



Norseman Woodlands to Eucla Coast

Minutes Certification

I certify that the Minutes of the 30th March 2021 Ordinary Council Meeting were presented to the Council and confirmed at the 17th April 2021 Ordinary Council Meeting.

A handwritten signature in black ink, appearing to be "L Bonza", written over a horizontal line.

Cr L Bonza
President

A handwritten date "15.06.21" written over a horizontal line.

Date



Norseman Woodlands to Eucla Coast

**Minutes of Meeting
Ordinary Council Meeting
30th March 2021**

MINUTES of the ORDINARY Meeting of the Council
held in the Council Chambers at the Shire Administration Office –
Prinsep Street Norseman on the 30th March 2021 commencing at 6.00pm

Table of Contents

1.	Declaration of Opening and Announcement of Visitors	3
2.	Declarations of Financial, Proximity, Impartiality Interests & Gifts Received	3
3.	Record of Attendance of Councillors / Officers and Apologies	3
4.	Applications for Leave of Absence	4
5.	Response to Previous Public Questions Taken on Notice.....	4
6.	Public Question Time.....	4
7.	Confirmation of Minutes of Previous Meeting.....	4
8.	Petitions, Deputations or Presentations	5
8.1	Reports of Committees.....	5
8.1.1.	GVROC - Cr Bonza/Cr Warner.....	5
8.1.2.	WALGA – Cr Bonza/Cr Patupis	6
8.1.3.	Regional Roads Group – Cr Bonza/Cr Wyatt.....	6
8.1.4.	Roadwise – Cr Wyatt/Cr Warner	6
9.	Announcements by Presiding Member without Discussion	6
10.	Reports of Officers.....	7
10.1	Planning, Development, Health and Building	7
10.1.1	– Conversion of Leasehold to Freehold.....	7
10.1.2	- Request for Comment - Reserve 8322 proposed Lease K401497 – Case 2003117	8
10.2	Engineering and Works.....	9
10.2.1	– New Watercart Prime Mover	9
10.2.2	– New Water Cart trailer.....	11
10.2.3	– Plant Replacement Light Vehicles.....	12
10.2.4	– Retain existing Hino Watercart.....	13
10.3	Members and Policy	15
10.3.1	– Receive the Information Bulletin.....	15
10.3.2	- Proposed New Policy – Financial Hardship Policy	16
10.4	Administration, Finance and Community Development.....	18
10.4.1	– Accounts Paid 01/02/2021 to 28/02/2021.....	18
10.4.2	– Financial Statements for the Period Ending 28 th February 2021.....	24
10.4.3	– CRC Management Report & Financial Statements to 28 th February 2021.....	25
10.4.4	– Officers Reports	26
10.4.5	- Extension of Contracts RFT 03-18 and RFT 01-18	27
10.4.6	– Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre	30
10.4.7	- Formation of the Dundas Cemetery & Memorials Advisory Group	32
11.	Elected Members Motions of Which Previous Notice Has Been Given	32
12.	New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting ..	32
12.1	- Late Item – Compliance Audit Return 2020.....	33
12.2	– Late Item - Goldfields Record Storage Facility Ownership	35
13.	Next Meeting	38
14.	Closure of Meeting.....	38

1. Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:00pm.

This Ordinary Council Meeting was video recorded to assist in the preparation of the minutes of the meeting.

The Shire of Dundas recognises the Ngadju and Mirning People as First Nations People in the Shire of Dundas, acknowledging them as traditional custodians and pay our respects to their Elders, past, present and emerging.

2. Declarations of Financial, Proximity, Impartiality Interests & Gifts Received.

Financial Interests:

Cr. Laurene Bonza: Item 10.4.5 - Extension of Contracts RFT 03 -18 and RFT 01-18 as her husband is the principal and owner of Bonza Constructions Pty Ltd.

Indirect - CEO Peter Fitchat: Item 10.4.1 – Accounts Paid 1/02/2021 to 28/02/2021 as his partner is the owner of the Stitch and Gift shop.

Proximity Interests:

Nil

Impartiality Interests:

Cr Laurene Bonza: Item 10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre, as she is a committee member of the Norseman Visitor’s Centre.

Cr. Patrick Hogan: Item 10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre, as he is the Secretary of the Norseman Turf Club Inc.

Cr. Sharon Warner: Item 10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre, as she is a member of the Norseman Turf Club and President of the P&C Committee.

Cr. Veronica Wyatt: Item 10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre, as she is a member of the Norseman Turf Club.

Gifts Received by Councillors:

As per the Shire of Dundas Code of Conduct section 3.4 Gifts, adopted by the Council on 21 October 2014 and reference to Regulation 34B of the Local Government (Administration) 1996.

Nil

3. Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza Shire President
Cr JEP Hogan

Cr SM Warner
Cr VL Wyatt
Cr VJ Schultz

Peter Fitchat Chief Executive Officer
Pania Turner Manager of Community Development
Joe Hodges Manager of Works and Services
Tracy Dixon Records Officer

Apologies

Cr AR Patupis Deputy Shire President

Public Gallery

Lynn Webb

4. Applications for Leave of Absence.

Nil

5. Response to Previous Public Questions Taken on Notice.

Nil

The CEO through the Chair, provided an update on mosquito management:

- Working towards a plan, a team meeting was held to discuss.
- Chemicals further investigated – effects to wildlife and vulnerable people means this method is not able to be used, as none have been certified as 100% environmentally friendly.
- At present, the only viable option is to continue to empty water containers and keep yards tidy.
- Without major consultation and a budget item to do things like move vulnerable people out of town and protect bees, fish etc during spraying it is too difficult.

On behalf of the Turf Club, Pat Hogan thanked everyone that participated in getting the Norseman Cup day together, particularly the Shire of Dundas, without whom, the day would not have happened and it is greatly appreciated.

6. Public Question Time.

In accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996, any person may during Public Question Time ask any question.

In accordance with Regulation 6 of the Local Government (Administration) Regulations 1996, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Nil

7. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 23rd February 2021 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 23rd February 2021 be confirmed as a true and accurate record.

Moved: Cr. Hogan
Seconded: Cr. Wyatt

Resolution

That the minutes of the Ordinary Council Meeting held on 23rd February 2021 be confirmed as a true and accurate record.

The President noted that a correction to a typographical error in the unconfirmed Minutes was required. Regarding Item 10.3.3 - Ordinary Council Meetings – March and April 2021 - the time recorded for the April 2021 meeting should read 9:00am ACWST not 9:00am WST.

Carried by: Simple Majority For: 5 Against: 0

8. Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1. GVROC - Cr Bonza/Cr Warner

GVROC meeting 26/03/21 hosted by the Shire of Dundas.

Presentations:

- **NBN** – have a new Regional Development & Engagement unit
 - Have initiated project STAND (Strengthening Telecommunications Against Natural Disasters) with \$8.7 million grant funding from Federal Govt.
 - WA has been allocated 370 sites for fixed satellite services to be installed at evacuation centres. The Shire has made a submission to DFES to be one of those sites.
- **Business Foundations** – held a workshop in Norseman on Thursday 25th. I believe there were 9 participants and the report from Phil Kemp and Susan O'Byrne who ran the session was very positive, with a number of good ideas coming out of it.
- **WA Country Health Service** – An update about the Covid 19 pandemic and how WACHS Goldfields is dealing with issues. A Covid vaccination clinic was held for eligible people on Friday 26th at the hospital.
- **Shire of Dundas** – we also gave a presentation on what's happening in our Shire.
- Royal Commission into Child Sexual Abuse - Local Government Child Safety Officers: As previously reported, Recommendation 6.12 of the Royal Commission was that, with support from Commonwealth and State Governments, Local Governments should designate child safety officers from existing staff profiles to develop child safe messages in Local Government facilities, assist local institutions to access online child safe resources, provide child safe information and support to local institutions as needed, and to support local institutions to work collaboratively with key services to ensure child safe approaches are culturally safe, disability aware and appropriate for children from diverse backgrounds.

Action: GVROC has provided a combined regional response in relation to this recommendation and this response was endorsed by member Councils at the GVROC meeting on Friday.

- Proposed review of the Road Asset Preservation Model – Options Paper - Again, as previously reported.
Action: GVROC has compiled a combined regional response as to the preferred option. Note that changing from accepted formulas may disadvantage smaller LGs. GVROC has provided in principle support for the response, as a whole.
- GVROC – Law & Order – a delegation has been nominated to discuss and provide some ideas for solutions around issues of anti-social behaviour and law and order in the Goldfields. The delegation is tasked with reporting back on progress and organising a visit to State Parliament to meet with key Ministers/staff to lobby for assistance.
- District Emergency Management Committee (DEMC) – New delegates appointed from the GVROC – Cr Tracey Rathbone, Shire of Coolgardie is the delegate and Cr Bonza, Shire of Dundas, the proxy.
- Guest Speakers
Ali Kent, Member (elect) for Kalgoorlie - would like a prioritised list from LGs on issues she can assist with.
Hon Kyle McGinn, member for Mining & Pastoral – spoke about progress to date on the establishment of a Banned Drinkers Register
Rick Wilson, Federal Member for O'Connor – the O'Connor electorate has been expanded. Mr Wilson would like to get a letter of support from GVROC to have Wiluna included in the O'Connor electorate to align with Wiluna's recent move from the Mid-West to our RDA and GEDC regions.
- A motion was raised and carried, for the GVROC to write to the Federal Minister for Local Govt to continue infrastructure funding past the initial Covid response.

8.1.2. WALGA – Cr Bonza/Cr Patupis

President has been in contact with the WALGA President, Mayor Tracey Roberts, to get some support for lobbying the State Govt to reinstate our Magistrates Court services and our Mines Dept. A letter is currently being drafted to the Attorney General in the first instance and will be followed with correspondence to the Mines Minister. A face to face visit will be arranged as soon as practicable.

8.1.3. Regional Roads Group – Cr Bonza/Cr Wyatt

Main Roads are holding a Black Spot Presentation and reviewing the new Crash Map via a Skype meeting on Tuesday 27th April, which we have registered for.

8.1.4. Roadwise – Cr Wyatt/Cr Warner

No recent meeting.

Normally, at this time of the year is the Blessing of the Roads, however being busy with things like the Woodlands Centre official opening, it will not be happening this year.

9. Announcements by Presiding Member without Discussion.

Thanked staff for Friday's successful official opening of the Woodlands Cultural Community and Visitor's Centre.

10. Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Conversion of Leasehold to Freehold	
Location / Address	Lease N105471 over Lot 963 on Deposited Plan 205165
File Reference	A1018
Author	Chief Executive Officer - Peter Fitchat
Date of Report	15 th March 2021
Disclosure of Interest	Nil

Summary

For the Council to respond to an application to convert an existing leasehold to freehold land.

Background

The Shire has received advice from the Department of Lands that the lessor of Lease N105471 over Lot 963 on Deposited Plan 205165 wishes to convert the leasehold to freehold and seeks the Council's comments in relation to the proposal.

A copy of the maps is included in the papers relating.

Statutory Environment

Department of Lands, Shire of Dundas Town Planning Scheme No 2
Land Administration Act 1997

Policy Implications

Nil

Financial Implications

There are nil costs to the Shire in relation to freeholding land. However freehold may be more advantageous in rating issues as the Shire has more avenues available in relation to the recovery of outstanding rates.

Strategic Implications

Nil

Consultation

Chief Executive Officer
Department of Planning Lands and Heritage

Comment

There are no practical implications to the Shire in relation to whether land is freehold or there are leasing arrangements with the Department of Lands. Both are subject to the provisions of the town planning scheme and other legislative requirements, but the outcome for the lessor and the Shire would be more beneficial in retaining people in our community.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council advise the Department of Planning, Lands and Heritage that the Shire of Dundas has no objection to Lot 963 on Deposited Plan 205165 Cornell Street, Norseman being converted from leasehold to freehold subject to the applicant being advised that any future development of the land must be in accordance with the provisions of the Shire of Dundas Town Planning Scheme.

Moved: Cr. Hogan
Seconded: Cr. Warner

Resolution

That the Council advise the Department of Planning, Lands and Heritage that the Shire of Dundas has no objection to Lot 963 on Deposited Plan 205165 Cornell Street, Norseman being converted from leasehold to freehold subject to the applicant being advised that any future development of the land must be in accordance with the provisions of the Shire of Dundas Town Planning Scheme.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.1.2 - Request for Comment - Reserve 8322 proposed Lease K401497 – Case 2003117	
Location / Address	Shire of Dundas
File Reference	LP.PL.1
Author	Chief Executive Officer - Peter Fitchat
Date of Report	22 nd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider the request for comment for Reserve 8322 proposed Lease K401497 – Case 2003117.

Background

The Department of Planning, Land and Heritage has asked for comment on the Proposed Reserve Lease renewal (as per papers relating).

Statutory Environment

Planning and Development Act 2005
Shire of Dundas Local Planning Scheme No 2

State Planning Policy 3.1 – Residential Design Codes, as published by the Western Australian Planning Commission applies to the proposed development.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report.

Strategic Implications

Strategic Community Plan,
2.1 Opportunity for Economic Diversification 2021 SHIRE OF DUNDAS Page 26-
A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme

3: Natural & Built Environment.

Consultation

Executive Management Team
Department of Planning, Lands and Heritage

Comment

This opportunity can provide someone with common land close to town, and the opportunity to increase diversity in our community.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas support the Lease renewal for Reserve 8322 proposed Lease K401497 – Case 2003117.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

That the Council of the Shire of Dundas support the Lease renewal for Reserve 8322 proposed Lease K401497 – Case 2003117.

Carried by: Simple Majority For: 5 Against: 0

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – New Watercart Prime Mover	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services – Joe Hodges
Date of Report	26 th February 2021
Disclosure of Interest	Nil

Summary

Councils existing water cart is beyond its due date and required trading.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and now requires replacement. Additionally, the vehicle type is increased to a semi-trailer type size vehicle to increase the water delivery capacity, as approved by Council on 23rd June 2020.

Statutory Environment

Local Government Act 1995

Policy Implications

As per plant Replacement policy.

Financial Implications

As per budget costings.

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

There are 3 submissions that come under the tendered budget value, HINO, FUSO and UD. After deliberating on each of these trucks it comes down between the HINO and UD with quality. The UD tips others with operator working area, engine, suspension and driveline.

Other companies to provide quotes was the dealer for Volvo and Mack, with one for Freightliner being received after the closing date.

Voting Requirements

Simple Majority

Officer Recommendation

It is recommended that the Shire of Dundas purchase the UD, GW 460 is the preferred truck for the replacement Water Cart, at an excluding gst price of \$205,697.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

It is recommended that the Shire of Dundas purchase the UD, GW 460 is the preferred truck for the replacement Water Cart, at an excluding gst price of \$205,697.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.2.2 – New Water Cart trailer	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services – Joe Hodges
Date of Report	2 nd March 2021
Disclosure of Interest	Nil

Summary

Two quality quotes were received with a \$28,000 difference in price.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and now requires replacement. Additionally, the vehicle type is increased to a semi-trailer type size vehicle to increase the water delivery capacity, as approved by Council on 23rd June 2020.

Statutory Environment

Local Government Act 1995

Policy Implications

As per Plant Replacement policy

Financial Implications

As per Budget

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The two quotes were received one from Howard Porter and another from Western Truck sales. The Howard Porter quote is for a trailer with Stainless Steel tube and Western Truck sales is for a mild steel tube.

