



SHIRE OF CORRIGIN

ORDINARY COUNCIL MEETING

15 DECEMBER 2015

ATTACHMENTS

1. 7.1 – MINUTES ORDINARY COUNCIL MEETING – 17 NOVEMBER 2015
2. 9.1 – LEMC MINUTES – 21 SEPTEMBER 2015
3. 9.2 – WHEATBELT SOUTH REGIONAL ROAD GROUP – 11 NOVEMBER 2015
4. 9.3 – ROCKVIEW LAND MANAGEMENT COMMITTEE – 17 NOVEMBER 2015
5. 9.4 – CORRIGIN RECREATION & EVENTS CENTRE ADVISORY COMMITTEE – 4 NOVEMBER 2015
6. 9.5 – WALGA CENTRAL COUNTRY ZONE – 27 NOVEMBER 2015
7. 9.6 – WHEATBELT SOUTH AGED CARE HOUSING OPPORTUNITIES – 10 NOVEMBER 2015
8. 9.7 – LEMC MINUTES – 15 DECEMBER 2015 (TO BE PROVIDED AT COUNCIL)
9. 9.8 – AUDIT & RISK MANAGEMENT COMMITTEE – 15 DECEMBER 2015 (TO BE PROVIDED AT COUNCIL)
10. 10.1.2 - ACCOUNTS FOR PAYMENT – NOVEMBER 2015
11. 10.1.3 – MONTHLY FINANCIAL REPORT – NOVEMBER 2015
12. 10.1.5 – DFES BULLARING GRANT LETTER
13. 10.1.6 – LOTTERYWEST CORRIGIN RECREATION & EVENTS CENTRE PLAYGROUND GRANT LETTER
14. 10.2.2 – PLANNING APPLICATION – PROPOSED NEW SIGNAGE – 8 RENDELL ST, CORRIGIN
15. 10.2.3 – PLANNING APPLICATION – PROPOSED NEW AGED PERSONS DWELLING – 3 GOYDER ST, CORRIGIN
16. 10.2.4 – PLANNING APPLICATION – PROPOSED NEW DWELLING – 1 KUNJIN ST, CORRIGIN
17. 10.2.5 – SHIRE OF CORRIGIN – HEALTH LOCAL LAW 2015
18. 10.2.6-1 – DRAFT LEASE CORRIGIN CARAVAN PARK (FOR COUNCILLORS VIEW ONLY)
 - 10.2.6-2 – DEED OF SURRENDER – LEASE CORRIGIN CARAVAN PARK (FOR COUNCILLORS VIEW ONLY)
 - 10.2.6-3 – SITE PLAN CORRIGIN CARAVAN PARK
 - 10.2.6-4 – REYNOLDS FIXTURES AND FITTINGS
19. 10.2.7 – PLAN OF SUBDIVISION – DICKINSON
20. 10.4.3 – COUNCILLOR TRAINING REPORT
21. 10.4.5-1 – RV FRIENDLY TOWN ASSESSMENT FORM
 - 10.4.5-2 – RV FRIENDLY TOWN PROGRAM
 - 10.4.5-3 – INDICATIVE LOCATION OF RV SITES ASSOCIATED WITH CORRIGIN CARAVAN PARK
22. 10.4.6 – DELEGATION REGISTER

1. DECLARATION OF OPENING	3
2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE.....	3
3. PUBLIC QUESTION TIME.....	3
4. MEMORIALS	3
5. GUEST SPEAKERS	3
6. DECLARATIONS OF INTEREST	3
7. CONFIRMATION OF MINUTES	3
7.1. MINUTES OF THE ORDINARY MEETING OF COUNCIL – 20 OCTOBER 2015 – ATTACHMENT 7.1.....	3
8. BUSINESS ARISING FROM THE MINUTES.....	3
9. MINUTES OF COMMITTEES	4
9.1. ROEROC – 24 SEPTEMBER 2015 – ATTACHMENT 9.1.....	4
9.2. CORRIGIN RECREATION AND EVENTS CENTRE ADVISORY COMMITTEE MINUTES - 5 OCTOBER 2015 – ATTACHMENT 9.2.....	4
9.3. MINUTES OF ROE TOURISM ASSOCIATION MINUTES – 19 OCTOBER 2015 - ATTACHMENT 9.3	4
9.4. MINUTES OF ROE TOURISM ASSOCIATION ANNUAL GENERAL MEETING MINUTES – 19 OCTOBER 2015 - ATTACHMENT 9.4.....	4
10. MATTERS REQUIRING A COUNCIL DECISION	5
10.1. CORPORATE & COMMUNITY SERVICES REPORTS	5
10.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE	5
10.1.2. ACCOUNTS FOR PAYMENT – OCTOBER 2015	8
10.1.3. MONTHLY FINANCIAL REPORT – OCTOBER 2015	10
10.2. GOVERNANCE & COMPLIANCE REPORTS.....	11
10.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF OCTOBER / NOVEMBER 2015	11
10.2.2. ANIMALS, ENVIRONMENT AND NUISANCE LOCAL LAW 2015.....	19
10.2.3. APPOINTMENT OF COMMUNITY MEMBERS TO RECREATION PLANNING ADVISORY COMMITTEE	23
10.2.4. APPOINTMENT OF COUNCIL REPRESENTATIVE TO ROE TOURISM ASSOCIATION	26

