected person for the purposes of this section.
2. An action in tort does not lie against a protected person for anything that the person has, in good faith, done in the performance or purported performance of a function under this Act or under any other written law.
3. The protection given by this section applies even though the thing done in the performance or purported performance of a function under this Act or under any other written law may have been capable of being done whether or not this Act or that law had been enacted.
4. This section does not relieve the local government of any liability that it might have for the doing of anything by a protected person.
5. In this section — (a) a reference to the doing of anything includes a reference to the omission to do anything; 314 Local Government Act 1995 No. 74 s. 9.57 (b) a reference to the doing of anything by a protected person in the performance or purported performance of a function under any written law other than this Act is limited to a reference to the doing of anything by that person in a capacity described in subsection (1) (a), (b) or (c), as the case may be.

It is largely due to such legislative-based requirements local governments have embraced strategies designed to mitigate the liability of members and officers, with liability insurance protection and risk management now serving as a significant element of corporate governance frameworks.

It is for these reasons many organisations have developed and implemented processes for identifying, analysing and mitigating risks, which could prevent the achievement of business objectives. These organisations have put control activities in place to manage risk throughout the organisation by developing risk management plans which cover activities as diverse as (yet not limited to) reviews of operating performance, information technology and management information systems.

The Role of the Shire President – Section 2.8 of the Act

- preside at meetings in accordance with the Act;
- provide leadership and guidance to the community;
- carry out civic and ceremonial duties on behalf of the Shire;
- speak on behalf of the Shire;
- perform such other functions as are given to the Shire President by the Act or any other written law;
- liaise with the CEO on the Shire affairs and the performance of its functions; and
- otherwise fulfil the role of Councillor.

The Role of the Deputy Shire President – Section 2.9 of the Act

Perform the functions of the Office of Shire President if it is vacant or perform the functions of the Shire President if the Shire President is not available or is unable or unwilling to perform the functions.

Statutory Role of Councillors – Section 2.10 of the Act

- represent the interests of electors, ratepayers and residents of the Shire;
- provide leadership and guidance to the Shire community;
- facilitate communication between the community and the Council;
- participate in the Shire decision making processes at Council and Committee meetings; and
- perform such other functions as are given to a Councillor by this Act or any other written law.

Role of the CEO Role – Section 5.41 of the Act

- advise the Council in relation to the functions of the Shire under the Act and other written laws;
- ensure advice and information is available to the Council to ensure informed decisions can be made;
- cause Council decisions to be implemented;
- manage the day to day operations of the Shire;
- liaise with the Shire President on the Shire affairs and the performance of the Shire's functions;
- speak on behalf of the Shire if the Shire President agrees;

- be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to Section 5.37 (2) in relation to senior employees);
- ensure records and documents of the Shire are properly kept for the purposes of the Act, or any other written law; and
- perform any other function specified or delegated by the Shire or imposed under the Act or any other written law as a function to be performed by the CEO.

Section 5.42 of the Act enables the Shire to delegate in writing to the CEO, the capacity to exercise any of its powers or duties, with the exception of those relating to:

- actions in which decisions of an absolute majority or a 75% majority of the Council is required;
- acceptance of a tender which exceeds an amount as determined by the Council;
- appointment of an auditor;
- acquisition or disposal of any property valued at an amount exceeding an amount determined by the Council for the purposes of this paragraph;
- any of the Council's powers under Sections 5.98A, 5.99A or 5.100 (determining fees, allowances and expenses of members and Committee members);
- borrowing money on behalf of the Shire;
- hearing or determining an objection of a kind referred to in Section 9.5;
- (carrying out any power or duty requiring the approval of the Minister or the Governor); or
- such other powers or duties as may be prescribed.

This clear separation of elected member and CEO roles and responsibilities as identified within the Act reinforces good governance principles. It also ensures the Shire adheres to all statutory requirements whilst meeting the expectations of its community.

Executive Management Role

In undertaking its functions and responsibilities, Council is supported by the CEO and an Senior Staff. The Executive Management Team, comprising of the CEO and staff as determined by the CEO, meets regularly as a basis for ensuring effective coordination of the Shire's operations and implementation of Council resolutions. These meetings are complemented by operational meetings (Administration meetings and works tool box meetings) to enable management information dissemination and to receive feedback from officers.

Decision Making

Agenda Setting

- an effective and efficient strategic planning process which produces owned strategic goals; and
- processes being in place which ensures Council plans are properly implemented.

Information Gathering

- ensuring the information gathered is sufficient to allow a decision to be made;
- ensuring an effective process within the administration to convert information into advice;
- providing good quality and timely Council reports, which provide the necessary information, options and clear recommendations. The reports will always incorporate the corporate view of the issue in question, the financial impacts, effects on Integrated Plans, consultation and any risks;
- having workable and productive consultation processes in place ensures decision-makers are aware of the views of those whom the decision affects;
- a sound process for identifying and distilling data into appropriate information;
- agendas being structured so as to facilitate good decision-making processes.

Opinion Formation

- This will be achieved through ensuring Elected Members understand the issues and have enough information provided to make an informed decision.

Decision-making

- Council and committee meetings being well chaired and conducted in accordance with Council Standing Orders Local Law 2016;
- facilitating participation and involvement while ensuring debate is relevant and succinct;
- robust debate which ensures all issues are aired. Although it is robust, the debate is conducted with courtesy and respect;
- the Chair attempting to find common ground amongst Elected Members; opportunities being available for the community to participate appropriately;
- delegations where appropriate.

Implementation

- decisions being implemented in a timely manner;
- solidarity amongst the Councillors once a decision has been made;
- confidentiality being maintained wherever necessary.

Financial Management

“There should be robust and transparent financial management established and maintained to meet local government’s accountability to its stakeholders, particularly in terms of stewardship of community assets, both now and into the future”.

The Council will achieve this by:

- Ensuring management have service delivery strategies to reflect the services and projects identified for the relevant financial year as shown in the Corporate Plan.
- Approve each year’s annual budget in accordance with the adopted service delivery strategies as shown in the Corporate Plans and the Long-Term Financial Plan.
- Council, through policy, will determine the appropriate mix between borrowing for capital works and funding them from revenue. Council will consider the implications of its decisions on the level of capital works and asset maintenance.

Funding Strategic Objectives

Section 5.56 of the Act requires a local government to prepare a plan for the future. The Council must know the direction it is going long term. Its vision and goals must be properly reflected in the Strategic Community Plan. Council will take its final decisions about the content of the Strategic Community Plan based on an understanding of the long-term financial consequences of their decisions.

Long-Term Financial Planning

Elected Members, sitting as Council, will determine the Long-Term Financial Plan, and be accountable for the process of developing it. The delivery of the services identified in the Long-Term Financial Plan will be in accordance with the Shire’s strategic direction. The financial strategy should be consistent with the Council’s Strategic Community Plan and it must be able to fund its projects, functions and service improvements. Information will be presented to Council by officers through reports to enable Council to make informed decisions.

The Shire’s Long-Term Financial Plan will detail the significant programs and activities to be undertaken by the Shire over the next ten years and roll on each year with amendments and additions. The Plan provides a broad overview of where financial resources of the Shire will be directed over this period and the manner in which these activities will be funded. The implementation of a Long-Term Financial Plan (LTFP) can be used to align capital and operating expenditure requirements with income streams and comply with Council’s rating strategy and policy incorporated in the LTFP.

The Rating System

The rating system at the Shire will reflect the Council's strategy and vision for the future of the Shire. The rating levels and mix will represent a fair distribution of the rate burden across the community. Council's approach to rating will incorporate the concept of intergenerational equity; (i.e. the way the rating burden is spread between current and future generations of ratepayers of the Shire). Council will be informed whether the rates outcome, which was envisaged in the LTFP, is still appropriate and consistent with all objectives of the Strategic Community Plan. Mindful of the role outlined under Section 2.10 of the Act, Councillors must assess if the budget delivers what the Council wishes to achieve.

Annual Budget

Developed as part of sound business management, the annual budget provides a framework for allocation of financial, physical and staff resources required in pursuing the Shire's objectives for the proceeding twelve-month period. The Manager Finance and Corporate Services (MFCS) will annually develop a budget preparation timetable and process to meet Council's statutory requirements and give enough time to resolve major issues. The CEO and MFCS will ensure Council and staff are given adequate time to have the opportunity to work through key issues. Council's Long-Term Financial Plan will provide broad guidance for the budget. The Long-Term Financial Plan will be reviewed at least annually to incorporate the long term impact of any significant changes or decisions which are not consistent with the current plan.

Statutory Compliance

The Shire recognises when decisions are made by Council, when resolutions are acted upon and when performance outcomes are reported, it is important the requirements of any legislation and/or regulations are complied with, especially because of the reporting requirements of the Compliance Audit Return. Compliance will be pursued through ensuring the integrity of the key financial planning and reporting mechanisms which underpin the Shire's operations – especially the Annual Budget and Annual Report.

Compliance with key financial and statutory requirements is assessed through the audit schedule conducted in accordance with the Act by professionally qualified internal and external parties as appointed by the Shire. Financial reporting to Council will, as a minimum, be in accordance with its statutory requirements.

Content

The focus of financial reports to Council is to provide accurate information about the Shire's overall financial position. Councillors, when considering the financial reports, will satisfy themselves the information they are given reflects the actual situation of the Shire. Councillors will ensure they understand sufficiently about the financial indicators for them to ask appropriate questions and interpret the responses.

Annual Report

The Annual Report has its basis in the Act, but also serves as the vehicle by which the Shire can evaluate, monitor, control, improve and report on the outcome of its activities over a particular financial year. The Annual Budget should reflect the priorities expressed in the Strategic Community Plan and the Annual Report should indicate the extent to which those priorities have been achieved.

Services and Funds

Council will:

- have appropriate user charges for its services and facilities.
- be mindful of the proportion of financial resources required to meet operational and capital costs for the Shire.
- comply with government policy.
- where appropriate, seek to obtain other avenues of financial assistance such as grants, being mindful of financial and management obligations of accepting any grant
- ensure costs can be recognised, recorded and recovered appropriately.

Capital Works Debt Servicing

- Key assets will be maintained.
- Any borrowing must be sustainable and not impose an unacceptable level of debt servicing.
- Council will be informed on the proportion of financial resources required to service debt and decide whether it is appropriate for the Shire.

Accountability and Policy

- Council will meet legislative and financial reporting requirements.
- Council will meet accountability requirements to the community in terms of stewardship of assets.
- Council will strive to achieve best practice in financial policies and practices.
- Council will strive to leave an appropriate legacy for future Councils.

Audit

The Local Government Act 1995 (the Act) requires all local governments establish an audit and risk committee. This committee plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions. Ref: Audit in Local Government - The appointment,

function and responsibilities of Audit Committees; Local Government Operational Guidelines – Number 09 Revised September 2013

Risk Management

An effective approach to the identification, assessment, monitoring and management of risks should be established and maintained. The Shire's performance in implementing effective risk management strategies and adherence to sound business practice is reinforced through access to independent legal advice (as required), the completion of the annual statutory Compliance Audit Report (internal) and the annual financial audit undertaken by professional, external auditors as required by the Act. The Shire also maintains a wide range of assets that include infrastructure assets; real property; financial assets; information, intellectual property, natural and heritage assets.

As required by regulations, the Shire takes an active approach to risk management in the conduct of its business through the implementation of a number of specific and organisation wide initiatives. This risk management strategy involves the Shire identifying, collating and treating all the identified risk (internal and external) to ensure a coordinated approach to effectively minimise business, financial and physical liability to the Shire's operations. The Council will ensure the risk management program is of the standard required to meet its fiduciary obligations to:

- safeguard assets
- ensure there are enough monies to meet its financial obligations when due prevent and detect fraud
- ensure accuracy and completeness of accounting records.

Delegations

Effective delegations should be implemented and maintained. Delegations of authority are required in order to provide officers of the Shire with the power to exercise duties and make determinations. It is essential Council's delegations are performed in accordance with the adopted governance framework and are compliant with relevant legislation. The Shire is required to keep records on the exercise of its delegations. Council may delegate authority to the CEO and other nominated officers under the provisions of the following legislations (yet not limited to), the Local Government Act 1995, Local Government (Miscellaneous Provisions) Act 1960, Building Act 2011, Health Act 1911, Strata Titles Act 1985, Caravan Parks and Camping Grounds Regulations 1987, Bushfire Act 1954, Emergency Management Act, Litter Control Act, Dog Act, Cat Act and the Shire, Town Planning Scheme to perform some of its functions and duties.

The Local Government Act and associated regulations allow the CEO to sub-delegate to any other officer the authority to perform functions and duties exercisable by the CEO under the Local Government Act or have been delegated to the CEO by the Council.

This is in accord with a governance framework whereby officers are responsible to the CEO and the CEO is responsible to Council. The CEO is also responsible for the implementation of Council decisions and may delegate some of this responsibility to other officers of the Shire.

All delegations are to be recorded in a register established for the purpose (as required by the Act) and reviewed annually. The CEO will advise Council of any decisions made under delegated authority.

Under the provisions of Town Planning Scheme Council may delegate authority to certain officers other than the CEO. If such a delegation is exercised Council shall be advised.

Accountability

“Local government must account for its activities and have systems to support this accountability”

Excellence in governance is based on the premise of those who are involved in governance being held accountable for what they do. Accountability at the Shire means the Elected Members and management taking responsibility for their performance.

Elected Members and management at the Shire accept they are accountable under legislation in terms of how the Council operates and reports. This also extends to other measures such as:

- Risk management systems implemented and maintained to ensure community assets are protected.
- Internal and external audits and Finance & Audit committee focused towards providing assurances to all stakeholders the processes and procedures are being adhered to and financial reports are accurate.
- Consultation and policies to support good decision making by ensuring Elected Members are aware of the views of those who will be affected by any decision.

Operational and Strategic Performance Management

There should be an active performance management system in place to enable Elected Members and staff to be openly accountable for their performance.

The Shire hope to establish a range of mechanisms to ensure performance is measured, reviewed and improved and thereby enable remedial action to be taken, where necessary. The Shire is committed to the development of appropriate performance measures in financial policies and strategic plans to ensure long term viability. Ongoing financial performance will continue to be monitored through internally and externally based systems and processes. Effective coordination between the strategic and operational elements will be maintained through a regular report to Council which is based on the Strategic Community Long Term Financial Plans.

CEO Performance Management

The CEO is appointed by the Council and is directly accountable to it. The Council is accountable for setting the CEO's performance plan and subsequent monitoring of his or her performance. This responsibility belongs to Council sitting as the Council and is not the responsibility of individual Elected Members.

Council appoints a CEO's Performance Review Working Group which is responsible for:

- Determining and setting in place an appropriate review process.
- Undertaking a performance appraisal of the CEO in accordance with the provisions of Section 5.38 of the Local Government Act 1995 and in accordance with the terms and conditions of the employment contract of the CEO.

- The Working Group will then report to the full Council its determination on the performance appraisal for Council input and endorsement for:
- Negotiating and setting goals, objectives, key performance indicators and changes to the remuneration package within the terms of the CEO's contract.
- Any goals, objectives, key performance indicators or remuneration package changes so negotiated, and set, must be acknowledged in writing by both the Shire President and the CEO.

Independent Review

Local governments should continue with existing internal structures to provide for independent reviews of processes and decision-making to assist the Council to meet its accountability to stakeholders". Independent Reviews will be sought as appropriate through Internal and external auditors as appropriate.

Customer Consultation

"Consultation should be undertaken appropriate to the scope and potential impact of the matter. It should respect the position and opinion of all stakeholders. The outcomes of the consultation should be taken into account when the decision is made, and feedback should be provided to those who participated." It reflects the core values (i.e. Respect, Openness, Teamwork, Leadership and Excellence) as important elements in serving the needs of residents and ratepayers.

The Shire is prepared to explore new and innovative methods of service delivery in order to provide improved access to information and enhance customer interaction.

The Shire is committed to fostering high levels of public awareness of its activities, by providing its residents and ratepayers with access to a wide range of information. Any policy or planning developments will be fully inclusive of the affected areas.

In addition to meeting the state wide and local public notice requirements prescribed by the Act in respect to proposals and activities, the Shire will also ensure information is available by electronic means. The Shire will utilise the local press for notifying residents about important issues. Information will also be posted on its official notice board located at the Administration Centre. The Shire Newsletter will continue in its role as a mechanism for disseminating information and encouraging feedback on key strategies, projects and significant Shire events.

The Shire's website at: www.yalgoo.wa.gov.au will serve as the focal point for providing up to date information and service delivery information to ratepayers and residents.

Public consultation involving residents and ratepayers is facilitated by the Shire through a range of mechanisms which include; information provision, consultation, public comment, Ordinary, Special and Annual General Meetings.

Support for Elected Members in the Governance Process

Elected Members are encouraged to attend professional development offered by the Local Government Department, WA Local Government Association or any other appropriate body/individual to better enable them to carry out their duties. Professional development needs, advice or resources can be facilitated by the CEO or relevant delegated officers.

Standards of Conduct

The Shire Code of Conduct provides Councillors and Staff at the Shire with consistent guidelines for an acceptable standard of professional conduct. The Code addresses the broader issue of ethical responsibility and encourages greater transparency and accountability in the operations of the Council and Administration.

The Code is complementary to the principles adopted in the Local Government Act 1995 and regulations which incorporates four fundamental aims to result in:

- Better decision-making by Council;
- Greater community participation in the decisions and affairs of Council;
- Greater accountability by Council to its communities; and
- More efficient and effective organisation.

The Code requires a commitment to ethical and professional behaviour and outlines principles in which individual and collective responsibilities may be based. The Shire of Yalgoo's Code of Conduct is found in Section Four of this Governance and Policy Manual.

Enforcement of the Code

Any Elected Member, Committee Member or Council employee having concerns with regard to an actual, perceived, potential, intended or unintended breach of either the specific provisions or the spirit of the Code of Conduct, or any provisions of the Local Government Act 1995 or such regulations or local laws created there under or any other relevant legislation, should discuss those concerns with the Shire President for Elected Members or CEO for Council employees.

Such reports shall be treated in the strictest confidence until such time as an appropriate investigation has been undertaken. Any actions taken as a result of a breach will be made in accordance with the provisions of any applicable legislative requirements and the local government's responsibilities as an employer.

It should be noted the Corruption and Crime Commission Act 2003 requires the reporting to the Commission by all public sector agencies of suspected "misconduct" within their agency. Misconduct generally occurs when a public officer abuses authority for personal gain or to cause a detriment to another person or acts contrary to the public interest.

Reporting Alleged Breaches of the Code

- Councillors will report an alleged breach by a Councillor or employee to the President who will in turn refer the alleged breaches by an employee to the CEO.
- Employees will report an alleged breach by a Councillor or employee to the CEO who will in turn refer alleged breaches by a Councillor to the President.
- Councillors and employees will report an alleged breach by the CEO to the President.
- Councillors will report an alleged breach by the President to the Deputy President.

Responsibility for Upholding the Code

- All Council members have a shared responsibility for upholding the Code.
- The President is responsible for dealing with alleged breaches of the Code by a Councillor or the CEO.
- The CEO is responsible for dealing with an alleged breach by an employee.
- The Deputy President is responsible for dealing with an alleged breach by the President.

Dealing with Alleged Breaches

- All alleged breaches will be investigated promptly while the issue is current.
- The investigation of an alleged breach will be dealt with in a sensitive nature, guided by the principles of natural justice and will be investigated in confidence.
- When investigating an alleged breach, the investigator will maintain all records of the investigation.
- A breach of the Code will be dealt with in a manner deemed appropriate by the investigator taking into consideration the nature and the seriousness of the breach.
- After investigating the alleged breach, the investigator will advise the relevant parties of the outcome.

Part Four – Key Documents, Policies and Procedures for Council

Policy 1.1 – Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates

History	Adopted 19 July 2007
Former Policy	1.1 November 2020 Governance Organisational Policy Manual C2021-0413 Code of Conduct
Amended / confirmed	Review 30 th July 2021

Policy Statement

This Policy is adopted in accordance with section 5.104 of the Local Government Act 1995.

Division 1 — Preliminary provisions

1. Citation

This is the Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the Local Government Act 1995;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) identify and appropriately manage any conflict of interest; and
 - (e) avoid damage to the reputation of the local government.
- (2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
- (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 — Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and

- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;

- (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or

- (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non confidential document means a document that is not a confidential document.
- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —

- (a) at a closed meeting; or
- (b) to the extent specified by the council and subject to such other conditions as the council determines; or
- (c) that is already in the public domain; or
- (d) to an officer of the Department; or
- (e) to the Minister; or
- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

Complaint About Alleged Breach Form - Code of conduct for council members, committee members and candidates

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

NOTE: A complaint about an alleged breach must be made —
(a) in writing in the form approved by the local government
(b) to an authorised person
(c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <div style="display: flex; justify-content: space-around; margin-top: 10px;"><u>Given Name(s)</u><u>Family Name</u></div>

Contact details of person making the complaint:
Address: _____ Email: _____ Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:

_____ / _____ / 20_____

SIGNED:

Complainant's signature:

Date of signing: _____ / _____ / 20_____

Received by Authorised Officer

Authorised Officer's Name:

Authorised Officer's Signature:

Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

**Signed complaint form is to be forwarded to: ceo@yalgoo.wa.gov.au or
37 Gibbons St, YALGOO WA 6635**

Policy 1.1b – Shire of Yalgoo Code of Behavior Complaint Management Policy

History	New
Former Policy	1.1 November 2020 Governance Organisational Policy Manual C2021-0413 Code of Conduct
Amended / confirmed	Review 30 th July 2021

Policy Objective

To establish, in accordance with Clause 15(2) of the *Local Government (Model Code of Conduct) Regulations 2021* and the Shire of Yalgoo Code of Conduct for Council Members, the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates.

To give effect to the Shire of Yalgoo's commitment to an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour of Council Members, Committee Members and Candidates.

Policy Scope

This Policy applies to complaints made in accordance with Clause 11 of the Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates.

This Policy applies to Council Members, Committee Members, Candidates and any person who submits a complaint in accordance with this Policy.

Definitions

Act means the *Local Government Act 1995*.

Behaviour Complaints Committee means the Committee established by the Council in accordance with s.5.8 of the Act for the purpose of dealing with Complaints. The role of the Behaviour Complaints Committee is outlined in Part 2.3 of this Policy.

Behaviour Complaints Officer means a person authorised in writing [*by Council resolution or by the CEO exercising delegated authority*] under clause 11(3) of the Code of Conduct to receive complaints and withdrawals of complaints. The role of the Behaviour Complaints Officer is addressed in Part 2.1 of this Policy.

Breach means a breach of Division 3 of the Shire of Yalgoo's Code of Conduct for Council Members, Committee Members and Candidates.

Candidate means a candidate for election as a Council Member, whose nomination has been accepted by the Returning Officer under s.4.49 of the Act, but does not include a Council Member who has nominated for re-election. A person is a Candidate from the date on which their nomination is accepted, until the Returning Officer declares the election result in accordance with s.4.77 of the Act.

Candidate Complaint means a Complaint alleging a Breach by a Candidate. Candidate Complaints are dealt with in Part 3.2 of this Policy.

Code of Conduct means the Shire of Yalgoo's Code of Conduct for Council Members, Committee Members and Candidates.

Committee means a committee of Council, established in accordance with s.5.8 of the Act.

Committee Member means a Council Member, employee of the Shire of Yalgoo's or other person who has been appointed by the Council to be a member of a Committee, in accordance with s.5.10(1) of the Act. A person is a Committee Member from the date on which they are appointed, until their appointment expires or is terminated by Council resolution.

Complaint means a complaint submitted under Clause 11 of the Code of Conduct.

Complainant means a person who has submitted a Complaint in accordance with this Policy.

Complaint Assessor means the Behaviour Complaints Officer or a person appointed by the Behaviour Complaints Officer in accordance with Part 2.2 and Part 3.8 of this Policy.

Complaint Documents means the Complaint Form and any supporting information, evidence, or attachments provided by the Complainant.

Complaint Form means the form approved under clause 11(2)(a) of the Code of Conduct *[by Council resolution or by the CEO exercising delegated authority]*.

Council means the Council of the Shire of Yalgoo.

Council or Committee Meeting means a formal meeting of the Council or a Committee that is called and convened in accordance with the Act. It does not include informal meetings, such as workshops or briefings.

Council Member means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

Finding means a finding made in accordance with clause 12(1) of the Code of Conduct as to whether the alleged Breach has or has not occurred.

Plan means a Plan that may be prepared and implemented under clause 12(4)(b) of the Code of Conduct, to address the behaviour of the person to whom the complaint relates (the Respondent), if a Finding has been made that a Breach has occurred.

Response Documents means the response provided by the Respondent to the Complaint, and includes any supporting information or evidence that is supplied.

Policy Statement

1. Principles

1.1. Procedural fairness

The principles of procedural fairness, or natural justice, will apply when dealing with a Complaint under this Policy. In particular:

the Respondent will be afforded a reasonable opportunity to be heard before any findings are made, or a plan implemented;

the decision maker should be objective and impartial, with an absence of bias or the perception of bias; and

any findings made will be based on proper and genuine consideration of the evidence.

1.2. Consistency

The application of this Policy should lead to consistency in process and outcomes. While each Complainant and Respondent will be dealt with according to their circumstances, and each Complaint considered and determined on its merits, similar circumstances will result in similar decisions.

1.3. Confidentiality

There is no direct statutory provision for confidentiality of behaviour breach allegations under the Act or Local Government (Model Code of Conduct) Regulations 2021. However the Shire of Yalgoo will take the following steps to protect both the Complainant and Respondent.

In order to allow the Respondent to understand and respond to the complaint against them, the name of the Complainant will be provided to the Respondent, unless the Complainant provides reasons this should not occur.

The Complainant's contact information will not be provided to the Respondent.

The Complainant's name and contact information will not be included in any publicly available documents such as meeting agenda or minutes.

The Complainant should be aware that Complaint Documents may be subject to an FOI request, noting that they must be consulted before any documents are released, and exemptions may apply.

1.4. Accessibility

The Shire will ensure that information on how to make a complaint, including this Policy, is available at the Shire's Administration Building and on the Shire's website. The Shire will make information available in alternative formats if requested.

Any person wishing to make a complaint may contact the Behaviour Complaints Officer if they require assistance in completing the complaint form or otherwise navigating the complaints process.

The Shires Behaviour Complaints Officer is the Chief Executive Officer who can be contacted on 0417 484 840 or ceo@yalgoo.wa.gov.au

2. Roles

2.1. Behaviour Complaints Officer

The Behaviour Complaints Officer is authorised in accordance with clause 11(3) of the Code of Conduct to accept complaints and withdrawal of complaints.

The Behaviour Complaints Officer is not an advocate for the complainant or the respondent. The Behaviour Complaints Officer provides procedural information and assistance to both Complainant and Respondent.

The Behaviour Complaints Officer will liaise with and provide administrative support to a Complaint Assessor appointed under this Policy.

The Behaviour Complaints Officer will liaise with the Local Government to facilitate the calling and convening of Council or Behaviour Complaints Committee meetings if required.

In undertaking their functions, the Behaviour Complaints Officer will apply the Principles of this Policy.

2.2. Complaint Assessor

The Complaint Assessor is appointed by the Behaviour Complaints Officer in accordance with Part 3.8 of this Policy if, by their own opinion, the Behaviour Complaints Officer believes they are unable to act as a Complaint Assessor due to an actual or perceived bias.

The Complaint Assessor will be an impartial third party who will undertake the functions specified in this Policy if the Behaviour Complaints Officer does not believe they can act impartially or that they have sufficient time or experience to carry out an investigation. In undertaking their functions, the Complaint Assessor will apply the Principles of this Policy.

The Behaviour Complaints Officer may appoint a Complaint Assessor at any point during this process with notice to all parties that this has occurred.

The Complaint Assessor will liaise with the Behaviour Complaints Officer to manage the administrative requirements of dealing with the Complaint in accordance with this Policy.

A Complaint Assessor should request a written response from the Respondent and review all documents provided (the Complaint Documents, any Local Government Records identified by the Behaviour Complaints Officer, and Response Documents). If they believe an investigation is required the scope of the investigation shall be determined by the Behaviour Complaints Officer in accordance with the Shires Budget and Purchasing Policy.

2.3. Behaviour Complaints Committee

The Behaviour Complaints Committee is a Committee of Council established in accordance with s.5.8 of the Act for the purpose of dealing with Complaints.

The Behaviour Complaints Committee is a Committee of Council Members only. The membership and purpose of the Behaviour Complaints Committee is outlined in the Complaints Committee Terms of Reference.

Behaviour Complaints Committee Terms of Reference

The Behaviour Complaints Committee is a Committee of Council established in accordance with s.5.8 of the *Local Government Act 1995* (the Act) for the purpose of dealing with Behaviour Complaints made under Division 3 of the Shire of Yalgoo's Code of Conduct for Council Members, Committee Members and Candidates (Code of Conduct).

The extent of authority provided to the Behaviour Complaints Committee is specified in the relevant Delegated Authority, and includes:

- Dismissing a behaviour complaint in accordance with clause 13 of the Code of Conduct and providing reasons for any such dismissal.
- Making a Finding as to whether an alleged complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur [*clause 12(3) of the Code of Conduct*].
- Determining reasons for such a Finding.
- Where a Finding is made that a breach has occurred, determining:
 - To take no further action; or
 - Prepare and implement a plan to address the behaviour of the person to whom the complaint relates.

The extent of authority of the Behaviour Complaints Committee is limited by Condition of the Delegated Authority.

Membership

The Complaints Committee is a Committee of Council Members only in accordance with s.5.9(2)(a) of the Act.

Membership of the Behaviour Complaints Committee will comprise of all Council Members with the following condition:

The Delegated Authority Condition prescribes that if an appointed Committee Member is identified in the Complaint as either the Complainant or the Respondent, they are to recuse themselves from the Committee's Function by providing an apology. From the remaining Committee Members the Presiding Member of the Committee is determined by the following order; Shire President, Shire Deputy President, Councillor with longest continuous service or as nominated by the committee, with a blind draw if contested.

Meeting Schedule

Meetings are to be scheduled as required by the CEO as Behaviour Complaints Officer in consultation with the Committee Presiding Member.

Delegated Authority

The Behaviour Complaints Committee will act under Delegated Authority in accordance with s.5.16 of the Act. The delegation is recorded in the Shire Register of Delegations.

It is a Condition of Delegated Authority that the Behaviour Complaints Committee will be unable to exercise delegated authority if the Complainant or Respondent attend as a Complaints Committee Member.

Committee Governance

Complaints Behaviour Committee meetings are required to:

- be called and convened by the CEO, as required, in consultation with the Committee's Presiding Member;
- make the Committee Notice Papers and Agenda publicly available [s.5.94(p), s.5.96A(f)], with the exception of agenda content that relates to that part of the meeting which will be closed to members of the public under s.5.23(2) [Admin.r. 14]; and
- make Committee minutes publicly available [s.5.94(n), s.5.96A(h)], with the exception of Minutes content that relates to that part of the meeting which was closed to the public or was determined as confidential under s.5.23(2).

3. Procedure

3.1. Making a complaint

Any person may make a Complaint alleging that a Council Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct *[clause 11(1) of the Code of Conduct]*.

A Complaint must be made within one (1) month after the alleged Breach *[clause 11(2)(c) of the Code of Conduct]*.

A Complaint must be made by **completing the Behaviour Complaint Form in full** and providing the completed forms to the Behaviour Complaints Officer.

A Complaint must be made in accordance with the Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached.

A Complaint is required to include the name, signature and contact details of the Complainant therefore anonymous complaints cannot be accepted.

Where a Complaint Form omits required details, the Behaviour Complaints Officer will invite the Complainant to provide this information in order for the Complaint to be progressed.

Where a Complaint is made more than 1 month after the alleged breach, the Behaviour Complaints Officer will give the Complainant written notice that the Complaint cannot be made *[clause 11(2)(c) of the Code of Conduct]*.

3.2. Candidate Complaints

A Complaint in relation to a Candidate must be made in accordance with 3.1, above, but cannot be dealt with unless the Candidate is subsequently declared elected as a Council Member.

Within 7 days after receiving a Candidate Complaint, the Behaviour Complaints Officer will provide written notice:

To the Complainant confirming receipt, and advising of the procedure for candidate complaints; and

To the Respondent, including a summary of the complaint, and advising of the procedure for candidate complaints.

No action will be taken until the results of the election are declared by the Returning Officer. If the respondent is elected, then the complaint will be dealt with in accordance with this Policy. Timeframes that would otherwise commence on the receipt of a Complaint will be taken to commence on the election date.

If the Respondent is not elected, the Behaviour Complaints Officer will provide the Complainant with notice that the Respondent has not been elected and that the Complaint cannot be dealt with *[clause 15(1) of the Code of Conduct]*.

3.3. Withdrawing a Complaint

A Complainant may withdraw their Complaint at any time before a Finding has been made in relation to the Complaint *[clause 14 of the Code of Conduct]*.

A Complainant may withdraw a Complaint by advising the Behaviour Complaints Officer in writing that they wish to do so.

After receiving a written withdrawal of the Complaint, the Behaviour Complaints Officer will take all necessary steps to terminate the process commenced under this Policy.

3.4. Notice to Complainant

Within 7 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Complainant that:

- confirms receipt of the Complaint;
- outlines the process that will be followed and possible outcomes;
- explains the application of limited confidentiality to the complaint;
- includes a copy of this Policy; and
- if necessary, seeks clarifications or additional information; and
- an offer as outlined in this policy to accept and participate in or decline an Alternative Dispute Resolution.

If the Complainant agrees to an Alternative Dispute Resolution, the Behaviour Complaints Officer will advise the Complainant of the process in accordance with Part 3.6 of this Policy.

3.5. Notice to Respondent

Within 14 days after receiving a Complaint, the Behaviour Complaints Officer will provide written notice to the Respondent that:

- advises that a Complaint has been made in accordance with the Code of Conduct and this Policy;
- includes a copy of the Complaint Documents;
- outlines the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes;
- includes a copy of this Policy; and
- if applicable, advises that further information has been requested from the Complainant and will be provided in due course.

If the Complainant has agreed to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will ask the Respondent if they are also willing to participate in accordance with Part 3.6 of this Policy.

3.6. Alternative Dispute Resolution

The Shire of Yalgoo recognises that Alternative Dispute Resolution may support both parties to reach a mutually satisfactory outcome that resolves the issues giving rise to the Complaint. Alternative Dispute Resolution requires the consent of both parties to the Complaint and may not be appropriate in all circumstances.

To commence the process, the Behaviour Complaints Officer will, as the first course of action upon receiving a complaint, offer the Complainant and the Respondent the option of Alternative Dispute Resolution. If both parties agree to participate in Alternative Dispute Resolution, the Behaviour Complaints Officer will pause the formal process.

The objective of Alternative Dispute Resolution will be to reach an agreed resolution that satisfies the Complainant that the formal process is no longer required, allowing them to withdraw the Complaint, in accordance with Part 3.3 of this Policy. For example, an offer by a Respondent to issue a voluntary apology in response to a Complaint, even in the absence of a request from the Complainant, qualifies for consideration as Alternative Dispute Resolution.

If Alternative Dispute Resolution is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of a third party who is providing assistance to the Local Government, such as a facilitator or mediator.

If Alternative Dispute Resolution is terminated or does not achieve an agreed outcome that results in the withdrawal of the Complaint, the Behaviour Complaints Officer will resume the formal process required under this Policy.

In any case the Behaviour Complaints Officer will act as intermediary and specify a time/cost threshold. For example if no agreement between the parties occurs within a reasonable timeframe, then the Alternative Dispute Resolution will be deemed as unsuccessful, and the formal complaints procedure will resume.

3.7. Order of Complaints

Complaints will normally be dealt with in the order in which they are received.

If more than one Complaint is received that relates to the same alleged behaviour, the Behaviour Complaints Officer may decide to progress those Complaints concurrently.

3.8. Appointment of Complaints Assessor

If Alternative Dispute Resolution is not commenced, is terminated or does not achieve an agreed outcome resulting in the withdrawal of the Complaint, the Behaviour Complaints Officer will appoint a suitably qualified and experienced Complaint Assessor, in accordance with the Shire's Purchasing Policy.

The Behaviour Complaints Officer will endeavour to appoint a Complaint Assessor within a reasonable period. The Behaviour Complaints Officer will provide written notice of the appointment to the Complainant and the Respondent.

The Behaviour Complaints Officer will undertake procurement in accordance with the Local Government's Purchasing Policy, based on sufficiently detailed guidance on suitable qualifications and experience, if Part 2.2 of this Policy requires them to do so.

3.9. Search of Local Government Records

The Complaint Assessor may request the Behaviour Complaints Officer to search for any relevant records in the Shire's Record Management System.

In particular, if the behaviour is alleged to have occurred at a Council or Committee Meeting, the Behaviour Complaints Officer will be requested to identify any Local Government records that provide evidence that may support a decision as to whether:

the behaviour occurred at a Council or Committee Meeting,

the behaviour was dealt with by the person presiding at the meeting, and/or

the Respondent has taken remedial action in accordance with the Shire of Yalgoo Standing Orders.

The Complaints Assessor must provide the Respondent with a copy of any records that are identified. In addition, where a clarification or additional information has been sought from the Complainant by either the Behaviour Complaints Officer or the Complaint Assessor, copies must also be provided to the Respondent.

3.10. Assessment of the Complaint

The Complaint Assessor will undertake an assessment of the Complaint in accordance with the process outlined in the Notices given under Part 3.4 and Part 3.5 of this Policy.

The Complaint Assessor must ensure that the Respondent is provided with a reasonable opportunity to be heard before forming any opinions, or drafting the Complaint Report or recommendations. Indicatively the Respondent should provide a response within 14 days in writing unless another format is reasonable. The Complaints Assessor is to exercise their professional skill and judgment in that regard.

3.11. Complaint Report

The Complaint Assessor will prepare a Complaint Report that will:

- outline the process followed, including how the Respondent was provided with an opportunity to be heard;
- include the Complaint Documents, the Response Documents and any relevant Local Government Records as attachments; and

- include recommendations on each decision that may be made by the Complaints Committee; and
- include reasons for each recommendation, with reference to Part 4 of this Policy.

If the Complaint Report recommends that a Plan is prepared and implemented in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy, the Complaint Report must include a Proposed Plan.

The Complaint Assessor will liaise with the Behaviour Complaints Officer to include the Complaint Report in the Agenda for a meeting of the Complaints Committee. The Behaviour Complaints Officer will be responsible for preparation of an Officer Report with the Complaint Report provided as a confidential attachment. The recommendations of the Complaint Report will be provided as the Officer Recommendations.

The Respondent is to be provided with the draft Complaint Report so that they can make one final submission within 7 days, before the Complaint Assessor finalises the Complaint Report.

3.12. Complaints Committee Meeting

The Agenda will be prepared on the basis that the part of the meeting that deals with the Complaint Report will be held behind closed doors in accordance with s.5.23(2) of the Act.

The Behaviour Complaints Committee will consider the Complaint Report and attachments and give due regard to the recommendations.

In accordance with Regulation 11(d)(a) of the *Local Government (Administration) Regulations 1996*, reasons for any decision that is significantly different from the Officer Recommendation must be recorded in the meeting minutes.

The Local Government is required to include reasons when providing notice of its decisions under clauses 12(4), 12(7) and 13 of the Code of Conduct. The Complaint Report is required to provide reasons for each of its recommendations, which become the Officer Recommendations.

If the behaviour that is the subject of the Complaint is alleged to have occurred at a Council or Committee Meeting, the Behaviour Complaints Committee will determine whether or not to dismiss the Complaint in accordance with Clause 13 of the Code of Conduct and Part 4.2 of this Policy.

If the Behaviour Complaints Committee dismisses a Complaint, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of the decision and the reasons for the decision in accordance with clause 13(2) of the Code of Conduct. This concludes the process for this Complaint.

If the Complaint is not dismissed, the Behaviour Complaints Committee will consider the Complaint and make a Finding as to whether the alleged Breach that is the subject of the Complaint has or has not occurred, in accordance with clause 12 of the Code of Conduct and Part 4.3 of this Policy.

If the Behaviour Complaints Committee finds that the alleged Breach **did not** occur, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of

the Finding and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. This concludes the process for this Complaint.

If the Behaviour Complaints Committee finds that the alleged breach **did** occur, the Committee will decide whether to take no further action in accordance with clause 12(4)(a) of the Code of Conduct or prepare a plan to address the behaviour in accordance with clause 12(4)(b) of the Code of Conduct and Part 4.4 of this Policy.

If the Behaviour Complaints Committee decides to take no further action, the Behaviour Complaints Officer must give the Complainant and the Respondent written notice of this decision and the reasons for the Finding in accordance with clause 12(7)(a) of the Code of Conduct. This concludes the process for this Complaint.

If the Behaviour Complaints Committee decides to prepare a Plan, the Committee will first consult with the Respondent in accordance with clause 12(5)* of the Code of Conduct. The Behaviour Complaints Committee will consider any submissions made by the Respondent before preparing and implementing a Plan.

*In actioning clause 12(5) of the Code of Conduct, the Respondent may be invited to make an oral submission or provide a written response. If the final decision to implement a Plan is referred to a subsequent meeting of the Committee, the Complaints Assessor or Behavioural Complaints Officer may provide a report attaching the written response and potentially make an associated recommendation as to the effect of a Plan.

3.13. Compliance with Plan Requirement

The Behaviour Complaints Officer will monitor the actions in timeframes set out in a Plan.

Failure to comply with a requirement included in a Plan is a minor breach under section 5.105(1) of the Act and clause 23 of the Code of Conduct.

The Behaviour Complaints Officer must provide a report advising Council of any failure to comply with a requirement included in a Plan.

4. Decision Making

4.1. Objective and Principles

All decisions made under this Policy will reflect the Policy Objectives and the Principles included in Part 1 of this Policy.

4.2. Dismissal

The Behaviour Complaints Committee must dismiss a Complaint in accordance with clause 13(1)(a) and (b) of the Code of Conduct if it is satisfied that -

- (a) the behaviour to which the Complaint relates occurred at a Council or Committee Meeting; and
- (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the Respondent has taken remedial action in accordance with the Shire of Yalgoo Meeting Procedures and Standing Orders.

4.3. Finding

A Finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [*clause 12(3) of the Code of Conduct*].

This may involve first considering whether the behaviour occurred, on the balance of probabilities, and then whether that behaviour constituted a breach of a requirement of Division 3 of the Code of Conduct.

4.4. Action

In deciding whether to take no further action, or prepare and implement a Plan, the Complaints Committee may consider:

- the nature and seriousness of the breach(es);
- the Respondent's submission in relation to the contravention;
- whether the Respondent has breached the Code of Conduct knowingly or carelessly;
- whether the Respondent has breached the Code of Conduct on previous occasions;
- likelihood or not of the Respondent committing further breaches of the Code of Conduct;
- personal circumstances at the time of conduct;
- need to protect the public through general deterrence and maintain public confidence in Local Government; and
- any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.

4.5. Plan Requirements

The Proposed Plan may include requirements for the Respondent to do one (1) or more of the following:

- engage in mediation;
- undertake counselling;
- undertake training;
- take other action the Complaints Committee considers appropriate (e.g. an apology).

The Proposed Plan should be designed to provide the Respondent with the opportunity and support to demonstrate the professional and ethical behaviour expected of elected representatives expressed in the Code of Conduct.

The Proposed Plan may also outline:

- the actions to be taken to address the behaviour(s);
- who is responsible for the actions;
- any assistance the Local Government will provide to assist achieve the intent of the Plan; and
- a reasonable timeframe for the Plan action(s) to be addressed by the Respondent.

4.6. Relevant Legislation

Local Government Act 1995

Local Government (Model Code of Conduct) Regulations 2021

Policy 1.2 – Standing Orders

History	Adopted 19 July 2007
Former Policy	1.2 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective

To set down rules of debate for Council or Committee meetings that satisfy the needs of the Shire of Yalgoo and create a framework for the smooth functioning of meetings.

Policy Statement

1. Interpretation

In this policy, unless the contrary intention appears, “absolute majority” “CEO” “committee” “council” “councillor” “local government” “motion” “meeting” “member” “president” “presiding member” “prescribed,” shall be interpreted as defined in the Local Government Act 1995.

“Agenda” means a customary list of matters for consideration by the Council or Committee.
“Clause” means each numbered clause of this policy.

“Deputation” means any persons appearing before the Council or a Committee on specific business, other than within the time set aside at the commencement of the meeting for submissions and questions from members of the public.

“Reports” means committee or officer reports supported by a précis, administrative comment (where appropriate) and recommendations that are included in the agenda for Council consideration.

“Standing Orders” means this text.

2. Proceedings to be Conducted According to Standing Orders

The proceedings and business of the Council shall be conducted in accordance with the Act, regulations and any other State or Federal law, and where not specifically prescribed, according to this policy.

3. Notice of Meeting – Members to Receive Notice

Notice of a Council or Committee meeting shall be given by the CEO in accordance with the Act by means of an agenda setting out the matters for consideration.

4. Notices of Motion – Councillor

A councillor may bring forward business in the form of a written motion, which shall be given to the Chief Executive Officer, either at the meeting previous to the meeting at which it is intended to move the motion, or at any time thereafter, up to 24 hours before the close of the agenda.

5. Agenda

Notice required in clause 3 shall be in the form of an agenda setting out the matters for consideration and decision by the council which shall be closed by the CEO at such a time to ensure compliance with the requirements of the Act.

6. Urgent Business

General business will not be admitted to Council. In cases of urgency or other special circumstances, where a matter cannot or should not be deferred until the next meeting, urgent items may, with the consent of a majority of Elected Members present, be heard and dealt with. Any such business shall be in the form of a clear motion, and the President may require such a motion to be written and signed by the Councillor or officer proposing the motion or recommendation.

7. Deputations

Persons wishing to appear before Council or a Committee as a deputation should apply to the CEO at least one week before the date of the meeting, specifying the purpose of the deputation and the number of persons in the deputation. Deputations may be permitted at the discretion of the Presiding Member or by a resolution of the Council or Committee (as the case may not be). Not more than two members of a deputation may address the Council or Committee, except to answer questions from members of the Council or Committee. The Presiding Member may receive deputations at any time to suit the order of business, general convenience or good conduct of the meeting.

8. Ordinary Meeting – Order of Business

As far as practicable, proceedings of the ordinary meeting of the Council shall be:

- Declaration of Opening/Announcement of Visitors
- Record of Attendance/Apologies/Leave of Absence
- Disclosures of Interest
- Public Question Time
- Response to Questions Taken on Notice
- Questions Without Notice
- Petitions/Deputations/Presentations/Submissions
- Notice of Matters to be Discussed Behind Closed Doors

- Applications for Leave of Absence
- Announcements Concerning Meetings Attended
- Confirmation of Minutes
- Minutes of Committee Meetings
- Reports of Officers
- Notices of Motion
- Previous Notice received
- For Consideration at the Following Meeting
- Urgent Business
- Matters for which the Meeting may be Closed
- Next Meeting
- Meeting Closure

9. Public Conduct at Meetings

- a) Any person or persons may attend meetings of Council provided that there is no expression of dissent, approval or level of conversation that interrupts the proceedings of Council (except by any person making public statements or asking a question in accordance with clause 7).
- b) In the event of an interruption, the Presiding Member may request that the person or the persons cease to do so. If they do not comply, the Presiding Member may direct that the person or persons immediately withdraw from the meeting room. Failure to comply with such a direction shall constitute an offence against these Standing Orders.

10. Role of the Presiding Member

- a) The Presiding Member may direct attention to any matter of interest or relevance to the business of the meeting or propose a change to order of business. Any member may move that a change in order of business proposed by the Presiding Member not be accepted and if carried by majority of members present, the propose change in order will not take place.
- b) The Presiding Member may take part in a discussion upon any question before the council, subject to the same conditions as applicable to any Councillor.
- c) To preserve order, when the Presiding Member indicates a wish to speak during the progress of a debate, any member then speaking shall immediately cease. Every person present shall observe silence in order that the Presiding Member may be heard without interruption. This clause is not to be used by the Presiding Member in the exercise of the right to take part in Council discussion.
- d) A Councillor may move a motion to disagree with a ruling made by the Presiding Member. The Presiding Member must immediately call for a seconder and put the motion without debate.

11. Maintenance of Order

- a) Members shall speak of each other and staff during this meeting by their respective titles of President, Councillor or CEO. Members shall not impute motives or use offensive or objective expressions in reference to any member, officer of the council, or any other person.
- b) If a member commits a breach of the preceding clause, the Presiding Member, or the Council by resolution, may require that member to withdraw unreservedly any offending comment and to make a satisfactory apology. If the member refuses to do so, the Presiding Member shall direct the member to cease speaking.
- c) A Councillor wishing to address a meeting shall indicate by raising a hand. When invited by the Presiding Member to do so the councillor may address the Council through the Presiding Member.
- d) Councillors shall restrict remarks to the matter under discussion, or to an explanation or point of order.
- e) All addresses shall be limited to maximum of five minutes. Extension of time is permissible only with the agreement of the majority of members.
- f) No member shall interrupt another member whilst speaking unless to raise a point of order or call attention to the absence of a quorum.

12. Procedures for Debate of Motions

- a) It shall be the function of the Presiding Member to determine the majority opinion of the
- b) Councillors present at a meeting of any motion placed before the meeting.
- c) As determined by the Presiding Member, recommendations presented on the business paper and serially numbered, may be offered to the meeting as a block for Council endorsement and such motions, with or without amendment, may be moved and seconded as a whole as a motion of the Council. Each item adopted by the Council shall become a resolution of the Council and shall be recorded in the minutes.
- d) Block voting shall not apply in cases where an absolute majority voting is required by the Act.
- e) Before debate is opened, the motion must be moved and seconded. A motion not being seconded is to be considered and recoded as lapsed.
- f) The elected member moving a motion is not under any obligation to move the recommendation of an Office, but shall give due consideration to the Officer's recommendation on the matter, which may be moved verbatim, or with changes to the wording. If the Officer's recommendation is varied, either in the original motion or by formal amendment, the elected member moving the motion must also provide the reason for variation, to be recorded in the Minutes, as required by the Act.
- g) When a motion is under debate, no further motion shall be accepted.
- h) The Presiding Member will call speakers to a motion in the following order:

- (i) The mover to state the motion;
- (ii) A seconder to the motion;
- (iii) The mover to speak to the motion;
- (iv) The seconder to speak to the motion;
- (v) A speaker against the motion;
- (vi) A speaker for the motion;
- (vii) Other speakers against and for the motion, alternating in view, if any;
- (viii) Mover takes right of reply which closes debate

i) If the Presiding Member believes sufficient discussion has taken place even though all members may not have spoken, he may offer the right of reply to the mover to close the debate.

13. Procedural Motions

To expedite meetings of Council, procedural motions are not required to be in writing but must be moved and seconded –

- a) “That the Council do now adjourn until (state time and date).” If carried, will clause the meeting to stand adjournment as specified to any other time not more than seven days from date of adjournment.
- b) “That the motion be now put.” If carried without amendment requires the Presiding Member to offer the mover the right of reply, and then immediately put the motion to the meeting. If carried during debate on an amendment requires the Presiding Member to put the motion without any right of reply.
- c) “That the Councillor be heard no longer heard.” If carried this motion requires the Presiding Member not to allow the speaker to speak any further on the motion, excepting the right of reply if the speaker was the mover of the motion.
- d) “That the ruling of the Presiding Member be disagreed with.” If carried this will cause the ruling of the Presiding Member to be reversed, and for the meeting to proceed accordingly. Such a motion cannot be moved in the case of the Presiding Member’s adjournment of the meeting to regain order.
- e) “That the Council meet behind closed doors.” If carried this will cause the public and any officer or employees the Council determines to leave the room, unless remaining with the consent of Council.
- f) “That Standing Order (clause or clauses to be stated) be suspended.” If carried will cause the procedure of these Standing Orders to be suspended in part or in the whole.
- g) “That the matter lay on the table until (specify meeting).” If carried, has the effect that all consideration and discussion of the matter is deferred until the meeting specified.