Voting Requirements

Simple Majority

Officer Recommendation

The Shire of Dundas purchase from Howard Porter a Tri-Axle Stainless Steel Tube Water Cart Trailer of a value of \$113,390 excluding GST but including registration.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

The Shire of Dundas purchase from Howard Porter a Tri-Axle Stainless Steel Tube Water Cart Trailer of a value of \$113,390 excluding GST but including registration.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.2.3 – Plant Replacement Light Vehicles	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Work & Services – Joe Hodges
Date of Report	26 th February 2021
Disclosure of Interest	Nil

Summary

Quotes received from 2 suppliers Avon Isuzu and Goldfield Motors, providing quotes on Isuzu and Mitsubishi vehicles.

Background

Replacement of light vehicles for the Community Development Officer, The Projects Officer, and the Works Tradie ute.

Statutory Environment

Plant replacement policy

Policy Implications

As per Plant replacement policy

Financial Implications

Budgeted items

Strategic Implications

Nil

Consultation

Manager of Community Development
Projects Officer
Chief Executive Officer

Comment

The overall pricing for the 3 new vehicles from each of the suppliers Avon Isuzu supplied a trade price for the PO vehicle but not the CDO vehicle. Therefore, Avon Isuzu total quoted value for all 3 cars is \$119,320.

Golden City Motors quoted on all vehicles with a total quoted value for all 3 cars is \$97,404.30.

Trade-in Toyota Hilux \$27,782.50 inc gst and Subaru Forrester \$17,981.00 is included in the outright purchase of 2 of the vehicles. With an outright purchase for the Tradie ute, with the old Tradie ute retained by the Shire for Community use.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas purchase from Golden City Motors the supply of 3 new vehicles to the Shire for the Community Development Officer, the Projects Officer, and the replacement Works Tradie Ute.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

That the Shire of Dundas purchase from Golden City Motors the supply of 3 new vehicles to the Shire for the Community Development Officer, the Projects Officer, and the replacement Works Tradie Ute.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.2.4 – Retain existing Hino Watercart	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services- Joe Hodges
Date of Report	9 th March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider the retaining the existing water cart.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and due for replacement. However due to current condition most truck dealers did not take up option to offer a trade, however one dealer offered \$15,000 for the water cart. The truck is in reasonable condition that with minor repairs and a limited workload could continue to serve the Shire for a number of years to come.

Statutory Environment

Local Government Act 1995 & associated regulations.

Policy Implications

T.5 – Plant Replacement Program

Plant is to be sold, replaced, or changed over when:

- An optimum return is possible.
- The cost of maintenance, repairs and parts are considered excessive.

- The plant has reached the end of its useful life.
- It no longer meets the operational requirements of the Shire.

T.6 – Shire Plant and Equipment – After Hours Use

The Chief Executive Officer is authorised to permit the after-hours use of the Shires plant and equipment at no cost provided that the plant and equipment:

- Is used to facilitate works for a local community organisation or sporting body.
- Is operated by appropriately trained and authorised Shire employees only.
- Does not leave the Shire of Dundas.
- Is available at the depot and does not involve unnecessary transportation.
- Is returned to the depot in time for normal Shire operations.

T.7.- Operation of Shire Plant

That all Shire plant and equipment is to be operated only by authorised personnel, and that the Chief Executive Officer and/or Manager of Works are the only persons permitted to provide that authorisation.

Financial Implications

There are a number of financial implications to consider in relation to the cost of providing the Community Loan Vehicle namely:

- Licencing/ registration.
- Insurance – comprehensive & 3rd party; a \$1500 excess applies to Shire vehicles.
- Servicing, repairs and maintenance.
- Garaging/ storage; and
- Fuel

Some of these costs are difficult to quantify as the individual cost of vehicles are not itemised and some are included in “fleet” costs i.e., insurance.

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The current water cart has been used extensively around the Norseman townsite, washing down the streets of dirt, dust and any foreign matter to clean the town.

The new water cart being a larger sized water cart can be used for this use but not fully suited for the role. The current water cart also is utilised as a water storage fill point during the high fire season.

In this role the water cart only sits at a location close to the fire supplying water to fire fighters, the larger watercart is not suited for this role though could still be utilised but not as efficiently as the small water cart.

With some minor modifications the small water cart can be retro fitted for tree watering. And can also be used as a back-up water cart to the larger watercart.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas retain the current Hino Watercart P266 for ongoing use by Shire staff.

Moved: Cr. Wyatt
 Seconded: Cr. Hogan

Resolution

That the Shire of Dundas retain the current Hino Watercart P266 for ongoing use by Shire staff.

Carried by: Simple Majority For: 5 Against: 0

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	PE.ME.2
Author	Chief Executive Officer - Peter Fitchat
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 28th February 2021.

Background

The Councillors' Information Bulletin for the period ending 28th February 2021 was completed and circulated to Councillors.

Statutory Environment*Local Government Act 1995*

- Section 2.7(2) - Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good governance of persons in its district.

Policy Implications

Council has no policies in relation to this matter.

Financial Implications

The recommendation of this report has no financial implications for Council.

Strategic Implications

Keeping Councillors informed in respect to matters impacting on their role as Councillor.

Consultation

Nil

Comment

The intent of the Councillors' Information Bulletin is to assist in providing Councillors with information relevant to their role as a Councillor.

Because of certain confidential elements in the contents of this document, it is not a public document, it is distributed to Councillors and senior staff only and is not for public release.

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the monthly Councillors' Information Bulletin for the period ending 28th February 2021, as included in confidential papers relating.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

That Council receive the monthly Councillors' Information Bulletin for the period ending 28th February 2021, as included in confidential papers relating.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.3.2 - Proposed New Policy – Financial Hardship Policy	
Location / Address	88-92 Prinsep Street
File Reference	CM.PO.1
Author	Manager of Community Development – Pania Turner
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider and, if thought appropriate to adopt a new policy relating to financial hardship.

Background

On 8 May 2020, the Minister for Local Government made the Local Government (COVID-19 Response) Order 2020.

That Order provided for the adoption by local governments of Financial Hardship policies. The Order also provided for limits on the interest that may be imposed by local governments that do not adopt Financial Hardship policies.

Statutory Environment

The Local Government (COVID-19 Response) Order 2020 modifies the operation of certain sections of the Local Government Act 1995 and (where applicable) the corresponding regulations.

Most relevantly to this report, it changes the interest rates that may be applied under the Act and the Local Government (Financial Management) Regulations 1996 so that the maximum interest rates that can be charged are as follows:

	s6.13 Interest on money owing	s6.45 Interest on Instalments	s6.51 Interest on overdue rates
"Excluded persons" under hardship policy	0%	0%	0%
Other debtors	8%	3%	8%

The Order also provides that the instalment administration charge cannot be imposed on "excluded persons".

Excluded person means a person who –

- (a) as a residential ratepayer or small-business ratepayer of a local government; and
- (b) is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic.

Policy Implications

This report recommends the adoption of a new policy.

Financial Implications

It is difficult to assess the financial implications in advance of seeing how many Financial Hardship Applications are received and how many are assessed as complying with the policy.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Chief Executive Officer

Comment

The proposed new Policy is provided to Council in the papers relating.

Voting Requirements

Simple Majority

Officer Recommendation

That the Financial Hardship Policy as presented in the papers relating be adopted.

Moved: Cr. Warner
Seconded: Cr. Hogan

Resolution

That the Financial Hardship Policy as presented in the papers relating be adopted.

Carried by: Simple Majority

For: 5

Against: 0

10.4 Administration, Finance and Community Development

CEO Peter Fitchat declared an indirect financial interest in the following item: 10.4.1 – Accounts Paid 1/02/2021 to 28/02/2021 as his partner is the owner of the Stitch and Gift shop.

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01/02/2021 to 28/02/2021	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts and Payroll Officer – Ali Sherifi
Date of Report	17 th March 2021
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
				\$0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
				\$0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT5299	02/02/2021	Arts and Culture Goldfields Association Inc. (Art Gold)	Our Gems - Peter Kenyon workshop 18th November 2020	\$3500.00
EFT5300	02/02/2021	Kulbardi Hill Consulting	First progress payment for implementation of interpretation strategy for the Woodlands Centre.	\$46843.50
EFT5282	05/02/2021	Valma Joy Schultz	Claim (Council meeting - 21.01.2021), Workshop -15.12.2020 & 12.01.2021, Woodlands Workshop - 05.01.2021	\$624.00
EFT301	09/02/2021	Telstra Corporation Limited	Phone Usage - (Admin, Co-location & Woodlands Centre) - 20.01.2021 - 19.02.2021 - \$698.87 Landline & internet Usage for (Admin, Youth, Visitor Centre, Depot & Pool) – 05.12.2020 – 04.01.2021 – \$637.81 Mobile Phone Usage + Tablets – 17.12.2020 – 16.01.2021 – \$646.96 Landlines and Internet Usage for (Admin, Visitor Centre, Youth, Pool and Doctor – 05.01.2021 – 04.02.2021 – \$286.45 Satellite Charges – 16.01.2021 – 15.02.2021 - \$195 Mobile Phone + Tablet Usage - \$650.80 Home Bundles for MOW & EA – 26.12.2020 – 25.01.2021 – \$223	\$2704.78

			Telstra 4GXWifi Plus for Peter Fitchat – 04.02.2021 – 03.03.2021 Credit made for old Visitor Centre – 06.03.2020 – 24.09.2020 = -\$663.11	
EFT5302	09/02/2021	Bunnings Group Limited	2 x Shovel adjustable, 1 x adjustable Wrench, 1 x spray paint, 1x lubricant smart straw, 1 x fuel Can BMW 5L	\$254.52
EFT5303	09/02/2021	Laurene Bonza	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021, GVROC - 27.11.20	\$680.00
EFT5304	09/02/2021	Dundas Fencing & Building Maintenance	Repair damaged sewer line to ladies toilet at museum + materials	\$196.74
EFT5305	09/02/2021	FULL MOON CAFE	Catering food for Council Meeting - 21.01.2021 - \$350 Catering for the Workshop - \$280	\$630.00
EFT5306	09/02/2021	Dowling Giudici and Associates	Balance payment for professional services as per DG+A Service proposal for development + reporting on proposed workforce & accommodation in Norseman - 30.11.2020	\$467.50
EFT5307	09/02/2021	John Edward Patrick Hogan	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021 - \$312 Special Meeting – \$104	\$416.00
EFT5308	09/02/2021	Norseman Historical Museum Association	Norseman Main link Advert 2021	\$185.00
EFT5309	09/02/2021	Navman Wireless Australia Pty Ltd	Monthly Satellite Service – (05.10.2020 – 04.11.2020)	\$65.89
EFT5310	09/02/2021	South East Petroleum	DIESEL 8000 litres - \$9373.76 Diesel and Unleaded fuel purchases – January 2021 (Bp Card) – \$243.22	\$9616.98
EFT5311	09/02/2021	Solutions IT	Managed support - Monthly Billing for January 2021 – \$1479.50 Office365 Licenses - Monthly Billing for January 2021 – \$723.88 Offsite Backup – Cloud back up - Monthly Billing for January 2021 - \$180.68	\$2384.06
EFT5312	09/02/2021	Aflex Technology (NZ) Ltd	1 x H-Zilerator, 1 x Rocker, 1 x High Pressure Blower for Town Activity Programs	\$3137.20
EFT5313	09/02/2021	Veronica Wyatt	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021 - \$312 Claim (Special Meeting) - \$104	\$416.00
EFT5314	09/02/2021	Sharon Warner	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021, Woodlands Workshop - \$416 Claim (Special Meeting) - \$104	\$520.00
EFT5315	10/02/2021	Kulbardi Hill Consulting	Preparation of interpretation strategy for the Woodlands Centre, including field work, preparation cost estimates and report writing.	\$14168.00
EFT5316	10/02/2021	Katherine Hays	Graphic Design - 14 Page Prospectus, digital file supplied and approved, overall document layout, design & compilation, tables, financials, graphs & charts.	\$400.40
EFT5317	12/02/2021	Calyпсо Creative	Renew Domain Jungkajungka.com Renewal every 2 years	\$44.00
EFT5318	12/02/2021	Seek Limited	Advertising - Road Construction Team Leader/Grader operator – \$324.50	\$638.00

			Advertising – Bush fire Risk – 313.50	
EFT5319	16/02/2021	Horizon Power	Power charges for 105 Prinsen street – 16.12.2021 – 01.02.2021 - \$88.55 Streetlights - 01.01.2021 - 31.01.2021 - \$4845.65	\$4934.20
EFT5320	16/02/2021	Jump 4 Us	Hire of Pirate Ship + supervision (3x hrs and travel) for Australia Day 2021	\$1020.00
EFT321	16/02/2021	Kilima (WA) Pty Ltd	Rent for the month February 2021 - 81 Roberts Street	\$220.00
EFT322	16/02/2021	Norseman Community Resources Centre	Printing of the Norseman Today Vol39 No1 (300 Copies)	\$900.00
EFT323	16/02/2021	O'Dwyer Electrical	Replace and install two new Token Machines for lighting, install new security light to pool area and install double 15-amp power point to Depot	\$2566.30
EFT324	16/02/2021	Outdoor Cameras Australia	48 AA Fujitsu Rechargeable NiMH batteries for trail camera on the Norseman Hyden Road + Freight	\$249.20
EFT5325	16/02/2021	Water Corporation	Various Water Accounts (23.11.2020 - 25.01.2021)	\$33824.63
EFT5326	16/02/2021	Wilson's Diesel & Auto Repairs	4 new drive tyres for Isuzu Tip Truck DS10 P285	\$1825.20
EFT5327	24/02/2021	Australian Taxation Office	BAS (JANUARY 2021)	\$20052.00
EFT5328	24/02/2021	Eucla Motor Hotel	Accommodation for Steve Bowyer & Bonza Constructions including meals & 90.31 litres of Fuel - 9th February 2021	\$537.50
EFT5329	24/02/2021	Advertiser Print	2021 Community Calendar x 750	\$4806.00
EFT5330	24/02/2021	ZircoDATA Pty Ltd	Storage of Registers (26.12.2020 - 25.01.2021)	\$160.24
EFT5331	24/02/2021	Abberfield Technology Pty Ltd	2 x Coin timer - Microprocessor AI Token 240 Volts AC, 200 Tokens - Abberfield Industries	\$1530.00
EFT5332	24/02/2021	BP Norseman	Diesel & Unleaded Charges for January 2021	\$510.76
EFT5333	24/02/2021	Bonza Constructions Pty Ltd	Showerhead at 36 Angove St	\$146.30
EFT5334	24/02/2021	Bunnings Warehouse Kalgoorlie	Pallet sand, Cement & Timber for Norseman Hyden Road	\$2421.80
EFT5335	24/02/2021	Laurene Bonza	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session 02.02.2021, Budget meeting - 16.02.202, GVROC - 05.02.2021 & 19.02.2021	\$888.00
EFT5336	24/02/2021	BOC Limited	Container Service Fee (29.12.2020 - 28.01.2021)	\$40.51
EFT5337	24/02/2021	Shire of Dundas Municipal Fund	Payroll deductions	\$820.00
EFT5338	24/02/2021	Down to Earth Training	Basic worksite traffic management & traffic control refresher training - 1-day course, communicate in the workplace / work safely & follow WHS procedures - Participants: Outside Crew, accommodation & meals, and travel costs.	\$6090.25
EFT5339	24/02/2021	Department of Fire & Emergency Services	ESL (JANUARY 2021)	\$960.71
EFT5340	24/02/2021	FULL MOON CAFE	Catering for Council Workshop for 12 People - 02.02.2021	\$200.00

