



# Shire of **Ngaanyatjaraku**

ON A JOURNEY

**ORDINARY MEETING OF COUNCIL**

**ATTACHMENTS**

**Tjulyuru Cultural and Civic Centre**

**Warburton Community**

**27 May 2020**

**at**

**1.00 pm**



**Shire of Ngaanyatjarraku**  
ON A JOURNEY

Tjulyuru Cultural and Civic Centre  
Warburton Community

PMB 87 via Kalgoorlie  
Western Australia 6431

Telephone: (08) 8956 7966  
Facsimile: (08) 8956 7959

Email: [mail@ngaanyatjarraku.wa.gov.au](mailto:mail@ngaanyatjarraku.wa.gov.au)  
Website: [www.ngaanyatjarraku.wa.gov.au](http://www.ngaanyatjarraku.wa.gov.au)

File: GV.00

20 April 2020

Kevin Hannagan  
Chief Executive Officer  
Shire of Ngaanyatjarraku

[ceo@ngaanyatjarraku.wa.gov.au](mailto:ceo@ngaanyatjarraku.wa.gov.au)

Dear Kevin,

### LEAVE OF ABSENCE

I write to apply for a leave of absence.

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

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

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

I hope to return as soon as possible.

Yours faithfully,

Cr. Alwyn Bates  
Shire of Ngaanyatjarraku



**Shire of Ngaanyatjaraku**  
ON A JOURNEY

**ORDINARY MEETING OF COUNCIL**

**MINUTES**

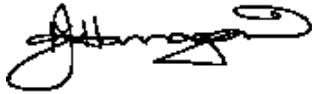
**29 April 2020**

**at**

**1.10 pm**

**SHIRE OF NGAANYATJARRAKU**  
**ORDINARY MEETING OF COUNCIL**

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



**Chief Executive Officer**

Date: 29-04-2020

These minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on the 29 April 2020.

**Presiding Member:** \_\_\_\_\_ **Date:** / /2020

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## 1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 1.10 pm.

## 2. ANNOUNCEMENT OF VISITORS

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

## 3. ATTENDANCE

### 3.1 PRESENT

<b>Elected Members:</b>	President Councillor Councillor Councillor Councillor Councillor	D McLean J Frazer A Jones L West J Porter D Frazer
<b>Staff:</b>	CEO FAC	K Hannagan (by telephone) G Handy
<b>Guests:</b>		
<b>Members of Public:</b>	There was one member of the public (D Grant) in attendance at the commencement of the meeting.	

### 3.2 APOLOGIES

Cr. A Bates

### 3.3 APPROVED LEAVE OF ABSENCE

## 4. PUBLIC QUESTION TIME

### 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 4.2 PUBLIC QUESTION TIME

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

No Questions received.

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

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

### Voting Requirement

Simple Majority

## **Officers Recommendation and Council Resolution**

**Moved: Cr A Jones          Seconded: Cr D Frazer**

**That Council in accordance with Section 2.25 (1) of the Local Government Act 1995 grants leave of absence to Cr A Bates for the 27 May 2020 Ordinary Meeting of Council.**

**Carried: 6/0**

## **6. DECLARATION BY MEMBERS**

### **6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA**

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

### **6.2 DECLARATIONS OF INTEREST**

#### **Councillors to Note**

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

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

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

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

#### **NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)**

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

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

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

ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.

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

Declarations of Interest provided:

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

**7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

**8. PETITIONS, DEPUTATIONS, PRESENTATIONS**

**8.1 PETITIONS**

**8.2 DEPUTATIONS**

**8.3 PRESENTATIONS**

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**9.1 MINUTES OF ORDINARY MEETING OF COUNCIL (ATT 9.1)**

**Voting Requirement**  
Simple Majority

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer      Seconded: Cr A Jones**

**That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 25 March 2020 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community (ATTACHMENT 9.1) be confirmed as a true and accurate record.**

**Carried: 6/0**

## 10. CEO REPORTS

### 10.1 PROGRESS ON THE IMPLEMENTATION OF COUNCIL RESOLUTIONS

<b>FILE REFERENCE:</b>	GV.05
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	16 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interest in the proposal.

#### **Summary**

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

#### **Background**

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

#### **Comment**

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

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

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

#### **Statutory Environment**

*Section 2.7 of the Local Government Act 1995* states:

*“Role of council*

*(1) The council —*

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

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

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

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

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

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

#### **Financial Implications**

There are no known financial implications for this matter.

#### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

**Risk Management**

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

**Policy Implications**

There are no known policy implications for this matter.

**Attachments**

Attachment 10.1 - Council Resolutions - Status Report

**Voting Requirement**

Simple Majority

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer          Seconded: Cr D Frazer**

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

**Carried: 6/0**

## 10.2 ATTENDANCE BY TELEPHONE CR THOMAS

<b>FILE REFERENCE:</b>	GV.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	16 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interests in the proposal.

### Summary

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

### Background

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

### Comment

In accordance with Regulation 14A (2) Cr Thomas has attended the July, August, September, and December meetings by telephone for the 2019/20 financial year, allowing him one more phone attendance (5/11).

### Statutory Environment

#### **Local Government Act 1995**

##### **5.25. Regulations about council and committee meetings and committees**

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

#### **Local Government (Administration) Regulations 1996**

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

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

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

(4) *In this regulation —*

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

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

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

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

*\* Absolute majority required.*

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

### **Financial Implications**

There are no known financial implications.

### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### **Risk Management**

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

### **Policy Implications**

There are no known policy implications for this matter.

### **Attachments**

Not applicable

### **Voting Requirement**

Absolute Majority required

#### **Officers Recommendation and Council Resolution**

**Moved: Cr L West**

**Seconded: Cr J Porter**

**That Council approves Cr P Thomas request to attend the next Ordinary Meeting of Council by telephone (if necessary), as he will be:**

**(a) in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and**

**(b) will be in a suitable place.**

**Carried: 6/0**

### 10.3 GRANT MRWA, GREAT CENTRAL ROAD

<b>FILE REFERENCE:</b>	GS.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	16 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interests in the proposal.

#### Summary

For Council to be advised of new grant funding from Main Roads WA for the Great Central Road.

#### Background

The Shire currently receives an Aboriginal Access Road (AAR) grant of \$177,000 p.a. (\$120k Fed / \$57k State) to maintain the 438km long, Great Central Road. The funding has been reduced by well over \$100,000 over the last 5 years and was proposed to be further reduced in future years. The Shire is now funding an additional \$554,000 (2019/20 Budget \$731,000) of work on this road from its own funding sources. As the Shire does not have a normal ratepayer base, these funds have come from the Shires FAGS general grant and recent reductions in services to community to maintain the road network.

The Chief Executive Officer has queried with the WA Local Government Grants Commission (WALGGC) as to why the grant has been reducing. The response has been that as the Great Central Road is now being sealed the Shires grant would also be reduced as sealed roads are not funded by the AAR funding grant. The CEO has advised the WALGGC that there has been no sealing works undertaken in the Shire of NG as all sealing is being undertaken within Laverton Shire. The WALGGC have advised they have no funds to increase the Shires grant to its former level, but they would not reduce the grant further until the benefits of sealing were received.

The CEO has for some time been pursuing this matter with MRWA. It is unfortunate that a couple of years ago the Shire of NG supported all funding works being undertaken in Laverton Shire as the Shire of NG was not able to manage construction projects in accordance with MRWA and Austroads construction guidelines. As such this decision has now disadvantaged the Shire of NG as the WALGGC has reduced its annual AAR grants to the Shire.

#### Comment

MRWA have acknowledged this discrepancy and the Shires support of the sealing works to be progressed from Laverton towards the Shire of NG. This is logical as there is heavier mining vehicle traffic at the Laverton end, and it is normal MRWA practice that it undertakes contiguous sections of sealing and then assume future responsibility of the new sealed section of road.

In recognition of the Shire of NG's support of the above they have now agreed to provide further funding to the Shire to maintain the Great Central Road with initial funding of:

- \$1,000,000 in 2019/20;
- \$1,500,000 in \$2020/21: and
- \$ to be determined in future years.

This additional funding will greatly assist the Shire's Long-Term Financial Sustainability and push out the solvency issue for several more years to enable existing funding negotiations with the WA State Government to continue.

#### Statutory Implications

Not applicable.

**Financial Implications**

This grant will enable the Shire to no longer have to contribute an additional \$554,000 from its own funding sources and provides additional funding to undertake resheeting and upgrade of poor sections of the road. This additional funding will greatly assist the Shire's Long-Term Financial Sustainability and push out the solvency issue for several more years to enable existing other funding negotiations with the WA State Government to continue.

The Chief Executive Officer has also undertaken discussions with Officers from Roads to Recovery regarding a review of the Shires, R2R Own Source Reference amount as this will also be affected by this grant. A separate report on this matter will be provided to Council at a later date.

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

**Risk Management**

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

**Policy Implications**

Not applicable.

**Attachments**

Attachment 10.3 – Letter from MRWA.

**Voting Requirement**

Simple Majority

**Officers Recommendation and Council Resolution**

**Moved: Cr D Frazer      Seconded: Cr J Frazer**

**That Council notes the above report from the Chief Executive Officer.**

**Carried: 6/0**

## 10.4 POLICE PATROLS, GREAT CENTRAL ROAD

<b>FILE REFERENCE:</b>	GR.00
<b>AUTHOR'S NAME AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	22 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author has no financial, proximity or impartiality interests in the proposal.

### Summary

For Council to consider writing a letter of support for Ngaanyatjarra Council (Aboriginal Corporation) (NCAC) letter to the Inspector, WAPol in Kalgoorlie.

### Background

NCAC have written a letter to the Inspector, WAPol in Kalgoorlie, in response to the critical need to address unlawful conduct, for example the infiltration of drugs and alcohol into the Ngaanyatjarra Region and the challenges facing the WA Police to assist in these matters. The Ngaanyatjarra Council have requested additional support in managing the problem.

NCAC proposes that an appropriate and proactive course of action would be a program of Police patrols of the Great Central Road (Outback Way) between Laverton and Warburton. It is suggested that patrols be mutually managed between Laverton and Warburton Police Stations when personnel resources are available.

### Comment

Shire Officers are aware of a proposal made last year for WAPol to conduct searches of vehicles at the Shire border with Laverton as NCAC have local laws in place prohibiting the consumption of alcohol on the lands. It was proposed that passing motorists could be stopped at locations such as the Tjukayirla Roadhouse and searched for contraband items as mentioned in the NCAC letter. It is not known if this proposal was ever implemented and no patrols of such a type have been seen.

The Shire may wish to consider sending a letter of support to the NCAC request.

### Statutory Implications

Not applicable.

### Financial Implications

Not applicable.

### Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

### Risk Management

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

**Policy Implications**

Not applicable.

**Attachments**

Attachment 10.4 – Letter from NCAC and proposed Shire draft letter of support.

**Voting Requirement**

Simple Majority

**Officer's Recommendation**

That Council supports the Ngaanyatjarra Council (Aboriginal Corporation) (NCAC) letter to the Inspector, WAPol in Kalgoorlie as per Attachment 10.4 (b).

**Council Resolution**

**Moved: Cr D Frazer      Seconded: Cr J Frazer**

**That Council notes the above report from the Chief Executive Officer.**

**Carried: 6/0**

Note: Council has received a copy of response from the Inspector, WAPol in Kalgoorlie to Ngaanyatjarra Council (Aboriginal Corporation) (NCAC) letter to the Inspector. As the issues raised have been addressed, there is no need to write a letter of support.

# 11 DEPUTY CEO REPORTS

## 11.1 PAYMENTS LISTING, MARCH 2020

<b>FILE REFERENCE:</b>	FM.07
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	16 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	Nil

### Summary

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

### Background

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

### Comment

The payments made are consistent with previous months.

### Statutory Environment

*Local Government (Financial Management) Regulations 1996*

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

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared—*
  - (a) *the payee's name; and*
  - (b) *the amount of the payment; and*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing-*
  - (a) *for each account which requires council authorisation in that month—*
    - (i) *the payee's name; and*
    - (ii) *the amount of the payment; and*
    - (iii) *sufficient information to identify the transaction;*  
*and*
    - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be—*
  - (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
  - (b) *recorded in the minutes of that meeting.*

### Financial Implications

The Shire makes annual budget allocations for payment of accounts.

### Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership  
Outcome 3.2, Good Leadership

**Risk Management**

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

**Policy Implications**

There are no known policy implications for this matter

**Attachments**

Attachment 11.1 – Payment Listings

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr L West                      Seconded: Cr J Porter**

**That Council receives the Payment Listing, March 2020 totaling payments of \$740,417.70 as per Attachment 11.1.**

**Carried: 6/0**

## 11.2 COUNCIL INVESTMENTS

<b>FILE REFERENCE:</b>	FM.04
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	22 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

### Summary

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

### Background

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

### Comment

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

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

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

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

### Statutory Environment

*Local Government Act 1995*

*Section 6.14 Power to Invest*

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

*Local Government (Financial Management) Regulations 1996*

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

**Financial Implications**

Not applicable.

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

**Risk Management**

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

**Policy Implications**

Corporate Policy CS2.7 Investments.

**Attachments**

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

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr L West**

**Seconded: Cr D Frazer**

**That the report on Council Investments as at 22 April 2020 be received.**

**Carried: 6/0**

## 11.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH ENDED

<b>FILE REFERENCE:</b>	FM.10
<b>AUTHOR'S NAME AND POSITION:</b>	Kerry Fisher Deputy Chief Executive Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	22 April 2020
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

### **Summary**

For Council to receive the monthly financial report for March 2020.

### **Background**

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

Council has resolved that details and explanations of the material variances reflected on the Statement of Financial Activity are provided as required by Local Government (Financial Management) Regulation 34(1) (d). The attached statements include details of variances between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of \$20,000 or 10.00% whichever is the greater (refer last page of statements). These materiality levels have been applied in the preparation of this report.