14. Decision Making Processes

- a) Amendments – Any number of amendments may be proposed to a motion, but whenever any amendment is made upon a motion, no second or subsequent amendment shall be moved or considered until the first amendment has been disposed of.
- b) Foreshadowed Motion – During the course of debate on an amendment to a motion, a member may give notice of intention to move a motion or amendment when the question before the meeting is decided.
- c) Motion – If an amendment to a motion is carried, the motion as amendment shall then be submitted as the motion, and shall become the question before the meeting upon which any member may speak and any further amendment may be moved.
- d) Consent of Secunder Required to Accept Alteration of Wording – The mover of a motion may not alter the wording of the motion without the consent of the seconder.
- e) Withdrawal of Motion and Amendments – Council may, without debate, grant leave to withdraw a motion or amendment upon request of the mover of the motion or amendment and with the approval of the seconder provided that there is no voice expressed to the contrary view by any member, in which case discussion on the motion or amendment shall not continue.
- f) Limitation of Motion and Amendments – Where an amendment has been proposed to a motion, the motion shall not be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.
- g) Right of Reply – The mover of a motion shall have the right to reply. After the mover of the motion has commenced the reply, no other member shall speak on the question. The reply must be confined to rebutting arguments raised by previous speakers and no new matter may be introduced.
- h) All Members to Vote – Save where the Act otherwise provides, at every meeting of the Council every member shall vote, and if any member who is entitled to vote fails to vote, the Presiding Member shall call upon the member to vote.
- i) Method of Taking Vote – In putting the questions to the council, the Presiding Member may ask whether there is no objection to the motion, and if not the motion is deemed carried unanimously. If objection is raised to the motion, the Presiding Member shall put the question as often as necessary to determine the decision from a show of hands before declaring a decision.
- j) Declaration of Vote – The Presiding Member shall declare the vote to be carried or lost, stating the number of votes in favour and against the motion.

15. Points of Order

- a) Procedure – Upon a matter of order a Councillor may raise a point of order including interrupting the speaker. A Councillor shall immediately cease speaking while the Presiding Member considers the point of order.
- b) Definition – The following definitions shall constitute a point of order –

- Discussion of a matter not before the Council or Committee.
- Use of offensive or insulting language.
- Violation of any provision of this policy, provided that the Councillor raising the point of order states the standing order believed to be breached.

c) Ruling – The Presiding Member shall give a decision on any point of order after the point has been raised by upholding or rejecting it. The ruling of the Presiding Member shall final, unless a majority of the members support a motion of dissent with the ruling.

d) Precedence – All points of order take precedence over any other debate and until decided, and suspends the consideration of every other matter.

16. Committees of Council

a) The Council shall, at the first meeting held after each ordinary election day, review all appointed committees.

b) Power and Duties – The power and duties of Committees shall be defined and delegated to them by resolution carried by absolute majority of the Council, and recorded in the Delegations Register. The constitution and practice of the Committees shall accord with the Act.

c) Recommendations of Committees – The recommendations of a Committee shall be presented to the next appropriate Council meeting.

d) Inspection of Plans – All plans referred to in any recommendation of the Committee shall lay on the table of the Council Chamber for inspection by Councillors at the meeting at which the matter is being considered.

e) Rights and Responsibilities of Councillors who are not Committee Members – Councillors who are not members of a committee may attend all meetings of all Committees and may participate only at the invitation of the Presiding Member but may not vote. Travel expenses are payable only to Councillors who are members of the Committee unless specifically authorised by Council by resolution prior to the committee meeting.

17. Chief Executive Officer – Duty

It is the duty of the Chief Executive Officer to draw the attention of the Council, any breach or likely breach of these standing orders even if it requires interrupting any person who may be speaking.

Policy 1.3 – Authorised Meetings Payment Claim

History	Adopted 19 April 2007
Former Policy	1.3 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective

To establish the basis upon which Council will reimburse travel and other expenses (accommodation and meals) pursuant to section 5.98 of the Local Government Act 1995 (Discretionary Expenses).

Policy Statement

Council will reimburse travel and other reasonable expenses where Members of Council have been appointed as delegates by resolution of Council as well as where there is a requirement for a Councillor to attend interviews for senior staff or CEO positions.

Policy 1.4 – Council Chamber Usage (and Citizenship Dress Code)

History	unknown
Former Policy	1.4 November 2020 Governance Organisational Policy Manual & Resolution C2020-1010 Citizenship Ceremony Dress Code
Amended / confirmed	Review 30 th July 2021

Objective

To establish usage protocols for the Council Chambers

Policy Statement

1. The Council Chambers are not available for general use.
2. Where the meeting involves the Shire as an organisation or is of importance to the Shire, the CEO has discretion to approve use of the Chambers, for example
 - meetings with/by visitors (e.g. parliamentarians, government agencies, developers etc)
 - administrative – audit, consultants, meetings requiring additional privacy etc.
3. No meals are to be consumed in the Chambers.
4. Citizenship Ceremonies are ordinarily held in the Yalgoo Shire Council Chambers to fulfil the requirements of the Australian Citizenship Ceremonies Code and provide a venue of significance.
5. Dress Code for Citizenship Ceremonies - The attire of attendees at citizenship ceremonies should reflect the significance of the occasion. Smart Casual, National/Cultural dress welcome.

Policy 1.4b – Portraits in Council Chambers

History	Adopted 22 November 1999
Former Policy	1.5 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Policy Statement

That, subject to the agreement by the immediate families, the portraits of Presidents and members of fifteen years of service or more of the Council of the Shire of Yalgoo or the Yalgoo Roads Board be exhibited in the Council Chambers.

Policy 1.5 – Councillors Recognition of Service

History	Adopted November 2007
Former Policy	1.6 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective To recognise the service of, and show appreciation to, departing Councillors.

The Minister for Local Government must give Councillors written exemption from the requirement to declare a financial interest prior to any change to this Policy.

This Policy is a Financial Interest as defined by the Local Government Act s.5.60 and 5.60A and an exemption from the Minister under s.5.69, is therefore required prior to any amendment, alteration or revocation of the Policy whatsoever. Although Councillors are able to claim travel, meeting expenses etc as of right, it is considered appropriate that there be some recognition from the Shire on behalf of the community, for their commitment to the district. Where qualifying, enquiries should also be made through the Department of Local Government to obtain a Certificate of Appreciation from the Minister.

A report was made to DLGC regarding an omission in good faith to seek the necessary ministerial exemption regarding declaration of interest for the recommendation to the December 2013 meeting to make a change to this policy.

Policy Statement

1. Each departing Councillor shall receive an appropriate plaque or certificate of service.
2. The CEO is to arrange a suitable gift for departing Councillors, as per section 34AC of the Local Government (Administration) Regulations 1996.
3. Presentation of the plaque or certificate and gift will generally be made at the final meeting being attended by the Councillor, or at the Annual Shire Christmas function.
4. Multiple terms of service as a member of Council are to be considered individually according to each period, and not cumulatively.
5. Where qualifying, application for a Certificate of Appreciation from the Minister is to be made through the Department of Local Government.

Policy 1.6 – Council Representation in External Organisations and Committees

History	Adopted 21 August 2008
Former Policy	1.7 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective

To ensure that Council is represented by an authorised nominee at meetings, by specifying the organisations and order of precedence to represent Council.

Policy Statement

1. Council nominates people to the external organisations or committees listed in the table below at the first meeting following an Ordinary Election or from time to time as required.
2. Nominations as Council representatives to external organisations are to be reviewed at the first meeting following the ordinary Local Government elections, and new nominations to be delegates until the meeting following the next ordinary Local Government elections, subject to the provisions of the Local Government Act.
3. Should a representative or deputy representative resign their nomination or become disqualified to continue as a Councillor, their nomination lapses immediately, and Council will decide a new nomination at the next meeting.
4. Subject to the Constitution or Rules of the Organisation, if precedence needs to be determined due to unavailability or for some other reason, the order of priority will be:
 - a) Council's nominated representative/s
 - b) Council's nominated deputy representative/s
 - c) President
 - d) Deputy President
 - f) Councillors or the CEO as determined by the President

Organisation or Committee	Delegates
External - Murchison Vermin Regional Council	Cr G Payne Cr P Lawson
External - Murchison Country Zone of WALGA	Cr G Payne Cr G Trenfield Deputy Cr R Valenzuela
External - Mid West Regional Road Group	Cr R Valenzuela Cr P Lawson Deputy Cr G Payne
External - Murchison Sub Group of the MWRRG	Cr R Valenzuela Cr P Lawson Deputy Cr G Payne
External - Gunduwa Conservation Association (EGRCA)	Cr P Lawson Cr T Hodder
External - Development Assessment Panel	Cr R Valenzuela Cr G Trenfield Alternate Cr G Payne Alternate Cr T Hodder
Yalgoo Arts & Cultural Committee	Cr G Payne Cr G Simpson Cr T Hodder CEO Community Member – Becky Phillips
External - Murchison Executive Group	CEO
Shire of Yalgoo Finance and Audit Committee (Audit and Risk)	All Councillors
Chief Bushfire Control Officer	CEO
Brigade Captain and Deputy Bushfire Control Officer Yalgoo (North)	Craig Holland
Brigade Captain and Deputy Bushfire Control Officer Paynes Find (South)	David Rocke
External - Mid-West Local Government Emergency Management Network (MWLGEMN) & LEMC	Cr R Valenzuela Cr G Payne Officer appointed by the CEO
Yalgoo Tourism Committee	Cr G Payne Cr G Trenfield Cr T Hodder CEO Community Member – Vacant Community Member - Vacant
CEO Performance Committee	All Councillors

Development Assessment Panel members are by Ministerial appointment following council nomination, with compulsory training required. Members of this committee are not put forward for re-nomination.

Delegates of Committees and Representatives to external bodies should be aware of the policies and reference documents guiding the operation of those groups.

Policy 1.7 – Elected Members Records Capture and Management

History	Adopted 28 August 2009
Former Policy	1.8 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective

To meet the obligations imposed on elected members and the organisation by the State Records Office under the State Records Act.

Policy Statement

State Records Office policy which imposes the obligations on elected members and the organisation under the State Records Act, as advised on 30 July 2009, is –

In relation to the recordkeeping requirements of local government elected members, records must be created and kept which properly and adequately record the performance of member functions arising from their participation in the decision-making processes of Council and Committees of Council.

This requirement should be met through the creation and retention of records of meetings of Council and Committees of Council of local government and other communications and transactions of elected members which constitute evidence affecting the accountability of the Council and the discharge of its business, local governments must ensure that appropriate practices are established to facilitate the ease of capture and management of elected members' records up to and including the decision making processes of Council.

Each elected member is responsible for determining which records are required for capture and management, and submission of the record to the CEO, for storage.

The Shire as an organisation, in meeting its obligations to facilitate the capture and management of elected member records will –

- provide a collection point readily accessible to each elected member to deposit the required materials
- materials collected will be separated according to elected member and financial year of deposit
- for electronic records (emails, digital photos etc), a CD suitable for backup of all electronic records will be provided at least once per year,
- the CD then to be deposited with other required materials,
- where a copy of the record is to be retained by the elected member, photocopying or other duplicate as necessary, will be provided without charge.

Access to the records created may be required, and is to be facilitated by the CEO:

- as permitted under various legislation such as the Local Government Act, the Freedom of Information Act etc
- by order of an authorised body such as the Standards Panel or a Court of law etc,
- by a representative an authorised body such as the Ombudsman or Crime and Corruption Commission etc.

Comment

In effect, any form of record which may affect accountability or contribute to a decision or action made as a Councillor must be retained. These records may be –

- physical – a letter, a handwritten note, a photo someone sends to you to in explanation/complaint, an agenda where you have made notes on various items, etc
- electronic – an email or document sent as an attachment to an email, digital photo, an e-file that is sent for review or comment
- audio – message left on your answering machine, although this is likely to be unusual, since rarely are many details left in a message, but it is a record.

The records are not only those you receive, but also those that you create, such as:

- a note of a conversation where someone asked you to pursue a specific matter,
- a letter that you write in the capacity of Councillor,
- an email you send as a Councillor

The records only need to relate to those “affecting the accountability of the Council and the discharge of its business up to and including the decision-making processes of Council”. It is the elected members decision and judgement as to what extent this applies, and it is suggested that this not be further defined.

The principles of relevance and ephemerality apply, for example –

- a note to remind you to phone a person is ephemeral, but notes of the conversation may not be
- a copy of an agenda that has no notes made is irrelevant, as the document can be reproduced by the Shire
- a promotional brochure or conference information is not relevant

Policy 1.8 – Shire Logo

History	Adopted 26 November 2009
Former Policy	1.9 November 2020 Governance Organisational Policy Manual
	Second Logo adopted 25 th June 2021
Amended / confirmed	Review 30 th July 2021

Objective

The Shire's logo is copyright to the Shire, and this Policy is intended to provide guidance concerning use of the logo.



Policy Statement

1. The logos of the Shire are displayed on this page. The first should be given precedence and progressively replace the second in new revisions of publications.
2. The logo should be used –
 - on all Shire publications, letterheads, promotional materials etc
 - where the Shire has provided sponsorship or support for a program, activity or advertisement e.g. – scholarship programs, ICP support etc
3. Private use of the logo is not permitted unless approved.
 - Private use of the logo will only to be permitted where there is some identifiable benefit to the Shire or community. The proposed use benefits the Shire or community through promotion of the district, directly or indirectly, for example –
 - permitted on a tourism promotion brochure indicating a facility or event is located within the Shire
 - not permitted on private communications, advertising etc
 - on materials which are provided by the Shire, or
 - without the prior approval of the CEO
4. Approval for use of materials provided by the Shire or for private use of the logo may be withdrawn if Council is of the opinion that it is being misused or is for an inappropriate purpose.

For example to imply Shire support of a specific service, activity etc in preference to others, where no such support has been given; or to imply Council authorisation or endorsement of a specific person or position, where no such endorsement has been given.

Policy 1.9 – Community Engagement and Consultation

History	Unknown
Former Policy	1.11 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objectives

To provide guidance to Councillors and Officers in planning, implementing and reviewing community engagement and consultation for key projects, strategic planning and policy development. This will ensure informed decision-making, transparency, timely and effective communication with key stakeholders and the general community.

This policy sets out the governing principles for community engagement and consultation that underpin the Integrated Planning and Reporting framework to ensure the strategic direction of the organisation is with in keeping with community values and aspirations.

Policy Statement

- Council is committed to providing leadership and a strong commitment to information sharing, consultation and active participation of the community in contributing to the decision making process.
- Council acknowledges the right of the community to access information, provide feedback, be consulted and actively participate in strategic planning or in key projects of service development. Council's obligations to respond to the community when exercising these rights will be clearly stated in specific consultation processes.
- Objectives for, and limits to, information, consultation and active participation during planning, project and key service development will be defined from the outset. The respective roles and responsibilities of the community (including individuals and groups) and Council (including Councillors and officers) will be made clear as well as to who makes final decisions once the information is analysed.
- The approach for specific consultations will be tailored to the target audiences and consider all other factors outlined in this policy.
- Consultation will be undertaken as early in the planning process as possible to allow to widen the scope of consultation and to improve the outcomes. Adequate time will be made available for consultation to be effective.
- Information provided by Council during planning, project and key service development will be objective, complete and accessible. All those involved in a consultation process will have equal treatment when exercising their rights of access to information and participation.

Council will ensure adequate financial, human and technical resources are available to make a consultation initiative effective. The allocation of resources will be considered in relation to

Further policies and other relevant information to be discovered or developed as appropriate.

- Broader budgetary restraints and the implications to existing priorities. Council will support its officers in consultation initiatives.
- Consultation on specific planning, project and key service development will be coordinated across Council to enhance knowledge management, ensure policy coherence, avoid duplication and reduce the risk of “consultation fatigue” within the community.
- Council will be accountable for the use made of input from a consultation process. Council will ensure consultation processes are open, transparent and amenable to external scrutiny and review.
- Council will actively and openly evaluate its consultation processes and practices in planning, project and key service development. The results of evaluation will directly impact upon future consultation initiatives.

Associated Policies, Frameworks and Legislation

DLGC WA Integrated Planning and Reporting Framework 2011

Local Government Act (1995) – Regulation S5.56(2)

Outcomes

Measures of success of consultation will include assessments of whether:

- The interests of all parties have been served;
- Expectations concerning the process have been met;
- Consensus, consent and commitment have emerged;
- The process has encouraged generation of the best options;
- Objective criteria have been used to assess the different options under consideration;
- Understanding has been enhanced;
- Relationships between Council and the community and within the community have been enhanced.
- The decision resulting from the consultation has been stable and enduring.

Responsibility

Responsibility for the implementation of this policy rests with the Council, CEO and staff of the Shire.

Policy 1.10 – Organisational Risk Management

History	Unknown
Former Policy	1.12 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objective

The purpose of risk management is to develop a culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects. It also is designed to reduce the potential costs of risk by reducing liability, preventing litigation and improving loss control. Risk management is a key process in developing the strategic direction of the shire.

The key drivers for risk management are the councillor's responsibility for due diligence as good corporate governance practice and the due diligence requirements by the insurance industry which impacts on the cost of insurance.

Policy Statement

This Policy should be read in conjunction with the Shire of Yalgoo Organisational Risk Management Plan.

The Council is committed to managing risk in the Shire and will implement the principles of the ISO 31000: 2019 Risk Management Standard as the minimum standard.

It is understood by the Shire that risk management is the systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risk.

The Audit and Risk Committee will be responsible for ensuring there is a Risk Management Plan for the Shire. The Council recognises that adequate resources are needed to implement the risk management program.

The officer responsible for the Risk Management systems and processes of the Shire must ensure that all risk management processes and assessments are fully documented and managed through the records management system.

References

Risk Management Standard AS / ISO 31000 2019 _ Standards Australia

Scope

This policy covers all the operations of the Shire, including corporate governance, legal compliance, infrastructure, business risks, capital assets, finances, information technology, human resources, service delivery and events management.

Risk Management Objectives

- To develop and implement the principles and practices of the risk management standard. Management
- To define the Shire's tolerance to risk and communicate it throughout the Shire.
- To communicate with the community about the Shire's approach to risk.
- To protect and enhance the reputation of the council.
- To develop a risk management plan which is aligned to the integrated planning processes.

Responsibilities

Audit and Risk Committee is responsible for:

- Ensuring there is a risk management plan for the Shire,
- Establishing the risk tolerance level of the Shire adopted by council.

CEO: is responsible for:

- Reporting to the Council on the implementation progress of the risk management standard and ongoing management of risks in the organisation on a pre-determined frequency basis.
- Communicating the policy to all Councillors, employees, contractors and consultants
- full implementation of risk management throughout the Shire,
- ensuring that the Risk Management Policy is adopted, communicated throughout the Shire, and included in induction programs.
- ensuring that the Risk Management Policy and Plan are reviewed annually
- Displaying a copy of the policy on staff notice boards or through other relevant communication mediums
- Ensuring that risk management is a standard agenda item at all meetings including toolbox meetings.
- Development of risk management skills through training and education.
- Development of risk management skills through training and education.
- Identifying and measuring performance indicators for risk management that cascade from the risk management plan to position descriptions and performance appraisals.
- Establishing and maintaining the central risk register (hardcopy or electronic)
- Establishing and maintaining the strategic risk planning register

Management are responsible for:

- Identifying and assessing all the potential risks in their area of responsibility.
- Collating, assessing, treating and reporting to the risk management committee of all areas and tasks under their responsibility.

Employees are responsible for:

- To comply with the Shire's risk management policy and procedures.
- To attend the risk management training.
- Actively participate in the risk management program and organisational performance review and evaluation program.
- Actively participate in the Shire's continuous improvement program

Documentation

The Council, CEO and Officers will ensure that all risk management processes, assessments and plans are fully recorded throughout the Shire.

Organisational Risk Management Plan

Guidance Note

This Risk Management Plan is to be used by the Council, Executive and Line Managers, Staff, Contractors and Volunteers to ensure the effective management of Strategic and Operational Risk across the Organisation in decision making, project management, operations and events.

Policy 1.11 Media Communications Policy

History	Unknown
Former Policy	1.13 November 2020 Governance Organisational Policy Manual
Amended / confirmed	Review 30 th July 2021

Objectives

This policy details legislative obligations and establishes protocols applicable to the Shire's official communications with our community, to ensure the Shire of Yalgoo is professionally and accurately represented and to maximise a positive public perception of the Shire of Yalgoo

Policy Statement

This policy applies to:

1. Communications initiated or responded to by the Shire of Yalgoo with our community; and
2. Council Members when making comment in either their Shire of Yalgoo role or in a personal capacity about matters relevant to the Shire of Yalgoo.

Official Communications

The purposes of the Shire's official communications include:

- Sharing information required by law to be publicly available.
- Sharing information that is of interest and benefit to the Community.
- Promoting Shire of Yalgoo events and services.
- Promoting Public Notices and community consultation / engagement opportunities.
- Answering questions and responding to requests for information relevant to the role of the Shire.
- Receiving and responding to community feedback, ideas, comments, compliments and complaints.

The Shire's official communications will be consistent with relevant legislation, policies, standards and the positions adopted by the Council. Our communications will always be respectful and professional.

The Shire will use a combination of different communication modes to suit the type of information to be communicated and the requirements of the community or specific audience, including:

- Website;
- Advertising and promotional materials;
- Media releases prepared for the Shire President, to promote specific Shire of Yalgoo positions;

- Social media; and
- Community newsletters, letter drops and other modes of communications undertaken by the Shire's Administration at the discretion of the CEO.

Speaking on behalf of the Shire of Yalgoo

The Shire President is the official spokesperson for the Shire of Yalgoo, representing the Local Government in official communications, including; speeches, comment, print, electronic and social media. [s.2.8(1)(d) of the Local Government Act 1995]

Where the Shire President is unavailable, the Deputy Shire President may act as the spokesperson. [s.2.9 and s.5.34 of the Local Government Act 1995]

The CEO may speak on behalf of the Shire, where authorised to do so by the Shire President. [s.5.41(f) of the Local Government Act 1995]

The provisions of the Local Government Act 1995 essentially direct that only the Shire President, or the CEO if authorised, may speak on behalf of the Local Government. It is respectful and courteous to the office of Shire President to refrain from commenting publicly, particularly on recent decisions or contemporary issues, until such time as the Shire President has had opportunity to speak on behalf of the Shire of Yalgoo.

Communications by Council Members and employees, whether undertaken in an authorised official capacity or as a personal communication, must not:

- bring the Shire of Yalgoo into disrepute, [Rules of Conduct Reg.3(d)];
- compromise the person's effectiveness in their role with the Shire in line with the relevant code of conduct;
- imply the Shire's endorsement of personal views [s.2.8(1)(d) of the Local Government Act 1995];
- imply the Council Member or employee is speaking on behalf of the Shire unless authorised to do so; [s.2.8(1)(d) of the Local Government Act 1995]; or
- disclose, without authorisation, confidential information [s.5.93 of the Local Government Act 1995].

Social media accounts or unsecured website forums must not be used to transact meetings which relate to the official business of the Shire of Yalgoo. [State Records Act 2000 / Local Government Record Keeping Plan, s's 5.23(2) and 5.93 of the Local Government Act 1995].

Council member communications must comply with the Code of Conduct and the Local Government (Rules of Conduct) Regulations 2007.

Responding to Media Enquires

All enquiries from the Media for an official Shire of Yalgoo comment, whether made to an individual Council Member or Employee, must be directed to the CEO or a person authorised by the CEO. Information will be coordinated to support the Shire President or CEO (where authorised) to make an official response on behalf of the Shire.

Council Members may make comments to the media in a personal capacity – refer to clause 7.1 below.

Website

The Shire of Yalgoo will maintain an official website, as our community's on-line resource to access to the Shire's official communications.

Social Media

The Shire of Yalgoo uses Social Media to facilitate interactive information sharing and to provide responsive feedback to our community. Social Media will not however, be used by the Shire to communicate or respond to matters that are complex or relate to a person's or entity's private affairs.

The Shire of Yalgoo maintains the following Social Media accounts (delete / add as relevant to each local government):

- Social networks, including - Facebook
- Media Sharing networks, including – Instagram, and YouTube

The Shire of Yalgoo may also post and contribute to Social Media hosted by others, so as to ensure that the Shire's strategic objectives are appropriately represented and promoted.

The Shire actively seeks ideas, questions and feedback from our community however, we expect participants to behave in a respectful manner. The Shire of Yalgoo will moderate its Social Media accounts to address and where necessary delete content deemed to be:

- Offensive, abusive, defamatory, objectionable, inaccurate, false or misleading;
- Promotional, soliciting or commercial in nature;
- Unlawful or incites others to break the law;
- Information which may compromise individual or community safety or security;
- Repetitive material copied and pasted or duplicated;
- Content that promotes or opposes any person campaigning for election to the Council, appointment to official office, or any ballot;
- Content that violates intellectual property rights or the legal ownership of interests or another party; and
- Any other inappropriate content or comments at the discretion of the Shire.

Where a third party contributor to a Shire of Yalgoo social media account is identified as posting content which is deleted in accordance with the above, the Shire may at its complete discretion block that contributor for a specific period of time or permanently.

The Shire will use appropriate forms of social media to communicate and advise its community in relation to emergency management.

Presidential Social Media Official Accounts

The Shire supports the President in using official social media account/s to assist the President in fulfilling their role under Section 2.8 of the Local Government Act 1995, to speak on behalf of the Shire. The content will be administered and moderated in accordance with this Media Policy, by the Chief Executive Officer. (These official social media accounts of the Shire of must not be used by the President for personal communications.

Record Keeping and Freedom of Information

Official communications undertaken on behalf of the Shire, including on the President and Shire's social media accounts and third-party social media accounts, must be created and retained as local government records in accordance with the Shire's Record Keeping Plan and the State Records Act 2000. These records are also subject to the Freedom of Information Act 1992.

Council Member communications that relate to their role as a Council Member are subject to the requirements of the Shire's Record Keeping Plan and the State Records Act 2000. Council Members are responsible for transferring these records to the Shire's administration. Council Member records are also subject to the Freedom of Information Act 1992.

Personal Communications

Personal communications and statements made privately; in conversation, written, recorded emailed, texted or posted in personal social media, have the potential to be made public, whether intended or not.

On the basis that personal or private communications may be shared or become public at some point in the future, Council Members should ensure that their personal or private communications do not breach the requirements of this policy, the Code of Conduct and the Local Government (Rules of Conduct) Regulations 2007.

Council Member Statements on Shire Matters

A Council Member may choose to make a personal statement publicly on a matter related to the business of the Shire of Yalgoo.

Any public statement made by a Council Member, whether made in a personal capacity or in their Local Government representative capacity, must:

1. Clearly state that the comment or content is a personal view only, which does not necessarily represent the views of the Shire of Yalgoo.
2. Be made with reasonable care and diligence [Rules of Conduct Reg.3(a)];
3. Be lawful, including avoiding contravention of; copyright, defamation, discrimination or harassment laws;

4. Be factually correct [Rules of Conduct Reg.3(b) and (f)];
5. Avoid damage to the reputation of the local government [Rules of Conduct Reg.3(d)];
6. Not reflect adversely on a decision of the Council [Local Government's Meeting Procedures and Code of Conduct>>];
7. Not reflect adversely on the character or actions of another Council Member or Employee [Rules of Conduct Reg.10(3), [Local Governments Meeting Procedures and Code of Conduct];
8. Maintain a respectful and positive tone and not use offensive or objectionable expressions in reference to any Council Member, Employee or community member [Local Government Code of Conduct].

A Council Member who is approached by the media for a personal statement may request the assistance of the CEO.

Comments which become public and which breach this policy, the Code of Conduct or the Local Government (Rules of Conduct) Regulations 2007, may constitute a minor breach of the Local Government Act 1995 [refer s.5.105] and may be referred for investigation.

That with authority from the Shire President or the Chief Executive Officer, individual Councillors are authorised to make press releases or act as spokesperson on behalf of Council.

That the Chief Executive Officer regularly keeps rate payers and residents informed of Council activities via the Local Newspaper.

That the Chief Executive Officer advertises in the Local Newsletter the names and telephone numbers of each Councillor at least once a year.

Policy 1.12 – Councillors IT Equipment Condition of Use and Purchase

History	26 th October 2018
Former Policy	1.15 November 2020 Governance Organisational Policy Manual 31 January 2019 (C2019-0111)
Amended / confirmed	Review 30 th July 2021

Objective

iPads are assigned to Shire of Yalgoo Councillors, where needed for effective and efficient communication, essential to the conduct of Council business.

Policy Statement

This Policy defines the boundaries for the ‘acceptable use’ of Council provided tablets, laptops, iPads.

1. General Use Conditions

- All iPads are the property of the Shire of Yalgoo and must be used in compliance with applicable licences, notices, contracts and agreements.
- Council provided IT equipment must not be used for electioneering purposes.
- Theft or loss of the Shires IT equipment is to be reported immediately to the CEO.
- Councillors should read the care and maintenance instructions in the User Guide included with their iPads.
- iPads are provided for Council work, limited personal use is acceptable.
- Councillors must not install or download or transmit software programmes, screensavers, system components, graphics, pictures, movies, audio files or similar files without permission from the Chief Executive Officer. Virus protection measures to be implemented.
- Councillors are not allowed to use the issued iPad in an illegal, illicit or offensive manner.
- Councillors must report immediately to the Chief Executive Officer any incorrect or inappropriate communication transmitted and or received.
- If the Councillor is not returned to office, all Council provided equipment must be returned to Council on the first business day following Council elections.
- The Shire of Yalgoo is responsible for insurances, support, maintenance and repairs of the iPads.

2. Purchase of Equipment.

A retiring elected member on expiry of office has an option to purchase the equipment supplied at its written down value (based on a 25% annual depreciation rate) or \$250 whichever is the greater.

Policy 1.13 – Standards for CEO Recruitment Performance and Termination

History April 2021
Former Policy C2021-0412
Amended / confirmed Review 30th July 2021

Objective

This Policy is adopted in accordance with section 5.39B of the Local Government Act 1995.

Policy Statement

Division 1 — Preliminary provisions

1. Citation

These are the Shire of Yalgoo Standards for CEO Recruitment, Performance and Termination.

2. Terms used

(1) In these standards —

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the Shire of Yalgoo;

selection criteria means the selection criteria for the position of CEO determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

- (2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

- (1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.
- (2) This Division does not apply —
 - (a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or
 - (b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

- (a) inform the person of the website address referred to in the Local Government (Administration) Regulations 1996 regulation 18A(2)(da); or
- (b) if the person advises the local government that the person is unable to access that website address —
 - (i) email a copy of the job description form to an email address provided by the person; or
 - (ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

- (1) In this clause —

independent person means a person other than any of the following —

- (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
- (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
 - (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

9. Recommendation by selection panel
 - (1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.
 - (2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —
 - (a) a summary of the selection panel's assessment of each applicant; and
 - (b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.
 - (3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —
 - (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and
 - (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.
 - (4) The selection panel must act under subclauses (1), (2) and (3) —
 - (a) in an impartial and transparent manner; and
 - (b) in accordance with the principles set out in section 5.40 of the Act.
 - (5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —
 - (a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and
 - (b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and
 - (c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.
 - (6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

- (1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.
- (2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —
 - (a) clause 5 does not apply to the new recruitment and selection process; and
 - (b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

- (a) the making of the offer of employment to the applicant; and
- (b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

- (1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).
- (2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

- (1) In this clause —

commencement day means the day on which the Local Government (Administration) Amendment Regulations 2021 regulation 6 comes into operation.

- (2) This clause applies if —

- (a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —

- (i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and
- (ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day;

and

- (b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.
- (3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.
 - (4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

- (1) The local government and the CEO must agree on —
 - (a) the process by which the CEO's performance will be reviewed; and
 - (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

- (2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.
- (3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

- (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.
- (2) The local government must —
 - (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and
 - (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

- (a) the results of the review; and
- (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

- (1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.
- (2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —
 - (a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and
 - (b) notifying the CEO of any allegations against the CEO; and
 - (c) giving the CEO a reasonable opportunity to respond to the allegations; and
 - (d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance related reasons

- (1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.
- (2) The local government must not terminate the CEO's employment unless the local government has —
 - (a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and
 - (b) informed the CEO of the performance issues; and
 - (c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and
 - (d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.
- (3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12 month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

- (1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.
- (2) The notice must set out the local government's reasons for terminating the employment of the CEO.

Policy 1.14 Council Member Continuing Professional Development Policy

History	New
Former Policy	3.2 Conference and Training March 2020 Policy Manual removed
Amended / confirmed	Review 30 th July 2021

Objective

To give effect to the Shire's commitment to facilitate continuing professional development of Council Members, which enhances their knowledge and develops their skills, thus augmenting Council's capacity for well-informed decision-making and the provision of good government for our community.

This policy provides a framework to assist Council Members to identify and access relevant training and defines the expenses that will be paid by the Shire.

This policy supports compliance with sections 5.127 and 5.128 of the Local Government Act 1995 (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

This policy applies to Council Member training and continuing professional development, including mandatory training required under s.5.126 of the Act.

Policy Statement

1. Budget Allocations

The Shire of Yalgoo Annual Budget will include an annual allocation to provide the opportunity for Elected Members to participate in appropriate training and development, including the minimum requirements for mandatory training as legislated.

The allocation is to be used for:

- Council Member Induction, dealt with under Part 2 of this Policy;
- Mandatory Council Member Training, dealt with under Part 3 of this Policy, and
- Council Capacity Building, dealt with under Part 4 of this Policy.

An allocation for each Council Member to be used for individual Continuing Professional Development, as specified under Part 5 of this Policy. Council Members may select training and professional development to be funded from this allocation, subject to approval in accordance with this Policy.

Unexpended allocations at the end of a financial year will not be carried forward to the next financial year.

Any professional development proposal that exceeds an individual Council Member's allocation will be referred for Council decision. Alternatively, the Council Member may choose to privately fund any shortfall. This will not be eligible for reimbursement from a future budget allocation.

2. Council Member Induction

Following each election, the Shire of Yalgoo will conduct a comprehensive induction program, providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government. Continuing/previously elected Council Members are encouraged to participate in nominated elements of the induction program, to assist in fostering a team culture and to refresh their understanding.

3. Mandatory Council Member Training

Council Members are required to complete the Council Member Essentials Course within 12-months from the day on which they are elected, unless exempt under Regulation 36 of the Local Government (Administration) Regulations 1996. Council Members should confirm with the Chief Executive Officer whether they are eligible for an exemption.

The Shire's preferred provider is WALGA, and course delivery is available electronically. Council Members will be provided with enrolment options and the Shire will coordinate bookings and arrangements to implement their selection.

Where a majority of Council Members would prefer face to face training, the Shire may arrange on-site or regional delivery and may coordinate this in cooperation with neighbouring Local Governments to achieve cost savings.

Council Members who are not yet required to complete the Mandatory Training may still choose to participate, with associated costs attributed to the Whole of Council Training and Development budget allocation.

4. Council Capacity Building

Within 6 months after an election, a Council Workshop prior to an ordinary meeting will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building. Courses and conferences are to be discussed to guide eligibility under part 5.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in Part 6 of this policy.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

5. Continuing Professional Development

Attendance at the annual Western Australian Local Government Association Convention will be included in the Annual Budget for all Councillors. It is expected that up to 4 Councillors attend this event as per the Attendance at Conferences Policy however other delegates may be decided by Council Resolution.

Council generally authorizes the following list of conferences and workshops where sufficient budget allocation has been made and the events are Western Australia based:

- West Australian Local Government Association and Australian Local Government Association conferences.
- Special 'one off' conferences called for or sponsored by the West Australian Local Government
- Association and/or Australian Local Government Association on important issues.
- Annual conferences of the major professions in local government and other institutions of relevance to local government activities.
- Municipal Training Service's Councillor Induction Program.
- West Australian Local Government Association Elected Member Training and Development.
- Other local government-specific training courses, workshops and forums, relating to such things as understanding the roles/responsibilities of Elected Members, meeting procedures, Strategic Community Plans, Financial Reporting etc.

Providers

Continuing Professional Development should be delivered by industry recognised training providers, peak bodies or professional organisations.

Outcomes

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the Shire as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the Shire;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the Shire of Yalgoo community.

5.1 Application and Approval

Request for approval

Council Members who wish to attend training or professional development may make application by providing the following details to the CEO and Shire President in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

Applications, including all required details, are to be submitted in reasonable time for registration. Where possible, the Shire will seek to take advantage of reduced prices for early registration.

Approval

Approval for Council Member attendance may be granted by:

- (a) the Chief Executive Officer where the:
 - (i) application complies with this policy and the course has been discussed in the workshop described in Part 4;
 - (ii) event is to be held within Western Australia; and
 - (iii) the Council Member has sufficient funds available in their professional development allocation to meet all costs of attendance.
- (b) resolution of Council where the:
 - (i) application has been refused by the Chief Executive Officer;
 - (ii) application does not comply with this policy;
 - (iii) estimated costs of attendance exceed the available balance of the Council Member's annual professional development allocation; or
 - (iv) event is to be held outside of Western Australia.

Limitations

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings (i.e. a meeting where important strategic decisions are required or where the meeting may lack a quorum), unless Council has otherwise resolved.

Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.

Approval will not be granted for training or continuing professional development that is scheduled to occur in the last six months of a Council Member's term of office.

5.2 Sharing of knowledge

In order to realise the maximum benefit for the Shire Council Members will provide a report on their attendance, key features and benefits of the training or professional development within one month after completion. Council Members may include ideas and innovations identified through the professional development for discussion at future Council Member workshops, where the matter relates to the Shire's strategic objectives.

Knowledge sharing may be provided as a presentation or verbal update to an informal Council workshop, or a written report provided to the Chief Executive Officer and circulated to all Council Members. Where relevant, copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

6. Registration, travel and expenses

The Shire will be responsible for the costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

Event Registration and Bookings

Travel, registration fees and accommodation are to be arranged directly by Shire administration.

Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

Travel

Where travel is involved, the actual costs of travel to and from the event venue are to be met by the Shire in accordance with the current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members (the Determination).

Travel arrangements are to be by the most cost effective and reasonably convenient mode.

A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval may only be granted where the cost is approximately equivalent to the most cost effective mode of travel.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the Shire by the Council Member before the Shire confirms the booking/s.

Registration

Registration fees may include, where applicable, event registration, conference program dinners, technical tours and accompanying workshops identified within the event program.

Accommodation

Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations prescribed in the Determination.

If it is not reasonable to expect travel to occur on the day of the event, the booking may allow for arrival the day prior to commencement, and departure the day following the close of the event.

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid to the Shire by the Council Member (including any additional associated or travel costs) prior to the Shire confirming the booking.

Loyalty Program and Reward Points

Council Members are not to obtain personal benefit from expenditure of Shire funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the Shire.

Meals and Incidental Expenses

Funding for meals and incidental expenses is to be provided in accordance with the Determination.

Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not to be paid by the Shire.

Incidental taxi, economy ride share or public transport modes of transport (i.e. to / from airport, event venue) may be claimed for reimbursement on submission of receipts.

In lieu of reimbursement, Council Members may request a cash advance prior to departure. This is conditional upon the Council Member providing a written acquittal and supporting receipts to the CEO within 7 days of return from travel. If a Council Member fails to provide a reasonable and satisfactory acquittal inclusive of unspent funds, the value of the un-acquitted funds will be incurred as a debt invoiced to the Council Member.

Travel Insurance – Intrastate, Interstate and International

Subject to policy wording and conditions, Council Members are covered by the Shire's corporate travel protection for the duration of their travel relevant to attendance at the approved event, including any incidental private travel taken either side or during the event.

Council Members should review the conditions of the Shire's corporate travel protection policy and member certificate to determine whether it is adequate for their personal needs and circumstances, and so that the Shire and/or the Council Member can make any necessary alternative arrangements.

Accompanying persons/entertainment costs

Council Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions).

The Shire may coordinate accompanying person bookings and registrations for travel, accommodation and the event / function, with costs incurred to be paid to the Shire by the Council Member prior to the Shire confirming the booking/s.

Booking Change / Modification Costs

Costs incurred for changing or modifying a booking for travel or accommodation, where the change or modification is:

- a. At the request of the Council Member, are to be paid by the Council Member; or
- b. A requirement or for the convenience of the Shire are to be paid by the Shire.

Cancellations

Costs incurred for cancellation of registration, travel or accommodation, where the cancellation is:

- a. At the request of the Council Member, are to be attributed to the Council Member's individual allocation; or
- b. A requirement or for the convenience of the Shire are to be paid by the Shire.

7. Report on training

The Shire is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.

The report will include the following details of both mandatory training and continuing professional development completed by Council Members:

- Name of Council Member;
- Date of election;
- Whether the Council Member is required to complete Mandatory Training, and if applicable, the due date for completion and date of completion;
- Title of each training course or module completed or event/conference attended;
- The date attended or completed;
- The training provider or event/conference organiser;
- The cost of attendance; and
- Location of the training or event.

The report will be provided to Council Members for their information, before being published on the Shire's website within one month of the end of the financial year.

8. Council Member Commitment

Council Members are committed to:

- a. Take a positive approach to identifying opportunities for improvement and professional development.
- b. Prepare for, participate in and complete professional development and training approved/booked under this policy.
- c. Apply the benefits of professional development to fulfilling their Council Member role, including by sharing their knowledge with other Council Members.
- d. Make reasonable efforts to confirm their availability, or otherwise, to the CEO before booking deadlines.
- e. When requested, advise the CEO of alternative dates / times that they would be available to facilitate their participation in training.
- f. Advise the CEO, at the earliest opportunity, if they are unable to attend planned / booked training. Where training costs are unable to be refunded, applicable costs will be debited to the individual Council Member's allocation.

9. Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council's review following each ordinary election. The Shire will ensure the policy review occurs within the first 6-months following each ordinary election.

Policy 1.14b Attendance at Events Policy

The Policy should be read in conjunction with Policy 1.14 Council Member Continuing Professional Development Policy

History	March 2020 Policy Manual
Former Policy	3.2C Conference and Training March 2020 Policy Manual removed
Amended / confirmed	Review 30 th July 2021

Objectives

- To introduce policy to address section 5.90A. of the Local Government Act 1995 Policy for attendance at events
- To provide elected members and staff with consistent guidelines to ensure transparency, relevance, and value for money for ratepayers.

Policy Statement

In developing the Attendance at Events Policy, council needs to actively consider the purpose of and benefits to the community from council members and CEOs attending events. The policy should not be used to intentionally circumvent conflict of interests which may arise from attending events hosted by a provider who will have a significant matter before council. The Attendance at Events policy is to enable council members to attend events as a representative of council without restricting their ability to participate in council meetings.

This policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of council members and the Chief Executive Officer (CEO).

Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

LEGISLATION

5.90A. Policy for attendance at events

In this section — event includes the following —

- a) a concert
- b) a conference
- c) a function
- d) a sporting event,
- e) an occasion of a kind prescribed for the purposes of this definition.

A local government must prepare, and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —

- a) the provision of tickets to events; and
- b) payments in respect of attendance; and
- c) approval of attendance by the local government and criteria for approval; and
- d) any prescribed matter.

A local government may amend* the policy.

*Absolute majority required.

When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section. The CEO must publish an up-to-date version of the policy on the local government's official website.

Provision of tickets/admittance to events - Invitation

All invitations or offers of tickets for a council member or CEO to attend an event should be in writing and addressed to the Chief Executive Officer. Invitations made directly to an Elected Member are to be handed to the Chief Executive Officer for action to be taken in accordance with this Policy.

Any other invitation or offer of tickets not addressed to an Elected Member or the Chief Executive Officer in general is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.

A list of events and attendees authorised by the local government in advance of the event is recorded in Attachment A.

Approval of Attendance

In deciding on attendance at an event, the Council will consider:

- who is providing the invitation or ticket to the event,
- the location of the event in relation to the local government (within the district or out of the district),
- the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- whether the event is sponsored by the local government,
- the benefit of local government representation at the event,
- the number of invitations / tickets received, and
- the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

Decisions to attend events in accordance with this policy will be made by simple majority or by the CEO in accordance with any authorisation provided in this policy or policy 1.14 Council Member Continuing Professional Development Policy.

Payments with Respect to Attendance

Where an invitation or ticket to an event is provided free of charge, the local government may contribute to reasonable expenses for attendance, such as travel and accommodation, for events outside the district if the council determine attendance to be of public value.

- 6.1 For any events where a member of the public is required to pay, unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council.
- 6.2 If the council determines that a council member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.
- 6.3 Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.

Attachment A

Event Description	Date of event	Approved Attendee/s	Approved contribution
Western Australian Local Government Association (WALGA) Annual Conference and AGM	Annual Event	President, Deputy President 2 x Elected Members CEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses such as parking and laundry. Alcohol will only be covered if it is purchased with a meal and is worth less than 50% of the cost of the whole meal.
Zone Conferences	Periodical	President, Deputy President Elected Members CEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses such as parking and laundry. Alcohol will only be covered if it is purchased with a meal and is worth less than 50% of the cost of the whole meal.
State Government events such as Budget announcements or regional tourism launches	Ongoing	President Deputy President CEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses such as parking and laundry. Alcohol will only be covered if it is purchased with a meal and is worth less than 50% of the cost of the whole meal.
WALGA Road Conference	Annual Event	President Deputy President 2 x Elected Members CEO Works Foreman	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses such as parking and laundry. Alcohol will only be covered if it is purchased with a meal and is worth less than 50% of the cost of the whole meal.

Form 4 Register of gifts and contributions to travel - Section 5.82 of the Local Government Act 1995

Name of relevant person making disclosure	Description of gift	Name of person who made gift	Address of person who made gift	Date gift was received	Estimated value of gift at time it was made	Nature of relationship between relevant person and person who made gift

Section 5.83 of the Local Government Act 1995 Name of relevant person making disclosure	Description of contribution	Name of person who made contribution	Address of person who made contribution	Date contribution was received	Estimated value of contribution at time it was made	Nature of relationship between relevant person and person who made contribution	Description of travel	Date of travel



SHIRE OF YALGOO

DELEGATION REGISTER

Current as at [insert date of last decision to amend the register]

Template Originally Published: July 2017
Template Last Updated: 21 April 2021

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1 Local Government Act 1995 Delegations

1.1 Council to Committees of Council

1.1.1 Audit and Risk Committee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees s.7.1B Delegation of some powers and duties to audit committees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.7.12A(2), (3) & (4) Duties of Local Government with respect to audits
Delegate:	Audit and Risk Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to meet with the City's Auditor at least once every year on behalf of the Council [s.7.12A(2)]. 2. Authority to: <ol style="list-style-type: none"> a. examine the report of the Auditor and determine matters that require action to be taken by the Shire; and b. ensure that appropriate action is taken in respect of those matters [s.7.12A(3)]. 3. Authority to review and endorse the Shire's report on any actions taken in response to an Auditor's report, prior to it being forwarded to the Minister [s.7.12A(4)].
Council Conditions on this Delegation:	a. This delegation is not to be used where a Management Letter or Audit Report raises significant issues. In that instance the Local Government's meeting with the Auditor must be directed to the Council.
Express Power to Sub-Delegate:	Nil. Sub-delegation is prohibited by s.7.1B.

Compliance Links:	Department of Local Government, Sport and Cultural Industries Operational Guideline No. 09 - The appointment, function and responsibilities of Audit Committees Audit and Risk Committee Terms of Reference being 4.12 Policy Schedule 1.12 Organisational Risk Management in the Governance and Policy Manual
Record Keeping:	Audit Committee Minutes shall record and identify each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

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1.1.2 Behaviour Complaints Committee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
Delegate:	Behaviour Complaints Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [MCC.cl. 12(1) and (3)]. In making any finding the Committee must also determine reasons for the finding [MCC.cl. 12(7)]. 2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> a. take no further action [MCC.cl. 12(4)(a)]; or b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates [MCC.cl. 12(4)(b), (5) and (6)]. 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal [MCC.cl. 13(1) and (2)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. The Committee will make decisions in accordance with the principles and specified requirements established in Councils Code of Conduct Behaviour Complaints Management Policy. b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act. c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item. d. In the event of (c) above, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent and a Deputy Committee Member is in attendance. <p><u>NOTE TO (c) AND (d):</u> The purpose of these Conditions is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse themselves by</p>

	notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Code of Conduct Behaviour Complaints Management Policy which includes the Behaviour Complaints Committee Terms of Reference Code of Conduct for Council Members, Committee Members and Candidates
Record Keeping:	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

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1.2 Council to CEO

1.2.1 Performing Functions Outside the District

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Council Conditions on this Delegation:	a. A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant Budget allocation and the performance of the functions does not negatively impact service levels within the District. Where these conditions are not met, the matter must be referred for Council decision.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns
Record Keeping:	Report on outcome to the next ordinary meeting

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1.2.2 Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to exercise powers of enter to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Council Conditions on this Delegation:	a. Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
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Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government Act 1995:</i> s.9.10 Appointment of authorised persons – refer also s.3.32(2)] Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency
Record Keeping:	Photos and Copies of Notice of Entry or Warrant to be retained as correspondence and an incident report generated for item 4.

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1.2.3 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	a. Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
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Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Public Tender or disposal record

Version Control:

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1.2.4 Confiscated or Uncollected Goods

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46] 2. Authority to 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]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	a. Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
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Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government Act 1995</i> :Part 3, Division 3, Subdivision 3 s.3.58 Disposing of Property – applies to the sale of goods under s.3.47 as if they were property referred to in that section.
Record Keeping:	Reported to Council at an Ordinary Meeting

Version Control:

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1.2.5 Disposal of Sick or Injured Animals

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	a. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping	Reported to Council at an Ordinary Meeting

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1.2.6 Close Thoroughfares to Vehicles

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> 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
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to 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. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ul style="list-style-type: none"> • give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; 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. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. b. Maintain access to adjoining land [s.3.52(3)] within the Town Common of Yalgoo and Paynes Find. c. An update on the Shire Website or an email is sent where practical to the Shires Road Condition Email List and appropriate signage is placed at the entrances to affected roads.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO Works Manager/Works Foreman
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	An update on the Shire Website or an email is sent where practical to the Shires Road Condition Email List and appropriate signage is placed at the entrances to affected roads.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Shire Website or Email Contact List

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.7 Obstruction of Footpaths and Thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to 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. [ULP r.6(2) and (4)]. 3. Authority to 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 [ULP r.6(6)]. 4. Authority to 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 [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction.

	<ul style="list-style-type: none"> ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.2 – Public Thoroughfare Obstruction – Determine Conditions</p> <p>Local Government (Uniform Local Provisions) Regulations 1996</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995</p>
Record Keeping	Notice as correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.8 Gates Across Public Thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. b. Each approval provided must be recorded in the Shire's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995
Record Keeping:	Register of Gates

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.9 Public Thoroughfare – Dangerous Excavations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares</p> <p>Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995</p>
Record Keeping:	Photo and Notice of Permission/Decision as correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.10 Private Works on, over or under Public Places

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> r.17 Private works on, over, or under public places – Sch.9.1 cl.
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to 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 [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
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	<p>Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995</p>
Record Keeping:	Notice or correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.11 Expressions of Interest for Goods and Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Council Conditions on this Delegation:	a. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</p> <p>WALGA Subscription Service – Procurement Toolkit</p> <p>Council Policy Purchasing Policy</p>
Record Keeping:	Expressions of interest to be kept with successful purchase order or cancelled orders.

Version Control:

1	Version 1 – July 2021 - Revised
2	2.2 Tenders in Version Reviewed 31 st July 2020
3	

1.2.12 Tenders for Goods and Services – Call Tenders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 5. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where : <ol style="list-style-type: none"> i. the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or ii. a current supply contract expiry is imminent; and iii. the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and iv. the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Purchasing Policy
Record Keeping:	Tender Documentation and Register including advertising

Version Control:

1	Version 1 – July 2021 - Revised
2	2.2 Tenders in Version Reviewed 31 st July 2020
3	

1.2.13 Tenders for Goods and Services –Rejecting Tenders; Exercising Contract Extension Options

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G.r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to decline to accept any tender [F&G r.18(5)]. 4. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). 5. Authority to determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender, subject to a maximum 5% variation and to then negotiate minor variations with the successful tenderer <u>before</u> entering into a contract [F&G r.20(1) and (3)]. 6. If the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)]
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Exercise of authority under F&G.r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications. b. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) and that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
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Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures WALGA Subscription Service – Procurement Toolkit Council Purchasing Policy
Record Keeping:	Tender Documentation and Register including advertising

Version Control:

1	Version 1 – July 2021 - Revised
2	2.2 Tenders in Version Reviewed 31 st July 2020
3	

1.2.14 Disposing of Property

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to dispose of property to: <ol style="list-style-type: none"> (a) the highest bidder at public auction [s.3.58(2)(a)]. (b) 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 tender [s.3.58(2)(b)] 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. b. Public tenders not referred to Council are to have been advertised both locally and in a regional newspaper and received at least 3 tender responses. c. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of \$250,000 or less. d. When determining the method of disposal: <ul style="list-style-type: none"> • Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> ○ Reserve price has been set by independent valuation. ○ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -5% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.

	<ul style="list-style-type: none"> Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ul style="list-style-type: none"> Negotiate the sale of the property up to a -5% variance on the valuation; and Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. <p>e. Where the market value of the property is determined as being less than \$20,000 (F&G r.30(3) excluded disposal) may be undertaken:</p> <ul style="list-style-type: none"> Without reference to Council for resolution; and In any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal. <p>f. Disposal of Property with a written down value of more than \$5000 must be included in the Annual Budget.</p> <p>g. For the trade-in of property where the purchase is worth less than \$75,000 the CEO can utilise the exemption provided by Local Government (Functions and General) Regulation 30(3).</p>
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government Act 1995 – s.3.58 Disposal of Property Local Government (Functions and General) Regulations 1995 – r.30 Dispositions of property excluded from Act s. 3.58
Record Keeping:	An agenda report is required at the next ordinary meeting detailing the exercise of this delegated authority.