EFT5341	24/02/2021	Glen Flood Group Pty Ltd T/A GFG Consulting	Attend site for a 12-month defects liability period inspection, monthly disbursements charge (2.5%) + Labour and travel charge	\$2762.38
EFT5342	24/02/2021	John Edward Patrick Hogan	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, Workshop - 02.02.2021, Budget meeting - 16.02.202	\$520.00
EFT5343	24/02/2021	Horizon Power	Various Power Charges - 15.12.2020 - 12.02.2021	\$12564.11
EFT5344	24/02/2021	JR & A Hersey Pty Ltd	5 x Bisley L/S Shirt Midnight 2XL with Shire logo for Steve Bowyer.	\$175.00
EFT5345	24/02/2021	Landgate	Mining Tenements Chargeable – Schedule no. M2021/1 – Date 16.12.2020 – 15.01.2021 – \$73.80 Gross Rental Valuation Chargeable. Schedule no. G 2021/1 - Dated 28.11.2020 to 08.01.2021 – \$410.31	\$484.11
EFT5346	24/02/2021	Star Track Credit	Freight - (JR A & Hersey Pty Ltd)	\$59.83
EFT5347	24/02/2021	Raymond Marcon	Work on logs at Welcome Park completed & organised by Raymond Marcon for Joe to take to Depot	\$1042.95
EFT5348	24/02/2021	Moore Australia (WA) Pty Ltd	Compilation of MFS Dec 2020 & rates processing and management assistance Dec 2020	\$4290.00
EFT5349	24/02/2021	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Various PPE Equipment	\$4302.23
EFT5350	24/02/2021	Norseman Concrete	Screening Pit 2A - Loader Hire 81 hrs, Screening 34 hrs, Service 5hrs - 11.01.2021 - 15.01.2021 - \$23732.50 Credit - Screening Pit 2A – Labour hire overcharged -\$715 Cart Gravel – Hire single tipper 43 hours on 07.01.2021 to 13.01.2021 – \$6858.50 Labour hire 66 hours – 07.01.2021 \$4719 Cart Gravel – Single Tipper hire 19 hours from 18.01.2021 – 19.01.2021 – \$3030.50 Labour hire 19 hours – 18.01.2021 – 19.01.2021 - \$1358.50 Screening Pit 2A – Loader hire 30hrs, service truck 3 hours – 18.01.2021 – 27.01.2021 - \$6435	\$45419.00
EFT5351	24/02/2021	Norseman IGA	Various IGA Purchases - 01.01.2021 - 31.01.2021	\$2344.94
EFT5352	24/02/2021	Office National Kalgoorlie	2 x parchment card A4 Natural pack 50, 2 x Office Chair, 1 x Collins 2021 Diary, 1 x Keyboard Gel wrist rest, 1 x foldback clip – \$1176.20 1 x Mouse pad wrist rest, 2 x office chair, 1 x mouse pad with touch wrist rest. \$1077.95.	\$2254.15
EFT5353	24/02/2021	Pet Tags Australia	20x Yellow Dog Tags (EXP 2021) + Postage	\$66.95
EFT5354	24/02/2021	Rasa Patupis	Claim (Council Meeting - 15.12.2020, 21.01.2021, 23.02.2021), Workshop - 01.12.2020, 12.01.2021, Budget meeting - 16.02.202, Special meeting - 28.01.2021 plus travel	\$1352.00

EFT5355	24/02/2021	PUZZLE CONSULTING PTY LTD	Consulting service for tender process and implementation - 2 days preparation, 1.5 on site, travel and follow up.	\$3903.08
EFT5356	24/02/2021	Valma Joy Schultz	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session - 02.02.2021, Budget meeting - 16.02.2021	\$520.00
EFT5357	24/02/2021	South Coast Foodservice	8 CTN Toilet Hand towels	\$475.38
EFT5358	24/02/2021	Solutions IT (invoice S + B)	Pre-Paid Support Hours - 20 Hours - \$2178 Managed support (Maintain monthly billing for February 2021) - \$1479.50 Office365 Licenses - Exchange plan 1 (Monthly billing for February 2021) Offsite backup - Cloud back up (Monthly billing for February 2021) - \$180.68	\$4562.06
EFT5359	24/02/2021	Toll Transport Pty Ltd	Freight - (State Library, Advertiser Print)	\$67.83
EFT5360	24/02/2021	Veronica Wyatt	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session - 02.02.2021, Budget meeting - 16.02.2021	\$520.00
EFT5361	24/02/2021	Venus Corporation Pty Ltd	Permanent placement fee for leading hand/grader operator - Joanne Bennett.	\$8030.00
EFT5362	24/02/2021	Western Australian Local Government Association	Laurene Bonza Registration - Transport and Roads Forum 11/02/21 - \$70 Peter Fitchat Registration - Transport and Roads Forum 11/02/21 - \$70	\$140.00
EFT5363	24/02/2021	Sharon Warner	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, Workshop - 02.02.2021, Budget meeting - 16.02.2021, GVROC - 05.02.2021 + Travel	\$936.00
EFT5364	26/02/2021	Stitch and Gift	Face Masks x200 - Reusable with Filters	\$800.00
6389	01/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
PAY	02/02/2021	Payroll	Direct Debit of Net Pays	\$55100.77
6380	08/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
6381	09/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
6408	15/02/2021	Centrepay fees	Fees for (Helen Moir Rent, A525)	\$1.98
PAY	15/02/2021	Payroll	Direct Debit of Net Pays	\$55072.12
6411	17/02/2021	Wilson's Diesel	Refund for fire infringement notices	\$250.00
6412	17/02/2021	Brad Woollett	Refund for fire infringement notices	\$500.00
6413	17/02/2021	Van Hong Nguyen	Refund for fire infringement notices	\$500.00
6415	22/02/2021	Centrepay Fees	Fees for (A771)	\$0.99
6416	22/02/2021	Jason Ellison	Refund for fire infringement notices	\$250.00
6417	22/02/2021	Woodlands Centre	Woodlands Centre set up	\$10000.00
6420	23/02/2021	Centrepay Fees	Fees for (A629, A698)	\$1.98
6426	24/02/2021	Margaret McEwan	Meals and incidentals for Youth Training	\$321.40
6430	26/02/2021	Joanne Bennett	Reimbursement of Pre-Employment medical cost and travel	\$160.00
				\$392,350.38

Municipal Account Direct Debts

	Date	Name	Description	Amount
6387	01/02/2021	ANZ	Merchant Fees	\$221.34
6391	03/02/2021	ANZ	BPAY Transaction Fee	\$24.75
6407	15/02/2021	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings - December 2020	\$2453.92
DD10588	22/02/2021	SuperChoice	Superannuation - 24.12.2020 - 05.01.2021	\$ 11257.51
DD10616	22/02/2021	SuperChoice	Superannuation - 06.01.2021 - 19.01.2021	\$11690.80
				\$25,648.32

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
6401	15/02/2021	Chief Executive Officer	ANZ Credit Card Purchases 22.12/2020 – 21/01/2021	\$1,177.36
	27/12/2020	Doodly	Monthly Subscription	\$93.99
	29/12/2020	Office National Kalgoorlie	Stationary	\$68.04
	04/01/2021	Collins Debden Pty Ltd	Work diary Re-fill + Portfolio	\$94.65
	06/01/2021	Nespresso Australia	Coffee Capsules or Admin	\$95.40
	12/01/2021	Adobe	Monthly PDF Subscription	\$25.74
	13/01/2021	Full Moon Café	Toasted Sandwiches for Budget Meeting	\$19.50
	25/12/2020	LinkedIn	Monthly Subscription	\$336.41
	06/01/2021	SQ DFX Design	Eagle design Collection	\$129.23
	05/01/2021	MYOB	MYOB Subscription for Woodlands Centre	\$54.50
	22.12.2020	Eucla Motor Hotel	Awaiting Receipt	\$18.00
	22/12/2020	Eucla Motor Hotel	Awaiting Receipt	\$160.00
	29/12/2020	Bunnings Kalgoorlie	Awaiting Receipt	\$41.91
	01/01/2021	LinkedIn	Monthly Subscription	\$39.99
			Total Credit Card Payment for Purchases	\$1,177.36

Summary of Account Totals

Trust EFT's / Cheques	\$0.00
Municipal Cheques	\$0.00
Municipal EFT's	\$392,350.38
Municipal Direct Debit's	\$25,648.32
Municipal Credit Card's	\$1,177.36
Grand Total for January 2021	\$419,176.06

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/02/2021 to 28/02/2021 be noted.

Moved: Cr. Hogan

Seconded: Cr. Wyatt

Resolution

That the Shire of Dundas monthly accounts paid from 01/02/2021 to 28/02/2021 be noted.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 28th February 2021	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Moore Australia
Date of Report	17 th March 2021
Disclosure of Interest	Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 28th February 2021 be accepted.

Moved: Cr. Hogan

Seconded: Cr. Wyatt

Resolution

That the Shire of Dundas Financial Statements for the period ending 28th February 2021 be accepted.

Carried by: Simple Majority

For: 5

Against: 0

SHIRE OF DUNDAS

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 28 February 2021

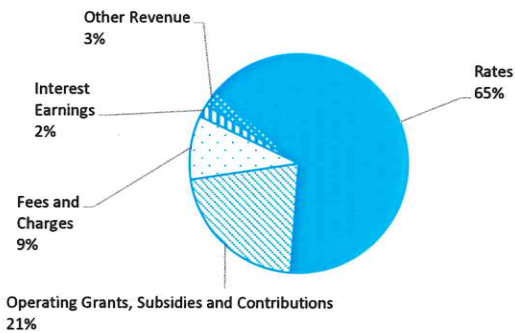
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

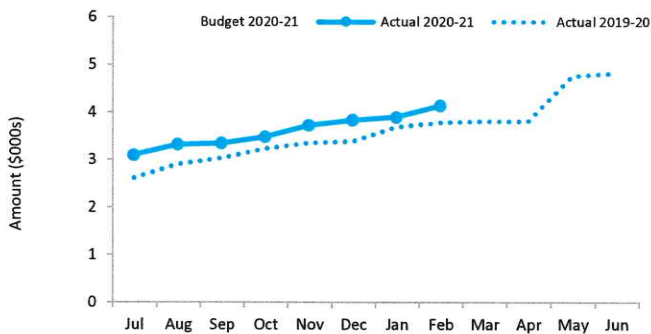
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Basis of Preparation	8
Note 1 Statement of Financial Activity Information	9
Note 2 Cash and Financial Assets	10
Note 3 Receivables	11
Note 4 Payables	12
Note 5 Rate Revenue	13
Note 6 Disposal of Assets	14
Note 7 Capital Acquisitions	15
Note 8 Borrowings	18
Note 9 Cash Reserves	19
Note 10 Other Current Liabilities	20
Note 11 Operating grants and contributions	21
Note 12 Non operating grants and contributions	22
Note 13 Budget Amendments	23
Note 14 Explanation of Material Variances	27

OPERATING ACTIVITIES

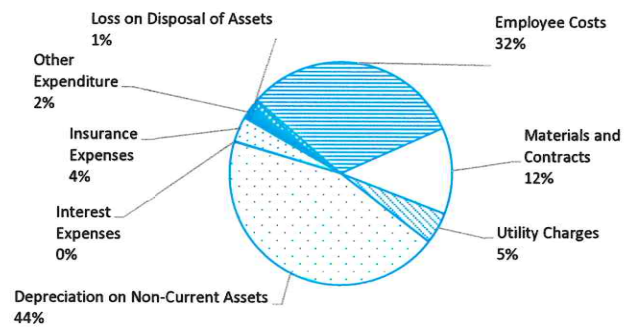
OPERATING REVENUE



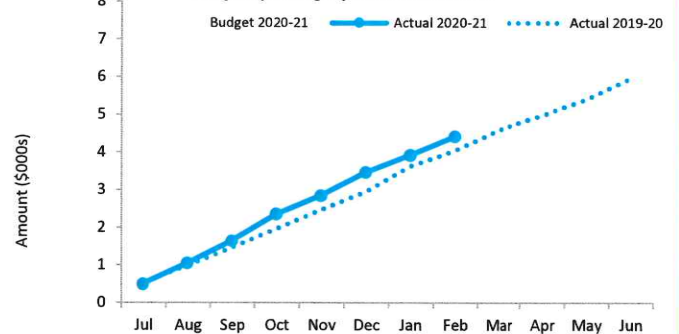
Budget Operating Revenues -v- Actual



OPERATING EXPENSES

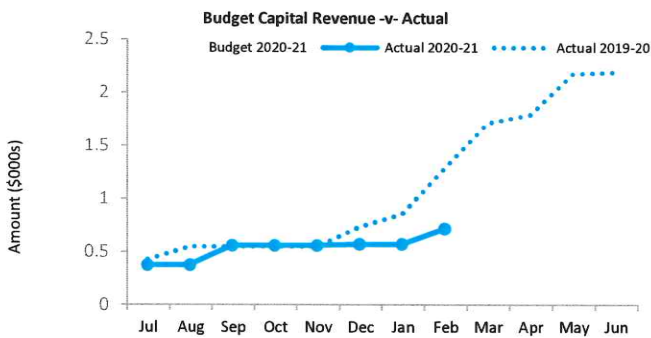


Budget Operating Expenses -v- YTD Actual

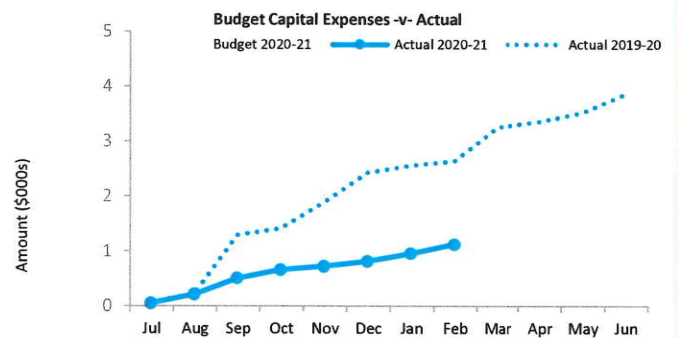


INVESTING ACTIVITIES

CAPITAL REVENUE



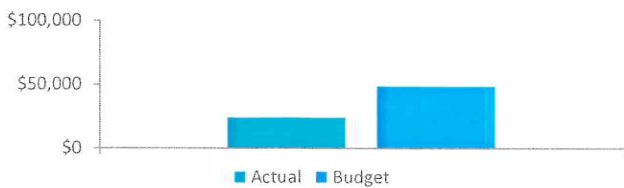
CAPITAL EXPENSES



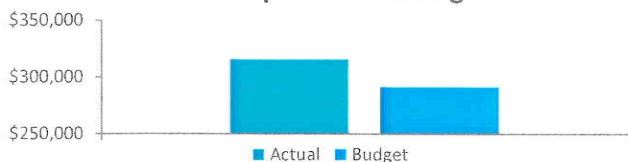
FINANCING ACTIVITIES

BORROWINGS

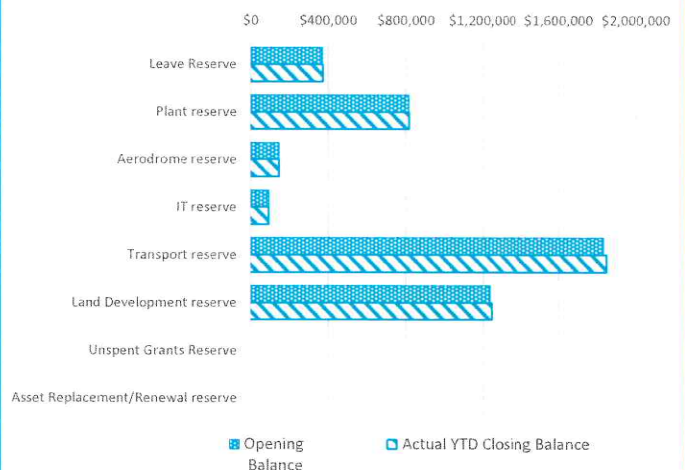
Principal Repayments



Principal Outstanding



RESERVES



Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.71 M	\$2.71 M	\$2.67 M	(\$0.03 M)
Closing	\$0.13 M	\$0.43 M	\$3.91 M	\$3.49 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$3.50 M	43.5%
Restricted Cash	\$4.55 M	56.5%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.03 M	
30 to 90 Days		4.5%
Over 90 Days		2.3%

Refer to Note 4 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.48 M	72.4%
Trade Receivable	\$0.06 M	
30 to 90 Days		3.2%
Over 90 Days		3.0%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.79 M	\$0.97 M	\$1.71 M	\$0.73 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$2.68 M	
YTD Budget	\$2.65 M	1.3%

Refer to Note 5 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.89 M	
YTD Budget	\$0.75 M	18.9%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.39 M	
YTD Budget	\$0.32 M	23.0%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.61 M)	(\$1.51 M)	(\$0.41 M)	\$1.10 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.07 M	
Amended Budget	\$0.12 M	56.9%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.13 M	
Amended Budget	\$3.13 M	36.0%

Refer to Note 7 - Capital Acquisition

Capital Grants		
	\$	% Received
YTD Actual	\$0.65 M	
Amended Budget	\$1.40 M	46.4%

Refer to Note 7 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.74 M)	(\$1.74 M)	(\$0.06 M)	\$1.69 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.02 M
Interest expense	\$0.00 M
Principal due	\$0.32 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$4.55 M
Interest earned	\$0.03 M

Refer to Note 9 - Cash Reserves

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

STATUTORY REPORTING PROGRAMS

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

**PROGRAM NAME AND OBJECTIVES
GOVERNANCE**

To provide a decision making process for the efficient allocation of scarce resources.