### **Comment**

Comments in relation to budget to actual variances are included as notes (last page) in the Financial Reports attached. Comments related to 'Timing' refer to an estimate of when costs would occur at the time the budget was formulated versus actual costs being incurred.

### **Statutory Environment**

*Local Government Act 1995*

#### 6.4. Financial report

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

*Local Government (Financial Management) Regulations 1996.*

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

- (1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
  - (b) budget estimates to the end of the month to which the statement relates; and
  - (c) actual amounts of expenditure, revenue and income to the end of the month to

- which the statement relates; and
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing
  - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
  - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

**Financial Implications**

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

**Strategic Implications**

Integrated Strategic Plan 2018 - 2028  
 Goal 3, Leadership  
 Outcome 3.2, Good Leadership

**Risk Management**

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

**Policy Implications**

No policy implications apply in the preparation of the report.

**Attachments**

Attachment 11.5 - Monthly Financial Report February 2020.

**Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr J Frazer                      Seconded: Cr J Porter**

**That Council receives the monthly financial report for March 2020.**

**Carried: 6/0**

## **12. EHO & BUILDING SERVICES REPORTS**

### **12.1 ACTION REPORT – ENVIRONMENTAL HEALTH & BUILDING SERVICES**

<b>FILE REFERENCE:</b>	EM.00
<b>AUTHOR'S NAME AND POSITION:</b>	Phil Swain Principal EHO & Building Officer
<b>AUTHORISING OFFICER AND POSITION:</b>	Kevin Hannagan Chief Executive Officer
<b>DATE REPORT WRITTEN:</b>	16 April 2019
<b>DISCLOSURE OF INTERESTS:</b>	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

#### **Summary**

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

#### **Background**

Not applicable

#### **Comment**

See attachment.

#### **Statutory Environment**

Not applicable

#### **Financial Implications**

No known financial implications for this matter.

#### **Strategic Implications**

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

#### **Risk Management**

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

#### **Policy Implications**

There are no known policy implications for this matter

#### **Attachments**

Attachment 12.1 – Action Report, EHO / Building Services

#### **Voting Requirement**

Simple Majority Required.

**Officers Recommendation and Council Resolution**

**Moved: Cr D Frazer      Seconded: Cr L West**

**That Council receives the Action Report, EHO / Building Services for February 2020.**

**Carried: 6/0**

**13.      WORKS ENGINEERING REPORTS**

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

**15.      CONFIDENTIAL MATTERS**

**16.      NEXT MEETING**

Scheduled for Wednesday, 25 May 2020 at the Tjulyuru Cultural and Civic Centre,  
Warburton Community commencing at 1:00 pm.

**17.      CLOSURE OF MEETING**

There being no further business to discuss the Presiding Member closed the meeting  
at 1.28 pm.

## Council Resolutions – Status

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

Meeting Date	Meeting Type	Report Number	Report Title	
28 August 2019	OCM	14.1	ROAD NAME CHANGE PROCESS	
Resolution			Status Update	% Complete
<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receives this Road Name Change Process Report regarding the steps the Shire of Ngaanyatjarraku must follow to be compliant with Landgate's Policy and Standards for Geographic Naming in Western Australia 2017; and</li> <li>2. Recommends that Shire Officers start the process to consider changing the name of the following roads: <ul style="list-style-type: none"> <li>• Giles Mulga Park Road</li> <li>• Wanarn Jameson Road</li> <li>• Warburton Blackstone Road</li> </ul> </li> <li>3. Shire Officers report back quarterly to Council on progress of item 2 above.</li> </ol>			<ol style="list-style-type: none"> <li>1. Initial comment sought from MRWA on proposed new road names.</li> <li>2. Informal advice from NCAC sought.</li> <li>3. Advice from DPLH sought.</li> <li>4. Update reports adopted March.</li> <li>5. Awaiting response from NCAC.</li> </ol>	80%

Payment listing April (19/20)				
Chq/EFT	Date	Name	Description	Amount
EFT2927	03/04/2020	NATS	Steel supplies for the fencing around new Shire compound	13,635.49
EFT2928	03/04/2020	WARAKURNA ROADHOUSE	Diesel for Works Supervisor Landcruiser 1EYW816	175.58
EFT2929	03/04/2020	AUSTRALIA POST	Australia Post charges for March 2020	23.35
EFT2930	03/04/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	107,984.80
EFT2931	03/04/2020	DEPT FOR PLANNING & INFRASTRUCTURE (DPI)	DoT Agency transactions 135851-135856	421.95
EFT2932	03/04/2020	PERFECT COMPUTER SOLUTIONS PTY LTD	Set up RDP Gateway on 24/3/20	170.00
EFT2933	03/04/2020	CITY OF LIGHTS VIDEO & MULTIMEDIA PRODUCTIONS	Annual subscription for Hika Shop essential software - Warta Shop online	128.70
EFT2934	03/04/2020	ITVISION AUSTRALIA PTY LTD	Monthly financial processing service - March 2020	3,913.06
EFT2935	03/04/2020	MOORE STEPHENS (WA) Pty Ltd	Quarterly fee to maintain selected registers as per engagement agreement Jan - Mar 2020	8,516.20
EFT2936	09/04/2020	NATS	Duraflex guide posts for roadworks	1,786.40
EFT2937	09/04/2020	WARAKURNA ROADHOUSE	Diesel for Works Supervisor Landcruiser 1EYW816	222.66
EFT2938	09/04/2020	WARBURTON ROADHOUSE	Warburton Roadhouse account for March 2020	4,011.64
EFT2939	09/04/2020	Site Fleet Services	Repairs to wiring on Bobcat trailer	1,648.02
EFT2940	09/04/2020	WANARN STORE	Diesel for Shire rubbish truck	40.00
EFT2941	09/04/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	112,574.00
EFT2942	09/04/2020	STAPLES AUSTRALIA (WINC)	Stationery for Shire office	11.77
EFT2943	09/04/2020	SIMON HENSHALL	Repairs to Dyna Tipper 1BJP125	4,144.00
EFT2944	09/04/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Key cut for tyre container	10.00
EFT2945	17/04/2020	NATS	Mesh for Shire Compound fence	8,400.26
EFT2946	17/04/2020	MILLY (WARBURTON) STORE	Supplies for March 2020	291.88
EFT2947	17/04/2020	WANARN STORE	Diesel for Shire rubbish truck	40.00
EFT2948	17/04/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	116,403.10
EFT2949	17/04/2020	STAPLES AUSTRALIA (WINC)	Stationery for Shire office	143.44
EFT2950	17/04/2020	PERFECT COMPUTER SOLUTIONS PTY LTD	MS Office 365 annual licence fee - current until 17/3/2021	5,865.00
EFT2951	17/04/2020	SOUTHERN WORKWEAR & UNIFORMS	50% of uniform order - balance to be paid upon receipt	755.85
EFT2952	23/04/2020	AUSTRALIAN TAXATION OFFICE	BAS for January - March 2020	42,801.00
EFT2953	23/04/2020	NATS	Steel supplies for the CRC cage - all units - 2.5mm RHS Pregal	981.31
EFT2954	23/04/2020	WARAKURNA ROADHOUSE	Diesel for Work Supervisor Landcruiser 1EYW816	384.67
EFT2955	23/04/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Great Central Road	110,900.90
EFT2956	23/04/2020	SIMON HENSHALL	Repairs/maintenance to Wanarn rubbish truck	1,415.00
EFT2957	23/04/2020	NGAANYATJARRA COUNCIL REGIONAL HOUSING PROGRAM - Repairs & Maintenance	Install solar HWS at Lot 154 Warburton	4,878.70
EFT2958	29/04/2020	DAMIAN MCLEAN	Fees for OCM 29 April 2020	400.00

EFT2959	29/04/2020	Julie Porter	Fees for OCM 29 April 2020	200.00
EFT2960	29/04/2020	LALLA WEST	Fees for OCM 29 April 2020	200.00
EFT2961	29/04/2020	JOYLENE FRAZER	Fees for OCM 29 April 2020	200.00
EFT2962	29/04/2020	ANDREW JONES	Fees for OCM 29 April 2020	200.00
EFT2963	29/04/2020	DEBRA FRAZER	Fees for OCM 29 April 2020	200.00
	01/04/2020	PAY	Payroll Direct Debit Of Net Pays	34,578.57
DD1495.1	01/04/2020	WA SUPER	Payroll deductions	3,016.04
DD1495.2	01/04/2020	HOST PLUS	Superannuation contributions	194.30
DD1495.3	01/04/2020	VISION SUPER	Superannuation contributions	801.48
DD1495.4	01/04/2020	AUSTRALIAN SUPER	Superannuation contributions	130.57
DD1495.5	01/04/2020	BT SUPER	Superannuation contributions	27.99
DD1495.6	01/04/2020	Ther Trustee For Care Super	Superannuation contributions	186.05
DD1497.1	01/04/2020	WESTPAC BANK	Bank Fees March 2020	39.50
DD1497.2	01/04/2020	PIVOTEL SATELLITE PTY LTD	Satellite phone charges for March 2020	180.00
DD1500.1	06/04/2020	TELSTRA CORPORATION LTD	Telstra account for March 2020	910.46
DD1504.1	03/04/2020	COMMONWEALTH BANK OF AUSTRALIA	Merchant fee for CBA eftpos facility	5.71
	15/04/2020	PAY	Payroll Direct Debit Of Net Pays	33,931.65
DD1507.1	15/04/2020	WA SUPER	Payroll deductions	2,611.67
DD1507.2	15/04/2020	HOST PLUS	Superannuation contributions	194.30
DD1507.3	15/04/2020	VISION SUPER	Superannuation contributions	801.48
DD1507.4	15/04/2020	AUSTRALIAN SUPER	Superannuation contributions	138.25
DD1507.5	15/04/2020	BT SUPER	Superannuation contributions	77.29
DD1507.6	15/04/2020	SUNSUPER SOLUTIONS	Superannuation contributions	98.33
DD1507.7	15/04/2020	Ther Trustee For Care Super	Superannuation contributions	186.05
DD1510.1	15/04/2020	CEO Westpac Credit Card	CEO Westpac Mastercard payment March 2020	1,065.23
DD1510.2	15/04/2020	FAC Westpac Credit Card	FAC Westpac Mastercard payment March 2020	865.31
DD1510.3	15/04/2020	DCEO Westpac credit card	DCEO Westpac Mastercard payment for March 2020	269.08
	29/04/2020	PAY	Payroll Direct Debit Of Net Pays	37,678.70
DD1518.1	29/04/2020	WA SUPER	Payroll deductions	2,922.59
DD1518.2	29/04/2020	HOST PLUS	Superannuation contributions	194.30
DD1518.3	29/04/2020	VISION SUPER	Superannuation contributions	801.48
DD1518.4	29/04/2020	AUSTRALIAN SUPER	Superannuation contributions	138.25
DD1518.5	29/04/2020	BT SUPER	Superannuation contributions	91.95
DD1518.6	29/04/2020	SUNSUPER SOLUTIONS	Superannuation contributions	158.18
DD1518.7	29/04/2020	Ther Trustee For Care Super	Superannuation contributions	259.98
			<b>Total</b>	<b>676,633.47</b>



SHIRE OF NGAANYATJARRAKU - Business banking ▾

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<p>Westpac Business One Flexi ▾ 036-016 831911</p>  <p><b>\$268,448.55</b></p>	<p>Westpac Business One ▾ 036-016 831946</p>  <p><b>\$0.00</b></p>	<p>Westpac 31 Day Notice Account ▾ 036-125 520231</p>  <p><b>\$2,318,618.11</b> Available \$0.00</p>	<p>Westpac 90 Day Notice Account ▾ 036-125 521074</p>  <p><b>\$2,072,510.27</b> Available \$0.00</p>
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**SHIRE OF NGAANYATJARRAKU**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 April 2020**

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

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**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 11 May 2020