Version Control:

1	Version 1 – July 2021 - Revised
2	2.3 Disposal of Assets in Version Reviewed 31 st July 2020

1.2.15 Payments from the Municipal or Trust Funds

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make payments from the municipal or trust funds [r.12(1)(a)].
Council Conditions on this Delegation:	<ul style="list-style-type: none"> a. Authority to make payments is subject to annual budget limitations. b. Payments must be approved jointly by two delegates. c. Credit Card Statements are to be checked and signed off monthly by a second sub-delegate or the Shire President and a summary signed off by the Shire President each financial year.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO Rates Officer Finance Administration Officer
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	<ul style="list-style-type: none"> 1. Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5. 2. All payment transactions must be approved jointly by two Delegates, one of whom must be the CEO or DCEO else the CEO or DCEO is to have inspected and signed off on the payment or batch. 3. The verification of incurring the liability via the purchase order, invoice and evidence of goods / service received, must be undertaken independent of the payment approval.

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Local Government Act 1995</p> <p>Local Government (Financial Management) Regulations 1996 - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p>
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	<i>Local Government (Audit) Regulations 1996</i> Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual
Record Keeping:	Bank Authorisation and List of Accounts

Version Control:

1	Version 1 – July 2021 - Revised
2	2.4 Creditor payments in Version Reviewed 31 st July 2020

1.2.16 Defer, Grant Discounts, Waive or Write Off Debts

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the Shire of Yalgoo [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the Shire of Yalgoo [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire of Yalgoo [s.6.12(1)(c)]
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Write-off a rates or service charge debt up to \$7.50 in accordance with the Financial Hardship Policy [s.6.12(1)(c) &(2)]. b. This Delegation does not apply to debts incurred by an individual who is a current or past Councillor or their immediate family. c. A debt may only be waived where: <ol style="list-style-type: none"> i. a community group, health or education service (local, regional or WA based) providing services to Shire residents is requesting use of Shire Facilities or Accommodation in conjunction with the provision of those services. d. A concession may only be granted where: <ol style="list-style-type: none"> i. the concession exists in the Fees and Charges; or ii. the concession has not already been included in that years adopted Schedule of Fees and Charges and directly relates to a hardship this is recorded with the exercise of this delegation and reported to Council. e. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire of Yalgoo. <ol style="list-style-type: none"> i. Limited to individual debts valued below \$250 or cumulative debts of a debtor valued below \$500. Write off of debts greater than these values must be referred for Council decision.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
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Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Collection of Rates Debts – refer Delegations: Agreement as to Payment of Rates and Service Charges Recovery of Rates or Service Charges Recovery of Rates Debts – Require Lessee to Pay Rent Recovery of Rates Debts – Actions to Take Possession of the Land
Record Keeping:	a) Report to Council, c) Caravan Park Journal to relevant community account, d) Included in receipting and e) Report to Council

Version Control:

1	Version 1 – July 2021 - Revised
2	2.6 Write-off of minor outstanding amounts in Version Reviewed 31 st July 2020

1.2.17 Power to Invest and Manage Investments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. All investment activity must comply with the Financial Management Regulation 19C and Councils Financial Management - Investment Policy. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports or Council Agenda Item. c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within every 3 financial years. [Audit r.17]
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <u>Local Government (Financial Management) Regulations 1996</u> – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a)) Council Policy Financial Management - Investment
Record Keeping:	Ordinary Agenda

Version Control:

1	Version 1 – July 2021 - Revised
2	2.5 Investment of Surplus funds in Version Reviewed 31 st July 2020
3	

1.2.18 Rate Record Amendment

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.39(2)(b) Rate record
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	a. Delegates must comply with the requirements of s.6.40 of the Act.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Rates Officer
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	a. If the change relates to anything other than a Landgate Revaluation or Tenement Death a report to the CEO is required.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government Act 1995 – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Rates Roll and Interim Notice Folder

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.19 Agreement as to Payment of Rates and Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy Rates Collection and Financial Hardship. b. Agreements must be in writing and, subject to the Council Policy Rates Collection and Financial Hardship.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy Rates Collection and Financial Hardship
Record Keeping:	Rates Record and Correspondence

Version Control:

1	Version 1 – July 2021
2	

1.2.20 Determine Due Date for Rates or Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.50 Rates or service charges due and payable
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the date on which rates or service charges become due and payable to the Shire of Yalgoo [s.6.50].
Council Conditions on this Delegation:	a. That Administration aims to set the rates and service charges due date in the last week of September or first week of October each year. Where the budget is not adopted early enough it will be set as close to this date as possible while complying with s.6.50.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Rates Notices

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.21 Recovery of Rates or Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Decisions under this delegation must comply with Council Policy Rates Collection and Financial Hardship. b. A report on actions taken be provided to the next ordinary council meeting.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns
Record Keeping:	Notices and Rates Record

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.23 Recovery of Rates Debts – Require Lessee to Pay Rent

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the Shire of Yalgoo [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy Rates Collection and Financial Hardship.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government Act 1995 – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60. Council Policy Rates Collection and Financial Hardship
Record Keeping:	Notices and Rates Record

Version Control:

1	Version 1 – July 2021
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1.2.24 Recovery of Rates Debts - Actions to Take Possession of the Land

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.64(1) Actions to be taken s.6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: <ol style="list-style-type: none"> i. lease the land, or ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: <ol style="list-style-type: none"> I. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or II. cause the land to be transferred to the Shire of Yalgoo [s.6.71]. 2. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Decisions under this delegation must comply with Council Policy Rates Collection and Financial Hardship. b. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale <u>without having</u>, within the previous 3-years attempted to recover the outstanding rates / changes through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes. c. Exercise of this delegation must comply with the procedures set out in Schedule 6.3 of the <i>Local Government Act 1995</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Nil
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Appointed by CEO	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Local Government Act 1995 – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation.</p> <p>Local Government (Financial Management) Regulations 1996 – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation.</p> <p>Council Policy Rates Collection and Financial Hardship.</p>
Record Keeping:	Progress Report to Council

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.25 Rate Record – Objections

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Council Conditions on this Delegation:	a. A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this Delegation.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Notice

Version Control:

1	Version 1 – July 2021
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1.2.26 Procurement of Goods or Services required to address a State of Emergency

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2)(aa) Associated definition under subregulation 11(3)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to: <ol style="list-style-type: none"> 1. Determine that particular goods or services with a purchasing value >\$250,000 are required for the purposes of addressing the impact, consequences or need arising from the hazard to which the State of Emergency declaration relates [F&G r11(3)(b)]; and 2. Undertake tender exempt purchasing activity to obtain the supply of those goods or services identified in accordance with point 1 above [F&G r.11(2)(aa)]. 3. The CEO is Authorised to commit expenditure for the private hire of plant and equipment necessary for the efficient fighting and control of fires from road maintenance in an emergency situation that is likely to effect lives and homes.
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. This authority may only be exercised where the goods or services are urgently required, and it is not possible for Council to meet within an appropriate timeframe. b. Compliance with the Purchasing Policy is required, but only to the extent that such compliance will not incur an unreasonable delay in providing the required urgent response to the State of Emergency hazard. The rationale for non-compliance with Purchasing Policy must be evidenced in accordance with the Record Keeping Plan. c. Where a relevant budget allocation is not available and a purchase is necessary in response to a State of Emergency, the expenditure from an alternative available budget allocation must be authorised in advance by the Mayor or President (i.e. before the expense is incurred) in accordance with LGA s.6.8. d. The CEO is to inform Council Members after the exercise of this delegation, including details of the contract specification,

	<p>scope and purchasing value and the rationale for determining that the goods or services were urgently required in response to the State of Emergency declaration.</p> <p>e. The CEO cannot sub-delegate this authority.</p> <p>f. Function 3 should be done in conjunction with the Shire President or Deputy Shire President if the President is not available and the CESM.</p>
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Compliance Links:	Local Government (Functions and General) Regulations 1996 WALGA Subscription Service – Procurement Toolkit Council Policy Purchasing Policy
Record Keeping:	Report to Next Possible Council Meeting, Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021 – New with Revised inclusion
2	2.9 Firefighting – Emergency plant hire in Delegation Register reviewed 31 July 2020
3	

1.2.27 Long Service Leave Applications

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO s.5.48 Long service benefits for employees and employees of local government associations
Express Power or Duty Delegated:	<i>Local Government (Long Service Leave) Regulations:</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority and power to consider and decide on applications received from employees under the Local Government (Long Service Leave) Regulations.
Council Conditions on this Delegation:	a. Cannot be exercised in decisions relating to person Long Service Leave Arrangements. b. The Chief Executive Officer to ensure operations of the Council will not be unduly hindered by the absence of the applicant on long service leave.

Compliance Links:	Local Government (Long Service Leave) Regulations
Record Keeping:	Payroll

Version Control:

1	Version 1 – July 2021
2	
3	

1.2.28 Notices Requiring Certain Things to be Done by Owner or Occupier of Land

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.3.25 Notices requiring certain things to be done by owner or occupier of land s.3.26 Additional powers when notices given
Express Power or Duty Delegated:	<i>Local Government Act 1995 – Division 1</i> <i>Schedule 3.1 Powers under notices to owners or occupiers of land</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Issue a notice in writing to the owner or occupier of land requiring them to do anything specified in Division 1 of Schedule 3.1 of the Local Government Act 1995. 2. Do anything that is considered necessary to achieve, so far as practicable, the purpose for which the notice was given, including recovering the cost of anything done as a debt due from the person who failed to comply with the notice.
Council Conditions on this Delegation:	a. Notices under this delegation are only to be issued by administration where the actual or expected cost is considered by the delegate to be less than \$500. More complex matters are required to be reported to Council.

Compliance Links:	Local Government Act 1995
Record Keeping:	Notices

Version Control:

1	Version 1 – July 2021
2	
3	

Taken from www.legislation.wa.gov.au as at 16/07/2021

Division 1 — Things a notice may require to be done

1. Prevent water from dripping or running from a building on the land onto any other land.
2. Place in a prominent position on the land a number to indicate the address.
3. Modify or repair, in the interests of the convenience or safety of the public, anything constructed as mentioned in Schedule 9.1, clause 8, or repair any damage caused to the public thoroughfare or other public place mentioned in that clause.
4. (1) Ensure that land that adjoins a public thoroughfare or other public place that is specified for the purposes of this item by a local law —
 - (a) is suitably enclosed to separate it from the public place; and
 - (b) where applicable, is enclosed with a close fence, to the satisfaction of the local government, suitable to prevent sand or other matter coming from the land onto the public place.
- (2) The notice cannot be given to an occupier who is not an owner.
5. (1) Ensure that unsightly land is enclosed, to the satisfaction of the local government, with a fence or other means suitable to prevent the land, so far as is practicable, from being unsightly.
- (2) In this item —

unsightly, in relation to land, means having an appearance that, because of the way in which the land is used, does not conform with the general appearance of other land in the locality.
- (3) The notice cannot be given to an occupier who is not an owner.
- 5A. (1) Ensure that overgrown vegetation, rubbish, or disused material, as specified, is removed from land that the local government considers to be untidy.
- (2) In this item —

disused material includes disused motor vehicles, old motor vehicle bodies and old machinery.
- [5B. Deleted: No. 16 of 2016 s. 41.]
6. Take specified measures for preventing or minimising the movement of sand, silt, clay or rocks on or from the land if, in the opinion of the local government, that movement would be likely to adversely affect other land.
7. Ensure that land that adjoins a public thoroughfare or other public place that is specified for the purposes of this item by a local law is not overgrown.
8. Remove all or part of a tree that is obstructing or otherwise prejudicially affecting a thoroughfare that is under the local government's control or management and adjoins the land where the tree is situated.
9. Ensure that a tree on the land that endangers any person or thing on adjoining land is made safe.
10. Take specified measures for preventing or minimizing —
 - (a) danger to the public; or

- (b) damage to property,
which might result from cyclonic activity.
- 11. Remove bees that are likely to endanger the safety of any person or create a serious public nuisance.
- 12. Ensure that an unsightly, dilapidated or dangerous fence or gate that separates the land from land that is local government property is modified or repaired.
- 13. Take specific measures to prevent —
 - (a) artificial light being emitted from the land; or
 - (b) natural or artificial light being reflected from something on the land,
creating a nuisance.
- 14. (1) Remove or make safe anything that is obstructing or otherwise prejudicially affecting a private thoroughfare so that danger to anyone using the thoroughfare is prevented or minimised.
- (2) In this item —

private thoroughfare has the same meaning as in Schedule 9.1 clause 7(1).

[Division 1 amended: Gazette 29 Apr 1997 p. 2144; amended: No. 49 of 2004 s. 72; No. 17 of 2009 s. 46; No. 16 of 2016 s. 41.]

1.2.29 Use of the Common Seal

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.9.49A Execution of Documents
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s.9.49A(4)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Council delegates authority to the President and the CEO to affix the Common Seal without prior approval by Council.
Council Conditions on this Delegation:	a. Where the document is a renewal or extension of an original document, and there is not a significant variation in clauses or conditions in the renewal. b. Where the legal document is an agreement to provide funding to the Shire and the project/item to be funded is included in the Forward Capital Works Plan and/or disclosed in the budget and/or previously approved by Council.

Compliance Links:	Local Government Act 1995
Record Keeping:	Agreement/Contract – Common Seal Register

Version Control:

1	Version 1 – July 2021 – revised
2	2.1 in Delegation Register reviewed 31 July 2020
3	

1.3 CEO to Employees

1.3.1 Determine if an Emergency for Emergency Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.34(2) Entry in emergency
Delegate/s:	Works Foreman/Manager of Works and CESM
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
CEO Conditions on this Delegation:	a. To inform the CEO as soon as is practicable.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

1.3.2 Electoral Enrolment Eligibility Claims and Electoral Roll

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.4.32(4), (5A) & (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election <i>Local Government (Elections) Regulations 1995:</i> r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) & (4) Register - s.4.32(6)
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13(2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day

	which is less than 100 days since the last election day [s.4.37(3)].
CEO Conditions on this Delegation:	a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual
Record Keeping:	Electoral Roll and Electors Returns Folder

Version Control:

1	Version 1 – July 2021
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1.3.3 Destruction of Electoral Papers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Elections) Regulations 1996:</i> r.82(4) Keeping election papers – s4.84(a)
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual
Record Keeping:	Destruction of Records Register

Version Control:

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1.3.4 Appoint Authorised Persons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] s.9.10 Appointment of authorised persons
Delegate:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint persons or classes of persons as authorised persons [s.3.24 and s.9.10] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations: <ol style="list-style-type: none"> (a) Local Government Act 1995 and its subsidiary legislation, including Local Government Act Regulations, the <i>Local Government (Miscellaneous Provisions) Act 1960</i> and Local Laws made under the Local Government Act. (b) <i>Caravan Parks and Camping Grounds Act 1995</i>; (c) <i>Cat Act 2011</i>; (d) <i>Cemeteries Act 1986</i>; (e) <i>Control of Vehicles (Off-road Areas) Act 1978</i>; (f) <i>Dog Act 1976</i>; (g) Graffiti Vandalism Act 2016 – refer s.15; and (e) any other legislation prescribed for the purposes of s.9.10 of the <i>Local Government Act 1995</i>. 2. Authority to appoint authorised persons for the purposes of section 9.16 of the <i>Local Government Act 1995</i>, <u>as a precondition</u> for appointment as authorised officers in accordance with Regulation 70(2) of the Building Regulations 2012 and section 6(b) of the <i>Criminal Procedure Act 2004</i>. 3. Authority to appoint honorary inspectors under the Litter Act.
CEO Conditions on this Delegation:	<ol style="list-style-type: none"> a. A register of Authorised Persons is to be maintained as a Local Government Record. b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons.
Express Power to Sub-Delegate:	<i>NIL.</i>

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	<p>Instruments or Certificates of Authorisation – Copies are to be retained on the Authorised Person's personnel file.</p> <p>A record of each Authorisation is to be retained in the Authorised Persons Register, retained as a Local Government Record.</p>

Version Control:

1	Version 1 – July 2021 - Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020
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1.3.5 Information to be Available to the Public

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Administration) Regulations 1996:</i> r.29(2) &(3) Information to be available for public inspection (Acts s.5.94) r.29B Copies of certain information not to be provided (Act s.5.96) <i>Local Government Act 1995:</i> s.9.95(1)(b) & (3)(b) Limits on right to inspect local government information
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine the public right to inspect information, by determining if the information requested relates to a part of a meeting that could have been closed to members of the public but was not [Admin. r.29(2)]. 2. Authority to determine the public right to inspect information in an agenda or minutes, by determining if the information requested would be part of the meeting which is likely to be closed to members of the public [Admin. r.29(3)]. 3. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] or owners and occupiers register and electoral rolls [s.5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B]. 4. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s.5.95(1)(b)]. 5. Authority to determine not to provide a right to inspect information contained in notice papers, agenda, minutes, or information tabled at a meeting, where it is considered that that part of the meeting could have been closed to members of the public but was not closed [s.5.94(3)(b)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

Record Keeping:	Email to the CEO
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Version Control:

1	Version 1 – July 2021
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1.3.6 Financial Management Systems and Procedures

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.5 CEO's Duties as to financial management
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to establish systems and procedures [FM r.5] that give effect to internal controls and risk mitigation for the: <ol style="list-style-type: none"> i. Collection of money owed to the Shire of Yalgoo; ii. Safe custody and security of money collected or held by the Shire of Yalgoo; iii. Maintenance and security of all financial records, including payroll, stock control and costing records; iv. Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; v. Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; vi. Making of payments in accordance with Delegated Authority 1.2.23; vii. Preparation of budgets, budget reviews, accounts and reports as required by legislation or operational requirements.
CEO Conditions on this Delegation:	<ol style="list-style-type: none"> a. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. b. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within each 3 financial years. [Audit r.17]
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government Act 1995
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	<i>Local Government (Financial Management) Regulations 1996</i> <i>Local Government (Audit) Regulations 1996</i> Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards
Record Keeping:	Policy Manual, Financial System Documents and Ordinary Agendas

Version Control:

1	Version 1 – July 2021
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1.3.7 Audit – CEO Review of Systems and Procedures

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Audit) Regulations 1996:</i> r.17 CEO to review certain systems and procedures
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to conduct the review of the appropriateness and effectiveness of the Shire of Yalgoo's systems and procedures in relation to <ol style="list-style-type: none"> i. risk management; and ii. internal controls; and iii. legislative compliance [r.17(1)].
CEO Conditions on this Delegation:	a. Each matter is to be reviewed at least once within every 3 financial years, with a report on each matter to be provided to the Audit and Risk Committee that details the findings, including any identified deficiencies, and actions required.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government (Audit) Regulations 1996
Record Keeping:	Report to CEO or Council on Reg 17

Version Control:

1	Version 1 – July 2021
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1.3.8 Infringement Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of Time s.9.20 Withdrawal of Notice <i>Building Regulations 2012:</i> Regulation 70(1A), (1), (2) Approved officers and authorised officers
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19]. 3. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].
CEO Conditions on this Delegation:	<ol style="list-style-type: none"> a. A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation. b. The following listed positions are delegated the functions under s.9.19 and s.9.20 only as a <u>precondition for appointment</u> as an "Approved Officer" in accordance with <i>Building Regulation 70(1)</i> for the purposes of the <i>Criminal Procedure Act 2004</i> section 6(a) and <i>Building Act 2011</i> Infringement Notices:: <ol style="list-style-type: none"> (i) Building Surveyor/Contract Building Surveyor <p>NOTE: <i>Delegates must also be appointed as an "Approved Officer" – appointment to be determined by Council resolution or by a person with delegated authority under delegation 2.1.10.</i></p>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Notice/Correspondence

Version Control:

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2 Building Act 2011 Delegations

2.1 Council to CEO

2.1.1 Grant a Building Permit

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> 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))
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Building Surveyor/Contract Building Surveyor
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Authority to perform Function 1.

Compliance Links:	<u>Building Act 2011</u> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor <u>Building Regulations 2012</u> – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT <i>Building Services (Registration Act) 2011 – Section 7</i> <i>Home Building Contracts Act 1991 – Part 3A, Division 2 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Notice/Correspondence and Permits

Version Control:

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2.1.2 Demolition Permits

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012</i> 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))
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Building Surveyor/Contract Building Surveyor
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CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Authority to perform Function 1.
Compliance Links:	<u>Building Act 2011</u> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit <i>Building Services (Complaint Resolution and Administration) Act 2011 — Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Notice/Correspondence and Permits

Version Control:

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2.1.3 Occupancy Permits or Building Approval Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration Building Regulations 2012 r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to 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].
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Building Surveyor/Contract Building Surveyor
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Authority to perform Function 1.

Compliance Links:	<i>Building Act 2011</i> s.59 time for granting occupancy permit or building approval certificate s.60 Notice of decision not to grant occupancy permit or grant building approval certificate s.121 Occupancy permits and building approval certificates – application for review by SAT
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	<i>Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Notices/Correspondence and Permits

Version Control:

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2.1.4 Designate Employees as Authorised Persons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)]. <p>NOTE: An <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.</p>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<i>Building Act 2011:</i> s.97 each designated authorised person must have an identity card. r.5A Authorised persons (s.3) – definition
Record Keeping:	Letter of Authorisation and Register

Version Control:

1	Version 1 – July 2021 - Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020

2.1.5 Building Orders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to 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. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order [s.117]. 4. If there is non-compliance with a building order, authority to 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. Authority to 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. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the <i>Building Act 2011</i>.
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i>

	s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
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Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<u>Building Act 2011:</u> Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - s.122 Building orders – application for review by SAT
Record Keeping:	Notice/Correspondence and Permits

Version Control:

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2.1.6 Inspection and Copies of Building Records

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.131(2) Inspection, copies of building records
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	DECO Rates Officer
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Email notification to the CEO

Compliance Links:	Building Act 2011 - s.146 Confidentiality
Record Keeping:	If not the owner a copy of the application on the property file. Inspection Register

Version Control:

1	Version 1 – July 2021
2	
3	

2.1.7 Referrals and Issuing Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.145A Local Government functions
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the Shire's District [s.145A(2)].
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012 for Function 2.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Building Surveyor/Contract Building Surveyor
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Authority to perform Function 1.

Compliance Links:	
Record Keeping:	Notice/Correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

2.1.8 Smoke Alarms – Alternative Solutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Council Conditions on this Delegation:	a. Delegated authority should be undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Notice/Correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

2.1.9 Appointment of approved officers and authorised officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.70 Approved officers and authorised officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A). <i>NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as “approved officers”.</i> 2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2). <i>NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 <u>and</u> authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as “authorised officers” for the purposes of Building Regulation 70(2).</i>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<i>Building Regulations 2012:</i> r 70(3) each authorised officer must be issued a certificate of appointment.
Record Keeping:	Authorised Officers Register

Version Control:

1	Version 1 – July 2021 - Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020

3 Bush Fires Act 1954 Delegations

3.1 Council to CEO, President and Bush Fire Control Officer

3.1.1 Make Request to FES Commissioner – Control of Fire

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.13(4) Duties and powers of bush fire liaison officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to request on behalf of the Shire of Yalgoo that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Council Conditions on this Delegation:	a. Undertaken in consultation with the Community Emergency Services Manager (CESM).
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Correspondence with DFES

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.2 Prohibited Burning Times - Vary

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	President and Chief Bush Fire Control Officer (jointly)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	a. Decisions under s,17(7) must be undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8). b. Undertaken in consultation with the Community Emergency Services Manager (CESM).
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Firebreak Notice and Advertising on the Shire Website

Version Control:

1	Version 1 – July 2021 - Revised
2	3.1 Alteration to Restricted and Prohibited Burning Periods in Delegation Register reviewed 31 July 2020
3	

3.1.3 Prohibited Burning Times – Control Activities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the Shire of Yalgoo or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Permit Book, Notifications

Version Control:

1	Version 1 – July 2021
2	3.1 Alteration to Restricted and Prohibited Burning Periods in Delegation Register reviewed 31 July 2020
3	

3.1.4 Restricted Burning Times – Vary and Control Activities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<p><i>Bush Fires Act 1954:</i></p> <p>s.18(5), (11) Restricted burning times may be declared by FES Commissioner</p> <p>s.22(6) and (7) Burning on exempt land and land adjoining exempt land</p> <p>s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions</p> <p>s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954:</i></p> <p>r.15 Permit to burn (Act s.18), form of and apply for after refusal etc.</p> <p>r.15C Local Government may prohibit burning on certain days</p> <p>r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times</p> <p>r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. <ol style="list-style-type: none"> a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].

	<p>6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B].</p> <p>7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)].</p> <p>8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)].</p> <p>9. Authority to recover the cost of measures taken by the Shire of Yalgoo or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].</p>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.5 Control of Operations Likely to Create Bush Fire Danger

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.27D Requirements for carriage and deposit of incendiary material <i>Bush Fires Regulations 1954:</i> r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: <ol style="list-style-type: none"> a person operating a bee smoker device during a prescribed period [r.39CA(5)]. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. a person using explosives [r.39D(2)]. a person using fireworks [r.39E(3)] Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. <i>Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer.</i>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Permits and Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.6 Burning Garden Refuse / Open Air Fires

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 <i>Bush Fires Regulations 1954:</i> r.27(3) Permit, issue of
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. <ol style="list-style-type: none"> a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: <ol style="list-style-type: none"> a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].

Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Notice/Permit

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.7 Firebreaks

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.33 Local government may require occupier of land to plough or clear fire-breaks
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire of Yalgoo: <ol style="list-style-type: none"> a. clearing of firebreaks as determined necessary and specified in the notice; and b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)]. 2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]. <ol style="list-style-type: none"> a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Notice, Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.8 Appoint Bush Fire Control Officer/s and Fire Weather Officer

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.38 Local Government may appoint bush fire control officer
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and <ol style="list-style-type: none"> a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire of Yalgoo [s.38(5A)] 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]. <ol style="list-style-type: none"> a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Register of Authorised Persons

Version Control:

1	Version 1 – July 2021 - Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020
3	

3.1.9 Control and Extinguishment of Bush Fires

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.46 Bush fire control officer or forest officer may postpone lighting fire
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)]. <ol style="list-style-type: none"> a. Where it is proposed that the fire will be lit on land within 3km of the boundary of forest land, and an authorised CALM Act office is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Notice, Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.10 Recovery of Expenses Incurred through Contraventions of this Act

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.58 General penalty and recovery of expenses incurred
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire of Yalgoo or those on behalf of the Shire of Yalgoo to do [s.58].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	
Record Keeping:	Debtors and Incident/Bushfire Report

Version Control:

1	Version 1 – July 2021
2	
3	

3.1.11 Prosecution of Offences

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	Chief Executive Officer Bush Fire Control Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	<i>Bush Fires Act 1954:</i> s.65 Proof of certain matters s.66 Proof of ownership or occupancy
Record Keeping:	Infringement

Version Control:

1	Version 1 – July 2021
2	
3	

4 Cat Act 2011 Delegations

4.1 Council to CEO

4.1.1 Cat Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Shire's District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO Rates Officer Financial Administration Officer
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	<ol style="list-style-type: none"> a. To notify the CEO of any action other than the granting or renewing of a cat registration. b. Function 5 is only extended to the DCEO

Compliance Links:	Cat Regulations 2012
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	<p>r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration.</p> <p>r.12 Period of registration (s.9(7))</p> <p>r.11 Changes in registration</p> <p>r.14 Registration certificate (s.11(1)(b))</p> <p>r.15 Registration tags (s.76(2))</p> <p>Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>.</p>
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
2	
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4.1.2 Cat Control Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.26 Cat control notice may be given to cat owner
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Shire's District [s.26].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO Ranger/Contract Ranger
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<i>Cat Regulations 2012 – r.20 Cat control notice [s.23(3)], prescribes the Form of the notice.</i>
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
2	
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4.1.3 Approval to Breed Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<i>Cat Regulations 2012:</i> r.21 Application for approval to breed cats (s.36(2)) r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) r.23 Person who not be refused approval to breed cats (s.37(5)) r.24 Duration of approval to breed cats (s.37(6)) r.25 Certificate given to approved cat breeder (s.39(1))
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
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4.1.4 Recovery of Costs – Destruction of Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Cat Registration Folder, Debtors

Version Control:

1	Version 1 – July 2021 - Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020

4.1.5 Applications to Keep Additional Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat (Uniform Local Provisions) Regulations 2013:</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 2. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the <i>Cat (Uniform Local Provisions) Regulations 2013</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
2	

4.1.6 Reduce or Waiver Registration Fee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Regulations 2012:</i> Schedule 3 Fees clause 1(4)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any <u>class of cat</u> within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the <i>Local Government Act 1995</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
2	

4.2 Cat Act Delegations - CEO to Employees

4.2.1 Infringement Notices – Extensions and Withdrawals

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.64 Extension of time s.65 Withdrawal of notice
Delegate/s:	DCEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	<i>Cat Regulations 2012:</i> r.28 Withdrawal of infringement notice (s.65(1))
Record Keeping:	Cat Registration Folder

Version Control:

1	Version 1 – July 2021
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5 Dog Act 1974 Delegations

- **S.31 Control of dogs in certain public places**
 - (2B) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —
 - (a) at all times; or
 - (b) at specified times.
 - (3A) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

5.1 Dog Act Delegations Council to CEO

5.1.1 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.10A Payments to veterinary surgeons towards costs of sterilisation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs to a maximum value of \$300 [s.10A(1)(a) and (3)]. 2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].
Council Conditions on this Delegation:	a. If a veterinary student program has been organised by the Shire for that year all instances of sterilisation hardship are to be referred to the program.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
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CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.2 Refuse or Cancel Registration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or iii. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept iv. the dog is required to be microchipped but is not microchipped; or v. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the Shire's District [s15(4A)]. 4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. <ol style="list-style-type: none"> i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]

Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<i>Dog Act 1976</i> s.17A If no application for registration made – procedure for giving notice of decision under s.16(3) Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6)
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.3 Kennel Establishments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.27 Licensing of approved kennel establishments
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.4 Recovery of Moneys Due Under this Act

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.33M Local government expenses to be recoverable. s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared)
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.5 Dispose of or Sell Dogs Liable to be Destroyed

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. Proceeds from the sale of dogs are to be directed into the Municipal Fund.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Dog Registration Folder, Debtors

Version Control:

1	Version 1 – July 2021
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5.1.6 Declare Dangerous Dog

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)]. 2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)] <ol style="list-style-type: none"> i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.8 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33H(5) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
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5.1.9 Determine Recoverable Expenses for Dangerous Dog Declaration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	DCEO
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Dog Registration Folder

Version Control:

1	Version 1 – July 2021
2	

6 Food Act 2008 Delegations

6.1 Council to CEO

6.1.1 Determine Compensation

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Compensation under this delegation may only be determined upon documented losses up to a maximum of \$250. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Creditors

Version Control:

1	Version 1 – July 2021
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3	

6.1.2 Prohibition Orders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	CEO Environmental Health Officer Contract Environmental Health Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to 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. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to 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)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Health File/Notice

Version Control:

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6.1.3 Food Business Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Delegate:	CEO Environmental Health Officer Contract Environmental Health Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to 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. Authority to vary the conditions or cancel the registration of a food business [s.112].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 WA Priority Classification System Verification of Food Safety Program Guideline
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Food License

Version Control:

1	Version 1 – July 2021
2	

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	CEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed
Record Keeping:	Register of Authorised Persons

Version Control:

1	Version 1 – July 2021 -Revised
2	2.8 Appointment of Authorised Officer in Version Reviewed 31 st July 2020 3.2 Environmental Health in Delegation Register reviewed 31 July 2020

6.1.5 Debt Recovery and Prosecutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	CEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	
Record Keeping:	Debtors/Correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

6.1.6 Food Businesses List – Public Access

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> r.51 Enforcement agency may make list of food
Delegate:	CEO
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	
Record Keeping:	Shire Website

Version Control:

1	Version 1 – July 2021
2	
3	

7 Graffiti Vandalism Act 2016 Delegations

7.1 Council to CEO

7.1.1 Give Notice Requiring Obliteration of Graffiti

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Notice, Debtors

Version Control:

1	Version 1 – July 2021
2	
3	

7.1.2 Notices – Deal with Objections and Give Effect to Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: <ol style="list-style-type: none"> i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Correspondence

Version Control:

1	Version 1 – July 2021
2	
3	

7.1.3 Obliterate Graffiti on Private Property

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Council Conditions on this Delegation:	a. Subject to exercising Powers of Entry.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Notice

Version Control:

1	Version 1 – July 2021
2	
3	

7.1.4 Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.28 Notice of entry s.29 Entry under warrant
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	
Record Keeping:	Notice

Version Control:

1	Version 1 – July 2021
2	
3	

8 Public Health Act 2016 Delegations

8.1 Council to CEO

8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r.15D(5) Infringement Notices
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r.15D(5)].
Council Conditions on this Delegation:	a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.

Compliance Links:	<i>Criminal Procedure Act 2004 – Part 2</i>
Record Keeping:	Register of Authorised Officers

Version Control:

1	Version 1 – July 2021
2	3.2 Environmental Health in Delegation Register reviewed 31 July 2020
3	

8.1.2 Enforcement Agency Reports to the Chief Health Officer

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
Delegate:	Contract Environmental Health Officer – William Atyeo
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the Shire of Yalgoo [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.
Record Keeping:	Report to the Chief Health Officer

Version Control:

1	Version 1 – July 2021
2	
3	

8.1.3 Designate Authorised Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to designate a person or class of persons as authorised officers for the purposes of: <ol style="list-style-type: none"> i. The Public Health Act 2016 or other specified Act ii. Specified provisions of the Public Health Act 2016 or other specified Act iii. Provisions of the Public Health Act 2016 or another specified Act, other than the specified provisions of that Act. <p>Including:</p> <ol style="list-style-type: none"> a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Subject to each person so appointed being; <ul style="list-style-type: none"> • Appropriately qualified and experienced [s.25(1)(a)]; and • Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers
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	<p>s.30 Certificates of authority</p> <p>s.31 Issuing and production of certificate of authority for purposes of other written laws</p> <p>s.32 Certificate of authority to be returned.</p> <p>s.136 Authorised officer to produce evidence of authority</p> <p><i>Criminal Investigation Act 2006</i>, Parts 6 and 13 – refer s.245 of the <i>Public Health Act 2016</i></p> <p><i>The Criminal Code</i>, Chapter XXVI – refer s.252 of the <i>Public Health Act 2016</i></p>
Record Keeping:	Register of Authorised Officers

Version Control:

1	Version 1 – July 2021 - Revised
2	3.2 Environmental Health in Delegation Register reviewed 31 July 2020
3	

8.1.4 Determine Compensation for Seized Items

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.264 Compensation
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Council Conditions on this Delegation:	a. Compensation is limited to a maximum value of \$500 with any proposal for compensation above this value to be referred for Council's determination.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Debtors

Version Control:

1	Version 1 – July 2021
2	
3	

9 Statutory Authorisations and Delegations to Local Government from State Government Entities

9.1 Environmental Protection Act 1986

9.1.1 Noise Control – Environmental Protection Notices [Reg.65(1)]

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 47. 19-Mar-2004
Page: 919 [Pdf](#) - 476kb

EV401

ENVIRONMENTAL PROTECTION ACT 1986

Section 20

Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9th day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.

Dr JUDY EDWARDS MLA, Minister for the Environment.

9.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 232. 20-Dec-2013
Page: 6282 [Pdf](#) - [3Mb](#)

EV402

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 112

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to--

- (a) waste collection and other works--noise management plans relating to specified works under regulation 14A or 14B;
- (b) bellringing or amplified calls to worship--the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);
- (c) community activities--noise control notices in respect of community noise under regulation 16;
- (d) motor sport venues--noise management plans in relation to motor sport venues under Part 2 Division 3;
- (e) shooting venues--noise management plans in relation to shooting venues under Part 2 Division 4;
- (f) calibration results--requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;
- (g) sporting, cultural and entertainment events--approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation--
 - (i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by--

JOHN DAY, Acting Minister for Environment; Heritage.

9.1.3 Noise Management Plans – Construction Sites

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 71. 16-May-2014
Page: 1548 [Pdf](#) - [2Mb](#)

EV405

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of--

(a) Chief Executive Officer under the *Local Government Act 1995*; and

(b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

9.2 Planning and Development Act 2005

Removal of 2.7 Planning Consent due to limited use and extremely limited scope.
Version 2.7 Planning Consent in Version Reviewed 31st July 2020

9.2.1 Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2nd day of June 2016



HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the Planning and Development Act 2005

Column 1

The power to sign as owner in respect of Crown land that is:

- a reserve managed by the local government pursuant to section 46 of the *Land Administration Act 1997* and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or
- the land is a road of which the local government has the care, control and management under section 55(2) of the *Land Administration Act 1997* and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the *Building Regulations 2012* (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road.

in respect of development applications being made under or referred to in:

- section 99(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act);
- section 103(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a local interim development order (as that term is defined in that Act);
- section 115 of the *Planning and Development Act 2005* in respect of development within a planning control area (as that term is defined in that Act);
- section 122A of the *Planning and Development Act 2005* in respect of which approval is required under an improvement scheme (as that term is defined in that Act);
- section 162 of the *Planning and Development Act 2005* in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act);
- section 163 of the *Planning and Development Act 2005* in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the *Heritage of Western Australia Act 1990*, or of which such a place forms part;
- section 171A of the *Planning and Development Act 2005* in respect of a prescribed development application (as that term is defined in that section of that Act).

Column 2

City of Albany
City of Armadale
Shire of Ashburton
Shire of Augusta-Margaret River
Town of Bassendean
City of Baywater
City of Belmont
Shire of Beverley
Shire of Boddington
Shire of Boyup Brook
Shire of Bridgetown-Greenbushes
Shire of Brookton
Shire of Broome
Shire of Broomehill-Tambellup
Shire of Bruce Rock
City of Bunbury
Shire of Busselton
Town of Cambridge
City of Cannington
Shire of Capel
Shire of Carnamah
Shire of Carnarvon
Shire of Chapman Valley
Shire of Chittering
Shire of Christmas Island
Town of Claremont
City of Cockburn
Shire of Cocos (Keeling) Islands
Shire of Collie
Shire of Coolgardie
Shire of Cooberoo
Shire of Corrigin
Town of Cottesloe
Shire of Cranbrook
Shire of Cunderdun
Shire of Cuse
Shire of Cunderdin
Shire of Dalwallinu
Shire of Dandaragan
Shire of Dardanup
Shire of Denmark
Shire of Derby-West Kimberley
Shire of Dornbrook-Rainup
Shire of Dowerbin
Shire of Dumbleyung
Shire of Dundas
Town of East Fremantle
Shire of East Pilbara
Shire of Esperance
Shire of Exmouth
City of Fremantle
City of Greater Geraldton

Shire of Gingin
Shire of Gnowangerup
Shire of Goomalling
City of Goomalling
Shire of Halls Creek
Shire of Harvey
Shire of Irwin
Shire of Jerramungup
City of Joondalup
Shire of Kalamunda
City of Kalbarrie-Boulder
Shire of Katanning
Shire of Kellerberrin
Shire of Kent
Shire of Kojonup
Shire of Kondinin
Shire of Koorda
Shire of Kulin
City of Kwinana
Shire of Lake Grace
Shire of Laverton
Shire of Leonora
City of Mandurah
Shire of Manjimup
Shire of Maelkathana
City of Melville
Shire of Menzies
Shire of Merredin
Shire of Mingenew
Shire of Moora
Shire of Morawa
Town of Mosman Park
Shire of Mount Magnet
Shire of Mt Marshall
Shire of Mukinbudin
Shire of Mundaring
Shire of Murchison
Shire of Murray

Column 3

In accordance with and subject to approved Government Land policies.

Any signature subject to the following endorsement:
Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the *Planning and Development Act 2005* (including any planning scheme).
The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.

Shire of Nannup
Shire of Narembeen
Shire of Narrogin
Town of Narrogin
City of Nedlands
Shire of Ngaanyatjaraku
Shire of Northam
Shire of Northampton
Shire of Nungarin
Shire of Peppermint Grove
Shire of Perenjori
City of Perth
Shire of Pingelly
Shire of Plantagenet
Town of Port Hedland
Shire of Qualcard
Shire of Ravensthorpe
City of Rockingham
Shire of Roebourne
Shire of Sandstone
Shire of Serpentine Jarrahdale
Shire of Shark Bay
City of South Perth
City of Stirling
City of Subiaco
City of Swan

Shire of Tammin
Shire of Three Springs
Shire of Toodyay
Shire of Trayning
Shire of Upper Gascoyne
Town of Victoria Park
Shire of Victoria Plains
Town of Vincent
Shire of Wagin
Shire of Wandering
City of Wanneroo
Shire of Waroona
Shire of West Arthur
Shire of Westonia
Shire of Wickham
Shire of Williams
Shire of Wiluna
Shire of Wongan-Ballidu
Shire of Woodanilling
Shire of Wyalkatchem
Shire of Wyndham-East Kimberley
Shire of Yalgoo
Shire of Yilgarn
Shire of York



HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

2nd day of June 2016

9.2.2 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

29 January 2021

GOVERNMENT GAZETTE, WA

449

PL402

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- C. TO AMEND “Del 2020/01—Powers of Local Governments” to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1

1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) propose the creation or postponement of a leasehold scheme;
- (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);
- (e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—
 - i. a type of development; and/or
 - ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

- (a) section 21 of the *Strata Titles Act 1985*;
- (b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

9.3 Main Roads Act 1930

9.3.1 Traffic Management - Events on Roads

A list of local governments authorised for Traffic Management for Events can be found on the Main Roads WA website <https://www.mainroads.wa.gov.au/technical-commercial/working-on-roads/authorised-bodies-events/>

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

RELATING TO
TRAFFIC MANAGEMENT FOR EVENTS

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises (*Insert name of Local Government*) (Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

- i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;
- ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or
- iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

- 1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and
- 2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

Dated:

**THE COMMON SEAL OF THE
COMMISSIONER OF MAIN ROADS**

WAS AFFIXED BY

COMMISSIONER OF MAIN ROADS

FOR THE TIME BEING IN THE
PRESENCE OF:

Signature of Witness

Name of Witness (please print)

ACKNOWLEDGMENT BY AUTHORISED BODY

.....(*Insert name of Local Government*)..... agrees to unconditionally observe,
perform and be bound by the above conditions.

THE COMMON SEAL of

[Insert name of Local Government]

Was hereunto affixed pursuant to a
resolution of the Council in the
presence of:

Signature of Chief Executive Officer

Signature of Witness

Name of Witness (please print)

9.3.2 Traffic Management – Road Works

A list of Local Governments authorised for the purposes of Road Traffic Code 2000 r.297(2) are available on Main Roads WA website [here](#)

**WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION**

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises
("Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such traffic signs and traffic control devices of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any works, survey or inspection, associated with the construction, maintenance or repair on a road (other than a main road or highway), any adjoining land or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

Dated:

THE COMMON SEAL OF THE)
 COMMISSIONER OF MAIN ROADS)
 WAS AFFIXED BY)
)
)
 COMMISSIONER OF MAIN ROADS)
 FOR THE TIME BEING IN THE PRESENCE OF:)

 Signature of Witness

 Name of Witness

ACKNOWLEDGMENT BY AUTHORISED BODY

..... agrees to observe, perform and be
 bound by the above conditions.

THE COMMON SEAL OF THE)
)
 WAS AFFIXED PURSUANT TO A RESOLUTION)
 OF THE COUNCIL IN THE PRESENCE OF)

 Chief Executive Officer

 Witness

9.4 Road Traffic (Vehicles) Act 2012

9.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles



Government of Western Australia
Department of Transport
Driver and Vehicle Services

ROAD TRAFFIC (VEHICLES) ACT 2012

Road Traffic (Vehicles) Regulations 2014

RTVR-2017-202046

APPROVAL UNDER REGULATION 327(4)(f) FOR CERTAIN LOCAL GOVERNMENT VEHICLES AS SPECIAL USE VEHICLES

Pursuant to the *Road Traffic (Vehicles) Regulations 2014* (the *Regulations*), I, Christopher Davers, Assistant Director Strategy and Policy, Driver and Vehicle Services, Department of Transport, and delegate of the Chief Executive Officer of the Department of Transport by way of a delegation instrument dated 7 August 2017, hereby approve vehicles owned by a local government and ordinarily used by persons authorised or appointed by that local government to perform functions on its behalf under:

- (a) the *Local Government Act 1995*;
- (b) regulations made under the *Local Government Act 1995*;
- (c) a local law;
- (d) any other legislation empowering a local government to authorise or appoint persons to perform functions on the behalf of the local government (including but not limited to the *Dog Act 1976*); or
- (e) any combination of the above paragraphs (a) to (d);

as special use vehicles for the purposes of paragraph "f" of the definition of "*special use vehicle*" in regulation 327(4) of the *Regulations*, with the effect that those vehicles may be fitted with one or more yellow flashing lights under regulation 327(3)(b) of the *Regulations*, subject to the following conditions:

CONDITIONS

1. Those lights must emit rotating, flashing yellow coloured light(s) and must not be a strobe light.
2. At least one flashing light shall be mounted on top of the vehicle and when lit, shall be visible in normal daylight up to a distance of not less than 200 metres to vehicles approaching from any direction.
3. No part of the lens of the flashing lights is visible either directly or indirectly to the driver when seated in the normal driving position.
4. If more than one flashing light is fitted, they must be placed symmetrically about the centre line of the vehicle or combination of vehicles.
5. An on/off switch for the flashing lights must be installed so as to be easily operated from the driver's seat.
6. Any additional equipment fitted to the vehicle must not interfere with the overall safe operation of the vehicle.
7. Any vehicle fitted with flashing lights for the purposes of this approval must:



Government of **Western Australia**
Department of **Transport**

Driver and Vehicle Services

- (a) have words clearly set out on the sides of the vehicle which state the name of the local government in question together with the words "Ranger", "Ranger Services", or words to similar unambiguous effect; and
- (b) where the vehicle is a station wagon or van, have the words "Ranger", "Ranger Services", or words to similar unambiguous effect clearly set out on the back of the vehicle.

This condition 7 is not intended to prevent the use of additional words on the vehicle.

Christopher Davers
Assistant Director, Strategy and Policy
Driver and Vehicle Services
Department of Transport

Dated the 5th day of September 2017

[Approval for ranger vehicles to fit and use yellow flashing lights \(transport.wa.gov.au\)](https://transport.wa.gov.au)

Extracted on line on 15 March 2021

9.5 5.43. Limits on delegations to CEO 28

Local Government Act 1995

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

[Section 5.43 amended: No. 49 of 2004 s. 16(3) and 47; No. 17 of 2009 s. 23; No. 16 of 2019 s. 23.]



Strategic Community Plan 2021- 2031



The Outback Starts Here!

A VIBRANT AND ENGAGED COMMUNITY

Our Plan

Recognises the traditional owners of the land and the history and achievements of the evolving community that has shaped the culture and heart of Yalgoo.

Our Objectives

Improving the services and amenities provided by the Shire while building on the performances of the past.

Our Aspirations

Supporting our communities to achieve a desired and sustainable lifestyle, while ensuring services to the community are equitable and accessible.



Forward

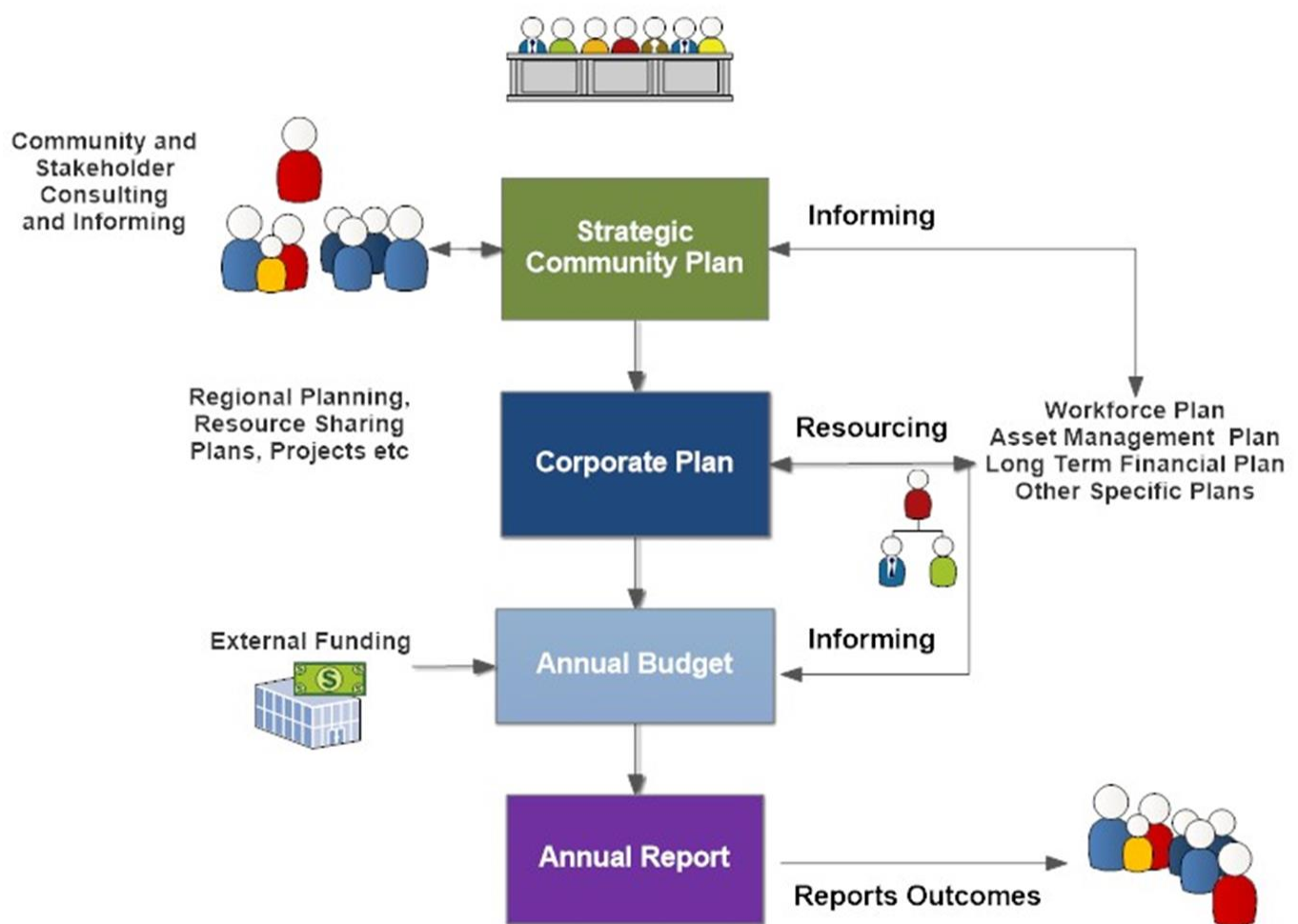
All local governments are required to prepare a Plan for the Future for their district under Section 5.56(1) of the WA Local Government Act 1995. The Plan for the Future comprises the following two key strategic documents¹

1 Strategic Community Plan - Council's principal 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire's strategic planning and community engagement is central to the Plan.

2 Corporate Business Plan - Council's 4-year planning document. The core components of this Plan include a four-year delivery program, aligned to the Strategic Community Plan, and accompanied by four-year financial projections².

The Strategic Community Plan and Corporate Business Plan are informed by several other key strategy documents and processes, shown in the following diagram and they must all be integrated to ensure the planning process is resourced and there are the right skills and capacity to implement the strategies.

Integrated Planning and Reporting Framework



¹ Local Government (Administration) Regulations 1996, Paragraph 19BA. Department of Local Government and Communities, Integrated Planning and Reporting: Framework and Guidelines, September 2016.

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Setting our direction for the future



The Shire of Yalgoo's 2021 - 2031 Strategic Community Plan is the second plan developed by the Shire to lay out a long-term road map for our goals and operations, as required by legislation since 2013. This plan is an important tool when the Shire is looking for direction and is heavily influential when we are seeking grant funding for projects or opportunities to pursue.

I would like to thank everyone that contributed to the consultation that helped shape this document. This plan underpins and helps shape other vital tools and reports such as the Shires Corporate Business Plan, Long-Term Financial Plan and Workforce Development Plan.

I believe this document reflects the values and aspirations of our community and I hope that it allows us to track our achievements over the next few years.

Together with industry, State and Federal government the Shire of Yalgoo aims to deliver high quality civic leadership that results in the preservation and improvement of our infrastructure, protection of our environment and improvement of our social wellbeing.

Much like investment is required to build a company, involvement and contribution is an important part of any sustainable and prosperous community. Council is committed to working in partnership with the community and other stakeholders to progress the outcomes detailed in this Plan. I look forward to the continuation and actualization of the strategies further detailed in this plan over the next decade.

Mr Gregory Payne

Shire President

July 2021

Regional Profile

Located 497 km north of Perth, the Shire of Yalgoo covers approximately 33,257.9 square kilometres of the Murchison Goldfields area of the WA Midwest region. Access is predominately by road, and there are 115 kms of sealed roads and 1126 kms of unsealed roads maintained throughout the Shire.