ACTIVITIES

Includes the activities of members of Council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose funding and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING

To provide and maintain elderly resident housing.

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Maintenance of public halls, civic centre, aquatic centre, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES

To help promote the shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

OTHER PROPERTY AND SERVICES

To monitor and control council's overheads operating accounts.

Private work private works operation, plant repairs and operation costs and engineering operating costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,706,817	2,706,817	2,674,549	(32,268)	(1.19%)	
Revenue from operating activities							
Governance		59,622	39,736	46,129	6,393	16.09%	▲
General purpose funding - general rates	5	2,645,220	2,645,220	2,679,521	34,301	1.30%	
General purpose funding - other		1,196,819	367,743	483,154	115,411	31.38%	▲
Law, order and public safety		182,800	118,472	15,047	(103,425)	(87.30%)	▼
Health		5,500	3,664	5,520	1,856	50.66%	
Education and welfare		82,935	62,199	63,240	1,041	1.67%	
Housing		23,600	14,388	16,298	1,910	13.27%	
Community amenities		192,960	177,228	205,202	27,974	15.78%	▲
Recreation and culture		53,592	45,704	86,575	40,871	89.43%	▲
Transport		528,329	211,137	284,146	73,009	34.58%	▲
Economic services		255,000	173,256	179,472	6,216	3.59%	
Other property and services		135,000	89,976	73,281	(16,695)	(18.55%)	▼
		5,361,377	3,948,723	4,137,585	188,862		
Expenditure from operating activities							
Governance		(788,379)	(535,641)	(476,416)	59,225	11.06%	▲
General purpose funding		(448,582)	(233,860)	(171,887)	61,973	26.50%	▲
Law, order and public safety		(287,771)	(192,840)	(59,666)	133,174	69.06%	▲
Health		(275,111)	(184,502)	(139,645)	44,857	24.31%	▲
Education and welfare		(217,423)	(145,612)	(112,618)	32,994	22.66%	▲
Housing		(112,736)	(78,124)	(57,997)	20,127	25.76%	▲
Community amenities		(600,803)	(400,316)	(405,174)	(4,858)	(1.21%)	
Recreation and culture		(1,362,310)	(937,799)	(812,014)	125,785	13.41%	▲
Transport		(2,286,740)	(1,543,911)	(1,544,693)	(782)	(0.05%)	
Economic services		(629,458)	(426,910)	(322,235)	104,675	24.52%	▲
Other property and services		(268,000)	(199,112)	(320,521)	(121,409)	(60.98%)	▼
		(7,277,313)	(4,878,627)	(4,422,866)	455,761		
Non-cash amounts excluded from operating activities	1(a)	2,701,888	1,902,679	1,991,802	89,123	4.68%	
Amount attributable to operating activities		785,952	972,775	1,706,521	733,746		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,395,146	940,073	648,006	(292,067)	(31.07%)	▼
Proceeds from disposal of assets	6	123,000	40,000	70,000	30,000	75.00%	▲
Payments for property, plant and equipment and infrastructure	7	(3,132,690)	(2,489,108)	(1,127,444)	1,361,664	54.70%	▲
Amount attributable to investing activities		(1,614,544)	(1,509,035)	(409,438)	1,099,597		
Financing Activities							
Transfer from reserves	9	75,000	75,000	0	(75,000)	(100.00%)	▼
Repayment of debentures	8	(48,527)	(48,527)	(24,100)	24,427	50.34%	▲
Transfer to reserves	9	(1,771,087)	(1,771,087)	(34,795)	1,736,292	98.04%	▲
Amount attributable to financing activities		(1,744,614)	(1,744,614)	(58,895)	1,685,719		
Closing funding surplus / (deficit)	1(c)	133,611	425,943	3,912,737			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 28 FEBRUARY 2021

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,706,817	2,706,817	2,674,549	(32,268)	(1.19%)	
Revenue from operating activities							
Rates	5	2,645,220	2,645,220	2,679,521	34,301	1.30%	
Operating grants, subsidies and contributions	11	1,945,399	747,530	888,876	141,346	18.91%	▲
Fees and charges		408,268	316,620	389,553	72,933	23.03%	▲
Interest earnings		114,100	79,084	74,969	(4,115)	(5.20%)	
Other revenue		248,390	160,269	104,666	(55,603)	(34.69%)	▼
		5,361,377	3,948,723	4,137,585	188,862		
Expenditure from operating activities							
Employee costs		(2,532,922)	(1,673,467)	(1,412,951)	260,516	15.57%	▲
Materials and contracts		(1,176,323)	(755,081)	(552,159)	202,922	26.87%	▲
Utility charges		(272,430)	(189,376)	(204,687)	(15,311)	(8.08%)	
Depreciation on non-current assets		(2,629,281)	(1,830,072)	(1,949,819)	(119,747)	(6.54%)	
Interest expenses		(8,890)	(4,444)	(4,608)	(164)	(3.69%)	
Insurance expenses		(201,418)	(172,392)	(162,435)	9,957	5.78%	
Other expenditure		(383,442)	(181,188)	(73,971)	107,217	59.17%	▲
Loss on disposal of assets	6	(72,607)	(72,607)	(62,236)	10,371	14.28%	▲
		(7,277,313)	(4,878,627)	(4,422,866)	455,761		
Non-cash amounts excluded from operating activities	1(a)	2,701,888	1,902,679	1,991,802	89,123	4.68%	
Amount attributable to operating activities		785,952	972,775	1,706,521	733,746		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	1,395,146	940,073	648,006	(292,067)	(31.07%)	▼
Proceeds from disposal of assets	6	123,000	40,000	70,000	30,000	75.00%	▲
Payments for property, plant and equipment and infrastructure	7	(3,132,690)	(2,489,108)	(1,127,444)	1,361,664	54.70%	▲
Amount attributable to investing activities		(1,614,544)	(1,509,035)	(409,438)	1,099,597		
Financing Activities							
Transfer from reserves	9	75,000	75,000	0	(75,000)	(100.00%)	▼
Repayment of debentures	8	(48,527)	(48,527)	(24,100)	24,427	50.34%	▲
Transfer to reserves	9	(1,771,087)	(1,771,087)	(34,795)	1,736,292	98.04%	▲
Amount attributable to financing activities		(1,744,614)	(1,744,614)	(58,895)	1,685,719		
Closing funding surplus / (deficit)	1(c)	133,611	425,943	3,912,737	3,486,794		

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2021

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

CRITICAL ACCOUNTING ESTIMATES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 March 2021

SIGNIFICANT ACCOUNTING POLICES

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements.

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Movement in liabilities associated with restricted cash		0	0	(20,253)
Add: Loss on asset disposals	6	72,607	72,607	62,236
Add: Depreciation on assets		2,629,281	1,830,072	1,949,819
Total non-cash items excluded from operating activities		2,701,888	1,902,679	1,991,802

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

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

		Last Year Closing 30 June 2020	This Time Last Year 28 February 2020	Year to Date 28 February 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(4,517,473)	(4,909,747)	(4,552,268)
Add: Borrowings	8	48,527	23,778	24,427
Add: Provisions - employee		323,964	0	303,711
Total adjustments to net current assets		(4,144,982)	(4,885,969)	(4,224,130)

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

Current assets

Cash and cash equivalents	2	7,313,719	6,613,539	1,603,057
Financial assets at amortised cost	2	0	0	6,453,276
Rates receivables	3	274,372	350,935	476,547
Receivables	3	205,095	661,906	62,030
Less: Current liabilities				
Payables	4	(431,243)	(244,460)	(129,905)
Borrowings	8	(48,527)	(23,778)	(24,427)
Contract liabilities	10	(169,921)	0	0
Provisions	10	(323,964)	(298,865)	(303,711)
Less: Total adjustments to net current assets	1(b)	(4,144,982)	(4,885,969)	(4,224,130)
Closing funding surplus / (deficit)		2,674,549	2,173,308	3,912,737

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
CASH ON HAND	Cash and cash equivalents	1,500	0	1,500	0	Cash on Hand	Nil	Nil
MUNICIPAL BANK ACCOUNT	Cash and cash equivalents	185,356	0	185,356	0	ANZ	Variable	Nil
MUNICIPAL INVESTMENT ACCT	Cash and cash equivalents	200,099	0	200,099	0	ANZ	Variable	Nil
TRUST BANK ACCOUNT	Cash and cash equivalents	12,709	0	12,709	0	ANZ	Nil	Nil
RESTRICTED CASH - RESERVES	Financial assets at amortised cost	0	3,707,507	3,707,507	0	ANZ	0.91	Jun-21
RESTRICTED CASH - RESERVES	Financial assets at amortised cost	0	844,761	844,761	0	NAB	1.40	May-21
MUNICIPAL INVESTMENT TD	Financial assets at amortised cost	800,000	0	800,000	0	ANZ	0.75	Mar-21
MUNICIPAL INVESTMENT TD	Cash and cash equivalents	601,134	0	601,134	0	ANZ	0.20	N/A
MUNICIPAL INVESTMENT TD	Cash and cash equivalents	602,259	0	602,259	0	ANZ	0.70	Mar-21
MUNICIPAL INVESTMENT TD	Financial assets at amortised cost	600,000	0	600,000	0	ANZ	0.20	N/A
MUNICIPAL INVESTMENT TD	Financial assets at amortised cost	501,008	0	501,008	0	ANZ	0.25	N/A
Total		3,504,065	4,552,268	8,056,333	0			
Comprising								
Cash and cash equivalents		1,603,057	0	1,603,057	0			
Financial assets at amortised cost		1,901,008	4,552,268	6,453,276	0			
		3,504,065	4,552,268	8,056,333	0			

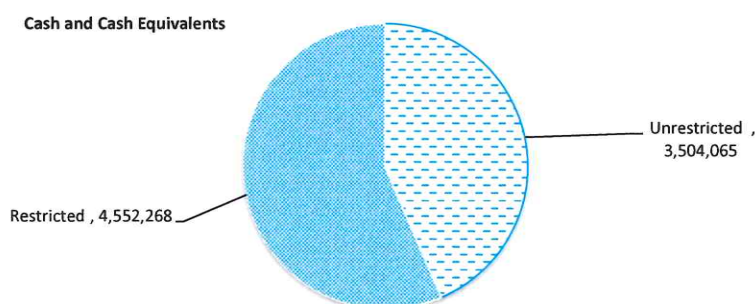
KEY INFORMATION

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

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

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

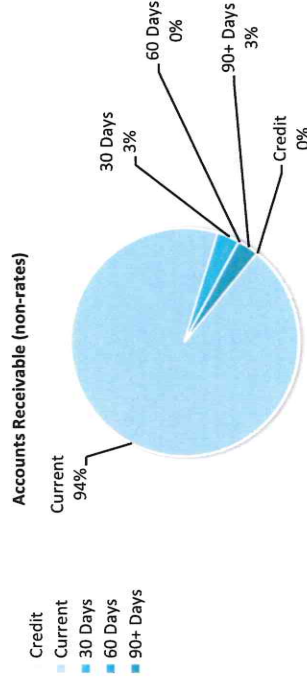
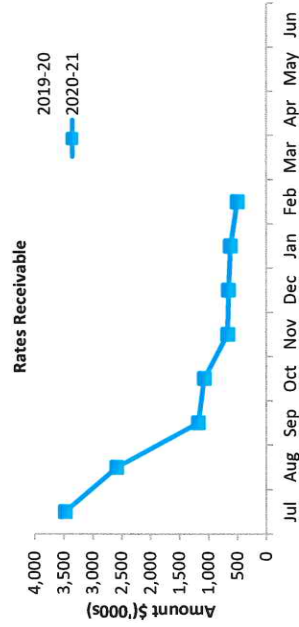
Rates receivable	30 June 2020	28 Feb 2021
Opening arrears previous years	\$ 943,103	\$ 274,372
Rates, instalment charges and interest levied	2,537,808	2,679,521
Less - collections to date	(2,867,124)	(2,137,931)
Allowance for impairment of rates receivables	(339,415)	(339,415)
Net rates collectable	274,372	476,547
% Collected	82.4%	72.4%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	\$ 0	\$ 57,536	\$ 1,945	\$ 0	\$ 1,812	\$ 61,293
Percentage	0.0%	93.9%	3.2%	0.0%	3.0%	
Balance per trial balance						
Sundry receivable						61,293
Rates pensioner rebates						737
Total receivables general outstanding						62,030

