



Shire of Ngaanyatjaraku

ON A JOURNEY

ORDINARY MEETING OF COUNCIL

ATTACHMENTS

Tjulyuru Cultural and Civic Centre

Warburton Community

30 September 2020

at

1.00 pm



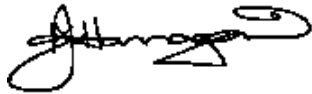
Shire of Ngaanyatjarra
ON A JOURNEY

ORDINARY MEETING OF COUNCIL
UNCONFIRMED MINUTES

24 August 2020
at
2.00 pm

SHIRE OF NGAANYATJARRAKU
ORDINARY MEETING OF COUNCIL

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



Chief Executive Officer

Date: 24-08-2020

These minutes were confirmed by Council as a true and correct record of proceedings of the Meeting of Council held on the 26 August 2020.

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

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1. DECLARATION OF OPENING

The Presiding Member declared the meeting open at 2.00pm.

2. ANNOUNCEMENT OF VISITORS

The Presiding Member was to welcome members of the public to the gallery.

3. ATTENDANCE

3.1 PRESENT

Elected Members:	President Deputy President Councillor Councillor Councillor Councillor Councillor	D McLean A Jones J Frazer L West J Porter D Frazer A Bates
Staff:	CEO FAC	K Hannagan (via MS Teams on TV from 2.00pm) G Handy
Guests:	Sue Hanson, Senior Linguist	Goldfields Aboriginal Language Centre (by MS Teams)
Members of Public:	There were no members of the public in attendance at the commencement of the meeting.	

3.2 APOLOGIES

Nil

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

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. DECLARATION BY MEMBERS

6.1 DUE CONSIDERATION BY COUNCILLORS TO THE AGENDA

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

6.2 DECLARATIONS OF INTEREST

Councillors to Note

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

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

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

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

NOTES ON DECLARING INTERESTS (FOR YOUR GUIDANCE)

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

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

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor, or a person closely associated with the Councillor and is capable of being measure in money terms. There are exceptions in the *Local Government Act 1995*, but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
 - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under *s.5.68(1)(b)(ii) or the Local Government Act*; or
 - 6.2 Where the Minister allows the Councillor to participate under *s.5.69(3) of the Local Government Act*, with or without conditions.

Declarations of Interest provided:

Item Number/ Name	Type of Interest	Nature/Extent of Interest
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7. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

8. PETITIONS, DEPUTATIONS, PRESENTATIONS

8.1 PETITIONS

8.2 DEPUTATIONS

8.3 PRESENTATIONS

Sue Hanson, Senior Linguist, Goldfields Aboriginal Language Centre gave the Shire a presentation on development of the Goldfields Aboriginal Language Culture Complex in Kalgoorlie.

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL (ATT 9.1)

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Resolution

Moved: Cr J Porter

Seconded: Cr D Frazer

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 29 July 2020 at the Council Chambers, Tjulyuru Cultural and Civic Centre, Warburton Community (ATTACHMENT 9.1) be confirmed as a true and accurate record.

Carried: 7/0

10. CEO REPORTS

10.1 PROGRESS ON THE IMPLEMENTATION OF COUNCIL RESOLUTIONS

FILE REFERENCE: GV.05

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

DATE REPORT WRITTEN: 20 July 2020

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

Summary

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

Background

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

Comment

Several resolutions from the July 2020 meeting are still in progress, see Attachment 10.1 for details.

Statutory Environment

Section 2.7 of the Local Government Act 1995 states:

"Role of council

(1) The council —

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

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

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

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

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

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

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

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

Policy Implications

There are no known policy implications for this matter.

Attachments

Attachment 10.1 - Council Resolutions - Status Report

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr L West

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

Carried: 7/0

10.2 REVIEW OF COUNCIL POLICY 3.1 SENIOR EMPLOYEES

FILE REFERENCE: CM.14

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

DATE REPORT WRITTEN: 9 August 2020

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

Summary

For Council to consider a review of policy brought about by the appointment of Cary Green as the Shire's new Director Governance and Corporate.

Background

For some time now the shire has had the abovementioned position in its Organisation Structure, but the position has not been filled. The position was recently advertised and attracted twenty-one highly qualified and experienced candidates. Seven candidates were shortlisted for interview and Cary Green has now been appointed to the role of Director Governance & Corporate. Shire councillors and Staff will meet the new officer when the Covid19 Pandemic allows for normal visitation to the shire. The officer's role is such that he is able to work remotely and remain productive. There are a wide range of new initiatives contained in the Integrated Strategic Plan and the Annual Budget 2020/21 (see separate report) that the new officer will be involved in.

Comment

An appointment to the new role requires change to the following Council Policy:

Policy 3.1 - Senior Employees

The current adopted policy advises that:

The Council designates the following positions as senior employees of the Shire:

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*

It is proposed to add the Director of Governance & Corporate.

Statutory Environment

Section 2.7(2)(b) of the Local Government Act 1995 sets out the role of council that includes determining Council policies.

Financial Implications

There are no known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of Ngaanyatjaraku's Risk Management Strategy, Risk Assessment Matrix. The perceived level of risk is high prior to treatment, the adoption of reviewed policies will reduce the risk to low.

Policy Implications

Updated policies are intended to provide the Shire with clearer direction to guide the CEO/administration in the execution of decisions of Council, achieve the strategic direction of the

Shire of Ngaanyatjaraku and maintain legislative compliance.

Attachments

Attachment 10.2 – Amended Policy 3.1 - Senior Employees

Voting Requirement

Absolute Majority Required

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council:

- 1. adopts by absolute majority the amended Council Policy 3.1 – Senior Employees as per Attachment 10.2 to this report; and**
- 2. updates the policy manual on the Shire’s official website.**

Carried: 7/0

10.3 REVIEW OF COUNCIL POLICY 2.11 CORPORATE CREDIT CARDS

FILE REFERENCE: CM.14

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

DATE REPORT WRITTEN: 10 August 2020

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

Summary

For Council to consider a review of policy to correct an error in the total credit card limits with Westpac Bank.

Background

Councils current policy advises that:

The provision of a corporate credit card is a facility for certain officers which must be authorised by the CEO. The CEO will determine and authorise appropriate monthly limits for each cardholder, with limits not to exceed \$10,000 in total.

Comment

At the time of this policy being adopted, the Shires total credit card limit was \$15,000 but only \$10,000 of card limits had been issued, with \$5,000 unallocated. It is proposed to issue the Director Governance and Corporate with a credit card limit of \$2,000. This will take the total limit over \$10,000 but within the banks limit of \$15,000. As such it is proposed to amend the total limit of cards issued not to exceed \$15,000 in total to be consistent with the credit card authority limit with Westpac Bank.

Statutory Environment

Section 2.7(2)(b) of the Local Government Act 1995 sets out the role of council that includes determining Council policies.

Financial Implications

There are no known financial implications for this matter, other than making the Council Policy consistent with the actual credit facility at Westpac Bank.

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 Strategy, Risk Assessment Matrix. The perceived level of risk is high prior to treatment, the adoption of reviewed policies will reduce the risk to low.

Policy Implications

Updated policies are intended to provide the Shire with clearer direction to guide the CEO/administration in the execution of decisions of Council, achieve the strategic direction of the Shire of Ngaanyatjaraku and maintain legislative compliance.

Attachments

Attachment 10.3 – Amended Policy 2.11 – Corporate Credit Cards

Voting Requirement
Absolute Majority Required

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Porter

That Council:

- 1. adopts by absolute majority the amended Council Policy 2.11 – Corporate Credit Cards as per Attachment 10.3 to this report; and**
- 2. updates the policy manual on the Shire’s official website.**

Carried: 7/0

10.4 ADOPTION OF 2020/21 BUDGET

FILE REFERENCE: FM.05

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

DATE REPORT WRITTEN: 12 August 2020

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

Summary

The Statutory Form of the Budget has now been finalised, the document is now submitted to Council for adoption.

Background

The 2020/21 Annual Budget has been prepared based on the principles contained in the Long Term Financial Plan (LTFP) and Corporate Business Plan as well as discussions with the Shire President / Councilors as well as a detailed review of expenditure and efficiency measures taking into account substantive matters raised in previous reports to Council. The Budget has also considered the impacts of the Covid-19 Pandemic on the district and Shire as required by Section 6.2 of the Local Government Act 1995.

Comment

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

The Budget also takes into account Ministerial Orders as a consequence of the Covid-19 Pandemic. The impact of the Covid-19 Pandemic on the Shire operations has been minimal.

Highlites include:

- General Minimum Rate unchanged at \$245 (four assessments affected);
- Rates UV unchanged at 21c in dollar (to achieve zero increase at State Government request a/c Covid19 Pandemic, Note the Shires total Rates will reduce by approximately \$15k excluding interest charges);
- Warburton Community Resource Centre office rental no increase & reduced occupancy;
- Staff housing rental, no increase, \$95,000 (rental of now vacant staff houses due to less staff);
- Ngaanyatjarra Lands Services Review, \$25,000 (current / future service provision proposal);
- Compliance, all IPRF plans to be reviewed, new ICT Strategy, Reg 5 / Reg 17 Reviews, new Audit Committee Charter, CEO Procedures Review, \$222,000;
- Audit Fees increased \$14,000 a/c Auditor general now doing;
- Public Health Plan, \$25,000 (compliance Public Health Act);
- Road Renewal, Capex \$4,157,605;
- Road Maintenance, Opex \$1,998,755;
- Business Cases, Economic Prospectus Opportunities development (Warburton Town Entry redevelopment & Tjulyuru Regional Gallery expansion) \$125,000;
- Community Swimming Pools contribution to operating costs, Warburton \$10,000, Warakurna \$5,000, Blackstone \$5,000;
- Contribution-Desert Dust-Up (fireworks) \$10,000;
- Tourism Strategy \$50,000;
- Waste Strategy / Plan \$50,000;
- Recreation Strategy \$40,000;

- Works Plant Compound Fencing, \$25,000 (secure equipment);
- New Strategic Reserve, transfer to \$80,000 for potential future WANDRRA contribution; and
- Cultural Centre Reserve, transfer to \$80,000 as per lease of office agreement.

Reviews of the following have been undertaken as per previous reports to Council:

- Recreation Services, Warburton only (Operating loss \$498k a/c no Grants);
- Community Ex-gratia Rate Income (\$64,882 p.a.) ceased as community not paying; and
- Rubbish Collection, Warburton only (as community making contribution = loss of \$428k).

Statutory Environment

Section 6.2 of the Local Government Act 1995 requires that a local government is to prepare (in the prescribed manner) and adopt (by absolute majority), between 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

Ministerial Order Clause 7 – Section 6.2 modified – Section 5.56 is replaced with a reference to the consequences of the Covid-19 Pandemic.

Section 6.16 of the Local Government Act 1995 allows a local government to impose and recover a fee or charge for any goods or services it provides or proposes to provide (absolute majority required).

Section 6.32 of the Local Government Act 1995 states that a local government in order to make up the budget deficiency is to impose a general rate on rateable land that may be imposed uniformly or differentially. A local government may also impose a minimum payment (absolute majority required).

Section 6.51 of the Local Government Act 1995 allows a local government to charge interest on a rate or service charge that remains unpaid after it is due and payable (absolute majority required).

Ministerial Order Clause 14 – section 6.51 modified - If a financial hardship policy has been adopted by Council, then the 8.0% interest rate can be applied to unpaid rates or services charges after becoming due and payable.

Regulation 17 of the Local Government (Financial Management) Regulations 1996 states that a reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.

Regulation 23(a) of the Local Government (Financial Management) Regulations 1996 requires the annual budget to include the objects and reasons of any differential rates imposed.

Regulation 26 of the Local Government (Financial Management) Regulations 1996 requires that the annual budget is to include details for each discount, incentive, concession and waiver to be allowed.

Regulation 27 of the Local Government (Financial Management) Regulations 1996 sets out the detail accompanying notes to the budget are to contain.

Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 states that each financial year a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

Regulation 64(2) of the Local Government (Financial Management) Regulations 1996 sets out the local government is to determine the due date of instalments after the first instalment.

Regulation 70 of the Local Government (Financial Management) Regulations 1996 states that

the maximum interest rate for overdue rates under section 6.51(1), is 11%.

Ministerial Order Clause 14 – section 6.51 modified – stipulates that a maximum % of 8% is to applied despite the Regulation 70 amount.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 5.98 of the Local Government Act 1995 sets out fees etc payable to Council members.

Section 5.98A of the Local Government Act 1995 sets out fees etc payable to sets out allowances payable to deputy Presidents or deputy Mayors.

Section 5.98 (2) (3) and (4) of the Local Government Act 1995 sets out allowances payable of a kind prescribed as being an expense.

Section 7B(2) of the Salaries and Allowances Act 1975 requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine –

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

Regulations 30-32 of the Local Government (Administration) Regulations 1996 set the limits, parameters and types of allowances that can be paid to elected members.

Section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2011 sets the rate for meeting attendance travel costs per kilometre.

Financial Implications

The adopted budget outlines planned expenditure and revenue and determines the financial parameters for the Shire of Ngaanyatjaraku to operate within for the 2020/21 financial year. The Budget is a balanced budget.

It must be noted that Financial Assistance Grants for the 2020/21 year was pre- paid by the Federal Government (General \$1,601,137 and Roads \$386,346) into the 2019/20 FYE and forms part of the \$2,997,140 Surplus brought forward in the Rate Setting Statement.

The shire is transferring \$80,000 to the Cultural Centre Reserve (to catch up on previous years transfers not made), \$80,000 to the new Strategic Reserve (towards building WANDRRA LG up-front contribution required of \$164,100) and \$606,217 for sheeting of the Wingelina Community Access Road.

The Shire's Long-Term Financial Plan will be updated over the coming months to see the true impact of changes made to operations and services from 2020/21 onwards. This will be the subject of a further report to Council.

Strategic Implications

Strategic Community Plan 2016 - 2026

Goal 4, Our Leadership

Outcome 4.2, A capable and compliant local government

Outcome 4.3, Sustainable service delivery

Risk Management

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

Policy Implications

Not applicable

Attachments

10.4 (a) – 2020/21 Draft Statutory Budget

10.4 (b) - 2020/21 Schedule of Fees and Charges

Voting Requirement

Recommendation 1 – Absolute Majority Required

Recommendation 2 – Absolute Majority Required

Recommendation 3 – Absolute Majority Required

Recommendation 4 – Absolute Majority Required

Recommendation 5 – Absolute Majority Required

Recommendation 6 – Absolute Majority Required

Recommendation 7 – Absolute Majority Required

Recommendation 8 – Absolute Majority Required

Officers Recommendation 1 and Council Resolution

Moved: Cr J Frazer

Seconded: Cr A Bates

For the purpose of yielding the deficiency (100%) disclosed by the proposed Municipal Fund Budget and pursuant to sections 6.34 of the Local Government Act 1995, Council impose the following general and minimum rates on Unimproved Values:

- 1. UV Mining \$0.2100 in the \$**
- 2. General Minimum \$245 per rateable property**

Carried: 7/0

Officers Recommendation 2 and Council Resolution

Moved: Cr A Jones Seconded: Cr D Frazer

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

Option 1 (Full Payment)

Full amount of rates and charges including arrears, to be paid on or before 6 October 2020 or 35 days after the date of service appearing on the rate notice whichever is the later.