Yalgoo is in the Murchison area of the Regional Development Australia's (RDA) Midwest Gascoyne* Region, that is classified by them as a region at the crossroads. In one direction lies exploiting its massive potential and in the other direction is the continuing genteel decline experienced for the last three decades, as the agricultural and fishing industries are affected by variable and changing climactic conditions.



Population losses experienced in the late 1990s when a promising resources project did not eventuate demonstrate the region's dependence on the resources sector for growth. Now the region is attempting to exploit the massive wealth under the ground to reinvent itself. Whether the region can capitalise on its potential as the second economic powerhouse of Australia, and the gateway to the first, the Pilbara remains to be seen.

The Midwest Gascoyne is one of the largest regions in Australia, covering an area of 605,000 square kilometres - almost three times the size of Victoria and three quarters of the landmass of NSW. The region is also one of the most sparsely populated of the 63,400 residents, more than half live in the regional city of Geraldton. The rest are spread along twenty-one local governments. The demographics echo the changing fortunes of key economic drivers: Agriculture has given way to mining and resources, with the accompanying urban drift and small-town population contraction. Inland farming towns are largely struggling to survive while coastal towns are growing.

Midwest projects can generate thousands of jobs during the construction and operational phases, a great growth driver for some areas, and a challenge for others. While some small towns are benefitting from the growth of the resources industry, others are reeling from years of drought or flood. Similarly, remote indigenous populations have high unemployment and few prospects unless the mining and resources industry brings with it opportunities.

The region is constantly on the cusp of either great change or slow decline. To thrive it must capitalise on its great mineral and biodiversity wealth. The last decade presented both a challenges and opportunities for the Midwest and Gascoyne as the resources boom ebbed and flowed. The future is dependent on developing and maintaining quality of life for residents and on adapting to and mitigating the effects of climate change. Climate change has already begun to affect the region which is one of the most vulnerable in Australia. Lifestyles dependent on weather patterns are under threat.

Only with as assured quality of life will residents maintain the will to reside in the region. Retaining existing industry and population as well as seeking growth in both areas is vital to sustain the services and community facilities that support industry.

The region is also challenged with unemployment, population decline, drought, and the effects of global competition, however there are some resources which can be sustainable and profitably developed. The provision of goods and services by existing regional businesses are more likely to be improved with an increase in economic activities. Community facilities in small towns are in often in need of refurbishment to be able to be used or repurposed.

Population Profile

The 2016 Yalgoo (S) (Local Government Areas) census there were 337 people living throughout the Shire. Of these 64.8% were male and 35.2% were female. 64.2% of people were born in Australia. The most common other countries of birth were New Zealand 7.1%, England 2.5%, South Africa 2.2%, France 0.9%, and China (excludes SARs and Taiwan) 0.9%. Aboriginal and / or Torres Strait Islander people made up 23.3% of the population with 31% male and 42% female gender balance. Median age was 27. Mining continues to be the largest industry in the Shire. The pastoral industry is decreasing.

Occupation <i>Employed people 15 years & over</i>	Yalgoo(S)	%	Western Australia	%	Australia	%
Machinery Operators and Drivers	54	28.4	86,392	7.5	670,106	6.3
Technicians and Trades Workers	38	20.0	187,396	16.2	1,447,414	13.5
Managers	31	16.3	139,350	12.0	1,390,047	13.0
Professionals	24	12.6	237,230	20.5	2,370,966	22.2
Labourers	18	9.5	112,599	9.7	1,011,520	9.5
Clerical and Administrative Workers	16	8.4	150,408	13.0	1,449,681	13.6
Community and Personal Service	9	4.7	122,889	10.6	1,157,003	10.8

There were 202 people who reported being in the labour force in the week before census night in Yalgoo (S) (Local Government Areas). Of these 70.8% were employed full time, 15.8% were employed part-time and 1.5% were unemployed. Since the census participants are asked to record where they were residing on census night, this includes fly in /out workers into the population count in Yalgoo as mining the main industries of the Shire. 45% in (2011) and 44% in 2016 of the population were employed in the mining industry on census night. It is estimated that Yalgoo town has a reasonably stable population of around 110 local and temporary residents and Paynes Find area has approximately 40. The 2016 census showed that in Yalgoo, of people aged 15 years and over, 41.8% did unpaid domestic work in the week before the census. During the two weeks before, 17.9% provided care for children and 5.6% assisted family members or others due to a disability, long term illness or ageing problems related. In the previous year 14.5% of people did voluntary work through an organisation or a group. The table below also shows the % of people who cared for children & aiding people with disabilities.

Unpaid work <i>People aged 15 years and over</i>	Yalgoo (S)	%	WA	%	Australia	%
Did unpaid domestic work (last week)	125	41.8	1,387,280	69.4	13,143,914	69.0
Cared for child/children (last two weeks)	55	17.9	568,406	28.5	5,259,400	27.6
Provided unpaid assistance to a person with a disability (last two weeks)	17	5.6	196,328	9.8	2,145,203	11.3
Did voluntary work through an organisation or group (last 12 months)	44	14.5	379,578	19.0	3,620,726	19.0

Dwelling count	Yalgoo (S)	%	Western Australia	%	Australia	%
Occupied private dwellings	58	80.6	866,767	86.7	8,286,073	88.8
Unoccupied private dwellings	14	19.4	132,874	13.3	1,039,874	11.2

In Yalgoo (S) (Local Government Areas), 80.6% of private dwellings were occupied and 19.4% were unoccupied.

Population Trends for the Shire of Yalgoo (2000 to 2016)

Year	2002	2003	2004	2005	2006	2007	2008	2009	2011	2016
Yalgoo	313	303	289	276	264	266	267	265	274	279

Community Vision, Aspirations and Values

Community Vision -

Inclusive and Peaceful, Prosperous and Strong

Shire Mission

To be an honest equitable and efficient Local Government delivering honest, equitable timely and appropriate services to secure economic sustainability and community wellbeing

Community Aspirations

To live in a community that has a good lifestyle, that can benefit from resource sector activities through increased employment and training opportunities; have access to community amenities and services that will support social engagement and address health and wellbeing needs and be supported in their pastoral activities through advocacy and lobbying.

Key Objectives / Outcomes

- Economy -: A modern and sustainable economy that provides for our growing community.
- Environment - An environment that is managed well and appreciated by all.
- Social: An educated, respectful, and inclusive community - a place where people feel they belong.
- Civic Leadership -To be a Shire that serves our community with leadership, accountability, and integrity.

Desired outcomes for each key focus objective have been determined from community feedback and depend on current and future affordability and capacity, demographic trends, regional cooperation strategies and funding opportunities for them to be realised.

High level strategies to meet the priority objectives have been established and will be further refined with responsibility and resources assigned in the Corporate Business Plan.

For each planning objective, there will be a summary of the foremost issues raised by the community, with examples of comments, tables of strategies to achieve the priority outcomes; and performance measures or indicators to indicate progress towards or achievement of the objectives.

A record will be kept of all community feedback and referred to for opportunities that arise to address some of the opportunistic aspirations in an affordable manner.

In the following pages, the community's feedback is outlined, and the Shire's commitments are presented in a summarised commitment register.

Timelines

In this Plan, each theme starts with the community's aspiration (planning objective) and ends with a commitment from the Shire Yalgoo to work towards realising the aspiration.

Each commitment by the Shire includes an implementation timeframe that relates to the Shire's four-year corporate planning cycle.

Short term	=	1 to 4 years	=	Corporate Plan 2020 - 2024
Medium term	=	5 to 8 years	=	Corporate Plan 2024 - 2028
Long term	=	8 to 12 years	=	Corporate Plan 2028 - 2032

What the Community said.

Community consultation carried out for the preparation this plan using several strategies that included post card surveys delivered to homes and placed around the community, a community meeting in Yalgoo, and a meeting with community representatives and the sole business owner in Payne's find.

The ensuing feedback from 11% of the population has been reviewed and forms the basis for the strategies and actions included in this plan. The Shire also key mining organisations the opportunity to meet and brief the Council on their current and future activities and the potential impact they could have on the Shires strategic planning processes and on the Community.

The previous strategic plan was reviewed, and it has been determined that feedback and strong message from the Yalgoo community has been consistent and passionate over the last seven years in the following areas:

- Desire to live in a vibrant and healthy community.
- Availability of affordable housing and employment.
- Access to health and wellbeing services.
- Increased opportunities for activities for young people to engage in to reduce social issues.
- Increased activities for people to engage in across all age groups.
- More training and education opportunities for residents.
- Improved telecommunication infrastructure and services across the Shire.
- Power and water sustainability.
- Better access to services and infrastructure.
- Improved tourism infrastructure and signage and fostering of tourism.
- Addressing cost of living factors through renewable energy.
- Managing the build and natural environment.
- Embracing the history throughout the region and improving opportunities to learn about the past.

Community's Needs and Aspirations in 2020

The feedback and strong message from the Yalgoo community has been consistent and passionate in communicating their desire to live in a healthy community, where there is better access to services and infrastructure, more housing options and improved housing stock, increased activities catering for a wider range of ages and interests, and improved employment opportunities.

These things in addition to health and wellbeing services and support will also assist in addressing some of the social issues arising from unemployment, cost of living and boredom in some sectors of the community. Reducing the sense of isolation was also seen as important in improving the quality of life for the community. More integration into the community by the mining sector was desired, with benefits being more families, businesses and social services coming to the district, and offering more local training and employment opportunities.

Feedback from the community also indicated that the community embraced the natural environment as a positive aspect of living in the Shire of Yalgoo, but some had concerns about land management, mining issues of increased truck movements, feral animals, road condition.

In the smaller community of Paynes Find* the feedback indicated priorities include increased tourism opportunities, community building, beautification of the town, growth through additional land and housing options with reliable water and power supplies, improved internet and mobile communications and better management and maintenance to ensure the preservation of the cemetery and its history.

Feedback from the mining industry gathered in an information exchange forum that was held between the local mining entities and the Shire on 7th October 2020 has provided essential information on the potential impact of their activities that needs to be considered in the strategic and operational planning processes.

**NB. The Shire of Yalgoo 2011 Paynes Find Planning Workshop Report 2011 can add further to this planning process*

Community Engagement Feedback - Yalgoo

Yalgoo SCP Workshop 6th October 2020 Key Points: Community sector representation on this night led to good discussions and the summary of them by using a red dot on the paper and to indicate the most important issue or need by using a gold dot. Outcomes as below. The outcomes were recorded on paper and they were asked indicate things that were most important to them.

Biggest issues - Housing, youth centre and activities, culture and history, advocacy to support pastoralists, toilets and barbeques at common gathering points, childcare, employment, and training.

What do you like about living in Yalgoo?	What would make it a better place to live?	Priority Vote		What would you like to see in 10 years in Yalgoo	Overall Priority
		Top	Important		
Quiet	Bigger, better shops			History is visible to tourists	1
See the stars	A bakery			History Education	
Save money	K-Mart - BigW			Bitumen road to Mt Magnet	
Less traffic	A café /coffee shop		1	History education	
Feel safe	A full basketball court			Sealing road to the lookout	
Beautiful unique Scenery	Railway station café - bakehouse	2	2	Bitumen Road to Cue for tourists and locals	1
Walking distance	Bush Tucker Garden			Full basketball court at rage cage	1
History geological, Indigenous-European	Fixing cultural gaps not commercialising them			Wayfinding signage for tourists and station visitors	
Aboriginal culture knowledge * Yamatji	A church that can fit a larger congregation			Seating/toilets barbeques at Lookout / Rage Cage.	1
Very good facilities eg. sporting, police, nursing, depot, railway buildings	Embracing tourism, cultures, history, café etc. in railway station and around		1		
Natural beauty	Employment and training opportunities	2	1		
The history	Cemetery refurbishment	1	2		
The Indigenous culture	Renewable energy (Wind and solar) to run the town				
Very neat town	Public toilets at the cemetery		1		
Family friendly	Improved social connections		1		
Good environment	More community volunteering				
	Address dis-connect (Pastoralists)				
	More housing	1	5		
	Aged housing		2		
	Family housing		1		
	Housing to bring people home				
	Keeping population				
	Council to advocate for more support for pastoral industry	2	1		
	Activate men's shed, have a women's day				
	DCCA not managing land and need to. Council to lobby and advocate. People vandalising these stations.				
	Improved communication - when businesses (pub, fuel, shop) open and have supplies				
	A back up plan for fuel outages				
	Better road signage going north through Gibbons St				
	Another shop				
	Daycare /Childcare		3		
	Youth Centre lacks specific place	1	1		
	Fix up the town hall		1		
	Beautify main street (Gibbons)				
	Solar lights at lookout and Jokers				
	Culture support and education	1			

Community Engagement Feedback – Paynes Find Roadhouse

Consultation with Owner Roadhouse Operators - 8th October 2020

These owners have operated as a 24hr shop stop for the last 2 years. From April to the end September is their main tourist season. They are progressively refurbishing the roadhouse to improve amenities and better meet visitor, tourists and trucking or other industry accommodation, hospitality and vehicle needs.

Biggest issue - hard to find and retain staff. No backpackers currently available. Need improved telecommunication infrastructure to address isolation issues for visitors and workers.

Important Priorities

- Solar subsidy - some sort of power security. Renewable energy.
- Has a reliable bore, (at the moment),x and has rainwater for domestic use. Continuity of water supply is essential to business
- Have applied for REDs grant for additional accommodation units.
- Has submitted approvals for a large diesel tank that will reduce fuel costs to public and business
- Want things to encourage tourists and visitors to spend time Paynes Find such as:
- Prospecting patch
- Walking trails
- Cemetery (better looked after/signage)
- History - interpretive signage
- RV dump point
- Would like to see more two-acre freehold lots so there are more permanent accommodation options.
- Internet - improved reliability and bandwidth
- Dust suppression for the joint council / roadhouse pull in bay.
- Wayfinding signage for tourists and visitors
- To have the opportunity to support earthworks or firefighting in the Shire



Community Engagement Feedback – Paynes Find Residents

Residents Meeting at First Aid Post 8th October 2020

Paynes Find is on Yamaji Nation - Wajarri-Badimaya land. There are ten locals in the immediate town, eight transients who come to work their leases and twelve people on stations. There are approximately forty residents in total, including temporary residents. A local resident indicated that people are here because they like it as it is. One of the residents has a lease to run the Paynes Find Battery and adjacent historical display centre open seasonally to visitors. PILROC Wildlife Retreat and the Paynes Find Roadhouse are the only freehold properties in Paynes Find.

Paynes find has dry terrain due to being on edge of the traditional rainfall line in the region and is one of the gateway towns to the mining and pastoral lease areas and outback towns. As such it has opportunity to provide tourist and visitor information through the wayfinding signage and relevant information for traveler safety, tourism / historical opportunities, and amenities across the region. This would also encourage people to stop awhile in Paynes Find.

The residents who run the first aid post located at PILROC wildlife retreat are highly active in community services and regularly interact with temporary residents and pastoralists across the lower region of the Shire of Yalgoo. The comments and priorities listed below arise from these community people and from their own perspective of priorities and needs.

Biggest Issue -Lack of significant Paynes Find entry statement - local and wider region information and wayfinding signage/ information. Being visitor friendly and caring for the cemetery

Important Priorities

Paynes Find Town

- Paynes Find image to outsiders needs improvement.
- Statue/plaque about Paynes Find - entry statement - maybe a rock wall (natural materials) with plaque "welcome to Paynes Find".
- Better water security - rain and bore reliant.
- PF airstrip - continued management of station roads and airstrips.
- Paynes Find Prospectors lease (for locals and tourists like the Yalgoo one).
- Yalgoo-Ningan Rd - 2 bins at the pull in (shire and main roads) - not maintained well.
- Clinic runs once a month.
- Sandstone, Mt Marshall, and Mt Magnet have good relationships with PF - maybe shared opportunities.

Cemetery, Thundelarra Yalgoo Road.

- Historical for local and tourists and still actively used cemetery for burials. It was restored, but not to how it used to look. Wanted is traditional fixtures eg. to have lantern lights.
- Would like a natural rock wall for memorial plaques.
- Plaques to identify graves.

Visitor Friendly Public Facilities:

- Day Tourist Park / rest stop - possible near the Windmill (owned by water authority) with Gazebo, toilets, bbq, community noticeboard, tourist noticeboard, interpretive signage. (Not an overnight park)

For Caravanners and tourists.

- Interpretive walk trail and wildflower trail
- Gravel pit nearby that fills with water turning into a "beautiful lake" in winter. - potential tourism opportunity
- More sealed roads
- Paynes Find Prospectors lease (for locals and tourists like the one in Yalgoo)

Postcard Survey Outcomes

Post cards were circulated in the Shire to give people the opportunity to provide feedback. The subsequent review showed the following:

- Responses received from fifteen people who answered some or all questions.
- Eleven people indicated they were permanent residents, one was a visitor, one a temporary resident. Four people did not indicate residency status.
- Residency status showed three people did not respond, and of those who did, 67% were from Yalgoo, 17% from Paynes Find and 17% from the pastoral area.
- Age of respondent's shown in the graph at right.

Questions were asked about the top two priorities they would like to see happen in the community in the next four years in the next four years; and what they would most like to see or feel in their perfect community in ten years. Feedback is listed below.

What are the top two priorities you would like to see happen in your community in the next four years?

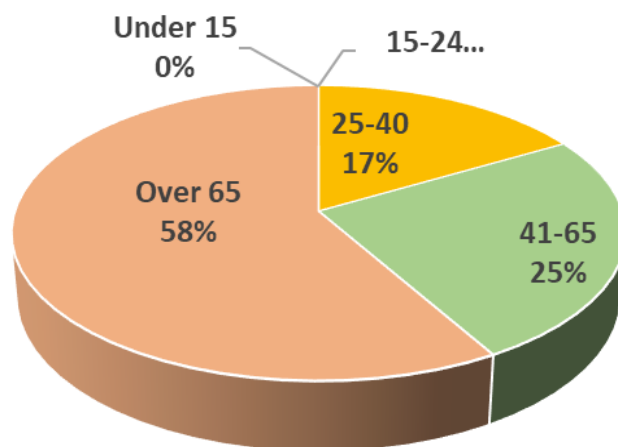
Priority

- I would like to see more houses and family moving back
- The mining potential fully realised with local and state government support - a thriving, growing town with a string, supportive industry, tourism, and infrastructure
- Self-sufficient power supply
- Better education
- Self-sufficient, self-determining
- More houses in the community
- Build a large shopping centre
- A happy community actively involved in arts, crafts, sport, culture, and tourism
- School not closing due to no children living in Yalgoo
- Men's shed up and running
- Public toilet block (PF)

Second Priority

- Housing, housing, and more housing
- More public facilities for visitors, tourists, and locals
- Upgrade railway Station to training centre/coffee shop etc
- Better sporting facilities
- Set up a solar/wind farm to generate power for the town. Affordable aged care facilities
- Upgrade the rage cage with a BBQ and toilets
- Build basketball
- Higher level of participation in sporting activities by community members of all age groups
- Better shop
- Children's Playground (PF)

Postcard Response Age Profile



Imagine your perfect community in ten years. What would you most like to see or feel?

Priority

- The mining potential fully realised with local and state government support - a thriving,
- growing town with a string, supportive industry, tourism, and infrastructure
- Self-sufficient power supply
- Better education
- Self-sufficient, self-determining
- More houses in the community
- Build a large shopping centre
- A happy community actively involved in arts, crafts, sport, culture, and tourism
- School closing due to no children living in Yalgoo
- Men's shed up and running
- Public toilet block (PF)

Second Priority

- Men's shed up and running
- The main street to look a bit better than it is
- Build a youth centre
- An economically sustainable pastoral industry and increased tourism in the Shire of Yalgoo
- Statue of Payne or Plaque

What are the two most important issues you think the community will face in the future?

Priority

- School closing due to no children living in Yalgoo
- Water. It is exceedingly difficult for remote town to grow without a reliable, potable water source as a standard utility
- Tourism
- Job opportunities for young community members so they do not have to leave
- The cemetery
- Drug use
- Unemployment
- Upkeep of Community Centre.

Second Priority

- Covid-19 - the challenges and opportunities it represents
- Mining
- Lack of health/medical services and aged accommodation facilities
- Sealed Roads



The impact of Mining on Shire Planning

An information exchange session was held between the local mining entities and the Shire on 7th October 2020. Issues / opportunities identified in presentations from those who attended discussions are outlined below.

FIJV - Iron ore concentrate plant.

- Located 20km from Yalgoo.
- Construction starting mid 2021 - anticipate 630 permanent employees. 1200 during construction. 530 permanents based at Yalgoo - fly in/fly out. They would like to house them in town. Currently doing a feasibility study of accommodation now.
- Opportunity to utilise airstrip (upgrade current airstrip) - will need a 300-400 metre length extension.
- Project will not have a major impact on roads.

Silver Lake Resources - gold and copper mining

- WA owned and currently employ 250 people (including contract and permanent) at Deflector. Have acquired a new mine (180km by road/85km as crow flies) from Deflector.
- Opportunity to utilise Yalgoo airstrip if upgraded.
- Potential for apprentices or low entry level roles or to build employment opportunities for local farmers.

Mt Gibson Iron

- WA based iron ore operation - high grade ore Shine is new operation increasing mining activities in the region.
- Breaking ground first quarter 2021 - Start processing April-June.
- Impact on local roads will be requirement for road upgrades and looks like super quad trucks option is best with sixty movements a day on Yalgoo - Nilgan Rd and Geraldton Road. Best option/base case is northern route. Build road to Freedom Rd. Upgrade Freedom Road. Widen Yalgoo Nilgan Road. Upgrade intersection (Yalgoo, Nilgan, Mt Magnet) Intersection at Riverdeen Rail (Mullewa).

Opportunities and Issues for the Shire of Yalgoo

- Managing road infrastructure to address increasing construction and truck movements in the next two years.
- Potential for more local accommodation of some FIFO workers and land availability
- Local employment opportunities for entry level and work ready residents.
- Training opportunities are needed to upskill residents.
- More housing and accommodation required in the town for returning population if employment opportunities are available, or people servicing the mining industry.
- Opportunity to upgrade current airstrip if funding can be sourced - (will need a 300-400 metre length extension)
- Opportunity for business development in Yalgoo and Paynes Find in hospitality and general supplies.



Achievements since 2013

During 2012/13 the Shire engaged with the community to develop and draft a strategic community plan that sets out the vision, aspirations, and objectives of the community in the district. The plan was adopted by Council in September 2013. The following report shows achievements against the plan in 2018/19 and major activities planned for 2019/20

Social - An educated, respectful, and inclusive community, a place where people feel they belong

Objectives	Outcomes	Achieved 2018_19	Planned 2019_20
	<ul style="list-style-type: none"> Maintenance of completion of new community infrastructure and resources. 	<ul style="list-style-type: none"> Completion of Multi Sports Facility 	<ul style="list-style-type: none"> Progressing the renovation of the Yalgoo Community Hall
	<ul style="list-style-type: none"> Improved opportunities for education and training. 	<ul style="list-style-type: none"> Facilitating interventions targeting young people disengaged from education. Strengthening the relationship with MEEDAC, the local RJCP provider. 	<ul style="list-style-type: none"> Facilitating interventions targeting young people disengaged from education. Strengthening the relationship with MEEDAC, the local RJCP provider.
	<ul style="list-style-type: none"> Successful facilitation of wide-ranging program of community activities Improved delivery of existing or new health and support services. 	<ul style="list-style-type: none"> Continued facilitation or support for local events Continued facilitation of regular school holiday programs Continued provision of broad-ranging information, referral, and support services to the community. Lobbying health services to provide increased health services in the Shire 	<ul style="list-style-type: none"> Continued facilitation or support for local events Continued facilitation of regular school holiday programs Facilitating / supporting arts workshops Continued provision of broad-ranging information, referral, and support services to the community Lobbying health services to provide increased health services in the Shire

2.Environment: An environment that is well-managed and appreciated by all.

	<ul style="list-style-type: none"> Well maintained and improved built environments. 	<ul style="list-style-type: none"> Improvements to staff houses Security Bollards Community Park 	<ul style="list-style-type: none"> Improvement to staff housing - Solar Panels
	<ul style="list-style-type: none"> The natural environment is protected and utilised. 	<ul style="list-style-type: none"> Support for MRVC and the vermin fence 	<ul style="list-style-type: none"> Support for MRVC and the vermin fence

2.Environment: An environment that is well-managed and appreciated by all. (cont.)

	<ul style="list-style-type: none"> Indigenous cultural heritage in the landscape is protected and appreciated. 	<ul style="list-style-type: none"> Participation in cultural awareness training 	<ul style="list-style-type: none"> Participation in cultural awareness training
	<ul style="list-style-type: none"> Become a leader in remote location waste Management. 	<ul style="list-style-type: none"> Investigation of recycling options 	<ul style="list-style-type: none"> Investigation of recycling options

3.Economy: A modern and sustainable economy that provides for our growing community

	<ul style="list-style-type: none"> Increased population size. 		<ul style="list-style-type: none"> Additional staff housing Lobbying of government for additional housing
	<ul style="list-style-type: none"> Increased housing stock. 	<ul style="list-style-type: none"> Continued lobbying of government for Additional housing 	<ul style="list-style-type: none"> Continued lobbying of government for additional housing
	<ul style="list-style-type: none"> Increase in number of tourists visiting the shire. 	<ul style="list-style-type: none"> Tourism advertising campaign 	<ul style="list-style-type: none"> Tourism advertising campaign Expansion to Caravan Park Construction of self- contained accommodation units
	<ul style="list-style-type: none"> Maintained and improved services and amenities. 	<ul style="list-style-type: none"> Upgrade to Shire facilities such as the Depot and Fuel Station 	<ul style="list-style-type: none"> Upgrade to Shire facilities such as the Depot Upgrade to Paynes Find Airstrip Fence Paynes Find Beautification Shelters Jokers Tunnel and Railway Station

4. Civic: A Shire that serves the community with integrity and demonstrates good leadership

	<ul style="list-style-type: none"> An informed and participatory community. 	<ul style="list-style-type: none"> Consultants engaged to undertake a Community Survey on Shire performance 	
	<ul style="list-style-type: none"> To have our community trust and respect us. 	<ul style="list-style-type: none"> Improved community interaction through community engagement 	<ul style="list-style-type: none"> Improved community interaction through community engagement



The Way Forward

The Shire is committed to working with the community and the mining industry to address their aspirations and concerns within the resources available to support them.

Councillors and Staff will lobby for funding, services and functions in areas that fall outside the jurisdiction of a Local Government.

They will work with the State Government agencies, peak industry bodies and other businesses to look for opportunities for improved services, population growth and employment opportunities for the residents of the Shire of Yalgoo.

Regional partnerships and collaboration with key stakeholders in the town and region will be a priority in ensuring that although small, Yalgoo takes its rightful place as a strong and committed community of the Midwest Gascoyne region.

The following key focus areas will guide and support our strategic and operational planning and strategy development.



Key Focus Objective One - Economy

This key area focuses on the following inter-related challenges -

- Further affordable development of Yalgoo Airport to accommodate community needs and mining enterprises.
- Encouraging compatible business enterprises to locate within the Shire or to foster and build local business.
- Competing for Government contracts and funding in cooperation with adjoining Councils,
- Ongoing construction and maintenance of transport infrastructure to meet current and emerging needs.
- Increasing housing stock and accommodation to build population and cater for tourists, travellers and staff of Shire, business, and community services staff.
- Availability of freehold land for development.

What we aim to achieve

- Improve existing landing strip and facilities at Yalgoo Airport to enable more regular operations to meet town mining and regional needs.
- Development of business growth through supporting business opportunities and population building
- More housing for families to come home to build population and to provide accommodation to attract employees with higher skills and experience to the Shire.
- Increased tourist and visitor accommodation
- Improved pool of Local Government skills and resources within the region
- Maintain and improve where required the existing road system to required standards.
- Develop the workforce to a level of personnel and efficiency so that it is competent to bid for Government contracts.
- Maximise opportunities for Federal and State investment and infrastructure in the Shire and the region.

How will we know how well we are doing?

Indicators of progress in achieving outcomes will be -

- increased usage of Yalgoo Airport
- increased numbers of overnight stays in the shire by visitors
- through cooperation with adjoining councils, attract investment from government in the region through contract opportunities such as the Main Roads WA networks contracts.
- business growth and success within the Shire
- level of local employment and opportunities
- ensure that the current level of road funding is maintained or increased through the regional road group.
- works will be completed on time and within budget.

Key Focus Objective Two - Environment

This key area focuses on the following inter-related challenges that face the Shire and Community of Yalgoo, with new mines planned and managing the impacts of population change, we need to focus on:

- Balancing the retention of natural environment, while taking into consideration the pastoral and mining economic basis of the Shire
- Managing the natural environment as appropriate to our jurisdiction
- Encouraging recycling and waste minimisation to reduce impact on the environment.
- Raising community and tourist awareness of matters impacting directly and indirectly on the environment
- Protecting of the environment and habitats through a well-equipped and trained Volunteer Bush Fire Brigade

What we aim to achieve:

The outcomes we aim to achieve are -

- Continued progress in the management, preservation, and rehabilitation of the natural environment
- Continued participation in the Murchison regional vermin council
- Active an effective and skilled volunteer bush fire brigade
- Maintaining positive relations with the mining industry
- Appropriate town planning to meet community aspirations regarding access and lifestyle choice.

How will we know how well we are doing?

Indicators of progress in achieving outcomes will be -

- indicators of the quantity and quality of the natural environment
- community participation in NRM and environmental initiatives
- achieve an acceptable mix of bushland, pastoral, and mining activities on land.
- reduction in landfill waste through the WA Resource Recovery requirements and Zero Waste initiatives

Key Focus Objective Three - Social

Social equity is defined as having appropriate standards of governance, and reasonable access to resources, services, and facilities to address the needs and desires of all members of our community.

Challenges to be addressed:

- Recognising the requirements of a diverse population with differing needs for the aged, those with disability, youth, children
- Maintaining and supporting volunteers
- Increasing involvement of the community in arts, culture, sport, and leisure activities
- Retaining and promoting the character, history, and heritage of the shire
- Increasing accommodation levels for families and returning population
- Building skills and knowledge to assist people to be work ready when employment opportunities arise.
- Improving employment opportunities in the local community

What we aim to achieve

The outcomes we aim to achieve are -

- More local accommodation levels
- To maintain the recreation, cultural and social amenities and services provided to residents of the shire.
- To accommodate diverse lifestyles and interests
- High levels of involvement in community activities
- Preservation of the heritage and culture of the shire
- Improve the condition and use of our community facilities.

How will we know how well we are doing?

Indicators of progress in achieving outcomes will be -

- level of participation in community events
- improved condition and more use of public facilities
- improved level of employment in the Shire communities
- increased population to support businesses and volunteering.



Key Principle Four – Civic

This key area focusses on being a Shire that serves our community with leadership, accountability, and integrity.

Challenges to be addressed:

- Governance and leadership
- Sound financial management
- Structure, capacity, and capability of the Shire workforce
- Staff accommodation and training
- Provision of a safe working environment for all staff
- Equitable access to federal and state government services
- Provide accessible and accountable local government to the residents of the Shire.
- Funding sources must be maximised as the vision and expected outcomes cannot be funded solely from own resources,
- Determining the most appropriate rating levels, and equitable balance between land use types

What we aim to achieve

The outcomes we aim to achieve are -

- Maintaining a viable and efficient organisation
- A skilled, safe, and sustainable workforce
- Effective administration of the shire's operations and professional advice and support to the council
- To ensure that the services and facilities which are planned and provided, proactively address increasing and changing demand.
- Lobbying for improved federal and state services access and opportunities in the shire and the region

How will we know how well we are doing?

Indicators of progress in achieving outcomes will be -

- Integrity, openness, and accountability
- Compliance with the Local Government Act and other legislation.
- Sound financial management
- Performance in terms of the statutory compliance return and annual audit
- Resourced and capable workforce
- Residents' satisfaction with service levels, community services and facilities
- Rating levels
- Low or no level of injury or lost time due to accidents

The Journey Continues Towards 2031

The strategies on the following pages will be the guiding principles and stepping-stones to achieve the goals and objectives of the Shire of Yalgoo. The priorities for the next four years will be determined by Council. They will then be enacted and resourced through the Corporate Business Plan and the Long-Term Financial Plan supported by the Asset Management Plan and the Workforce Plan.

Strategies to address Key Objectives of the Strategic Community Plan 2021 – 2025

Strategic Objective One: Economy

Strategic Action	Lead Role	Partners / Alliances	2020/2021	2021/2022	2022/2023	2023/2024	Measures
Strategy 1.1 Increase use of Yalgoo Airport Action 1.1.1 Seek to improve existing landing strip and facilities at Yalgoo Airport, to enable regular operation and service mine sites subject to affordability or funding support. Action 1.1.2 Maintenance and operation of the Yalgoo Airport <ul style="list-style-type: none"> - improve trafficable surface. - improve service buildings 	Shire	Mining Sector St Johns Ambulance	✓	✓	✓	✓	
Strategy 1.2 Foster and grow tourism. Action 1.2.1 Improve tourism and visitor infrastructure and promotion of places of interest. Action 1.2.3 -Upgrade railway and museum precincts to improve tourist experiences and foster business development. Action 1.2.4 - Increase promotion of heritage and history	Shire Shire Shire	Police heritage Society RDA MWDC DBCA	✓	✓	✓	✓	
Strategy 1.3 - Encourage Business and Economic Growth Action 1.3.1 Identify Federal and State investment opportunities in the Shire / Region. Action 1.3.2 Encouraging compatible business enterprises to locate within the shire and offer training opportunities to residents. Action 1.3.3 - Grow tourism businesses by building business management and vocational skills in current population. Action 1.3.4 Develop partnerships with mining companies in the Shire area.	Shire	RDA MWDC DBCA	✓	✓	✓	✓	

Strategic Action	Lead Role	Partners / Alliances	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	Measures
Action 1.3.5 Develop tourism / visitor experience improvement strategy for Paynes Find, building on previous plans and strategies. Action 1.3.6 Enhance entry statements and way-finder information in Paynes Find to encourage visitors to the region to stop for a while and plan their trip through the Shire of Yalgoo and beyond.	Shire		✓	✓	✓	✓	Entry statements in place and more people stopping in Paynes Find
Strategy 1.4 Compete for Government contracts and funding in cooperation with adjoining Shires. Action 1.4.1 Improve the pool of Local Government skills and resources within the region. Action 1.4.2 Promote and progress partnerships and regional development opportunities. Action 1.4.3 In cooperation with adjoining Shires - <ul style="list-style-type: none"> – obtain long term contracts with Main Roads WA – establish a structured basis for joint economic cooperation and initiatives. Action 1.4.4 Develop the workforce to a level of personnel and efficiency so that it is competent to bid for Government contracts.	Shire	Midwest Regional Development Commission Main Roads WA	✓	✓	✓	✓	Increase in government funding and contracts

Strategic Action	Lead Role	Partners / Alliances	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	Measures
Strategy 1.5. Construct and Maintain Shire Transport Infrastructure <i>Action 1.5.1</i> improve the road system in the Shire through effective maintenance or construction where required to reach appropriate standards. <i>Action 1.5.1</i> Maintain and build Shire plant and equipment and further develop the Shire's workforce skills. <i>Action 1.5.2</i> Continue plant replacement program to address current and developing needs and ensure adequate funding through the reserve funds to minimise impacts of rates. <i>Action 1.5.3</i> Determine appropriate service levels and work towards achieving them.	Shire	Mining Sector	√	√	√	√	Roads improved using and improved plant management programs
Strategy 1.6 Provide private works to residents, government agencies. and contractors as appropriate. <i>Action 1.6.1</i> Determine scope of potential work, develop policy and procedures and business case.	Shire		√	√	√	√	The level of increased revenue from private works conducted by the Shire teams.
Strategy 1.6 Maintain and grow population and businesses. <i>Action 1.7.1</i> Seek to build housing stock for families, single and older people, shire staff; and grow accommodation for permanent or intermittent service professionals and contractors. <i>Action 1.7.2</i> Identify land that can be used for housing, business, or industry development purposes.	Shire		√	√	√	√	Increased land available for accommodation and business development

Strategic Objective Two: Environment

Strategic Action	Lead Role	Partners / Alliances	2020/2021	2021/2022	2022/2023	2023/2024	Measures
Strategy 2.1 Balance the retention of the natural environment while taking into consideration the pastoral and economic basis of the Shire. Action 2.1.1 Ensure appropriate town and land use planning to meet community and commercial operational aspirations regarding access and lifestyle choice. Action 2.1.1 Develop strategies and policies for the interface of urban, special rural and pastoral areas.			√	√	√	√	Managed environments in the Shire
Strategy 2.2 Manage the natural environment and wildlife habitats. Action 2.2.1 Continue to progress in the management, preservation, and rehabilitation of the natural environment. Action 2.2.2 Continued participation in the Murchison Regional Vermin Council. Action 2.2.3 Pursue increased State Government action to control feral animals. Action 2.2.4 Develop strategies for endangered species preservation on Shire controlled lands.			√	√	√	√	Managed environments in the Shire with sound feral animals and weed control.

Strategic Action	Lead Role	Partners / Alliances	2020/2021	2021/2022	2022/2023	2023/2024	Measures
Strategy 2.3: Encourage recycling and waste minimisation to reduce impact on the environment. Action 2.3.1 Aim for a reduction in landfill waste through the WA Resource Recovery requirements and zero waste initiatives. Action 2.3.2 Raise community awareness of matters impacting directly and indirectly on the environment.	Shire		✓	✓	✓	✓	Reduced landfill and increased community awareness of how waste impacts on the environment.
Strategy 2: Increase use of renewable energy to power the town for environmental purposes and to reduce energy costs for residents and businesses. Action 2.4.1 Seek opportunities and grant funding to use wind and solar power wherever practicable.	Shire	Horizon	✓	✓	✓	✓	Increased infrastructure to support wind and solar power generation.
Strategy 2.5: Protecting of the environment and habitats through a well-equipped and trained Volunteer Bush Fire Brigade Action 2.5.1 Develop and maintain an active an effective and skilled volunteer Bush Fire Brigade Action 2.5.2 Provision of vehicles, equipment, and training to committed Volunteer Bush Fire Brigade	Shire	DEFS	✓	✓	✓	✓	An active, effective, and well-equipped volunteer bushfire brigade.

[illegible]

Strategic Action	Lead Role	Partners / Alliances	2020/2021	2021/2022	2022/2023	2023/2024	Measures
<p>Strategy 3.3: Retaining and promoting the character, history, and heritage of the Shire by promoting the layers of history Geological. Indigenous and European to encourage visitors to stay awhile in the towns and the region.</p> <p>Action 3.3.1 Review, update or refurbish the museum and upgrade historical sites within the Shire's capacity and affordability and include all layers of heritage groups in planning the precincts.</p> <p>Action 3.3.2 Make better use of the Railway Station precinct to promote history and heritage while creating potential job or volunteering opportunities</p>	Shire		√	√	√	√	
<p>Strategy 3.4: Seek to increase affordable rental accommodation opportunities for people with housing needs across the spectrum.</p> <p>Action 3.4.1 Identify potential land for development. Consider staff housing available for lease, Lobby state government to provide public housing in the Shire.</p>	Shire	Department of Communities	√	√	√	√	
<p>Strategy 3.5: Refurbish the cemetery and improve the amenities at the sites in Yalgoo and Paynes Find</p> <p>Action 3.5.1 Ensure graves are numbered and mapped.</p> <p>Action 3.5.2 Increase seating, water, and toilet amenities.</p>	Shire		√				

Strategic Objective Four - Civic

Strategic Action	Lead Role	Partners / Alliances	2021/2022	2022/2023	2023/2024	2024/2025	Measures
Strategy 4.1 Provide accessible and accountable Local Government services to the residents of the Shire. <i>Action 4.1.1.</i> Seek to Improve telecommunication systems including internet, mobile phone coverage and NBN systems. <i>Action 4.1.1.</i> To improve business systems and processes to increase efficiency and effectiveness.	Shire	State and Federal Government Commercial Partnerships	√	√	√	√	
Strategy 4.2 Demonstrate responsible Governance and Financial Management <i>Action 4.1.1.</i> Government grants and other funding sources will be maximised given that the vision and outcomes cannot be funded solely from ratepayer funds, <i>Action 4.2.1</i> Financial management and reporting systems will be reviewed and updated as required. <i>Action 4.2.2</i> Build internal capacity in finance roles and increase financial skills in the Shire.	Shire	Commercial partnerships	√	√	√	√	

Strategic Action	Lead Role	Partners / Alliances	2020/2021	2021/2022	2022/2023	2023/2024	Measures
Strategy 4.3 Ensure there is adequate capacity and capability in the workforce to be able to achieve the strategic and operational goals and objectives of the Shire. Action 4.3.1 To review current capacity and capability and develop a Workforce Plan for the next four years.	Shire	Shire	√	√	√	√	
Strategy 4.4 Advocate for equitable access to Federal and State Government services to enhance lifestyle in the Shire to support recruitment of skilled staff. Action 4.4 .1 Lobby, advocate and seek grant funding for improved social infrastructure, services, and facilities in the Shire.	Shire	State and Federal Government and mining sectors	√	√	√	√	
Strategy 4.5 Provision of a safe working environment for all staff Action 4.5.1 To ensure the Shire embraces the new Workplace Health and Safety Act and implements the legislative compliance requirements in a timely manner	Shire	Commercial Partnership	√	√	√	√	
Strategy 4.6: Ensuring the most appropriate rating levels, and equitable balance between land use types. Action 4 6.1 <i>Ongoing management and review of rating levels</i>	Shire		√	√	√	√	

Implementation and review of the Strategic Plan

Strategies to achieve Community aspirations and essential services were first outlined in the 2007 - 2010 Plan for the Future which was reviewed in 2011 and extended to 2012 in anticipation of the new Local Government Act regulations coming into force.

The 2013 Strategic Community Plan was completed to comply with the amended regulations relating to a "plan for the future" - S5.56(1) of the Local Government Act (1995) which states that local governments develop a Strategic Community Plan that links community aspirations with the Council's long term strategy; and that the local government has a Corporate Business Plan linking to long term financial planning that integrates asset management, workforce planning and specific council plans (Informing Strategies) with the strategic plan.

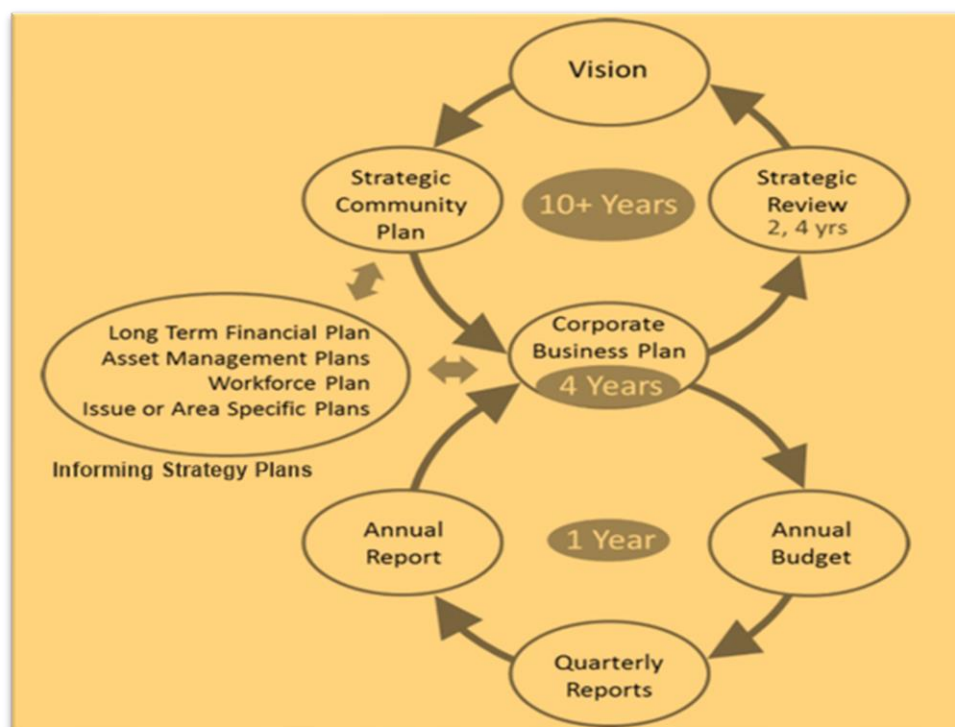
That plan was reviewed in 2014, 2018 and 2019. This plan has been updated and key focus areas and strategies will guide decision making for the next four years.

Council is committed to ensuring the best outcomes possible for the Community and as such, they have approved the current update that will build on previous plans with relevance to current and future needs, aspirations, and opportunities.

The underpinning Corporate Business Plan will resource and activate this plan for the next four years. It will be monitored and reviewed as part of the annual planning and budget cycle, with full reviews and potential adjustments on a two-yearly basis ideally in line with the election cycle. This will also serve to orientate newly Elected Members to the long-term strategic direction and strategies proposed to achieve them.

The Strategic Community Plan will be reviewed in a desk top manner in 2022 and appropriate updates or changes made and communicated to the Community. A comprehensive review with wide community consultation and engagement is planned for 2024.

In exceptional circumstances of significant internal or external factors having an impact of goals and objectives, the plan will be reviewed and replaced as appropriate.



This Strategic Community Plan will be used to guide the decision making of the Council and Management of the Shire of Yalgoo, underpinned by appropriate risk review and risk mitigation. For information or enquiries contact the administration office of the Shire in person or by emailing pa@yalgoo.wa.gov.au



Address: PO Box 40 Yalgoo WA 6635 **Telephone:** (08) 9962 8042 **Fax:** (08) 9962 8020
Email: shire@yalgoo.wa.gov.au **Website** www.yalgoo.wa.gov.au



Minutes for the Special Meeting of the Yalgoo Shire Council,
To be held in the Council Chambers, Yalgoo
On Tuesday 6th July 2021 commencing at 5:00pm

PLEASE TURN OFF ALL MOBILE PHONES PRIOR TO THE COMMENCEMENT OF THE MEETING

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Payne declared the meeting open at 5:01pm

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS Cr Greg Payne, Cr Tamisha Hodder and Cr Raul Valenzuela

STAFF Ian Holland

GUESTS

OBSERVERS

LEAVE OF
ABSENCE

APOLOGIES Cr Gail Trenfield, Cr Percy Lawson and Cr Gail Simpson

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

4. PUBLIC QUESTION TIME

4.1 QUESTIONS TAKEN ON NOTICE

4.2 QUESTIONS TAKEN WITHOUT NOTICE

5. BUSINESS AS NOTIFIED

5.1 Purpose of Meeting

The purpose of this meeting is to adopt the following;

- Shire of Yalgoo 2021-2022 Draft Budget
- Differential Rating 2021 - 22 Proposed Rates and Minimums and Objects and Reasons

5.2 Report on 2021-22 Draft Annual Budget

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	1 July 2021
Attachments	<u>Draft Annual Budget 2021-22 Work Sheet</u>

Matter for Consideration

That Council give consideration to the 2021-22 Draft Annual Budget.

Background

Council is in the process of preparing the 2021-22 Annual Budget.

Statutory Environment

Local Government Act 1995

Section 6.2 Local Government to prepare Annual Budget.

Strategic Implications

The 2021-22 Draft Annual Budget has taken into account the needs detailed in the Shire's Strategic Community Plan (SCP), the Corporate Business Plan (CBP), and the Long Term Financial Plan (LTFP) when determining items for inclusion in the proposed budget.

Comment

In preparing the Budget worksheets, external and internal influences have been taken into account as well as a review of the Shire's operations and services to be provided. The Shire has introduced new services like the Art Centre, Sports Complex, Men's Shed and Rifle Range over recent years and increasing the revenue sources of the Caravan Park.

Please note that the surplus for the 2020-21 is estimated \$2,289,806 leaving a deficit of \$304,489 at this time any shortfall will be made up by the deletion of some capital projects when the year end surplus to be carried forward is available.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Report on the 2021-22 Annual Budget

That the revenue and expenditure detailed in the work sheets attached to this report be incorporated in the 2021-22 Annual Budget.