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**BASIS OF ACCOUNTING**

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

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

**SIGNIFICANT ACCOUNTING POLICES**

**GOODS AND SERVICES TAX**

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

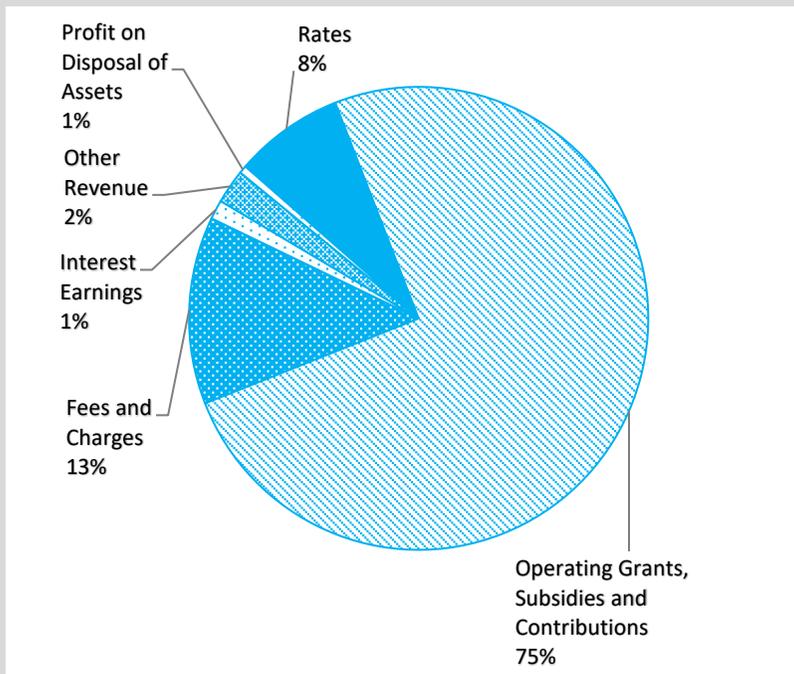
**CRITICAL ACCOUNTING ESTIMATES**

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

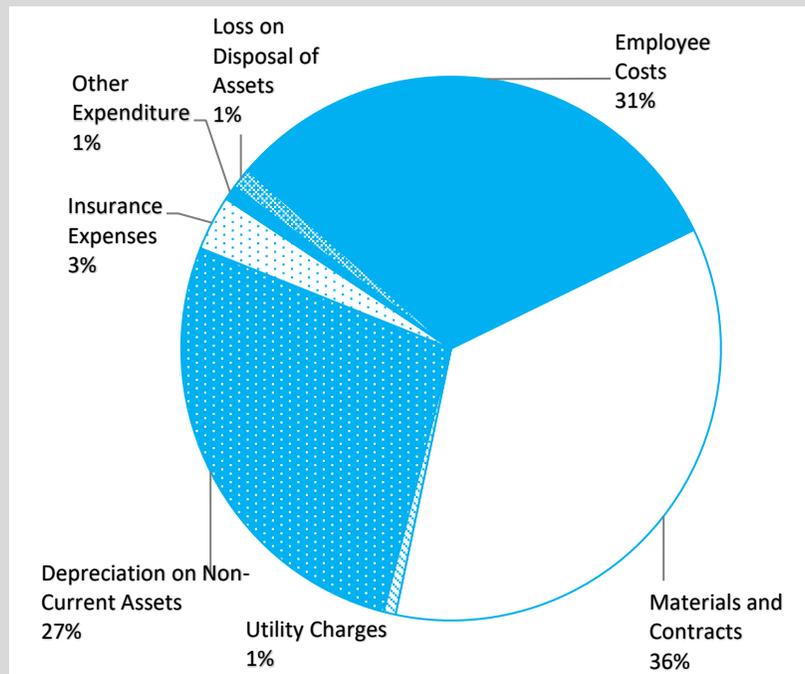
**ROUNDING OFF FIGURES**

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

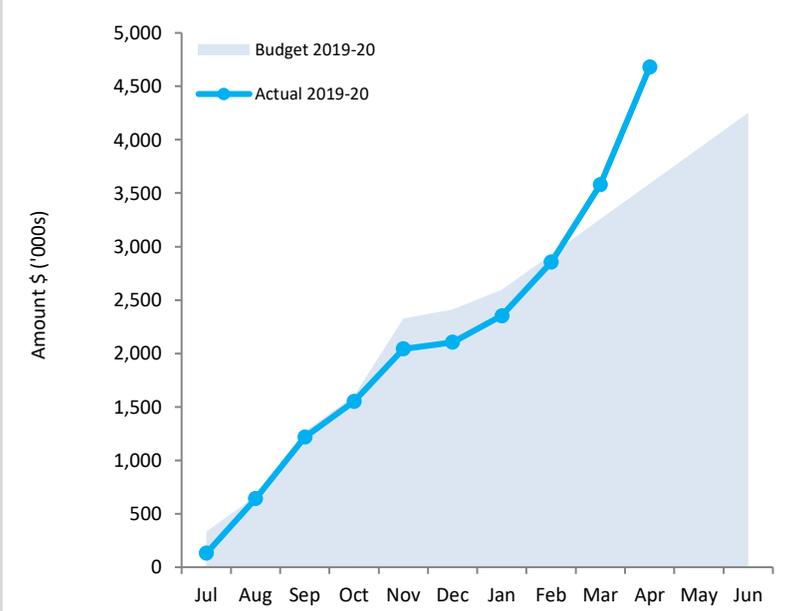
OPERATING REVENUE



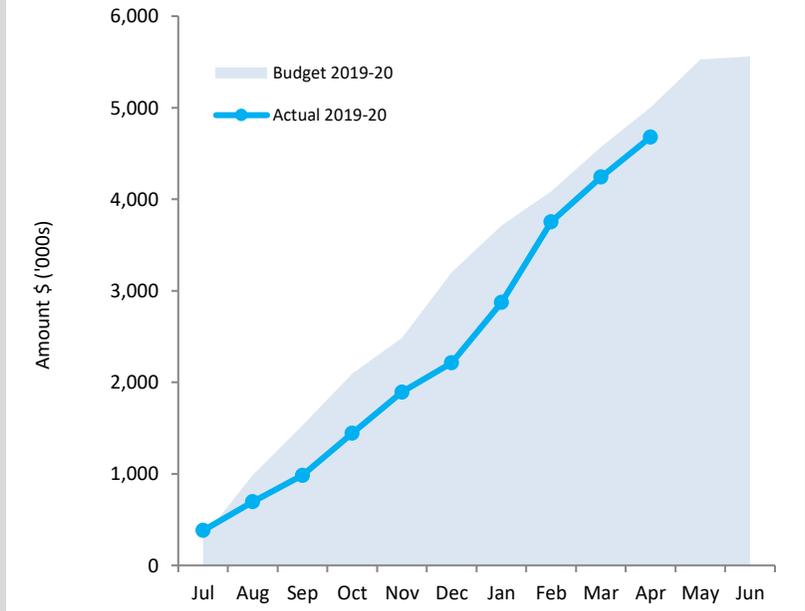
OPERATING EXPENSES



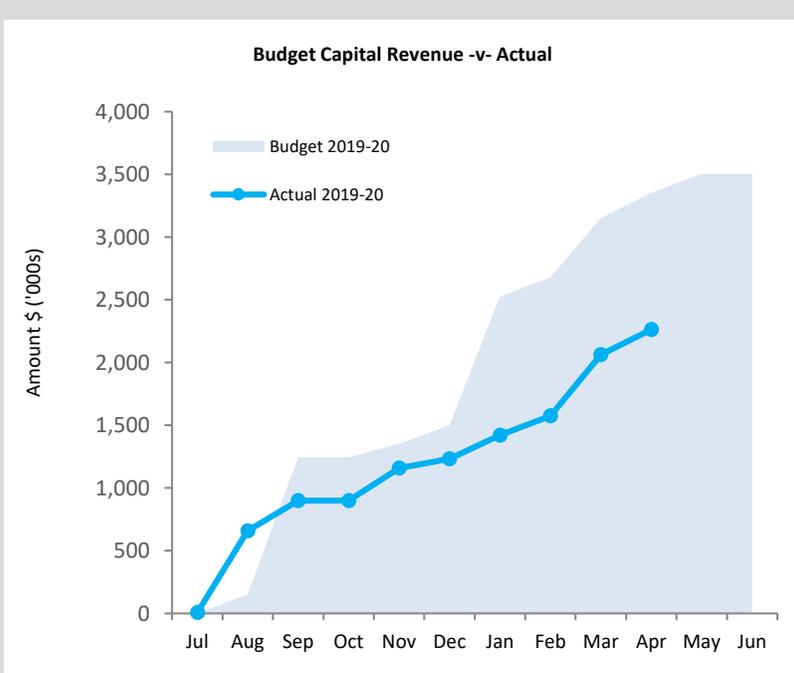
Budget Operating Revenues -v- Actual



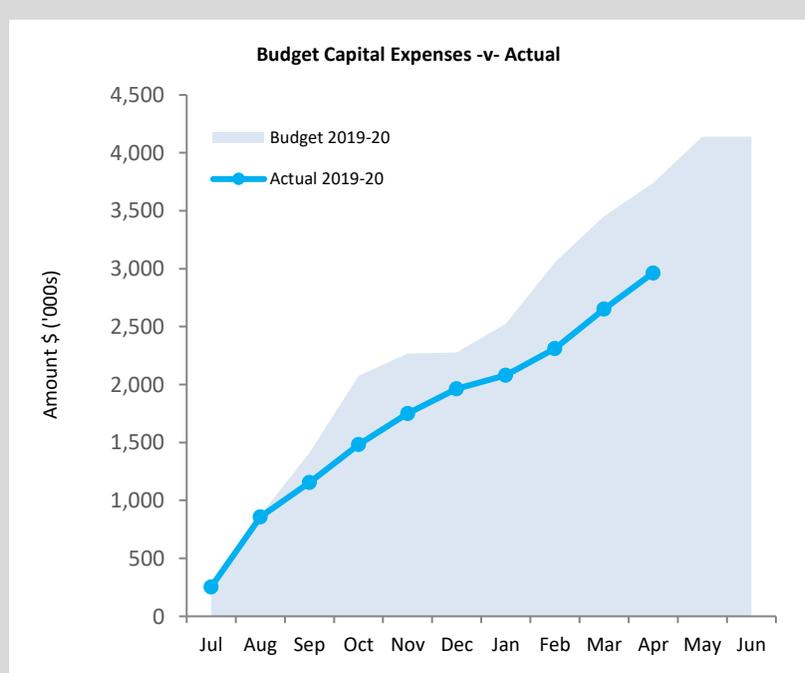
Budget Operating Expenses -v- YTD Actual



CAPITAL REVENUE



CAPITAL EXPENSES



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

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

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,935,062	2,935,062	<b>2,851,350</b>	(83,712)	(2.85%)	
<b>Revenue from operating activities</b>							
Governance		45,019	44,599	<b>58,317</b>	13,718	30.76%	
General purpose funding - general rates	6	290,483	290,482	<b>293,984</b>	3,502	1.21%	
General purpose funding - other		1,584,605	1,194,238	<b>1,197,601</b>	3,363	0.28%	
Law, order and public safety		416	416	<b>416</b>	0	0.00%	
Health		400	400	<b>1,366</b>	966	241.50%	
Education and welfare		204,009	196,009	<b>206,804</b>	10,795	5.51%	
Housing		165,000	137,500	<b>146,048</b>	8,548	6.22%	
Community amenities		106,926	89,100	<b>99,210</b>	10,110	11.35%	
Recreation and culture		290,000	220,830	<b>238,754</b>	17,924	8.12%	
Transport		1,509,841	1,171,965	<b>1,573,347</b>	401,382	34.25%	▲
Economic services		4,000	3,080	<b>650</b>	(2,430)	(78.90%)	
		<b>4,200,699</b>	<b>3,348,619</b>	<b>3,816,497</b>	467,878		▲
<b>Expenditure from operating activities</b>							
Governance		(208,167)	(201,231)	<b>(130,530)</b>	70,701	35.13%	▲
General purpose funding		0	0	<b>(187)</b>	(187)	0.00%	
Law, order and public safety		(7,519)	(6,504)	<b>(5,438)</b>	1,066	16.39%	
Health		(331,627)	(284,949)	<b>(243,219)</b>	41,730	14.64%	▲
Education and welfare		(419,655)	(378,710)	<b>(368,015)</b>	10,695	2.82%	
Housing		(382,037)	(323,130)	<b>(284,291)</b>	38,839	12.02%	▲
Community amenities		(799,074)	(667,250)	<b>(521,125)</b>	146,125	21.90%	▲
Recreation and culture		(773,076)	(630,585)	<b>(512,558)</b>	118,027	18.72%	▲
Transport		(3,280,966)	(2,761,932)	<b>(2,549,014)</b>	212,918	7.71%	
Economic services		(130,851)	(80,780)	<b>(77,067)</b>	3,713	4.60%	
Other property and services		0	30	<b>11,235</b>	11,205	(37350.00%)	
		<b>(6,332,972)</b>	<b>(5,335,041)</b>	<b>(4,680,209)</b>	654,832		▲
Non-cash amounts excluded from operating activities	1(a)	1,617,500	1,359,350	<b>1,299,550</b>	(59,800)	(4.40%)	
<b>Amount attributable to operating activities</b>		<b>(514,773)</b>	<b>(627,072)</b>	<b>435,838</b>	1,062,910		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12	3,340,743	2,677,629	<b>2,125,744</b>	(551,885)	(20.61%)	▼
Proceeds from disposal of assets	7	64,827	137,257	<b>137,257</b>	0	0.00%	
Purchase of property, plant and equipment	8	(4,060,737)	(4,053,423)	<b>(2,964,387)</b>	1,089,036	26.87%	▲
<b>Amount attributable to investing activities</b>		<b>(655,167)</b>	<b>(1,238,537)</b>	<b>(701,386)</b>	537,151		▲
<b>Financing Activities</b>							
Transfer to reserves	9	(1,762,784)	(1,762,784)	<b>(28,573)</b>	1,734,211	98.38%	▲
<b>Amount attributable to financing activities</b>		<b>(1,762,784)</b>	<b>(1,762,784)</b>	<b>(28,573)</b>	1,734,211		▲
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>2,338</b>	<b>(693,331)</b>	<b>2,557,229</b>			

**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.

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

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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**GRANT REVENUE**

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

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

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

**FEES AND CHARGES**

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

**SERVICE CHARGES**

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

**EXPENSES**

**INTEREST EARNINGS**

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

**OTHER REVENUE / INCOME**

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

**PROFIT ON ASSET DISPOSAL**

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

**EMPLOYEE COSTS**

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

**MATERIALS AND CONTRACTS**

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

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation expense raised on all classes of assets.