Option 2 (Two Instalments)

First instalment to be made on or before 6 October 2020 or 35 days after the date of service appearing on the rate notice whichever is later and including all arrears and half the current rates and service charges; and

Second instalment to be made on or before 8 December 2020 or the first business day two months from the due date of the first instalment appearing on the rate notice, whichever is the later.

Option 3 (Four Instalments)

First instalment to be made on or before 6 October 2020 or 35 days after the date of service appearing on the rate notice whichever is later and including all arrears and one quarter of the current rates and service charges;

Second instalment to be made on or before 8 December 2020 or the first business day two months from the due date of the first instalment appearing on the rate notice, whichever is the later;

Third instalment to be made on or before 9 February 2021 or the first business day two months from the due date of the second instalment appearing on the rate notice, whichever is the later; and

Fourth instalment to be made on or before 9 April 2021 or the first business day two months from the due date of the third instalment appearing on the rate notice, whichever is the later.

Carried: 7/0

Officers Recommendation 3 and Council Resolution

Moved: Cr J Frazer Seconded: Cr L West

Imposes, by absolute majority, in accordance with section 6.51(1) of the Local Government Act 1995 and clause 14 of the Local Government (COVID-19 Response) Ministerial Order 2020, gazetted on 8 May 2020, an interest rate of 8% applicable to overdue and unpaid rate and service charges, subject to:

This interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Ministerial Order 2020, that has been determined by the Shire of Ngaanyatjaraku as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Policy 2.13 Financial Hardship (Rates Relief).

Carried: 7/0

Officers Recommendation 4 and Council Resolution

Moved: Cr J Porter Seconded: Cr D Frazer

That Council, in accordance with Section 67 of the Waste Avoidance and Recovery Act 2007, impose the following receptacle charge for 2020/21:

- **Domestic rubbish removal \$348 (GST Free) per bin; and**
- **Commercial rubbish removal - \$1,320 (GST Free) per service.**

Carried: 7/0

Officers Recommendation 5 and Council Resolution

Moved: Cr D Frazer Seconded: Cr J Frazer

That Council, in accordance with Section 6.16 of the Local Government Act 1995, adopt the attached Schedule of Fees and Charges as presented in the Budget for the year ending 30 June 2021.

Carried: 7/0

Officers Recommendation 6 and Council Resolution

Moved: Cr A Jones Seconded: Cr J Frazer

That Council, in accordance with section 6.2 of the Local Government Act 1995, adopt the attached annual Budget for the year ended 30 June 2021.

Carried: 7/0

Officers Recommendation 7 and Council Resolution

Moved: Cr D Frazer Seconded: Cr A Jones

That Council, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulation 1996, adopts the following materiality thresholds:

Condition

Action

Actual variances to Budget up to 10% of Budget

Don't Report

Variance exceeding 10% or \$20,000 whichever is greater

Must Report

(Note: Management discretion may be used on reporting Actual Variances less than 10%)

Carried: 7/0

Officers Recommendation 8 and Council Resolution

Moved: Cr J Frazer Seconded: Cr J Porter

That Council adopt the following Councillor Allowances for the 2020/21 period:

In accordance with Section 5.98 (1) & (2A) of the Local Government Act 1995, Local Government (Administration) Regulation 30, (3A) and Part 6.2 & 6.3 of the Local Government CEO & EM Determination 2020 pursuant to Section 7 (B) of the Salaries and Allowances Act, Councillor meeting attendance fees be set at \$220 per Council meeting, and \$110 per Committee or other prescribed meeting.

In accordance with Section 5.98 (1) & (2A) of the Local Government Act 1995, Local Government (Administration) Regulation 30, (3A) and Part 6.2 & 6.3 of the Local Government CEO & EM Determination 2020 pursuant to Section 7 (B) of the Salaries and Allowances Act, Shire President meeting attendance fees be set at \$440 per Council meeting, and \$110 per Committee or other prescribed meeting.

In accordance with Sections 5.98(5) and 5.98A(1) of the Local Government Act 1995, Local Government (Administration) Regulation 33, and Part 7.2 of the Local Government CEO & EM Determination 2020 pursuant to Section 7B of the Salaries and Allowances Act, the annual allowance for the Shire President is set at \$6,000;

In accordance with Section 5.98A(1) of the Local Government Act 1995, Local Government (Administration) Regulation 33A, and Part 7.3 of the Local Government CEO & EM Determination 2020 pursuant to Section 7B of the Salaries and Allowances Act, the annual allowance for the Deputy Shire President is set at \$1,500.

In accordance with Section 5.98 (2) (3) and (4) of the Local Government Act 1995, Local Government (Administration) Regulation 31 (1) (b) and Part 8.2 (5) of the Local Government CEO EM Determination 2019, travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2011 that as at the date of the 2020 determination, is currently \$1.0352 per kilometre.

Carried: 7/0

11 DEPUTY CEO REPORTS

11.1 PAYMENTS LISTING, JULY 2020

FILE REFERENCE:	FM.07
AUTHOR'S NAME AND POSITION:	Kerry Fisher Deputy Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	12 August 2020
DISCLOSURE OF INTERESTS:	Nil

Summary

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

Background

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

Comment

The payments made are consistent with previous months.

Statutory Environment

Local Government (Financial Management) Regulations 1996

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

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

Financial Implications

The Shire makes annual budget allocations for payment of accounts.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

This item has been evaluated against the Shire of 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 A Jones

Seconded: Cr D Frazer

That Council receives the Payment Listing, July 2020 totaling payments of \$893,984.33 as per Attachment 11.1.

Carried: 7/0

11.2 COUNCIL INVESTMENTS

FILE REFERENCE: FM.04

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

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 21 August 2020

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

Summary

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

Background

To invest the Shire of 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.

The Shire has received half its 2020/21 Financial Assistance Grants, General and Roads in advance, this is the main contributor to higher than normal bank balances.

Statutory Environment

Local Government Act 1995

Section 6.14 Power to Invest

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

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

Local Government (Financial Management) Regulations 1996

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

Financial Implications

Not applicable.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 3, Leadership

Outcome 3.2, Good Leadership

Risk Management

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

Policy Implications

Corporate Policy Finance 2.12 Investment.

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 A Jones

Seconded: Cr L West

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

Carried: 7/0

11.3 DISABILITY ACCESS AND INCLUSION PLAN REPORTING

FILE REFERENCE:	CS.13
AUTHOR'S NAME AND POSITION:	Kerry Fisher Deputy Chief Executive Officer
AUTHORISING OFFICER AND POSITION:	Kevin Hannagan Chief Executive Officer
DATE REPORT WRITTEN:	9 August 2020
DISCLOSURE OF INTERESTS:	The author and the authorising officer have no financial, proximity or impartiality interests in the proposal.

Summary

The Shire of Ngaanyatjaraku is required to develop a Disability Access and Inclusion Plan (DAIP) and each year to report to the Department of Communities as to the effectiveness of implementing the Plan.

Background

Each year the Shire is required to report to the Department of Communities to provide information as to the extent of the effectiveness of the Shire's DAIP. The feedback is provided to the Minister for Disability Service to use in a report to Parliament.

Comment

The purpose of a Disability Access and Inclusion Plan, DAIP is to ensure that people with disabilities can access all information, services and facilities provide by a Local Government and be included in the community. The CEO and DCEO have reviewed the progress for the eight areas in the report.

The report was due with the department by 31 July 2020. Unfortunately, the report was omitted from the July Council Agenda and the department has queried why it wasn't submitted by the due date. A copy of the report has now been provided to them, subject to endorsement by Council.

Statutory Environment

Disability Services Act 1993

Financial Implications

Nil

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 10.4 - Disability Access and Inclusion Plan (DAIP) Progress Report 2019–2020.

Voting Requirement

Simple Majority Required

Officers Recommendation and Council Resolution

Moved: Cr A Jones

Seconded: Cr L West

That Council endorse the report as attached and acknowledges that it has already been submitted to the Department of Communities.

Carried: 7/0

12. EHO & BUILDING SERVICES REPORTS

12.1 ACTION REPORT – ENVIRONMENTAL HEALTH & BUILDING SERVICES

FILE REFERENCE: EM.00

AUTHOR'S NAME AND POSITION: Maurice Walsh
EHO & Building Officer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 17 August 2020

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

Summary

To inform Council of Environmental Health & 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 Ngaanyatjaraku Risk Management Framework, Risk Assessment Matrix. The perceived level of risk is "Low" risk and can be managed by routine procedures and is unlikely to need specific application of resources.

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 14.1 – Action Report, EHO / Building Services

Voting Requirement

Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr D Frazer

Seconded: Cr J Frazer

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

Carried: 7/0

13. WORKS ENGINEERING REPORTS

13.1 ACTION REPORT – WORKS ENGINEER

FILE REFERENCE: RD.00

AUTHOR'S NAME AND POSITION: Peter Kerp
Works Engineer

AUTHORISING OFFICER AND POSITION: Kevin Hannagan
Chief Executive Officer

DATE REPORT WRITTEN: 9 August 2020

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

Summary

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

Background

Not applicable

Comment

See attachment.

Statutory Environment

Not applicable

Financial Implications

No known financial implications for this matter.

Strategic Implications

Integrated Strategic Plan 2018 - 2028

Goal 1, Our Land

Outcome 1.2, Travel the Land

Strategy: 1.2.1, Good Roads

Risk Management

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

Policy Implications

There are no known policy implications for this matter

Attachments

Attachment 13.1 – Action Report, Works Engineering

Voting Requirement

Simple Majority Required.

Cr D Frazer left the Chamber at 2.39pm

Cr D Frazer returned to the Chamber at 2.40pm

Officers Recommendation and Council Resolution

Moved: Cr A Jones Seconded: Cr J Frazer

That Council receives the Action Report, Works Engineering for July 2020.

Carried: 7/0

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

15. CONFIDENTIAL MATTERS

15.1 CEO ANNUAL PERFORMANCE REVIEW

FILE REFERENCE: PL.00

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

DATE REPORT WRITTEN: 11 August 2020

DISCLOSURE OF FINANCIAL INTEREST: The author has a financial and impartiality interest in the proposal as he is the subject of the report.

Voting Requirement
Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr A Jones Seconded: Cr J Frazer

That Council Resolves that the:

1) CEO Annual Performance Review Report;

as attached is confidential in accordance with s5.23 (2) the Local Government Act because they deal with:

- a matter affecting an employee or employees;

2) Close the meeting to the public at 2.45pm pursuant to sub section 5.23 (2)(a) of the Local Government Act 1995.

Carried: 7/0

There were no members of the public gallery and staff member Chief Executive Officer, Kevin Hannagan was disconnected from the MS Teams meeting at 2.45 pm. (Note: Finance & Administration Coordinator remained to take any minutes.)

Voting Requirement
Simple Majority Required.

Officers Recommendation and Council Resolution

Moved: Cr J Porter Seconded: Cr L West

That Council re-open the meeting to the public at 2.47pm.

Carried: 7/0

There were no members of the public gallery and staff member Chief Executive Officer, Kevin Hannagan was re-connected to the MS Teams meeting at 2.47 pm.

The Presiding Member advised of Council's decision for the Confidential Agenda Item.

Officers Recommendation and Council Resolution

Moved: Cr D Frazer Seconded: Cr L West

That Council:

- 1. Adopts the draft Chief Executive Officers Annual Performance Criteria as per Confidential Attachment 15.1.**
- 2. Requests the Chief Executive Officer to report back to Council at 6 monthly intervals on progression against the criteria.**

Carried: 7/0

16. NEXT MEETING

Scheduled for Wednesday, 30 September 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 2.48 pm.

Council Resolutions – Status

Note: Only resolutions not actioned are reported on.

Meeting Date	Meeting Type	Report Number	Report Title	
29 July 2020	OCM	13.4	JAMESON WANARN ROADS RENAMING	
Resolution d)New Jameson Western Bypass Road from Wanarn Jameson Road to Blackstone Warburton Road highlighted yellow Attachment 13.4(b) requires further consultation with local Jameson community and NCAC on an appropriate new road name.			Status Update Awaiting advice from consultation	% Complete 40%





WASTE MANAGEMENT PLAN

SCOPE OF WORKS

1. Project:

To develop a Waste Management Plan for the Shire of Ngaanyatjaraku.

2. Historical

Historically, local governments in Western Australia focused on three fundamental areas of responsibility: roads, rates and rubbish. The longstanding importance of this third element was recognised more than a century ago in the Public Health Act 1911.

“Kerbside” rubbish collection is fundamental from a public health perspective, as a necessary means of preventing disease. Landfill management has significant environmental, and environmental health, implications.

3. Background

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

The Shire encompasses an area of 159,821 km² and is located approximately 1,542km from Perth. Its community of interest is contained within the traditional lands of the Ngaanyatjarra people of the Central Desert of Western Australia. The Shire is a unique local government in that its population is primarily composed of Aboriginal people, and it does not contain any gazetted towns or private property. The Shire offices are in the Tjulyuru Cultural and Civic Centre in Warburton. In 2016 the Shire had a population of 1,709 people, comprised of 46% male and 54% female residents and there are approximately 515 dwellings within the Shire.

The Shire of Ngaanyatjaraku has previously provided “kerbside” rubbish collection services to various communities within the Shire. However, due to properties in the Shire being non-rateable (noting that waste management is a user pays charge) and the loss of funding for waste management, the Shire has in recent times had to reluctantly withdraw these services from all communities except the largest, Warburton. Since then, those communities have self-provided rubbish services on an ad hoc basis using whatever labour and equipment is available.

However, the Shire believes that this lack of waste management in the Shire puts the communities at a significant public health risk. The Shire is concerned about the implications for compliance with the Health (Miscellaneous Provisions) Act 1911 and the Public Health Act 2016.

The Shire of Ngaanyatjaraku’s goal is to deliver (directly or indirectly) basic waste management services that comply with regulatory requirements, to at least the six primary Ngaanyatjarra communities (Warburton, Wanarn, Warakurna, Jameson, Blackstone, and Wingellina), with regular services in at least some of the currently ceased communities resuming in 2022, and full resumption in 2023.

4. Project purpose:

The purpose of this Project is to develop a Waste Management Plan that identifies appropriate and costed oversight and delivery models in line with regulatory requirements that will enable the Shire to exercise full responsibility for waste management within the six main communities of the Ngaanyatjarra Lands. Subject to funding the Shire will progressively undertake this transition between 1 July 2022 – 30 June 2023 (or earlier as circumstances permit).

The Waste Management Plan will serve several purposes. It will be:

- if adopted by the Shire Council, a Waste Plan within the meaning of s40, Waste Avoidance and Resource Recovery Act 2007;
- an internal informing document, with recommendations that inform the Shire's Corporate Business Plan and Long-Term Financial Plan, providing direction over the next 10 years;
- a published document for engagement with community and stakeholders; and
- a high-quality document for use in funding submissions.