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

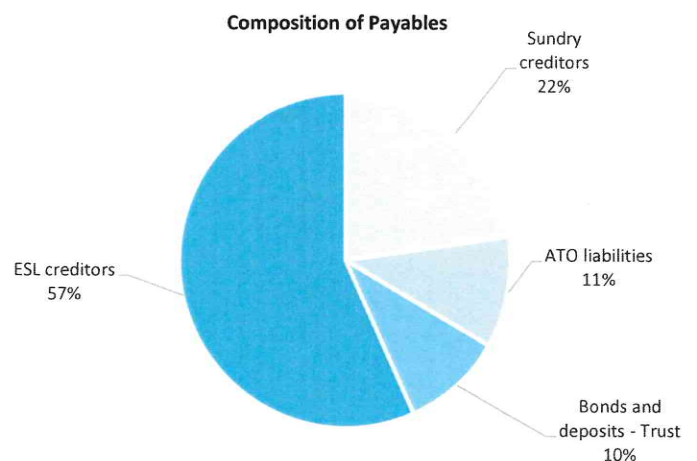
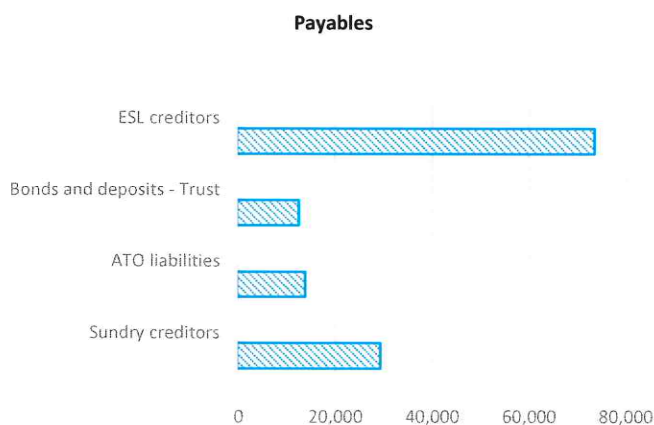
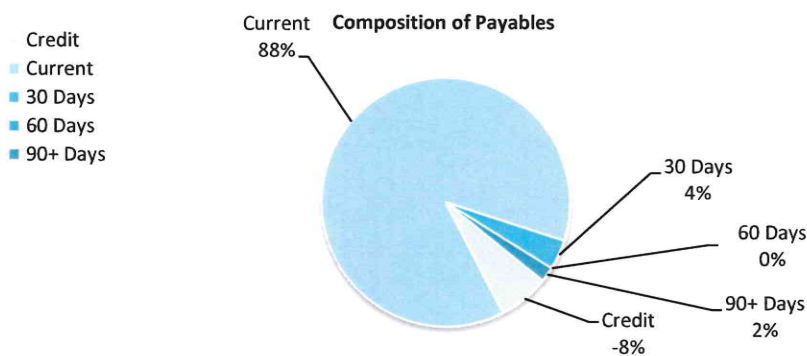


Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(2,206)	29,695	1,318	0	670	29,477
Percentage	(7.5%)	100.7%	4.5%	0.0%	2.3%	
Balance per trial balance						
Sundry creditors						29,477
ATO liabilities						14,011
Bonds and deposits - Trust						12,709
ESL creditors						73,708
Total payables general outstanding						129,905

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



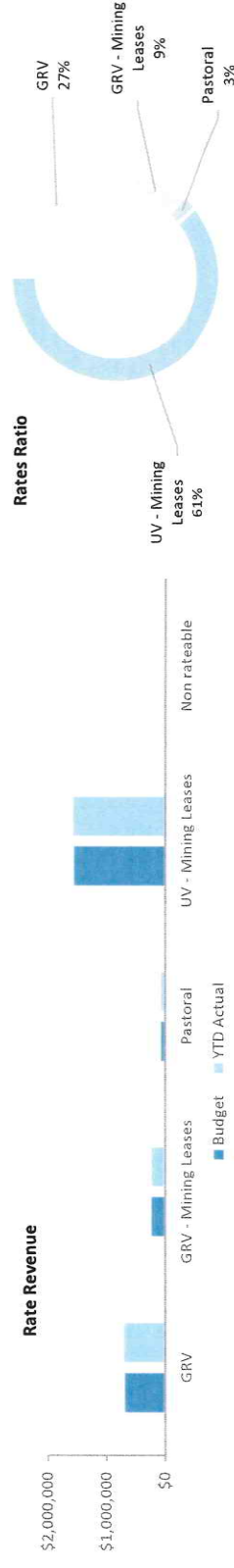
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

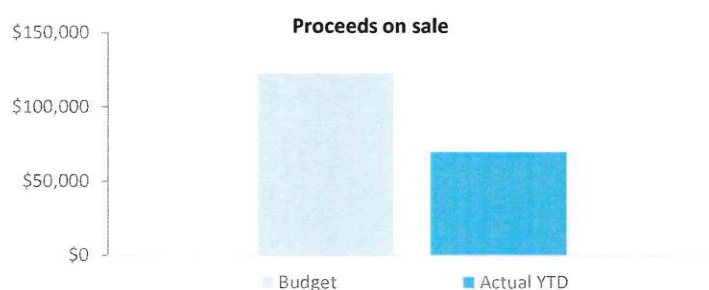
RATE TYPE	Rate in \$ (cents)	Number of Properties	Budget			YTD Actual			Total Revenue \$
			Rateable Value	Rate Revenue \$	Interim Rate \$	Back Rate \$	Rate Revenue \$	Interim Rates \$	
General rate revenue									
Gross rental value									
GRV	0.157040	534	4,340,902	681,687	0	0	681,687	0	696,520
GRV - Mining Leases	0.215000	3	1,058,000	227,470	0	0	227,470	0	227,470
Unimproved value									
Pastoral	0.083200	15	747,436	62,187	0	0	62,187	0	62,187
UV - Mining Leases	0.157160	362	9,827,920	1,544,546	0	0	1,544,546	19,108	1,563,654
Non rateable	0.000000	1,862	0	0	0	0	0	0	0
Sub-Total		2,776	15,974,258	2,515,890	0	0	2,515,008	34,823	2,549,831
Minimum payment									
GRV	360	154	51,790	55,440	0	0	55,440	0	55,800
Unimproved value									
Pastoral	360	27	28,745	9,720	0	0	9,720	0	9,720
UV - Mining Leases	360	187	242,461	67,320	0	0	67,320	0	67,320
Sub-total		368	322,996	132,480	0	0	132,840	0	132,840
Discount							(3,150)		(3,150)
Total general rates							2,645,220		2,679,521

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	P295 AWD Station Wagon (CD)	21,070	15,000	0	(6,070)	0	0	0	0
	Transport								
	P293 Tray top king cab (projects)	19,920	18,000	0	(1,920)	0	0	0	0
	P266 Hino 500 water truck	69,000	50,000	0	(19,000)	0	0	0	0
	P282 Holden Colorado (trade)	8,617	0	0	(8,617)	0	0	0	0
	Other property and services								
	8 Land Lots	77,000	40,000	0	(37,000)	77,000	60,000	0	(17,000)
	105 Prinsep Street	0	0	0	0	55,236	10,000	0	(45,236)
		195,607	123,000	0	(72,607)	132,236	70,000	0	(62,236)



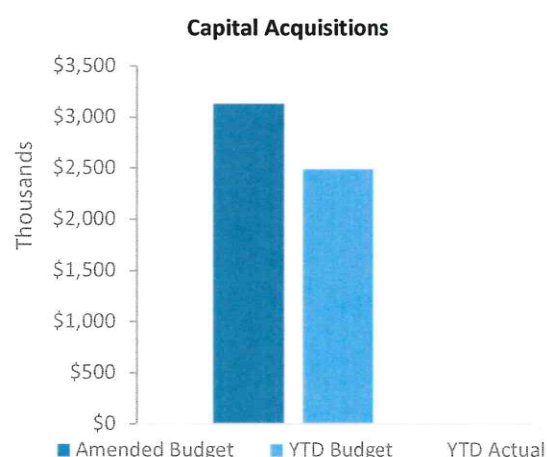
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended			YTD Actual Variance
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
Buildings	759,003	739,650	259,993	(479,657)
Furniture & equipment	20,000	13,336	0	(13,336)
Plant & Equipment	506,000	479,664	33,550	(446,114)
Infrastructure - roads	1,171,000	795,662	602,879	(192,783)
Infrastructure - Parks & Ovals	184,000	132,336	1,289	(131,047)
Infrastructure - other	185,000	123,332	50,481	(72,851)
Infrastructure - drainage	0	0	2,077	2,077
Infrastructure - airport	100,000	66,672	0	(66,672)
Infrastructure - footpaths	207,687	138,456	177,175	38,719
Payments for Capital Acquisitions	3,132,690	2,489,108	1,127,444	(1,361,664)
Total Capital Acquisitions	3,132,690	2,489,108	1,127,444	(1,361,664)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,395,146	940,073	648,006	(292,067)
Other (disposals & C/Fwd)	123,000	40,000	70,000	30,000
Cash backed reserves				
Plant reserve	75,000	75,000	0	(75,000)
Contribution - operations	1,539,544	1,434,035	409,438	(1,024,597)
Capital funding total	3,132,690	2,489,108	1,127,444	(1,361,664)

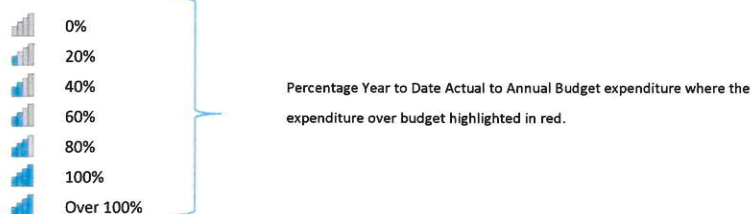
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators

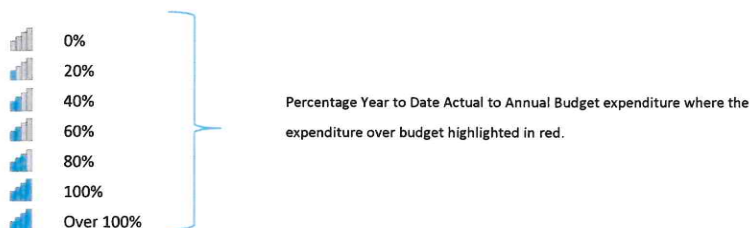


Level of completion indicator, please see table at the end of this note for further detail.

		Amended				
Account Description		Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over	
Capital Expenditure						
Buildings						
	0774 LO25	Igo Bush Fire Compliance Works	30,000	30,000	2,889	(27,111)
	1034	CHILDCARE CENTRE INFRA IMPROVEMENTS	12,000	7,992	0	(7,992)
	1034 CO08	Childcare Electrical Upgrades	0	0	11,655	11,655
	2034 YO16	Youth Centre Toilet - New	25,000	25,000	0	(25,000)
	3304 HP68	Hp 68 Town Hall - Toilet - Upgrade	25,000	25,000	8,315	(16,685)
	3304 HP69	Town Hall - New Floor Coverings Kitchen	10,000	10,000	2,468	(7,532)
	3306	Men in Sheds Capital Upgrade	11,000	5,664	0	(5,664)
	3306 HP66	Men In Sheds - Kitchen Upgrade	5,000	5,000	0	(5,000)
	3314 HP67	Dodd House - Upgrade Works	30,000	30,000	0	(30,000)
	3324 HP64	Eucla Town Hall Safety Hand Rails	15,000	15,000	0	(15,000)
	3324 HP65	Eucla Town Hall Toilet Upgrade	10,000	10,000	489	(9,511)
	3344 AO50	Administration - Renovation - Reception & President Offi	35,000	35,000	0	(35,000)
	3386 HP63	Woodland Cultural And Visitor Centre - Upgrade Phase 1	521,003	520,994	234,177	(286,817)
	3397 ES46	Laundromat	10,000	6,664	0	(6,664)
	3398 ES47	Shell Garage Feasibility Study	30,000	30,000	0	(30,000)
	Buildings Total		759,003	739,650	259,993	(479,657)
Infrastructure - Roads						
	3134 RPG4	Rrg Hyden Rd 2019_20 Carryover	54,000	36,000	54,017	18,017
	3134 RPG5	2020/21 Hyden Norseman Rd - Slk 110-120 And Slk 130-1	600,000	414,998	376,148	(38,850)
	3214 CR11	Heritage Trail - Allocation: \$170,000	175,000	116,664	172,713	56,049
	4144 RR26	R2R 2020-21 Projects - 2019 -24	342,000	228,000	0	(228,000)
	Infrastructure - Roads Total		1,171,000	795,662	602,879	(192,783)
Furniture & Equipment						
	0494	Admin - Crib Room and Records Office	20,000	13,336	0	(13,336)
	Furniture & Equipment Total		20,000	13,336	0	(13,336)
Plant & Equipment						
	0406	CAPITAL - CDO VEHICLE	45,000	30,000	0	(30,000)
	3414	SWIMMING POOL PLANT & EQUIPMENT	12,000	664	0	(664)
	3414 RC39	Pool Filter Sand Replacement & Repairs	22,000	22,000	19,050	(2,950)
	3414 RC40	Ocean Wave 300 Pool Cleaner	0	0	14,500	14,500
	6124 PP19	Tray Top King Cab 4X4 (Projects)	47,000	47,000	0	(47,000)
	6124 PP20	Hino 500 Series Water Truck Prime Mover	225,000	225,000	0	(225,000)
	6124 PP21	Trailer For Water Truck	115,000	115,000	0	(115,000)
	6124 PP22	Holden Colorado Ute (Tradie Ute)	40,000	40,000	0	(40,000)
	Plant & Equipment Total		506,000	479,664	33,550	(446,114)
Infrastructure - Other						
	2614 CA47	Expansion Of Eucla Tip	15,000	9,996	0	(9,996)
	2845	Drying Bed	10,569	7,056	0	(7,056)
	2845 CA48	Liquid Waste Drying Bed	64,431	42,944	50,481	7,537
	3444 RC07	Swimming Pool Sand Filter	60,000	40,000	0	(40,000)
	3444 RC13	Secure Fencing At Pool	35,000	23,336	0	(23,336)
	Infrastructure - Other Total		185,000	123,332	50,481	(72,851)

Capital expenditure total

Level of completion indicators



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

Account Description		Amended		Year to Date Actual	Variance (Under)/Over	
		Current Budget	Year to Date Budget			
Infrastructure - Drainage						
	2884 CA39	Race Course Drainage Design - Undertake Drainage Imprc	0	0	2,077	2,077
	Infrastructure - Drainage Total		0	0	2,077	2,077
Infrastructure - Parks & Ovals						
	3464	Upgrade Sports Complex Showers & Emergency Evacuati	45,000	30,000	0	(30,000)
	3494 CA59	Sound Proof Fencing	20,000	13,336	0	(13,336)
	3494 CA67	Disabled Access To Welcome Park Toilet	10,000	10,000	0	(10,000)
	3664 RC15	Marks Park Fencing	5,000	3,336	0	(3,336)
	3684 OR10	Rotunda Upgrade	24,000	24,000	0	(24,000)
	3714	Dog Park (including moving dump point to RV Park)	85,000	56,664	0	(56,664)
	3754 CS56	Sunset Seating - Lake Cowan	15,000	15,000	1,289	(13,711)
	Infrastructure - Parks & Ovals Total		184,000	132,336	1,289	(131,047)
Infrastructure - Airport						
	6504 TA21	Airport Fuel Pod	50,000	33,336	0	(33,336)
	6534	Airport Terminal Building Design and Business Case	50,000	33,336	0	(33,336)
	Infrastructure - Airport Total		100,000	66,672	0	(66,672)
Infrastructure - Footpaths						
	6801 FC07	Robert Street Mclvor St To Old Eyre Hwy (West Side)	50,000	33,336	66,475	33,139
	6801 FC10	Robert St. Foothpath Upgrade - 1 Robert St. To Ramsay St	127,000	84,664	110,700	26,036
	6801 FC11	Wheechair & Pram Access - Roberts Street	30,687	20,456	0	(20,456)
	Infrastructure - Footpaths Total		207,687	138,456	177,175	38,719
Grand Total			3,132,690	2,489,108	1,127,444	(1,361,664)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Repayments - borrowings