**INTEREST EXPENSES**

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

**OTHER EXPENDITURE**

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

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	2,935,062	2,935,062	<b>2,851,350</b>	(83,712)	(2.85%)	
<b>Revenue from operating activities</b>							
Rates	6	290,483	290,482	<b>293,984</b>	3,502	1.21%	
Operating grants, subsidies and contributions	11	3,194,946	2,474,623	<b>2,859,712</b>	385,089	15.56%	▲
Fees and charges		574,326	457,580	<b>499,408</b>	41,828	9.14%	
Interest earnings		50,000	41,660	<b>51,523</b>	9,863	23.67%	
Other revenue		90,944	84,274	<b>91,239</b>	6,965	8.26%	
Profit on disposal of assets	7	0	0	<b>20,631</b>	20,631	0.00%	▲
		<b>4,200,699</b>	<b>3,348,619</b>	<b>3,816,497</b>	467,878		▲
<b>Expenditure from operating activities</b>							
Employee costs		(1,925,295)	(1,637,493)	<b>(1,471,071)</b>	166,422	10.16%	▲
Materials and contracts		(2,505,957)	(2,082,831)	<b>(1,660,765)</b>	422,066	20.26%	▲
Utility charges		(68,478)	(57,517)	<b>(34,242)</b>	23,275	40.47%	▲
Depreciation on non-current assets		(1,548,500)	(1,290,350)	<b>(1,262,899)</b>	27,451	2.13%	
Interest expenses		(100)	(80)	<b>(111)</b>	(31)	(38.75%)	
Insurance expenses		(153,038)	(146,416)	<b>(153,038)</b>	(6,622)	(4.52%)	
Other expenditure		(62,604)	(51,354)	<b>(40,801)</b>	10,553	20.55%	
Loss on disposal of assets	7	(69,000)	(69,000)	<b>(57,282)</b>	11,718	16.98%	
		<b>(6,332,972)</b>	<b>(5,335,041)</b>	<b>(4,680,209)</b>	654,832		▲
Non-cash amounts excluded from operating activities	1(a)	1,617,500	1,359,350	<b>1,299,550</b>	(59,800)	(4.40%)	
<b>Amount attributable to operating activities</b>		<b>(514,773)</b>	<b>(627,072)</b>	<b>435,838</b>	1,062,910		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	12	3,340,743	2,677,629	<b>2,125,744</b>	(551,885)	(20.61%)	▼
Proceeds from disposal of assets	7	64,827	137,257	<b>137,257</b>	0	0.00%	
Payments for property, plant and equipment	8	(4,060,737)	(4,053,423)	<b>(2,964,387)</b>	1,089,036	(26.87%)	▲
<b>Amount attributable to investing activities</b>		<b>(655,167)</b>	<b>(1,238,537)</b>	<b>(701,386)</b>	537,151		▲
<b>Financing Activities</b>							
Transfer to reserves	9	(1,762,784)	(1,762,784)	<b>(28,573)</b>	1,734,211	98.38%	▲
<b>Amount attributable to financing activities</b>		<b>(1,762,784)</b>	<b>(1,762,784)</b>	<b>(28,573)</b>	1,734,211		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>2,338</b>	<b>(693,331)</b>	<b>2,557,229</b>			

**KEY INFORMATION**

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

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

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

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	0	0	(20,631)
Add: Loss on asset disposals	7	69,000	69,000	57,282
Add: Depreciation on assets		1,548,500	1,290,350	1,262,899
<b>Total non-cash items excluded from operating activities</b>		<b>1,617,500</b>	<b>1,359,350</b>	<b>1,299,550</b>

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

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

		Last Year Closing 30 June 2019	This Year Opening 1 July 2019	This Time Last Year 30 April 2019	Year to Date 30 April 2020
<b>Adjustments to net current assets</b>					
Less: Reserves - restricted cash	9	(2,043,937)	(2,043,937)	(572,176)	(2,072,510)
Add: Provisions - employee	10	172,862	172,862	257,823	172,862
<b>Total adjustments to net current assets</b>		<b>(1,871,075)</b>	<b>(1,871,075)</b>	<b>(314,353)</b>	<b>(1,899,648)</b>

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

<b>Current assets</b>					
Cash and cash equivalents	2	4,937,932	4,937,932	2,074,764	2,307,748
Financial assets at amortised cost	2	0	0	572,176	2,072,510
Rates receivables	3	2	2	34,512	21,560
Receivables	3	317,514	317,514	368,709	685,904
Other current assets	4	71,223	71,223	72,199	71,223
<b>Less: Current liabilities</b>					
Payables	5	(174,810)	(174,810)	(132,810)	(98,000)
Contract liabilities	10	0	(256,574)	0	(431,206)
Provisions	10	(172,862)	(172,862)	(257,823)	(172,862)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(1,871,075)</b>	<b>(1,871,075)</b>	<b>(314,353)</b>	<b>(1,899,648)</b>
<b>Closing funding surplus / (deficit)</b>		<b>3,107,924</b>	<b>2,851,350</b>	<b>2,417,374</b>	<b>2,557,229</b>

**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
<b>Cash on hand</b>								
Cash Advance	Cash and cash equivalents	2,500	0	2,500	0	Westpac	N/A	N/A
Cash at Bank - Municipal	Cash and cash equivalents	186,630	0	186,630	0	Westpac	Variable	Nil
Cash at Bank - Municipal	Cash and cash equivalents	2,118,618	0	2,118,618	0	Westpac	Variable	Nil
Cash at Bank - Reserve	Financial assets at amortised cost	0	2,072,510	2,072,510	0	Westpac	1.00%	Aug-20
<b>Total</b>		<b>2,307,748</b>	<b>2,072,510</b>	<b>4,380,258</b>	<b>0</b>			
<b>Comprising</b>								
Cash and cash equivalents		2,307,748	0	2,307,748	0			
Financial assets at amortised cost		0	2,072,510	2,072,510	0			
		<b>2,307,748</b>	<b>2,072,510</b>	<b>4,380,258</b>	<b>0</b>			

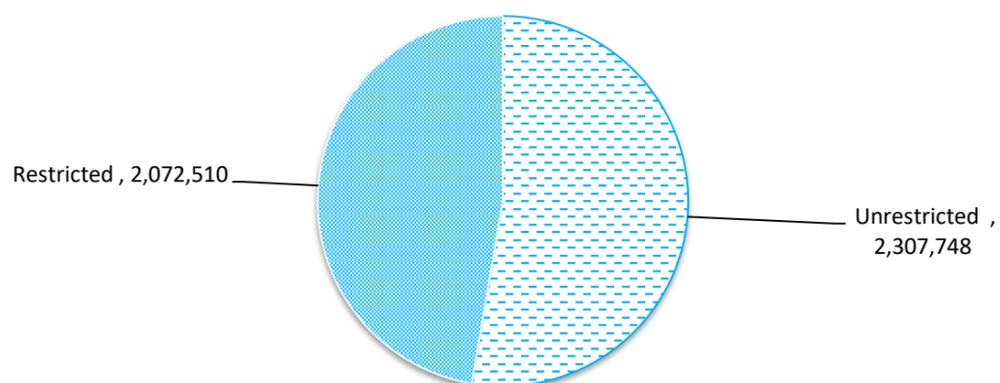
**KEY INFORMATION**

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

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

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

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



Total Cash	Unrestricted
<b>\$4.38 M</b>	<b>\$2.31 M</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES

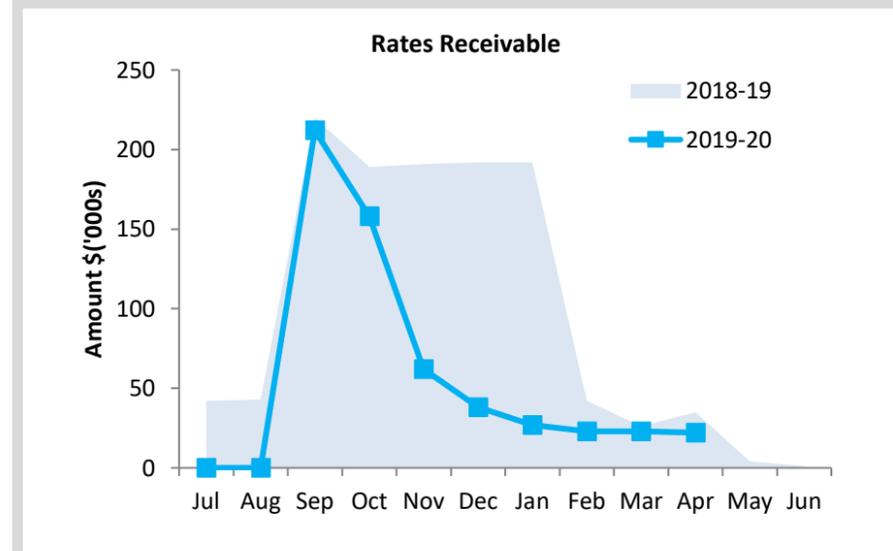
Rates receivable	30 June 2019	30 Apr 20
	\$	\$
Opening arrears previous years	41,494	2
Levied this year	264,110	293,984
Less - collections to date	(305,602)	(272,426)
Equals current outstanding	2	21,560
<b>Net rates collectable</b>	<b>2</b>	<b>21,560</b>
% Collected	100%	92.7%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	546,669	0	36,061	57,611	640,341
Percentage	0.0%	85.4%	0%	5.6%	9%	
<b>Balance per trial balance</b>						
Sundry receivable						640,341
GST receivable						45,563
<b>Total receivables general outstanding</b>						<b>685,904</b>

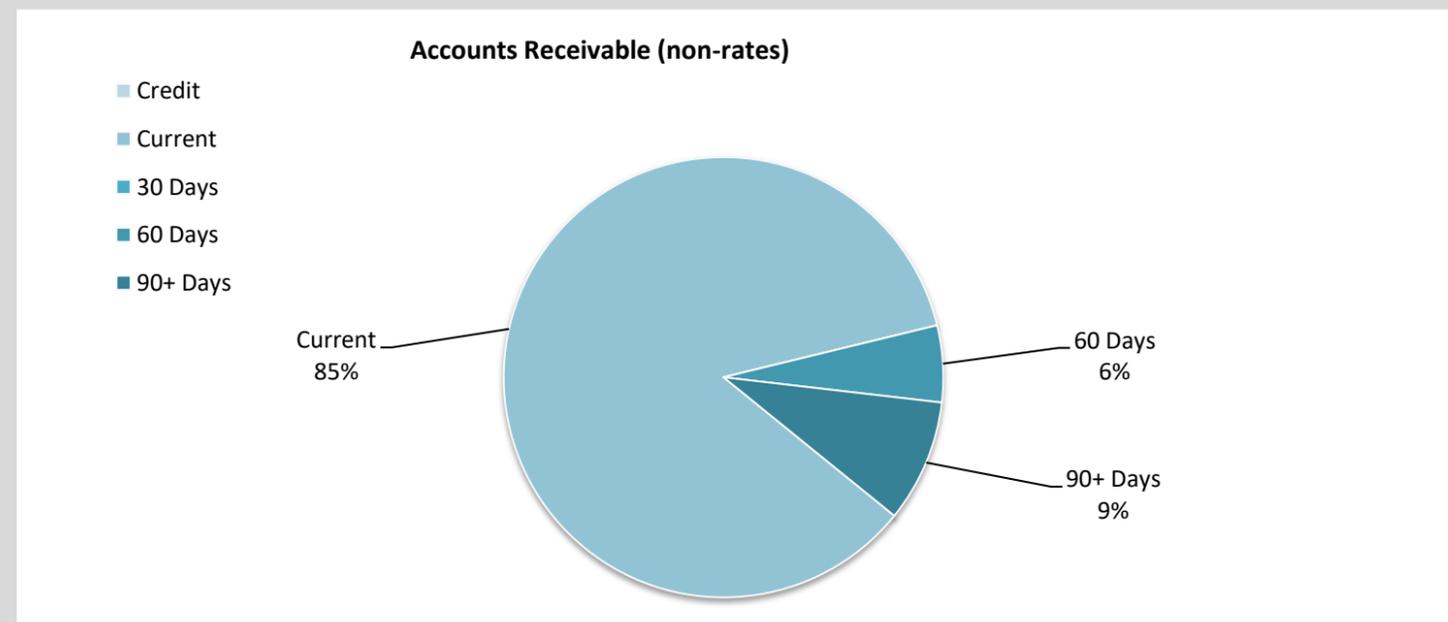
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Collected	Rates Due
<b>92.7%</b>	<b>\$21,560</b>



<b>Debtors Due</b>
<b>\$685,904</b>
<b>Over 30 Days</b>
<b>15%</b>
<b>Over 90 Days</b>
<b>9%</b>

Other current assets	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 30 April 2020
	\$	\$	\$	\$
<b>Inventory</b>				
Fuel, oil and materials on hand	71,223	0	0	71,223
<b>Total other current assets</b>				<b>71,223</b>
<b>Amounts shown above include GST (where applicable)</b>				

KEY INFORMATION

**Inventory**

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

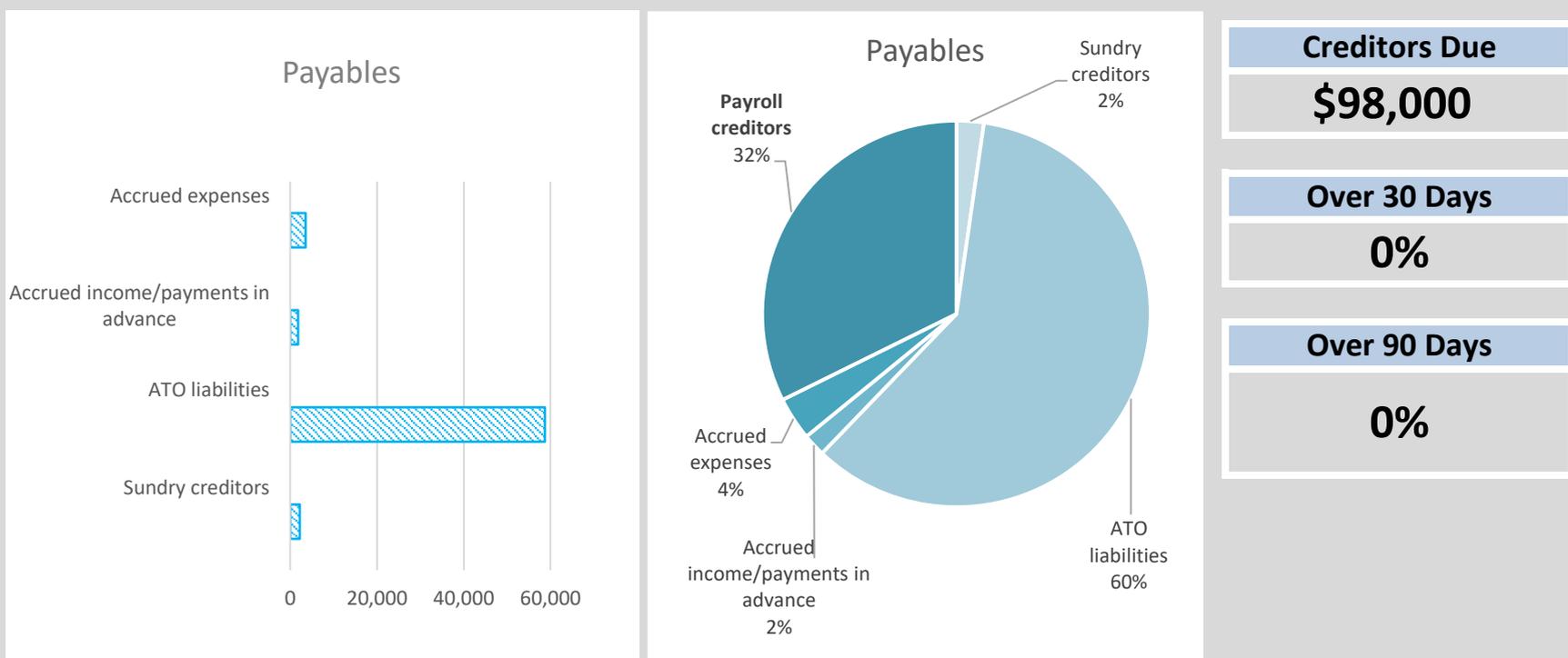
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
<b>Balance per trial balance</b>						
Sundry creditors						2,226
ATO liabilities						58,707
Accrued income/payments in advance						1,843
Accrued expenses						3,534
Payroll creditors						31,690
<b>Total payables general outstanding</b>						<b>98,000</b>