The need for a Waste Management Plan has been apparent due to the current ad hoc provision of service by local communities and the Shire. There is a need to provide a compliant holistic waste management service for the communities in a well-managed and sustainable manner. The future strategic direction of Waste Management will be reliant on a well-developed sustainable model which considers all the variables associated with the Shire of Ngaanyatjarraku.

The Shire of Ngaanyatjarraku has developed a Corporate Business Plan (CBP) as part of its Integrated Strategic Plan (ISP). The CBP is our four-year action plan that activates the community's strategic aspirations and objectives as set out in the 2018-2028 ISP. Our CBP identifies projects, initiatives and actions that we would like to undertake over the next four years to improve the way we operate whilst delivering key services and facilities that support our community vision. Strategy 2.2.1, No rubbish, has an Action to deliver Waste Management services across the Ngaanyatjarra Lands.

This Waste Management Area Specific Plan is defined as an "Issue or Area Specific Plan" under the Integrated Planning and Reporting Framework. Specific actions identified in the Waste Management Area Specific Plan will be included in the Shire's Corporate Business Plan and Long Term Financial Plan depending on the resources required or implementation timeframe.

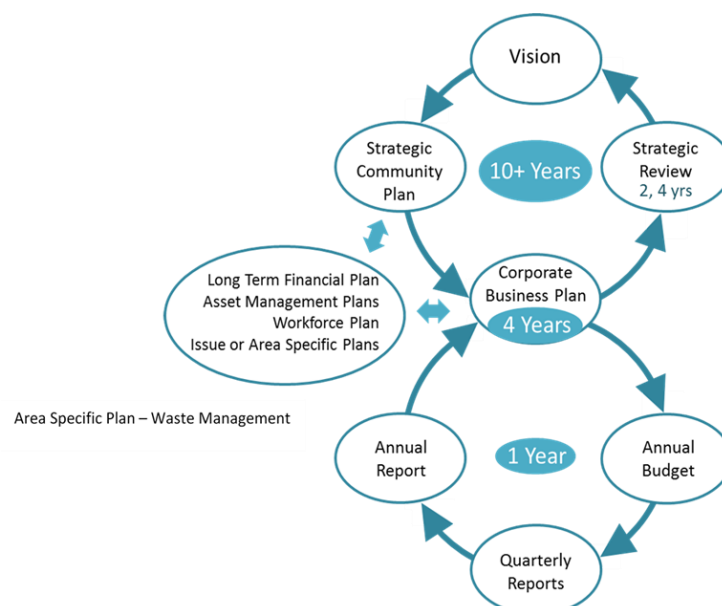


Figure 1: Integrated Planning and Reporting Framework

5. Deliverables

A Waste Management Plan, that:

- (1) Provides an overview of existing resources and opportunities for the provision of a Waste Management Service by the Shire of Ngaanyatjaraku.
- (2) Identification of the Shire's, the communities' and stakeholder's aspirations relating to waste management outcomes and service provision.
- (3) Provides an audit of waste equipment and facilities for compliance with applicable legislation (including the Waste Avoidance and Resource Recovery Act 2007; Environmental Protection Act 1986; Public Health Act 2016; Environmental Protection (Rural Landfill) Regulations 2002) and using relevant benchmarks or guidelines such as REMS Guidelines (to be provided to successful applicant).
- (4) Defines both immediate improvements and the future delivery method of waste collection and landfill management services for the six main communities, including staging options.
- (5) Reports on the social and financial viability of each option from a capital and operating perspective, including fully costed management options.
- (6) Provides a benchmark based on existing facilities in other shires, which are similar in size, geography, and demographics for comparison with the Plan.
- (7) Identifies Waste Management Key Performance Indicators.
- (8) Provides a fully costed implementation plan for each option.
- (9) Is an attractively presented (high design value) document, using infographics and images to enhance readability.

6. Methodology

The Consultant's submission must outline a methodology for developing the Waste Management Plan, which must include (but is not limited to) the following:

- Meet with Lands Service Review Group for project kick off.
- Zoom meeting with Lands Service Review Committee for finalisation of the scope of works
- Visit the six main communities and review existing rubbish collection services and undertake a detailed audit of landfill sites for compliance as mentioned above.
- Identify and report on urgent and significant risks to human health and safety, and to the environment, requiring remediation within the next 12 months.
- Undertake a desktop review with phone/ video conference engagement with the four remaining remote communities who provide their own services to determine if they should be included in the service provision to achieve Act / Regulation compliance. This may require further on-site visitations.
- Determine immediate landfill requirements (Capital / Operational) to ensure compliance with Acts / Regulations / Guidelines.
- Determine most appropriate rubbish collection standards and service provision model for the six primary locations and additional locations if required.
- Develop a 10-year financial plan with detailed costings covering immediate Capital / Operational costs to ensure compliance of landfills rubbish pickup services, and ongoing yearly waste management operational service delivery and capital renewal requirements.
- Present draft Plan to the Lands Service Review Committee.

The financial plan must be in a format to enable immediate funding requirements to ensure compliance and ongoing funding requirements to deliver the service in a compliant manner.

7. Timeframe & Where to send submissions

Submissions to this proposal are to be received via the Vendor Panel Portal by 2pm AWST Wednesday, 30 September 2020.

Facsimile and Hard Copy Tender responses will not be accepted.

Submitters should not rely on any information provided by any person other than that provided through the Vendor Panel Portal.

The commencement date will be determined once an appointment is made.

The Waste Management Plan, with all required documentation is to be completed preferably by mid-December 2020.

8. Key Stakeholders

Name	Organisation	Relationship
Kevin Hannagan	Shire of Ngaanyatjaraku	Project Sponsor
Kevin Hannagan / Cary Green	Shire of Ngaanyatjaraku	Project Managers
Lands Service Review Group	Shire of Ngaanyatjaraku, Ngaanyatjarra Council, Department of Communities, Department of Local Government, Sport and cultural Industries, Dept of the Premier and Cabinet.	Project Reference Group
Shire Councillors	Shire of Ngaanyatjaraku	Approving authority
TBC	Department of Water and Environmental Regulation	Regulator
TBC	Commonwealth Government	Potential contributor to solutions
CEO & Board Members	Ngaanyatjarra Council	Community Board
Chairs & Community Service Manager's	Local Community Councils <ul style="list-style-type: none">• Warburton• Wanarn• Warakurna• Jameson• Blackstone• Wingelina	Local Community Representatives – priority service delivery locations
Chairs & Community Service Manager's	Local Community Councils <ul style="list-style-type: none">• Kanpa• Patjarr• Tjukurla• Tjirrkarrli	Local Community Representatives – possible service delivery locations

Communication to the specific key stakeholders will be provided in a monthly progress report.

9. Consultation

It is recognised that the involvement of the Ngaanyatjarra Council and member Communities in this project is important and as such the Consultant is expected to work with this group throughout the project to gain the best outcomes.

The Shire of Ngaanyatjarraku is committed to ensuring that the consultation is transparent throughout all phases of the study.

10. Project Governance

1) Project Team

The project team acts as an advisory body to the Project Sponsor, providing governance to the project, and comprises the following members:

Name	Role	Organisation
Kevin Hannagan	Project Sponsor / Manager	CEO, Shire of Ngaanyatjarraku
Cary Green	Project Manager	Director, Shire of Ngaanyatjarraku
Maurice Walsh	EHO & Line Manager	EHO, Shire of Ngaanyatjarraku
TBA	Consultant	TBA

2) Project Reference Group

The Project Reference Group (PRG) provides advice, opinion, input and or feedback to the project team, and comprises of the following members:

Name	Role	Organisation
Kevin Hannagan / Cary Green	Project Managers	Shire of Ngaanyatjarraku
Maurice Walsh	Environmental Health Officer	Shire of Ngaanyatjarraku
Subject to possible change (currently Melanie Croke)	Advisory Group	Dept of Communities
Subject to possible change (currently Nicholas Duff)	Advisory Group	Dept Premier & Cabinet

The roles and responsibilities of the PRG include:

1. Reviewing and providing feedback and advice on concepts and documents as prepared by the project team.
2. Providing specialist views when required.
3. Collaborating with any entity or body they represent, and thereby providing a representative opinion (when required).
4. Attending PRG meetings

The Consultant shall report to the PRG on an agreed frequency to present progress reports.

11 Selection Process

The submission should include the following:

- An outline of the indicative project timeline, proposed methodology, implementation plan, and analysis.
- Curriculum vitae of actual consultants to undertake / approve the work.
- A list of previous major Waste Management plans completed with an emphasis on Aboriginal / remote communities.
- Documentation addressing the Selection Criteria.
- Schedule of current commitments.
- A Schedule of Rates for the full completion of the project as per the Scope of Works.
- Please note: Consultants will be required to hold their quote for 6 months.

12 Selection Criteria

Submissions will be evaluated against the following weighted criteria:

1. Demonstrated understanding of the process (20%)
2. Demonstrated experience and expertise in Waste Management in Aboriginal / remote communities (30%)
3. Proposed project timeline, methodology, implementation, and analysis (30%)
4. Projected Total Cost, using consultant Schedule of Rates x In-house predetermined hours by consultant type (20%).

13 Evaluation

Submissions received will be evaluated in accordance with the selection criteria.

The PRG may request that applicants present, via Zoom / MS Teams, their submissions and answer questions on a date to be determined by the Project Control Group.

14 Acceptance of Proposal

A submission will be deemed accepted when a notice in writing of such acceptance and Purchase Order is handed to the applicant or is posted to the address furnished on the submission. In the latter case, the date of notice shall be deemed the time of acceptance.

15 Consultant Responsibility

As part of the agreed program, the Consultant will:

- Formally report to the PRG and discuss the outcome of each identified step of the project.
- Be responsible for calling all necessary meetings.
- Assign the copyright and intellectual property rights of all material developed in addressing the scope of works to become the exclusive property of the Shire of Ngaanyatjaraku.
- Immediately disclose any potential conflict of interest arising during this study to the Project Manager.

16 Documents provided by the Shire of Ngaanyatjaraku

The Shire of Ngaanyatjaraku has provided the following documents for the development of the response:

- This Scope of Works



SPORT AND RECREATION PLAN

SCOPE OF WORKS

Project:

To develop a Sport and Recreation Plan for the Shire of Ngaanyatjaraku.

Purpose:

The Sport and Recreation Plan will serve as an internal informing document, a published document for engagement with community and stakeholders, and a high-quality document for use in funding submissions

The strategy will be an attractively presented (high design value) document. Will use infographics and images to enhance readability. The content will include

- Introduction and purpose.
- Community and stakeholder profile and engagement (sport and recreation related).
- Identification of the Shires vision and goals relating to sport and recreation service provision, including basic audit of the current providers of Sport and Recreation and the facilities.
- Identification of the community and stakeholder's aspirations relating to sport and recreation service provision.
- An overview of the current local capacity and the needs to build capacity and the existing resources and opportunities for local/ organisational skill development and ownership relating to Sport and Recreation.
- Define the future delivery method of sport and recreation services for the six main communities, including staging options.
- Identify Sport and Recreation priorities and projects, with associated costs and timeframes, to achieve Shire and community aspirations relating to sport and recreation service provision in the Shire.
- Links to supporting information.

Methodology:

The plan will be produced as a desktop review with phone/ video conference engagement with Senior Shire staff and existing service provision providers. Significant local engagement has occurred as part of development and review of the Strategic Community plan / community & agency workshops and the results will be available. The Shire will provide information relating to Sport and Recreation assets (Shire and stakeholder) which can be used for the facilities audit and service provision.

Timeframe & Where to send submissions

Quotes to this proposal are to be received by 2pm AWST Thursday 15 October 2020.

The commencement date will be determined once an appointment is made. The Sport and Recreation Plan, with all required documentation is to be completed preferably by mid-December 2020.

Background

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

The Shire encompasses an area of 159,821 square kilometres and is located approximately 1,542km from Perth. The Shire is a unique local government in that its community of interest is contained within the traditional lands of the Ngaanyatjarra people of the Central Desert of Western Australia.

The Shire offices are in the Tjulyuru Cultural and Civic Centre in Warburton. In 2016 the Shire had a population of 1,709 people, comprised of 46% male and 54% female residents and there are approximately 515 dwellings within the Shire

The need for a Sport and Recreation Plan has been apparent due to the need to provide a wholistic Sport and Recreation service for the community in a well-managed and sustainable manner. The future strategic direction of Sport and Recreation will be reliant on a well-developed sustainable model which considers all the variables associated with the Shire of Ngaanyatjaraku.

Key Stakeholders

Name	Organisation	Relationship
Kevin Hannagan	Shire of Ngaanyatjaraku	Project Sponsor
Cary Green	Shire of Ngaanyatjaraku	Project Manager
Shire Councillors	Shire of Ngaanyatjaraku	Approving authority
CEO & Board Members	Ngaanyatjarra Council	Community Board
Chairs & Community Service Manager's	Local Community Councils <ul style="list-style-type: none">• Warburton• Wanarn• Warakurna• Jameson• Blackstone• Wingelina	Local Community Representatives
Jennifer Whyte Gerard Coffee Kerry Fisher Brett Toll	<ul style="list-style-type: none">• NIAA• NCAC• Shire of NG• NPY Womens Council	Existing Service Providers

*Note – liaise with all 10 communities to determine existing resources and opportunities for potential modified service delivery.

Communication to the specific key stakeholders will be provided in a monthly progress report.

Project Team

The project team acts as an advisory body to the Project Sponsor, providing governance to the project, and comprises the following members:

Name	Role	Organisation
Kevin Hannagan	Project Sponsor	CEO, Shire of Ngaanyatjaraku
Cary Green	Project Manager	Director, Shire of Ngaanyatjaraku
TBA	Technical Consultant	TBA

Terms of Reference

- (1) Develop a Sport and Recreation plan which provides an overview of existing resources and opportunities for the provision of a Sport and Recreation service in the Shire of Ngaanyatjaraku.
- (2) Define the future delivery method of sport and recreation services, including staging options.
- (3) Provide an audit of Sport and Recreation facilities, including (Capital Infrastructure and ongoing maintenance and upgrade expenses)
- (4) Report on the social and financial viability of each option from a capital and operating perspective, including fully costed management options.
- (5) Provide a benchmark based on existing facilities in other shires, which are similar in size, geography, and demographics for comparison with the plan.
- (6) Provide a fully costed implementation plan for each option, including possible funding sources.

Consultation

It is recognised that the involvement of the Ngaanyatjarra Council in this project is important and as such the Consultant is expected to work with this group throughout the project to gain the best outcomes

The Shire of Ngaanyatjaraku is committed to ensuring that the consultation is transparent throughout all phases of the study.