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

Motion put and carried 3/0

SHIRE OF YALGOO
DRAFT BUDGET 2012-22
FOR THE PERIOD ENDED 30 JUNE 2022

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FINANCIAL ACTIVITY STATEMENT

DETAILED OPERATING AND NON OPERATING STATEMENT

SHIRE OF YALGOO
DRAFT BUDGET 2021-22
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 30 JUNE 2022

	2020-21 ANNUAL BUDGET	2021-22 DRAFT BUDGET	2020-21 JULY - MAY BUDGET	2020-21 JULY - MAY ACTUAL
EXPENDITURE	\$		\$	\$
General Purpose Funding	(188,980)	(205,361)	(162,103)	(162,984)
Governance	(487,317)	(503,337)	(446,707)	(305,498)
Law, Order, Public Safety	(180,371)	(196,748)	(165,340)	(127,779)
Health	(173,408)	(116,178)	(158,957)	(96,241)
Education and Welfare	(22,749)	(20,912)	(20,853)	(5,233)
Housing	(276,383)	(337,611)	(265,676)	(304,721)
Community Amenities	(258,113)	(255,117)	(238,469)	(150,189)
Recreation and Culture	(914,227)	(1,055,547)	(838,041)	(761,522)
Transport	(2,386,613)	(5,403,456)	(2,187,729)	(1,431,660)
Economic Services	(1,066,833)	(871,336)	(977,930)	(759,187)
Other Property and Services	(13,271)	(14,128)	(12,165)	(279,606)
	(5,968,265)	(8,979,731)	(5,473,971)	(4,384,620)
FINANCE COSTS				
Housing	(13,445)	(9,278)	0	(7,231)
Community Amenities	(2,262)	(1,709)	0	(2,262)
	(15,707)	(10,987)	0	(9,493)
<i>Total Expenditure</i>	(5,983,972)	(8,990,718)	(5,473,971)	(4,394,113)
REVENUE				
General Purpose Funding	3,821,531	3,860,482	4,233,841	3,815,617
Governance	0	0	0	0
Law, Order, Public Safety	24,200	29,100	24,200	40,184
Health	15,875	16,028	15,875	260
Education and Welfare	0	0	0	0
Housing	17,500	17,500	16,042	12,880
Community Amenities	14,250	14,750	14,250	17,755
Recreation and Culture	304,700	4,800	304,308	6,531
Transport	243,224	5,223,319	823,224	428,673
Economic Services	246,810	292,010	236,202	188,564
Other Property & Services	38,250	34,000	37,646	9,067
	4,726,340	9,491,989	5,705,588	4,519,531
PROFIT (LOSS) ON DISPOSAL OF ASSETS				
Plant and Equipment	15,457	60,650	15,457	204,000
Land and Buildings	0	0	0	0
<i>Gain (Loss) on Disposal</i>	15,457	60,650	15,457	204,000
NON - OPERATING GRANTS,SUBS,CONTRIB				
General Purpose Funding	414,110	1,190,651	0	0
Recreation and Culture	0	300,000	0	0
Transport	580,000	657,000	0	161,098
Economic Services	0	0	0	0
<i>Total Non - Operating</i>	994,110	2,147,651	0	161,098
<i>Total Revenue</i>	5,735,907	11,700,290	5,721,045	4,884,629
<i>Net Result</i>	(248,065)	2,709,572	247,074	490,516
<i>Total Comprehensive Income</i>	(248,065)	2,709,572	247,074	490,516

**SHIRE OF YALGOO
DRAFT BUDGET 2021-22
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2022**

	2020-21 JULY- MAY BUDGET	2020-21 JULY- MAY ACTUAL	2020-21 ANNUAL BUDGET	2021-22 DRAFT BUDGET
OPERATING REVENUE	\$	\$	\$	\$
General Purpose Funding	4,233,841	3,815,617	4,235,641	5,051,133
Governance	0	0	0	0
Law, Order Public Safety	24,200	40,184	24,200	29,100
Health	15,875	260	15,875	16,028
Education and Welfare	0	0	0	0
Housing	16,042	12,880	17,500	17,500
Community Amenities	14,250	17,755	14,250	14,750
Recreation and Culture	304,308	6,531	304,700	304,800
Transport	823,224	589,771	823,224	5,880,319
Economic Services	236,202	188,564	246,810	292,010
Other Property and Services	37,646	9,067	38,250	34,000
	\$5,705,588	\$4,680,629	\$5,720,450	\$11,639,640
LESS OPERATING EXPENDITURE				
General Purpose Funding	(162,103)	(162,984)	(188,980)	(205,361)
Governance	(446,707)	(305,498)	(487,317)	(503,337)
Law, Order, Public Safety	(165,340)	(127,779)	(180,371)	(196,748)
Health	(158,957)	(96,241)	(173,408)	(116,178)
Education and Welfare	(20,853)	(5,233)	(22,749)	(20,912)
Housing	(265,676)	(311,952)	(289,828)	(346,889)
Community Amenities	(238,469)	(152,451)	(260,375)	(256,826)
Recreation and Culture	(838,041)	(761,522)	(914,227)	(1,055,547)
Transport	(2,187,729)	(1,431,660)	(2,386,613)	(5,403,456)
Economic Services	(977,930)	(759,187)	(1,066,833)	(871,336)
Other Property & Services	(12,165)	(279,606)	(13,271)	(14,128)
	(\$5,473,971)	(\$4,394,113)	(\$5,983,972)	(\$8,990,718)
<i>Increase(Decrease)</i>	\$231,617	\$286,516	(\$263,522)	\$2,648,922
ADD				
Movement in current portion of loan borrowings	0	0	0	0
Movement in Non - Current Provisions	0	0	0	0
Movement in Accrued Salary and Wages	0	0	0	0
Movement in Accrued Interest on Debentures	0	0	0	0
Profit/ Loss on the disposal of assets	15,457	204,000	15,457	60,650
Depreciation Written Back	1,145,182	1,041,075	1,249,289	1,344,849
Book Value of Assets Sold Written Back	227,043	0	227,043	342,350
	\$1,387,682	\$1,245,075	\$1,491,789	\$1,747,849
<i>Sub Total</i>	\$1,619,298	\$1,531,591	\$1,228,267	\$4,396,771
LESS CAPITAL PROGRAMME	\$	\$	\$	\$
Purchase Tools	0	0	0	0
Purchase Land & Buildings	(1,087,157)	(194,314)	(1,457,157)	(1,649,220)
Infrastructure Assets - Roads	(999,110)	(538,538)	(999,110)	(1,350,000)
Infrastructure Assets - Recreation Facilities	(29,256)	(28,127)	(29,256)	(88,000)
Infrastructure Assets - Other	(113,656)	(19,210)	(113,656)	(135,000)
Purchase Plant and Equipment	(875,300)	(828,798)	(881,300)	(886,600)
Purchase Furniture and Equipment	(111,600)	(94,072)	(251,600)	(162,500)
Repayment of Debt - Loan Principal	(50,326)	(54,204)	(100,652)	(105,420)
Transfer to Reserves	0	(141,849)	(471,496)	(2,614,326)
	(\$3,266,405)	(\$1,899,112)	(\$4,304,227)	(\$6,991,066)
ABNORMAL ITEMS		(2)		
	(\$3,266,405)	(\$1,899,114)	(\$4,304,227)	(\$6,991,066)
<i>Sub Total</i>	(\$1,647,107)	(\$367,523)	(\$3,075,961)	(\$2,594,295)
LESS FUNDING FROM				
Reserves	0	0	0	0
Loans Raised	0	0	0	0
Opening Funds	3,075,961	3,075,961	3,075,961	2,289,806
Closing Funds	0	0	0	0
	\$3,075,961	\$3,075,961	\$3,075,961	\$2,289,806
NET SURPLUS (DEFICIT)	\$1,428,854	\$2,708,438	\$0	(\$304,489)

\$1,279,584

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21		Draft Budget 2021-22	
	JULY -MAY 2021 YTD		JULY -MAY 2021 YTD					
	Income	Expenditure	Income	Expenditure	Income	Expenditure	Income	Expenditure
Proceeds Sale of Assets								
	(\$204,000)							
1201011995 -Profit on Sale of Assets		\$0	\$0	\$0	\$0	\$0	\$0	\$0
1405011995 - Profit on Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1404011995 - Profit on Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 CONTRA	\$204,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Back Hoe	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Cab Dual Truck	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Cat Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0	(\$130,000)	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Works Parks YA827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Kubota	\$0	\$0	\$0	\$0	\$0	\$0	(\$5,000)	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Fortunner	\$0	\$0	\$0	\$0	\$0	\$0	(\$42,000)	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Fortunner	\$0	\$0	\$0	\$0	\$0	\$0	(\$41,000)	\$0
00000 Proceeds Sale of Assets - Motor Vehicle CEO	\$0	\$0	\$0	\$0	\$0	\$0	(\$55,000)	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Community Bus	\$0	\$0	(\$10,000)	\$0	(\$10,000)	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Grader	(\$115,000)	\$0	(\$115,000)	\$0	(\$115,000)	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Trailer Tandem Axle	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets -Bomag BW24R	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Works Foreman Ute YA8	(\$56,364)	\$0	(\$45,000)	\$0	(\$45,000)	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Truck Works	(\$32,636)	\$0	(\$25,000)	\$0	(\$25,000)	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Truck Parks YA329	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Insurance Claim - YA827 note purchased 2015-16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Trailer Side Tipper	\$0	\$0	(\$45,000)	\$0	(\$45,000)	\$0	(\$80,000)	\$0
00000 Proceeds Sale of Assets - Toad Sweeper	\$0	\$0	(\$2,500)	\$0	(\$2,500)	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Forklift	\$0	\$0	\$0	\$0	\$0	\$0	(\$25,000)	\$0
00000 Proceeds Sale of Assets -Skidsteer	\$0	\$0	\$0	\$0	\$0	\$0	(\$25,000)	\$0
	(\$204,000)	\$0	(\$242,500)	\$0	(\$242,500)	\$0	(\$403,000)	\$0
								\$0
Written Down Value								
00000 Written Down Value - Prado	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46,750
00000 Written Down Value - Fortuner	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$34,850
00000 Written Down Value - Fortuner	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,700
00000 Written Down Value - Kubota	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,250
00000 Written Down Value - Side Tipper Trailers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$68,000
00000 Written Down Value - Forklift	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,250
00000 Written Down Value - Skidsteer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,250
00000 Written Down Value - Cat Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$110,300
00000 Written Down Value - Toro Mower	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Grader	\$0	\$0	\$0	\$126,000	\$0	\$126,000	\$0	\$0
00000 Written Down Value -Community Bus	\$0	\$0	\$0	\$9,000	\$0	\$9,000	\$0	\$0
00000 Written Down Value - Trailer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Bomag BW24R	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Works Foreman ute YA899	\$0	\$0	\$0	\$61,376	\$0	\$61,376	\$0	\$0
00000 Written Down Value - Truck Parks YA329	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Truck Tipper	\$0	\$0	\$0	\$30,667	\$0	\$30,667	\$0	\$0
00000 Written Down Value - Concrete Truck	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Batching Plant and Agitator on Trailer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Boomlift	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value -Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - YA827 note purchased 2015-16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - 17 Shamrock Street	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0
Sub Total - GAIN/LOSS ON DISPOSAL OF ASSET	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043	\$0	\$342,350
Total - GAIN/LOSS ON DISPOSAL OF ASSET	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043	(\$403,000)	\$342,350
ABNORMAL ITEMS								
00000 Years Doubtful Debts Provision	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Bad Debts Written Off	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Prior Years Asset Adjustment -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
00000 Prior Years Payment Written Back	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ABNORMAL ITEMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - ABNORMAL ITEMS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - OPERATING STATEMENT	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043	(\$403,000)	\$342,350

GENERAL PURPOSE FUNDING

RATES

OPERATING EXPENDITURE

0000000000 - Early Payment Incentive	\$0	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000
0000000000 - Title Searches	\$0	\$0	\$0	\$38	\$0	\$200	\$0	\$200
0301052645 - Valuation Expenses	\$0	\$15,659	\$0	\$1,520	\$0	\$8,000	\$0	\$10,000
0301902540 - Debt Collection Costs	\$0	\$0	\$0	\$780	\$0	\$4,000	\$0	\$7,000
0000000000 - Rates Computer Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0301052612 - Refunds	\$0	\$10,983	\$0	\$565	\$0	\$3,000	\$0	\$3,000
0000000000 - Other Expenses	\$0	\$290	\$0	\$48	\$0	\$250	\$0	\$500
0301922505 - Admin Allocation - Rates	\$0	\$87,835	\$0	\$97,324	\$0	\$106,172	\$0	\$113,022
0302052505 - Admin Allocation - Other GPF	\$0	\$48,217	\$0	\$60,828	\$0	\$66,358	\$0	\$70,639
Sub Total - GENERAL RATES OP/EXP	\$0	\$162,984	\$0	\$162,103	\$0	\$188,980	\$0	\$205,361

OPERATING INCOME

0301051740- GRV- Townsites Improved	(\$21,066)	\$0	(\$19,924)	\$0	(\$19,924)	\$0	(\$20,103)	\$0
0000000000- GRV- Mining Infrastructure	\$0	\$0	(\$745,833)	\$0	(\$745,833)	\$0	(\$774,690)	\$0
0301151720 - UV - Pastoral Rates	(\$69,667)	\$0	(\$65,607)	\$0	(\$65,607)	\$0	(\$65,642)	\$0
0301201710 - UV - Mining Leases	(\$2,394,889)	\$0	(\$1,642,519)	\$0	(\$1,642,519)	\$0	(\$1,636,626)	\$0
0301251700 - UV - Prospecting	(\$148,576)	\$0	(\$133,846)	\$0	(\$133,846)	\$0	(\$161,352)	\$0
0301451740- GRV - Minimum (Improved)	\$0	\$0	(\$1,450)	\$0	(\$1,450)	\$0	(\$1,160)	\$0
0301101745 - GRV - Minimum (Vacant)	(\$2,900)	\$0	(\$2,900)	\$0	(\$2,900)	\$0	(\$2,900)	\$0
0310551720 - UV - Minimum (Pastoral)	\$0	\$0	(\$3,770)	\$0	(\$3,770)	\$0	(\$4,350)	\$0
0310601710 - UV - Minimum (Mining)	\$0	\$0	(\$13,920)	\$0	(\$13,920)	\$0	(\$11,310)	\$0
0000000000 - UV - Minimum (Prospecting)	\$0	\$0	(\$22,040)	\$0	(\$22,040)	\$0	(\$22,330)	\$0
0000000000 - UV Interim (Exploration)	\$0	\$0	(\$2,292)	\$0	(\$2,500)	\$0	(\$5,000)	\$0
0301752615 - Rates Written Off & Provision for Doubtful Debts Writt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0301801125 - Legal Expenses Recovered	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
 0301401780 - Non Payment Penalty	 (\$13)	 \$0	 \$0	 \$0	 \$0	 \$0	 (\$5,000)	 \$0
0000000000 - FESA Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0301951005 - Account Enquiries	\$0	\$0	(\$92)	\$0	(\$100)	\$0	\$0	\$0
0301301770 - Cost of Instalment Option Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0301351775 - Cost of Instalment Option Admin Fees	(\$184)	\$0	\$0	\$0	\$0	\$0	(\$200)	\$0
Sub Total - GENERAL RATES OP/INC	(\$2,637,295)	\$0	(\$2,654,192)	\$0	(\$2,654,409)	\$0	(\$2,710,663)	\$0

Total - GENERAL RATES	(\$2,637,295)	\$162,984	(\$2,654,192)	\$162,103	(\$2,654,409)	\$188,980	(\$2,710,663)	\$205,361
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OTHER GENERAL PURPOSE FUNDING

OPERATING EXPENDITURE

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

OPERATING INCOME

0303051525 - Grants Commission	(\$881,557)	\$0	(\$869,551)	\$0	(\$869,551)	\$0	(\$874,656)	\$0
0303051525 - Local Road Grants	(\$283,540)	\$0	(\$278,571)	\$0	(\$278,571)	\$0	(\$256,163)	\$0
0000000000- Grants - Local Roads and Community Infrastructure Program (LRCI)	\$0	\$0	(\$414,110)	\$0	(\$414,110)	\$0	(\$1,190,651)	\$0
0303051315 - Interest on Invest - Muni	(\$136)	\$0	(\$2,750)	\$0	(\$3,000)	\$0	(\$3,000)	\$0
0303051315 - Interest on Invest - Reserves	(\$13,089)	\$0	(\$14,667)	\$0	(\$16,000)	\$0	(\$16,000)	\$0
0303051315 - Interest on Invest-Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC	(\$1,178,322)	\$0	(\$1,579,649)	\$0	(\$1,581,232)	\$0	(\$2,340,470)	\$0

Total - OTHER GENERAL PURPOSE FUNDING	(\$1,178,322)	\$0	(\$1,579,649)	\$0	(\$1,581,232)	\$0	(\$2,340,470)	\$0
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Total - GENERAL PURPOSE FUNDING	(\$3,815,617)	\$162,984	(\$4,233,841)	\$162,103	(\$4,235,641)	\$188,980	(\$5,051,133)	\$205,361
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GOVERNANCE

MEMBERS OF COUNCIL

OPERATING EXPENDITURE

0401012725 · Members Subscriptions	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
0401012716 · Presidents allowance	\$0	\$10,055	\$0	\$11,000	\$0	\$12,000	\$0	\$12,000
0401012717 · Deputy Presidents allowance	\$0	\$2,750	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
0401012715 · Members Meeting Fees	\$0	\$20,194	\$0	\$27,500	\$0	\$30,000	\$0	\$30,000
0401012718 · Members Travelling	\$0	\$4,991	\$0	\$6,875	\$0	\$7,500	\$0	\$7,500
0401012719 · Member Communication Allowance	\$0	\$18,375	\$0	\$19,250	\$0	\$21,000	\$0	\$21,000
0401012060 · Conference Expenses	\$0	\$1,267	\$0	\$13,750	\$0	\$15,000	\$0	\$15,000
0401012120 · Training Expenses	\$0	\$1,310	\$0	\$5,500	\$0	\$6,000	\$0	\$10,000
0401012721 · Refreshments & Receptions	\$0	\$4,316	\$0	\$5,500	\$0	\$6,000	\$0	\$6,000
0401012722 · Election Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
0401012723 · Council Chambers Maintenance	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
0401012300 · Members Insurance	\$0	\$1,175	\$0	\$1,100	\$0	\$1,200	\$0	\$1,175
0401012705 · Members Donations	\$0	\$3,535	\$0	\$3,392	\$0	\$3,700	\$0	\$4,000
0401052720 · Murchison Zone WALGA Exps	\$0	\$2,725	\$0	\$2,292	\$0	\$2,500	\$0	\$3,000
0401012720 · Members Expenses Other	\$0	\$9,674	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
0401012695 · Consultancy -Planning - Integrated,Policies ,ETC	\$0	\$0	\$0	\$64,167	\$0	\$70,000	\$0	\$70,000
0401012695 · Consultancy CEO Recruitment	\$0	\$13,750	\$0	\$18,333	\$0	\$20,000	\$0	\$0
0401252695 · Planning - Business Cases - Grant Applications	\$0	\$0	\$0	\$6,875	\$0	\$7,500	\$0	\$7,500
0401012505 · Admin Allocation - Members	\$0	\$209,309	\$0	\$243,312	\$0	\$265,431	\$0	\$282,555
0401012980 · Depn - Membership	\$0	\$2,072	\$0	\$2,279	\$0	\$2,486	\$0	\$1,607
Sub Total - MEMBERS OF COUNCIL OP/EXP	\$0	\$305,498	\$0	\$446,707	\$0	\$487,317	\$0	\$503,337

OPERATING INCOME

0402011620 · Community Event funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - MEMBERS OF COUNCIL

\$0	\$305,498	\$0	\$446,707	\$0	\$487,317	\$0	\$503,337
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GOVERNANCE - GENERAL

OPERATING EXPENDITURE

Sub Total - GOVERNANCE - GENERAL OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

Sub Total - GOVERNANCE - GENERAL OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - GOVERNANCE - GENERAL

\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - GOVERNANCE

\$0	\$305,498	\$0	\$446,707	\$0	\$487,317	\$0	\$503,337
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LAW ORDER & PUBLIC SAFETY

FIRE PREVENTION

OPERATING EXPENDITURE

050101 · Fire Prevention Expenses	\$0	\$6,337	\$0	\$4,583	\$0	\$5,000	\$0	\$7,500
050110 · Fire Vehicles Expenses	\$0	\$6,799	\$0	\$12,833	\$0	\$14,000	\$0	\$10,000
0501102300 · Fire Insurance	\$0	\$2,125	\$0	\$1,421	\$0	\$1,550	\$0	\$2,280
050115 · Fire Shed Expenses	\$0	\$2,039	\$0	\$1,375	\$0	\$1,500	\$0	\$2,346
050125 · Emergency Management (CESM)	\$0	\$1,006	\$0	\$14,667	\$0	\$16,000	\$0	\$26,000
0000000000 · Feasibility Study Regional Emergency Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Emergency Management Training Facility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amalgamation of Council Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0501012505 · Admin Allocation - Fire Control	\$0	\$20,931	\$0	\$24,331	\$0	\$26,543	\$0	\$28,255
0501012980 · Depn - Fire Control	\$0	\$31,173	\$0	\$34,290	\$0	\$37,407	\$0	\$31,263
Sub Total - FIRE PREVENTION OP/EXP	\$0	\$70,410	\$0	\$93,500	\$0	\$102,000	\$0	\$107,644

OPERATING INCOME

0501011515 · Fire Service Grants	(\$36,095)	\$0	(\$20,000)	\$0	(\$20,000)	\$0	(\$25,000)	\$0
0501251095 · FESA Admin Commission	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0
Sub Total - FIRE PREVENTION OP/INC	(\$40,095)	\$0	(\$24,000)	\$0	(\$24,000)	\$0	(\$29,000)	\$0

Total - FIRE PREVENTION	(\$40,095)	\$70,410	(\$24,000)	\$93,500	(\$24,000)	\$102,000	(\$29,000)	\$107,644
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ANIMAL CONTROL

OPERATING EXPENDITURE

050205 · Animal Control Expenses	\$0	\$4,329	\$0	\$4,319	\$0	\$4,712	\$0	\$12,873
0502012505 · Other Animal Control Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0502052695 · Animal Ranger Expenses	\$0	\$20,921	\$0	\$22,000	\$0	\$24,000	\$0	\$24,000
0502152695 · Animal Sterilisation Program	\$0	\$0	\$0	\$3,667	\$0	\$4,000	\$0	\$4,000
0502012505 · Admin Allocation - Animal Contr	\$0	\$20,931	\$0	\$24,331	\$0	\$26,543	\$0	\$28,255
0502012980 · Depn. Animal Control	\$0	\$538	\$0	\$591	\$0	\$645	\$0	\$648
Sub Total - ANIMAL CONTROL OP/EXP	\$0	\$46,719	\$0	\$54,908	\$0	\$59,900	\$0	\$69,776

OPERATING INCOME

0502011305 · Fines & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0502011115 · Impounding Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000- Other Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0502011080 · Dog Registrations	(\$89)	\$0	(\$200)	\$0	(\$200)	\$0	(\$100)	\$0
Sub Total - ANIMAL CONTROL OP/INC	(\$89)	\$0	(\$200)	\$0	(\$200)	\$0	(\$100)	\$0

Total - ANIMAL CONTROL	(\$89)	\$46,719	(\$200)	\$54,908	(\$200)	\$59,900	(\$100)	\$69,776
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OTHER LAW ORDER & PUBLIC SAFETY

OPERATING EXPENDITURE

050305 · Community Safety	\$0	\$186	\$0	\$183	\$0	\$200	\$0	\$200
0503102695 · MWIRSA LG Road Safety Contribution	\$0	\$0	\$0	\$4,583	\$0	\$5,000	\$0	\$5,000
0503012505 · Admin Allocation - Other Law	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	\$0	\$10,651	\$0	\$16,932	\$0	\$18,471	\$0	\$19,328

OPERATING INCOME

Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - OTHER LAW ORDER PUBLIC SAFETY	\$0	\$10,651	\$0	\$16,932	\$0	\$18,471	\$0	\$19,328
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Total - LAW ORDER & PUBLIC SAFETY	(\$40,184)	\$127,779	(\$24,200)	\$165,340	(\$24,200)	\$180,371	(\$29,100)	\$196,748
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HEALTH

HEALTH ADMINISTRATION & INSPECTION

OPERATING EXPENDITURE

070405 · EHO Consulting	\$0	\$12,426	\$0	\$14,667	\$0	\$16,000	\$0	\$16,000
0704102650- Water Sampling Expenses	\$0	\$0	\$0	\$917	\$0	\$1,000	\$0	\$1,000
0704052720 · Other Health Admin Expenses	\$0	\$0	\$0	\$275	\$0	\$300	\$0	\$300
0704012505 · Admin Allocation - Other Health	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
0704012980 · Depn. - Health Admin. & Inspect	\$0	\$4,425	\$0	\$4,867	\$0	\$5,309	\$0	\$2,919
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	\$0	\$27,316	\$0	\$32,890	\$0	\$35,880	\$0	\$34,347

OPERATING INCOME

0704011105 · Health Inspection Fees and Food Licence Applications	(\$260)	\$0	\$0	\$0	\$0	\$0	(\$300)	\$0
0704011190- Septic Tank Fee	\$0	\$0	(\$150)	\$0	(\$150)	\$0	(\$150)	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/INC	(\$260)	\$0	(\$150)	\$0	(\$150)	\$0	(\$450)	\$0

Total - HEALTH ADMIN & INSPECTION	(\$260)	\$27,316	(\$150)	\$32,890	(\$150)	\$35,880	(\$450)	\$34,347
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MATERNAL AND INFANT HEALTH

OPERATING EXPENDITURE

Sub Total - MATERNAL AND INFANT HEALTH	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - MATERNAL AND INFANT HEALTH	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

PREVENTIVE SERVICE

OPERATING EXPENDITURE

070505 - Mosquito Control	\$0	\$2,470	\$0	\$4,583	\$0	\$5,000	\$0	\$0
0705012505 - Admin Allocated - Prev Services	\$0	\$5,233	\$0	\$6,083	\$0	\$6,636	\$0	\$7,064
0705012980 - Depn - Prev Services	\$0	\$23,853	\$0	\$26,239	\$0	\$28,624	\$0	\$28,735
Sub Total - PREVENTIVE SRVS - OP/EXP	\$0	\$31,556	\$0	\$36,905	\$0	\$40,260	\$0	\$35,799
Total - PREVENTIVE SERVICES	\$0	\$31,556	\$0	\$36,905	\$0	\$40,260	\$0	\$35,799

PREVENTIVE SERVICE - OTHER

OPERATING EXPENDITURE

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PREVENTIVE SRVS - OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - PREVENTIVE SERVICES - OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

OTHER HEALTH

OPERATING EXPENDITURE

070705 - Health Centre Maintenance	\$0	\$15,459	\$0	\$14,415	\$0	\$15,725	\$0	\$15,578
070710 - Analytical Expenses	\$0	\$180	\$0	\$458	\$0	\$500	\$0	\$500
070715 - Ambulance Services	\$0	\$799	\$0	\$3,667	\$0	\$4,000	\$0	\$1,699
070725 - Dental Services	\$0	\$0	\$0	\$458	\$0	\$500	\$0	\$0
0707012505 - Other Health Admin Allocation	\$0	\$20,931	\$0	\$24,331	\$0	\$26,543	\$0	\$28,255
0707012980 - Depn - Other Health	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Additional Nurse Expenses	\$0	\$0		\$45,833	\$0	\$50,000	\$0	\$0
Sub Total - OTHER HEALTH OP/EXP	\$0	\$37,369	\$0	\$89,162	\$0	\$97,268	\$0	\$46,032

OPERATING INCOME

0707011472 - Reimbursements WACHS	\$0	\$0	(\$15,725)	\$0	(\$15,725)	\$0	(\$15,578)	\$0
Sub Total - OTHER HEALTH OP/INC	\$0	\$0	(\$15,725)	\$0	(\$15,725)	\$0	(\$15,578)	\$0
Total - OTHER HEALTH	\$0	\$37,369	(\$15,725)	\$89,162	(\$15,725)	\$97,268	(\$15,578)	\$46,032
Total - HEALTH	(\$260)	\$96,241	(\$15,875)	\$158,957	(\$15,875)	\$173,408	(\$16,028)	\$116,178

EDUCATION & WELFARE

EDUCATION

OPERATING EXPENDITURE

0000000000 - Education Initiative	\$0	\$0	\$0	\$2,292	\$0	\$2,500	\$0	\$2,500
0601012505 - Admin Allocation - Other Educat	\$0	\$5,233	\$0	\$6,083	\$0	\$6,636	\$0	\$7,064
Sub Total - EDUCATION OP/EXP	\$0	\$5,233	\$0	\$8,375	\$0	\$9,136	\$0	\$9,564
Total - EDUCATION	\$0	\$5,233	\$0	\$8,375	\$0	\$9,136	\$0	\$9,564

OTHER EDUCATION

OPERATING EXPENDITURE

Sub Total - OTHER EDUCATION OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER EDUCATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

WELFARE

OPERATING EXPENDITURE

0601022720 · Youth and Family Programs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Local Action Group Expenses	\$0	\$0	\$0	\$12,479	\$0	\$13,613	\$0	\$11,348
Sub Total - WELFARE OP/EXP	\$0	\$0	\$0	\$12,479	\$0	\$13,613	\$0	\$11,348

OPERATING INCOME

000000 · Government Grant - Local Drug Action Team	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - WELFARE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - WELFARE	\$0	\$0	\$0	\$12,479	\$0	\$13,613	\$0	\$11,348
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AGED & DISABLED OTHER

OPERATING EXPENDITURE

Sub Total - AGED & DISABLED OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - AGED & DISABLED OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - EDUCATION & WELFARE	\$0	\$5,233	\$0	\$20,853	\$0	\$22,749	\$0	\$20,912
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HOUSING

STAFF HOUSING

OPERATING EXPENDITURE

090101 · Staff Housing Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0901012300 · Housing Expenses - Insurance	\$0	\$6,098	\$0	\$7,883	\$0	\$8,600	\$0	\$8,600
0000000000 · Housing Expenses - Utilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0901012805 · Housing Expenses - Utilities - Electricity	\$0	\$5,633	\$0	\$5,958	\$0	\$6,500	\$0	\$6,500
0901012820 · Housing Expenses - Utilities - Telephone /Internet	\$0	\$32	\$0	\$0	\$0	\$0	\$0	\$0
0901012825 · Housing Expenses - Utilities - Water	\$0	\$10,240	\$0	\$13,750	\$0	\$15,000	\$0	\$15,000
090105 · Housing Expenses - R & M(Including painting)	\$0	\$184,554	\$0	\$115,166	\$0	\$125,636	\$0	\$183,176
0000000000 · Housing Expenses - Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0901012425 · Interest Expense Loan 56	\$0	\$2,060	\$0	\$3,410	\$0	\$3,720	\$0	\$2,097
0901012410 · Interest Expense Loan 53	\$0	\$2,200	\$0	\$3,772	\$0	\$4,115	\$0	\$2,940
0901012420 · Interest Expense Loan 55	\$0	\$2,971	\$0	\$5,142	\$0	\$5,610	\$0	\$4,241
0901012505 · Admin Allocation	\$0	\$31,397	\$0	\$36,497	\$0	\$39,815	\$0	\$42,384
0901012980 · Depreciation - Staff Housing	\$0	\$27,439	\$0	\$30,182	\$0	\$32,926	\$0	\$33,053
Sub Total - STAFF HOUSING OP/EXP	\$0	\$272,624	\$0	\$221,761	\$0	\$241,921	\$0	\$297,991

OPERATING INCOME

0901011195 · Staff Housing Rental	(\$12,880)	\$0	(\$16,042)	\$0	(\$17,500)	\$0	(\$17,500)	\$0
0901011640 · Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Telstra Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Grant - 2 Units 17 Shemrock Street	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - STAFF HOUSING OP/INC	(\$12,880)	\$0	(\$16,042)	\$0	(\$17,500)	\$0	(\$17,500)	\$0

Total - STAFF HOUSING	(\$12,880)	\$272,624	(\$16,042)	\$221,761	(\$17,500)	\$241,921	(\$17,500)	\$297,991
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HOUSING OTHER

OPERATING EXPENDITURE

0902012505 · Admin Alloc - Other Housing	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
0902012980 · Depn - Other Housing	\$0	\$28,863	\$0	\$31,750	\$0	\$34,636	\$0	\$34,770

Sub Total - HOUSING OTHER OP/EXP	\$0	\$39,328	\$0	\$43,915	\$0	\$47,907	\$0	\$48,898
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OPERATING INCOME

0902011620 · Other Housing Rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Sub Total - HOUSING OTHER OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - HOUSING OTHER	\$0	\$39,328	\$0	\$43,915	\$0	\$47,907	\$0	\$48,898
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Total - HOUSING	(\$12,880)	\$311,952	(\$16,042)	\$265,676	(\$17,500)	\$289,828	(\$17,500)	\$346,889
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COMMUNITY AMENITIES

SANITATION - HOUSEHOLD REFUSE

OPERATING EXPENDITURE

100105 · Household Refuse Collection	\$0	\$27,999	\$0	\$36,667	\$0	\$40,000	\$0	\$40,000
100110 · Refuse Site Mainten - Yalgoo	\$0	\$6,289	\$0	\$32,797	\$0	\$35,778	\$0	\$14,220
100115 · Refuse Site Mainten - Paynes F	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$5,000
100120 · Commercial Refuse Collection	\$0	\$8,825	\$0	\$11,000	\$0	\$12,000	\$0	\$12,000
1001251170 · Replacement bins	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
1001012505 · Admin Allocation - Sanitation	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128

Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP	\$0	\$53,578	\$0	\$96,295	\$0	\$105,049	\$0	\$87,348
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OPERATING INCOME

1001051110 · Household Refuse Remove. Charges	(\$9,500)	\$0	(\$9,500)	\$0	(\$9,500)	\$0	(\$9,500)	\$0
1001201040 · Commercial Refuse Remov Charges	(\$3,250)	\$0	(\$3,250)	\$0	(\$3,250)	\$0	(\$3,250)	\$0

Sub Total - SANITATION H/HOLD REFUSE OP/INC	(\$12,750)	\$0	(\$12,750)	\$0	(\$12,750)	\$0	(\$12,750)	\$0
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Total - SANITATION HOUSEHOLD REFUSE	(\$12,750)	\$53,578	(\$12,750)	\$96,295	(\$12,750)	\$105,049	(\$12,750)	\$87,348
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SANITATION OTHER

OPERATING EXPENDITURE

Sub Total - SANITATION OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

Sub Total - SANITATION OTHER OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - SANITATION OTHER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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SEWERAGE

EFFLUENT DRAINAGE SYSTEM

OPERATING EXPENDITURE

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Sub Total - SEWERAGE OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Sub Total - SEWERAGE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - SEWERAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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PROTECTION OF THE ENVIRONMENT

OPERATING EXPENDITURE

100205 · Removal Abandoned Vehicles	\$0	\$0	\$0	\$250	\$0	\$500	\$0	\$500
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Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP	\$0	\$0	\$0	\$250	\$0	\$500	\$0	\$500
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OPERATING INCOME

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0

Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - PROTECTION OF THE ENVIRONMENT	\$0	\$0	\$0	\$250	\$0	\$500	\$0	\$500
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TOWN PLANNING AND REGIONAL DEVELOPMENT

OPERATING EXPENDITURE

1006052525 - TP Scheme Expenses	\$0	\$194	\$0	\$4,583	\$0	\$5,000	\$0	\$5,000
1006202525 - EHO Consulting	\$0	\$11,238	\$0	\$11,000	\$0	\$12,000	\$0	\$14,000
100625 - Yalgoo Revitalisation Planning - Unspent Grant C/fwd	\$0	\$0	\$0	\$18,219	\$0	\$19,875	\$0	\$19,875
1006012505 - Admin Allocation - Town Plannin	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128

Sub Total - TOWN PLAN & REG DEV OP/EXP	\$0	\$21,897	\$0	\$45,967	\$0	\$50,146	\$0	\$53,003
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OPERATING INCOME

1006011205 - Town Planning Fees	(\$1,584)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC	(\$1,584)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - TOWN PLANNING & REGIONAL DEVELOPMENT	(\$1,584)	\$21,897	\$0	\$45,967	\$0	\$50,146	\$0	\$53,003
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OTHER COMMUNITY AMENITIES

OPERATING EXPENDITURE

100705 - Cemetery Expenses	\$0	\$2,388	\$0	\$2,461	\$0	\$2,685	\$0	\$11,718
100710 - Public Conveniences	\$0	\$23,163	\$0	\$42,348	\$0	\$46,198	\$0	\$44,507
100715 - Community Bus Expenses	\$0	\$13,382	\$0	\$6,572	\$0	\$7,169	\$0	\$12,000
100720 - Vacant Land Development/Mtce	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$0
1007012415 - Interest Expenditure - Loan 54	\$0	\$2,262	\$0	\$2,073	\$0	\$2,262	\$0	\$1,709
1007012505 - Admin Allocation - Other Commun	\$0	\$20,930	\$0	\$24,331	\$0	\$26,543	\$0	\$28,255
1007012980 - Depn - Other Community Services	\$0	\$14,852	\$0	\$16,338	\$0	\$17,823	\$0	\$17,786

Sub Total - OTHER COMMUNITY AMENITIES OP/EXP	\$0	\$76,977	\$0	\$95,957	\$0	\$104,680	\$0	\$115,975
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OPERATING INCOME

1007051035 - Cemetery Fees	(\$2,400)	\$0	(\$500)	\$0	(\$500)	\$0	(\$1,000)	\$0
1007151055 - Community Bus Hire	(\$1,021)	\$0	(\$1,000)	\$0	(\$1,000)	\$0	(\$1,000)	\$0
Sub Total - OTHER COMMUNITY AMENITIES OP/INC	(\$3,421)	\$0	(\$1,500)	\$0	(\$1,500)	\$0	(\$2,000)	\$0

Total - OTHER COMMUNITY AMENITIES	(\$3,421)	\$76,977	(\$1,500)	\$95,957	(\$1,500)	\$104,680	(\$2,000)	\$115,975
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URBAN STORMWATER DRAINAGE

OPERATING EXPENDITURE

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - URBAN STORMWATER DRAINAGE OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - URBAN STORMWATER DRAINAGE	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - COMMUNITY AMENITIES	(\$17,755)	\$152,451	(\$14,250)	\$238,469	(\$14,250)	\$260,375	(\$14,750)	\$256,826
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RECREATION & CULTURE

PUBLIC HALL & CIVIC CENTRES

OPERATING EXPENDITURE

110105 - Yalgoo Hall Expenses	\$0	\$9,165	\$0	\$22,000	\$0	\$24,000	\$0	\$10,816
000000 - Consultancy Fees - Yalgoo Hall Study - Scope of Works	\$0	\$10,315	\$0	\$23,492	\$0	\$25,628	\$0	\$0
1101012505 - Admin Allocation - Public Halls	\$0	\$52,328	\$0	\$60,828	\$0	\$66,358	\$0	\$70,639
1101012980 - Depn - Public Halls	\$0	\$11,835	\$0	\$13,019	\$0	\$14,202	\$0	\$13,666

Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP	\$0	\$83,643	\$0	\$119,339	\$0	\$130,188	\$0	\$95,121
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OPERATING INCOME

1101051100 - Hall Hire	(\$365)	\$0	\$0	\$0	\$0	\$0	(\$400)	\$0
0000000000 Contribution - Yalgoo Hall Renovations - Lotterywest	\$0	\$0	(\$300,000)	\$0	(\$300,000)	\$0	(\$300,000)	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC	(\$365)	\$0	(\$300,000)	\$0	(\$300,000)	\$0	(\$300,400)	\$0
Total - PUBLIC HALL & CIVIC CENTRES	(\$365)	\$83,643	(\$300,000)	\$119,339	(\$300,000)	\$130,188	(\$300,400)	\$95,121

OTHER RECREATION & SPORT

OPERATING EXPENDITURE

110310 - Community Park Gibbon St	\$0	\$13,544	\$0	\$16,296	\$0	\$17,777	\$0	\$22,368
110315- Shamrock St Park	\$0	\$45,142	\$0	\$10,268	\$0	\$11,201	\$0	\$17,314
110320 - Old Railway Station grounds	\$0	\$91,352	\$0	\$53,704	\$0	\$58,586	\$0	\$73,026
110325 - Old Railway Station building	\$0	\$11,341	\$0	\$14,850	\$0	\$16,200	\$0	\$15,131
110330 - Paynes Find Complex Expenses	\$0	\$4,144	\$0	\$34,398	\$0	\$37,525	\$0	\$13,432
110335 - Tennis Courts	\$0	\$1,301	\$0	\$2,047	\$0	\$2,233	\$0	\$2,722
110340 - Yalgoo Hub - Covered Sports	\$0	\$4,307	\$0	\$7,333	\$0	\$8,000	\$0	\$8,287
110376 - Rifle Range	\$0	\$846	\$0	\$1,522	\$0	\$1,660	\$0	\$2,248
110350 - Yalgoo Golf Course	\$0	\$322	\$0	\$3,212	\$0	\$3,504	\$0	\$970
110375 - Men's Shed	\$0	\$1,377	\$0	\$852	\$0	\$929	\$0	\$2,765
110370 - Water Park Mtce	\$0	\$30,122	\$0	\$22,372	\$0	\$24,406	\$0	\$32,119
110380 - Community Oval and Pavilion	\$0	\$83,757	\$0	\$48,491	\$0	\$52,899	\$0	\$76,441
1103012505 - Admin Allocation - Other Recrea	\$0	\$52,328	\$0	\$60,828	\$0	\$66,358	\$0	\$70,639
1103012980 - Depn - Other Recreation	\$0	\$145,595	\$0	\$160,155	\$0	\$174,714	\$0	\$193,463
Sub Total - OTHER RECREATION & SPORT OP/EXP	\$0	\$485,478	\$0	\$436,326	\$0	\$475,992	\$0	\$530,925

OPERATING INCOME

1103251135 - Old Railway Station Hire	(\$68)	\$0	\$0	\$0	\$0	\$0	(\$100)	\$0
0000000000 - Core Stadium Hire	(\$136)	\$0	\$0	\$0	\$0	\$0	(\$150)	\$0
1103301140 - Paynes Find Complex Hire	(\$136)	\$0	\$0	\$0	\$0	\$0	(\$150)	\$0
0000000000 - Grant s - Community/School Oval Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 - Grant - Community Pool Revitalisation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 - Grant - Community Oval Development - Pavilion Fitout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC	(\$340)	\$0	\$0	\$0	\$0	\$0	(\$400)	\$0
Total - OTHER RECREATION & SPORT	(\$340)	\$485,478	\$0	\$436,326	\$0	\$475,992	(\$400)	\$530,925

TV AND RADIO BROADCASTING

OPERATING EXPENDITURE

110405 - Rebroadcasting Licences	\$0	\$41	\$0	\$917	\$0	\$1,000	\$0	\$1,000
1104102695 - Rebroadcasting Mats/Contr	\$0	\$1,084	\$0	\$3,667	\$0	\$4,000	\$0	\$4,000
110415 - Rebroadcasting Equip Mtce	\$0	\$66	\$0	\$917	\$0	\$1,000	\$0	\$1,000
1104012505 - Admin Allocated - TV	\$0	\$5,233	\$0	\$6,083	\$0	\$6,636	\$0	\$7,064
Sub Total - TV AND RADIO BROADCASTING OP/EXP	\$0	\$6,424	\$0	\$11,583	\$0	\$12,636	\$0	\$13,064

OPERATING INCOME

1104011640-Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - TV AND RADIO BROADCASTING OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - TV AND RADIO BROADCASTING OP/INC	\$0	\$6,424	\$0	\$11,583	\$0	\$12,636	\$0	\$13,064

LIBRARIES

OPERATING EXPENDITURE

1105052600 - Freight & Post (Books)	\$0	\$665	\$0	\$688	\$0	\$750	\$0	\$750
1105052720 - Library Other Expenses	\$0	\$118	\$0	\$2,292	\$0	\$2,500	\$0	\$2,500
1105052505 - Admin Allocation - Libraries	\$0	\$52,328	\$0	\$60,828	\$0	\$66,358	\$0	\$70,639

Sub Total - LIBRARIES OP/EXP	\$0	\$53,111	\$0	\$63,807	\$0	\$69,608	\$0	\$73,889
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OPERATING INCOME

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Sub Total - LIBRARIES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - LIBRARIES	\$0	\$53,111	\$0	\$63,807	\$0	\$69,608	\$0	\$73,889
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OTHER CULTURE

OPERATING EXPENDITURE

110605 - Municipal heritage Inventory	\$0	\$0	\$0	\$458	\$0	\$500	\$0	\$500
110610 - Celebration	\$0	\$2,897	\$0	\$12,375	\$0	\$13,500	\$0	\$10,000
1106012505 - Admin Allocated Other Culture	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
110705 - Museum/Gaol Expenses (Including additional Mtce)	\$0	\$2,930	\$0	\$5,005	\$0	\$5,460	\$0	\$5,601
110710 - Chapel Expenses	\$0	\$2,375	\$0	\$4,082	\$0	\$4,453	\$0	\$4,391
110740 - Old Anglican Church	\$0	\$557	\$0	\$4,127	\$0	\$4,502	\$0	\$3,500
110615 - Art Centre Operations and Projects	\$0	\$92,404	\$0	\$137,096	\$0	\$149,559	\$0	\$157,621
1107012505 - Admin Alloc - Other Heritage	\$0	\$15,698	\$0	\$18,249	\$0	\$19,908	\$0	\$21,192
1107012980 - Depn Other Heritage	\$0	\$5,542	\$0	\$6,096	\$0	\$6,650	\$0	\$17,615
0000000000 - Heritage and Tourism Masterplan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
0000000000 - Heritage Signs Replacement	\$0	\$0	\$0	\$4,583	\$0	\$5,000	\$0	\$5,000
0000000000 - Heritage Advisory Service	\$0	\$0	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000

Sub Total - OTHER CULTURE OP/EXP	\$0	\$132,868	\$0	\$206,986	\$0	\$225,803	\$0	\$342,548
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OPERATING INCOME

1107011175 - Sale of History Books	(\$210)	\$0	(\$183)	\$0	(\$200)	\$0	(\$250)	\$0
1106151178 - Sales Arts and Cultural Centre	(\$2,015)	\$0	(\$3,208)	\$0	(\$3,500)	\$0	(\$3,000)	\$0
1107051220 - Chapel & Museum Fees	(\$601)	\$0	(\$917)	\$0	(\$1,000)	\$0	(\$750)	\$0
0000000000 - Other Revenue	(\$3,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Sub Total - OTHER CULTURE OP/INC	(\$5,826)	\$0	(\$4,308)	\$0	(\$4,700)	\$0	(\$4,000)	\$0
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Total - OTHER CULTURE	(\$5,826)	\$132,868	(\$4,308)	\$206,986	(\$4,700)	\$225,803	(\$4,000)	\$342,548
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Total - RECREATION AND CULTURE	(\$6,531)	\$761,522	(\$304,308)	\$838,041	(\$304,700)	\$914,227	(\$304,800)	\$1,055,547
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TRANSPORT

STREETS, RD, BRIDGES, DEPOT - CONSTRUCTION

OPERATING EXPENDITURE

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Sub Total - ST,RDS,BRIDGES,DEPOT-CONST OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

1201011435 · RRGPs Grants Yalgoo- Ninghan	(\$80,000)	\$0	(\$200,000)	\$0	(\$200,000)	\$0	(\$200,000)	\$0
1201011440 · RRGPs Grants 2015-16 Yalgoo- Ninghan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1201011560 · MRWA Direct Grants	(\$81,098)	\$0	(\$89,208)	\$0	(\$89,208)	\$0	(\$154,171)	\$0
1201011430 · Grants and Contributions - Yalgoo-Morawa R2R \$377000	(\$252,293)	\$0	(\$380,000)	\$0	(\$380,000)	\$0	(\$377,000)	\$0
1201011415 · Road Agreements Income - Mt Gibson Shine	\$0	\$0	\$0	\$0	\$0	\$0	(\$2,180,250)	\$0
1201011415 · Road Agreements Income - EMR GOLDEN GROVE	\$0	\$0	(\$151,200)	\$0	(\$151,200)	\$0	(\$151,200)	\$0
1201011420 · Road Agreements Income - Silverlake Mo-Ya Rd \$80000 to be used for road works	(\$6,022)	\$0	(\$2,816)	\$0	(\$2,816)	\$0	(\$96,876)	\$0
000000000- Grant DFES - Flood Damage AGRN 903	(\$170,358)	\$0	\$0	\$0	\$0	\$0	(\$2,720,822)	\$0
Sub Total - ST,RDS,BRIDGES,DEPOT - CONST OP/INC	(\$589,771)	\$0	(\$823,224)	\$0	(\$823,224)	\$0	(\$5,880,319)	\$0
Total - ST,RDS,BRIDGES,DEPOT - CONST	(\$589,771)	\$0	(\$823,224)	\$0	(\$823,224)	\$0	(\$5,880,319)	\$0

STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE

OPERATING EXPENDITURE

120105 · Town Streets Maintenance	\$0	\$83,872	\$0	\$112,268	\$0	\$122,474	\$0	\$151,048
120101 · Road Maintenance General	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
120110 · Footpaths/Crossover Mtce	\$0	\$0	\$0	\$917	\$0	\$1,000	\$0	\$1,000
120111 · Lighting of Streets	\$0	\$8,504	\$0	\$7,792	\$0	\$8,500	\$0	\$10,000
120113 · Street Trees & Watering	\$0	\$11,181	\$0	\$10,065	\$0	\$10,980	\$0	\$12,158
120125- Signs Repairs /Replacement	\$0	\$957	\$0	\$9,167	\$0	\$10,000	\$0	\$6,140
120126 - Street Sweeping	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
120129-Grid Cleaning	\$0	\$0	\$0	\$6,875	\$0	\$7,500	\$0	\$7,500
120127 - Vegation/Weed Control	\$0	\$214	\$0	\$7,919	\$0	\$8,639	\$0	\$10,834
120130 · Road Inspection After Rain	\$0	\$6,258	\$0	\$2,133	\$0	\$2,327	\$0	\$6,140
120150 · Engineering	\$0	\$5,154	\$0	\$13,750	\$0	\$15,000	\$0	\$15,000
120155 · Rural Road Maintenance	\$0	\$579,011	\$0	\$1,295,321	\$0	\$1,413,077	\$0	\$1,431,367
120156 · Roman Expenses	\$0	\$6,327	\$0	\$5,800	\$0	\$6,327	\$0	\$7,000
1201012505 · Admin Allocation - Roads	\$0	\$52,328	\$0	\$60,828	\$0	\$66,358	\$0	\$70,639
1201012980 · Depreciation - Transport Other	\$0	\$518,406	\$0	\$570,246	\$0	\$622,087	\$0	\$688,442
120128 · Repair Damged Grids	\$0	\$0	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
000000 · Flood Damage DFES Grant expenditure	\$0	\$86,086	\$0	\$0	\$0	\$0	\$0	\$2,900,000
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP	\$0	\$1,358,298	\$0	\$2,112,247	\$0	\$2,304,269	\$0	\$5,327,268
OPERATING INCOME	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - MTCE STREETS ROADS DEPOTS	\$0	\$1,358,298	\$0	\$2,112,247	\$0	\$2,304,269	\$0	\$5,327,268

AERODROME

OPERATING EXPENDITURE

120205 - Yalgoo Airstrip	\$0	\$17,795	\$0	\$7,333	\$0	\$8,000	\$0	\$13,280
120210 - Paynes Find Airstrips	\$0	\$5,876	\$0	\$10,083	\$0	\$11,000	\$0	\$6,416
120215 - Emergency Airstrips	\$0	\$0	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
1206012505 - Admin Allocation - Aerodromes	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
1206012980 - Depn - Aerodromes	\$0	\$39,227	\$0	\$43,150	\$0	\$47,073	\$0	\$39,364

Sub Total - AERODROME OP/EXP \$0 \$73,363 \$0 \$75,482 \$0 \$82,344 \$0 \$76,188

OPERATING INCOME

\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

Sub Total - AERODROME OP/INC \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

Total - AERODROME OP/EXP \$0 \$73,363 \$0 \$75,482 \$0 \$82,344 \$0 \$76,188

Total - TRANSPORT (\$589,771) \$1,431,660 (\$823,224) \$2,187,729 (\$823,224) \$2,386,613 (\$5,880,319) \$5,403,456

ECONOMIC SERVICES

RURAL SERVICES

OPERATING EXPENDITURE

130110 - Vermin Control - MRVC Annual Contribution	\$0	\$31,871	\$0	\$29,215	\$0	\$31,871	\$0	\$32,827
000000 - Vermin Control - MRVC Vermin Cell Fence Construction	\$0	\$0	\$0	\$199,833	\$0	\$218,000	\$0	\$0
000000- Noxious Weeds, Plants and Pests	\$0	\$8,068	\$0	\$0	\$0	\$0	\$0	\$10,000
1301012505 - Admin Allocated	\$0	\$20,931	\$0	\$24,331	\$0	\$26,543	\$0	\$28,255
130176 - Wild Dog Bounty	\$0	\$220	\$0	\$9,167	\$0	\$10,000	\$0	\$2,000
130176 - Wild Dog Community Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
000000 - Vermin Control - Vermin Cell Fence Drought Grant	\$0	\$57,549	\$0	\$52,753	\$0	\$57,549	\$0	\$0

Sub Total - RURAL SERVICES OP/EXP \$0 \$118,639 \$0 \$315,299 \$0 \$343,963 \$0 \$83,082

OPERATING INCOME

\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

130110551 - Grant - Drought Vermin Cell fence \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

Sub Total - RURAL SERVICES OP/INC \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0

Total - RURAL SERVICES \$0 \$118,639 \$0 \$315,299 \$0 \$343,963 \$0 \$83,082

TOURISM AND AREA PROMOTION

OPERATING EXPENDITURE

1302052000 - C'van Park - Salaries & Wages	\$0	\$134,147	\$0	\$62,970	\$0	\$68,695	\$0	\$123,036
0000000000-Caravan Park Accrued Leave Expenses	\$0	\$0	\$0	\$492	\$0	\$537	\$0	\$3,431
0000000000-Caravan Park- Superannuation	\$0	\$11,634	\$0	\$9,131	\$0	\$9,961	\$0	\$22,759
1302052120 - C'van Park - Staff Training	\$0	\$350	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
0000000000- Caravan Park Workers Comp Insurance	\$0	\$0	\$0	\$2,040	\$0	\$2,225	\$0	\$3,690
130204 - C'van Park - CVP House exp	\$0	\$17,885	\$0	\$2,475	\$0	\$2,700	\$0	\$8,000
130205 - Caravan Park Expenditure	\$0	\$124,663	\$0	\$128,279	\$0	\$139,941	\$0	\$135,186
130201 - Tourism Promotion (incl Outback Parkways and Geo Park)	\$0	\$19,893	\$0	\$32,083	\$0	\$35,000	\$0	\$40,000
130208 - Tourism Signage	\$0	\$991	\$0	\$0	\$0	\$0	\$0	\$1,000
130209 - Town Entry Statements (Mtce)	\$0	\$2,223	\$0	\$4,161	\$0	\$4,539	\$0	\$2,882
130210 - Website Development Expenses	\$0	\$0	\$0	\$4,125	\$0	\$4,500	\$0	\$25,000
130211 - Regional Tourism Project Unspent Grant and Member Shi	\$0	\$0	\$0	\$9,245	\$0	\$10,085	\$0	\$10,085
1302332000 - Wurarga Dam	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
130225 - Centrecare support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
130226 - Emu Cup event	\$0	\$14,010	\$0	\$45,833	\$0	\$50,000	\$0	\$50,000
000000 -Goods For Resale- Arts and Crafts Centre	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
130227 - Yalgoo Racetrack Expenses	\$0	\$7,784	\$0	\$3,108	\$0	\$3,391	\$0	\$20,000
130228 - Yalgoo Gymkhana Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Yalgoo Races Contribution	\$0	\$0	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
130229 - Jokers Tunnel Expenses	\$0	\$1,863	\$0	\$1,394	\$0	\$1,521	\$0	\$2,429
130230 - Yalgoo Lookout Expenses	\$0	\$971	\$0	\$1,775	\$0	\$1,936	\$0	\$1,353
130231 - Banners in the Terrace	\$0	\$0	\$0	\$3,208	\$0	\$3,500	\$0	\$3,500
1302502000 - HCP Salaries and Wages	\$0	\$90,637	\$0	\$89,085	\$0	\$97,184	\$0	\$40,326
130250 - HCP Accrued Leave Expenses	\$0	\$0	\$0	\$2,668	\$0	\$2,910	\$0	\$1,183
130250 - HCP Superannuation	\$0	\$7,533	\$0	\$8,464	\$0	\$9,233	\$0	\$7,259
130250- Insurance Workers Comp	\$0	\$0	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
1302502120 - HCP Staff & Training Expenses	\$0	(\$5)	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
130251 - HCP Project Activity Expenses	\$0	\$45,267	\$0	\$55,000	\$0	\$60,000	\$0	\$61,140
12 02 52 - HCP Vehicle YA800	\$0	\$4,328	\$0	\$8,250	\$0	\$9,000	\$0	\$5,500
130254 - HCP Office Materials & Contract	\$0	\$6,857	\$0	\$3,667	\$0	\$4,000	\$0	\$9,000
130255 - HCP Office Equipment	\$0	\$1,033	\$0	\$917	\$0	\$1,000	\$0	\$1,000
130258 - HCP Camps and Trip Expenses	\$0	\$311	\$0	\$0	\$0	\$0	\$0	\$2,000
130259 - HCP Sponsored Activity expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
130260 - HCP Other Activities	\$0	\$145	\$0	\$0	\$0	\$0	\$0	\$0
1302012505 - Admin Allocated - Tourism	\$0	\$52,314	\$0	\$60,813	\$0	\$66,341	\$0	\$70,621
1302012980 - Depn - Tourism	\$0	\$48,950	\$0	\$53,844	\$0	\$58,739	\$0	\$57,929