10.2.5.	APPOINTMENT OF COUNCIL REPRESENTATIVES TO CENTRAL COUNTRY ZONE OF WALGA	28
10.3.	WORKS AND GENERAL PURPOSE REPORTS	31
10.3.1.	REQUEST FOR RESTRICTED ACCESS VEHICLE ROUTE – CARTING GRAIN BETWEEN FARMS TO VARIOUS LOCAL CBH SITES IN THE SHIRE OF CORRIGIN	31
11.	NOTICE OF MOTIONS	37
12.	NOTICE OF MOTIONS FOR THE NEXT MEETING	37
13.	CHIEF EXECUTIVE OFFICER’S REPORT	37
14.	PRESIDENT’S REPORT	40
15.	COUNCILLORS’ REPORTS	40
16.	URGENT BUSINESS	40
17.	INFORMATION BULLETIN	40
18.	WALGA AND CENTRAL ZONE MOTIONS	40
19.	MEETING CLOSURE	40

1. DECLARATION OF OPENING

The Chairperson Cr Lynette Baker opened the meeting at 3.01 pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President	L Baker
Deputy President	D L Hickey
	T J Pridham
	J A Mason
	M B Dickinson
	S G Hardingham
	B D Praetz
Chief Executive Officer	R L Paull
Manager Finance	A P Robins
Governance Executive Officer	D J Whitehead
Apologies	
Executive Manager, Corporate & Community Services	T L Dayman
Executive Manager, Governance & Compliance	H V Talbot

3. PUBLIC QUESTION TIME

There were no members of the public present

4. MEMORIALS

It was advised that Thelma Pond had passed away since the last meeting.

5. GUEST SPEAKERS

There were no guest speakers

6. DECLARATIONS OF INTEREST

Cr Hardingham declared a Impartiality and Financial Interest in Item 10.3.1.

7. CONFIRMATION OF MINUTES

7.1. Minutes of the Ordinary Meeting of Council – 20 October 2015 – Attachment 7.1

(8634) Moved Cr Mason : Seconded Cr Hardingham

That the minutes of the Ordinary Meeting of Council held on Tuesday 20 October 2015 be confirmed as a true and correct record.

Carried 7/0

8. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

Rob Paull left the meeting at 3.04pm.

Rob Paull re-entered the meeting at 3.09pm.

9. MINUTES OF COMMITTEES

9.1. RoeROC – 24 September 2015 – Attachment 9.1

(8635) Moved Cr Pridham : Seconded Cr Hardingham

That the minutes of the RoeROC meeting held on Thursday 24 September 2015 be received.

Carried 7/0

9.2. Corrigin Recreation and Events Centre Advisory Committee Minutes - 5 October 2015 – Attachment 9.2

(8636) Moved Cr Hickey : Seconded Cr Pridham

That the minutes of the Corrigin Recreation and Events Centre Advisory Committee meeting held on Monday 5 October 2015 be received.

Carried 7/0

9.3. Minutes of Roe Tourism Association Minutes – 19 October 2015 - Attachment 9.3

(8637) Moved Cr Pridham : Seconded Cr Hickey

That the minutes of the Roe Tourism Association meeting held on Monday 19 October 2015 be received.

Carried 7/0

9.4. Minutes of Roe Tourism Association Annual General Meeting Minutes – 19 October 2015 - Attachment 9.4

(8638) Moved Cr Pridham : Seconded Cr Praetz

That the minutes of the Roe Tourism Association Annual General meeting held on Monday 19 October 2015 be received.

Carried 7/0

10. MATTERS REQUIRING A COUNCIL DECISION

10.1. Corporate & Community Services Reports

10.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Heather Ives, Coordinator Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

COMMENT

1. CORRIGIN CRC – PROJECTS

Thank a Volunteer Grants Program 2016

“Thank a Volunteer” Funding application submitted to hold Sundowner event Feb/March 2016.
Awaiting outcome.