Project Control Group

A Project Control Group (PCG) provides advice, opinion, input and or feedback to the project team, and comprises of the following members:

Name	Role	Organisation
Cary Green	Project Manager	Shire of Ngaanyatjaraku
Melanie Croke	Advisory group	Dept of Communities
Erin Bond	Advisory Group	Dept Sport & Rec
Jennifer Whyte	Advisory Group	NIAA
Angelica Mclean	Cultural liaison	Community Rep.
TBA	Technical Consultant	TBA

The roles and responsibilities of the PCG include:

1. Reviewing and providing feedback and advice on concepts and documents as prepared by the project team.
2. Providing specialist views when required
3. Collaborating with any entity or body for which they represent, and thereby providing a representative opinion (when required).
4. Attending PCG meetings

The Consultant shall report to the PCG on an agreed frequency to present progress reports.

Project Outputs

The commencement date will be determined once an appointment is made. The Sport and Recreation Plan, with all required documentation is to be completed within three months of appointment.

Selection Process

The submission should include the following:

- An outline of the indicative project timeline, proposed strategy, implementation, and analysis.
- Curriculum vitae of actual consultants to undertake / approve the work.
- A list of previous major sport and recreation plans completed with an emphasis on Aboriginal communities.
- Documentation addressing the Selection Criteria.
- Schedule of current Commitments.
- An all-inclusive price (quote) for the full performance of the plan as per the Scope of Works.
- Please note: Consultants will be required to hold their quote for 6 months.

Selection Criteria

Submissions will be evaluated against the following weighted criteria:

1. Demonstrated understanding of the process (20%)
2. Demonstrated experience and expertise in Sport and Recreation in Aboriginal communities (30%)
3. Proposed project timeline, strategy, implementation, and analysis (30%)
4. Projected Total Cost (20%).

Evaluation

Submissions received will be evaluated in accordance with the selection criteria.

The PCG may request that applicants present, via Zoom / MS Teams, their submissions and answer questions on a date to be determined by the Project Control Group.

Acceptance of Proposal

A submission will be deemed accepted when a notice in writing of such acceptance and Purchase Order is handed to the applicant or is posted to the address furnished on the submission. In the latter case, the date of notice shall be deemed the time of acceptance.

Consultant Responsibility

As part of the agreed program, the Consultant will:

- Formally report to the PCG and discuss the outcome of each identified step of the project.
- Be responsible for calling all necessary meetings.
- Assign the copyright and intellectual property rights of all material developed in addressing the scope of works to become the exclusive property of the Shire of Ngaanyatjarraku.
- Immediately disclose any potential conflict of interest arising during this study to the Project Manager.

Documents provided by the Shire of Ngaanyatjarraku

The Shire of Ngaanyatjarraku has provided the following documents for the development of the response:

- The Scope of Works

Submissions forwarded to:

Cary Green
Director Governance and Corporate
Shire of Ngaanyatjarraku
dgc@ngaanyatjarraku.wa.gov.au

Payment listing August (20/21)				
Chq/EFT	Date	Name	Description	Amount
EFT3135	07/08/2020	Resolute Security Services	Security of Shire properties during school holiday period	1,287.00
EFT3136	07/08/2020	Andre Peter Frederick Kerp	Fuel for Landcruiser KBC591L	152.25
EFT3137	07/08/2020	Moore Stephens	Audit certification of various acquittals pertaining to own source expenditure	11,000.00
EFT3138	07/08/2020	LEONORA MOTOR INN	Accommodation and meals for W/E	189.50
EFT3139	07/08/2020	NATS	Duraflex Guide Posts - Main Roads WA approved	3,986.92
EFT3140	07/08/2020	Corsign WA Pty Ltd	Signs and accessories for the Jameson Bypass	1,939.30
EFT3141	07/08/2020	Site Fleet Services	40k km service on 1EYW816 and rotate tyres	1,411.29
EFT3142	07/08/2020	Life Apparel Co Pty Ltd	50% payment of invoice for Shire shirts for Councillors	251.15
EFT3143	07/08/2020	Kott Gunning Lawyers	Legal advice for 2019/20 Audit report	227.70
EFT3144	07/08/2020	Maurice Walsh	Re-imbusement of pre-employment medical costs	202.00
EFT3145	07/08/2020	AUSTRALIA POST	Postage charges for July 2020	26.85
EFT3146	07/08/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Jameson to Wanarn Road	107,946.30
EFT3147	07/08/2020	CHARTAIR PTY LTD	Flights for Tecsec installer	722.90
EFT3148	07/08/2020	ITVISION AUSTRALIA PTY LTD	Monthly rates processing and technical managed service July 2020	2,313.83
EFT3149	07/08/2020	EMPEROR REFRIGERATION PTY LTD	Install powerpoint for Shire alarm - quote on lighting refit Unit 13 CRC	211.09
EFT3150	07/08/2020	Philip Swain	Contract services - Environmental Health	3,533.38
EFT3151	07/08/2020	MOORE AUSTRALIA (WA) Pty Ltd	Compilation of the statement of financial activity for June 2020	2,612.50
EFT3152	07/08/2020	LAVERTON SUPPLIES MOTORS	Diesel for Shire Landcruiser KBC591L	112.98
EFT3153	07/08/2020	KEVIN HANNAGAN	Reimbursement for CEO	908.74
EFT3154	14/08/2020	NATS	Freight on 3 boxes for Sectec - Warburton to West Perth	71.50
EFT3155	14/08/2020	WARAKURNA ROADHOUSE	Diesel for Works Supervisor Landcruiser 1EYW816	84.17
EFT3156	14/08/2020	WARBURTON ROADHOUSE	Warburton Roadhouse account for July 2020	4,276.10
EFT3157	14/08/2020	MILLY (WARBURTON) STORE	Milly Store account for July 2020	2,590.47
EFT3158	14/08/2020	Site Fleet Services	Tyre change on Navara 1EKV323	167.67
EFT3159	14/08/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Jameson to Wanarn Road	71,629.80
EFT3160	14/08/2020	PLAZA HOTEL KALGOORLIE	Accommodation and Meal for Tecsec alarm installer Ricky Whitehead	185.90
EFT3161	21/08/2020	Andre Peter Frederick Kerp	Impact wrench and fuel for KBC591L	224.51
EFT3162	21/08/2020	NATS	Tyres for KBC591L and 1EYW816	3,184.50
EFT3163	21/08/2020	TJUKAYIRLA ROADHOUSE	Diesel for KBC591L	213.00
EFT3164	21/08/2020	Tecsec Security Solutions	Supply and installation of security system in Shire Office	5,253.16
EFT3165	21/08/2020	WANARN STORE	Diesel for Shire rubbish truck	40.00
EFT3166	21/08/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Jameson to Wanarn Road	132,408.10

EFT3167	21/08/2020	STAPLES AUSTRALIA (WINC)	Shire office stationery order	810.66
EFT3168	24/08/2020	A BATES	OCM meeting fees for 24 August 2020	220.00
EFT3169	24/08/2020	DAMIAN MCLEAN	OCM meeting fees for 24 August 2020	480.00
EFT3170	24/08/2020	Julie Porter	OCM meeting fees for 24 August 2020	240.00
EFT3171	24/08/2020	LALLA WEST	OCM meeting fees for 24 August 2020	240.00
EFT3172	24/08/2020	JOYLENE FRAZER	OCM meeting fees for 24 August 2020	240.00
EFT3173	24/08/2020	ANDREW JONES	OCM meeting fees for 24 August 2020	220.00
EFT3174	24/08/2020	DEBRA FRAZER	OCM meeting fees for 24 August 2020	240.00
EFT3175	27/08/2020	Maurice Walsh	Diesel for KBC591L	354.70
EFT3176	27/08/2020	Cary John Green	Reimbursement for DGC	209.50
EFT3177	27/08/2020	KEY FACTORS PTY LTD (BREAKAWAY)	Hire of plant and equipment for construction work on the Jameson to Wanarn Road	103,834.50
DD1630.1	03/08/2020	PIVOTEL SATELLITE PTY LTD	Satellite phone account for July 2020	180.00
DD1630.2	03/08/2020	COMMONWEALTH BANK OF AUSTRALIA	Merchant fee for CBA Eftpos facility July 2020	65.01
DD1630.3	03/08/2020	WESTPAC BANK	Bank fees for July 2020	42.00
DD1632.1	11/08/2020	TELSTRA CORPORATION LTD	Telstra account for July 2020	806.95
PAY	05/08/2020	Payroll Direct Debit Of Net Pays	Payroll Direct Debit Of Net Pays	35,246.14
DD1634.1	05/08/2020	WA SUPER	Superannuation contributions	2,778.31
DD1634.2	05/08/2020	HOST PLUS	Superannuation contributions	134.86
DD1634.3	05/08/2020	VISION SUPER	Superannuation contributions	801.48
DD1634.4	05/08/2020	Ther Trustee For Care Super	Superannuation contributions	210.69
DD1638.1	12/08/2020	CEO Westpac Credit Card	CEO credit card fee July 2020	10.00
DD1638.2	12/08/2020	DCEO Westpac credit card	DCEO credit card payment July 2020	323.50
DD1638.3	12/08/2020	FAC Westpac Credit Card	FAC credit card payment July 2020	1,286.56
PAY	19/08/2020	Payroll Direct Debit Of Net Pays	Payroll Direct Debit Of Net Pays	39,993.25
DD1642.1	19/08/2020	WA SUPER	Superannuation contributions	4,125.24
DD1642.2	19/08/2020	HOST PLUS	Superannuation contributions	155.49
DD1642.3	19/08/2020	VISION SUPER	Superannuation contributions	801.48
DD1642.4	19/08/2020	SUNSUPER SOLUTIONS	Superannuation contributions	183.83
DD1642.5	19/08/2020	Ther Trustee For Care Super	Superannuation contributions	210.69
			Total	553,809.40





Overview Payments Service Administration Business Hub Products





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<div>Westpac Business One Flexi ▾</div> <div>036-016 831911</div> <div></div> <div>\$47,585.42</div>	<div>Westpac Business One ▾</div> <div>036-016 831946</div> <div></div> <div>\$0.00</div>	<div>Westpac 31 Day Notice Account ▾</div> <div>036-125 520231</div> <div></div> <div>\$3,639,729.47 Available \$0.00</div>	<div>Westpac 90 Day Notice Account ▾</div> <div>036-125 521074</div> <div></div> <div>\$3,843,608.38 Available \$0.00</div>
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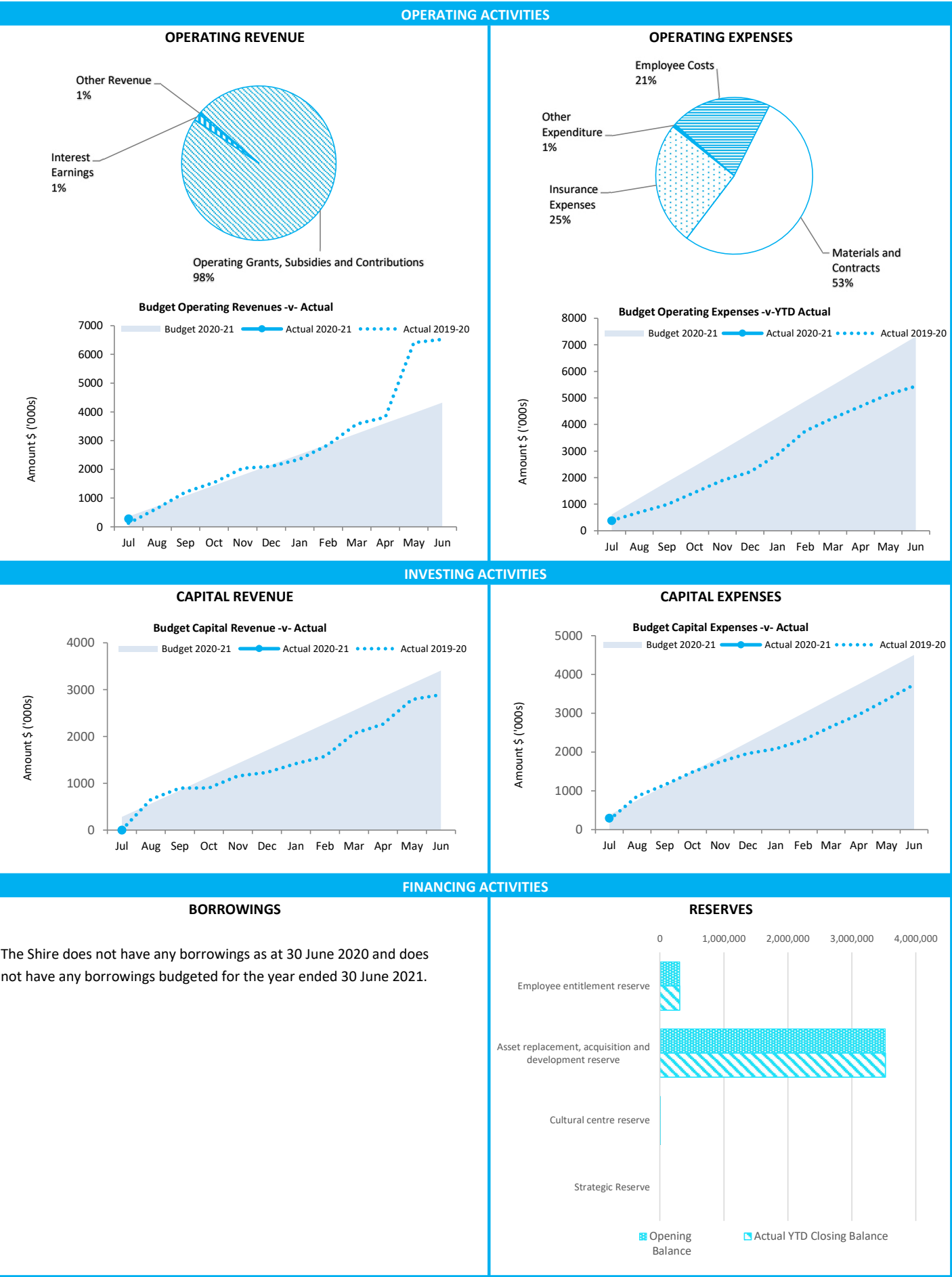
SHIRE OF NGAANYATJARRAKU

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 July 2020

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

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Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.00 M	\$3.00 M	\$2.68 M	(\$0.32 M)
Closing	\$0.00 M	\$2.59 M	\$2.29 M	(\$0.30 M)

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$6.46 M	% of total
Unrestricted Cash	\$2.62 M	40.5%
Restricted Cash	\$3.84 M	59.5%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$0.00 M	% Outstanding
Trade Payables	\$0.00 M	
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables

	\$0.31 M	% Collected
Rates Receivable	\$0.00 M	0
Trade Receivable	\$0.31 M	
Over 30 Days		6.4%
Over 90 Days		0.00%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.81 M)	(\$0.15 M)	(\$0.09 M)	\$0.06 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$0.00 M	% Variance
YTD Budget	\$0.00 M	0.0%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$0.28 M	% Variance
YTD Budget	\$0.27 M	5.5%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$0.00 M	% Variance
YTD Budget	\$0.02 M	(98.9%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.03 M)	(\$0.26 M)	(\$0.30 M)	(\$0.04 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.00 M	%
Adopted Budget	\$0.06 M	0.0%

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$0.30 M	% Spent
Adopted Budget	\$4.50 M	6.6%

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$0.00 M	% Received
Adopted Budget	\$3.41 M	0.0%

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.16 M)	(\$0.00 M)	(\$0.00 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Reserves

Reserves balance	\$3.84 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JULY 2020

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES
GOVERNANCE

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

ACTIVITIES

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

Supervision and enforcement of various laws relating to aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and a waste pick-up service Warburton, Warakurna and Wanarn.