Information on borrowings Particulars	Loan No.	Principal		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2020		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Health		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Doctor's House		340,083	0	0	0	24,100	48,527	315,983	291,556	4,608	8,890
Total		340,083	0	0	0	24,100	48,527	315,983	291,556	4,608	8,890
Current borrowings		48,527						24,427			
Non-current borrowings		291,556						291,556			
		<u>340,083</u>						<u>315,983</u>			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	373,978	7,452	2,880	0	0	0	0	381,430	376,858
Plant reserve	817,887	36,297	6,300	20,000	0	(75,000)	0	799,184	824,187
Aerodrome reserve	149,982	2,989	1,155	0	0	0	0	152,971	151,137
IT reserve	98,427	1,961	758	0	0	0	0	100,388	99,185
Transport reserve	1,838,393	16,632	14,160	0	0	0	0	1,855,025	1,852,553
Land Development reserve	1,238,806	24,669	9,542	0	0	0	0	1,263,475	1,248,348
Unspent Grants Reserve	0	0	0	1,500,000	0	0	0	1,500,000	0
Asset Replacement/Renewal reserve	0	0	0	161,087	0	0	0	161,087	0
	4,517,473	90,000	34,795	1,681,087	0	(75,000)	0	6,213,560	4,552,268

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 28 February 2021
		\$	\$	\$	\$
Unspent grants, contributions and reimbursements					
- non-operating	12	169,921	0	(169,921)	0
Total unspent grants, contributions and reimbursements		169,921	0	(169,921)	0
Provisions					
Annual leave		190,938	0	0	190,938
Long service leave		133,026	0	(20,253)	112,773
Total Provisions		323,964	0	(20,253)	303,711
Total other current liabilities		493,885	0	(190,174)	303,711

Amounts shown above include GST (where applicable)

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Operating grants, subsidies and contributions revenue

Provider	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Operating grants and subsidies			
Governance			
CONTRIBUTIONS & DONATIONS	36,122	24,080	28,958
General purpose funding			
RATES LEGAL FEES AND SUNDRY CHARGES	10,000	6,664	0
GRANTS COMMISSION - GENERAL	1,054,219	269,331	403,996
ESL ADMIN CONTRIBUTION	2,000	2,000	0
Law, order, public safety			
CONTRIBUTIONS & DONATIONS	0	0	1,544
DFES - BFB GRANT	20,000	10,000	10,376
BRPC DFES Funding	157,000	104,624	0
Education and welfare			
YOUTH - GRANT	82,935	62,199	63,240
Community amenities			
CONTRIBUTIONS	2,500	1,664	627
Development Application Fee	200	128	5,555
Recreation and culture			
OTHER CULTURE - GRANTS	0	0	20,000
IGO/Dundas Education scholarship grant	10,000	10,000	9,091
IGO grant for community events	20,000	20,000	18,182
O.CULTURE CONTRIBUTIONS	5,000	3,328	23,618
CONTRIBUTIONS & DONATIONS	7,092	4,720	8,166
Transport			
STREET LIGHT CONTRIBUTION	7,500	0	8,060
ROADS FINANCIAL ASSISTANCE GRANT	399,419	98,063	147,094
MRD DIRECT GRANT	96,410	96,410	96,410
CONTRIBUTIONS & LANDNG FEES	3,502	10,000	17,354
Economic services			
CONTRIBUTIONS & DONATIONS	1,500	992	1,600
IGO Contribution - Local & Ind. Dev.	10,000	10,000	9,091
Other property and services			
DIESEL FUEL REBATE	20,000	13,327	8,752
REIMBURSEMENTS - W/COMP	0	0	7,162
	1,945,399	747,530	888,876

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 12
NON-OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Unspent non operating grants, subsidies and contributions liability				Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 28 Feb 2021	Amended Budget Revenue	YTD Budget	YTD Revenue Actual	(b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Law, order, public safety								
IGO Bush Fire compliance works contribution	0	0	0	0	30,000	30,000	27,273	
Recreation and culture								
Town Hall Upgrade - Grant	0	0	0	0	30,000	30,000	27,273	
Transport								
ROADS 2 RECOVERY GRANT	0	0	0	0	251,060	167,376	0	
REGIONAL ROAD GROUP GRANT	0	0	0	0	415,601	210,400	279,601	
Federal infrastructure grant	0	0	0	0	498,564	332,376	143,938	
Economic services								
Grants - Woodland Cultural and Visitor Centre	169,921	0	(169,921)	0	169,921	169,921	169,921	
	169,921	0	(169,921)	0	1,395,146	940,073	648,006	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 13
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
	Budget adoption			499,303	0	499,303
0602	Rates Valuation Expenditure	Item 10.4.5 23/02/2021	Opening surplus	0	0	524,303
5002	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	25,000	0	517,303
0202	Strategic Alliance	Item 10.4.5 23/02/2021	Operating Expenses	0	(7,000)	507,303
0362	Donations	Item 10.4.5 23/02/2021	Operating Expenses	0	(10,000)	512,303
0352	Admin - Salaries	Item 10.4.5 23/02/2021	Operating Expenses	5,000	0	447,804
0392	Admin - Superannuation	Item 10.4.5 23/02/2021	Operating Expenses	0	(64,499)	437,129
0402	Admin - Insurance	Item 10.4.5 23/02/2021	Operating Expenses	0	(10,675)	428,329
0462	Admin - Printing & Stationary	Item 10.4.5 23/02/2021	Operating Expenses	0	(8,800)	425,829
0532	Admin - Vehicle	Item 10.4.5 23/02/2021	Operating Expenses	0	(2,500)	430,829
0612	Admin - Legal Fees	Item 10.4.5 23/02/2021	Operating Expenses	5,000	0	435,829
0633	Admin - Computers	Item 10.4.5 23/02/2021	Operating Expenses	5,000	0	418,329
0643	Admin - Subscriptions	Item 10.4.5 23/02/2021	Operating Expenses	0	(17,500)	421,329
0783	Admin - Other Operating Expenditure	Item 10.4.5 23/02/2021	Operating Expenses	3,000	0	428,829
5412	Admin - Staff Housing	Item 10.4.5 23/02/2021	Operating Expenses	7,500	0	383,329
5502	Admin - Alloc to schedules	Item 10.4.5 23/02/2021	Operating Expenses	0	(45,500)	512,303
5012	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	128,974	0	438,429
0752	DFES Bush Fire Brigade Expenditure	Item 10.4.5 23/02/2021	Operating Expenses	0	(73,874)	434,929
0834	Animal Welfare Subscriptions	Item 10.4.5 23/02/2021	Operating Expenses	0	(3,500)	439,929
0916	LEMC Expenses	Item 10.4.5 23/02/2021	Operating Expenses	5,000	0	442,929
1522	Contract Services - Environmental Health	Item 10.4.5 23/02/2021	Operating Expenses	3,000	0	422,929
5032	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	0	(20,000)	406,038
5342	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	0	(16,891)	398,192
2062	Youth Activities	Item 10.4.5 23/02/2021	Operating Expenses	0	(7,846)	409,192
2064	Sport & Recreation Programs	Item 10.4.5 23/02/2021	Operating Expenses	11,000	0	418,192
2082	Youth Bus Expenditure	Item 10.4.5 23/02/2021	Operating Expenses	9,000	0	421,192
5442	Youth Depreciation	Item 10.4.5 23/02/2021	Operating Expenses	3,000	0	432,850
2402	Staff Housing Mtce	Item 10.4.5 23/02/2021	Operating Expenses	11,658	0	386,850
5402	Housing costs Alloc to Schedules	Item 10.4.5 23/02/2021	Operating Expenses	0	(46,000)	431,350
				44,500	0	431,350

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 13
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
2652	Litter Control	Item 10.4.5 23/02/2021	Operating Expenses	10,660	0	442,010
2872	Effluent Drainage Scheme	Item 10.4.5 23/02/2021	Operating Expenses	3,000	0	445,010
2892	Town Planning Exp	Item 10.4.5 23/02/2021	Operating Expenses	0	(22,000)	423,010
2322	Public Conv Building Mtce	Item 10.4.5 23/02/2021	Operating Expenses	2,000	0	425,010
5062	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	0	(4,000)	421,010
5162	Admin Allocated	Item 10.4.5 23/02/2021	Operating Expenses	0	(1,000)	420,010
2332	Other Community Amenities Depreciation	Item 10.4.5 23/02/2021	Operating Expenses	4,610	0	424,620
2342	Public Conv Cleaning	Item 10.4.5 23/02/2021	Operating Expenses	4,000	0	428,620
3372	Public Halls Gardening	Item 10.4.5 23/02/2021	Operating Expenses	3,720	0	432,340
3392	Scout Hall Building Mtce	Item 10.4.5 23/02/2021	Operating Expenses	2,400	0	434,740
3902	Reconciliation Action Plan	Item 10.4.5 23/02/2021	Operating Expenses	0	(10,000)	424,740
3622	Parks & Gardens Reserves	Item 10.4.5 23/02/2021	Operating Expenses	117,187	0	541,927
3775	Leased Building at 81 Roberts St	Item 10.4.5 23/02/2021	Operating Expenses	3,012	0	544,939
3082	Arts & Culture Performance	Item 10.4.5 23/02/2021	Operating Expenses	9,000	0	553,939
3086	Community Engagement Projects	Item 10.4.5 23/02/2021	Operating Expenses	4,000	0	557,939
3087	Community Events	Item 10.4.5 23/02/2021	Operating Expenses	0	(8,100)	549,839
6542	Airport operational - toilet	Item 10.4.5 23/02/2021	Operating Expenses	0	(20,000)	529,839
6833	Business Evenings	Item 10.4.5 23/02/2021	Operating Expenses	5,000	0	534,839
6838	Brand Development	Item 10.4.5 23/02/2021	Operating Expenses	0	(2,000)	532,839
7265	Visitor Centre Expenses	Item 10.4.5 23/02/2021	Operating Expenses	0	(61,981)	470,858
7270	Woodlands Centre Expenses	Item 10.4.5 23/02/2021	Operating Expenses	16,000	0	486,858
7302	Private Works	Item 10.4.5 23/02/2021	Operating Expenses	0	(25,000)	461,858
5422	PWO - Staff Housing Works	Item 10.4.5 23/02/2021	Operating Expenses	6,000	0	467,858
7622	PWO - Salaries	Item 10.4.5 23/02/2021	Operating Expenses	0	(91,882)	375,976
7692	PWO - Training	Item 10.4.5 23/02/2021	Operating Expenses	0	(9,500)	366,476
7742	PWO - less alloc to works	Item 10.4.5 23/02/2021	Operating Expenses	95,381	0	461,857
7802	Plant - Diesel & Unleaded Fuel	Item 10.4.5 23/02/2021	Operating Expenses	60,000	0	521,857
7822	Plant - Parts & Repairs	Item 10.4.5 23/02/2021	Operating Expenses	80,000	0	601,857
7842	Plant - Insurance & Licenses	Item 10.4.5 23/02/2021	Operating Expenses	0	(3,760)	598,097

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 13
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
7852	Plant - Sundry Tools	Item 10.4.5 23/02/2021	Operating Expenses	0	(5,000)	593,097
7882	Plant - less allocated to works	Item 10.4.5 23/02/2021	Operating Expenses	0	(131,240)	461,857
8002	Total Salaries and Wages	Item 10.4.5 23/02/2021	Operating Expenses	0	(236,382)	225,475
8012	Total Salaries and Wages Alloc	Item 10.4.5 23/02/2021	Operating Expenses	236,382	0	461,857
0406	CDO Vehicle	Item 10.4.5 23/02/2021	Capital Expenses	0	(8,000)	453,857
0504	GVROC Joint Venture Share	Item 10.4.5 23/02/2021	Capital Expenses	45,000	0	498,857
0494	Further Office Modifications	Item 10.4.5 23/02/2021	Capital Expenses	0	(20,000)	478,857
2845	Drying Bed	Item 10.4.5 23/02/2021	Capital Expenses	0	(10,569)	468,288
2846	Sewerage Piping	Item 10.4.5 23/02/2021	Capital Expenses	10,000	0	478,288
3306	Men's Shed	Item 10.4.5 23/02/2021	Capital Expenses	0	(11,000)	467,288
3314	Dodd House	Item 10.4.5 23/02/2021	Capital Expenses	10,000	0	477,288
3414	Swimming Pool P&E	Item 10.4.5 23/02/2021	Capital Expenses	0	(12,000)	465,288
3494	Welcome Park Upgrade	Item 10.4.5 23/02/2021	Capital Expenses	30,000	0	495,288
3714	Dog Park (including moving dump point to RV Park) - LRCI	Item 10.4.5 23/02/2021	Capital Expenses	0	(85,000)	410,288
3464	Upgrade Sports Complex Showers Emergency Evac - LRCI	Item 10.4.5 23/02/2021	Capital Expenses	0	(45,000)	365,288
3494	Welcome Park Upgrade	Item 10.4.5 23/02/2021	Capital Expenses	0	(10,000)	355,288
3444	Pool Infrastructure	Item 10.4.5 23/02/2021	Capital Expenses	0	(95,000)	260,288
3664	Marks Park Upgrade	Item 10.4.5 23/02/2021	Capital Expenses	0	(5,000)	255,288
3214	Heritage Trail	Item 10.4.5 23/02/2021	Capital Expenses	0	(175,000)	80,288
6801	Footpath Construction	Item 10.4.5 23/02/2021	Capital Expenses	0	(162,687)	(82,399)
4144	Roads to Recovery	Item 10.4.5 23/02/2021	Capital Expenses	0	(113,805)	(196,204)
3134	Hyden Rd RRG East Grant Works	Item 10.4.5 23/02/2021	Capital Expenses	0	(46,293)	(242,497)
6534	Airport Terminal Building Design and Business Case	Item 10.4.5 23/02/2021	Capital Expenses	0	(50,000)	(292,497)
6514	Airport Fuel Pod	Item 10.4.5 23/02/2021	Capital Expenses	100,000	0	(192,497)
3397	Laundromat	Item 10.4.5 23/02/2021	Capital Expenses	130,000	0	(62,497)
8363	Interest on Investments - Reserves	Item 10.4.5 23/02/2021	Operating Revenue	0	(20,000)	(82,497)
0373	Governance Contributions & Donations	Item 10.4.5 23/02/2021	Operating Revenue	36,122	0	(46,375)
0423	Governance Photocopies	Item 10.4.5 23/02/2021	Operating Revenue	500	0	(45,875)
2533	Aged Persons Housing Rent	Item 10.4.5 23/02/2021	Operating Revenue	1,000	0	(44,875)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 13
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
2645	Proceeds - sale of scraps	Item 10.4.5 23/02/2021	Operating Revenue	5,000	0	(39,875)
3443	Gym Membership	Item 10.4.5 23/02/2021	Operating Revenue	2,500	0	(37,375)
6503	Airport Fees	Item 10.4.5 23/02/2021	Operating Revenue	5,000	0	(32,375)
7295	Visitor Centre Retail Stock Sales	Item 10.4.5 23/02/2021	Operating Revenue	0	(10,000)	(42,375)
7299	Visitor Centre Shower Tokens & Water	Item 10.4.5 23/02/2021	Operating Revenue	0	(5,000)	(47,375)
7333	Private Works Income	Item 10.4.5 23/02/2021	Operating Revenue	55,000	0	7,625
6035	Roads to Recovery Funding	Item 10.4.5 23/02/2021	Capital Revenue	0	(17,135)	(9,510)
6055	Regional Road Group Funding	Item 10.4.5 23/02/2021	Capital Revenue	8,437	0	(1,073)
6819	LRCI Projects	Item 10.4.5 23/02/2021	Capital Revenue	210,687	0	209,614
	Transfer to Asset Replacement Reserve	Item 10.4.5 23/02/2021		0	(161,087)	48,527
	Doctors House Loan	Item 10.4.5 23/02/2021		0	(48,527)	0
				2,077,533	(2,077,533)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	6,393	16.09%	▲ Permanent/Timing	Permanent - MEEDAC \$11,000 & Workcare \$17,958 - funds received less than budget Timing - received TV broadcast reimbursements.
General purpose funding - other	115,411	31.38%	▲ Timing	Timing of received FAGS, ESL admin fee receipting error, interest rates lower than expected.
Law, order and public safety	(103,425)	(87.30%)	▼ Permanent/Timing	Permanent - Reimbursement of utilities \$1,544 and fire infringements \$1,000 unbudgeted income received. Dog registration fees. Timing - BRPC DFES funding not yet received
Community amenities	27,974	15.78%	▲ Permanent	Proceeds from sale of scraps, refuse collection fees and development application received more than budgeted
Recreation and culture	40,871	89.43%	▲ Permanent	Lotterywest \$20,000 unbudgeted outdoor community funding received. Australia Day Council \$20,000 unbudgeted funding received.
Transport	73,009	34.58%	▲ Permanent/Timing	Timing - received street light contribution and FAGS Permanent - airport landing fees
Other property and services	(16,695)	(18.55%)	▼ Permanent/Timing	Permanent - Private Works \$20,703 & Workers Comp \$7,162 unbudgeted funds received. Timing - Sale of gravel no funds received, diesel fuel rebate less than expected.
Expenditure from operating activities				
Governance	59,225	11.06%	▲ Timing	Expenditure is less than YTD budget - discretionary Councillor funding for community projects, salaries, meeting expenses, office cleaning/building maint, removal costs, depreciation, audit, records archive Expenditure is more than YTD budget - strategic alliance, insurance, equip maint, consultants, computers, admin alloc
General purpose funding	61,973	26.50%	▲ Timing	Expenditure is less than YTD budget - rates salaries & super \$13,974, rates debt collection \$13,328, postage \$2,600, admin alloc, rates assessment consultant \$25,000
Law, order and public safety	133,174	69.06%	▲ Timing	Expenditure is less than YTD budget - LG Host BRPC DFES \$104,952, local law reviews \$3,328 crime strategies \$6,356, fire depreciation \$4,050, animal control salaries/super \$6,664, animal control \$6,153
Health	44,857	24.31%	▲ Timing	Expenditure is less than YTD budget - contract services \$2,516, doctor vehicle \$2,519, subsidy \$19,416, allocations \$15,261
Education and welfare	32,994	22.66%	▲ Timing	Expenditure is less than YTD budget - playgroup utilities, gardening \$6,628, sport & rec programs \$8,208 Expenditure is more than YTD budget - youth salaries \$3,195