Lottery west - Community Spaces Outdoor

Funding Submitted for CREC playground for total of \$20 284. *Awaiting outcome.*

Stronger Communities Program – Department of Infrastructure and Regional Development

Funding Submitted for CREC playground for total of \$20 000. *Unsuccessful.*

Bike Week 2016

“Bike Week” Funding application submitted to hold Bike Treasure Hunt event in March 2016.
Awaiting outcome.

National Youth Week 2016

“Corrigin – Sk8, Scoot & BMX Workshop Jam Session” Funding application submitted to hold event in April 2016. *Awaiting outcome.*

2. CORRIGIN CRC Monthly Usage -October 2015:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 15	SALES	MTHLY	YTD from July 15
Internet Use / Computer Use	50	166	Phonebook Sales	6	118
Photocopying / Printing / Faxing	52	203	Moments In Time Books	0	4
Laminating / Binding / Folding	7	23	Books Sales	0	2
Secretarial Services / Scans / CD B	11	45	Wrapping Paper / Postcard Sa	2	5
Room Hire	8	23	Polo Shirt / Eco Bag Sales	42	44
Equipment Hire	5	11	Phonecalls	0	1
Training / Course Fees	4	11	Sale of Assests	0	8
Reource Centre Membership Fee	0	0	Comedy Gold Show - Ticket S	0	60
Exam Supervision	0	0			
Movie Club Fees	4	14			
		0			
Total	141		Total	50	
<u>Monthly People through :</u>	191				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES' - October 2015:					
SERVICE	MTHLY	YTD from July 15	SERVICE	MTHLY	YTD from July 15
Department of Human Services	105	399	Broadband for Seniors (+Web	6	31
Phonebook Enquiries	6	18	General Enquiries (Face to Fa	88	341
Tourism	54	223	General (Email/Phone/Web)	165	551
Government Access Point	8	43	Corrigin Toy Library	20	40
Conferences/Training / Westlink	170	393	TR Homes (Referrals)	0	3
Video Conference	0	0			
Total	343		Total	279	
<u>Monthly People through :</u>	622				
TOTAL FOR THE MONTH OF SEPTEMBER:	813				

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS			
Description	No's	Room	Govt. Hot Office Booking (HO) / Com. Booking ©
Bushfire Advisory Committee	12	Conference Room	n/a
Kids Movie	22	Conference Room	n/a
Forrest Personel - Employment	2	Professional Office	Commercial Booking
Movie Club - October	6	Conference Room	n/a
Holyoake - Employment	2	Professional Office	Commercial Booking
Chain of Responsibility - Meeting	90	Town Hall	n/a
Keedac - Aboriginal Services	1	Professional Office	Commercial Booking
Beyond Gardens - Seminar	13	Conference Room	Commercial Booking
Forrest Personel - Employment	1	Conference Room	Commercial Booking
Farm Works - Meteting	10	Conference Room	Commercial Booking
Grant Writing Workshop	7	Conference Room	Commercial Booking
Keedac - Aboriginal Services	3	Professional Office	Commercial Booking

CORRIGIN CRC - Annual Summary Report:

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7135
2011-12	568	536	572	535	542	381	426	520	527	499	564	491	6161
2012-13	545	694	691	716	756	497	552	636	413	590	370	479	6939
2013-14	651	494	516	706	597	479	405	529	641	640	616	553	6827
2014-15	769	757	750	878	651	443	455	569	403	603	486	499	7263
2015-16	543	695	668	813									2719
													57437

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre Report for October 2015..

COUNCIL RESOLUTION

(8639) Moved Cr Dickinson; Seconded Cr Mason

That Council receives the Corrigin Community Resource Centre Report for October 2015.

Carried 7/0

10.1.2. ACCOUNTS FOR PAYMENT – OCTOBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Maureen Sloan, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	10.1.2

SUMMARY

Council is requested to endorse financial dealings relating to all Shire accounts for the previous month.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

COMMENT

The cheque and Electronic Funds Transfer (EFT) payments that have been raised during the month of October 2015 are included as **Attachment 10.1.2**.

After payment of the following cheque and EFT payments, the balance of creditors will be \$70,936.31.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

There are no known policy implications in relation to this item.