EDUCATION AND WELFARE

To provide services to children and youth.

Maintenance of playgroup centres (early years learning) Warburton, Blackstone, Jameson.

HOUSING

To provide and maintain staff housing.

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, litter control, Warburton, Warakurna and Wanarn.

RECREATION AND CULTURE

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

Maintenance of public halls, civic centres, Warburton recreation centre and operation of recreation services in Warburton. Provision and maintenance of parks and playgrounds. Operation of other cultural facilities.

TRANSPORT

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

Construction and maintenance of roads, streets, footpaths, depot and traffic control. Cleaning of streets and maintenance of street trees.

ECONOMIC SERVICES

To help promote the shire and its economic well-being.

Tourism and area promotion and building control.

OTHER PROPERTY AND SERVICES

To monitor and control council's overheads operating accounts.

Private works operation, plant repairs, operation costs and administrative costs.

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

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,997,140	2,997,140	2,680,004	(317,136)	(10.58%)	▼
Revenue from operating activities							
Governance		2,000	166	698	532	320.48%	
General purpose funding - general rates	6	197,656	0	0	0	0.00%	
General purpose funding - other		1,607,177	4,345	4,018	(327)	(7.53%)	
Law, order and public safety		416	0	0	0	0.00%	
Health		1,400	0	270	270	0.00%	
Education and welfare		48,000	0	0	0	0.00%	
Housing		95,590	7,966	0	(7,966)	(100.00%)	
Community amenities		71,265	0	0	0	0.00%	
Recreation and culture		230,000	19,166	887	(18,279)	(95.37%)	
Transport		2,072,257	267,955	282,569	14,614	5.45%	
Economic services		800	0	0	0	0.00%	
		4,326,561	299,598	288,442	(11,156)		
Expenditure from operating activities							
Governance		(137,031)	(28,793)	(20,643)	8,150	28.31%	
Law, order and public safety		(11,970)	(800)	(1,187)	(387)	(48.38%)	
Health		(253,488)	(18,367)	(13,846)	4,521	24.61%	
Education and welfare		(43,230)	(3,602)	(216)	3,386	94.00%	
Housing		(266,875)	(33,135)	(20,462)	12,673	38.25%	
Community amenities		(622,213)	(49,345)	(22,427)	26,918	54.55%	▲
Recreation and culture		(774,516)	(51,316)	(30,662)	20,654	40.25%	▲
Transport		(4,968,525)	(379,757)	(263,925)	115,832	30.50%	▲
Economic services		(261,176)	(6,838)	(4,185)	2,653	38.80%	
		(7,339,024)	(571,953)	(377,553)	194,400		
Non-cash amounts excluded from operating activities	1(a)	1,207,023	126,962	0	(126,962)	(100.00%)	▼
Amount attributable to operating activities		(1,805,440)	(145,393)	(89,111)	56,282		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,408,055	0	0	0	0.00%	
Proceeds from disposal of assets	7	60,000	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,499,755)	(259,269)	(297,369)	(38,100)	(14.70%)	▼
Amount attributable to investing activities		(1,031,700)	(259,269)	(297,369)	(38,100)		
Financing Activities							
Transfer to reserves	9	(160,000)	(1,763)	(1,763)	0	0.00%	
Amount attributable to financing activities		(160,000)	(1,763)	(1,763)	0		
Closing funding surplus / (deficit)	1(c)	0	2,590,715	2,291,761			

KEY INFORMATION

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

The material variance adopted by Council for the 2020-21 year is \$20,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 JULY 2020

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

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

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,997,140	2,997,140	2,680,004	(317,136)	(10.58%)	▼
Revenue from operating activities							
Rates	6	197,656	0	0	0	0.00%	
Operating grants, subsidies and contributions	11	3,567,284	268,121	282,766	14,645	5.46%	
Fees and charges		416,055	24,632	270	(24,362)	(98.90%)	▼
Interest earnings		52,150	4,345	4,018	(327)	(7.53%)	
Other revenue		92,416	2,500	1,388	(1,112)	(44.48%)	
Profit on disposal of assets	7	1,000	0	0	0	0.00%	
		4,326,561	299,598	288,442	(11,156)		
Expenditure from operating activities							
Employee costs		(2,172,956)	(177,899)	(79,460)	98,439	55.33%	▲
Materials and contracts		(3,304,215)	(193,236)	(199,824)	(6,588)	(3.41%)	
Utility charges		(71,993)	(5,996)	0	5,996	100.00%	
Depreciation on non-current assets		(1,501,660)	(125,129)	0	125,129	100.00%	▲
Interest expenses		(500)	(41)	0	41	100.00%	
Insurance expenses		(168,121)	(48,466)	(95,855)	(47,389)	(97.78%)	▼
Other expenditure		(96,079)	(19,353)	(2,414)	16,939	87.53%	
Loss on disposal of assets	7	(23,500)	(1,833)	0	1,833	100.00%	
		(7,339,024)	(571,953)	(377,553)	194,400		
Non-cash amounts excluded from operating activities	1(a)	1,207,023	126,962	0	(126,962)	(100.00%)	▼
Amount attributable to operating activities		(1,805,440)	(145,393)	(89,111)	56,282		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,408,055	0	0	0	0.00%	
Proceeds from disposal of assets	7	60,000	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,499,755)	(259,269)	(297,369)	(38,100)	(14.70%)	▼
Amount attributable to investing activities		(1,031,700)	(259,269)	(297,369)	(38,100)		
Financing Activities							
Transfer to reserves	9	(160,000)	(1,763)	(1,763)	0	0.00%	
Amount attributable to financing activities		(160,000)	(1,763)	(1,763)	0		
Closing funding surplus / (deficit)	1(c)	0	2,590,715	2,291,761	(298,954)		

KEY INFORMATION

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

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

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

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 JULY 2020

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 08 September 2020

SIGNIFICANT ACCOUNTING POLICIES

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.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(1,000)	0	0
Less: Movement in contract liabilities associated with restricted cash		(317,137)	0	0
Add: Loss on asset disposals	7	23,500	1,833	0
Add: Depreciation on assets		1,501,660	125,129	0
Total non-cash items excluded from operating activities		1,207,023	126,962	0

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

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

		Last Year Closing 30 June 2020	This Time Last Year 31 July 2019	Year to Date 31 July 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(3,838,873)	(2,043,937)	(3,840,636)
Add: Provisions - employee		172,862	257,823	172,862
Total adjustments to net current assets		(3,666,011)	(1,786,114)	(3,667,774)

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

Current assets				
Cash and cash equivalents	2	6,903,501	4,173,787	6,458,173
Rates receivables	3	4,833	2	4,877
Receivables	3	57,259	480,428	313,905
Other current assets	4	54,022	71,223	50,497
Less: Current liabilities				
Payables	5	(183,601)	(15,154)	(4,464)
Contract liabilities	10	(317,137)	(320,949)	(690,591)
Provisions	10	(172,862)	(257,823)	(172,862)
Less: Total adjustments to net current assets	1(b)	(3,666,011)	(1,786,114)	(3,667,774)
Closing funding surplus / (deficit)		2,680,004	2,345,400	2,291,761

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Cash Advance	Cash and cash equivalents	2,500	0	2,500		Cash on hand	Nil	N/A
Cash at Bank - Municipal	Cash and cash equivalents	2,615,037	0	2,615,037		Westpac	Variable	N/A
Cash at Bank - Reserve	Cash and cash equivalents	0	3,840,636	3,840,636		Westpac	Variable	N/A
Total		2,617,537	3,840,636	6,458,173	0			
Comprising								
Cash and cash equivalents		2,617,537	3,840,636	6,458,173	0			
		2,617,537	3,840,636	6,458,173	0			

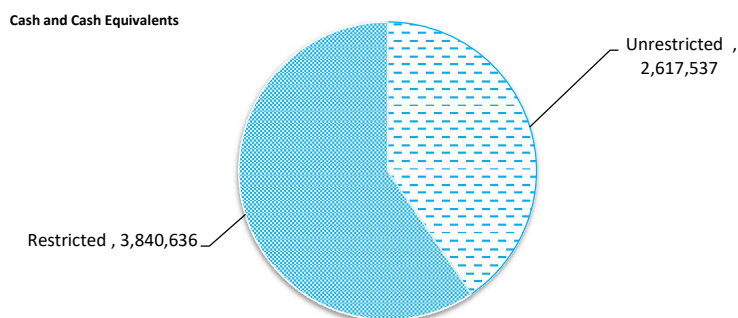
KEY INFORMATION

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

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

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

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



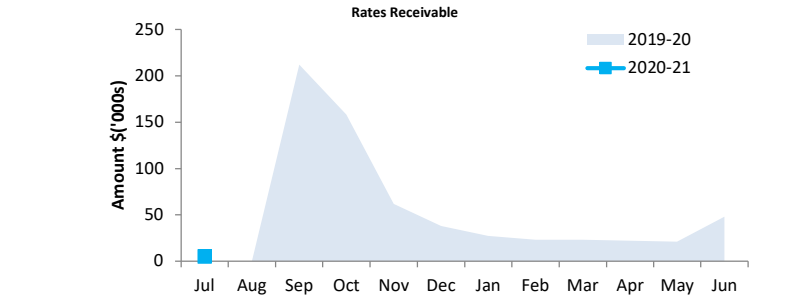
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2020

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

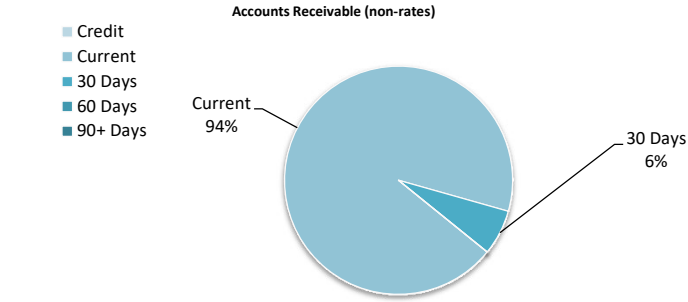
Rates receivable	30 Jun 2020	31 Jul 2020
	\$	\$
Opening arrears previous years	2	4,833
Rates, instalment charges and interest levied	261,582	44
Less - collections to date	(256,751)	0
Equals current outstanding	4,833	4,877
Net rates collectable	4,833	4,877
% Collected	98.2%	0

KEY INFORMATION

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



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	287,760	19,800	0	0	307,560
Percentage	0.0%	93.6%	6.4%	0.0%	0.0%	
Balance per trial balance						
Sundry receivable						307,560
GST receivable						6,345
Total receivables general outstanding						313,905
Amounts shown above include GST (where applicable)						



	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 July 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, oil and materials on hand	50,497	0	0	50,497
Other current assets				
Accrued income	3,525	0	(3,525)	0
Total other current assets	54,022	0	(3,525)	50,497

KEY INFORMATION

Inventory

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

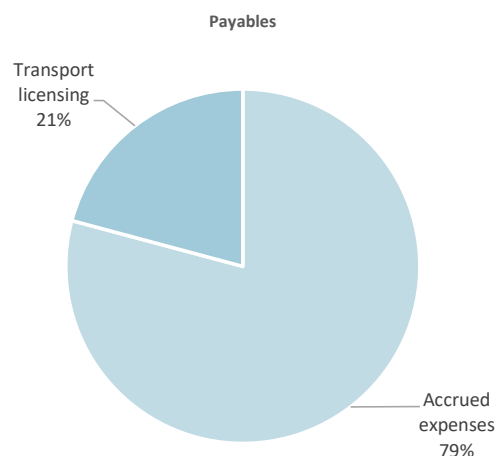
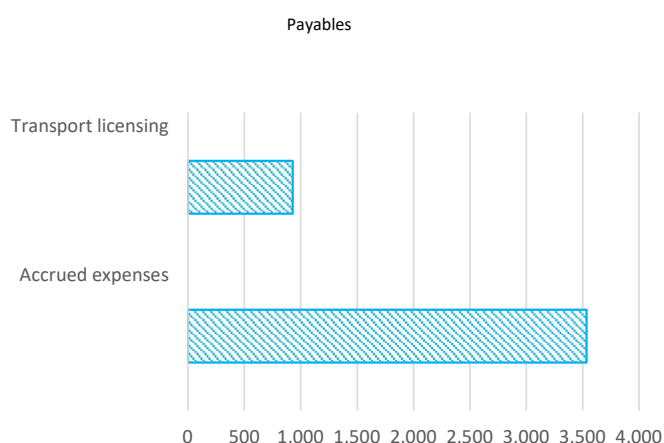
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per trial balance						
Accrued expenses						3,534
Transport licensing						930
Total payables general outstanding						4,464

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 31 JULY 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

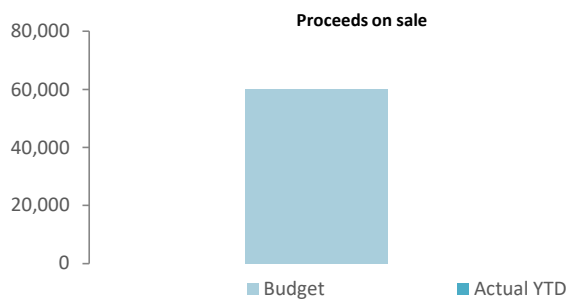
General rate revenue				Budget				YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Unimproved value											
General	0.210000	30	936,076	196,576	0	100	196,676	0	0	0	0
Sub-Total		30	936,076	196,576	0	100	196,676	0	0	0	0
Minimum payment	Minimum \$										
Unimproved value											
General	245	4	0	980	0	0	980	0	0	0	0
Sub-total		4	0	980	0	0	980	0	0	0	0
Total general rates							197,656				0

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
	Sanitation-Household Refuse	44,000	22,000	0	(22,000)	0	0	0	0
	Transport								
	Motor Vehicles	38,500	38,000	1,000	(1,500)	0	0	0	0
		82,500	60,000	1,000	(23,500)	0	0	0	0