Sub Total - TOURISM & AREA PROMOTION OP/EXP \$0 \$593,784 \$0 \$608,610 \$0 \$663,938 \$0 \$725,309

OPERATING INCOME

1302261090 - Emu Cup funding	(\$20,400)	\$0	(\$25,000)	\$0	(\$25,000)	\$0	(\$25,000)	\$0
1302501540 - Contribution HCP - Silverlake	(\$1,100)	\$0	\$0	\$0	\$0	\$0	(\$4,000)	\$0
1302051025 - Caravan Park Revenues	(\$164,690)	\$0	(\$110,000)	\$0	(\$120,000)	\$0	(\$150,000)	\$0
000000000- Reimbursement - Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0	(\$10,000)	\$0
1302011200- Tourism Sales	(\$1,498)	\$0	(\$458)	\$0	(\$500)	\$0	(\$500)	\$0
000000000- Prospecting Permits	(\$1,284)	\$0	(\$275)	\$0	(\$300)	\$0	(\$1,500)	\$0
			\$0				\$0	\$0
1302501541- Healthy Community Mining Co Con -MMG Centrecare \$32,400 and HCP \$21,600	\$0	\$0	(\$54,000)	\$0	(\$54,000)	\$0	(\$54,000)	\$0
1302011595 - Community Projects Mining Contr - Mt Gibson \$40,000	\$0	\$0	(\$40,000)	\$0	(\$40,000)	\$0	(\$40,000)	\$0
Sub Total - TOURISM & AREA PROMOTION OP/INC	(\$188,972)	\$0	(\$229,733)	\$0	(\$239,800)	\$0	(\$285,000)	\$0
Total - TOURISM & AREA PROMOTION	(\$188,972)	\$593,784	(\$229,733)	\$608,610	(\$239,800)	\$663,938	(\$285,000)	\$725,309

BUILDING CONTROL

OPERATING EXPENDITURE

1303012720 - Building Control Expenses	\$0	\$0	\$0	\$1,375	\$0	\$1,500	\$0	\$1,500
1303012550 - EHO Consulting Costs	\$0	\$13,358	\$0	\$12,833	\$0	\$14,000	\$0	\$15,000
1303012505 - Admin Allocated Building Control	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
							\$0	\$0
Sub Total - BUILDING CONTROL OP/EXP	\$0	\$23,823	\$0	\$26,373	\$0	\$28,771	\$0	\$30,628

OPERATING INCOME

1303011020 - Building Permits	\$420	\$0	(\$500)	\$0	(\$500)	\$0	(\$500)	\$0
1303011022 - BCITF & BSL Fees to Shire	(\$12)	\$0	(\$10)	\$0	(\$10)	\$0	(\$10)	\$0
Sub Total - BUILDING CONTROL OP/INC	\$408	\$0	(\$510)	\$0	(\$510)	\$0	(\$510)	\$0
Total - BUILDING CONTROL	\$408	\$23,823	(\$510)	\$26,373	(\$510)	\$28,771	(\$510)	\$30,628

ECONOMIC DEVELOPMENT

OPERATING EXPENDITURE

Sub Total - ECONOMIC DEVELOPMENT OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ECONOMIC DEVELOPMENT OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - ECONOMIC DEVELOPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

OTHER ECONOMIC SERVICES

OPERATING EXPENDITURE

13060 - Fuel Station							\$0	\$0
1306012565 - Licences/Permits	\$0	\$0	\$0	\$917	\$0	\$1,000	\$0	\$1,000
1306012720 - Other Expenses	\$0	\$2,012	\$0	\$2,401	\$0	\$2,619	\$0	\$3,061
1306012505 - Admin Allocated Fuel Station	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
1308012505 - Admin Allocated-Other Econ Dev	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
Sub Total - OTHER ECONOMIC SERVICES OP/EXP	\$0	\$22,942	\$0	\$27,648	\$0	\$30,161	\$0	\$32,317

OPERATING INCOME

1306011120 - Fuel Station Lease Income	\$0	\$0	(\$5,958)	\$0	(\$6,500)	\$0	(\$6,500)	\$0
1306011185 - Sale of Stock	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC	\$0	\$0	(\$5,958)	\$0	(\$6,500)	\$0	(\$6,500)	\$0
Total - OTHER ECONOMIC SERVICES	\$0	\$22,942	(\$5,958)	\$27,648	(\$6,500)	\$30,161	(\$6,500)	\$32,317
Total - ECONOMIC SERVICES	(\$188,564)	\$759,187	(\$236,202)	\$977,930	(\$246,810)	\$1,066,833	(\$292,010)	\$871,336

OTHER PROPERTY AND SERVICES

PRIVATE WORKS

OPERATING EXPENDITURE

140101 - Private Works Expenses	\$0	\$2,654	\$0	\$0	\$0	\$0	\$0	\$0
1401012505 - Admin Allocation - Private Work	\$0	\$10,465	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128
Sub Total - PRIVATE WORKS OP/EXP	\$0	\$13,119	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128

OPERATING INCOME

1401011150 - Private Works Charges	(\$4,599)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PRIVATE WORKS OP/INC	(\$4,599)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - PRIVATE WORKS	(\$4,599)	\$13,119	\$0	\$12,165	\$0	\$13,271	\$0	\$14,128

PUBLIC WORKS OVERHEADS

OPERATING EXPENDITURE

1403012000 - PWO Wages Costs	\$0	\$150,287	\$0	\$137,899	\$0	\$150,435	\$0	\$121,381
1403012005 - Sick Leave	\$0	\$21,775	\$0	\$24,866	\$0	\$27,127	\$0	\$27,673
1403012010 - Annual Leave	\$0	\$93,916	\$0	\$69,889	\$0	\$76,242	\$0	\$69,183
1403012020 - Public Holidays	\$0	\$17,805	\$0	\$29,840	\$0	\$32,553	\$0	\$33,208
1403012025 - Accrued Leave Expenses	\$0	\$0	\$0	\$24,096	\$0	\$26,286	\$0	\$25,085
1403012040 - Superannuation	\$0	\$87,377	\$0	\$101,990	\$0	\$111,262	\$0	\$135,285
1403012030 - Wages Allowances	\$0	\$2,056	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
1403012125 - Staff Training	\$0	\$16,856	\$0	\$9,167	\$0	\$10,000	\$0	\$15,000
1403012075 - Protective Clothing	\$0	\$5,291	\$0	\$5,500	\$0	\$6,000	\$0	\$6,000
1403012125 - Travel & Accommodation	\$0	\$1,756	\$0	\$6,875	\$0	\$7,500	\$0	\$4,000
140305- Depot Mtce (Works) Expenses	\$0	\$45,800	\$0	\$65,137	\$0	\$71,058	\$0	\$60,630
140310 - Depot Mtce (P&G) Expenses	\$0	\$12,875	\$0	\$16,500	\$0	\$18,000	\$0	\$20,308
140325 - PWO Vehicle Expenses	\$0	\$13,903	\$0	\$22,000	\$0	\$24,000	\$0	\$17,000
140330 - OH & S	\$0	\$1,417	\$0	\$5,958	\$0	\$6,500	\$0	\$10,000
1403452620 - Tools Replaced	\$0	\$909	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
1403502640- Traffic Management Signs	\$0	\$0	\$0	\$9,167	\$0	\$10,000	\$0	\$5,000
1403012300 - Insurance on Works	\$0	\$610	\$0	\$2,567	\$0	\$2,800	\$0	\$2,000
1403552815 - Satellite phones	\$0	\$4,826	\$0	\$3,025	\$0	\$3,300	\$0	\$5,500
1403602080 - Recruitment expenses/relocation	\$0	\$4,500	\$0	\$5,500	\$0	\$6,000	\$0	\$6,000
1403652065 - Fitness for Work	\$0	\$120	\$0	\$1,375	\$0	\$1,500	\$0	\$1,500
1403252720- Other PWOH Expenses	\$0	\$32	\$0	\$1,375	\$0	\$1,500	\$0	\$1,500
1403012310 - Works Workers Compen. Insurance	\$0	\$21,280	\$0	\$23,126	\$0	\$25,228	\$0	\$28,567
1403012505 - Admin Allocated	\$0	\$63,085	\$0	\$73,333	\$0	\$80,000	\$0	\$80,000
1403752720 - LESS PWOH ALLOCATED-PROJECTS	\$0	(\$426,406)	\$0	(\$644,683)	\$0	(\$703,291)	\$0	(\$680,820)
Sub Total - PUBLIC WORKS O/HEADS OP/EXP	\$0	\$140,070	\$0	\$0	\$0	\$0	\$0	\$0

OPERATING INCOME

1403011640 - Reimbursements	(\$430)	\$0	\$0	\$0	\$0	\$0	(\$500)	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC	(\$430)	\$0	\$0	\$0	\$0	\$0	(\$500)	\$0
Total - PUBLIC WORKS OVERHEADS	(\$430)	\$140,070	\$0	\$0	\$0	\$0	(\$500)	\$0

PLANT OPERATION COSTS

OPERATING EXPENDITURE

1404012585 · Fuel & Oil	\$0	\$95,385	\$0	\$160,417	\$0	\$175,000	\$0	\$110,000
1404192595 · Tyres & Tubes	\$0	\$10,654	\$0	\$11,000	\$0	\$12,000	\$0	\$12,000
1404 12590 · Parts & Repairs	\$0	\$57,171	\$0	\$123,750	\$0	\$135,000	\$0	\$61,180
1404012582 · Insurance (Reg/Ins)	\$0	\$66,271	\$0	\$55,000	\$0	\$60,000	\$0	\$91,799
1404012000 · Other POC Expenses	\$0	\$951	\$0	\$14,559	\$0	\$15,883	\$0	\$5,000
1404012580 · Blades & Tynes	\$0	\$13,312	\$0	\$7,333	\$0	\$8,000	\$0	\$15,000
1404012582 · Licensing (Reg/Ins)	\$0	\$7,803	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
1404012625 · Survey and Microcom Equipment	\$0	\$0	\$0	\$4,583	\$0	\$5,000	\$0	\$5,000
1404012655 · Workshop consumables	\$0	\$18,055	\$0	\$20,167	\$0	\$22,000	\$0	\$20,201
1404012620 · Replacement tools	\$0	\$264	\$0	\$1,375	\$0	\$1,500	\$0	\$1,500
1404012505 · Admin Alloc - POC	\$0	\$53,623	\$0	\$62,333	\$0	\$68,000	\$0	\$68,000
1404012980 · Plant Depreciation	\$0	\$99,602	\$0	\$109,563	\$0	\$119,523	\$0	\$120,000
1404052720 · LESS POC ALLOCATED-PROJECTS	\$0	(\$297,002)	\$0	(\$579,247)	\$0	(\$631,906)	\$0	(\$519,680)

Sub Total - PLANT OPERATIONS COSTS OP/EXP

\$0	\$126,089	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

1404011180 · Charges - Sale of Scrap	\$0	\$0	(\$1,000)	\$0	(\$1,000)	\$0	\$0	\$0
1404011640 · Reimbursements (Fuel Credits ,Etc)	\$0	\$0	(\$30,000)	\$0	(\$30,000)	\$0	(\$30,000)	\$0
1404011625 · Plant & Equipment Hire	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - PLANT OPERATIONS COSTS

\$0	\$126,089	(\$31,000)	\$0	(\$31,000)	\$0	(\$30,000)	\$0
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ADMINISTRATION

OPERATING EXPENDITURE

1405012000 · Salaries & Wages	\$0	\$417,769	\$0	\$472,686	\$0	\$515,657	\$0	\$481,912
1405012030 · Wages Allowances	\$0	\$1,786	\$0	\$1,833	\$0	\$2,000	\$0	\$2,000
1405012034 · Salary Package Allowance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1405012040 · Superannuation	\$0	\$51,317	\$0	\$29,376	\$0	\$32,047	\$0	\$80,612
1405012155 · LSL and AL accrual	\$0	\$0	\$0	\$7,900	\$0	\$8,618	\$0	\$14,133
1405102095 · Staff Amenities	\$0	\$734	\$0	\$1,375	\$0	\$1,500	\$0	\$1,500
1405012105 · Staff Uniforms	\$0	\$973	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
1405012080 · Recruitment Expenses	\$0	\$3,622	\$0	\$9,167	\$0	\$10,000	\$0	\$5,000
140501 · Admin Relocation Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
140501 · Fitness for Work	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1405012120 · Staff Training	\$0	\$3,700	\$0	\$9,167	\$0	\$10,000	\$0	\$7,500
1405012055 · Advertising	\$0	\$2,712	\$0	\$4,583	\$0	\$5,000	\$0	\$5,000
1405012600 · Postage and Freight	\$0	\$1,770	\$0	\$3,208	\$0	\$3,500	\$0	\$3,500
1405012605 · Printing & Stationery	\$0	\$4,502	\$0	\$4,583	\$0	\$5,000	\$0	\$5,500
1405012725 · Subscriptions	\$0	\$23,644	\$0	\$22,000	\$0	\$24,000	\$0	\$25,000
1405012520 · Computer Mtce/Support	\$0	\$70,720	\$0	\$41,250	\$0	\$45,000	\$0	\$75,000
1405012570 · Office Equip Mtce	\$0	\$22,107	\$0	\$20,167	\$0	\$22,000	\$0	\$23,000
1405012125 · Travel & Accommodation	\$0	\$1,054	\$0	\$4,583	\$0	\$5,000	\$0	\$2,500
1405012535 · Conference Expenses	\$0	\$228	\$0	\$13,750	\$0	\$15,000	\$0	\$10,000
140501 · Vehicle Expenses	\$0	\$5,069	\$0	\$16,042	\$0	\$17,500	\$0	\$10,000
1405012045 · Admin VRE (FBT)	\$0	\$0	\$0	\$55,000	\$0	\$60,000	\$0	\$50,000
1405012515 · Audit Fees	\$0	\$2,150	\$0	\$34,833	\$0	\$38,000	\$0	\$38,000
1405012525 · Consultancy	\$0	\$79,262	\$0	\$103,583	\$0	\$113,000	\$0	\$90,000
1405012560 · Legal Expenses	\$0	\$46,702	\$0	\$36,667	\$0	\$40,000	\$0	\$40,000
140505 · Administration Building Mtce	\$0	\$9,146	\$0	\$20,442	\$0	\$22,300	\$0	\$21,176
140510 · Human Resource Management	\$0	\$0	\$0	\$2,292	\$0	\$2,500	\$0	\$2,500
1405152525 · OH & S Admin	\$0	\$0	\$0	\$3,208	\$0	\$3,500	\$0	\$3,500
1405012805 · Electricity	\$0	\$7,702	\$0	\$13,750	\$0	\$15,000	\$0	\$12,000
1405012820 · Telephone-Internet	\$0	\$49,922	\$0	\$36,667	\$0	\$40,000	\$0	\$55,000
1405012300 · Insurance (Includes Property Insurance)	\$0	\$78,652	\$0	\$55,000	\$0	\$60,000	\$0	\$89,920
1405012515 · Bank Charges	\$0	\$8,478	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
1405012720 · Expenses Other	\$0	\$13,630	\$0	\$6,417	\$0	\$7,000	\$0	\$15,000
0000000000 · Bad Debts Expense	\$0	\$0	\$0	\$2,750	\$0	\$3,000	\$0	\$3,000
1405012825 · Water	\$0	\$1,702	\$0	\$458	\$0	\$500	\$0	\$2,500
140525 · Admin Vehicle	\$0	\$8,110	\$0	\$9,167	\$0	\$10,000	\$0	\$10,000
140501 · Record Management	\$0	\$393	\$0	\$27,500	\$0	\$30,000	\$0	\$30,000
140501 · Financial Software	\$0	\$50,000	\$0	\$45,833	\$0	\$50,000	\$0	\$50,000
1405012980 · Depn - Administration General	\$0	\$38,703	\$0	\$42,573	\$0	\$46,443	\$0	\$63,589
1405302720 · LESS ADMIN ALLOCATED-PROGRAMS	\$0	(\$1,006,259)	\$0	(\$1,169,726)	\$0	(\$1,276,065)	\$0	(\$1,348,842)

Sub Total - ADMINISTRATION OP/EXP

\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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OPERATING INCOME

1405011640 - Reimbursements	(\$50)	\$0	(\$4,583)	\$0	(\$5,000)	\$0	\$0	\$0
1405011145 - Photocopies & Facsimiles	(\$662)	\$0	(\$46)	\$0	(\$50)	\$0	(\$500)	\$0
1405011045 - Commissions - Transport	(\$3,126)	\$0	(\$1,833)	\$0	(\$2,000)	\$0	(\$3,000)	\$0
1405011160 - RAV Admin - CA07 Application	(\$200)	\$0	(\$183)	\$0	(\$200)	\$0	\$0	\$0
1405011155 - Admin Charges FOI	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ADMINISTRATION OP/INC	(\$4,038)	\$0	(\$6,646)	\$0	(\$7,250)	\$0	(\$3,500)	\$0
Total - ADMINISTRATION	(\$4,038)	\$0	(\$6,646)	\$0	(\$7,250)	\$0	(\$3,500)	\$0

MATERIALS AND STOCK

OPERATING EXPENDITURE

000000 Opening Stock	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Material Purchases	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Less Material Allocated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Closing Stock	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MATERIALS AND STOCK	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - MATERIALS AND STOCK	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

SALARIES AND WAGES

OPERATING EXPENDITURE

1406012000 - Gross Total Salaries and Wages	\$0	\$327	\$0	\$1,621,278	\$0	\$1,768,667	\$0	\$1,800,485
1406052000 - LESS SALS/WAGES ALLOCATED	\$0	\$0	\$0	(\$1,621,278)	\$0	(\$1,768,667)	\$0	(\$1,800,485)
Sub Total - SALARIES AND WAGES OP/EXP	\$0	\$327	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME								
1406012085 - Reimbursements - Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - SALARIES AND WAGES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - SALARIES AND WAGES	\$0	\$327	\$0	\$0	\$0	\$0	\$0	\$0

UNCLASSIFIED

OPERATING EXPENDITURE

1407012720-Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - UNCLASSIFIED OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME								
1407011620 - Other Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
1407011640 - Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - UNCLASSIFIED OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - UNCLASSIFIED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER PROPERTY AND SERVICES	(\$9,067)	\$279,606	(\$37,646)	\$12,165	(\$38,250)	\$13,271	(\$34,000)	\$14,128

(\$4,884,629) \$4,394,113 (\$5,948,088) \$5,701,014 (\$5,962,950) \$6,211,015 -12042640 \$9,333,068

FUND TRANSFERS**EXPENDITURE**

000000 Transfer to Yalgoo Ninghan Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$322,785	\$0	\$2,347,450
Interest Earnt to be split	\$0	\$4,087	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni - Mt Gibson \$2180250 EMR Grove \$151200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Plant Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$596	\$0	\$250,000
Interest Earnt	\$0	\$468	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Sports Complex Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$937	\$0	\$0
Interest Earnt	\$0	\$736	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to HCP Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,386	\$0	\$0
Interest Earnt	\$0	\$1,089	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Building Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,587	\$0	\$0
Interest Earnt	\$0	\$1,246	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Community Amenities Maintenance Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$2,656	\$0	\$0
Interest Earnt	\$0	\$2,086	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Long Service Leave Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$482	\$0	\$0
Interest Earnt	\$0	\$378	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Housing Maintenance Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,205	\$0	\$0
Interest Earnt	\$0	\$946	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Yalgoo Morawa Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,698	\$0	\$16,876
Interest Earnt	\$0	\$1,333	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to General Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$128,725	\$0	\$0
Interest Earnt	\$0	\$529	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$128,760	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Office Equipment Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$35	\$0	\$0
Interest Earnt	\$0	\$28	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Road Agreement Yalgoo Morawa Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnt	\$0	\$0	\$0	\$0	\$0	\$9,196	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Natural Disaster Triggerpoint Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$125	\$0	\$0
Interest Earnt	\$0	\$98	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Emergency Road Repairs Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$83	\$0	\$0
Interest Earnt	\$0	\$64	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Superannuation Back Pay Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Sub Total - TRANSFER TO OTHER COUNCIL FUNDS

\$0	\$141,849	\$0	\$0	\$0	\$471,496	\$0	\$2,614,326
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INCOME

000000 Transfer from Yalgoo Ninghan Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from General Roads Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Superannuation Back Pay Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Building Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Leave Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total - TRANSFER FROM OTHER COUNCIL FUNDS

\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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Total - FUND TRANSFER

\$0	\$141,849	\$0	\$0	\$0	\$471,496	\$0	\$2,614,326
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000000 (Surplus) / Deficit - Carried Forward	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$2,289,806)	\$0
Sub Total - SURPLUS C/FWD	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$2,289,806)	\$0
Total - SURPLUS	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0	(\$2,289,806)	\$0
LONG TERM LOANS								
000000 Loan Principal Repayments -	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
							\$0	\$0
Sub Total - LONG TERM LOANS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - DEFERRED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LIABILITY LOANS								
EXPENDITURE								
000000 Loan Principal Repayments - Housing loans ,53,	\$0	\$8,693	\$0	\$8,838	\$0	\$17,676	\$0	\$18,869
000000 Loan Principal Repayments - Housing loans 55	\$0	\$10,438	\$0	\$10,606	\$0	\$21,212	\$0	\$22,602
000000 Loan Principal Repayments - Housing loans 56	\$0	\$26,292	\$0	\$26,492	\$0	\$52,983	\$0	\$54,606
000000 Loan Principal Repayments - Community Amenities loan 54	\$0	\$8,781	\$0	\$4,391	\$0	\$8,781	\$0	\$9,343
Sub Total - LOAN REPAYMENTS	\$0	\$54,204	\$0	\$50,326	\$0	\$100,652	\$0	\$105,420
INCOME								
000000 Loan Raised - Loan No	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - LOANS RAISED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - NON CURRENT LIABILITIES	\$0	\$54,204	\$0	\$50,326	\$0	\$100,652	\$0	\$105,420
000000 Depreciation Written Back	\$0	(\$1,041,075)	\$0	(\$1,145,182)	\$0	(\$1,249,289)	\$0	(\$1,344,849)
000000 Book Value of Assets Sold Written Back	\$0	\$0	\$0	(\$227,043)	\$0	(\$227,043)	\$0	(\$342,350)
000000 Accrued Salary and Wages	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Accrued Interest on Debentures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Movement in Loan Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 Net Change in Non Current	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - DEPRECIATION WRITTEN BACK	\$0	(\$1,041,075)	\$0	(\$1,372,225)	\$0	(\$1,476,332)	\$0	(\$1,687,199)
Total - DEPRECIATION	\$0	(\$1,041,075)	\$0	(\$1,372,225)	\$0	(\$1,476,332)	\$0	(\$1,687,199)

FURNITURE AND EQUIPMENT**GOVERNANCE****EXPENDITURE**

000000-Computer Hardware ,Systems Upgrade,and Phone Replacement	\$0	\$0	\$0	\$37,500	\$0	\$37,500	\$0	\$37,500
000000- Upgrade Cabling - Fibre Admin Centre	\$0	\$12,111	\$0	\$13,000	\$0	\$13,000	\$0	\$0
000000- External Monitor Display	\$0	\$1,148	\$0	\$0	\$0	\$40,000	\$0	\$40,000
000000-Admin Airconditioner	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Fire Proof Safe- Admin Centre	\$0	\$813	\$0	\$11,000	\$0	\$11,000	\$0	\$0
000000-Financial Software	\$0	\$80,000	\$0	\$0	\$0	\$100,000	\$0	\$20,000
000000-Tables and Chairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Sub Total - CAPITAL WORKS	\$0	\$94,072	\$0	\$61,500	\$0	\$201,500	\$0	\$77,500

Total - GOVERNANCE

\$0	\$94,072	\$0	\$61,500	\$0	\$201,500	\$0	\$77,500
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FURNITURE AND EQUIPMENT**RECREATION AND CULTURE****EXPENDITURE**

000000 - Furn. & Equip - Art Centre - Camera,Lockers,Bookcase	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Furn. & Equip - Art Centre	\$0	\$0	\$0	\$4,500	\$0	\$4,500	\$0	\$0
000000 - Furn. & Equip - Day Care Centre	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Core Stadium - Exercise Equip	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$32,000
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$32,000

Total - HEALTH

\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$32,000
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FURNITURE AND EQUIPMENT**LAW ORDER AND PUBLIC SAFETY****EXPENDITURE**

000000- CCTV Caravan Park	\$0	\$0	\$0	\$13,600	\$0	\$13,600	\$0	\$0
000000- Shire Firearm	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- CCTV Yalgoo Townsite	\$0	\$0	\$0	\$30,000	\$0	\$30,000	\$0	\$10,000
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$43,600	\$0	\$43,600	\$0	\$10,000

Total -LAW ORDER AND PUBLIC SAFETY

\$0	\$0	\$0	\$43,600	\$0	\$43,600	\$0	\$10,000
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FURNITURE AND EQUIPMENT**ECONOMIC SERVICES****EXPENDITURE**

000000-Commercial Washing Machine and Dryer	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
000000- Theme bed Linen	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
000000- HCP Program Computer	\$0	\$0	\$0	\$1,500	\$0	\$1,500	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$1,500	\$0	\$1,500	\$0	\$43,000

Total - ECONOMIC SERVICES

\$0	\$0	\$0	\$1,500	\$0	\$1,500	\$0	\$43,000
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Total - FURNITURE AND EQUIPMENT

\$0	\$94,072	\$0	\$111,600	\$0	\$251,600	\$0	\$162,500
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LAND AND BUILDINGS**RECREATION AND CULTURE****EXPENDITURE**

000000 - BBQ Shamrock Park LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,000
000000 - Museum Improvements	\$0	\$0	\$0	\$117,157	\$0	\$117,157	\$0	\$0
000000-Power Supply Mens Shed and Rifle Club - Stage 2	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Payne Find Complex - External Painting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Payne Find Complex - Internal Painting	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
000000 -Yalgoo Community Hall Renovation LCR! Grant \$285,431 2021-22,Lotterywest \$300,000	\$0	\$2,000	\$0	\$500,000	\$0	\$600,000	\$0	\$600,000
000000 - Community Hall - Air Conditioner	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$2,000	\$0	\$617,157	\$0	\$717,157	\$0	\$611,000

Total - RECREATION AND CULTURE

\$0	\$2,000	\$0	\$617,157	\$0	\$717,157	\$0	\$611,000
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LAND AND BUILDINGS**TRANSPORT****EXPENDITURE**

000000- Machinery Shed Depot - Concrete Floor 2 Bays	\$0	\$18,182	\$0	\$0	\$0	\$20,000	\$0	\$25,000
000000- Storage Shed Depot	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000
000000-Flood Control -Fuel Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Depot -Electric Boundary Fence and Gate	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$18,182	\$0	\$0	\$0	\$20,000	\$0	\$52,000

Total - TRANSPORT

\$0	\$18,182	\$0	\$0	\$0	\$20,000	\$0	\$52,000
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LAND AND BUILDINGS**ECONOMIC SERVICES****EXPENDITURE**

000000- BBQ's (1) Caravan Park LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,000
000000-Heritage Building Renewals LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$202,220
000000 - Storage and POS Facility - Caravan Park	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Caravan Park - Disabled Toilets Chair and Rails	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000-Caravan Park - Upgrade Water and Power Supply	\$0	\$0	\$0	\$30,000	\$0	\$30,000	\$0	\$50,000
000000-Caravan Park -2 Self Contained Accommodation Units	\$0	\$169,009	\$0	\$340,000	\$0	\$340,000	\$0	\$171,000
000000- Shelter and Seating Jokker Tunnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Shelter and Visitors Board at Railway Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$169,009	\$0	\$370,000	\$0	\$370,000	\$0	\$434,220

Total - ECONOMIC SERVICES

\$0	\$169,009	\$0	\$370,000	\$0	\$370,000	\$0	\$434,220
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LAND AND BUILDINGS**OTHER PROPERTY AND SERVICES****EXPENDITURE**

000000-Solar Panel - Shire Buildings	\$0	\$0	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
000000-Mens Shed Upgrade	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000

Total - OTHER PROPERTY AND SERVICES

\$0	\$0	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
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Total - LAND AND BUILDINGS

\$0	\$194,314	\$0	\$1,087,157	\$0	\$1,457,157	\$0	\$1,649,220
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PLANT AND EQUIPMENT							
GOVERNANCE							
EXPENDITURE							
000000- Motor Vehicle CEO	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000
000000- Motor Vehicle CGTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Motor Vehicle - Subaru	\$0	\$0	\$0	\$0	\$0	\$0	\$42,000
000000- Motor Vehicle - Fortunner	\$0	\$0	\$0	\$0	\$0	\$0	\$56,000
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0	\$168,000
Total - GOVERNANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$168,000
PLANT AND EQUIPMENT							
LAW ORDER & PUBLIC SAFETY							
EXPENDITURE							
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - LAW, ORDER & PUBLIC SAFETY	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PLANT AND EQUIPMENT							
COMMUNITIES AMENITIES							
EXPENDITURE							
000000- Community Bus	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000	\$0
Sub Total - CAPITAL WORKS	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000	\$0
Total - COMMUNITY AMENITIES	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000	\$0
PLANT AND EQUIPMENT							
RECREATION AND CULTURE							
EXPENDITURE							
000000- Kubota Utility	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000
000000- Kubota Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Hilux 4x2 Gardener	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000
Total - RECREATION AND CULTURE	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000

	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NEW PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total - TOOL PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

INFRASTRUCTURE ASSETS - ROAD RESERVES

ROADS TO RECOVERY GRANTS

000000- Yalgoo/Morawa Road - Widen to 7m 7km	\$0	\$239,119	\$0	\$380,000	\$0	\$380,000	\$0	\$760,000
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RRG SPECIAL GRANT RD WORKS

000000- Yalgoo/Ninghan Road - 4 metre seal 5km includes \$214,110 LRCI Program Grant	\$0	\$299,419	\$0	\$514,110	\$0	\$514,110	\$0	\$300,000
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MUNICIPAL/LOCAL ROADS GRANT- ROADS

TOWN STREET CONSTRUCTION

BRIDGES

FOOTPATH CONSTRUCTION - MUNICIPAL

FLOOD DAMAGE

							\$0	\$0
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DRAINAGE MUNICIPAL

OTHER

000000 - Fixed Road and Wayfinding Signage LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
000000 - Jokers Tunnel Sealed Floodway and Improved Access LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
000000 - Sealing Outside Primary School LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
000000 - Sealing Paynes Find Pioneer Cemetery LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
000000- Sandford River Crossing	\$0	\$0	\$0	\$25,000	\$0	\$25,000	\$0	\$100,000
000000- Casurina Causeway - Widen to 2 Lanes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
000000- Badga Woolshed Road - Geraldton Mount Magnet Road to Airstrip Seal 800m	\$0	\$0	\$0	\$80,000	\$0	\$80,000	\$0	\$120,000
000000- Sealing of Road to Nature Based Park	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000
000000- Sealing of Road and Parking Area -Yalgoo Lookout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000

Sub Total - CAPITAL WORKS	\$0	\$538,538	\$0	\$999,110	\$0	\$999,110	\$0	\$1,350,000
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Total - ROADS	\$0	\$538,538	\$0	\$999,110	\$0	\$999,110	\$0	\$1,350,000
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Total - INFRASTRUCTURE ASSETS ROAD RESERVES	\$0	\$538,538	\$0	\$999,110	\$0	\$999,110	\$0	\$1,350,000
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INFRASTRUCTURE ASSETS-RECREATION FACILITIES

000000- Yalgoo/Ninghan Road - Seal to width 4m								
000000- Landscape - Admin Office	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,000
000000- Oval Water Treatment LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,000
000000- Oval Fixed Exercise Equipment LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,000
000000- Sports Complex Carpark - Kerb and Seal and Footpath to School	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256	\$0	\$7,000
000000- Community/School Oval Shared Use Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256	\$0	\$88,000

Total - OTHER	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256	\$0	\$88,000
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Total - INFRASTRUCTURE ASSETS - RECREATION FACILITIES	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256	\$0	\$88,000
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INFRASTRUCTURE ASSETS - OTHER

000000- Street Lighting	\$0	\$0	\$0	\$50,000	\$0	\$50,000	\$0	\$50,000
000000- Yalgoo Rubbish Tip	\$0	\$18,062	\$0	\$0	\$0	\$0	\$0	\$0
000000-Dalgaraanga Crater Signage and Viewing Platform LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
000000- Security System Depot	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Paynes Find Airstrip Fence	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
000000- Public Toilets- Paynes Find	\$0	\$0	\$0	\$33,656	\$0	\$33,656	\$0	\$0
000000-Paynes Find Entry Statements	\$0	\$1,148	\$0	\$30,000	\$0	\$30,000	\$0	\$35,000
000000 - Jokers Tunnel Entry Road Sheeting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$19,210	\$0	\$113,656	\$0	\$113,656	\$0	\$135,000

Total - OTHER	\$0	\$19,210	\$0	\$113,656	\$0	\$113,656	\$0	\$135,000
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Total - INFRASTRUCTURE ASSETS - OTHER	\$0	\$19,210	\$0	\$113,656	\$0	\$113,656	\$0	\$135,000
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Rounding Adjustment								
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GRAND TOTALS	(\$7,960,590)	\$5,252,150	(\$9,024,049)	\$7,595,195	(\$9,038,911)	\$9,038,911	(\$14,332,446)	\$14,636,935
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SURPLUS								
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		-\$2,708,440	(\$1,428,854)		(\$0)			\$304,489
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5.3 Differential Rating 2021-22 Proposed Rates and Minimums and Objects and Reasons

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	1 July 2021
Attachments	Shire of Yalgoo Rating Methodology and it's Differential Rating Model for 2021-2022

Matter for Consideration

Determination of the rate in the dollar and the minimum rates of the various differential rating categories for the 2021-22 financial year and the advertising of the differential rates.

Background

The Valuer General's Office (Landgate) provides Council with a rateable value for each rateable property within the Shire. Properties located in the townships of Yalgoo and Paynes Find and mining infrastructure are valued based on a gross rental value (GRV). Pastoral/rural, mining and exploration/prospecting are valued based on unimproved value (UV). Council will then set a "rate in the dollar" (RID) and minimum rate.

The rateable value (as advised by the Valuer General's Office) is multiplied by the rate in the dollar to produce the annual rates to be charged to the property. If this value is less than the minimum rate value agreed by Council, then the ratepayer will be charged the minimum rate value.

Council will review and adopt the Objects and Reasons for the differential rating categories in the Shire of Yalgoo.

The annual differential rating proposal is to be advertised for public comment for a period of 21 days prior to its adoption by Council. Submissions from ratepayers and electors are to be invited and if any submissions are received, Council is required to consider them and decide whether to impose the proposed rates and minimum with or without modification.

If a Local Government has a differential rate that is more than twice the lowest differential rate imposed, approval from the Minister for Local Government must be obtained before the rates are formally adopted by Council..

Once Council has advertised for the required time, processed any submissions from ratepayers and Ministerial approval has been granted, Council can then adopt the Annual Budget on or prior to 31 August of each calendar year.

Statutory Environment

Local Government Act 1995

- s.6.32 – States that a local government, in order to make up the budget deficiency, is to impose a general rate on rateable land that may be imposed uniformly or differentially.
- s.6.33(1) – Provides that a local government may impose differential general rates according to a number of characteristics.
- s.6.33(3) – States that a local government cannot, without the approval of the Minister, impose a differential general rate that is more than twice the lowest differential general rate imposed.
- s.6.34 – States that a local government cannot without the approval of the Minister raise an amount of general rates that exceeds 110% of the budget deficiency or is less than 90% of the budget deficiency.
- s.6.35 – States a local government may impose a minimum rate that is greater than the general rate that would be applied for the land and outlines the requirements for this minimum rate.

- s.6.36 – Requires that a local government before imposing any differential general rates provides at least 21 days local public notice of its intention to do so.

Strategic Implications

The Local Government is to ensure that it raises enough rates to generate the revenue required to fund its operating and capital expenditure commitments.

Rates Revenue as per the Long Term Financial Plan for the 2021-2022 financial year is estimated at \$2,587,028 based on a 5.00% increase over the previous year.

Policy Implications

The Council is not increasing the rate in the dollar due to the introduction of the differential rating category – mining infrastructure and an increase of 2.00% in valuations for the 2021-22 financial year.

Financial Implications

After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure commitments, however, it is allowed to adopt a budget that has a deficit or a surplus that doesn't exceed 10% plus or minus of its rates revenue.

Comment

Factors such as the growth of the Shire, need for additional resources to meet growth demands, the rising cost of labour and materials, previous rate increases approved, and a perception of the affordability of a reasonable rate increase are some of the factors taken into account when considering the percentage by which rates in the dollar and minimum rates can be increased.

Section 6.33 of the Local Government Act 1995 allows Local Governments to impose differential general rates to shift the revenue raising effort to certain sectors of the Community to maintain equity based on the level of services provided by the Shire. The differential land use rating adopted by the Shire allow it to impose different rates in the dollar and minimums for the following categories.

Gross Rental Value (GRV):

Town Improved - Consists of properties located within the townsite boundaries with a predominately residential, commercial and industrial use. This category is considered by Council to be the base rate by which all other GRV properties are assessed and have a different demand and requirement on Shire services and infrastructure.

Townsite Vacant - Consists of vacant properties located within the townsite boundaries that are vacant (no residential, commercial or industrial structures built on the land). The rate in the dollar and minimum is the same as the Town Improved category.

Mining Infrastructure – Consists of particular improvements such as accommodation, recreation and administrative facilities, associated buildings and maintenance workshops that are erected permanently. The object of the GRV rates associated with mining is to ensure that mining operators contribute to the maintenance of the Shire's assets and services to the extent that they use them and form a sector of ratepayers that essentially are transitory.

Unimproved Value (UV)

Pastoral/Rural - This rating applies to all pastoral leases and land with a predominately rural land use. The proposed rate is comparatively lower when compared to the mining/mining tenement and exploration/prospecting categories on the basis that the pastoral industry has minimum impact or requirement on the Shire services and infrastructure.

Mining/Mining Tenement - This category applies to all mining leases located within the Shire. The proposed rate is comparatively higher when compared to the pastoral/rural category on the basis that mining operations require additional ongoing maintenance of the roads network that service this land use, along with additional costs associated with the administration of mining tenements

Exploration/Prospecting - This rating category applies to exploration, prospecting and other general purpose leases located in the Shire. The proposed rate is comparatively higher when compared to the pastoral/rural category and lower than the mining tenement category on the basis that the mining operations require additional and ongoing maintenance of the road network that services the land use, the additional cost associated with the administration of exploration and prospecting leases and the Shire wishes to encourage exploration.

The objects and reasons for each of the rating categories have been reviewed in relation to the Shire's Local Planning Scheme which states the objectives of the various zones. The objects and reasons have been reviewed with no changes made.

The table below details the rate in the dollar and minimum imposed by the Shire in the 2020-21 financial year for each differential rating category and compares them against other surrounding Local Governments.

Categories		Shire of Yalgoo 2020/21	Shire of Cue 2020/21	Shire of Morawa 2020/21	Shire of Mt Magnet 2020/21
Differential General Rate		Rate in \$	Rate in \$	Rate in \$	Rate in \$
GRV	Mining Infrastructure	0.29750000	--	--	--
GRV	Townsites Improved	0.07831840	0.1062	0.07892	0.108386
GRV	Townsites Vacant	0.07831840	0.1062	--	--
UV	Pastoral/Rural	0.06907870	0.076564	0.02282	0.071755
UV	Mining/Mining Tenement	0.32000000	0.28334	0.30187	0.345321
UV	Exploration/Prospecting	0.19882530	0.28334	--	0.345321
Minimum Rate		Per Annum	Per Annum	Per Annum	Per Annum
GRV	Townsites Improved	\$290.00	\$451.00	\$303.00	\$455.00
GRV	Townsites Vacant	\$290.00	\$451.00	--	--
UV	Pastoral/Rural	\$290.00	\$451.00	\$303.00	\$455.00
UV	Mining/Mining Tenement	\$290.00	\$451.00	\$683.00	\$469.00
UV	Exploration/Prospecting	\$290.00	\$451.00	--	\$469.00

The table below details the rates in the dollar imposed for 2020-21 and proposed for the 2021-22. The rates revenue will increase by an estimated \$48,655 resulting from an increase in valuations.

SHIRE OF YALGOO RATES MODELLING FOR 2021-22

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2020-21 Budgeted Total Revenue \$
Differential General Rate				
GRV Town sites Improved	0.07831840	31	254,390	19,924
GRV Town sites Improved Vacant	0.07831840	0	0	0
GRV Mining Infrastructure	0.29750000	5	2,507,000	745,833
UV Pastoral / Rural	0.06907870	21	949,744	65,607
UV Mining / Mining Tenements	0.32000000	147	5,132,873	1,642,519
UV Exploration and Prospecting	0.19882530	115	673,182	133,846
Sub-Totals		319	9,517,189	2,607,729
Minimum Payment	Minimum \$			
GRV Town sites Improved	290	5	16,224	1,450
GRV Town sites Improved Vacant	290	10	1,240	2,900
UV Pastoral / Rural	290	13	23,454	3,770
UV Mining / Mining Tenements	290	48	32,258	13,920
UV Exploration and Prospecting	290	76	57,522	22,040
Sub-Totals		152	130,698	44,080
Discounts		471	9,647,887	0
Total Amount Raised from General Rate				2,651,809
Interim Rating				0
Specified Area Rates				0
Total Rates				2,651,809

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2021-22 Budgeted Total Revenue \$	2021-21 % TO TOTAL RATES LEVIED	2021-22 % TO TOTAL RATES LEVIED	DECREASE/INCREASE RATES LEVIED	% MOVEMENT	NATURAL GROWTH IN VALUATIONS
RATE IN \$ FOR GRV AND UV AND FOR MINIMUMS AS PER 2020-21									
Differential General Rate									
GRV Town sites Improved	0.07831840	32	256,678	20,103	0.8%	0.7%	179	0.9%	2,288
GRV Town sites Improved Vacant	0.07831840	0	0	0	0.0%	0.0%	0	0.0%	0
GRV Mining Infrastructure	0.29750000	5	2,604,000	774,690	28.1%	28.7%	28,858	0.0%	97,000
UV Pastoral / Rural	0.06907870	21	950,252	65,642	2.5%	2.4%	35	0.1%	508
UV Mining / Mining Tenements	0.32000000	134	5,114,456	1,636,626	61.9%	60.6%	(5,893)	-0.4%	(18,417)
UV Exploration and Prospecting	0.19882530	[811,529	161,352	5.0%	6.0%	27,507	20.6%	138,347
Sub-Totals		192	9,736,915	2,658,413					
Minimum Payment	Minimum \$								
GRV Town sites Improved	290	4	13,936	1,160	0.1%	0.0%	(290)	-20.0%	(2,288)
GRV Town sites Improved Vacant	290	10	1,240	2,900	0.1%	0.1%	0	0.0%	0
UV Pastoral / Rural	290	15	22,452	4,350	0.1%	0.2%	580	15.4%	(1,002)
UV Mining / Mining Tenements	290	39	28,508	11,310	0.5%	0.4%	(2,610)	-18.8%	(3,750)
UV Exploration and Prospecting	290	77	57,645	22,330	0.8%	0.8%	290	1.3%	123
Sub-Totals		145	123,781	42,050					
Discounts		337	9,860,696	0					
Total Amount Raised from General Rate				2,700,463					
Interim Rating				0					
Specified Area Rates				0					
Total Rates				2,700,463	100.0%	100.0%	48,655	1.8%	212,809

The option detailed above more than achieved the Long Term Financial Plan estimated rates revenue yield of \$2,587,028 with a proposed rate increase of 5.00%. The following rates in the dollar and the minimum rates for the various differential rating categories for the 2021-22 financial year are the same as those adopted in 2020-21 and are recommended and to be advertised accordingly.

Differential General Rate	Rate in the \$	Minimum Payment	Minimum \$
GRV – Townsite Improved	0.07831840	GRV – Townsite Improved	290
GRV – Townsite Vacant	0.07831840	GRV – Townsite Vacant	290
GRV – Mining Infrastructure	0.29750000	UV – Pastoral / Rural	290
UV – Pastoral / Rural	0.06907870	UV – Mining / Mining Tenement	290
UV – Mining / Mining Tenement	0.32000000	UV – Exploration / Prospecting	290
UV – Exploration / Prospecting	0.19882530		

It is proposed that the differential general rates and minimum payments for each of the differential rate categories be advertised on Thursday 8th of July 2021 and an invitation for submissions be for a period of 21 days closing on Thursday 29th July 2021 at 4:00 pm. The advertisement to include the time and place where the Shire of Yalgoo Rating Methodology and its Differential Rating Models describing the objects and reasons for the 2021-2022 Financial Year may be inspected and be available on the Shire's website.

Voting Requirements - Simple Majority

OFFICER RECOMMENDATION

Differential Rating 2021-22 Proposed Rates and Minimums and Objects and Reasons

That Council

1. Advertise the intention to impose the following differential general rates and minimum payments applying to each of the differential rate categories in accordance with Section 6.36 of the Local Government Act 1995 be placed in the Geraldton Guardian newspaper or Midwest Times Newspaper and the Bulldust.

Differential General Rate	Rate in the \$	Minimum Payment	Minimum \$
GRV – Townsite Improved	0.07831840	GRV – Townsite Improved	290
GRV – Townsite Vacant	0.07831840	GRV – Townsite Vacant	290
GRV – Mining Infrastructure	0.29750000	UV – Pastoral / Rural	290
UV – Pastoral / Rural	0.06907870	UV – Mining / Mining Tenement	290
UV – Mining / Mining Tenement	0.32000000	UV – Exploration / Prospecting	290
UV – Exploration / Prospecting	0.19882530		

2. That the advertisement in (1) above also provides for an invitation for submissions to be made by an elector or a ratepayer for a period of 21 days closing at 4:00 pm on Thursday 29th July 2021 and detail the time and place where the Shire of Yalgoo Rating Methodology and its Differential Rating Model may be inspected and a copy be placed on the Shire's website.

3. That all rural/pastoral ratepayers be provided with a copy of the Shire of Yalgoo Rating Methodology and its Differential Rating Model and be invited to make submissions.
4. That Council adopts the Objects and Reasons for the following differential rating categories;
 - Town Improved- consists of properties located within the townsite boundaries with a predominate residential, commercial and industrial use. This category is considered by council to be the base rate by which all other GRV properties are assessed and have a different demand and requirement on shire services and infrastructure.
 - Townsite Vacant – Consists of vacant properties located within the townsite boundaries that are vacant (no residential commercial or industrial structures built on the land) The rate in the dollar and minimum is the same as the Town Improved category.
 - Mining Infrastructure - Consists of particular improvements such as accommodation, recreation and administrative facilities, associated buildings and maintenance workshops that are erected permanently. The object of the GRV rates associated with mining is to ensure that mining operators contribute to the maintenance of the Shire's assets and services to the extent that they use them and form a sector of ratepayers that essentially are transitory
 - Pastoral/Rural- this rating applies to all pastoral leases and land with a predominate rural land use. The proposed rate is comparatively lower when compared to the mining/mining tenement and exploration / prospecting categories on the basis that the pastoral industry has minimum impact or requirement on the shire services and infrastructure.
 - Mining/ Mining Tenement- this category applies to all mining leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category on the basis that mining operations require additional ongoing maintenance of the roads network that services this land use along with additional costs associated with the administration of mining tenements.
 - Exploration / Prospecting – This rating category applies to exploration, prospecting and other general purpose leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category and lower than the mining tenement category on the basis that the mining operations require additional and ongoing maintenance of the road network that services the land use, the additional cost associated with the administration of exploration and prospecting leases and the shire wishes to encourage exploration.

Moved: Cr Raul Valenzuela

Second: Cr Tamisha Hodder

Motion put and carried 3/0

6. MEETING CLOSURE

There being no further business, the President declared the Ordinary meeting closed at 6:12pm



SHIRE OF YALGOO

RATING METHODOLOGY AND ITS DIFFERENTIAL RATING MODEL

FOR
2021 - 2022



BASIS OF LOCAL GOVERNMENT RATES IN WESTERN AUSTRALIA

Local Government rating is regulated through Sections 6.28 to 6.82 of the local Government Act 1995 (the Act). All land within the local government district is rateable land with the exceptions, as specified in Section 6.28 of the Act.

The basis of the local government rates is the improved value (UV) for land used predominately for rural purposes, and gross rental value (GRV) for land used predominately for non – rural purposes. Local governments set a rate in the dollar in order to achieve rating equity, and to raise the revenue required to meet their projected shortfalls.

Local Governments can use differential rating; minimum payments, specified area rates, service charge, discounts and concessions to adjust the rates burden. Local government rates are a property tax based on land or rental value and broadly reflect “the ability to pay”. The rates imposed are not a fee for service.

LAND VALUATIONS IN WESTERN AUSTRALIA

The main legislation for the valuation of land relevant to this review is as follows:

- The Valuation of Land Act 1978: and
- The Local Government Act 1995.

THE VALUATION OF LAND ACT 1978

The valuation of land tax 1978 provides for the valuation of land in Western Australia.

The Valuer General’s Guide to Rating and Taxing Values describes the Valuer General’s role in providing valuations used by rating and taxing authorities, in accordance with the provisions of the Valuation of Land Act 1978 (the VLA). The VLA empowers the valuer General to conduct general valuations based on Unimproved Values (UV) and Gross Rental Value (GRV)

Unimproved Land Values (UV’s)

A new UV is determined each year for all land within the state, and comes into force on 30th June. UV is defined in the Valuation of Land Act 1978, and in some cases it is a statutory formula. As a broad guide the following applies:

- Within a Townsite

For land situated within a townsite the UV is the site value of the land. In general, this means the value of the land as if it were vacant with no improvements except merged improvements. Merged improvements relate to improvements such as clearing draining and tilling.

- Outside a Townsite

The UV of land outside a townsite is valued as if it had no improvements. In this case, the land is valued as though it remains original, natural state, although any land degradation is taken into account.

If the UV cannot reasonably be determined on this basis, it is calculated as a percentage of the value of the land as if it has been developed to a fair district standard, but not including buildings. This percentage is described (where it applies) by Valuer General from year to year.

- Exceptions

There are certain exceptions to the above for which the Valuation of Land Act 1978 provides statutory valuation calculations for UV based on formula, for example a fixed rate per hectare, or a multiple of the annual rent

These exceptions include: mining tenements, leases under the Land Administration Act 1997 for the purpose of grazing, leases under agreement acts, and land held under the Conservation and Land Management Act 1984.

- UV Valuation Methodology

Market based UV's are determined by reference to the land market at the date of valuation. All sales relevant to the predetermined date of valuation are investigated and where considered necessary, the parties interviewed.

Unsuitable sales, for example between related parties, or those with special circumstances, are discarded. By this process fair and reasonable criterion is established for the fixing of values.

Gross Rental Values (GRV's)

The primary definition of GRV under the Valuation of Land Act 1978 is as follows:

- GRV

Means the gross annual rental that the land might reasonably be expected to realise if let on a tenancy from year to year, upon condition that the landlord is liable for all rates, taxes and other charges thereon, and the insurance and other outgoings necessary to maintain the value of the land.

A GRV is determined on the basis that the rental includes outgoings such as rates and other property expenses.

As most commercial rentals are negotiated net of outgoings, these need to be added to the net rental to equate to the statutory definition.

The introduction of the goods and services tax (GST) has impacted on the determination of GRV. Where property rental payments are subject to GST, they represent a tax payable by the property owner, and as such must be included in the Gross Rental Value.

Where an annual rental cannot reasonably be determined, then the GRV shall be the assessed value. Assessed value is defined in the Valuation of Land Act 1978 as set percentage of capital value, currently fixed by regulation at 5%.

For example, vacant rental land for which no rental value can be determined is currently valued on the basis of 5% of its total capital value. Capital Value is defined as the capital amount from which an estate of fee simple, in the land might reasonably be expected to realise upon sale, provided that where the capital value of land cannot be reasonably determined on such basis, the capital value of such land shall be the sum of first, the unimproved value of the land and secondly the estimated replacement cost of improvements to the land.

Land used for residential purpose only must be valued on the basis of rental value. Any other land with a relatively low rental value in comparison to its capital value may be valued as if it were vacant land.

-GRV Valuation Methodology

A data base of rental evidence is assembled from information obtained from property managers a, owners, and other sources.

A schedule of properties rented at the date of valuation is prepared for the area to be valued.