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 30 APRIL 2020

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

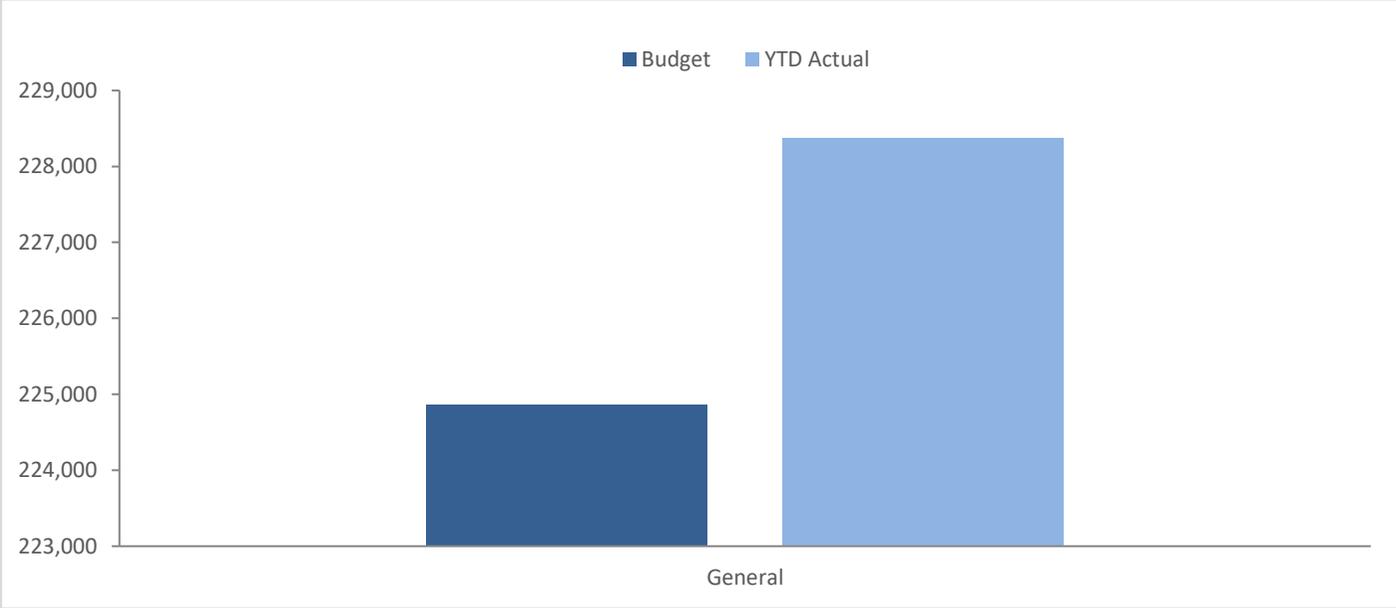
General rate revenue	Amended Budget							YTD Actual			Total Revenue
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
<b>Unimproved value</b>											
General	0.210000	43	1,007,412	224,866	0	0	224,866	211,557	16,810	0	228,367
<b>Sub-Total</b>		43	1,007,412	224,866	0	0	224,866	211,557	16,810	0	228,367
<b>Minimum payment</b>	<b>Minimum \$</b>										
<b>Unimproved value</b>											
General	245	3	2,384	735	0	0	735	735	0	0	735
<b>Sub-total</b>		<b>3</b>	<b>2,384</b>	<b>735</b>	<b>0</b>	<b>0</b>	<b>735</b>	<b>735</b>	<b>0</b>	<b>0</b>	<b>735</b>
<b>Amount from general rates</b>							<b>225,601</b>				<b>229,102</b>
Ex-gratia rates							64,882				64,882
<b>Total general rates</b>							<b>290,483</b>				<b>293,984</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

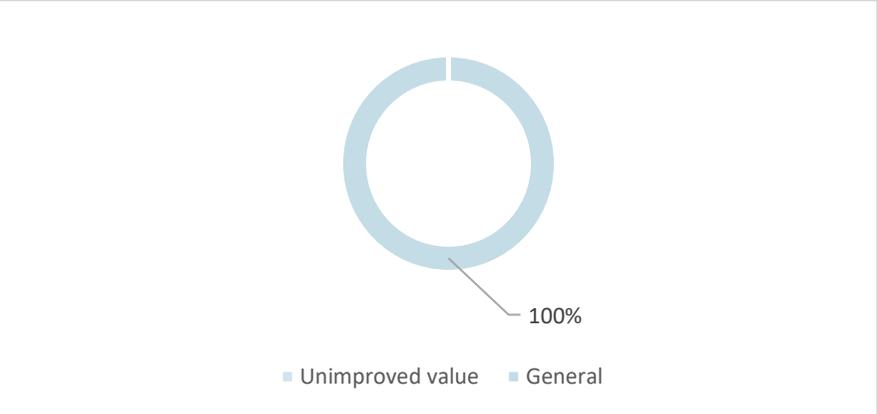
**OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE**

**KEY INFORMATION**

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

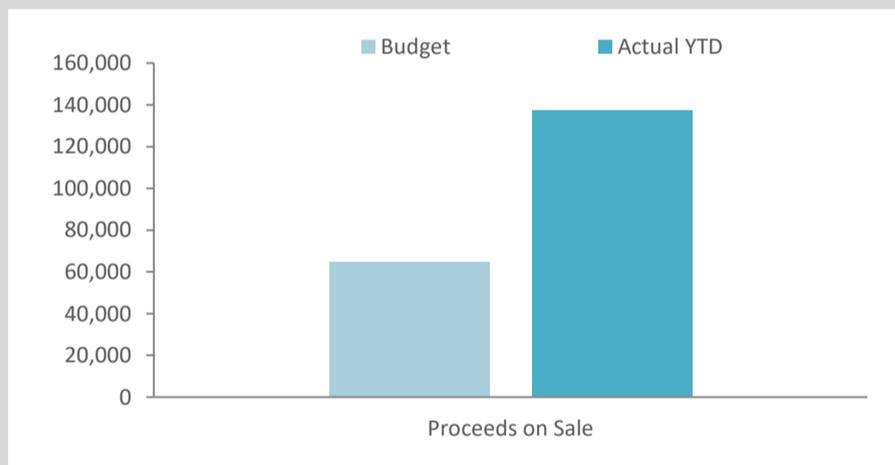


General Rates		
Budget	YTD Actual	%
<b>\$.23 M</b>	<b>\$.23 M</b>	<b>101.55%</b>



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

KEY INFORMATION



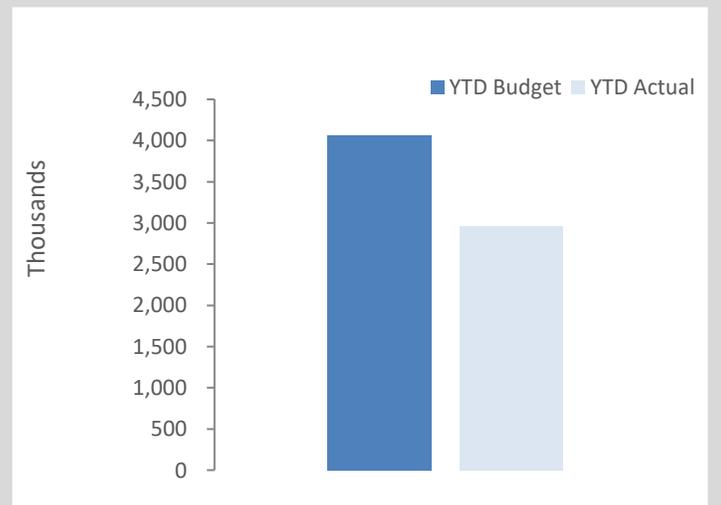
Proceeds on sale		
Annual Budget	YTD Actual	%
<b>\$64,827</b>	<b>\$137,257</b>	<b>212%</b>

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	77,000	69,990	34,608	(35,382)
Plant & Equipment	50,000	50,000	45,766	(4,234)
Infrastructure - Roads	3,903,737	3,903,433	2,857,957	(1,045,476)
Infrastructure - Recreation	30,000	30,000	26,056	(3,944)
<b>Capital Expenditure Totals</b>	<b>4,060,737</b>	<b>4,053,423</b>	<b>2,964,387</b>	<b>(1,089,036)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	3,340,743	2,677,629	2,125,744	(551,885)
Other (disposals & C/Fwd)	64,827	137,257	137,257	0
Contribution - operations	655,167	1,238,537	701,386	(537,151)
<b>Capital funding total</b>	<b>4,060,737</b>	<b>4,053,423</b>	<b>2,964,387</b>	<b>(1,089,036)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

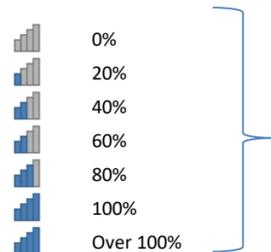
**KEY INFORMATION**



<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$4.06 M</b>	<b>\$2.96 M</b>	<b>73%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$3.34 M</b>	<b>\$2.13 M</b>	<b>64%</b>

Capital expenditure total

Level of completion indicators



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

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

		Amended				
Account Description		Current Budget	Year to Date Budget	Year to Date Actual	Variance (Under)/Over	
<b>Capital Expenditure</b>						
<b>Land &amp; Buildings</b>						
	042600	Staff houses	7,000	5,830	0	(5,830)
	111100	Buildings (Upgrade)	35,000	29,160	15,689	(13,471)
	121200	Storage Compound (Land & Buildings - new)	35,000	35,000	18,920	(16,080)
	<b>Land &amp; Buildings Total</b>		<b>77,000</b>	<b>69,990</b>	<b>34,608</b>	<b>(35,382)</b>
<b>Plant &amp; Equipment</b>						
	102100	Plant & Equipment (New)	50,000	50,000	45,766	(4,234)
	<b>Plant &amp; Equipment Total</b>		<b>50,000</b>	<b>50,000</b>	<b>45,766</b>	<b>(4,234)</b>
<b>Infrastructure - Roads</b>						
	147602	Jameson - Southern Bypass	585,000	585,000	258	(584,742)
	147611	Jameson Wanarn	588,798	588,496	589,123	627
	147612	Warburton Blackstone (RRG)	413,189	413,188	413,513	325
	147616	Patjarr Community Access	0	0	8,404	8,404
	147623	Great Central Road - R2R AAR	930,000	930,000	456,824	(473,176)
	147624	MRWA, Outback Hiway	272,181	272,180	272,181	1
	147625	Giles Mulga Park (RRG)	728,558	728,557	729,476	919
	147629	Giles Mulga Park (R2R/AAR)	386,012	386,012	388,178	2,166
	<b>Infrastructure - Roads Total</b>		<b>3,903,737</b>	<b>3,903,433</b>	<b>2,857,957</b>	<b>(1,045,476)</b>
<b>Infrastructure - Recreation</b>						
	147564	Warbon Oval Shade Structure	30,000	30,000	26,056	(3,944)
	<b>Infrastructure - Recreation Total</b>		<b>30,000</b>	<b>30,000</b>	<b>26,056</b>	<b>(3,944)</b>
	<b>Grand Total</b>		<b>4,060,737</b>	<b>4,053,423</b>	<b>2,964,387</b>	<b>(1,089,036)</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

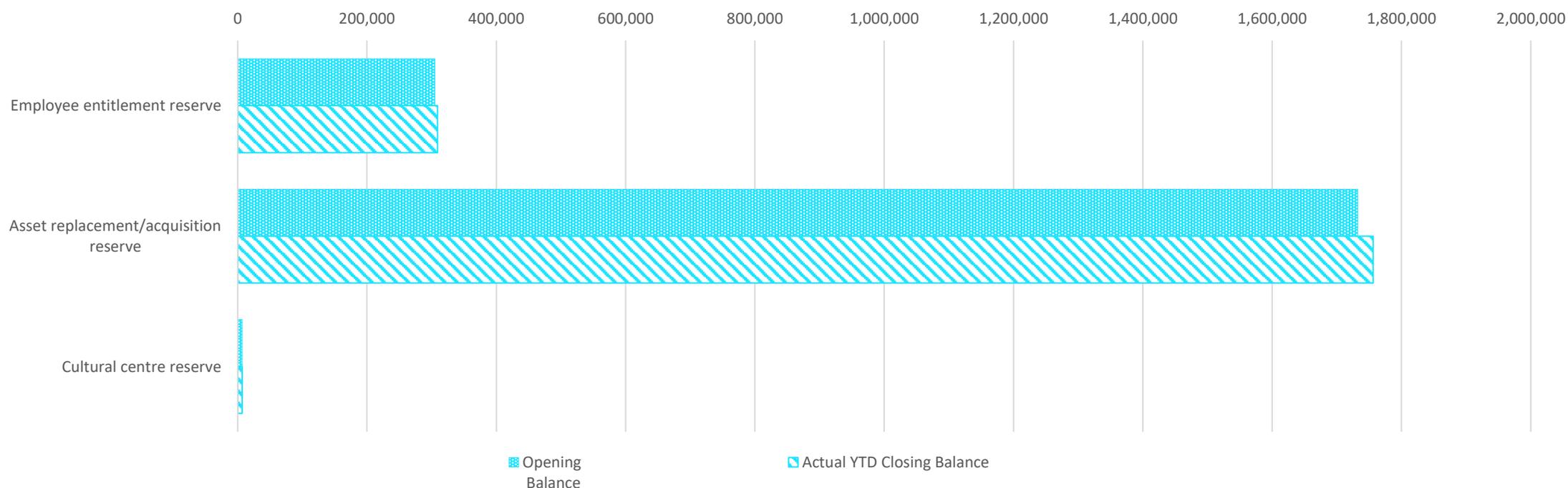
**OPERATING ACTIVITIES  
NOTE 9  
CASH RESERVES**