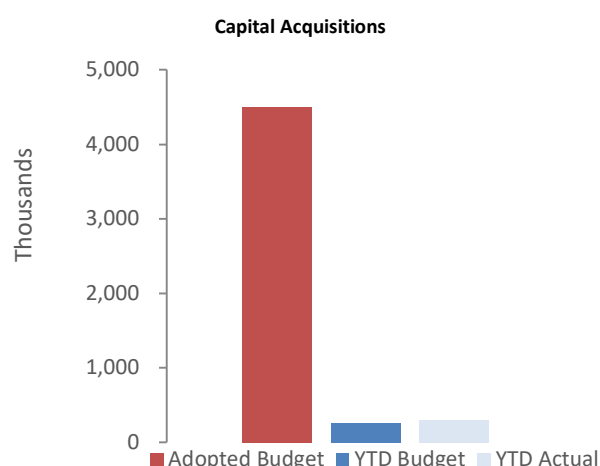
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	53,150	5,000	0	(5,000)
Plant & Equipment	284,000	0	0	0
Infrastructure - Roads	4,157,605	254,269	297,369	43,100
Infrastructure - Recreation	5,000	0	0	0
Payments for Capital Acquisitions	4,499,755	259,269	297,369	38,100
Total Capital Acquisitions	4,499,755	259,269	297,369	38,100
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,408,055	0	0	0
Other (disposals & C/Fwd)	60,000	0	0	0
Contribution - operations	1,031,700	259,269	297,369	38,100
Capital funding total	4,499,755	259,269	297,369	38,100

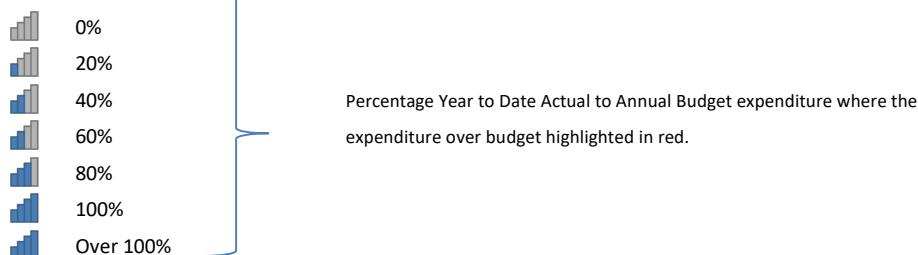
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



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

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

			Adopted			
			Current	Year to	Year to	Variance
Account Description			Budget	Date	Date	(Under)/O
				Budget	Actual	ver
Capital Expenditure						
Land & Buildings						
	111100	Buildings (Upgrade)	20,000	5,000	0	(5,000)
	121200	Storage Compound (Land & Buildings - new)	33,150	0	0	0
	Land & Buildings Total		53,150	5,000	0	(5,000)
Plant & Equipment						
	042565	Plant & Equipment	132,000	0	0	0
	074511	Plant & Equipment	76,000	0	0	0
	123007	Plant & Equipment Purchases	76,000	0	0	0
	Plant & Equipment Total		284,000	0	0	0
Infrastructure - Roads						
	121400	Great Central Road - MRWA Capex	1,300,000	0	0	0
	147602	Jameson - Southern Bypass	354,269	254,269	297,031	42,762
	147611	Jameson Wanarn	416,119	0	72	72
	147612	Warburton Blackstone (RRG)	995,000	0	0	0
	147623	Great Central Road - R2R AAR	0	0	266	266
	147625	Giles Mulga Park (RRG)	486,000	0	0	0
	147634	Wingellina Access Road	606,217	0	0	0
	Infrastructure - Roads Total		4,157,605	254,269	297,369	43,100
Infrastructure - Recreation						
	147564	Warbon Oval Shade Structure	5,000	0	0	0
	Infrastructure - Recreation Total		5,000	0	0	0
	Grand Total		4,499,755	259,269	297,369	38,100

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

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	309,822	0	142	0	0	0	0	309,822	309,964
Asset replacement, acquisition and development reserve	3,522,013	0	1,618	0	0	0	0	3,522,013	3,523,631
Cultural centre reserve	7,038	0	3	80,000	0	0	0	87,038	7,041
Strategic Reserve	0	0	0	80,000	0	0	0	80,000	0
	3,838,873	0	1,763	160,000	0	0	0	3,998,873	3,840,636

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 July 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	317,137	0	(114,614)	202,523
- non-operating	12	0	488,068	0	488,068
Total unspent grants, contributions and reimbursements		317,137	488,068	(114,614)	690,591
Provisions					
Annual leave		97,796	0	0	97,796
Long service leave		75,066	0	0	75,066
Total Provisions		172,862	0	0	172,862
Total other current assets		489,999	488,068	(114,614)	863,453
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

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

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2020	Current Liability 31 Jul 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
General Grants (Untied)	0	0	0	0	0	1,555,027	0	0
Transport								
Govt Grant - RA, Ab Access (Operating)	133,117	0	(114,614)	18,503	18,503	949,000	0	114,614
MRWA Grant - GCR Maintenance	184,020	0		184,020	184,020	584,020	100,000	0
Fed, Roads Grant (untied)	0	0	0	0	0	309,282	0	0
Grants - Direct	0	0	0	0	0	167,955	167,955	167,955
	317,137	0	(114,614)	202,523	202,523	3,565,284	267,955	282,569
Operating contributions								
Governance								
Licensing Commission	0	0	0	0	0	2,000	166	197
	0	0	0	0	0	2,000	166	197
TOTALS	317,137	0	(114,614)	202,523	202,523	3,567,284	268,121	282,766

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 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 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Jul 2020	Current Liability 31 Jul 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Transport								
Grants - MRWA GCR income for CapEx	0	0	0	0	0	1,300,000	0	0
Grants - Stimulus Funding	0	226,468	0	226,468	226,468	452,936	0	0
Grant - Special Projects	0	261,600	0	261,600	261,600	654,000	0	0
Grant-Roads to Recovery	0	0	0	0	0	416,119	0	0
Govt Grant - RA, Ab Access (Capital)	0	0	0	0	0	585,000	0	0
	0	488,068	0	488,068	488,068	3,408,055	0	0

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

**NOTE 13
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$20,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Expenditure from operating activities				
Community amenities	26,918	54.55%	▲ Timing	Wages for waste staff (not available) are the biggest factor for this variance, with a number of other accounts also below budget.
Recreation and culture	20,654	40.25%	▲ Timing	Wages for recreation staff (vacancies) are again the main reason for this variance but many other accounts are currently under budget.
Transport	115,832	30.50%	▲ Timing	Depreciation is yet to be run, waiting on the audit to be completed.
Investing activities				
Payments for property, plant and equipment and infrastructure	(38,100)	(14.70%)	▼ Timing	Work on the Jameson - Southern Bypass is currently ahead of schedule.

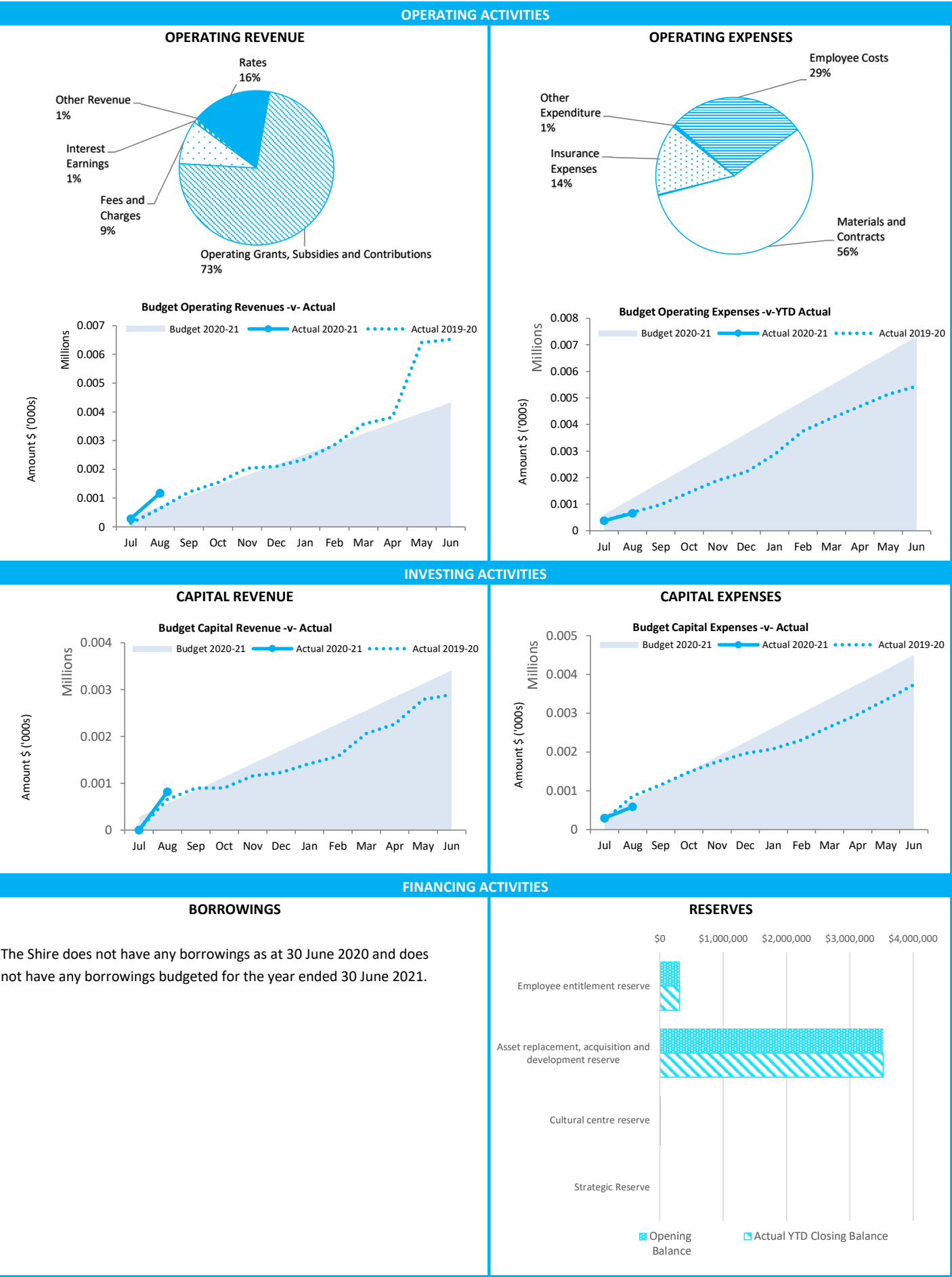
SHIRE OF NGAANYATJARRAKU

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 August 2020

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

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Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.00 M	\$3.00 M	\$2.68 M	(\$0.32 M)
Closing	\$0.00 M	\$3.20 M	\$3.42 M	\$0.22 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$7.95 M	% of total
Unrestricted Cash	\$4.11 M	51.7%
Restricted Cash	\$3.84 M	48.3%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$0.09 M	% Outstanding
Trade Payables	\$0.04 M	
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to Note 5 - Payables

Receivables

	\$0.27 M	% Collected
Rates Receivable	\$0.20 M	0.00%
Trade Receivable	\$0.07 M	
30 to 90 Days		0.00%
Over 90 Days		62.90%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.81 M)	\$0.08 M	\$0.52 M	\$0.44 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$0.19 M	% Variance
YTD Budget	\$0.00 M	0.0%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$0.86 M	% Variance
YTD Budget	\$0.96 M	(10.7%)

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$0.11 M	% Variance
YTD Budget	\$0.07 M	47.0%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.03 M)	\$0.28 M	\$0.23 M	(\$0.05 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.00 M	%
Adopted Budget	\$0.06 M	0.0%

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$0.59 M	% Spent
Adopted Budget	\$4.50 M	13.1%

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$0.82 M	% Received
Adopted Budget	\$3.41 M	24.0%

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.16 M)	(\$0.16 M)	(\$0.00 M)	\$0.16 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Reserves

Reserves balance	\$3.84 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

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

PROGRAM NAME AND OBJECTIVES
GOVERNANCE

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

ACTIVITIES

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

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

Supervision and enforcement of various laws relating to aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, provision of meat inspection services, noise control and a waste pick-up service Warburton, Warakurna and Wanarn.

EDUCATION AND WELFARE

To provide services to children and youth.

Maintenance of playgroup centres (early years learning) Warburton, Blackstone, Jameson.

HOUSING

To provide and maintain staff housing.

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, litter control, Warburton, Warakurna and Wanarn.

RECREATION AND CULTURE

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

Maintenance of public halls, civic centres, Warburton recreation centre and operation of recreation services in Warburton. Provision and maintenance of parks and playgrounds. Operation of other cultural facilities.

TRANSPORT

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

Construction and maintenance of roads, streets, footpaths, depot and traffic control. Cleaning of streets and maintenance of street trees.

ECONOMIC SERVICES

To help promote the shire and its economic well-being.

Tourism and area promotion and building control.

OTHER PROPERTY AND SERVICES

To monitor and control council's overheads operating accounts.

Private works operation, plant repairs, operation costs and administrative costs.

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

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,997,140	2,997,140	2,680,004	(317,136)	(10.58%)	▼
Revenue from operating activities							
Governance		2,000	332	992	660	198.80%	
General purpose funding - general rates	6	197,656	0	191,673	191,673	0.00%	▲
General purpose funding - other		1,607,177	397,447	403,102	5,655	1.42%	
Law, order and public safety		416	0	336	336	0.00%	
Health		1,400	0	270	270	0.00%	
Education and welfare		48,000	24,000	24,000	0	0.00%	
Housing		95,590	15,932	37,579	21,647	135.87%	▲
Community amenities		71,265	0	0	0	0.00%	
Recreation and culture		230,000	38,332	51,172	12,840	33.50%	
Transport		2,072,257	573,296	465,075	(108,221)	(18.88%)	▼
Economic services		800	0	0	0	0.00%	
		4,326,561	1,049,339	1,174,199	124,860		
Expenditure from operating activities							
Governance		(137,031)	(77,932)	(24,734)	53,198	68.26%	▲
Law, order and public safety		(11,970)	(1,600)	(1,298)	302	18.88%	
Health		(253,488)	(37,743)	(35,387)	2,356	6.24%	
Education and welfare		(43,230)	(7,204)	(827)	6,377	88.52%	
Housing		(266,875)	(66,270)	(28,237)	38,033	57.39%	▲
Community amenities		(622,213)	(98,690)	(34,172)	64,518	65.37%	▲
Recreation and culture		(774,516)	(115,491)	(74,292)	41,199	35.67%	▲
Transport		(4,968,525)	(807,364)	(450,682)	356,682	44.18%	▲
Economic services		(261,176)	(13,676)	(8,116)	5,560	40.66%	
		(7,339,024)	(1,225,970)	(657,745)	568,225		
Non-cash amounts excluded from operating activities	1(a)	1,207,023	253,924	0	(253,924)	(100.00%)	▼
Amount attributable to operating activities		(1,805,440)	77,293	516,454	439,161		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,408,055	1,001,119	819,438	(181,681)	(18.15%)	▼
Proceeds from disposal of assets	7	60,000	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,499,755)	(719,269)	(591,202)	128,067	17.81%	▲
Amount attributable to investing activities		(1,031,700)	281,850	228,236	(53,614)		
Financing Activities							
Transfer to reserves	9	(160,000)	(160,000)	(4,735)	155,265	97.04%	▲
Amount attributable to financing activities		(160,000)	(160,000)	(4,735)	155,265		
Closing funding surplus / (deficit)	1(c)	0	3,196,283	3,419,959			