FINANCIAL IMPLICATIONS

Expenditure is in accordance with the 2015/2016 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with Attachment 10.1.2 endorse:

1. *Cheques 20012 – 20026 payments in the Municipal fund totalling \$34,468.45;*
2. *Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$1,014.999.63*
3. *Cheque and EFT payments in the Trust Fund totalling \$NIL;*
4. *EFT payments in the Licensing Account totalling \$44,653.30; and*
5. *Total payments for October \$1,095,121.38.*

COUNCIL RESOLUTION

(8640) Moved Cr Hardingham; Seconded Cr Dickinson

That Council in accordance with Attachment 10.1.2 endorse:

1. ***Cheques 20012 – 20026 payments in the Municipal fund totalling \$34,468.45;***
2. ***Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$1,014.999.63***
3. ***Cheque and EFT payments in the Trust Fund totalling \$NIL;***
4. ***EFT payments in the Licensing Account totalling \$44,653.30; and***
5. ***Total payments for October \$1,095,121.38.***

Carried 6/0

Rob Paull left the meeting at 3.44pm.

Rob Paull re-entered the meeting at 3.46pm.

Cr Dickinson left the meeting at 3.55pm.

10.1.3. MONTHLY FINANCIAL REPORT – OCTOBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Aaron Robins, Manager Finance
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	10.1.3

SUMMARY

Council is requested to adopt the Statement of Financial Activity for the month ending 31 October 2015 and note any material variances.

BACKGROUND

S 34 of the *Local Government (Financial Management) Regulation* states that a local government must prepare a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget for the month.

Variances between budgeted and actual expenditure including the required Material Variances (10% with a minimum value of \$10,000 are included in the variance report.

COMMENT

A variance report is included with the monthly financial statements.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

There are no known policy implications in relation to this item.

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the Statement of Financial Activity for the month ending 31 October 2015, as included as Attachment 10.1.3 and notes any material variances.

COUNCIL RESOLUTION

(8641) Moved Cr Hickey; Seconded Cr Mason

That Council adopts the Statement of Financial Activity for the month ending 31 October 2015, as included as Attachment 10.1.3 and notes any material variances.

Carried 6/0

10.2. Governance & Compliance Reports

10.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF OCTOBER / NOVEMBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachment Reference:	Nil

SUMMARY

To report back to Council actions performed under delegated authority for October/November 2015.

BACKGROUND

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:

- Development Approvals issued
- Building Permits issued
- Health Approvals issued
- One off delegations to the Chief Executive Officer
- Affixing of Common Seal

COMMENT

The following tables outline the actions performed within the organisation relative to delegated authority for the months of October/November 2015 and are submitted to Council for information.

Common Seal

Use of the Common Seal was not undertaken for the period 1 October 2015 to 1 November 2015.

Food

Food Act 2008

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 for the period 1 October 2015 to 1 November 2015.

Hawkers, traders and stall holders

No delegated decisions were undertaken by Shire pursuant to Hawkers, traders and stall holder matters for the period 1 October 2015 to 1 November 2015.

Public Buildings

Health Act 1911, Part VI Health (Public Buildings) Regulations 1992

No delegated decisions were undertaken by Shire pursuant to public building matters for the period 1 October 2015 to 1 November 2015.

Lodging houses

Health Act 1911, Part V, Division 2

No delegated decisions were undertaken by Shire pursuant to lodging house matters for the period 1 October 2015 to 1 November 2015.

Caravan parks and camp grounds

Caravan Parks and Camp Grounds Act 1995

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters for the period 1 October 2015 to 1 November 2015.

Planning Approval

Planning & Development Act 2005 – Part 10 Div. 2; Shire of Corrigin Planning Scheme No. 2 – Cl 8.8

No delegated decisions were undertaken by Shire pursuant to planning matters for the period 1 October 2015 to 1 November 2015.

Building Permits

Building Act 2011

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
30/10/2015	BA18-2015	Erect a Patio at rear of 28A Camm Street, Corrigin	Harry Riley	Homeswest

STATUTORY ENVIRONMENT

Building Act 2011

Local Government Act 1995 - Section 9.49A

Planning & Development Act 2005 – Part 10 Div. 2

Shire of Corrigin Planning Scheme No. 2 – Cl 8.8

Health Act 1991 – S.107; Health Act 1911, Part VI

Health (Public Buildings) Regulations 1992

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

COUNCIL MEETING STATUS REPORT

The following Status Report is for Council information only.