The rented properties are inspected the rent analysed (for example deductions for furniture include in the letting)

Unsuitable lettings, such as those between related parties, are discarded so that the final list is acceptable as the basis for the determination of fair gross rentals, as illustrated by actual market dealings.

From the analysis of actual rentals, the fair gross rental of each property is established, after making allowances for any special features or detriments.

The GRV normally represents the annual equivalent of fair weekly rental. For instance a GRV of \$10,400 represents a weekly rental of \$200

LOCAL GOVERNMENT ACT 1995 – RATING PROVISIONS

The Local Government Act 1995 sets out the basis on which differential general rates may be based as follows:

Section 6.32 (1) of the Local Government Act 1995 states:

- (1) When adopting the annual budget, a local government —
 - (a) in order to make up the budget deficiency, is to impose a general rate on rateable land within its district, which rate may be imposed either —
 - (i) Uniformly; or
 - (ii) Differentially;

DIFFERENTIAL RATES

6.33. Differential general rates

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —
 - (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the *Planning and Development Act 2005*; or
 - (b) a purpose for which the land is held or used as determined by the local government; or
 - (c) whether or not the land is vacant land; or
 - (d) any other characteristic or combination of characteristics prescribed.
- (2) Regulations may —
 - (a) specify the characteristics under subsection (1) which a local government is to use; or
 - (b) limit the characteristics under subsection (1) which a local government is permitted to use.
- (3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.
- (4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.
- (5) A differential general rate that a local government purported to impose under this Act before the *Local Government Amendment Act 2009* section 39(1)(a) came into operation is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

MINIMUM RATES

6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
 - (a) 50% of the total number of separately rated properties in the district; or

- (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
- (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
- (a) to land rated on gross rental value; and
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

DIFFERENTIAL RATING -WESTERN AUSTRALIA

Section 633 of the local Government Act 1995 allows local governments to impose differential general rates to shift the revenue raising effort to certain sectors of the community to maintain equity based on the level of services provided by Shire. Local Governments could rate the following land uses, or a combination of zoning/locality, and land use:

- Residential
- Commercial
- Industrial
- Rural
- Vacant land
- Other

Changing to differential land use rating would allow local governments to offer different rates in the dollar to the above groups.

DIFFERENTIAL RATING – SHIRE OF YALGOO

Rating Category Classifications

The shire currently uses a differential rating model based on the differential categories outlined in the table below.

RATING CATEGORY	TOWN PLANNING SCHEME ZONING/LAND USE
GRV-Town Improved	Residential zoning Commercial zoning Industrial zoning
GRV- Town Vacant Land	Industrial zoning Residential zoning Commercial zoning
GRV – Mining Infrastructure	Predominate use for mining purposes
UV - Pastoral/Rural	Predominate use for pastoral/rural purposes
UV – Mining / Mining Tenements	Predominate use for mining purposes
UV – Exploration and Prospecting	Predominate use for exploration and prospecting purposes

Differential Rating Categories Objects and Reasons

The shire has adopted the following objects and reasons for the differential rating categories:-

Gross Rental Value (GRV)

- Town Improved- consists of properties located within the townsite boundaries with a predominate residential, commercial and industrial use. This category is considered by council to be the base rate by which all other GRV properties are assessed and have a different demand and requirement on shire services and infrastructure.

Proposed rate in the dollar: 0.07831840 cents

Minimum rate: \$290

Number rateable assessment 21/22: 36

Number rateable assessment 20/21: 36

Average rate per assessment 21/22: \$591

Average rate per assessment 20/21: \$594

Average valuation 21/22: \$7,517

Average valuation 20/21: \$7,517

Average percentage change in valuation: 0%

- Townsite Vacant – Consists of vacant properties located within the townsite boundaries that are vacant (no residential commercial or industrial structures built on the land) The rate in the dollar is the same as the Town Improved category however the minimum rate was resolved by Council its Ordinary Council Meeting held on the 26 June 2020 from \$620 to \$290 per annum

Proposed rate in the dollar: 0.07831840 cents

Minimum rate: \$290

Number of rateable assessments 21/22: 10

Number of rateable assessments 20/21: 10

Average rate per assessment 21/22: \$290

Average rate per assessment 20/21: \$290

Average valuation 21/22: \$1,240

Average valuation 20/21: \$1,240

Average percentage change in valuation 0%

- Mining Infrastructure – Consists of particular improvements such as accommodation, recreation and administrative facilities, associates buildings and maintenance workshops that are erected permanently. The object of the GRV rates associated with mining is to ensure that mining operators contribute to the maintenance of the Shire's assets and services to the extent that they use them and form a sector of ratepayers that essentially are transitory.

Proposed rate in the dollar: 0.29750000 cents

Minimum rate: \$0

Number of rateable assessments 21/22 5

Number of rateable assessments 20/21 5

Average rate per assessment 21/22: \$154,938

Average rate per assessment 20/21: \$149,166

Average valuation 21/22: \$520,800

Average valuation 20/21: \$501,400

Average percentage change in valuation 3.0%

Unimproved Value (UV)

- Pastoral/Rural- this rating applies to all pastoral leases and land with a predominate rural land use. The proposed rate is comparatively lower when compared to the mining/mining tenement and exploration / prospecting categories on the basis that the pastoral industry has minimum impact or requirement on the shire services and infrastructure.

Proposed rate in the dollar: 0.06907870 cents

Minimum rate:	\$290
Number of rateable assessments 21/22:	36
Number of rateable assessments 20/21:	34
Average rate per assessment 21/22:	\$1,944
Average rate per assessment 20/21:	\$2,040
Average valuation 21/22:	\$27,020
Average valuation 21/22:	\$28,623
Average percentage change in valuation	-5.0%

- Mining/ Mining Tenement- this category applies to all mining leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category on the basis that mining operations require additional ongoing maintenance of the roads network that services this land use along with additional costs associated with the administration of mining tenements.

Proposed rate in the dollar: 0.32000000 cents

Minimum rate:	\$290
Number of rateable assessments 21/22:	173
Number of rateable assessments 20/21:	195
Average rate per assessment 20/21:	\$9,526
Average rate per assessment 20/22:	\$8,495
Average valuation 21/22:	\$29,728
Average valuation 20/21:	\$26,488
Average percentage change in valuation	12.0%

- Exploration / Prospecting – This rating category applies to exploration, prospecting and other general purpose leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category and lower than the mining tenement category on the basis that the mining operations require additional and ongoing maintenance of the road network that services the land use, the additional cost associated with the administration of exploration and prospecting leases and the shire wishes to encourage exploration.

Proposed rate in the dollar:	0.19882530	cents
Minimum rate:		\$290
Number of rateable assessments 21/22:		208
Number of rateable assessments 20/21:		191
Average rate per assessment 21/22:		\$883
Average rate per assessment 20/21:		\$816
Average valuation 21/22:		\$4,179
Average valuation 20/21:		\$3,826
Average percentage change in valuation:		9.0 %

SHIRE OF YALGOO
FOR THE PERIOD ENDED 30 JUNE 2021

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SHIRE OF YALGOO
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 30 JUNE 2021

	2020-21 ANNUAL BUDGET	2020-21 JULY - JUNE BUDGET	2020-21 JULY - JUNE ACTUAL
EXPENDITURE	\$	\$	\$
General Purpose Funding	(188,980)	(188,980)	(173,186)
Governance	(487,317)	(487,317)	(327,275)
Law, Order, Public Safety	(180,371)	(180,371)	(162,201)
Health	(173,408)	(173,408)	(111,296)
Education and Welfare	(22,749)	(22,749)	(5,606)
Housing	(276,383)	(276,383)	(331,844)
Community Amenities	(258,113)	(258,113)	(186,019)
Recreation and Culture	(914,227)	(914,227)	(856,754)
Transport	(2,386,613)	(2,386,613)	(1,703,878)
Economic Services	(1,066,833)	(1,066,833)	(835,084)
Other Property and Services	(13,271)	(13,271)	(209,531)
	(5,968,265)	(5,968,265)	(4,902,674)
FINANCE COSTS			
Housing	(13,445)	(13,445)	(13,445)
Community Amenities	(2,262)	(2,262)	(2,262)
	(15,707)	(15,707)	(15,707)
<i>Total Expenditure</i>	(5,983,972)	(5,983,972)	(4,918,381)
REVENUE			
General Purpose Funding	3,821,531	3,821,531	5,130,615
Governance	0	0	0
Law, Order, Public Safety	24,200	24,200	40,185
Health	15,875	15,875	968
Education and Welfare	0	0	0
Housing	17,500	17,500	14,200
Community Amenities	14,250	14,250	19,421
Recreation and Culture	304,700	304,700	5,424
Transport	243,224	243,224	-1,550
Economic Services	246,810	246,810	207,283
Other Property & Services	38,250	38,250	9,173
	4,726,340	4,726,340	5,425,719
PROFIT (LOSS) ON DISPOSAL OF ASSETS			
Plant and Equipment	15,457	15,457	204,000
Land and Buildings	0	0	0
<i>Gain (Loss) on Disposal</i>	15,457	15,457	204,000
NON - OPERATING GRANTS,SUBS,CONTRIB			
General Purpose Funding	414,110	414,110	207,055
Recreation and Culture	0	0	0
Transport	580,000	580,000	449,183
Economic Services	0	0	0
<i>Total Non - Operating</i>	994,110	994,110	656,238
<i>Total Revenue</i>	5,735,907	5,735,907	6,285,957
<i>Net Result</i>	(248,065)	(248,065)	1,367,577
<i>Total Comprehensive Income</i>	(248,065)	(248,065)	1,367,577

SHIRE OF YALGOO
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2021

	2020-21 JULY- JUNE BUDGET	2020-21 JULY- JUNE ACTUAL	2020-21 ANNUAL BUDGET	2020-21 VARIANCE		2020-21 VARIANCE	COMMENTS
				FAVOURABLE	UNFAVOURABLE		
OPERATING REVENUE	\$	\$	\$	\$	\$	%	
General Purpose Funding	4,235,641	5,337,670	4,235,641	1,102,029		26.02%	FAG grant for 2021-22 paid in advance ,LRCI grants not yet received and less rates levied
Governance	0	0	0				
Law, Order Public Safety	24,200	40,185	24,200	15,985		66.05%	Additional fire prevention operating grant received
Health	15,875	968	15,875		(14,907)	-93.90%	Garden and building mtce for nursing post not yet invoiced
Education and Welfare	0	0	0				
Housing	17,500	14,200	17,500		(3,300)	-18.86%	Minor variance
Community Amenities	14,250	19,421	14,250	5,171		36.29%	Minor variance
Recreation and Culture	304,700	5,424	304,700		(299,276)	-98.22%	Grant for Yalgoo hall renovations not yet applied for
Transport	823,224	447,633	823,224		(375,591)	-45.62%	R2R grants not yet received and road agreement charges not yet raised
Economic Services	246,810	207,283	246,810		(39,527)	-16.02%	Additional caravan park receipts and contributions for HCP not yet invoiced and less emu cup receipts
Other Property and Services	38,250	9,173	38,250		(29,077)	-76.02%	Fuel credits not yet posted
	\$5,720,450	\$6,081,957	\$5,720,450	\$1,123,185	(\$761,678)		
LESS OPERATING EXPENDITURE							
General Purpose Funding	(188,980)	(173,186)	(188,980)	15,794		8.36%	Less admin allocation
Governance	(487,317)	(327,275)	(487,317)	160,042		32.84%	Consultancy fees for studies and integrated planning not yet incurred, less admin allocation
Law, Order, Public Safety	(180,371)	(162,201)	(180,371)	18,170		10.07%	CESM contributions not yet invoiced, less admin allocation and animal control expenditure
Health	(173,408)	(111,296)	(173,408)	62,112		35.82%	Additional nurse expenses not yet incurred and less admin allocation
Education and Welfare	(22,749)	(5,606)	(22,749)	17,143		75.36%	Local action group expenditure not yet incurred
Housing	(289,828)	(345,289)	(289,828)		(55,461)	-19.14%	Additional repairs and mtce staff housing
Community Amenities	(260,375)	(188,281)	(260,375)	72,094		27.69%	Less Yalgoo refuse sit mtce,public conveniences and revitalisation grant not yet expended and additional community bus expenses
Recreation and Culture	(914,227)	(856,754)	(914,227)	57,473		6.29%	Less Yalgoo hall costs,paynes find complex, art centre mtce and celebration expenses and additional community oval and pavilion and old railway station grounds mtce expenditure
Transport	(2,386,613)	(1,703,878)	(2,386,613)	682,735		28.61%	Less expenditure on rural roads and town streets and additional expenditure depreciation
Economic Services	(1,066,833)	(835,084)	(1,066,833)	231,749		21.72%	Additional caravan park operations and HCP expend.and less expenditure on emu cup event and banners on the terrace and contributions to MRVC for vermin fence construction
Other Property & Services	(13,271)	(209,531)	(13,271)		(196,260)	-1478.86%	under allocation to works of PWO and POC
	(\$5,983,972)	(\$4,918,381)	(\$5,983,972)	\$1,317,313	(\$251,721)		
<i>Increase(Decrease)</i>	(\$263,522)	\$1,163,576	(\$263,522)	\$2,440,498	(\$1,013,399)		
ADD							
Movement in current portion of loan borrowings	0	0	0				
Movement in Non - Current Provisions	0	0	0				
Movement in Accrued Salary and Wages	0	0	0				
Movement in Accrued Interest on Debentures	0	0	0				
Profit/ Loss on the disposal of assets	15,457	204,000	15,457	188,543		1219.79%	Gain/loss on disposal not yet calculated
Depreciation Written Back	1,249,289	1,353,397	1,249,289	104,108		8.33%	Depreciation written back more then anticipated

SHIRE OF YALGOO
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDED 30 JUNE 2021

	2020-21 JULY- JUNE BUDGET	2020-21 JULY- JUNE ACTUAL	2020-21 ANNUAL BUDGET	2020-21 VARIANCE		2020-21 VARIANCE	COMMENTS
				FAVOURABLE	UNFAVOURABLE		
Book Value of Assets Sold Written Back	227,043	0	227,043		(227,043)	-100.00%	Gain/loss on disposal not yet calculated
	\$1,491,789	\$1,557,397	\$1,491,789	\$292,651	(\$227,043)		
<i>Sub Total</i>	\$1,228,267	\$2,720,974	\$1,228,267	\$2,733,149	(\$1,240,442)		
LESS CAPITAL PROGRAMME	\$	\$	\$	\$		%	
Purchase Tools	0	0	0				
Purchase Land & Buildings	(1,457,157)	(229,084)	(1,457,157)	1,228,073		84.28%	Refer to capital works programme report attached
Infrastructure Assets - Roads	(999,110)	(1,054,532)	(999,110)		(55,422)	0.00%	Refer to capital works programme report attached
Infrastructure Assets - Recreation Facilities	(29,256)	(28,127)	(29,256)	1,129		3.86%	Refer to capital works programme report attached
Infrastructure Assets - Other	(113,656)	(31,147)	(113,656)	82,509		72.60%	Refer to capital works programme report attached
Purchase Plant and Equipment	(881,300)	(828,798)	(881,300)	52,502		5.96%	Refer to capital works programme report attached
Purchase Furniture and Equipment	(251,600)	(105,499)	(251,600)	146,101		58.07%	Refer to capital works programme report attached
Repayment of Debt - Loan Principal	(100,652)	(100,652)	(100,652)				
Transfer to Reserves	(471,496)	(466,869)	(471,496)	4,627		0.98%	Transfer to reserves less then anticipated
	(\$4,304,227)	(\$2,844,708)	(\$4,304,227)	\$1,514,941	(\$55,422)		
ABNORMAL ITEMS							
		(1)					
	(\$4,304,227)	(\$2,844,709)	(\$4,304,227)	\$1,514,941	(\$55,422)		
<i>Sub Total</i>	(\$3,075,961)	(\$123,735)	(\$3,075,961)	\$4,248,090	(\$1,295,864)		
LESS FUNDING FROM							
Reserves	0	0	0				
Loans Raised	0	0	0				
Opening Funds	3,075,961	2,929,846	3,075,961		(146,115)		Variance with accrued expenses
Closing Funds	0	0	0				
	\$3,075,961	\$2,929,846	\$3,075,961	\$0	(\$146,115)		
NET SURPLUS (DEFICIT)	\$0	\$2,806,111	\$0	\$4,248,090	(\$1,441,979)		

\$2,806,111

\$2,806,111

SHIRE OF YALGOO

SUMMARY OF CURRENT ASSETS AND LIABILITIES

FOR THE PERIOD ENDED 30 JUNE 2021

CURRENT ASSET	ACTUAL
	\$
Cash at Bank	
- Cash Advance	200.00
- Cash at Bank	2,022,013.00
- Investments Unrestricted	0.00
- Investments Reserves	2,102,916.00
Sundry Debtors General	602,917.00
Stock on Hand	19,362.00
Other Assets	0.00
	4,747,408.00
LESS CURRENT LIABILITIES	ACTUAL
Sundry Creditors	-150,252.00
Interest Bearing Loans and Borrowings	-0.46
Provisions for Annual and Long Service Leave	192,052.00
	41,799.54
Adjustments	
Less Cash Backed Reserves	2,102,916.00
Plus Interest Bearing Loans and Borrowings	-0.46
Plus Provision for Annual and Long Service Leave	192,052.00
Plus Accrued Salaries and Wages	10,386.00
Plus Interest on Debentures	980.83
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES	\$ 2,806,110.83

SHIRE OF YALGOO
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

This section analyses the movements in assets, liabilities and equity between 2019/20 and 2020/21.

	Actual 2019-20 \$	Actual 2020-21 \$	Variance \$
Current assets			
Cash and cash equivalents	3,217,062	4,125,129	908,067
Trade and other receivables	1,978,883	602,917	-1,375,966
Inventories	0	19,362	19,362
Other assets	0	0	0
Total current assets	5,195,945	4,747,408	-448,537
Non-current assets			
Other Financial Assets	17,805	17,805	0
Property, plant and equipment	11,128,236	11,333,412	205,176
Infrastructure	74,401,546	75,120,160	718,614
Total non-current assets	85,547,587	86,471,377	923,790
Total assets	90,743,532	91,218,785	475,253
Current liabilities			
Trade and other payables	641,420	-150,252	791,672
Interest-bearing loans and borrowings	100,652	0	100,652
Provisions	192,052	192,052	0
Total current liabilities	934,124	41,800	892,324
Non-current liabilities			
Interest-bearing loans and borrowings	234,330	234,330	0
Provisions	56,252	56,252	0
Total non-current liabilities	290,582	290,582	0
Total liabilities	1,224,706	332,382	892,324
Net assets	89,518,826	90,886,403	1,367,577
Equity			
Accumulated surplus	32,669,747	32,202,879	-466,868
Change in net assets resulting from operations	0	1,367,577	1,367,577
Asset revaluation reserve	55,213,031	55,213,031	0
Other reserves	1,636,048	2,102,916	466,868
Total equity	89,518,826	90,886,403	1,367,577

**SHIRE OF YALGOO
RESERVE FUNDS
FOR THE PERIOD ENDING 30 JUNE 2021**

Leave Reserve 0101017056

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE	BUDGET	ACTUALS
1/07/2020	2020-21	2020-21 YTD
\$	\$	\$
49,269.67	49,270	49,269.67
0.00	0	0.00
0.00	482	385.15
0.00	0	0.00
49,269.67	49,752	49,654.82

Purpose - To be used to fund annual and long service leave requirements.

Plant Reserve 0101017059

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other -
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE	BUDGET	ACTUALS
1/07/2020	2020-21	2020-21 YTD
\$	\$	\$
60,972.49	60,972	60,972.49
0.00	0	0
0.00	596	476.64
0.00	0	0
60,972.49	61,568	61,449.13

Purpose - To be used for the purchase of major plant.

Building Reserve 0101017060

Opening Balance
Plus Transfer from Accumulated Surplus
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE	BUDGET	ACTUALS
1/07/2020	2020-21	2020-21 YTD
\$	\$	\$
162,253.57	162,254	162,253.57
0.00	1,587	1,268.37
0.00	0	0
162,253.57	163,841	163,521.94

Purpose - To be used for the replacement of council properties including housing and other properties.

**SHIRE OF YALGOO
RESERVE FUNDS
FOR THE PERIOD ENDING 30 JUNE 2021**

Yalgoo Ninghan Road Reserve **0101017058**

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other unspent contribution MMG
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other Recoup of Expenditure Road Mtce MMG
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
532,232.78	532,233	532,232.78
0.00	317,580	317,580.00
0.00	5,205	4,160.55
0.00	0	0.00
532,232.78	855,018	853,973.33

Purpose - To be used to maintain the sealed Yalgoo Ninghan Road.

Sports Complex Reserve **0101017061**

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
95,789.59	95,790	95,789.59
0.00	0	0.00
0.00	937	748.80
0.00	0	0.00
95,789.59	96,727	96,538.39

Purpose - For the development of new recreational facilities.

Housing Maintenance Reserve **0101017050**

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
123,246.70	123,247	123,246.70
0.00	0	0.00
0.00	1,205	963.44
0.00	0	0.00
123,246.70	124,452	124,210.14

Purpose - For the maintenance of staff and other housing owned by the Shire.

**SHIRE OF YALGOO
RESERVE FUNDS
FOR THE PERIOD ENDING 30 JUNE 2021**

General Road Reserve 0101017051

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
492.84	493	492.84
0.00	128,720	128,760.39
0.00	5	547.05
0.00	0	0.00
492.84	129,218	129,800.28

Purpose - For the maintenance of grids,etc on roads in the Shire.

Community Amenities Maintenance Reserve 0101017062

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
271,589.37	271,589	271,589.37
0.00	0	0.00
0.00	2,656	2,123.07
0.00	0	0.00
271,589.37	274,245	273,712.44

Purpose - For the maintenance of community amenities.

HCP Reserve 0101017063

Opening Balance
Plus Transfer from Accumulated Surplus
 -Other
 - Interest Received
Less Transfer to Accumulated Surplus
 -Other
CLOSING BALANCE

O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
\$	\$	\$
141,758.81	141,759	141,758.81
0.00	0	0.00
0.00	1,386	1,108.16
0.00	0	0.00
141,758.81	143,145	142,866.97

Purpose - For future community projects operating expenditure.

SHIRE OF YALGOO
RESERVE FUNDS
FOR THE PERIOD ENDING 30 JUNE 2021

Yalgoo Morawa Road Reserve **0101017064**

	O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
	\$	\$	\$
Opening Balance	173,607.77	173,608	173,607.77
Plus Transfer from Accumulated Surplus			
-Other Deflector Mine	0.00	9,196	7,196.00
- Interest Received	0.00	1,698	1,357.10
Less Transfer to Accumulated Surplus			
-Other	0.00	0	0.00
CLOSING BALANCE	173,607.77	184,502	182,160.87

Purpose - To be used to maintain the sealed Yalgoo Morawa Road.

Superannuation Back Pay Reserve **0101017052**

	O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
	\$	\$	\$
Opening Balance	24.03	24	24.03
Plus Transfer from Accumulated Surplus			
-Other	0.00	0	0.00
- Interest Received	0.00	0	0.19
Less Transfer to Accumulated Surplus			
-Other	0.00	0	0.00
CLOSING BALANCE	24.03	24	24.22

Purpose - For the purpose of paying any superannuation and back pay costs.

Office Equipment Reserve **0101017053**

	O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
	\$	\$	\$
Opening Balance	3,623.16	3,623	3,623.16
Plus Transfer from Accumulated Surplus			
-Other	0.00	0	0.00
- Interest Received	0.00	35	28.32
Less Transfer to Accumulated Surplus			
-Other	0.00	0	0.00
CLOSING BALANCE	3,623.16	3,658	3,651.48

Purpose - For the purpose of purchase of new office equipment and tht maintenance of existing equipment.

**SHIRE OF YALGOO
RESERVE FUNDS
FOR THE PERIOD ENDING 30 JUNE 2021**

Natural Disaster Triggerpoint Reserve 0101017054

	O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
	\$	\$	\$
Opening Balance	12,806.78	12,807	12,806.78
Plus Transfer from Accumulated Surplus			
-Other	0.00	0	0.00
- Interest Received	0.00	126	100.10
Less Transfer to Accumulated Surplus			
-Other	0.00	0	0.00
CLOSING BALANCE	12,806.78	12,933	12,906.88

Purpose - To be used to fund the Shire mandatory contribution when the Shire receives funding for reparation after natural disaster events.

Emergency Road Repairs Reserve 0101017055

	O/BALANCE 1/07/2020	BUDGET 2020-21	ACTUALS 2020-21 YTD
	\$	\$	\$
Opening Balance	8,379.60	8,380	8,379.60
Plus Transfer from Accumulated Surplus			
-Other	0.00	0	0.00
- Interest Received	0.00	83	65.51
Less Transfer to Accumulated Surplus			
-Other	0.00	0	0.00
CLOSING BALANCE	8,379.60	8,463	8,445.11

Purpose - To be used to fund emergency repairs to roads that are damaged by unfunded events (storm damages,vehicular,etc).

Total

1,636,047.16 2,107,544 2,102,916.00

SHIRE OF YALGOO
LOAN SCHEDULE
AS AT 30 JUNE 2021

Program	Loan No.	Principal 01.07.2020	Loans Raised		Interest		Loan Repayment		Principal 31.06.2021	Principal 30/06/2021
			Budget 2020-21	Actual 2020-21	Budget 2020-21	Actual 2020-21	Budget 2020-21	Actual 2020-21	Budget	Actual
		\$	\$	\$	\$	\$	\$	\$	\$	\$
STAFF HOUSING	53	67,263	0	0	4115	4115	17676	17,676	49,588	49,587
STAFF HOUSING	55	93,561	0	0	5,610	5,610	21,212	21,212	72,348	72,349
STAFF HOUSING	56	135,517	0	0	3,720	3,720	52,983	52,983	108,433	82,534
PUBLIC TOILETS	54	38,641	0	0	2,262	2,262	8,781	8,781	29,860	29,860
		334,982	0	0	15,707	15,707	100,652	100,652	260,229	234,330
PLUS Change in Net Accrual						-				
TOTAL		334,982	0	0	15,707	15,707	100,652	100,652	260,229	234,330

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
Proceeds Sale of Assets						
	(\$204,000)					
1201011995 -Profit on Sale of Assets		\$0	\$0	\$0	\$0	\$0
1405011995 - Profit on Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$0
1404011995 - Profit on Sale of Assets	\$0	\$0	\$0	\$0	\$0	\$0
000000 CONTRA	\$204,000	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Back Hoe	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Cab Dual Truck	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Cat Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Works Parks YA827	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Kubota	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Fortunner	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Fortunner	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle CEO	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Community Bus	\$0	\$0	(\$10,000)	\$0	(\$10,000)	\$0
00000 Proceeds Sale of Assets - Grader	(\$115,000)	\$0	(\$115,000)	\$0	(\$115,000)	\$0
00000 Proceeds Sale of Assets - Trailer Tandum Axle	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets -Bomag BW24R	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Motor Vehicle Works Foreman Ute YA899	(\$56,364)	\$0	(\$45,000)	\$0	(\$45,000)	\$0
00000 Proceeds Sale of Assets - Truck Works	(\$32,636)	\$0	(\$25,000)	\$0	(\$25,000)	\$0
00000 Proceeds Sale of Assets - Truck Parks YA329	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Insurance Claim - YA827 note purchased 2015-16	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets - Trailer Side Tipper	\$0	\$0	(\$45,000)	\$0	(\$45,000)	\$0
00000 Proceeds Sale of Assets - Toad Sweeper	\$0	\$0	(\$2,500)	\$0	(\$2,500)	\$0
00000 Proceeds Sale of Assets - Forklift	\$0	\$0	\$0	\$0	\$0	\$0
00000 Proceeds Sale of Assets -Skidsteer	\$0	\$0	\$0	\$0	\$0	\$0
	(\$204,000)	\$0	(\$242,500)	\$0	(\$242,500)	\$0
Written Down Value						
00000 Written Down Value - Prado	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Fortuner	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Fortuner	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Kubota	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Side Tipper Trailers	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Forklift	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Skidsteer	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Cat Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Toro Mower	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Grader	\$0	\$0	\$0	\$126,000	\$0	\$126,000
00000 Written Down Value -Community Bus	\$0	\$0	\$0	\$9,000	\$0	\$9,000
00000 Written Down Value - Trailer	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Bomag BW24R	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Works Foreman ute YA899	\$0	\$0	\$0	\$61,376	\$0	\$61,376
00000 Written Down Value - Truck Parks YA329	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Truck Tipper	\$0	\$0	\$0	\$30,667	\$0	\$30,667
00000 Written Down Value - Concrete Truck	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Batching Plant and Agitator on Trailer	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - Boomlift	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value -Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - YA827 note purchased 2015-16	\$0	\$0	\$0	\$0	\$0	\$0
00000 Written Down Value - 17 Shamrock Street	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - GAIN/LOSS ON DISPOSAL OF ASSET	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043
Total - GAIN/LOSS ON DISPOSAL OF ASSET	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043
ABNORMAL ITEMS						
00000 Years Doubtful Debts Provision	\$0	\$0	\$0	\$0	\$0	\$0
00000 Bad Debts Written Off	\$0	\$0	\$0	\$0	\$0	\$0
00000 Prior Years Asset Adjustment -	\$0	\$0	\$0	\$0	\$0	\$0
00000 Prior Years Payment Written Back	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ABNORMAL ITEMS	\$0	\$0	\$0	\$0	\$0	\$0
Total - ABNORMAL ITEMS	\$0	\$0	\$0	\$0	\$0	\$0
Total - OPERATING STATEMENT	(\$204,000)	\$0	(\$242,500)	\$227,043	(\$242,500)	\$227,043

GOVERNANCE

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
MEMBERS OF COUNCIL						
OPERATING EXPENDITURE						
0401012725 · Members Subscriptions	\$0	\$0	\$0	\$2,000	\$0	\$2,000
0401012716 · Presidents allowance	\$0	\$11,055	\$0	\$12,000	\$0	\$12,000
0401012717 · Deputy Presidents allowance	\$0	\$3,000	\$0	\$3,000	\$0	\$3,000
0401012715 · Members Meeting Fees	\$0	\$22,590	\$0	\$30,000	\$0	\$30,000
0401012718 · Members Travelling	\$0	\$5,060	\$0	\$7,500	\$0	\$7,500
0401012719 · Member Communication Allowance	\$0	\$20,125	\$0	\$21,000	\$0	\$21,000
0401012060 · Conference Expenses	\$0	\$1,267	\$0	\$15,000	\$0	\$15,000
0401012120 · Training Expenses	\$0	\$1,310	\$0	\$6,000	\$0	\$6,000
0401012721 · Refreshments & Receptions	\$0	\$5,098	\$0	\$6,000	\$0	\$6,000
0401012722 · Election Expenses	\$0	\$0	\$0	\$0	\$0	\$0
0401012723 · Council Chambers Maintenance	\$0	\$0	\$0	\$2,000	\$0	\$2,000
0401012300 · Members Insurance	\$0	\$1,175	\$0	\$1,200	\$0	\$1,200
0401012705 · Members Donations	\$0	\$3,535	\$0	\$3,700	\$0	\$3,700
0401052720 · Murchison Zone WALGA Exps	\$0	\$2,725	\$0	\$2,500	\$0	\$2,500
0401012720 · Members Expenses Other	\$0	\$9,674	\$0	\$10,000	\$0	\$10,000
0401012695 · Consultancy -Planning - Integrated,Policies ,ETC	\$0	\$0	\$0	\$70,000	\$0	\$70,000
0401012695 · Consultancy CEO Recruitment	\$0	\$13,750	\$0	\$20,000	\$0	\$20,000
0401252695 · Planning - Business Cases - Grant Applications	\$0	\$0	\$0	\$7,500	\$0	\$7,500
0401012505 · Admin Allocation - Members	\$0	\$224,217	\$0	\$265,431	\$0	\$265,431
0401012980 · Depn - Membership	\$0	\$2,694	\$0	\$2,486	\$0	\$2,486
Sub Total - MEMBERS OF COUNCIL OP/EXP	\$0	\$327,275	\$0	\$487,317	\$0	\$487,317
OPERATING INCOME						
0402011620 · Community Event funding	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - MEMBERS OF COUNCIL	\$0	\$327,275	\$0	\$487,317	\$0	\$487,317
GOVERNANCE - GENERAL						
OPERATING EXPENDITURE						
Sub Total - GOVERNANCE - GENERAL OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
Sub Total - GOVERNANCE - GENERAL OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - GOVERNANCE - GENERAL	\$0	\$0	\$0	\$0	\$0	\$0
Total - GOVERNANCE	\$0	\$327,275	\$0	\$487,317	\$0	\$487,317
LAW ORDER & PUBLIC SAFETY						
FIRE PREVENTION						
OPERATING EXPENDITURE						
050101 · Fire Prevention Expenses	\$0	\$6,337	\$0	\$5,000	\$0	\$5,000
050110 · Fire Vehicles Expenses	\$0	\$7,060	\$0	\$14,000	\$0	\$14,000
0501102300 · Fire Insurance	\$0	\$2,125	\$0	\$1,550	\$0	\$1,550
050115 · Fire Shed Expenses	\$0	\$2,157	\$0	\$1,500	\$0	\$1,500
050125 · Emergency Management (CESM)	\$0	\$10,099	\$0	\$16,000	\$0	\$16,000
0000000000 · Feasibility Study Regional Emergency Facility	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Emergency Management Training Facility Amalgamation of Council Land	\$0	\$0	\$0	\$0	\$0	\$0
0501012505 · Admin Allocation - Fire Control	\$0	\$22,422	\$0	\$26,543	\$0	\$26,543
0501012980 · Depn - Fire Control	\$0	\$40,524	\$0	\$37,407	\$0	\$37,407

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
Sub Total - FIRE PREVENTION OP/EXP	\$0	\$90,724	\$0	\$102,000	\$0	\$102,000
OPERATING INCOME						
0501011515 - Fire Service Grants	(\$36,096)	\$0	(\$20,000)	\$0	(\$20,000)	\$0
0501251095 - FESA Admin Commission	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0
Sub Total - FIRE PREVENTION OP/INC	(\$40,096)	\$0	(\$24,000)	\$0	(\$24,000)	\$0
Total - FIRE PREVENTION	(\$40,096)	\$90,724	(\$24,000)	\$102,000	(\$24,000)	\$102,000
ANIMAL CONTROL						
OPERATING EXPENDITURE						
050205 - Animal Control Expenses	\$0	\$4,329	\$0	\$4,712	\$0	\$4,712
0502012505 - Other Animal Control Expenses	\$0	\$0	\$0	\$0	\$0	\$0
0502052695 - Animal Ranger Expenses	\$0	\$24,284	\$0	\$24,000	\$0	\$24,000
0502152695 - Animal Sterilisation Program	\$0	\$0	\$0	\$4,000	\$0	\$4,000
0502012505 - Admin Allocation - Animal Contr	\$0	\$22,422	\$0	\$26,543	\$0	\$26,543
0502012980 - Depn. Animal Control	\$0	\$699	\$0	\$645	\$0	\$645
Sub Total - ANIMAL CONTROL OP/EXP	\$0	\$51,734	\$0	\$59,900	\$0	\$59,900
OPERATING INCOME						
0502011305 - Fines & Penalties	\$0	\$0	\$0	\$0	\$0	\$0
0502011115 - Impounding Fees	\$0	\$0	\$0	\$0	\$0	\$0
0000000000- Other Revenue	\$0	\$0	\$0	\$0	\$0	\$0
0502011080 - Dog Registrations	(\$89)	\$0	(\$200)	\$0	(\$200)	\$0
Sub Total - ANIMAL CONTROL OP/INC	(\$89)	\$0	(\$200)	\$0	(\$200)	\$0
Total - ANIMAL CONTROL	(\$89)	\$51,734	(\$200)	\$59,900	(\$200)	\$59,900
OTHER LAW ORDER & PUBLIC SAFETY						
OPERATING EXPENDITURE						
050305 - Community Safety	\$0	\$8,534	\$0	\$200	\$0	\$200
0503102695 - MWIRSA LG Road Safety Contribution	\$0	\$0	\$0	\$5,000	\$0	\$5,000
0503012505 - Admin Allocation - Other Law	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP	\$0	\$19,744	\$0	\$18,471	\$0	\$18,471
OPERATING INCOME						
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER LAW ORDER PUBLIC SAFETY	\$0	\$19,744	\$0	\$18,471	\$0	\$18,471
Total - LAW ORDER & PUBLIC SAFETY	(\$40,185)	\$162,201	(\$24,200)	\$180,371	(\$24,200)	\$180,371
HEALTH						
HEALTH ADMINISTRATION & INSPECTION						
OPERATING EXPENDITURE						
070405 - EHO Consulting	\$0	\$14,871	\$0	\$16,000	\$0	\$16,000
0704102650- Water Sampling Expenses	\$0	\$0	\$0	\$1,000	\$0	\$1,000
0704052720 - Other Health Admin Expenses	\$0	\$0	\$0	\$300	\$0	\$300
0704012505 - Admin Allocation - Other Health	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
0704012980 - Depn. - Health Admin. & Inspect	\$0	\$5,752	\$0	\$5,309	\$0	\$5,309
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP	\$0	\$31,833	\$0	\$35,880	\$0	\$35,880

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
OPERATING INCOME						
0704011105 - Health Inspection Fees and Food Licence Applications	(\$260)	\$0	\$0	\$0	\$0	\$0
0704011190- Septic Tank Fee	(\$708)	\$0	(\$150)	\$0	(\$150)	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/INC	(\$968)	\$0	(\$150)	\$0	(\$150)	\$0
Total - HEALTH ADMIN & INSPECTION	(\$968)	\$31,833	(\$150)	\$35,880	(\$150)	\$35,880
MATERNAL AND INFANT HEALTH						
OPERATING EXPENDITURE						
Sub Total - MATERNAL AND INFANT HEALTH	\$0	\$0	\$0	\$0	\$0	\$0
Total - MATERNAL AND INFANT HEALTH	\$0	\$0	\$0	\$0	\$0	\$0
PREVENTIVE SERVICE						
OPERATING EXPENDITURE						
070505 - Mosquito Control	\$0	\$2,470	\$0	\$5,000	\$0	\$5,000
0705012505 - Admin Allocated - Prev Services	\$0	\$5,606	\$0	\$6,636	\$0	\$6,636
0705012980 - Depn - Prev Services	\$0	\$31,009	\$0	\$28,624	\$0	\$28,624
Sub Total - PREVENTIVE SRVS - OP/EXP	\$0	\$39,085	\$0	\$40,260	\$0	\$40,260
Total - PREVENTIVE SERVICES	\$0	\$39,085	\$0	\$40,260	\$0	\$40,260
PREVENTIVE SERVICE - OTHER						
OPERATING EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PREVENTIVE SRVS - OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
Total - PREVENTIVE SERVICES - OTHER	\$0	\$0	\$0	\$0	\$0	\$0
OTHER HEALTH						
OPERATING EXPENDITURE						
070705 - Health Centre Maintenance	\$0	\$16,860	\$0	\$15,725	\$0	\$15,725
070710 - Analytical Expenses	\$0	\$180	\$0	\$500	\$0	\$500
070715 - Ambulance Services	\$0	\$916	\$0	\$4,000	\$0	\$4,000
070725 - Dental Services	\$0	\$0	\$0	\$500	\$0	\$500
0707012505 - Other Health Admin Allocation	\$0	\$22,422	\$0	\$26,543	\$0	\$26,543
0707012980 - Depn - Other Health	\$0	\$0	\$0	\$0	\$0	\$0
000000-Additional Nurse Expenses	\$0	\$0		\$50,000	\$0	\$50,000
Sub Total - OTHER HEALTH OP/EXP	\$0	\$40,378	\$0	\$97,268	\$0	\$97,268
OPERATING INCOME						
0707011472 - Reimbursements WACHS	\$0	\$0	(\$15,725)	\$0	(\$15,725)	\$0
Sub Total - OTHER HEALTH OP/INC	\$0	\$0	(\$15,725)	\$0	(\$15,725)	\$0
Total - OTHER HEALTH	\$0	\$40,378	(\$15,725)	\$97,268	(\$15,725)	\$97,268
Total - HEALTH	(\$968)	\$111,296	(\$15,875)	\$173,408	(\$15,875)	\$173,408
EDUCATION & WELFARE						
EDUCATION						
OPERATING EXPENDITURE						

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD		Income	Expenditure
	Income	Expenditure	Income	Expenditure		
0000000000 · Education Initiative	\$0	\$0	\$0	\$2,500	\$0	\$2,500
0601012505 · Admin Allocation - Other Educat	\$0	\$5,606	\$0	\$6,636	\$0	\$6,636
Sub Total - EDUCATION OP/EXP	\$0	\$5,606	\$0	\$9,136	\$0	\$9,136
Total - EDUCATION	\$0	\$5,606	\$0	\$9,136	\$0	\$9,136
OTHER EDUCATION						
OPERATING EXPENDITURE						
Sub Total - OTHER EDUCATION OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER EDUCATION	\$0	\$0	\$0	\$0	\$0	\$0
WELFARE						
OPERATING EXPENDITURE						
0601022720 · Youth and Family Programs	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Local Action Group Expenses	\$0	\$0	\$0	\$13,613	\$0	\$13,613
Sub Total - WELFARE OP/EXP	\$0	\$0	\$0	\$13,613	\$0	\$13,613
OPERATING INCOME						
000000 - Government Grant - Local Drug Action Team	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - WELFARE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - WELFARE	\$0	\$0	\$0	\$13,613	\$0	\$13,613
AGED & DISABLED OTHER						
OPERATING EXPENDITURE						
Sub Total - AGED & DISABLED OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
Total - AGED & DISABLED OTHER	\$0	\$0	\$0	\$0	\$0	\$0
Total - EDUCATION & WELFARE	\$0	\$5,606	\$0	\$22,749	\$0	\$22,749
HOUSING						
STAFF HOUSING						
OPERATING EXPENDITURE						
090101 · Staff Housing Expenses	\$0	\$0	\$0	\$0	\$0	\$0
0901012300 · Housing Expenses - Insurance	\$0	\$6,098	\$0	\$8,600	\$0	\$8,600
0000000000 · Housing Expenses - Utilities	\$0	\$0	\$0	\$0	\$0	\$0
0901012805 · Housing Expenses - Utilities - Electricity	\$0	\$7,138	\$0	\$6,500	\$0	\$6,500
0901012820 · Housing Expenses - Utilities - Telephone /Internet	\$0	\$32	\$0	\$0	\$0	\$0
0901012825 · Housing Expenses - Utilities - Water	\$0	\$12,370	\$0	\$15,000	\$0	\$15,000
090105- Housing Expenses - R & M(Including painting)	\$0	\$188,171	\$0	\$125,636	\$0	\$125,636
0000000000 · Housing Expenses - Other	\$0	\$0	\$0	\$0	\$0	\$0
0901012425 · Interest Expense Loan 56	\$0	\$3,720	\$0	\$3,720	\$0	\$3,720
0901012410 · Interest Expense Loan 53	\$0	\$4,115	\$0	\$4,115	\$0	\$4,115
0901012420 · Interest Expense Loan 55	\$0	\$5,610	\$0	\$5,610	\$0	\$5,610
0901012505 · Admin Allocation	\$0	\$33,633	\$0	\$39,815	\$0	\$39,815
0901012980 · Depreciation - Staff Housing	\$0	\$35,670	\$0	\$32,926	\$0	\$32,926
Sub Total - STAFF HOUSING OP/EXP	\$0	\$296,557	\$0	\$241,921	\$0	\$241,921
OPERATING INCOME						
0901011195 · Staff Housing Rental	(\$14,200)	\$0	(\$17,500)	\$0	(\$17,500)	\$0
0901011640 · Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Telstra Fund	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 · Grant - 2 Units 17 Shemrock Street	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
Sub Total - STAFF HOUSING OP/INC	(\$14,200)	\$0	(\$17,500)	\$0	(\$17,500)	\$0
Total - STAFF HOUSING	(\$14,200)	\$296,557	(\$17,500)	\$241,921	(\$17,500)	\$241,921
HOUSING OTHER						
OPERATING EXPENDITURE						
0902012505 · Admin Alloc - Other Housing	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
0902012980 · Depn - Other Housing	\$0	\$37,522	\$0	\$34,636	\$0	\$34,636
Sub Total - HOUSING OTHER OP/EXP	\$0	\$48,732	\$0	\$47,907	\$0	\$47,907
OPERATING INCOME						
0902011620 · Other Housing Rental	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - HOUSING OTHER OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - HOUSING OTHER	\$0	\$48,732	\$0	\$47,907	\$0	\$47,907
Total - HOUSING	(\$14,200)	\$345,289	(\$17,500)	\$289,828	(\$17,500)	\$289,828
COMMUNITY AMENITIES						
SANITATION - HOUSEHOLD REFUSE						
OPERATING EXPENDITURE						
100105 · Household Refuse Collection	\$0	\$37,255	\$0	\$40,000	\$0	\$40,000
100110 · Refuse Site Mainten - Yalgoo	\$0	\$7,287	\$0	\$35,778	\$0	\$35,778
100115 · Refuse Site Mainten - Paynes F	\$0	\$0	\$0	\$2,000	\$0	\$2,000
100120 · Commercial Refuse Collection	\$0	\$12,359	\$0	\$12,000	\$0	\$12,000
1001251170 · Replacement bins	\$0	\$0	\$0	\$2,000	\$0	\$2,000
1001012505 · Admin Allocation - Sanitation	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP	\$0	\$68,111	\$0	\$105,049	\$0	\$105,049
OPERATING INCOME						
1001051110 · Household Refuse Remove. Charges	(\$9,500)	\$0	(\$9,500)	\$0	(\$9,500)	\$0
1001201040 · Commercial Refuse Remov Charges	(\$3,250)	\$0	(\$3,250)	\$0	(\$3,250)	\$0
Sub Total - SANITATION H/HOLD REFUSE OP/INC	(\$12,750)	\$0	(\$12,750)	\$0	(\$12,750)	\$0
Total - SANITATION HOUSEHOLD REFUSE	(\$12,750)	\$68,111	(\$12,750)	\$105,049	(\$12,750)	\$105,049
SANITATION OTHER						
OPERATING EXPENDITURE						
Sub Total - SANITATION OTHER OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
Sub Total - SANITATION OTHER OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - SANITATION OTHER	\$0	\$0	\$0	\$0	\$0	\$0
SEWERAGE						
EFFLUENT DRAINAGE SYSTEM						
OPERATING EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - SEWERAGE OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
Sub Total - SEWERAGE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - SEWERAGE	\$0	\$0	\$0	\$0	\$0	\$0
PROTECTION OF THE ENVIRONMENT						
OPERATING EXPENDITURE						
100205 - Removal Abandoned Vehicles	\$0	\$0	\$0	\$500	\$0	\$500
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP	\$0	\$0	\$0	\$500	\$0	\$500
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - PROTECTION OF THE ENVIRONMENT	\$0	\$0	\$0	\$500	\$0	\$500
TOWN PLANNING AND REGIONAL DEVELOPMENT						
OPERATING EXPENDITURE						
1006052525 - TP Scheme Expenses	\$0	\$194	\$0	\$5,000	\$0	\$5,000
1006202525 - EHO Consulting	\$0	\$17,099	\$0	\$12,000	\$0	\$12,000
100625 - Yalgoo Revitalisation Planning - Unspent Grant C/fwd	\$0	\$0	\$0	\$19,875	\$0	\$19,875
1006012505 - Admin Allocation - Town Plannin	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - TOWN PLAN & REG DEV OP/EXP	\$0	\$28,503	\$0	\$50,146	\$0	\$50,146
OPERATING INCOME						
1006011205 - Town Planning Fees	(\$3,114)	\$0	\$0	\$0	\$0	\$0
Sub Total - TOWN PLAN & REG DEV OP/INC	(\$3,114)	\$0	\$0	\$0	\$0	\$0
Total - TOWN PLANNING & REGIONAL DEVELOPMENT	(\$3,114)	\$28,503	\$0	\$50,146	\$0	\$50,146
OTHER COMMUNITY AMENITIES						
OPERATING EXPENDITURE						
100705 - Cemetery Expenses	\$0	\$3,970	\$0	\$2,685	\$0	\$2,685
100710 - Public Conveniences	\$0	\$26,512	\$0	\$46,198	\$0	\$46,198
100715 - Community Bus Expenses	\$0	\$17,194	\$0	\$7,169	\$0	\$7,169
100720 - Vacant Land Development/Mtce	\$0	\$0	\$0	\$2,000	\$0	\$2,000
1007012415 - Interest Expenditure - Loan 54	\$0	\$2,262	\$0	\$2,262	\$0	\$2,262
1007012505 - Admin Allocation - Other Commun	\$0	\$22,421	\$0	\$26,543	\$0	\$26,543
1007012980 - Depn - Other Community Services	\$0	\$19,308	\$0	\$17,823	\$0	\$17,823
Sub Total - OTHER COMMUNITY AMENITIES OP/EXP	\$0	\$91,667	\$0	\$104,680	\$0	\$104,680
OPERATING INCOME						
1007051035 - Cemetery Fees	(\$2,400)	\$0	(\$500)	\$0	(\$500)	\$0
1007151055 - Community Bus Hire	(\$1,157)	\$0	(\$1,000)	\$0	(\$1,000)	\$0
Sub Total - OTHER COMMUNITY AMENITIES OP/INC	(\$3,557)	\$0	(\$1,500)	\$0	(\$1,500)	\$0
Total - OTHER COMMUNITY AMENITIES	(\$3,557)	\$91,667	(\$1,500)	\$104,680	(\$1,500)	\$104,680
URBAN STORMWATER DRAINAGE						
OPERATING EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - URBAN STORMWATER DRAINAGE OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
Total - URBAN STORMWATER DRAINAGE	\$0	\$0	\$0	\$0	\$0	\$0
Total - COMMUNITY AMENITIES	(\$19,421)	\$188,281	(\$14,250)	\$260,375	(\$14,250)	\$260,375
RECREATION & CULTURE						
PUBLIC HALL & CIVIC CENTRES						
OPERATING EXPENDITURE						
110105 - Yalgoo Hall Expenses	\$0	\$9,921	\$0	\$24,000	\$0	\$24,000
000000 - Consultancy Fees -Yalgoo Hall Study - Scope of Works	\$0	\$10,315	\$0	\$25,628	\$0	\$25,628
1101012505 - Admin Allocation - Public Halls	\$0	\$56,055	\$0	\$66,358	\$0	\$66,358
1101012980 - Depn - Public Halls	\$0	\$15,385	\$0	\$14,202	\$0	\$14,202
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP	\$0	\$91,676	\$0	\$130,188	\$0	\$130,188
OPERATING INCOME						
1101051100 - Hall Hire	(\$570)	\$0	\$0	\$0	\$0	\$0
0000000000 Contribution - Yalgoo Hall Renovations - Lotterywest	\$0	\$0	(\$300,000)	\$0	(\$300,000)	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC	(\$570)	\$0	(\$300,000)	\$0	(\$300,000)	\$0
Total - PUBLIC HALL & CIVIC CENTRES	(\$570)	\$91,676	(\$300,000)	\$130,188	(\$300,000)	\$130,188
OTHER RECREATION & SPORT						
OPERATING EXPENDITURE						
110310 - Community Park Gibbon St	\$0	\$14,360	\$0	\$17,777	\$0	\$17,777
110315- Shamrock St Park	\$0	\$46,951	\$0	\$11,201	\$0	\$11,201
110320 - Old Railway Station grounds	\$0	\$99,340	\$0	\$58,586	\$0	\$58,586
110325 - Old Railway Station building	\$0	\$12,135	\$0	\$16,200	\$0	\$16,200
110330 - Paynes Find Complex Expenses	\$0	\$4,643	\$0	\$37,525	\$0	\$37,525
110335 - Tennis Courts	\$0	\$1,708	\$0	\$2,233	\$0	\$2,233
110340 - Yalgoo Hub - Covered Sports	\$0	\$5,375	\$0	\$8,000	\$0	\$8,000
110376 - Rifle Range	\$0	\$1,110	\$0	\$1,660	\$0	\$1,660
110350 - Yalgoo Golf Course	\$0	\$322	\$0	\$3,504	\$0	\$3,504
110375 - Men's Shed	\$0	\$1,416	\$0	\$929	\$0	\$929
110370 - Water Park Mtce	\$0	\$33,651	\$0	\$24,406	\$0	\$24,406
110380 - Community Oval and Pavilion	\$0	\$89,047	\$0	\$52,899	\$0	\$52,899
1103012505 - Admin Allocation - Other Recrea	\$0	\$56,055	\$0	\$66,358	\$0	\$66,358
1103012980 - Depn - Other Recreation	\$0	\$189,274	\$0	\$174,714	\$0	\$174,714
Sub Total - OTHER RECREATION & SPORT OP/EXP	\$0	\$555,387	\$0	\$475,992	\$0	\$475,992
OPERATING INCOME						
1103251135 - Old Railway Station Hire	(\$68)	\$0	\$0	\$0	\$0	\$0
0000000000 - Core Stadium Hire	(\$136)	\$0	\$0	\$0	\$0	\$0
1103301140 - Paynes Find Complex Hire	(\$136)	\$0	\$0	\$0	\$0	\$0
0000000000 - Grant s - Community/School Oval Development	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 - Grant - Community Pool Revitalisation	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 - Grant - Community Oval Development - Pavilion Fitout	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC	(\$340)	\$0	\$0	\$0	\$0	\$0
Total - OTHER RECREATION & SPORT	(\$340)	\$555,387	\$0	\$475,992	\$0	\$475,992
TV AND RADIO BROADCASTING						
OPERATING EXPENDITURE						
110405 - Rebroadcasting Licences	\$0	\$41	\$0	\$1,000	\$0	\$1,000
1104102695 - Rebroadcasting Mats/Contr	\$0	\$1,084	\$0	\$4,000	\$0	\$4,000
110415 - Rebroadcasting Equip Mtce	\$0	\$66	\$0	\$1,000	\$0	\$1,000
1104012505 - Admin Allocated - TV	\$0	\$5,606	\$0	\$6,636	\$0	\$6,636
Sub Total - TV AND RADIO BROADCASTING OP/EXP	\$0	\$6,797	\$0	\$12,636	\$0	\$12,636
OPERATING INCOME						