**Cash backed reserve**

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	304,650	0	4,638	0	0	0	0	304,650	309,288
Asset replacement/acquisition reserve	1,732,367	0	23,829	1,762,784	0	0	0	3,495,151	1,756,196
Cultural centre reserve	6,920	0	106	0	0	0	0	6,920	7,026
	<b>2,043,937</b>	<b>0</b>	<b>28,573</b>	<b>1,762,784</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,806,721</b>	<b>2,072,510</b>

**KEY INFORMATION**

Reserve balances



Other current liabilities	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 30 April 2020
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements					
- operating	11	99,813	993,549	(662,156)	431,206
- non-operating	12	156,761	1,552,864	(1,709,625)	0
<b>Total unspent grants, contributions and reimbursements</b>		256,574	2,546,413	(2,371,781)	431,206
<b>Provisions</b>					
Annual leave		97,796	0	0	97,796
Long service leave		75,066	0	0	75,066
<b>Total Provisions</b>		172,862	0	0	172,862
<b>Total other current assets</b>		<b>429,436</b>			<b>604,068</b>
<b>Amounts shown above include GST (where applicable)</b>					

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

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

###### Other long-term employee benefits

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

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

##### Contract liabilities

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2020	Current Liability 30 Apr 2020	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
General Grants (Untied)	0	0	0	0	0	1,528,105	1,146,078	1,146,079
<b>Education and welfare</b>								
Grant - DCD	0	0	0	0	0	154,500	154,500	154,500
<b>Transport</b>								
Grants - Direct	0	0	0	0	0	158,355	158,355	158,355
Govt Grant - RA, Ab Access (Operating)	99,813	696,648	(662,156)	134,305	134,305	1,039,547	779,658	662,156
Fed, Roads Grant (untied)	0	0	0	0	0	311,939	233,952	233,954
MRWA Grant - GCR Maintenance	0	296,901	0	296,901	296,901	0	0	503,099
	<b>99,813</b>	<b>993,549</b>	<b>(662,156)</b>	<b>431,206</b>	<b>431,206</b>	<b>3,192,446</b>	<b>2,472,543</b>	<b>2,858,143</b>
<b>Operating contributions</b>								
<b>Governance</b>								
Licensing Commission	0	0	0	0	0	2,500	2,080	1,569
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,080</b>	<b>1,569</b>
<b>TOTALS</b>	<b>99,813</b>	<b>993,549</b>	<b>(662,156)</b>	<b>431,206</b>	<b>431,206</b>	<b>3,194,946</b>	<b>2,474,623</b>	<b>2,859,712</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 12**

**NON-OPERATING GRANTS AND CONTRIBUTIONS**

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 Jul 2019	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2020	Current Liability 30 Apr 2020	Amended Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Transport</b>								
Grant - Special Projects	156,761	600,683	(757,444)	0	0	757,443	568,080	757,444
Grant-Roads to Recovery	0	0	0	0	0	416,119	416,119	416,119
Govt Grant - RA, Ab Access (Fed)	0	680,000	(680,000)	0	0	1,895,000	1,421,250	680,000
MRWA, Outback Highway	0	272,181	(272,181)	0	0	272,181	272,180	272,181
	<b>156,761</b>	<b>1,552,864</b>	<b>(1,709,625)</b>	<b>0</b>	<b>0</b>	<b>3,340,743</b>	<b>2,677,629</b>	<b>2,125,744</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 13  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus			341,529	341,529
30197	Rates General	Feb-20	Operating Revenue		13,309		354,838
30301	General Grants (untied)		Operating Revenue			(99,954)	254,884
55005	Trfr to Asset Replace/Acq/Dev Res Fund		Capital Expenses			(702,443)	(447,559)
41020	Members Travelling		Operating Expenses		5,000		(442,559)
41030	Conference Expenses		Operating Expenses		4,000		(438,559)
41040	Election Expenses		Operating Expenses		5,450		(433,109)
41040	Returning Officer Election Expenses		Operating Expenses		7,000		(426,109)
41092	Attendance fees - Committee Meetings		Operating Expenses		2,000		(424,109)
41132	Membership Contribution - Goldfields VROC & NCWG		Operating Expenses			(20,000)	(444,109)
41140	Building Maintenance - Boardroom		Operating Expenses		1,500		(442,609)
41150	Insurance		Operating Expenses		416		(442,193)
41281	Elected member professional development		Operating Expenses		10,000		(432,193)
41541	Administration Expenses		Operating Expenses	2,816			(432,193)
42030	Insurance - Worker Compensation		Operating Expenses			(794)	(432,987)
42048	FBT Expenses		Operating Expenses			(16,413)	(449,400)
42051	Office Maintenance		Operating Expenses		8,800		(440,600)
42051	Office Maintenance		Operating Expenses		10,000		(430,600)
42051	Office Maintenance		Operating Expenses			(5,000)	(435,600)
42053	Office Gardens Maintenance		Operating Expenses			(5,086)	(440,686)
42053	Office Gardens Maintenance		Operating Expenses			(1,000)	(441,686)
42080	Telephone/Fax Charges		Operating Expenses			(2,000)	(443,686)
42100	Advertising		Operating Expenses		1,000		(442,686)
42120	Bank Charges		Operating Expenses			(1,500)	(444,186)
42120	Bank Charges		Operating Expenses		100		(444,086)
42120	Bank Charges		Operating Expenses		1,400		(442,686)
42150	Accounting/Compliance Services		Operating Expenses			(21,157)	(463,843)
42150	Accounting/Compliance Services		Operating Expenses		30,000		(433,843)
42160	Other Office Expenses		Operating Expenses		1,000		(432,843)
42163	Maintenance of Office Equipment		Operating Expenses		3,000		(429,843)

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 13  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
42180	Travelling and Accommodation		Operating Expenses			(3,000)	(432,843)
42210	Consultancy Fees		Operating Expenses		10,000		(422,843)
42210	Consultancy Fees		Operating Expenses		20,000		(402,843)
42225	ITV Software Licence		Operating Expenses			(1,102)	(403,945)
42260	Insurance		Operating Expenses		4,426		(399,519)
42283	Conference & Training		Operating Expenses			(6,000)	(405,519)
42283	Conference & Training		Operating Expenses		6,000		(399,519)
42397	Depreciation-Administration General		Non Cash Item	(4,500)			(399,519)
42398	Reimbursements		Operating Revenue		24,019		(375,500)
42400	Less Allocated to Other Programs		Operating Expenses	(45,768)			(375,500)
42401	Depreciation- Furniture and Equipment		Non Cash Item	(4,500)			(375,500)
51051	Administrative Expenses		Operating Expenses	104			(375,500)
51283	FESA Emergency Services Levy		Operating Expenses			(76)	(375,576)
74050	Travel & Accommodation		Operating Expenses		5,000		(370,576)
74270	Environmental Health Program		Operating Expenses			(7,667)	(378,243)
74270	Environmental Health Program		Operating Expenses		1,195		(377,048)
74270	Environmental Health Program		Operating Expenses		1,169		(375,879)
74280	Other Health Expenditure		Operating Expenses		10,000		(365,879)
74281	Administration Expenses		Operating Expenses	5,044			(365,879)
74282	Fringe Benefits Tax		Operating Expenses		1,239		(364,640)
74290	Depreciation-Health Inspections		Non Cash Item	17,200			(364,640)
75020	Pest Control		Operating Expenses		1,000		(363,640)
83001	Rental EYP Building		Operating Revenue		48,000		(315,640)
85294	Administrative Expenses		Operating Expenses	6,057			(315,640)
85304	Fringe Benefits Tax		Operating Expenses		3,238		(312,402)
85310	Depreciation-Education & Welfare		Non Cash Item	3,000			(312,402)
85410	Income - Other		Operating Revenue		1,009		(311,393)
85612	contribution Strengthening Families (Playgroups)		Operating Expenses		4,703		(306,690)
85615	EYLC & Playgroups Staffing Costs		Operating Expenses			(9,056)	(315,746)
85615	EYLC & Playgroups Staffing Costs		Operating Expenses		5,933		(309,813)

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 13  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
85615	EYLC & Playgroups Staffing Costs		Operating Expenses			(1,818)	(311,631)
85616	Warburton LSP - Operational Costs		Operating Expenses		6,570		(305,061)
85616	Warburton LSP - Operational Costs		Operating Expenses		624		(304,437)
85616	Warburton LSP - Operational Costs		Operating Expenses			(279)	(304,716)
85616	Warburton LSP - Operational Costs		Operating Expenses			(308)	(305,024)
85616	Warburton LSP - Operational Costs		Operating Expenses			(1,108)	(306,132)
85617	Warburton LSP-Admin Costs (office, utilities, other)		Operating Expenses		1,000		(305,132)
85617	Warburton LSP-Admin Costs (office, utilities, other)		Operating Expenses		1,090		(304,042)
42040	Utilities - Staff Housing		Operating Expenses		30,000		(274,042)
42042	Maintenance & Equip - Staff Housing		Operating Expenses		14,314		(259,728)
42043	Maintenance & Equip - Staff Housing		Operating Expenses		1,734		(257,994)
42047	Depreciation-Staff Housing		Non Cash Item	(13,300)			(257,994)
42600	Staff houses		Capital Expenses		5,000		(252,994)
42605	Rents - Shire Housing		Operating Revenue		30,000		(222,994)
92048	Administrative Expenses		Operating Expenses	5,799			(222,994)
101021	Wages		Operating Expenses		50,294		(172,700)
101021	Wages		Operating Expenses		4,778		(167,922)
101070	Administrative Expenses		Operating Expenses	12,121			(167,922)
101100	Depreciation-Sanitation Household Refuse		Non Cash Item	14,000			(167,922)
101410	Charges - Rubbish Removals		Operating Revenue		1,190		(166,732)
102066	Sundry		Operating Expenses			(1,152)	(167,884)
102100	Plant & Equipment (New)		Operating Expenses		77,000		(90,884)
111030	Contribution - Cultural Centre		Operating Expenses		7,000		(83,884)
111031	Community Resource Centre - Repairs & Mtce		Operating Expenses		10,000		(73,884)
111036	Rental Income - Warburton Community Resource Ctre		Operating Expenses		10,000		(63,884)
112020	Contribution - Swimming Centre		Operating Revenue		40,000		(23,884)
113055	Lighting-Grassed Ovals		Operating Expenses			(300)	(24,184)
113280	Salaries-Sports & Recreation Officer		Operating Expenses		21,239		(2,945)
113280	Salaries-Sports & Recreation Officer		Operating Expenses		2,018		(927)
113284	Relocation Expenses		Operating Expenses			(3,000)	(3,927)

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 13  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
113290	Telephone Charges (Satellite)		Operating Expenses			(1,000)	(4,927)
113291	Administrative Expenses		Operating Expenses	11,578			(4,927)
113293	Depreciation-Sports & Recreation		Non Cash Item	(16,000)			(4,927)
113319	Youth Festivals & Events		Operating Expenses		3,000		(1,927)
114280	Contribution-TV/Radio Community Facilities		Operating Expenses			(4,453)	(6,380)
114400	Depreciation-Television & Radio Broadcasting		Non Cash Item	(1,100)			(6,380)
116272	Exhibitions		Operating Expenses		10,000		3,620
116291	FBT Expenses		Operating Expenses			(1,273)	2,347
116311	Depreciation-Cultural & Civic Centre		Non Cash Item	(6,500)			2,347
116312	Café Maintenance		Operating Expenses			(2,100)	247
116315	Purchase of Goods for Resale-Retail		Operating Expenses		7,000		7,247
116331	Shop Maintenance		Operating Expenses			(4,500)	2,747
116333	Gallery Maintenance		Operating Expenses			(5,000)	(2,253)
147564	Warburton Oval Shade Structure		Capital Expenses			(5,000)	(7,253)
27019	Proceeds Sale of Assets		Capital Revenue		12,727		5,474
122003	Warburton Community Roads-Maint		Operating Expenses		7,142		12,616
122004	Other Minor Road Works		Capital Expenses		30,000		42,616
122150	Contribution-Lighting of Streets		Operating Expenses		20,000		62,616
122280	AMP Review		Operating Expenses		25,000		87,616
122281	R2030 Survey Centre Line MRWA		Operating Expenses			(10,000)	77,616
122282	Roman Road Inventory System-System Mtce		Operating Expenses			(3,000)	74,616
122282	Roman Road Inventory System-System Mtce		Operating Expenses		3,000		77,616
122287	Fringe Benefit Tax		Operating Expenses			(1,104)	76,512
122362	Grants - Direct		Capital Revenue		18,355		94,867
122363	Govt Grant - RA, Ab Access (Operating)		Operating Revenue		614,667		709,534
122367	Govt Grant - RA, Ab Access (Capital)		Operating Revenue			(609,333)	100,201
122373	Fed, Roads Grant (untied)		Operating Revenue			(72,250)	27,951
123001	Profit/(Loss) on Disposal of Asset - Plant		Non Cash Item	(2,600)			27,951
123012	Depreciation - Road Plant		Non Cash Item	7,500			27,951
123100	Depreciation - Transport Road Mntce		Non Cash Item	(11,250)			27,951