KEY INFORMATION

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

The material variance adopted by Council for the 2020-21 year is \$20,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 AUGUST 2020

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

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

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,997,140	2,997,140	2,680,004	(317,136)	(10.58%)	▼
Revenue from operating activities							
Rates	6	197,656	0	191,673	191,673	0.00%	▲
Operating grants, subsidies and contributions	11	3,567,284	962,385	859,676	(102,709)	(10.67%)	▼
Fees and charges		416,055	73,264	107,683	34,419	46.98%	▲
Interest earnings		52,150	8,690	8,948	258	2.97%	
Other revenue		92,416	5,000	6,219	1,219	24.38%	
Profit on disposal of assets	7	1,000	0	0	0	0.00%	
		4,326,561	1,049,339	1,174,199	124,860		
Expenditure from operating activities							
Employee costs		(2,172,956)	(355,798)	(188,370)	167,428	47.06%	▲
Materials and contracts		(3,304,215)	(432,972)	(367,751)	65,221	15.06%	▲
Utility charges		(71,993)	(11,992)	(1,344)	10,648	88.79%	
Depreciation on non-current assets		(1,501,660)	(250,258)	0	250,258	100.00%	▲
Interest expenses		(500)	(82)	(131)	(49)	(59.76%)	
Insurance expenses		(168,121)	(149,496)	(95,855)	53,641	35.88%	▲
Other expenditure		(96,079)	(21,706)	(4,294)	17,412	80.22%	
Loss on disposal of assets	7	(23,500)	(3,666)	0	3,666	100.00%	
		(7,339,024)	(1,225,970)	(657,745)	568,225		
Non-cash amounts excluded from operating activities	1(a)	1,207,023	253,924	0	(253,924)	(100.00%)	▼
Amount attributable to operating activities		(1,805,440)	77,293	516,454	439,161		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,408,055	1,001,119	819,438	(181,681)	(18.15%)	▼
Proceeds from disposal of assets	7	60,000	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(4,499,755)	(719,269)	(591,202)	128,067	17.81%	▲
Amount attributable to investing activities		(1,031,700)	281,850	228,236	(53,614)		
Financing Activities							
Transfer to reserves	9	(160,000)	(160,000)	(4,735)	155,265	97.04%	▲
Amount attributable to financing activities		(160,000)	(160,000)	(4,735)	155,265		
Closing funding surplus / (deficit)	1(c)	0	3,196,283	3,419,959	223,676		

KEY INFORMATION

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

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

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

MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 31 AUGUST 2020

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 September 2020

SIGNIFICANT ACCOUNTING POLICIES

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.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(1,000)	0	0
Less: Movement in liabilities associated with restricted cash		(317,137)	0	0
Add: Loss on asset disposals	7	23,500	3,666	0
Add: Depreciation on assets		1,501,660	250,258	0
Total non-cash items excluded from operating activities		1,207,023	253,924	0

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

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

		Last Year Closing 30 June 2020	This Time Last Year 31 August 2019	Year to Date 31 August 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(3,838,873)	(2,044,905)	(3,843,608)
Add: Provisions - employee		172,862	257,823	172,862
Total adjustments to net current assets		(3,666,011)	(1,787,082)	(3,670,746)

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

Current assets				
Cash and cash equivalents	2	6,903,501	4,672,427	7,954,002
Rates receivables	3	4,833	2	201,089
Receivables	3	57,259	318,905	72,707
Other current assets	4	54,022	71,223	50,497
Less: Current liabilities				
Payables	5	(183,601)	(4,506)	(88,333)
Contract liabilities	10	(317,137)	(205,167)	(926,395)
Provisions	10	(172,862)	(257,823)	(172,862)
Less: Total adjustments to net current assets	1(b)	(3,666,011)	(1,787,082)	(3,670,746)
Closing funding surplus / (deficit)		2,680,004	2,807,979	3,419,959

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Cash Advance	Cash and cash equivalents	2,500	0	2,500	0	Cash on hand		0 Nil
Cash at Bank - Municipal	Cash and cash equivalents	4,107,894	0	4,107,894	0	Westpac		0 Variable
Cash at Bank - Reserve	Cash and cash equivalents	0	3,843,608	3,843,608	0	Westpac		0 Variable
Total		4,110,394	3,843,608	7,954,002	0			
Comprising								
Cash and cash equivalents		4,110,394	3,843,608	7,954,002	0			
		4,110,394	3,843,608	7,954,002	0			

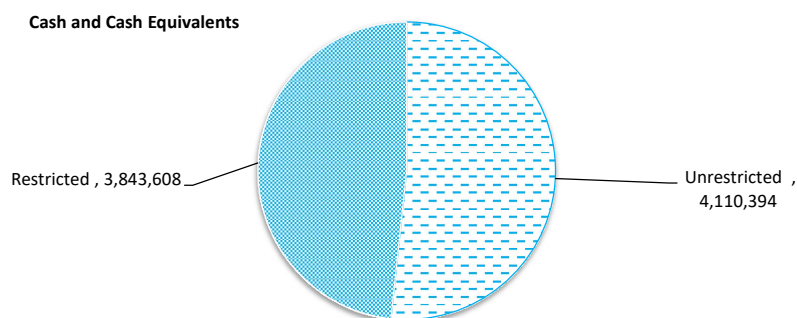
KEY INFORMATION

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

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

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

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



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

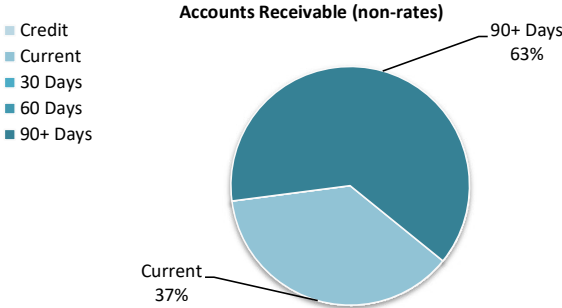
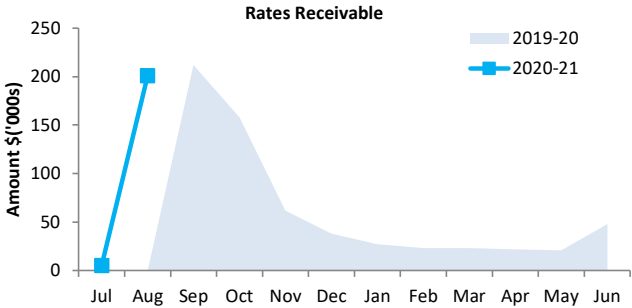
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 Jun 2020	31 Aug 2020
	\$	\$
Opening arrears previous years	2	4,833
Rates, instalment charges and interest levied	261,582	196,256
Less - collections to date	(256,751)	0
Equals current outstanding	4,833	201,089
Net rates collectable	4,833	201,089
% Collected	98.2%	0.0%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	26,982	0	0	45,725	72,707
Percentage	0.0%	37.1%	0.0%	0.0%	62.9%	
Balance per trial balance						
Sundry receivable						72,707
Total receivables general outstanding						72,707
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 August 2020
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, oil and materials on hand	50,497	0	0	50,497
Other current assets				
Accrued income	3,525	0	(3,525)	0
Total other current assets	54,022	0	(3,525)	50,497

KEY INFORMATION

Inventory

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

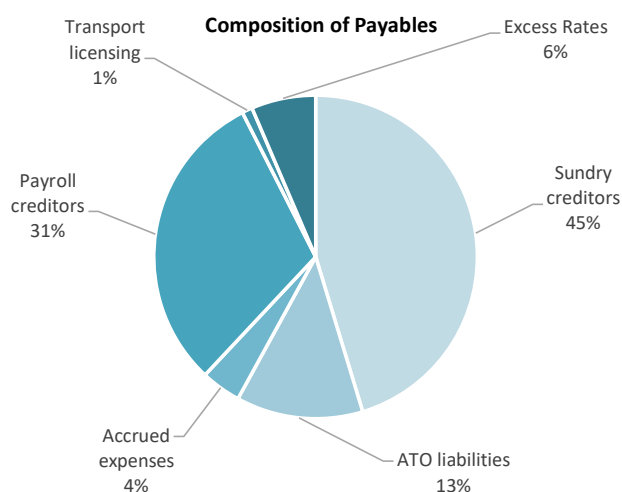
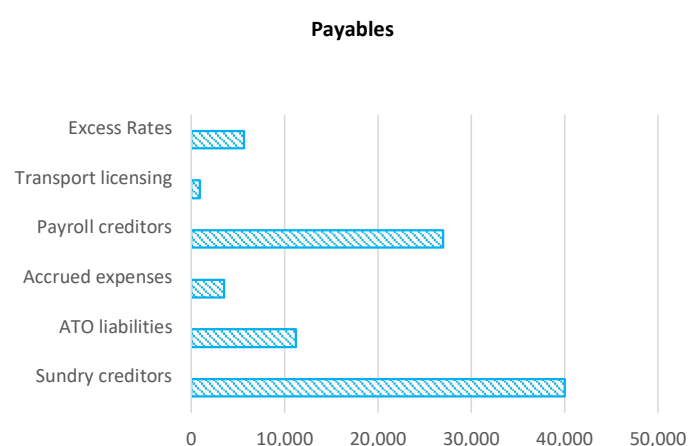
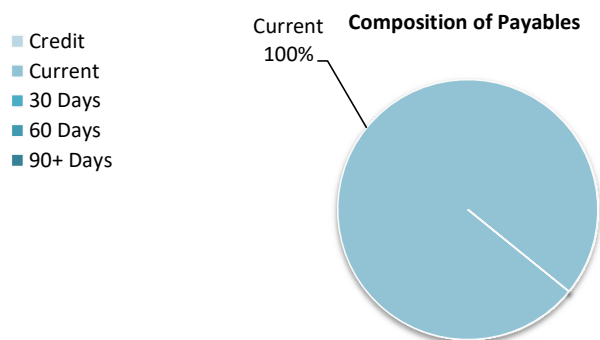
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	40,002	0	0	0	40,002
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						40,002
ATO liabilities						11,216
Accrued expenses						3,534
Payroll creditors						26,986
Transport licensing						930
Excess Rates						5,665
Total payables general outstanding						88,333

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.



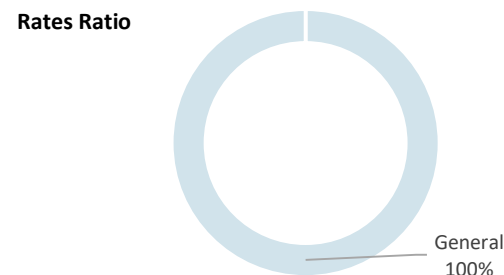
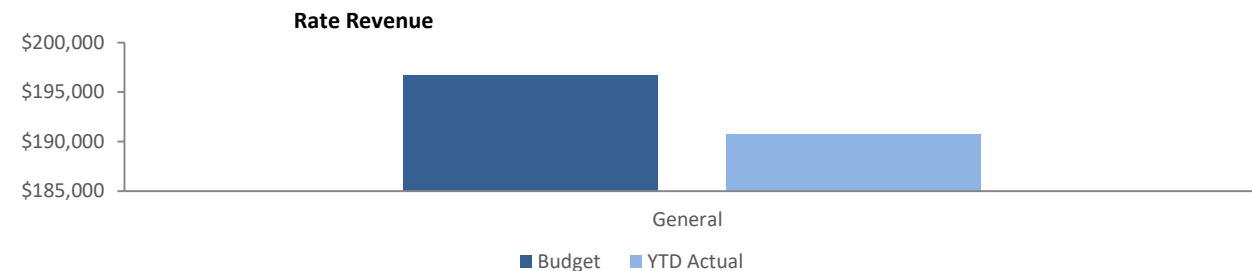
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

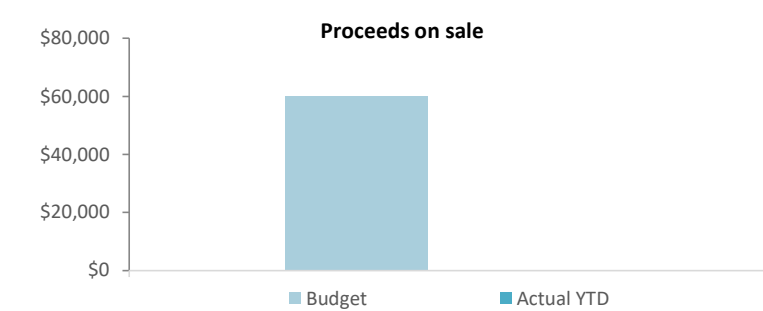
General rate revenue		Budget						YTD Actual			
RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General	0.210000	30	936,076	196,576	0	100	196,676	196,576	71	(5,954)	190,693
Sub-Total		30	936,076	196,576	0	100	196,676	196,576	71	(5,954)	190,693
Minimum payment	Minimum \$										
Gross rental value											
General	245	4	0	980	0	0	980	980			980
Sub-total		4	0	980	0	0	980	980	0	0	980
Total general rates							197,656				191,673

KEY INFORMATION

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



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Community amenities								
	Sanitation-Household Refuse	44,000	22,000	0	(22,000)	0	0	0	0
	Transport								
	Motor Vehicles	38,500	38,000	1,000	(1,500)	0	0	0	0
		82,500	60,000	1,000	(23,500)	0	0	0	0



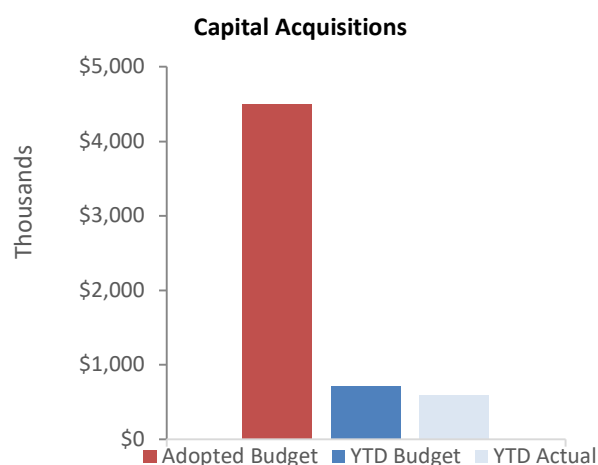
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	53,150	15,000	1,872	(13,128)
Plant & Equipment	284,000	0	0	0
Infrastructure - Roads	4,157,605	704,269	589,330	(114,939)
Infrastructure - Recreation	5,000	0	0	0
Payments for Capital Acquisitions	4,499,755	719,269	591,202	(128,067)
Total Capital Acquisitions	4,499,755	719,269	591,202	(128,067)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,408,055	1,001,119	819,438	(181,681)
Other (disposals & C/Fwd)	60,000	0	0	0
Contribution - operations	1,031,700	(281,850)	(228,236)	53,614
Capital funding total	4,499,755	719,269	591,202	(128,067)