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
1104011640-Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - TV AND RADIO BROADCASTING OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - TV AND RADIO BROADCASTING OP/INC	\$0	\$6,797	\$0	\$12,636	\$0	\$12,636
LIBRARIES						
OPERATING EXPENDITURE						
1105052600 - Freight & Post (Books)	\$0	\$665	\$0	\$750	\$0	\$750
1105052720 - Library Other Expenses	\$0	\$118	\$0	\$2,500	\$0	\$2,500
1105052505 - Admin Allocation - Libraries	\$0	\$56,055	\$0	\$66,358	\$0	\$66,358
Sub Total - LIBRARIES OP/EXP	\$0	\$56,838	\$0	\$69,608	\$0	\$69,608
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - LIBRARIES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - LIBRARIES	\$0	\$56,838	\$0	\$69,608	\$0	\$69,608
OTHER CULTURE						
OPERATING EXPENDITURE						
110605 - Municipal heritage Inventory	\$0	\$0	\$0	\$500	\$0	\$500
110610 - Celebration	\$0	\$2,897	\$0	\$13,500	\$0	\$13,500
1106012505 - Admin Allocated Other Culture	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
110705 - Museum/Gaol Expenses (Including additional Mtce)	\$0	\$3,348	\$0	\$5,460	\$0	\$5,460
110710 - Chapel Expenses	\$0	\$2,375	\$0	\$4,453	\$0	\$4,453
110740 - Old Anglican Church	\$0	\$557	\$0	\$4,502	\$0	\$4,502
110615 - Art Centre Operations and Projects	\$0	\$101,650	\$0	\$149,559	\$0	\$149,559
1107012505 - Admin Alloc - Other Heritage	\$0	\$16,816	\$0	\$19,908	\$0	\$19,908
1107012980 - Depn Other Heritage	\$0	\$7,204	\$0	\$6,650	\$0	\$6,650
0000000000 - Heritage and Tourism Masterplan	\$0	\$0	\$0	\$0	\$0	\$0
0000000000 - Heritage Signs Replacement	\$0	\$0	\$0	\$5,000	\$0	\$5,000
0000000000 - Heritage Advisory Service	\$0	\$0	\$0	\$3,000	\$0	\$3,000
Sub Total - OTHER CULTURE OP/EXP	\$0	\$146,057	\$0	\$225,803	\$0	\$225,803
OPERATING INCOME						
1107011175 - Sale of History Books	(\$210)	\$0	(\$200)	\$0	(\$200)	\$0
1106151178 - Sales Arts and Cultural Centre	(\$690)	\$0	(\$3,500)	\$0	(\$3,500)	\$0
1107051220 - Chapel & Museum Fees	(\$614)	\$0	(\$1,000)	\$0	(\$1,000)	\$0
0000000000 - Other Revenue	(\$3,000)	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER CULTURE OP/INC	(\$4,514)	\$0	(\$4,700)	\$0	(\$4,700)	\$0
Total - OTHER CULTURE	(\$4,514)	\$146,057	(\$4,700)	\$225,803	(\$4,700)	\$225,803
Total - RECREATION AND CULTURE	(\$5,424)	\$856,754	(\$304,700)	\$914,227	(\$304,700)	\$914,227
TRANSPORT						
STREETS, RD, BRIDGES, DEPOT - CONSTRUCTION						
OPERATING EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ST,RDS,BRIDGES,DEPOT-CONST OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
1201011435 - RRGp Grants Yalgoo- Ninghan	(\$196,890)	\$0	(\$200,000)	\$0	(\$200,000)	\$0
1201011440- RRGp Grants 2015-16 Yalgoo- Ninghan	\$0	\$0	\$0	\$0	\$0	\$0
1201011560 - MRWA Direct Grants	(\$89,208)	\$0	(\$89,208)	\$0	(\$89,208)	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
1201011430 · Grants and Contributions - Yalgoo-Morawa R2R \$377000	(\$252,293)	\$0	(\$380,000)	\$0	(\$380,000)	\$0
1201011415 · Road Agreements Income - Mt Gibson Shine	\$0	\$0	\$0	\$0	\$0	\$0
1201011415 · Road Agreements Income - EMR GOLDEN GROVE	\$0	\$0	(\$151,200)	\$0	(\$151,200)	\$0
1201011420- Road Agreements Income - Silverlake Mo-Ya Rd \$80000 to be used for road works	(\$6,022)	\$0	(\$2,816)	\$0	(\$2,816)	\$0
000000000- Grant DFES - Flood Damage AGRN 903	\$96,780	\$0	\$0	\$0	\$0	\$0
Sub Total - ST,RDS,BRIDGES,DEPOT - CONST OP/INC	(\$447,633)	\$0	(\$823,224)	\$0	(\$823,224)	\$0
Total - ST,RDS,BRIDGES,DEPOT - CONST	(\$447,633)	\$0	(\$823,224)	\$0	(\$823,224)	\$0
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE						
OPERATING EXPENDITURE						
120105 · Town Streets Maintenance	\$0	\$101,647	\$0	\$122,474	\$0	\$122,474
120101 · Road Maintenance General	\$0	\$0	\$0	\$0	\$0	\$0
120110 · Footpaths/Crossover Mtce	\$0	\$0	\$0	\$1,000	\$0	\$1,000
120111 · Lighting of Streets	\$0	\$9,291	\$0	\$8,500	\$0	\$8,500
120113 · Street Trees & Watering	\$0	\$11,367	\$0	\$10,980	\$0	\$10,980
120125- Signs Repairs /Replacement	\$0	\$1,442	\$0	\$10,000	\$0	\$10,000
120126 - Street Sweeping	\$0	\$0	\$0	\$0	\$0	\$0
120129-Grid Cleaning	\$0	\$0	\$0	\$7,500	\$0	\$7,500
120127 - Vegation/Weed Control	\$0	\$103	\$0	\$8,639	\$0	\$8,639
120130 · Road Inspection After Rain	\$0	\$6,303	\$0	\$2,327	\$0	\$2,327
120150 · Engineering	\$0	\$5,154	\$0	\$15,000	\$0	\$15,000
120155 · Rural Road Maintenance	\$0	\$626,887	\$0	\$1,413,077	\$0	\$1,413,077
120156 · Roman Expenses	\$0	\$6,327	\$0	\$6,327	\$0	\$6,327
1201012505 · Admin Allocation - Roads	\$0	\$56,055	\$0	\$66,358	\$0	\$66,358
1201012980 · Depreciation - Transport Other	\$0	\$673,928	\$0	\$622,087	\$0	\$622,087
120128 · Repair Damged Grids	\$0	\$0	\$0	\$10,000	\$0	\$10,000
000000 · Flood Damage DFES Grant expenditure	\$0	\$119,129	\$0	\$0	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP	\$0	\$1,617,633	\$0	\$2,304,269	\$0	\$2,304,269
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - MTCE STREETS ROADS DEPOTS	\$0	\$1,617,633	\$0	\$2,304,269	\$0	\$2,304,269
AERODROME						
OPERATING EXPENDITURE						
120205 · Yalgoo Airstrip	\$0	\$18,164	\$0	\$8,000	\$0	\$8,000
120210 · Paynes Find Airstrips	\$0	\$5,876	\$0	\$11,000	\$0	\$11,000
120215 · Emergency Airstrips	\$0	\$0	\$0	\$3,000	\$0	\$3,000
1206012505 · Admin Allocation - Aerodromes	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
1206012980 · Depn - Aerodromes	\$0	\$50,995	\$0	\$47,073	\$0	\$47,073
Sub Total - AERODROME OP/EXP	\$0	\$86,245	\$0	\$82,344	\$0	\$82,344
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - AERODROME OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - AERODROME OP/EXP	\$0	\$86,245	\$0	\$82,344	\$0	\$82,344
Total - TRANSPORT	(\$447,633)	\$1,703,878	(\$823,224)	\$2,386,613	(\$823,224)	\$2,386,613
ECONOMIC SERVICES						
RURAL SERVICES						

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
OPERATING EXPENDITURE						
130110 - Vermin Control - MRVC Annual Contribution	\$0	\$31,871	\$0	\$31,871	\$0	\$31,871
000000 - Vermin Control - MRVC Vermin Cell Fence Construction	\$0	\$0	\$0	\$218,000	\$0	\$218,000
000000- Noxious Weeds ,Plants and Pests	\$0	\$8,068	\$0	\$0	\$0	\$0
1301012505 - Admin Allocated	\$0	\$22,422	\$0	\$26,543	\$0	\$26,543
130176 - Wild Dog Bounty	\$0	\$220	\$0	\$10,000	\$0	\$10,000
130176 - Wild Dog Community Grants	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Vermin Control - Vermin Cell Fence Drought Grant	\$0	\$57,549	\$0	\$57,549	\$0	\$57,549
Sub Total - RURAL SERVICES OP/EXP	\$0	\$120,130	\$0	\$343,963	\$0	\$343,963
OPERATING INCOME						
130110551 - Grant - Drought Vermin Cell fence	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - RURAL SERVICES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - RURAL SERVICES	\$0	\$120,130	\$0	\$343,963	\$0	\$343,963
TOURISM AND AREA PROMOTION						
OPERATING EXPENDITURE						
1302052000 - C'van Park - Salaries & Wages	\$0	\$151,463	\$0	\$68,695	\$0	\$68,695
0000000000-Caravan Park Accrued Leave Expenses	\$0	\$0	\$0	\$537	\$0	\$537
0000000000-Caravan Park- Superannuation	\$0	\$13,268	\$0	\$9,961	\$0	\$9,961
1302052120 - C'van Park - Staff Training	\$0	\$350	\$0	\$2,000	\$0	\$2,000
0000000000- Caravan Park Workers Comp Insurance	\$0	\$0	\$0	\$2,225	\$0	\$2,225
130204 - C'van Park - CVP House exp	\$0	\$18,022	\$0	\$2,700	\$0	\$2,700
130205 - Caravan Park Expenditure	\$0	\$136,993	\$0	\$139,941	\$0	\$139,941
130201 - Tourism Promotion (incl Outback Parkways and Geo Park)	\$0	\$19,893	\$0	\$35,000	\$0	\$35,000
130208 - Tourism Signage	\$0	\$991	\$0	\$0	\$0	\$0
130209 - Town Entry Statements (Mtce)	\$0	\$3,020	\$0	\$4,539	\$0	\$4,539
130210 - Website Development Expenses	\$0	\$0	\$0	\$4,500	\$0	\$4,500
130211 - Regional Tourism Project Unspent Grant and Member Shire Co	\$0	\$0	\$0	\$10,085	\$0	\$10,085
1302332000 - Wurarga Dam	\$0	\$0	\$0	\$0	\$0	\$0
130225 - Centrecare support	\$0	\$0	\$0	\$0	\$0	\$0
130226 - Emu Cup event	\$0	\$14,010	\$0	\$50,000	\$0	\$50,000
000000 -Goods For Resale- Arts and Crafts Centre	\$0	\$0	\$0	\$0	\$0	\$0
130227 - Yalgoo Racetrack Expenses	\$0	\$11,966	\$0	\$3,391	\$0	\$3,391
130228 - Yalgoo Gymkhana Expenses	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Yalgoo Races Contribution	\$0	\$0	\$0	\$10,000	\$0	\$10,000
130229 - Jokers Tunnel Expenses	\$0	\$2,337	\$0	\$1,521	\$0	\$1,521
130230 - Yalgoo Lookout Expenses	\$0	\$1,030	\$0	\$1,936	\$0	\$1,936
130231 - Banners in the Terrace	\$0	\$0	\$0	\$3,500	\$0	\$3,500
1302502000 - HCP Salaries and Wages	\$0	\$93,715	\$0	\$97,184	\$0	\$97,184
130250 - HCP Accrued Leave Expenses	\$0	\$0	\$0	\$2,910	\$0	\$2,910
130250 - HCP Superannuation	\$0	\$8,713	\$0	\$9,233	\$0	\$9,233
130250- Insurance Workers Comp	\$0	\$0	\$0	\$2,000	\$0	\$2,000
1302502120 - HCP Staff & Training Expenses	\$0	(\$5)	\$0	\$3,000	\$0	\$3,000
130251 - HCP Project Activity Expenses	\$0	\$50,162	\$0	\$60,000	\$0	\$60,000
12 02 52 - HCP Vehicle YA800	\$0	\$5,300	\$0	\$9,000	\$0	\$9,000
130254 - HCP Office Materials & Contract	\$0	\$7,117	\$0	\$4,000	\$0	\$4,000
130255 - HCP Office Equipment	\$0	\$1,033	\$0	\$1,000	\$0	\$1,000
130258 - HCP Camps and Trip Expenses	\$0	\$1,212	\$0	\$0	\$0	\$0
130259 - HCP Sponsored Activity expenses	\$0	\$0	\$0	\$0	\$0	\$0
130260 - HCP Other Activites	\$0	\$0	\$0	\$0	\$0	\$0
1302012505 - Admin Allocated - Tourism	\$0	\$56,040	\$0	\$66,341	\$0	\$66,341
1302012980 - Depn - Tourism	\$0	\$63,634	\$0	\$58,739	\$0	\$58,739
Sub Total - TOURISM & AREA PROMOTION OP/EXP	\$0	\$660,264	\$0	\$663,938	\$0	\$663,938
OPERATING INCOME						
1302261090 - Emu Cup funding	(\$20,400)	\$0	(\$25,000)	\$0	(\$25,000)	\$0
1302501540 - Contribution HCP - Silverlake	(\$1,100)	\$0	\$0	\$0	\$0	\$0
1302051025 - Caravan Park Revenues	(\$181,891)	\$0	(\$120,000)	\$0	(\$120,000)	\$0
000000000- Reimbursement - Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0
1302011200- Tourism Sales	(\$1,540)	\$0	(\$500)	\$0	(\$500)	\$0
0000000000- Prospecting Permits	(\$1,539)	\$0	(\$300)	\$0	(\$300)	\$0
1302501541- Healthy Community Mining Co Con -MMG Centrecare \$32,400 and HCP \$21,600	\$0	\$0	(\$54,000)	\$0	(\$54,000)	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
1302011595 · Community Projects Mining Contr - Mt Gibson \$40,000 HC	\$0	\$0	(\$40,000)	\$0	(\$40,000)	\$0
Sub Total - TOURISM & AREA PROMOTION OP/INC	(\$206,470)	\$0	(\$239,800)	\$0	(\$239,800)	\$0
Total - TOURISM & AREA PROMOTION	(\$206,470)	\$660,264	(\$239,800)	\$663,938	(\$239,800)	\$663,938
BUILDING CONTROL						
OPERATING EXPENDITURE						
1303012720 · Building Control Expenses	\$0	\$0	\$0	\$1,500	\$0	\$1,500
1303012550 · EHO Consulting Costs	\$0	\$17,274	\$0	\$14,000	\$0	\$14,000
1303012505 · Admin Allocated Building Contro	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - BUILDING CONTROL OP/EXP	\$0	\$28,484	\$0	\$28,771	\$0	\$28,771
OPERATING INCOME						
1303011020 · Building Permits	(\$789)	\$0	(\$500)	\$0	(\$500)	\$0
1303011022 · BCITF & BSL Fees to Shire	(\$24)	\$0	(\$10)	\$0	(\$10)	\$0
Sub Total - BUILDING CONTROL OP/INC	(\$813)	\$0	(\$510)	\$0	(\$510)	\$0
Total - BUILDING CONTROL	(\$813)	\$28,484	(\$510)	\$28,771	(\$510)	\$28,771
ECONOMIC DEVELOPMENT						
OPERATING EXPENDITURE						
Sub Total - ECONOMIC DEVELOPMENT OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ECONOMIC DEVELOPMENT OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - ECONOMIC DEVELOPMENT	\$0	\$0	\$0	\$0	\$0	\$0
OTHER ECONOMIC SERVICES						
OPERATING EXPENDITURE						
13060 · Fuel Station						
1306012565 · Licences/Permits	\$0	\$0	\$0	\$1,000	\$0	\$1,000
1306012720 · Other Expenses	\$0	\$3,786	\$0	\$2,619	\$0	\$2,619
1306012505 · Admin Allocated Fuel Station	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
1308012505 · Admin Allocated-Other Econ Dev	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - OTHER ECONOMIC SERVICES OP/EXP	\$0	\$26,207	\$0	\$30,161	\$0	\$30,161
OPERATING INCOME						
1306011120 · Fuel Station Lease Income	\$0	\$0	(\$6,500)	\$0	(\$6,500)	\$0
1306011185 · Sale of Stock	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - OTHER ECONOMIC SERVICES OP/INC	\$0	\$0	(\$6,500)	\$0	(\$6,500)	\$0
Total - OTHER ECONOMIC SERVICES	\$0	\$26,207	(\$6,500)	\$30,161	(\$6,500)	\$30,161
Total - ECONOMIC SERVICES	(\$207,283)	\$835,084	(\$246,810)	\$1,066,833	(\$246,810)	\$1,066,833
OTHER PROPERTY AND SERVICES						
PRIVATE WORKS						
OPERATING EXPENDITURE						
140101 · Private Works Expenses	\$0	\$2,654	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
1401012505 · Admin Allocation - Private Work	\$0	\$11,210	\$0	\$13,271	\$0	\$13,271
Sub Total - PRIVATE WORKS OP/EXP	\$0	\$13,864	\$0	\$13,271	\$0	\$13,271
OPERATING INCOME						
1401011150 · Private Works Charges	(\$4,599)	\$0	\$0	\$0	\$0	\$0
Sub Total - PRIVATE WORKS OP/INC	(\$4,599)	\$0	\$0	\$0	\$0	\$0
Total - PRIVATE WORKS	(\$4,599)	\$13,864	\$0	\$13,271	\$0	\$13,271
PUBLIC WORKS OVERHEADS						
OPERATING EXPENDITURE						
1403012000 · PWO Wages Costs	\$0	\$159,591	\$0	\$150,435	\$0	\$150,435
1403012005 · Sick Leave	\$0	\$25,028	\$0	\$27,127	\$0	\$27,127
1403012010 · Annual Leave	\$0	\$95,308	\$0	\$76,242	\$0	\$76,242
1403012020 · Public Holidays	\$0	\$20,439	\$0	\$32,553	\$0	\$32,553
1403012025 · Accrued Leave Expenses	\$0	\$0	\$0	\$26,286	\$0	\$26,286
1403012040 · Superannuation	\$0	\$94,755	\$0	\$111,262	\$0	\$111,262
1403012030 · Wages Allowances	\$0	\$2,197	\$0	\$3,000	\$0	\$3,000
1403012125 · Staff Training	\$0	\$18,406	\$0	\$10,000	\$0	\$10,000
1403012075 · Protective Clothing	\$0	\$5,291	\$0	\$6,000	\$0	\$6,000
1403012125 · Travel & Accommodation	\$0	\$1,756	\$0	\$7,500	\$0	\$7,500
140305· Depot Mtce (Works) Expenses	\$0	\$47,359	\$0	\$71,058	\$0	\$71,058
140310 · Depot Mtce (P&G) Expenses	\$0	\$14,141	\$0	\$18,000	\$0	\$18,000
140325 · PWO Vehicle Expenses	\$0	\$20,204	\$0	\$24,000	\$0	\$24,000
140330 · OH & S	\$0	\$1,558	\$0	\$6,500	\$0	\$6,500
1403452620 · Tools Replaced	\$0	\$909	\$0	\$3,000	\$0	\$3,000
1403502640· Traffic Management Signs	\$0	\$0	\$0	\$10,000	\$0	\$10,000
1403012300 · Insurance on Works	\$0	\$610	\$0	\$2,800	\$0	\$2,800
1403552815 · Satellite phones	\$0	\$5,158	\$0	\$3,300	\$0	\$3,300
1403602080 · Recruitment expenses/relocation	\$0	\$4,500	\$0	\$6,000	\$0	\$6,000
1403652065 · Fitness for Work	\$0	\$120	\$0	\$1,500	\$0	\$1,500
1403252720· Other PWOH Expenses	\$0	\$32	\$0	\$1,500	\$0	\$1,500
1403012310 · Works Workers Compen. Insurance	\$0	\$23,310	\$0	\$25,228	\$0	\$25,228
1403012505 · Admin Allocated	\$0	\$74,458	\$0	\$80,000	\$0	\$80,000
1403752720 · LESS PWOH ALLOCATED-PROJECTS	\$0	(\$546,909)	\$0	(\$703,291)	\$0	(\$703,291)
Sub Total - PUBLIC WORKS O/HEADS OP/EXP	\$0	\$68,221	\$0	\$0	\$0	\$0
OPERATING INCOME						
1403011640 - Reimbursements	(\$466)	\$0	\$0	\$0	\$0	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC	(\$466)	\$0	\$0	\$0	\$0	\$0
Total - PUBLIC WORKS OVERHEADS	(\$466)	\$68,221	\$0	\$0	\$0	\$0
PLANT OPERATION COSTS						
OPERATING EXPENDITURE						
1404012585 · Fuel & Oil	\$0	\$119,153	\$0	\$175,000	\$0	\$175,000
1404192595 · Tyres & Tubes	\$0	\$11,948	\$0	\$12,000	\$0	\$12,000
1404 12590 · Parts & Repairs	\$0	\$66,731	\$0	\$135,000	\$0	\$135,000
1404012582 · Insurance (Reg/Ins)	\$0	\$66,271	\$0	\$60,000	\$0	\$60,000
1404012000 · Other POC Expenses	\$0	\$951	\$0	\$15,883	\$0	\$15,883
1404012580 · Blades & Tynes	\$0	\$13,312	\$0	\$8,000	\$0	\$8,000
1404012582 · Licensing (Reg/Ins)	\$0	\$7,803	\$0	\$10,000	\$0	\$10,000
1404012625 · Survey and Microcom Equipment	\$0	\$0	\$0	\$5,000	\$0	\$5,000
1404012655 · Workshop consumables	\$0	\$21,267	\$0	\$22,000	\$0	\$22,000
1404012620 · Replacement tools	\$0	\$394	\$0	\$1,500	\$0	\$1,500
1404012505 · Admin Alloc - POC	\$0	\$57,443	\$0	\$68,000	\$0	\$68,000
1404012980 · Plant Depreciation	\$0	\$129,483	\$0	\$119,523	\$0	\$119,523
1404052720 · LESS POC ALLOCATED-PROJECTS	\$0	(\$367,310)	\$0	(\$631,906)	\$0	(\$631,906)
Sub Total - PLANT OPERATIONS COSTS OP/EXP	\$0	\$127,446	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
OPERATING INCOME						
1404011180 · Charges - Sale of Scrap	\$0	\$0	(\$1,000)	\$0	(\$1,000)	\$0
1404011640 · Reimbursements (Fuel Credits ,Etc)	\$0	\$0	(\$30,000)	\$0	(\$30,000)	\$0
1404011625 · Plant & Equipment Hire	\$0	\$0	\$0	\$0	\$0	\$0
Total - PLANT OPERATIONS COSTS	\$0	\$127,446	(\$31,000)	\$0	(\$31,000)	\$0
ADMINISTRATION						
OPERATING EXPENDITURE						
1405012000 · Salaries & Wages	\$0	\$438,850	\$0	\$515,657	\$0	\$515,657
1405012030 · Wages Allowances	\$0	\$1,870	\$0	\$2,000	\$0	\$2,000
1405012034 · Salary Package Allowance	\$0	\$0	\$0	\$0	\$0	\$0
1405012040 · Superannuation	\$0	\$54,740	\$0	\$32,047	\$0	\$32,047
1405012155 · LSL and AL accrual	\$0	\$0	\$0	\$8,618	\$0	\$8,618
1405102095 · Staff Amenities	\$0	\$734	\$0	\$1,500	\$0	\$1,500
1405012105- Staff Uniforms	\$0	\$973	\$0	\$3,000	\$0	\$3,000
1405012080 · Recruitment Expenses	\$0	\$6,298	\$0	\$10,000	\$0	\$10,000
140501 · Admin Relocation Expenses	\$0	\$0	\$0	\$0	\$0	\$0
140501 · Fitness for Work	\$0	\$0	\$0	\$0	\$0	\$0
1405012120 · Staff Training	\$0	\$4,226	\$0	\$10,000	\$0	\$10,000
1405012055 · Advertising	\$0	\$3,160	\$0	\$5,000	\$0	\$5,000
1405012600 · Postage and Freight	\$0	\$1,770	\$0	\$3,500	\$0	\$3,500
1405012605 · Printing & Stationery	\$0	\$4,522	\$0	\$5,000	\$0	\$5,000
1405012725 · Subscriptions	\$0	\$23,644	\$0	\$24,000	\$0	\$24,000
1405012520 · Computer Mtce/Support	\$0	\$80,192	\$0	\$45,000	\$0	\$45,000
1405012570 · Office Equip Mtce	\$0	\$25,958	\$0	\$22,000	\$0	\$22,000
1405012125 · Travel & Accommodation	\$0	\$1,054	\$0	\$5,000	\$0	\$5,000
1405012535 · Conference Expenses	\$0	\$228	\$0	\$15,000	\$0	\$15,000
140501 · Vehicle Expenses	\$0	\$5,478	\$0	\$17,500	\$0	\$17,500
1405012045 · Admin VRE (FBT)	\$0	(\$2,552)	\$0	\$60,000	\$0	\$60,000
1405012515 · Audit Fees	\$0	\$2,150	\$0	\$38,000	\$0	\$38,000
1405012525 · Consultancy	\$0	\$93,302	\$0	\$113,000	\$0	\$113,000
1405012560 · Legal Expenses	\$0	\$51,386	\$0	\$40,000	\$0	\$40,000
140505 · Administration Building Mtce	\$0	\$9,560	\$0	\$22,300	\$0	\$22,300
140510 · Human Resource Management	\$0	\$0	\$0	\$2,500	\$0	\$2,500
1405152525 · OH & S Admin	\$0	\$0	\$0	\$3,500	\$0	\$3,500
1405012805 · Electricity	\$0	\$7,702	\$0	\$15,000	\$0	\$15,000
1405012820 · Telephone-Internet	\$0	\$50,053	\$0	\$40,000	\$0	\$40,000
1405012300 · Insurance (Includes Property Insurance)	\$0	\$80,683	\$0	\$60,000	\$0	\$60,000
1405012515 · Bank Charges	\$0	\$9,232	\$0	\$10,000	\$0	\$10,000
1405012720 · Expenses Other	\$0	\$13,688	\$0	\$7,000	\$0	\$7,000
0000000000 · Bad Debts Expense	\$0	\$0	\$0	\$3,000	\$0	\$3,000
1405012825 · Water	\$0	\$3,875	\$0	\$500	\$0	\$500
140525 · Admin Vehicle	\$0	\$11,328	\$0	\$10,000	\$0	\$10,000
140501- Record Management	\$0	\$393	\$0	\$30,000	\$0	\$30,000
140501 · Financial Software	\$0	\$50,000	\$0	\$50,000	\$0	\$50,000
1405012980 · Depn - Administration General	\$0	\$50,313	\$0	\$46,443	\$0	\$46,443
1405302720 · LESS ADMIN ALLOCATED-PROGRAMS	\$0	(\$1,084,810)	\$0	(\$1,276,065)	\$0	(\$1,276,065)
Sub Total - ADMINISTRATION OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
1405011640 · Reimbursements	(\$52)	\$0	(\$5,000)	\$0	(\$5,000)	\$0
1405011145 · Photocopies & Facsimiles	(\$692)	\$0	(\$50)	\$0	(\$50)	\$0
1405011045 · Commissions - Transport	(\$3,164)	\$0	(\$2,000)	\$0	(\$2,000)	\$0
1405011160 · RAV Admin - CA07 Application	(\$200)	\$0	(\$200)	\$0	(\$200)	\$0
1405011155 · Admin Charges FOI	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - ADMINISTRATION OP/INC	(\$4,108)	\$0	(\$7,250)	\$0	(\$7,250)	\$0
Total - ADMINISTRATION	(\$4,108)	\$0	(\$7,250)	\$0	(\$7,250)	\$0
MATERIALS AND STOCK						
OPERATING EXPENDITURE						
000000 Opening Stock	\$0	\$0	\$0	\$0	\$0	\$0
000000 Material Purchases	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
000000 Less Material Allocated	\$0	\$0	\$0	\$0	\$0	\$0
000000 Closing Stock	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - MATERIALS AND STOCK	\$0	\$0	\$0	\$0	\$0	\$0
Total - MATERIALS AND STOCK	\$0	\$0	\$0	\$0	\$0	\$0
SALARIES AND WAGES						
OPERATING EXPENDITURE						
1406012000 - Gross Total Salaries and Wages	\$0	\$0	\$0	\$1,768,667	\$0	\$1,768,667
1406052000 - LESS SALS/WAGES ALLOCATED	\$0	\$0	\$0	(\$1,768,667)	\$0	(\$1,768,667)
Sub Total - SALARIES AND WAGES OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
1406012085 - Reimbursements - Workers Compensation	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - SALARIES AND WAGES OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - SALARIES AND WAGES	\$0	\$0	\$0	\$0	\$0	\$0
UNCLASSIFIED						
OPERATING EXPENDITURE						
1407012720-Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - UNCLASSIFIED OP/EXP	\$0	\$0	\$0	\$0	\$0	\$0
OPERATING INCOME						
1407011620 - Other Income	\$0	\$0	\$0	\$0	\$0	\$0
1407011640 - Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - UNCLASSIFIED OP/INC	\$0	\$0	\$0	\$0	\$0	\$0
Total - UNCLASSIFIED	\$0	\$0	\$0	\$0	\$0	\$0
Total - OTHER PROPERTY AND SERVICES	(\$9,173)	\$209,531	(\$38,250)	\$13,271	(\$38,250)	\$13,271
FUND TRANSFERS	(\$6,285,957)	\$4,918,381	(\$5,962,950)	\$6,211,015	(\$5,962,950)	\$6,211,015
EXPENDITURE						
000000 Transfer to Yalgoo Ninghan Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$322,785
Interest Earnt to be split	\$0	\$4,161	\$0	\$5,205	\$0	\$0
Transfer from Muni - Mt Gibson \$2180250 EMR Grove \$151200	\$0	\$317,580	\$0	\$317,580	\$0	\$0
000000 Transfer to Plant Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$596
Interest Earnt	\$0	\$477	\$0	\$596	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Sports Complex Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$937
Interest Earnt	\$0	\$749	\$0	\$937	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to HCP Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,386
Interest Earnt	\$0	\$1,108	\$0	\$1,386	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Building Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,587
Interest Earnt	\$0	\$1,268	\$0	\$1,587	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Community Amenities Maintenance Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$2,656
Interest Earnt	\$0	\$2,123	\$0	\$2,656	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Long Service Leave Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$482
Interest Earnt	\$0	\$385	\$0	\$482	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Housing Maintenance Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,205
Interest Earnt	\$0	\$963	\$0	\$1,205	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Yalgoo Morawa Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$1,698
Interest Earnt	\$0	\$1,357	\$0	\$1,698	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to General Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$128,725
Interest Earnt	\$0	\$547	\$0	\$5	\$0	\$0
Transfer from Muni	\$0	\$128,760	\$0	\$128,720	\$0	\$0
000000 Transfer to Office Equipment Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$35
Interest Earnt	\$0	\$28	\$0	\$35	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Road Agreement Yalgoo Morawa Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnt	\$0	\$0	\$0	\$0	\$0	\$9,196
Transfer from Muni	\$0	\$7,196	\$0	\$9,196	\$0	\$0
000000 Transfer to Natural Disaster Triggerpoint Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$125
Interest Earnt	\$0	\$100	\$0	\$125	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Emergency Road Repairs Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$83
Interest Earnt	\$0	\$66	\$0	\$83	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer to Superannuation Back Pay Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnt	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Muni	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - TRANSFER TO OTHER COUNCIL FUNDS	\$0	\$466,869	\$0	\$471,496	\$0	\$471,496
INCOME						
000000 Transfer from Yalgoo Ninghan Road Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from General Roads Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Superannuation Back Pay Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Building Reserve Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
000000 Transfer from Leave Reserve Fund	\$0	\$0	\$0	\$0	\$0	\$0
Total - TRANSFER FROM OTHER COUNCIL FUNDS	\$0	\$0	\$0	\$0	\$0	\$0
Total - FUND TRANSFER	\$0	\$466,869	\$0	\$471,496	\$0	\$471,496
000000 (Surplus) / Deficit - Carried Forward	(\$2,929,846)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0
Sub Total - SURPLUS C/FWD	(\$2,929,846)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0
Total - SURPLUS	(\$2,929,846)	\$0	(\$3,075,961)	\$0	(\$3,075,961)	\$0
LONG TERM LOANS						
000000 Loan Principal Repayments -	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - LONG TERM LOANS	\$0	\$0	\$0	\$0	\$0	\$0
Total - DEFERRED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0
LIABILITY LOANS						
EXPENDITURE						
000000 Loan Principal Repayments - Housing loans ,53,	\$0	\$17,676	\$0	\$17,676	\$0	\$17,676
000000 Loan Principal Repayments - Housing loans 55	\$0	\$21,212	\$0	\$21,212	\$0	\$21,212
000000 Loan Principal Repayments - Housing loans 56	\$0	\$52,983	\$0	\$52,983	\$0	\$52,983
000000 Loan Principal Repayments - Community Amenities loan 54	\$0	\$8,781	\$0	\$8,781	\$0	\$8,781
Sub Total - LOAN REPAYMENTS	\$0	\$100,652	\$0	\$100,652	\$0	\$100,652
INCOME						
000000 Loan Raised - Loan No	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - LOANS RAISED	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
Total - NON CURRENT LIABILITIES	\$0	\$100,652	\$0	\$100,652	\$0	\$100,652
000000 Depreciation Written Back	\$0	(\$1,353,397)	\$0	(\$1,249,289)	\$0	(\$1,249,289)
000000 Book Value of Assets Sold Written Back	\$0	\$0	\$0	(\$227,043)	\$0	(\$227,043)
000000 Accrued Salary and Wages	\$0	\$0	\$0	\$0	\$0	\$0
000000 Accrued Interest on Debentures	\$0	\$0	\$0	\$0	\$0	\$0
000000 Movement in Loan Funds	\$0	\$0	\$0	\$0	\$0	\$0
000000 Net Change in Non Current	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - DEPRECIATION WRITTEN BACK	\$0	(\$1,353,397)	\$0	(\$1,476,332)	\$0	(\$1,476,332)
Total - DEPRECIATION	\$0	(\$1,353,397)	\$0	(\$1,476,332)	\$0	(\$1,476,332)
FURNITURE AND EQUIPMENT						
GOVERNANCE						
EXPENDITURE						
000000-Computer Hardware ,Systems Upgrade,and Phone Replacement	\$0	\$0	\$0	\$37,500	\$0	\$37,500
000000- Upgrade Cabling - Fibre Admin Centre	\$0	\$12,111	\$0	\$13,000	\$0	\$13,000
000000- External Monitor Display	\$0	\$12,575	\$0	\$40,000	\$0	\$40,000
000000-Admin Airconditioner	\$0	\$0	\$0	\$0	\$0	\$0
000000-Fire Proof Safe- Admin Centre	\$0	\$813	\$0	\$11,000	\$0	\$11,000
000000-Financial Software	\$0	\$80,000	\$0	\$100,000	\$0	\$100,000
000000-Tables and Chairs	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$105,499	\$0	\$201,500	\$0	\$201,500
Total - GOVERNANCE	\$0	\$105,499	\$0	\$201,500	\$0	\$201,500
FURNITURE AND EQUIPMENT						
RECREATION AND CULTURE						
EXPENDITURE						
000000 - Furn. & Equip - Art Centre - Camera,Lockers,Bookcase	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Furn. & Equip - Art Centre	\$0	\$0	\$0	\$4,500	\$0	\$4,500
000000 - Furn. & Equip - Day Care Centre	\$0	\$0	\$0	\$0	\$0	\$0
000000- Core Stadium - Exercise Equip	\$0	\$0	\$0	\$500	\$0	\$500
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$5,000	\$0	\$5,000
Total - HEALTH	\$0	\$0	\$0	\$5,000	\$0	\$5,000
FURNITURE AND EQUIPMENT						
LAW ORDER AND PUBLIC SAFETY						
EXPENDITURE						
000000- CCTV Caravan Park	\$0	\$0	\$0	\$13,600	\$0	\$13,600
000000- Shire Firearm	\$0	\$0	\$0	\$0	\$0	\$0
000000- CCTV Yalgoo Townsite	\$0	\$0	\$0	\$30,000	\$0	\$30,000
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$43,600	\$0	\$43,600
Total -LAW ORDER AND PUBLIC SAFETY	\$0	\$0	\$0	\$43,600	\$0	\$43,600
FURNITURE AND EQUIPMENT						
ECONOMIC SERVICES						
EXPENDITURE						
000000-Commercial Washing Machine and Dryer	\$0	\$0	\$0	\$0	\$0	\$0
000000- Theme bed Linen	\$0	\$0	\$0	\$0	\$0	\$0
000000- HCP Program Computer	\$0	\$0	\$0	\$1,500	\$0	\$1,500
	\$0	\$0	\$0	\$0	\$0	\$0

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$1,500	\$0	\$1,500
Total - ECONOMIC SERVICES	\$0	\$0	\$0	\$1,500	\$0	\$1,500
Total - FURNITURE AND EQUIPMENT	\$0	\$105,499	\$0	\$251,600	\$0	\$251,600
LAND AND BUILDINGS						
GOVERNANCE						
EXPENDITURE						
000000-New Front Doors - Administration Building (incl Notice Board)	\$0	\$0	\$0	\$0	\$0	\$0
000000- Admin Centre - Front Rails	\$0	\$0	\$0	\$0	\$0	\$0
000000- Admin Centre - Garden Reticulation	\$0	\$0	\$0	\$0	\$0	\$0
000000- Admin Centre - Air Conditioners	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Admin Centre Covered Carport Area	\$0	\$0	\$0	\$0	\$0	\$0
000000- Admin Centre -Records Fit Coolroom Panels to Sea Container	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL - GOVERNANCE	\$0	\$0	\$0	\$0	\$0	\$0
LAND AND BUILDINGS						
LAW ORDER AND PUBLIC SAFETY						
EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL - LAW ORDER AND PUBLIC SAFETY	\$0	\$0	\$0	\$0	\$0	\$0
LAND AND BUILDINGS						
HEALTH						
EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL - HEALTH	\$0	\$0	\$0	\$0	\$0	\$0
LAND AND BUILDINGS						
HOUSING						
EXPENDITURE						
000000-Staff Housing - Solar Panels	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing - 19b Stanley Street Security Screens	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing - 19a Stanley Street Replace Floor Coverings	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing - Security	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing - 42 Units 3 Gibbons Street Replace Floor Coverings	\$0	\$0	\$0	\$0	\$0	\$0
000000 -House 74 Weekes Street	\$0	\$0	\$0	\$0	\$0	\$0
000000-Two Units 17 Shemrock Street	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing -6 Henty Street Replace Carpet with Floor Board	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing -8 Henty Street Colorbond Fence Front	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing - Power to 3 Storage Shed	\$0	\$0	\$0	\$0	\$0	\$0
000000 -House 75 Weekes Street - Landscaping	\$0	\$0	\$0	\$0	\$0	\$0
000000-Staff Housing -8 Henty Street Landscaping	\$0	\$0	\$0	\$0	\$0	\$0
000000-Other Housing - Nurse Accommodation	\$0	\$5,123	\$0	\$250,000	\$0	\$250,000

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD Income	Expenditure	JULY -JUNE 2021 YTD Income	Expenditure	Income	Expenditure
Sub Total - CAPITAL WORKS	\$0	\$5,123	\$0	\$250,000	\$0	\$250,000
Total - HOUSING	\$0	\$5,123	\$0	\$250,000	\$0	\$250,000
LAND AND BUILDINGS						
COMMUNITY AMENITIES						
EXPENDITURE						
000000- Mobile Ablution Block - Airstrip	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Cemetery - Toilet and Water Tank Construction LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
Total - COMMUNITY AMENITIES	\$0	\$0	\$0	\$0	\$0	\$0
LAND AND BUILDINGS						
RECREATION AND CULTURE						
EXPENDITURE						
000000 - BBQ Shamrock Park LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Museum Improvements	\$0	\$0	\$0	\$117,157	\$0	\$117,157
000000-Power Supply Mens Shed and Rifle Club - Stage 2	\$0	\$0	\$0	\$0	\$0	\$0
000000-Payne Find Complex - External Painting	\$0	\$0	\$0	\$0	\$0	\$0
000000-Payne Find Complex - Internal Painting	\$0	0	\$0	\$0	\$0	\$0
000000 -Yalgoo Community Hall Renovation LCRI Grant \$285,431 2021-22,Lotterywest \$300,000	\$0	\$2,000	\$0	\$600,000	\$0	\$600,000
000000 - Community Hall - Air Conditioner	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$2,000	\$0	\$717,157	\$0	\$717,157
Total - RECREATION AND CULTURE	\$0	\$2,000	\$0	\$717,157	\$0	\$717,157
LAND AND BUILDINGS						
TRANSPORT						
EXPENDITURE						
000000- Machinery Shed Depot - Concrete Floor 2 Bays	\$0	\$18,182	\$0	\$20,000	\$0	\$20,000
000000- Storage Shed Depot	\$0	\$0	\$0	\$0	\$0	\$0
000000-Flood Control -Fuel Station	\$0	\$0	\$0	\$0	\$0	\$0
000000- Depot -Electric Boundary Fence and Gate	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$18,182	\$0	\$20,000	\$0	\$20,000
Total - TRANSPORT	\$0	\$18,182	\$0	\$20,000	\$0	\$20,000
LAND AND BUILDINGS						
ECONOMIC SERVICES						
EXPENDITURE						
000000- BBQ's (1) Caravan Park LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
000000-Heritage Building Renewals LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Storage and POS Facility - Caravan Park	\$0	\$0	\$0	\$0	\$0	\$0
000000-Caravan Park - Disabled Toilets Chair and Rails	\$0	\$0	\$0	\$0	\$0	\$0
000000-Caravan Park - Upgrade Water and Power Supply	\$0	\$0	\$0	\$30,000	\$0	\$30,000
000000-Caravan Park -2 Self Contained Accommodation Units	\$0	\$203,779	\$0	\$340,000	\$0	\$340,000
000000- Shelter and Seating Jokker Tunnel	\$0	\$0	\$0	\$0	\$0	\$0
000000- Shelter and Visitors Board at Railway Station	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$203,779	\$0	\$370,000	\$0	\$370,000
Total - ECONOMIC SERVICES	\$0	\$203,779	\$0	\$370,000	\$0	\$370,000
LAND AND BUILDINGS						

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
OTHER PROPERTY AND SERVICES						
EXPENDITURE						
000000-Solar Panel - Shire Buildings	\$0	\$0	\$0	\$100,000	\$0	\$100,000
000000-Mens Shed Upgrade	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Total - OTHER PROPERTY AND SERVICES	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Total - LAND AND BUILDINGS	\$0	\$229,084	\$0	\$1,457,157	\$0	\$1,457,157
PLANT AND EQUIPMENT						
GOVERNANCE						
EXPENDITURE						
000000- Motor Vehicle CEO	\$0	\$0	\$0	\$0	\$0	\$0
000000- Motor Vehicle CGTS	\$0	\$0	\$0	\$0	\$0	\$0
000000- Motor Vehicle - Subaru	\$0	\$0	\$0	\$0	\$0	\$0
000000- Motor Vehicle - Fortunner	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
Total - GOVERNANCE	\$0	\$0	\$0	\$0	\$0	\$0
PLANT AND EQUIPMENT						
LAW ORDER & PUBLIC SAFETY						
EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
Total - LAW, ORDER & PUBLIC SAFETY	\$0	\$0	\$0	\$0	\$0	\$0
PLANT AND EQUIPMENT						
COMMUNITIES AMENITIES						
EXPENDITURE						
000000- Community Bus	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000
Sub Total - CAPITAL WORKS	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000
Total - COMMUNITY AMENITIES	\$0	\$118,315	\$0	\$130,000	\$0	\$130,000
PLANT AND EQUIPMENT						
RECREATION AND CULTURE						
EXPENDITURE						
000000- Kubota Utility	\$0	\$0	\$0	\$0	\$0	\$0
000000- Kubota Ride on Mower	\$0	\$0	\$0	\$0	\$0	\$0
000000- Hilux 4x2 Gardener	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$0	\$0	\$0
Total - RECREATION AND CULTURE	\$0	\$0	\$0	\$0	\$0	\$0
PLANT AND EQUIPMENT						
TRANSPORT						
EXPENDITURE						
000000- Skidsteer	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adpoted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD			
	Income	Expenditure	Income	Expenditure	Income	Expenditure
000000- Dual Axle Box Trailer	\$0	\$0	\$0	\$0	\$0	\$0
000000- Genset on Trailer	\$0	\$0	\$0	\$0	\$0	\$0
000000- Grader cat 12M	\$0	\$379,130	\$0	\$0	\$0	\$380,000
000000- Multi Tyre Roller Bomag	\$0	\$0	\$0	\$380,000	\$0	\$0
000000-Slasher Attachment	\$0	\$0	\$0	\$0	\$0	\$0
000000- Debris Vacuum	\$0	\$0	\$0	\$0	\$0	\$0
000000-Traffic Light Pair	\$0	\$0	\$0	\$0	\$0	\$0
000000-Caterpillar Prime Mover	\$0	\$0	\$0	\$0	\$0	\$0
000000-Portable toilet on Trailer	\$0	\$0	\$0	\$0	\$0	\$0
000000-Backhoe	\$0	\$0	\$0	\$0	\$0	\$0
000000-Trailer - Side Tipper	\$0	\$192,270	\$0	\$180,000	\$0	\$180,000
000000-Truck Tipper	\$0	\$69,170	\$0	\$80,000	\$0	\$80,000
000000-Truck Cab Crew	\$0	\$0	\$0	\$0	\$0	\$0
000000-Works Foreman Ute - YA 899	\$0	\$69,913	\$0	\$75,000	\$0	\$75,000
000000-Fuel Tank	\$0	\$0	\$0	\$2,100	\$0	\$2,100
000000-Deisel Air Compressor	\$0	\$0	\$0	\$3,200	\$0	\$3,200
000000-Works Forklift	\$0	\$0	\$0	\$0	\$0	\$0
000000-Generator Genelite 4.5 kva	\$0	\$0	\$0	\$6,000	\$0	\$6,000
000000-Communications- Satellite Phone and Vehicle Tracking	\$0	\$0	\$0	\$0	\$0	\$0
000000-Road Sweeper Attachment	\$0	\$0	\$0	\$25,000	\$0	\$25,000
Sub Total - CAPITAL WORKS	\$0	\$710,483	\$0	\$751,300	\$0	\$751,300
Total - TRANSPORT	\$0	\$710,483	\$0	\$751,300	\$0	\$751,300
PLANT AND EQUIPMENT						
ECONOMIC SERVICES						
CAPITAL EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS					\$0	\$0
Total - ECONOMIC SERVICES	\$0	\$0	\$0	\$0	\$0	\$0
Total - PLANT AND EQUIPMENT	\$0	\$828,798	\$0	\$881,300	\$0	\$881,300
TOOL PURCHASES						
EXPENDITURE						
	\$0	\$0	\$0	\$0	\$0	\$0
NEW PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0
Total - TOOL PURCHASES	\$0	\$0	\$0	\$0	\$0	\$0
INFRASTRUCTURE ASSETS - ROAD RESERVES						
ROADS TO RECOVERY GRANTS						
000000- Yalgoo/Morawa Road - Widen to 7m 7km	\$0	\$400,715	\$0	\$380,000	\$0	\$380,000
RRG SPECIAL GRANT RD WORKS						
000000- Yalgoo/Nighan Road - 4 metre seal 5km includes \$214,110 LRCI Program Grant	\$0	\$653,817	\$0	\$514,110	\$0	\$514,110
MUNICIPAL/LOCAL ROADS GRANT- ROADS						
TOWN STREET CONSTRUCTION						
BRIDGES						
FOOTPATH CONSTRUCTION - MUNICIPAL						
FLOOD DAMAGE						
DRAINAGE MUNICIPAL						
OTHER						
000000 - Fixed Road and Wayfinding Signage LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Jokers Tunnel Sealed Floodway and Improved Access LRCI Grant	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Sealing Outside Primary School LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0
000000 - Sealing Paynes Find Poiner Cemetery LRCI Grant 2021-22	\$0	\$0	\$0	\$0	\$0	\$0
000000- Sandford River Crossing	\$0	\$0	\$0	\$25,000	\$0	\$25,000
000000- Casurina Causeway - Widen to 2 Lanes	\$0	\$0	\$0	\$0	\$0	\$0

Shire of Yalgoo

Detailed Statement

Details By function Under The Following Programme Titles

And Type Of Activities Within The Programme

	Actual 2020-21		Adopted Budget 2020-21		Adopted Budget 2020-21	
	JULY -JUNE 2021 YTD		JULY -JUNE 2021 YTD		Income	Expenditure
	Income	Expenditure	Income	Expenditure		
000000- Badga Woolshed Road - Geraldton Mount Magnet Road to Airstrip Seal 800m	\$0	\$0	\$0	\$80,000	\$0	\$80,000
000000- Sealing of Road to Nature Based Park	\$0	\$0	\$0	\$0	\$0	\$0
000000- Sealing of Road and Parking Area -Yalgoo Lookout	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$1,054,532	\$0	\$999,110	\$0	\$999,110
Total - ROADS	\$0	\$1,054,532	\$0	\$999,110	\$0	\$999,110
Total - INFRASTRUCTURE ASSETS ROAD RESERVES	\$0	\$1,054,532	\$0	\$999,110	\$0	\$999,110
INFRASTRUCTURE ASSETS-RECREATION FACILITIES						
000000- Yalgoo/Ninghan Road - Seal to width 4m						
000000- Landscape - Admin Office	\$0	\$0	\$0	\$0	\$0	\$0
000000- Oval Water Treatment LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
000000- Oval Fixed Exercise Equipment LRCI Grant 2020-21	\$0	\$0	\$0	\$0	\$0	\$0
000000- Sports Complex Carpark - Kerb and Seal and Footpath to School	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256
000000- Community/School Oval Shared Use Development	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256
Total - OTHER	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256
Total - INFRASTRUCTURE ASSETS - RECREATION FACILITIES	\$0	\$28,127	\$0	\$29,256	\$0	\$29,256
INFRASTRUCTURE ASSETS - OTHER						
000000- Street Lighting	\$0	\$0	\$0	\$50,000	\$0	\$50,000
000000- Yalgoo Rubbish Tip	\$0	\$18,062	\$0	\$0	\$0	\$0
000000-Dalgaraanga Crater Signage and Viewing Platform LRCI Grant 2021	\$0	\$0	\$0	\$0	\$0	\$0
000000- Security System Depot	\$0	\$0	\$0	\$0	\$0	\$0
000000- Paynes Find Airstrip Fence	\$0	\$0	\$0	\$0	\$0	\$0
000000- Public Toilets- Paynes Find	\$0	\$0	\$0	\$33,656	\$0	\$33,656
000000-Paynes Find Entry Statements	\$0	\$13,085	\$0	\$30,000	\$0	\$30,000
000000 - Jokers Tunnel Entry Road Sheetting	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$31,147	\$0	\$113,656	\$0	\$113,656
Total - OTHER	\$0	\$31,147	\$0	\$113,656	\$0	\$113,656
Total - INFRASTRUCTURE ASSETS - OTHER	\$0	\$31,147	\$0	\$113,656	\$0	\$113,656
Rounding Adjustment						
GRAND TOTALS	(\$9,215,803)	\$6,409,691	(\$9,038,911)	\$9,038,911	(\$9,038,911)	\$9,038,911
SURPLUS						
		-\$2,806,112		(\$0)		(\$0)