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 13  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
123100	Depreciation - Transport Road Mntce		Non Cash Item	(628,000)			27,951
123103	MRWA, Outback Highway		Capital Revenue			(27,819)	132
147611	Jameson Wanam		Capital Revenue			(1,812)	(1,680)
147611	Jameson Wanam		Capital Expenses			(12,208)	(13,888)
147612	Warburton Blackstone (RRG)		Capital Expenses			(5,581)	(19,469)
147624	MRWA, Outback Highway		Capital Expenses		27,819		8,350
147629	Giles Mulga Park (R2R/AAR)		Capital Expenses			(6,012)	2,338
13100	Administrative Expenses		Operating Expenses	1,658			2,338
131001	Administrative Expenses		Operating Expenses	591			2,338
132001	Tourism Strategy Grant		Operating Revenue			(30,000)	(27,662)
132200	Tourism Consultancy		Operating Expenses		30,000		2,338
132281	Signs - Tourist Information		Operating Expenses		2,000		4,338
132289	Tourism Expenditure - Other (Minor)		Operating Expenses			(2,000)	2,338
133400	Building Commission Fees		Operating Revenue		1,000		3,338
133410	Charges Building Fees		Operating Revenue			(1,000)	2,338
144030	Parts & Repairs		Operating Expenses		8,093		10,431
144050	Insurance & Licences		Operating Expenses			(8,093)	2,338
				<b>(646,050)</b>	<b>1,384,560</b>	<b>(1,382,222)</b>	<b>2,338</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2020**

**NOTE 14  
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Transport	401,382	34.25%	▲ Timing	See Note 11
<b>Expenditure from operating activities</b>				
Governance	70,701	35.13%	▲ Timing	Office maintenance, Accounting/Compliance Services, Audit Fees and Consultancy Fees are the main accounts causing this variance, this is offset to some extent by the under budget allocation of admin allocated.
Health	41,730	14.64%	▲ Permanent	Reduction in the Environmental Health program is the reason for the permanent variance. Admin expenses need to be adjusted due to the changes in the program.
Housing	38,839	12.02%	▲ Timing	Expenditure is currently under budget for housing maintenance and utilities.
Community amenities	146,125	21.90%	▲ Timing	Salaries and wages, Plant operation costs and admin allocations make up this variance.
Recreation and culture	118,027	18.72%	▲ Timing	Salaries & wages and admin allocations are contributors to this variance. Cultural Centre maintenance and Warta Shopn purchasing are also down.
<b>Investing activities</b>				
Non-operating grants, subsidies and contributions	(551,885)	(20.61%)	▼ Timing	R2R funding is the cause of this variance due to the timing of work on Great Central Road.
Capital acquisitions	1,089,036	26.87%	▲ Timing	This variance is in relation to work on Great Central Road yet to occur, offsetting R2R funding above. Jameson bypass work still to be completed.
<b>Financing activities</b>				
Transfer to reserves	1,734,211	98.38%	▲ Timing	Reserve transfers will occur as part of end of financial year process.



Department of  
**Local Government, Sport  
and Cultural Industries**

# **National Redress Scheme for Institutional Child Sexual Abuse**

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**Department of Local Government, Sport  
and Cultural Industries**

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Information Paper

3 February 2020

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# 1. SUMMARY - WA LOCAL GOVERNMENT: ROYAL COMMISSION AND REDRESS

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

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

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

Following this initial consultation and feedback gathered, the State Government considered a range of options regarding WA local government participation in the Scheme and reached a final position in December 2019.

DLGSC, supported by the Departments of Justice and Premier and Cabinet, will again engage with WA local governments in early 2020, to inform of the:

- State's decision and the implications for the sector (see [Section 4](#));
- Support (financial and administrative) to be provided by the State; and
- Considerations and actions needed to prepare for participation in the Scheme from 1 July 2020 (see [Section 5](#)).

DLGSC's second phase of engagement with WA local governments is summarised in the table below:

Description and Action	Agency	Timeline
Distribution of Information Paper to WA Local Governments	DLGSC	3 February 2020
WALGA hosted webinar	DLGSC / DPC	18 February 2020
Metro and Country Zone meetings	WA LG's / DLGSC	19 to 24 February 2020
State Council meeting – Finalisation of Participation arrangements	WALGA	4 March 2020
WALGA hosted webinar – Participation arrangements	DLGSC/ DPC	Mid-March 2020

Further information about the Royal Commission is available at [Appendix A](#) and the National Redress Scheme at [Appendix B](#) of this Information Paper.

The information in this Paper may contain material that is confronting and distressing. If you require support, please [click on this link](#) to a list of available support services.

## 2. CURRENT SITUATION - WA LOCAL GOVERNMENT PARTICIPATION IN THE NATIONAL REDRESS SCHEME

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The WA Parliament passed the legislation required to allow for the Government and WA based non-government institutions to participate in the National Redress Scheme. The *National Redress Scheme for Institutional Child Sexual Abuse (Commonwealth Powers) Act 2018* (WA) took effect on 21 November 2018.

The WA Government commenced participating in the Scheme from 1 January 2019.

The State Government's Redress Coordination Unit within the Office of the Commissioner for Victims of Crime, Department of Justice:

- Acts as the State Government's single point of contact with the Scheme;
- Coordinates information from State Government agencies to the Scheme; and
- Coordinates the delivery of Direct Personal Responses (DPR) to redress recipients (at their request) by responsible State Government agencies to redress recipients.

### CURRENT TREATMENT OF WA LOCAL GOVERNMENTS IN THE SCHEME

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), Local Governments may be considered a State Government institution.<sup>1</sup>

There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme.

The State Government considers a range of factors relating to organisations or bodies participation in the Scheme, before their inclusion in the declaration as a State Government institution. These factors include the capability and capacity of the agencies or organisations to:

- Respond to requests for information from the State Government's Redress Coordination Unit within prescribed timeframes;
- Financially contribute to the redress payment made by the Scheme on behalf of the agency or body; and
- Comply with the obligations of participating in the Scheme and the Commonwealth legislation.

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

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<sup>1</sup> Section 111(1)(b).

### 3. CONSULTATION TO DATE WITH WA LOCAL GOVERNMENT SECTOR

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The Department of Local Government, Sport and Cultural Industries (DLGSC) has been leading an information and consultation process with the WA local government sector about the Scheme. The Departments of Justice and Premier and Cabinet (DPC) have been supporting DLGSC in the process, which aimed to:

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

DLGSC distributed an initial *Information and Discussion Paper* in early January 2019 to WA local governments, the WA Local Government Association (WALGA), Local Government Professionals WA (LG Pro) and the Local Government Insurance Scheme (LGIS). Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments and involved:

- an online webinar to 35 local governments, predominantly from regional and remote areas;
- presentations at 12 WALGA Zone and LG Pro meetings; and
- responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations that the local government sector had, at the time, a very low level of awareness of the Scheme prior to the consultations occurring, and that little to no discussion had occurred within the sector or individual local governments about the Scheme. Local governments were most commonly concerned about the:

- Potential cost of redress payments;
- Availability of historical information;
- Capacity of local governments to provide a Direct Personal Response (apology) if requested by redress recipients;
- Process and obligations relating to maintaining confidentiality if redress applications are received, particularly in small local governments;
- Lack of insurance coverage of redress payments by LGIS, meaning local governments would need to self-fund participation and redress payments.

#### LGIS Update (April 2019) – National Redress Scheme

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

## WALGA State Council Resolution

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

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

It is understood that this recommendation was made with knowledge that it is ultimately a State Government decision as to whether:

- Local governments can participate in the Scheme as part of the State's Government's declaration; and
- The State Government will fund local government redress liability.

## 4. WA GOVERNMENT DECISION - FUTURE PARTICIPATION OF WA LOCAL GOVERNMENTS IN THE NATIONAL REDRESS SCHEME

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Following the initial consultation process, a range of options for local government participation in the Scheme were identified by the State Government including:

1. WA Local governments be **excluded** from the State Government's declaration of participating institutions.

This means that: local governments may choose not to join the Scheme; or join the Scheme individually or as group(s), making the necessary arrangements with the Commonwealth and self-managing / self-funding all aspects of participation in the Scheme.

2. WA Local governments be **included** in the State Government's declaration of participating institutions.

There were three sub-options for ways local government participation as a State Government institution could be accommodated:

- a. Local governments cover all requirements and costs associated with their participation;
- b. The State Government covers payments to the survivor arising from local governments' participation, with costs other than payments to the survivor (including counselling, legal and administrative costs) being funded by local governments; or
- c. An arrangement is entered into whereby the State Government and local governments share the requirements and costs associated with redress – for example, on a capacity to pay and deliver basis.

The State Government considered the above options and resolved via the Community Safety and Family Support Cabinet Sub-Committee (December 2019) to:

- Note the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Note the options for WA local government participation in the Scheme;
- Agree to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agree to the DLGSC leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

## KEY ASPECTS OF THE STATE'S DECISION

For clarity, the State's decision that means the following financial responsibilities are to be divided between the State Government and the individual local government that has a Redress application submitted, and then subsequently accepted by the Scheme Operator as a Redress claim.

### State Government

The State Government will cover the following:

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

### Individual Local Government

The individual local government will be responsible for:

- Costs associated with gathering their own (internal) information if requested in a Redress application;
- Providing the State with the necessary information to participate in the Scheme; and
- Costs associated the delivery of a DPR (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). \*

\* note – The State's decision includes that all DPR's will be coordinated and facilitated by the Redress Coordination Unit (Department of Justice) on every occasion, if a DPR is requested by the survivor.

This decision was made on the basis that:

- State Government financial support for local government participation in the Scheme, as set out, will ensure that redress is available to as many WA survivors of institutional child sexual abuse as possible.
- The demonstration of leadership by the State Government, as it will be supporting the local government sector to participate in the Scheme and recognising the WALGA State Council resolution of 3 July 2019, is consistent with the local government sector's preferred approach.
- Contributes to a nationally consistent approach to the participation of local governments in the Scheme, and particularly aligns with the New South Wales, Victorian and Tasmanian Governments' arrangements. This provides opportunity for the State Government to draw on lessons learned through other jurisdictions' processes.
- Ensures a consistent and quality facilitation of a DPR (by the State) if requested by the survivor.
- State Government financial support for any local government redress claims does not imply State Government responsibility for any civil litigation against local governments.

Noting the State's decision, a range of matters need to be considered and arrangements put in place to facilitate local governments participating with the State Government's declaration and meeting the requirements of the Scheme. Those arrangements will:

- provide for a consistent response to the Scheme by WA Government institutions, and for WA survivors accessing the Scheme; and
- mitigate concerns raised by local governments during consultations about complying with the processes and requirements of the Scheme.

## 5. CONSIDERATIONS FOR WA LOCAL GOVERNMENTS

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Following the State's decision, a range of matters need to be considered by each local government and in some cases, actions taken in preparation for participating in the Scheme, these include:

### CONFIDENTIALITY

- Information about applicants and alleged abusers included in RFIs (Requests for Information) is sensitive and confidential and is considered protected information under *The National Redress Act*, with severe penalties for disclosing protected information.
- Individual local governments will need to consider and determine appropriate processes to be put in place and staff members designated to ensure information remains confidential.

### APPLICATION PROCESSING / STAFFING

- The timeframes for responding to an RFI are set in *The Act* and are 3 weeks for priority application and 7 weeks for non-priority applications. This RFI process will be supported by the State (DLGSC and the Redress Coordination Unit).
- Careful consideration should be given to determining which position will be responsible for receiving applications and responding to RFIs, due to the potentially confronting content of people's statement of abuse.
- Support mechanisms should be in place for these staff members, including access to EAP (Employee Assistance Program) or other appropriate support.
- The need for the appointed position and person(s) to have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest.
- The responsible position(s) or function(s) would benefit from being kept confidential in addition to the identity of the person appointed to it.

### RECORD KEEPING

- The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements of the *State Records Act 2000*.
- Consider secure storage of information whilst the RFI is being responded to.

## REDRESS DECISIONS

- Decisions regarding redress applicant eligibility and responsible institution(s) are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State government does not have any influence on the decision made.
- There is no right of appeal.

## MEMORIALS

- Survivors (individuals and / or groups) from within individual communities may ask about the installation of memorials. The State Government's view is to only consider memorialising groups, however locally, this is a decision of an individual local government.

## 6. NEXT STEPS – PREPARATION FOR WA LOCAL GOVERNMENT PARTICIPATION IN THE SCHEME

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In addition to the second-phase information process outlined in section 1, the State will develop:

1. A Memorandum of Understanding (MOU) - to be executed between the State and WALGA following the (WALGA) State Council meeting on 4 March 2020.

The MOU will capture the overall principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration; and

2. Template Service Agreement – that will be executed on an 'as needed' basis between the State and an individual local government, if a redress application is received.

DLGSC and the Department of Justice will work with WALGA / LGPro and all local governments to prepare for participation in the Scheme including:

- Identifying appropriate positions, staff and processes to fulfil requests for information;
- Ensuring local governments have delegated authority to an officer to execute a service agreement with the State if needed;

The State will prepare a template Council report, where all WA local governments will be asked to delegate authority to an appropriate officer in advance, able to execute a service agreement if required. This is necessary as priority requests for information under the Scheme, are in a shorter turnaround time than Council meeting cycles and therefore, cannot be undertaken at the time.

- Ensuring local government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc); and
- Gathering the necessary facility and service information from all individual local governments to commence participation in the Scheme. This information will be provided to the Commonwealth, loaded into the Scheme database and used to facilitate an individual local government's participation in the National Redress Scheme.

# ACKNOWLEDGEMENTS

The contents of this Information and Discussion Paper includes extracts from the following identified sources. Information has been extracted and summarised to focus on key aspects applicable to the Department of Local Government, Sport and Cultural Industries' key stakeholders and funded bodies:

- The Royal Commission into Institutional Responses to Child Sexual Abuse – Final Report.