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Housing	20,127	25.76%	▲ Timing	Expenditure is less than YTD budget - aged care building maint \$3,821, staff housing building maint \$15,185
Recreation and culture	125,785	13.41%	▲ Timing	Expenditure is less than YTD budget - arts exhibition \$5,998, performances \$5,937, engagement projects \$8,000, events \$14,206, xmas donation \$10,000, gardening \$7,084, reconciliation action plan \$6,664, nsm today donation \$4,101, communit grants \$16,656, IGO scholarship \$10,000 Expenditure is more than YTD budget - halls depreciation \$14,592, swim pool building \$4,441, 81 Roberts St building \$3,674
Economic services	104,675	24.52%	▲ Permanent/Timing	Expenditure is less than YTD budget - marketing \$12,829, CRC expenses \$16,202, visitor centre expenses \$75,412, woodland centre expenses \$20,000 Expenditure is more than YTD budget - standpipe \$31,080 Permanent - building salaries & super \$22,306
Other property and services	(121,409)	(60.98%)	▼ Permanent/Timing	Expenditure is more than YTD budget - depreciation \$20,927, protective clothing \$4,972, training \$5,105, insurance/licence \$6,737, workers comp \$7,294 Expenditure is less than YTD budget - PWO salaries \$7,865, superannuation \$15,469, sick/holiday pay \$28,016, vechile maint \$9,827, fuel/materials \$66,654, repairs \$27982, salaries \$181,858 Permanent - loss of sale \$25,236
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(292,067)	(31.07%)	▼ Timing	Federal infrastructure grant \$188,437, R2R grant \$167,376
Proceeds from disposal of assets	30,000	75.00%	▲ Permanent	Permanent - Sale of land assets
Payments for property, plant and equipment and infrastructure	1,361,664	54.70%	▲ Timing	Expenditure is less than YTD budget - Buildings \$483,320, F&E \$13,336, airport \$66,672, other \$69,188, parks & ovals \$141,047, roads \$192,783, P&E \$446,114 Expenditure is more than YTD budget - Footpaths \$38,720,
Financing activities				
Transfer from reserves	(75,000)	(100.00%)	▼ Timing	Plant reserve transfer
Repayment of debentures	24,427	50.34%	▲ Timing	Loan principal repayment Doctor's House
Transfer to reserves	1,736,292	98.04%	▲ Timing	Interest earned on reserves lower than expectedTransfer



MANAGEMENT REPORT

Prepared by: Angie Hogan
01/02/2021-28/02/2021

Norseman Community Resource Centre

Membership and patronage details:

Total Number of memberships: 4
New memberships this reporting period: 0
Patronage per opening hour: 10.5

The CRC is delivering more training and workshops to the community, bringing a lot more Digital Learning for Adults/seniors Learning). The CRC also has access to pre-recorded Webinars that we are able to use for workshops.

The CRC has Business workshops planned and booked in for the Quarters 1-2 and 3-4. It has been very hard to get facilitators in Norseman for quite some time now, but through some discussions with Goldfields Tafe, we have had a breakthrough, and they have agreed to facilitating some courses here at the CRC. They will be short courses from computing to Safety, all courses are nationally accredited.

The Splash Test Dummies appeared at the Norseman Town Hall after they kept the Norseman District High school kids entertained with a clowning workshop, this aquatic-themed children's circus featured juggling, slick acrobatics and oodles of slapstick comedy. The whole school tuned out for the event.

Marketing strategies undertaken in the reporting period and outcomes achieved **Strategies undertaken:**

Events/courses investigated for future succession planning

All year we will be running Free Basic computer classes-Word, Excel, and Publisher, and BeConnected for Seniors 50+ short courses.

Professional development and training opportunities

Certificate II in information, Digital media and Technology.

Professional development opportunities undertaken within reporting period

Professional development opportunities identified for future reporting periods

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet

As of February 2021

9/03/2021

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Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$100,632.96
Petty Cash	\$150.00
Total Cash On Hand	<u>\$100,782.96</u>
Trade Debtors	\$1,215.00
Total Current Assets	<u>\$101,997.96</u>
Other Assets	
Deposits	<u>\$2,000.00</u>
Total Other Assets	\$2,000.00
Fixed Assets	
Furniture & Fixtures	
Furniture & Fixtures at Cost	\$88,064.56
Furniture & Fixtures Accum Dep	<u>-\$61,712.49</u>
Total Assets	<u>\$130,350.03</u>
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$31,355.67
ATO Running Balance Account	-\$2,169.00
GST Paid	<u>-\$29,317.86</u>
Total GST Liabilities	-\$131.19
Other Current Liabilities	
Long Service Leave Provision	\$21,773.96
Annual Leave Provision	<u>\$8,595.74</u>
Total Current Liabilities	<u>\$30,238.51</u>
Total Liabilities	\$30,238.51
Net Assets	<u>\$100,111.52</u>
Equity	
Retained Earnings	\$48,975.78
Current Year Earnings	-\$2,685.81
Historical Balancing	<u>\$53,821.55</u>
Total Equity	<u>\$100,111.52</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2020 through 28/02/2021

9/03/2021

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Income		
Sales		
1 Computer Usage	\$162.71	
2 Printing	\$818.18	
3 Photocopying/Printing	\$7,291.46	
Fax Services	\$19.92	
Scanning	\$212.74	
Memberships	\$136.36	
Secretarial Services	\$9.09	
Laminating	\$130.00	
Kids Klub	\$133.64	
Events	\$52.73	
Computer Goods - Sales	\$52.44	
Phones & Credit - Sales	\$3,643.51	
Express Yourself - Sales	\$94.28	
Photo Express kiosk	\$128.74	
Animal Jewels & Coasters Sales	\$26.82	
Conference Room Hire	\$545.46	
Contract Services	\$15,882.72	
Grant Income		\$79,469.55
TRANS WA - Sales		\$869.54
Miscellaneous Income		\$384.09
Total Income		<u>\$110,063.98</u>
Cost of Sales		
Purchases		
Photocopier Meter Reading	\$4,637.83	
Computer & Phone Goods	\$4,939.74	
TRANSWA Ticket Sales	-\$619.43	
Freight		\$182.33
Total Cost of Sales		<u>\$9,140.47</u>
Gross Profit		<u>\$100,923.51</u>
Expenses		
Accounting Fees	\$5,000.00	
Events	\$5,168.58	
Bank Fees	\$210.00	
Advertising	\$3,093.21	
Dues & Subscriptions	\$2,801.71	
Insurance	\$3,620.86	
Repairs & Maintenance	\$1,392.00	
Cleaning Supplies	\$58.09	
Security	\$2,217.00	
Photo Express Kiosk	\$7,225.00	
Asset Purchases	\$16,994.29	
Computer Repairs & Maintenance	\$4,978.91	
Postage & Shipping	\$473.31	
Rent	\$9,440.00	
Telephone	\$1,950.43	
Stationery	\$732.65	
TRANSWA Fares	\$556.43	
Employment Expenses		
Staff Amenities	\$234.18	
Superannuation	\$2,299.52	
Wages & Salaries	\$35,063.20	
Total Employment Expenses		<u>\$37,596.90</u>
Services		
Internet Fees	\$99.95	
Total Expenses		<u>\$103,609.32</u>

Net Profit / (Loss)

-\$2,685.81

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

9/03/2021
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Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account: 1-1110 Cheque Account				
Date of Bank Statement: 28/02/2021				
Last Reconciled: 31/01/2021				
Last Reconciled Balance: \$94,454.22				
Cleared Cheques				
SC280221	5/02/2021	Bank Fees		\$10.00
2049	15/02/2021	Telstra		\$174.99
SC280221	17/02/2021	Trust bank fees		\$10.00
Total:			\$0.00	\$194.99

Cleared Deposits

CR003049	3/02/2021	EFT Sales 01.12.20 - 30.02.20	\$1,566.56	
CR003050	3/02/2021	EFT Sales 04.01.2021 - 29.01.	\$1,710.80	
CR003048	12/02/2021	DD12022021	\$2,183.87	
CR003046	17/02/2021	Payment; Shire of Dundas	\$900.00	
CR003047	19/02/2021	Payment; Dundas Fencing & B	\$12.50	
Total:			\$6,373.73	\$0.00

Reconciliation

BusinessBasics Balance on 28/02/2021:	\$100,632.96
Add: Outstanding Cheques:	\$0.00
Subtotal:	\$100,632.96
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$100,632.96

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Works and Services, Manager of Community Development, Youth and Events Officer, and the Visitors and Administration Services Officer as included in the papers relating.

Background

The Officers present their reports on activities for the past month. These reports are in papers relating.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Manager of Works and Services
 Manager of Community Development
 Youth and Events Officer, and the Visitors
 Administration Services Officer

Comment

The reports will advise councillors of the progress being made towards achieving the objectives of the Strategic Plan.

Voting Requirements

Simple Majority

Officer Recommendation

That Council note the reports of the Manager of Works and Services, Manager of Community Development, the Youth and Events Officer, and the Visitors and Administration Services Officer.

Moved: Cr. Wyatt

Seconded: Cr. Hogan

Resolution

That Council note the reports of the Manager of Works and Services, Manager of Community Development, the Youth and Events Officer, and the Visitors and Administration Services Officer.

Carried by: Simple Majority For: 5 Against: 0

Cr. Laurene Bonza declared a financial interest in the following item: 10.4.5 - Extension of Contracts RFT 03 -18 and RFT 01-18 as her husband is the principal and owner of Bonza Constructions Pty Ltd.

Cr. Bonza exited the Council Chambers at 6:23pm.

Cr. Warner assumed the Chair.

Agenda Reference & Subject	
10.4.5 - Extension of Contracts RFT 03-18 and RFT 01-18	
Location / Address	88-92 Prinsep Street, Norseman
File Reference	FM.TE.3
Author	Chief Executive Officer – Peter Fitchat
Date of Report	22 nd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider and, if thought appropriate, extend the term of Contracts RFT03-18 and RFT01-18.

Background

The following tenders were publicly invited in 2018:

- RFT 01/18 Panel Tender for Plant Hire
- RFT 03/18 Provision of Handyman Services

And after the tender selection process was finalised, resulted in the following resolutions:

Ordinary Council Meeting – 22nd November 2018

RFT 01/18 Panel Tender of Plant Hire

Moved Cr Wyatt
Seconded Cr Bayley

That Council:

1. Award RFT 01/18 Preferred Supplier Panel – Plant Hire to Norseman Concrete for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules; and
2. Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the papers relating) with the General Manager of Norseman Concrete.

Ordinary Council Meeting – 22nd November 2018

RFT 03/18 Provision of Handyman Services

Moved Cr Wyatt

Seconded Cr Bayley

That Council:

1. **Award RFT 03/18 Provision of Handyman Services to Bonza Constructions for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules and**
2. **Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the Papers Relating) with Bonza Constructions.**

Statutory Environment

Section 3.57 of the *Local Government Act 1995* states that:

Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Regulation 11 of the *Local Government (Functions and General) Regulations 1996* provides that

- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the contract is a renewal or extension of the term of a contract (the original contract) where —
 - (i) the original contract is to expire within 3 months; and
 - (ii) the renewal or extension is for a term of not more than 12 months from the expiry of the original contract; and
 - (iii) the contract for renewal or extension is entered into at a time when there is in force a state of emergency declaration applying to the district, or part of the district, of the local government.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The tenders for “Plant Hire” and “Provision of Handyman Services” were due to be publicly invited early 2021 as the term for the current awarded suppliers has concluded.

Due to the time constraints and capacity of the current staff, these tenders have not yet been advertised and with the current upcoming and ongoing workload, this is not likely to happen soon.

An example of the current projects and tasks that our staff are currently working towards is:

- The Community Strategic Plan
- The Road Strategy
- The 10 Year Long Term Financial Plan
- The 10 Year Asset Management Plan – including the works to condition assess all the Council assets
- The Woodlands Cultural and Visitor Centre Stage 1 finalisation and then the Grand Opening
- Preparation of the 2021/2022 Budget to have ready for adoption in July 2021

We must be vigilant during any tender process. Dedicated time and effort will be required from staff to ensure the process is done in accordance with Council Policy and its governed legislation. As is shown in this report, staff currently have a high capacity of work which would not allow dedicated time at this stage to complete the tender process.

I would like the Council to consider granting an extension of the current term of the contracts for a period of 12 months; this would amend the current period granted to 1 December 2018 to 1 December 2021.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. **Extend the current period of Contract RFT03/18 for a further 12 months, concluding on the 1 December 2021, and**
2. **Authorise the CEO to write to Bonza Constructions to advise of the extension and to sign the letter should they agree to the extension, and**
3. **Extend the current period of Contract RFT01/18 for a further 12 months, concluding on the 1 December 2021; and**
4. **Authorise the CEO to write to Norseman Concrete to advise of the extension and to sign the letter should they agree to the extension.**

Moved: Cr. Hogan
Seconded: Cr. Wyatt

Resolution

That Council:

1. **Extend the current period of Contract RFT03/18 for a further 12 months, concluding on the 1 December 2021, and**
2. **Authorise the CEO to write to Bonza Constructions to advise of the extension and to sign the letter should they agree to the extension, and**
3. **Extend the current period of Contract RFT01/18 for a further 12 months, concluding on the 1 December 2021; and**
4. **Authorise the CEO to write to Norseman Concrete to advise of the extension and to sign the letter should they agree to the extension.**

The CEO spoke to the report.