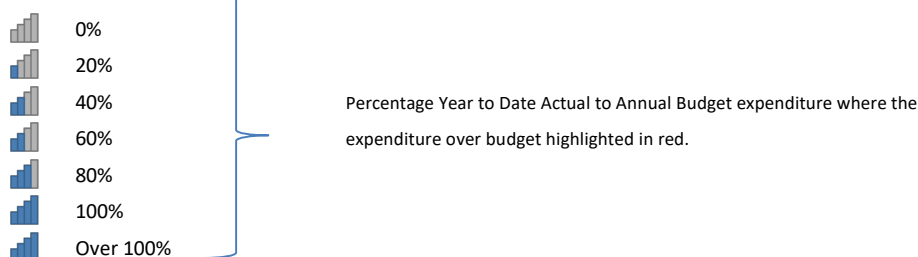
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



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

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

			Adopted			
			Current	Year to	Year to	Variance
Account Description			Budget	Date	Date	(Under)/O
				Budget	Actual	ver
Capital Expenditure						
Land & Buildings						
	111100	Buildings (Upgrade)	20,000	15,000	1,774	(13,226)
	121200	Storage Compound (Land & Buildings - new)	33,150	0	98	98
	Land & Buildings Total		53,150	15,000	1,872	(13,128)
Plant & Equipment						
	042565	Plant & Equipment	132,000	0	0	0
	074511	Plant & Equipment	76,000	0	0	0
	123007	Plant & Equipment Purchases	76,000	0	0	0
	Plant & Equipment Total		284,000	0	0	0
Infrastructure - Roads						
	121400	Great Central Road - MRWA Capex	1,300,000	0	0	0
	147602	Jameson - Southern Bypass	354,269	354,269	334,165	(20,104)
	147611	Jameson Wanarn	416,119	350,000	253,826	(96,174)
	147612	Warburton Blackstone (RRG)	995,000	0	1,073	1,073
	147623	Great Central Road - R2R AAR	0	0	266	266
	147625	Giles Mulga Park (RRG)	486,000	0	0	0
	147634	Wingellina Access Road	606,217	0	0	0
	Infrastructure - Roads Total		4,157,605	704,269	589,330	(114,939)
Infrastructure - Recreation						
	147564	Warbon Oval Shade Structure	5,000	0	0	0
	Infrastructure - Recreation Total		5,000	0	0	0
	Grand Total		4,499,755	719,269	591,202	(128,067)

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

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee entitlement reserve	309,822	0	382	0	0	0	0	309,822	310,204
Asset replacement, acquisition and development reserve	3,522,013	0	4,344	0	0	0	0	3,522,013	3,526,357
Cultural centre reserve	7,038	0	9	80,000	0	0	0	87,038	7,047
Strategic Reserve	0	0	0	80,000	0	0	0	80,000	0
	3,838,873	0	4,735	160,000	0	0	0	3,998,873	3,843,608

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 August 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	317,137	210,491	(270,983)	256,645
- non-operating	12	0	669,750	0	669,750
Total unspent grants, contributions and reimbursements		317,137	880,241	(270,983)	926,395
Provisions					
Annual leave		97,796	0	0	97,796
Long service leave		75,066	0	0	75,066
Total Provisions		172,862	0	0	172,862
Total other current assets		489,999	880,241	(270,983)	1,099,257
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

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

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Aug 2020	Current Liability 31 Aug 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
General Grants (Untied)	0	0	0	0	0	1,555,027	388,757	394,154
Transport								
Govt Grant - RA, Ab Access (Operating)	133,117	210,491	(270,983)	72,625	72,625	949,000	144,000	210,491
MRWA Grant - GCR Maintenance	184,020	0	0	184,020	184,020	584,020	184,020	0
Fed, Roads Grant (untied)	0	0	0	0	0	309,282	77,321	86,629
Grants - Direct	0	0	0	0	0	167,955	167,955	167,955
	317,137	210,491	(270,983)	256,645	256,645	3,565,284	962,053	859,229
Operating contributions								
Governance								
Licensing Commission	0	0	0	0	0	2,000	332	447
	0	0	0	0	0	2,000	332	447
TOTALS	317,137	210,491	(270,983)	256,645	256,645	3,567,284	962,385	859,676

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

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Aug 2020	Current Liability 31 Aug 2020
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
Transport					
Grants - MRWA GCR income for CapEx	0	0	0	0	0
Grants - Stimulus Funding	0	226,468	0	226,468	226,468
Grant - Special Projects	0	260,885	0	260,885	260,885
Grant-Roads to Recovery	0	182,397	0	182,397	182,397
Govt Grant - RA, Ab Access (Capital)	0	0	0	0	0
	0	669,750	0	669,750	669,750

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
1,300,000	0	0
452,936	0	0
654,000	0	715
416,119	416,119	233,723
585,000	585,000	585,000
3,408,055	1,001,119	819,438

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

**NOTE 13
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$20,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - rates	191,673	0.00%	▲ Timing	Rate invoices were able to be sent prior to month end. Budget profile requires adjusting to reflect the invoicing cycle.
Housing	21,647	135.87%	▲ Timing	Invoicing to MRWA for the Great Central Road project has yet to occur.
Transport	(108,221)	(18.88%)	▼ Timing	
Expenditure from operating activities				Most accounts in this program are running under budget with Insurance, Salaries and Audit Fees the main items. This is partly offset by lower than anticipated allocations. Insurance and wages are a large part of this variance. Depreciation accounts for the remainder and will update after audit.
Governance	53,198	68.26%	▲ Timing	
Housing	38,033	57.39%	▲ Timing	
Community amenities	64,518	65.37%	▲ Timing	Wages are the big contributor to this variance. Wages are also the main factor for the variance in this program. The contribution to the swimming pools partly offsets. Insurance and depreciation are also contributing.
Recreation and culture	41,199	35.67%	▲ Timing	Depreciation is the main reason for this variance and will be run after audit. Admin allocations are also well under budget
Transport	356,682	44.18%	▲ Timing	
Investing activities				Roads to Recovery project is behind anticipated expenditure, resulting in a timing difference for revenue recognition.
Proceeds from non-operating grants, subsidies and contributions	(181,681)	(18.15%)	▼ Timing	
Payments for property, plant and equipment and infrastructure	128,067	17.81%	▲ Timing	R2R expenditure on the Jameson Wanarn Road is currently under budget.
Financing activities				
Transfer to reserves	155,265	97.04%	▲ Timing	Reserve transfers will occur at year end.

ACTION SHEET

Environmental Health & Building Officer – Maurice Walsh

Dates on Site:

12th-18th August 2020

Next site visit: 17th – 24th September 2020

Date	Subject	Action Taken
May/June 2020	Covid19 Pandemic	<p>The WHO has declared the Novel Coronavirus outbreak a global pandemic. The State Government has continued to release pandemic control measures for Western Australia and various travel restrictions have been put in place. Specific concerns are held for remote communities due to the vulnerable populations in places like Ngaanyatjarra.</p> <p>Action: To continue monitoring Covid-19 Public Health matters for the Shire of Ngaanyatjarrahku.</p>
17 th August 2020	Jameson General Store	<p>Jameson General Store food business inspection – premises found to be operating satisfactorily.</p> <p>The Improvement Notice for the resealing or replacement of the cool-room floor and to ensure documented pest control is occurring has been completed and actioned.</p>
17 th August 2020	Jameson Waste Management Facilities	<p>Inspection of Jameson's landfill's site and STED (sewerage treatment ponds).</p>
17 th August 2020	Jameson Drinking Water	<p>Jameson Community Centre see new Community Services Manager.</p> <p>Jameson's drinking water treatment plant - new 3rd bore operational to supplement current supply (original 2 bores) and a Reverse Osmosis drinking water treatment unit has been installed and has been commissioned.</p> <p>The Shire previously received advice regarding the nitrate levels in the Jameson water supply. The levels exceed the WHO recommendations for adults and consequently residents had been advised not to consume tap water and packaged water is being distributed to all in the community.</p> <p>Action: EHO to continue liaison with Department of Health and Ng Council to monitor the safety of the drinking water supply in Jameson.</p>
23 th August 2020	Warburton Food Business	<p>Warburton General Store food business inspection - premises found to be operating satisfactorily.</p>
November 2020	Container Deposit Scheme – for WA	<p>The implementation of the legislation has been postponed due to the Covid19 pandemic. The State Government will review the situation in August 2020 to determine whether the scheme's new start date will be November 2020. The Shire has previously been advised that collection points in Warburton and Warakurna can be funded through the programme. Warburton Roadhouse has registered and been granted approval to participate in the new Container Deposit Scheme with the Shire's support.</p> <p>Action: EHO to follow up investigating other collection options in Warakurna.</p>
August 2020	New Canine Disease in Warburton	<p>A new canine disease has been detected in dogs in Warburton. Following detection of ehrlichiosis in dogs in the Kimberley in May 2020, surveillance by the Department of Primary Industries and</p>

		<p>Regional Development has shown the disease was first found in the Kimberley. More recent advice from the Department of Health has advised that the disease has been found in the Pilbara. However, NG Health has recently advised the Shire that the disease has been found in dogs in Warburton and most likely in other communities. The disease known as Ehrlichiosis is an exotic tick-borne <i>disease</i>, never seen before in Australian <i>canines</i>. <i>This canine disease is a risk and health hazard to our communities because it can be transmitted to humans.</i></p> <p>Action: EHO to liaise with NG Health regarding proposed actions to be undertaken to protect the community.</p>
Pending	Department of Communities Request to utilise Battery Powered Smoke Detectors in all Community Housing	<p>The Department of Communities had written to the Shire requesting a blanket approval to utilise battery powered smoke detectors in all Community Housing within the Shire. Whilst under the building legislation the Shire can approve the use of these detectors in some circumstance there is serious doubt about the validity of issuing approvals in the way the Department of Communities has requested. The Shire wrote to the Building Commission earlier this year and has received a response advising that whilst the Commission cannot give legal advice, they can recommend an alternative approach to the approvals that compels the Department of Communities to seek a Fire Engineers Report and a Certificate of Design Compliance from a qualified Building Surveyor, as an “alternative building solution for fire safety”. Whilst the Shire will still issue the approval the alternative solution being deemed compliant by independent professionals, subject to conditions, should substantially reduce the liability that the Shire may be assuming if these approvals are granted. I have written to the Department of Communities suggesting the alternative outlined by the Building Commission and received an interim response suggesting that the Shire should approve the use as other Shires have done so. I have written most recently to the Department outlining that applications on this basis will not be approved and the avenue remains open for the Department to pursue approvals as an “alternative building solution”.</p> <p>Action: CEO & BO still awaiting further response from the Department of Communities.</p>
Pending	Issue of Occupancy Certifications for Buildings approved under the 2011 Building Act and the 2012 Regulations	<p>The Store was constructed without compliant toilet facilities and has since had the addition of office space within the stores. A Universal Access Toilet facility has been installed. NCAMS have made application to install a facility and an access ramp adjacent to the warehouse, at the rear of the caretakers dwelling on the lot. Once completed the Shire will be able to issue a final Occupancy Permit for the warehouse.</p> <p>Action: BO to liaise with NCAMS and arrange the issue of the final OC at the Warburton warehouse when the works are completed.</p>
Completed	Wingellina Community Cultural Centre Additions – Application	<p>The application for additions to the Wingellina Community Centre have been completed. An Occupancy Permit has been issued.</p> <p>Action: BO to issue new Accommodation Notice.</p>
Pending	New Government Housing Lots 64 & 65 Kurrparu Loop Mantamaru –	<p>Septic installation approvals for two (2) new dwellings in Mantamaru (Jameson) have been issued and the houses are now under construction. The systems have been installed but I have been unable to get to site to confirm compliance.</p> <p>Action: EHO to inspect and issue the PTU's</p>

	Septic Approvals issued	
Pending	Community Layout Plan Amendment - Shire Depot Storage Facility	<p>It was previously determined that the safest location for Shire storage area is the area behind the Shire dwellings adjacent to the Roadhouse. This area has been rezoned in the Community Layout Plan for Warburton. A building application is in the process of being completed for submission to the Shire for approval.</p> <p>Action: BO to liaise with BMO to finalise fence construction and earthworks. BO & BMO to evaluate costings for storage facility and shade structure and submit a building application to the Shire for approval.</p>
Pending	Wanarn Aged Care – Food Safety Audit	<p>An audit of the Wanarn Aged Care Facility has been arranged to be undertaken in February 2021.</p> <p>Action: EHO to liaise with the NG Health and Auditor regarding the pending audit in 2021.</p>
Pending	HACC – Facilities	<p>A Food Safety Plan has been verified and submitted for the four HACC Facilities in the Shire. The Infringement Notices relating to this outstanding matter are to be withdrawn. The issue relating to the structural works at Mantamaru (Jameson) HACC are yet to be ascertained.</p> <p>Action: The Infringement Notices relating to this outstanding matter (Food Safety Plans) are to be withdrawn. The issue relating to the completion of structural works at Mantamaru (Jameson) HACC are yet to be confirmed.</p>
Pending	Community Shade Structure - Warburton	<p>Matt Box and BO in the process of having this project completed.</p> <p>Action: BO to liaise with Matt Box/BMO to have the project completed.</p>
Pending	Community Service Summary – Public Health Plan	<p>The Shire's Public Health Plan is being prepared by the Shire's Environmental Health Officer.</p> <p>Action: The Public Health Plan development to be included in the Corporate Business Plan and baseline report to be finalised for submission to Council.</p>
Pending	Waste Management Strategy	<p>The Shire is in the process of preparing a Waste Management Strategy for the Shire communities.</p> <p>Action: EHO to assist with the preparation of the Waste Management Strategy.</p>
Pending	Swimming Pool Sampling and Procedures	<p>I have reviewed the previous documentation on the pools and located procedure manuals for the Blackstone and Warakurna pools.</p> <p>Action: EHO to confirm with NG Health to provide updated manuals to pool managers at season startup in October 2020.</p>
Pending	Building Permit Issued Shade Structure – Lot 93 Thirteenth St Wanarn - Respite Centre	<p>I have received and arranged for the issue of a Building Permit for a shade structure to be installed free standing but adjacent to the new respite centre in Wanarn. The application has been lodged on the online database. The works have now been completed and I am awaiting completion notification.</p> <p>Action: BO awaiting completion notification</p>
Pending	Warburton Roadhouse – Proposed Caravan Park Extensions	<p>The Permit was issued in late July 2018 and all reporting and financial aspects of the application have been addressed. The permit will expire in July 2020.</p> <p>Action: BO to liaise with Builder and NCAMS during construction of new facilities.</p>
Pending	Waste Services Warakurna	<p>I have discussed the shortcomings of the Warakurna Landfill with the Works Supervisor and he will endeavour to have machinery divert to</p>

		<p>modify the trench by lifting the floor by 500mm when the contractors are next in the area.</p> <p>Action: EHO to liaise with CSM and WM for machinery time to modify the trench.</p>
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