To access a full version of the Royal Commission's Findings and the Final Report, please follow the link at <https://www.childabuseroyalcommission.gov.au/>

- Western Australian State Government response to the Royal Commission (27 June 2018).

To access a full version of the State Government's detailed response and full report, please follow the link at

[https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-\(June-2018\).aspx](https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-(June-2018).aspx)

- More information on the National Redress Scheme can be found at [www.nationalredress.gov.au](http://www.nationalredress.gov.au).
- The full National Redress Scheme - Participant and Cost Estimate (July 2015) Report at <https://www.dlgsc.wa.gov.au/resources/publications/Pages/Child-Abuse-Royal-Commission.aspx>

## FOR MORE INFORMATION

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Please contact:

Gordon MacMile  
Director Strategic Coordination and Delivery  
Email: [gordon.macmile@dlgsc.wa.gov.au](mailto:gordon.macmile@dlgsc.wa.gov.au)

Department of Local Government, Sport and Cultural Industries  
246 Vincent Street, LEEDERVILLE WA 6007  
PO Box 329, LEEDERVILLE WA 6903  
Telephone: (08) 9492 9700  
Website: [www.dlqc.wa.gov.au](http://www.dlqc.wa.gov.au)

# APPENDIX A

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## ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE – FURTHER INFORMATION

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013, to investigate systemic failures of public and private institutions<sup>2</sup> to protect children from child sexual abuse, report abuse, and respond to child sexual abuse. The Royal Commission's Terms of Reference required it to identify what institutions should do better to protect children in the future, as well as what should be done to:

- achieve best practice in reporting and responding to reports of child sexual abuse;
- eliminate impediments in responding to sexual abuse; and
- address the impact of past and future institutional child sexual abuse.

The Western Australian Government (State Government) strongly supported the work of the Royal Commission through the five years of inquiry, presenting detailed evidence and submissions and participating in public hearings, case studies and roundtables.

The Royal Commission released three reports throughout the inquiry: *Working with Children Checks (August 2015)*; *Redress and Civil Litigation (September 2015)* and *Criminal Justice (August 2017)*. The Final Report (Final Report) of the Royal Commission into Institutional Responses to Child Sexual Abuse incorporated the findings and recommendations of the previously released reports and was handed down on 15 December 2017. To access a full version of the Royal Commission's Findings and the Final Report, follow the link at <https://www.childabuseroyalcommission.gov.au/>

The Royal Commission made 409 recommendations to prevent and respond to institutional child sexual abuse through reform to policy, legislation, administration, and institutional structures. These recommendations are directed to Australian governments and institutions, and non-government institutions. One specific recommendation was directed at Local Government, while many others will directly or indirectly impact on the organisations that Local Government works with and supports within the community.

Of the 409 recommendations, 310 are applicable to the Western Australian State Government and the broader WA community.

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<sup>2</sup> \* For clarity in this Paper, the term 'Institution' means any public or private body, agency, association, club, institution, organisation or other entity or group of entities of any kind (whether incorporated or unincorporated), however described, and:

- Includes for example, an entity or group of entities (including an entity or group of entities that no longer exist) that provides, or has at any time provided, activities, facilities, programs or services of any kind that provide the means through which adults have contact with children, including through their families
- Does not include the family.

# THE WESTERN AUSTRALIAN GOVERNMENT RESPONSE TO THE ROYAL COMMISSION

The State Government examined the 310 applicable recommendations and provided a comprehensive and considered response, taking into account the systems and protections the State Government has already implemented. The State Government has accepted or accepted in principle over 90 per cent of the 310 applicable recommendations.

The State Government's response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1, that all governments should issue a formal response within six months of the Final Report's release, indicating whether recommendations are accepted; accepted in principle; not accepted; or will require further consideration. The WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

The State Government has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations.

The State Government's overall approach to implementation of reforms is focused on:

- Stronger Prevention (including Safer Institutions and Supportive Legislation)
  - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
  - Places emphasis on genuine engagement with and valuing of children;
  - Creates conditions that reduce the likelihood of harm to children and young people.
- Reliable Responses (including Effective Reporting)
  - Creates conditions that increase the likelihood of identifying any harm;
  - Responds to any concerns, disclosures, allegations or suspicions of harm.
- Supported Survivors (including Redress).

Many of the recommendations of the Royal Commission have already been addressed through past work of the State Government, and others working in the Western Australian community to create safe environments for children. This work is acknowledged and where appropriate, will be built upon when implementing reforms and initiatives that respond to the Royal Commission's recommendations.

# APPENDIX B

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## NATIONAL REDRESS SCHEME - FURTHER INFORMATION

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

The National Redress Scheme (the Scheme):

- Acknowledges that many children were sexually abused in Australian institutions;
- Recognises the suffering they endured because of this abuse;
- Holds institutions accountable for this abuse; and
- Helps people who have experienced institutional child sexual abuse gain access to counselling and psychological services, a direct personal response, and a redress-payment.

The National Redress Scheme involves:

- People who have experienced institutional child sexual abuse who can apply for redress;
- The National Redress Scheme team — Commonwealth Government staff who help promote the Scheme and process applications;
- Redress Support Services — free, confidential emotional support and legal and financial counselling for people thinking about or applying to the Scheme;
- Participating Institutions that have agreed to provide redress to people who experienced institutional child sexual abuse; and
- Independent Decision Makers who will consider applications and make recommendations and conduct reviews.

The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:

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

Importantly, the Scheme also provides survivors with community based supports, including application assistance; financial support services; and independent legal advice. The Scheme is administered by the Commonwealth Government on behalf of all participating governments, and government and non-government institutions, who contribute on a 'responsible entity pays' basis.

Institutions that agree to join the Scheme are required to adhere to the legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

More information on the Scheme can be found at [www.nationalredress.gov.au](http://www.nationalredress.gov.au) or the [National Redress Guide](#).

## SURVIVORS IN THE COMMUNITY

Throughout the five years of its inquiry, the Royal Commission heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.

The Royal Commission reported that survivors came from diverse backgrounds and had many different experiences. Factors such as gender, age, education, culture, sexuality or disability had affected their vulnerability and the institutions response to abuse.

The Royal Commission, however, did not report on the specific circumstances of individuals with the details of survivors protected; the circumstances of where and within which institutions their abuse occurred is also protected and therefore unknown. Further, survivors within the WA community may have chosen to not disclose their abuse to the Royal Commission.

Accordingly, it is not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts. Within this context of survivors in the community, who may or may not be known, consideration needs to be given to how all institutions, including local governments, can fulfil the Royal Commission's recommendation in relation to redress.

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse. This report also recommended that Governments around Australia remove the limitation periods that applied to civil claims based on child sexual abuse, and consequently prevented survivors – in most cases – pursuing compensation through the courts.

As a result of reforms made in response to these recommendations, WA survivors now have the following options to receive recognition of their abuse:

1. Pursuing civil court action(s) against the perpetrator and/or the responsible institution. The *Civil Liability Legislation Amendment (Child Sexual Abuse Actions) Act 2018* (WA) took effect on 1 July 2018, removing the limitation periods that previously prevented persons who had experienced historical child sexual abuse from commencing civil action.
2. Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology. Note, to receive redress the responsible institution(s) will need to have joined the Scheme.

# TREATMENT OF LOCAL GOVERNMENTS BY OTHER JURISDICTIONS

At the time of the State Government joining the Scheme, only two jurisdictions had made a decision about the treatment of local governments. All jurisdictions have since agreed to include local governments within their respective declarations, with the exception of South Australia (SA). The SA Government is still considering their approach.

It is understood that all jurisdictions, with the exception of SA, are either covering the redress liability associated with local government participation in the Scheme or entering into a cost sharing arrangement. The table below provides a summary of other jurisdictions' positions.

Jurisdiction	Position
Commonwealth	<ul style="list-style-type: none"> <li>No responsibility for local governments.</li> <li>The Commonwealth Government has indicated preference for a jurisdiction to take a consistent approach to the participation of local governments in the Scheme.</li> </ul>
Australian Capital Territory (ACT)	<ul style="list-style-type: none"> <li>ACT has no municipalities, and the ACT Government is responsible for local government functions.</li> <li>ACT has therefore not been required to explore the issue of local government participation in the Scheme.</li> </ul>
New South Wales (NSW)	<ul style="list-style-type: none"> <li>In December 2018, the NSW Government decided to include local councils as NSW Government institutions and to cover their redress liability.</li> <li>The NSW Office for Local Government is leading communications with local councils about this decision.</li> <li>NSW's declaration of participating institutions will be amended once preparation for local council participation is complete.</li> </ul>
Northern Territory (NT)	<ul style="list-style-type: none"> <li>The NT Government has consulted all of the Territory's local governments, including individually visiting each local government.</li> <li>NT is in the process of amending Territory's declaration of participating institutions to include local governments.</li> </ul>
Queensland	<ul style="list-style-type: none"> <li>Queensland is finalising a memorandum of understanding (MOU) with the Local Government Association of Queensland to enable councils to participate in the Scheme as State institutions.</li> <li>The MOU includes financial arrangements that give regard to individual councils' financial capacity to pay for redress.</li> </ul>
South Australia (SA)	<ul style="list-style-type: none"> <li>Local governments are not currently included in the SA Government's declaration</li> <li>The SA Government is still considering its approach to local governments.</li> </ul>
Tasmania	<ul style="list-style-type: none"> <li>Local Governments have agreed to participate in the Scheme and will be included as a state institution in the Tasmanian Government's declaration.</li> <li>A MOU with local governments is being finalised, ahead of amending Tasmania's declaration.</li> </ul>
Victoria	<ul style="list-style-type: none"> <li>The Victorian Government's declaration includes local governments.</li> <li>The Victorian Government is covering local governments' redress liability.</li> </ul>
Western Australia (WA)	<ul style="list-style-type: none"> <li>The WA Government has excluded local governments from its declaration, pending consultation with the local government sector.</li> </ul>

## TIMEFRAME TO JOIN THE SCHEME

Institutions can join the Scheme within the first two years of its commencement. This means that institutions can join the Scheme up to and including 30 June 2020 (the second anniversary date of the Scheme). The Commonwealth Minister for Social Services may also provide an extension to this period to allow an institution to join the Scheme after this time. However, it is preferred that as many institutions as possible join the Scheme within the first two years to give certainty to survivors applying to the Scheme about whether the institution/s in which they experienced abuse will be participating.

If an institution has not joined the Scheme, they are not a participating institution. However, this will not prevent a person from applying for redress. In this circumstance, a person's application cannot be assessed until the relevant institution/s has joined the Scheme. The Scheme will contact the person to inform them of their options to either withdraw or hold their application. The Scheme will also contact the responsible institution/s to provide information to aid the institution/s to consider joining the Scheme.

## THE SCHEME'S STANDARD OF PROOF

The Royal Commission recommended that 'reasonable likelihood' should be the standard of proof for determining eligibility for redress. For the purposes of the Scheme, 'reasonable likelihood' means the chance of the person being eligible is real and is not fanciful or remote and is more than merely plausible.

When considering a redress application, the Scheme Operator must consider whether it is reasonably likely that a person experienced sexual abuse as a child, and that a participating institution is responsible for an alleged abuser/s having contact with them as a child. In considering whether there was reasonable likelihood, all the information available must be taken into account.

Where a participating institution does not hold a record (i.e. historical information), the Scheme Operator will not be precluded from determining a person's entitlement to redress. The information to be considered by the Scheme Operator includes:

- The information contained in the application form (or any supplementary information provided by a person by way of statutory declaration);
- Any documentation a person provided in support of their application;
- The information provided by the relevant participating institution/s in response to a Request for Information from the Operator, including any supporting documentation provided; and
- Any other information available including from Scheme holdings (for example where the Scheme has built up a picture of relevant information about the same institution during the relevant period, or the same abuser).

It should be noted that the 'reasonable likelihood' standard of proof applied by the Scheme is of a lower threshold (or a lower standard of proof) than the common law standard of proof applied in civil litigation – the 'balance of probabilities'. Please see 11.7 of the Royal Commission's *Redress and Civil Litigation Report (2015)* for additional information on the difference between the two.

## MAXIMUM PAYMENT AND SHARED RESPONSIBILITY

The amount of redress payment a person can receive depends on a person's individual circumstances, specifically the type of abuse the person experienced.

A person may only make one application for redress. The maximum redress payment payable under the scheme to an applicant is \$150,000 in total.

The payment of redress is made by the institution(s) found responsible for exposing the individual to the circumstances that led to the abuse.

There may be instances where one or more institutions are found to be jointly responsible for the redress payment to a person, and instances where a person may have experienced abuse in one or more different institutions. In such situations, the redress payable by an institution will be apportioned in accordance with the Scheme's assessment framework - see <https://www.legislation.gov.au/Details/F2018L00969> and method statement - see <http://guides.dss.gov.au/national-redress-guide/4/1/1>

Prior payments made by the responsible institution for the abuse to the applicant (e.g. ex-gratia payments) will be taken into account and deducted from the institutions' redress responsibility.

## EFFECT OF AN APPLICANT ACCEPTING AN OFFER OF REDRESS

Accepting an offer of redress has the effect of releasing the responsible participating institution/s and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person agrees to not bring or continue any civil claims against the responsible participating institution/s in relation to any abuse within the scope of the Scheme.

If a responsible participating institution/s is a member of a participating group, the person will be releasing the other associated institutions and officials within that group from any civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme.

Accepting an offer of redress also has the effect of preventing a responsible participating institution from being liable to contribute to damages that are payable to the person in civil proceedings (where the contribution is to another institution or person).

In accepting the offer of redress, a person will also be consenting to allow the participating institution/s or official/s to disclose the person's acceptance of redress offer in the event that a civil claim is made. The Scheme must provide a copy of the person's acceptance of offer to each responsible institution for their records once received.

Note – the acceptance of an offer of redress does not exclude the pursuance or continuance of criminal proceedings against the abuser(s).