Carried by: Simple Majority For: 4 Against: 0

Cr. Bonza entered the Council Chambers at 6:26pm and resumed the Chair.

The following declarations of interest in the following item: were made: 10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre:

Cr Laurene Bonza as she is a committee member of the Norseman Visitor’s Centre.

Cr. Patrick Hogan, as he is the Secretary of the Norseman Turf Club Inc.

Cr. Sharon Warner, as she is a member of the Norseman Turf Club and President of the P&C Committee.

Cr. Veronica Wyatt, as she is the Secretary of the Norseman Turf Club Inc.

Agenda Reference & Subject	
10.4.6 – Budget Amendment from “Norseman Races” to “Woodlands Cultural and Visitor Centre” and Emergency Purchase of a Roof Walkway at the Woodlands Cultural and Visitor Centre	
Location / Address	88-92 Prinsep Street
File Reference	FM.BU.20/21
Author	Chief Executive Officer – Peter Fitchat
Date of Report	21 st March 2021
Disclosure of Interest	Nil

Summary

1. To report to Council the authorisation granted from the Shire President to transfer surplus funds from the Norseman Races Budget to the Woodlands Cultural and Visitor Centre Capital Budget to allow for the expenditure of the essential emergency works item “roof walkway”.
2. And for the Council to be informed of the emergency purchase of the construction and installation of the “roof walkway” at the Woodlands Cultural and Visitor Centre in accordance with the Council’s Purchasing Policy – Emergency Purchases.

Background

1. Due to regrettable circumstances, the Norseman Cup was not held at the full capacity this financial year which would have seen horse racing and evening events. This has resulted in funds being made available within the Shire Norseman Cup Events Budget which was to be utilised for prize money and other authorised contributions from the Shire.
2. It was also recently identified during the final completion of construction of the Woodlands Cultural and Visitor Centre that a roof walkway is required for safety reasons. These safety reasons being the ability to safely install signage and to maintain the lighting in the long term. The signage is to be installed before the official opening on the 26th of March 2021, and to ensure this is done safely, a roof walkway would need to be installed as soon as possible to prevent injury or death.

The surplus funds from the Norseman Cup Events Budget would assist to fund this safety requirement.

Statutory Environment

Local Government Act 1995 – Division 2 – Annual Budget provides that:

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
- or

- (b) is authorised in advance by resolution*; or
 (c) is authorised in advance by the mayor or president in an emergency.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report. The balanced budget will not change consequently as surplus funds are being transferred from one budget to another.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Shire President
 Chief Executive Officer
 Temp Executive Assistant

Comment

As per *Section 6.8 of the Local Government Act 1995*, authorisation was given in advance by the Shire President in the form of a signed letter to transfer the surplus funds of \$18,000 from the Norseman Cup Events Budget to the Woodlands Cultural and Visitor Centre Capital Budget. This letter is available in the papers relating.

The reason for this amendment is to assist in funding the emergency purchase of a roof walkway at the Woodlands Cultural and Visitor Centre. Once authorisation was given in advance by the Shire President, a purchase order was issued to Safemaster Safety Products Pty Ltd for \$46,508 (including GST) to carry out the fabrication and installation works of the roof walkway. This supplier has shown work integrity and the ability to supply in short time constraints as they have previously been a sub-contractor of the original construction works of the Woodlands Cultural and Visitor Centre. An attempt to source other quotes via phone was done, however the timeframe to supply and being that there was no knowledge of the building from other suppliers meant the works could not be done by them in the timeframe required.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council accept the amendment to the following 2020/2021 budget items:-

Current Budget		Amend Budget to:	
Budget Item	Amount	Budget Item	Amount
OC40 – Norseman Races	\$23,000	OC40 – Norseman Races	\$5,000
HP63 – Woodlands Cultural and Visitor Centre	\$521,003	HP63 – Woodlands Cultural and Visitor Centre	\$539,003

Moved: Cr. Hogan
 Seconded: Cr. Wyatt

Resolution

That Council accept the amendment to the following 2020/2021 budget items:-

Current Budget		Amend Budget to:	
Budget Item	Amount	Budget Item	Amount
OC40 – Norseman Races	\$23,000	OC40 – Norseman Races	\$5,000
HP63 – Woodlands Cultural and Visitor Centre	\$521,003	HP63 – Woodlands Cultural and Visitor Centre	\$539,003

The CEO spoke to the report.

Carried by: Absolute Majority For: 5 Against: 0

Agenda Reference & Subject	
10.4.7 - Formation of the Dundas Cemetery & Memorials Advisory Group	
Location / Address	88-92 Prinsep Street, Norseman
File Reference	CS.SP.20
Author	Manager of Community Development – Pania Turner
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

The President announced that Item 10.4.7 - Formation of the Dundas Cemetery & Memorials Advisory Group will be withdrawn from the Agenda as it has been realised that further information is required.

11. Elected Members Motions of Which Previous Notice Has Been Given

Nil

12. New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting

The following item of urgent business was accepted for consideration by the President or by a majority of the members of the Council

Voting Requirement Simple Majority

Recommendation

That the members of the Council agree to the introduction of the following late item for decision.

Moved: Cr. Hogan
Seconded: Cr. Wyatt

Resolution

That the members of the Council agree to the introduction of the following late item for decision.

Carried by: Simple Majority For: 4 Against: 0

Agenda Reference & Subject	
12.1 - Late Item – Compliance Audit Return 2020	
Location / Address	88-92 Prinsep Street, Norseman
File Reference	LS.CM
Author	Chief Executive Officer – Peter Fitchat
Date of Report	30 th March 2021
Disclosure of Interest	Nil

Background

Each year, Council is required to complete an annual compliance audit return (CAR) for the calendar year immediately preceding (1st January to 31st December) as published by the Department for Local Government and Communities. The CAR is then to be reviewed by the Audit Committee and a report presented to Council prior to the adoption of the CAR.

This year, the CAR was reviewed and completed by Moore Australia. Tanya Browning, Manager Local Government Advisory, from Moore Australia attended the Shire offices on 22 February 2021, during which time the CAR was completed through interviews with senior staff and the inspection of various documents and records including:

- Minute books
- Tender Register
- Financial Interest & Return Register
- Complaints Register
- Delegations Register
- Council's Website

The CAR is one of the tools that allow Council to monitor how the organisation is functioning in regard to compliance with the Local Government Act 1995 and provides the Audit and Risk Committee the opportunity to report to Council any cases of non-compliance or where full compliance was not achieved.

This process also provides opportunity for the Audit and Risk Committee to consider matters that may require further review within ongoing risk framework assessments and actions.

The Audit & Risk Committee reviewed the CAR at its meeting held 30th March 2021 and resolved to recommend the adoption of the report to the Council and that the Shire President and Chief Executive Officer be authorised to sign the Compliance Audit Return for submission to the Department of Local Government. Minutes of that meeting are attached to this report as well as the 2020 CAR.

Through the completion of the 2020 CAR, there were instances of non-compliance noted, particularly relating to matters which relate to recent changes to legislation, and to procurement under \$250,000 where insufficient evidence was available to support compliance with Council's purchasing policy. It was noted with management it is very difficult to declare during the review period the appropriate number of quotations had been obtained for every purchase (particularly low value purchases) in accordance with the purchasing policy.

A summary of matters noted during the completion of the 2020 CAR is attached for information. The attached summary also notes general improvement opportunities to systems and processes which were identified through the completion of the CAR. These improvements may assist the Shire in its risk management activities and endeavours towards continual improvement of administrative and compliance functions.

Statutory Environment

Regulation 14 of the *Local Government (Audit) Regulations 1996* provides that:

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —

- (a) presented to the council at a meeting of the council; and
- (b) adopted by the council; and
- (c) recorded in the minutes of the meeting at which it is adopted.

Regulation 14 of the *Local Government (Audit) Regulations 1996* details the requirements regarding certifying the CAR and issuing to the Departmental CEO

Section 7.13(1)(i) of the *Local Government Act 1995* refers to the provisions within regulations regarding audits.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Risk Management

This item has been evaluated against the Shire's Risk Management Strategy, Risk Assessment Matrix. The perceived level of risk is medium prior to treatment.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council adopt the Compliance Audit Return for 2020 as shown in the papers following this report, and that the Shire President and Chief Executive Officer be authorised to sign the Compliance Audit Return for submission to the Department of Local Government.

Moved: Cr. Warner

Seconded: Cr. Hogan

Resolution

That the Council adopt the Compliance Audit Return for 2020 as shown in the papers following this report, and that the Shire President and Chief Executive Officer be authorised to sign the Compliance Audit Return for submission to the Department of Local Government.

Carried by: Absolute Majority

For: 5

Against: 0

Agenda Reference & Subject	
12.2 – Late Item - Goldfields Record Storage Facility Ownership	
Location / Address	City of Kalgoorlie Boulder
File Reference	IM.RM.1
Author	Chief Executive Officer Peter Fitchat & Records Officer Tracy Dixon
Date of Report	30/03/2021
Disclosure of Interest	Nil

Summary

For the Council to consider changes to our agreement and ownership in the GVROC managed Goldfields Records Storage Facility.

Background

Goldfields Voluntary Regional Organisations of Councils (GVROC) applied for and received around \$1M in funding from Royalties for Regions regional allocation of the Country Local Government Fund (CLGF) to construct a regional archive facility.

The facility was proposed to be utilised by local governments in the GVROC area to store archived records and excess capacity was to be offered to businesses in the region.

At the Ordinary Council Meeting held on 15th May 2012 Council resolved:

Resolution

That the Shire of Dundas supports the establishment of the Regional Archive Facility by the GVROC and will allocate \$18,500 in the 2012/13 budget as the Shires contribution to the first-year operating costs.

Moved: Cr. ST Conklin
Seconded: Cr. YH Vicensoni

Carried by: Simple Majority For: 5 Against: 0

In May 2019 after some Councils indicated their intention to retire from the arrangement, GVROC resolved:

RESOLUTION: *Moved: Cr Tracey Rathbone – Shire Coolgardie
Seconded: Mr Jim Epis – Shire of Leonora*

That the GVROC Council

- 1. Agree to sell the Goldfields Records Storage Facility*
- 2. Agree to wind up the Goldfields Record Storage Facility as a records management facility*
- 3. Request the Chair of GVROC CEO Group prepare a report on legalities of (1) and (2) above and present to GVROC CEO Group Meeting on Friday 24th May*
- 4. Request the GVROC CEO Group discuss at the meeting on 24th May how to legally proceed with this resolution*
- 5. Request at the GVROC CEO Group Meeting on the 24th May 2019 each CEO provide intention of whether or not they wish to remain as a collective to utilise the facility as a Record and Archive Facility*
- 6. Advise the Shire's of Wiluna and Ngaanyatjaraku that they have foregone their rights of the share of assets in the Joint Venture*

Following, at the Shire of Dundas Ordinary Council Meeting on 21st May 2019 Council resolved:

Resolution

That the Council of Shire of Dundas agree to continue with the current arrangement in relation to the GVROC Regional Archive Facility subject to,

1. No additional capital contribution is required towards the facility, and
2. Annual operating cost to be within the current level for a similar number of storage boxes.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Carried by: Simple Majority For: 5 Against: 0

The future of the Records Facility has been an ongoing issue since, until the February GVROC meeting in which it was decided that the City of Kalgoorlie-Boulder would acquire the building for \$450k. With agent fees and settlement this should net somewhere around \$430 - \$435k.

Following this, an email, included in Papers Relating, was sent by John Walker (CEO of CKB) to the remaining CEO's, offering options in terms of investing in, and future use of, the facility following the change of ownership.

Statutory Environment

State Records Act 2000

Policy Implications

A.5 – Record Keeping and Management Policy

Financial Implications

In 2018/19, the Shire of Dundas paid a \$17,600 membership contribution to Goldfields Record Storage and receives free storage for the first 100 boxes (currently there is approximately 85 – 90 stored). We have not been invoiced and no amount paid in 2019/20 or 2020/21, other than the member contribution to GVROC of \$11,000.

The Shire currently stores Minutes and Rate book archives with a Perth based storage facility, ZircoData, at a cost of \$1922.88 per year and has the option of relocating records from GRS to this facility. A tentative quote received in June 2020 for transport and storage for relocating records from GRS to ZircoData are included in Papers Relating. Please note, this does not include cost of properly preparing boxes for transport by either Shire officers or contractor.

A consultant is currently being utilised to assist with records management at a cost of \$88.00 per hour. It is anticipated that this, or something similar, will continue into the new year. Taking into consideration the possible shift to a new electronic Information Management system in the next financial year, the Records Officer has estimated consultancy fees to be approximately \$25,000 for 2021/22.

Strategic Implications

The Regional Archive Facility was the first project identified by the GVROC as being of regional significance and this may be an opportunity to be further involved in its development and operations.

Consultation

GVROC partners
Elected Members
Senior Staff
Records Officer
Records Consultant

Comment

Ten shareholders in GRS means each has a 10% stake and will receive around \$43k for their share, should they sell. The CKB will acquire each share that is withdrawn unless other Shires wish to increase their investment.

Council must decide if it wishes to sell our interest or retain our 10% ownership in the building and continue to use Goldfields Records Storage with the option to increase our 10% holding to a higher amount (all Shares to be in 10% increments).

As per Mr Walker's email, CKB has indicated that only those Shires with a financial interest in the ownership will be able to access the facility after the change of ownership. It is unclear at this stage if this means the Shire will not have the option to use the facility as a commercial business would if we were to withdraw.

No indication has been given as to whether the GRS will continue to be manned and/or how archives will be accessed and retrieved, or how disposal will be managed.

Council should take into consideration the location of its archives and ease of access. Transport to and from GRS is relatively inexpensive due to Shire officers being able to achieve this when travelling to Kalgoorlie for other Shire business. Records stored at ZircoData can be easily accessed via scanning of documents, but there would obviously be a cost for transport.

Correctly preparing boxes to relocate to ZircoData, as per their specifications, is likely to be an arduous task, that may require engaging a contractor.

Regardless of the outcome of the records storage facility, the Shire has its own obligation to maintain a level of record storage to comply with the State Records Act 2000.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas sell its share in the Goldfields Records Facility for \$43,000 and make alternative arrangements to meet our Records Storage requirements.

Council Recommendation

That the Shire of Dundas

- 1. agree to the sale of the Goldfields Records Storage Facility for a 10% Share of the proceeds of the sale less costs of sale and transfer and,**
- 2. make alternative arrangements to meet our records storage requirements.**

Moved: Cr. Bonza

Seconded: Cr. Hogan

Resolution

That the Shire of Dundas

- 1. agree to the sale of the Goldfields Records Storage Facility for a 10% Share of the proceeds of the sale less costs of sale and transfer and,**
- 2. make alternative arrangements to meet our records storage requirements.**

Carried by: Simple Majority

For: 5

Against: 0


The reason for the change was to clarify that the amount stated in the Officer's Recommendation was an estimate only and to further clarify that any proceeds of the sale will be subject to costs associated."

13. Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held in Eucla on the 17th April 2021.

14. Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:33pm.

 17.04.21.