SHIRE OF CORRIGIN STATUS REPORT 2015/2016 AS AT 13 NOVEMBER 2015

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8600	Appointment and Delegation of the Works and General Purposes Committee	CEO	Appointments made	Completed
8601	Appointment and Delegation of the Infrastructure and Building Maintenance Committee	CEO	Appointments made	Completed
8602	Appointment and Delegation of the Audit and Risk Management	CEO	Appointments made	Completed
8603	Appointment and Delegation of the Chief Executive Officer's Performance Review Occasional Committee	CEO	Appointments made	Completed
8604	Appointment and Delegation of the Corrigin Local Emergency Management Committee	CEO	Appointments made	Completed
8605	Appointment and Delegation of the Recreation Planning Advisory Committee	CEO	1. Appointment of Councillors 2. Previous community members contacted 3. Invitation for new members advertised	1. Completed 2. Report to November Council meeting 3. Report to November Council meeting
8606	Appointment and Delegation of the Rockview Land Management Advisory Committee	CEO	Appointments made	Completed
8607	Council not to pursue the Corrigin Community Resource Centre Committee	CEO	No action required	Completed
8608	Appointment and Delegation of the Corrigin Recreation & Events Centre Advisory Committee	CEO	Appointments made	Completed
8609	Appointment and Delegation of the Corrigin Bush Fire Advisory Committee	CEO	Appointments made	Completed

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8610	<p>Appointments to the following external organisations and committees:</p> <ul style="list-style-type: none"> • ROE Regional Environmental Health Services Scheme (ROE Health) • Corrigin District High School Parents and Citizens Association • Corrigin Senior Citizens Committee • Small Business Centre Eastern Wheatbelt • Wheatbelt South Regional Road Group • Corrigin Tidy Towns Committee (• ROE Regional Organisation of Councils • Corrigin Historical Society • Community Development Fund Committee (Edna Stevenson Trust • Wheatbelt South Aged Housing Alliance • Corrigin Local Health Advisory Group • Central Agcare Financial & Family Counselling • Eastern Wheatbelt Primary Care Project • ROE Tourism Association 	CEO	<ol style="list-style-type: none"> 1. Appointments of Councillors 2. Invitation for new member to Roe Tourism advertised 	<ol style="list-style-type: none"> 1. Completed 2. Report to November Council meeting
8611	Minutes of the Ordinary Meeting of Council held on Tuesday 15 September 2015 be confirmed as a true and correct record.	CEO	No action required	Completed
8612	Minutes of the Rural Health West be received.	CEO	No action required	Completed
8613	Minutes of the Wheatbelt South Aged Housing Opportunities be received.	CEO	No action required	Completed
8614	Receive the Corrigin Community Resource Centre Report	CEO	No action required	Completed
8615	Council endorse Cheques 20002 – 20011 and EFT payments in the Municipal Fund, totalling \$1,063,966.97 Cheque and EFT payments in the Trust Fund totalling \$2,311.68, and EFT payments in the Licensing Account totalling \$38142.40; total payments for September \$1,104,421.05.	EMCCS	No action required	Completed

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8616	Council adopts the Statement of Financial Activity for the month ending 30 September 2015, as presented, and notes any material variances.	EMCCS	No action required	Completed
8617	<ol style="list-style-type: none"> 1. Note the actions of the Chief Executive Officer (Acting) as outlined in the Officer's Report. 2. Waive the Corrigin Town Hall fee of \$60.00, BBQ trailer hire fee of \$70.00, data projector fee of \$31.50 and portable projector hire fee of \$10.50 for the organisers of the 'Chain of Responsibility' information session held on Wednesday 14 October 2015. 	EMCCS	No action required	Completed
8618	<ol style="list-style-type: none"> 1. Acknowledge the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure; 2. Acknowledges that the Council will be allocated \$1,701,949 in 2015/2016; an 3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports. 4. 	CEO	No action required	Completed
8619	<ol style="list-style-type: none"> 1. Note the Report from Staff and the quotations received in relation to the demolition of the Agricultural Hall. 2. Accept the quotation from State Wide Demolition to demolish the Agricultural Hall (without salvaging materials) for \$38,400 	CEO	<ol style="list-style-type: none"> 1. No action required 2. State Wide Demolition awarded contract 	<ol style="list-style-type: none"> 1. Completed 2. Demolition due to be undertaken around February 2016
8620/21	Adjourn and resume meeting	N/A	N/A	N/A
8622	Conditional planning approval for the placement of a 36m ² incidental, second-hand transportable office building on Lot 377 (No.3) Tassell Street, Corrigin	EMGC	Planning Approval Issued	Completed
8623	Conditional planning approval to establish and conduct a Home Occupation (Personal Fitness Training) on Lot 616 (No.12) Spanney Street, Corrigin	EMGC	Planning Approval Issued	Completed

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8624	Agree to allow the Kulin Branch and Perth Northern Districts Branch of the Wildflower Society of WA and Edith Cowan University members to collect Ericaceae seeds and cuttings from within reserves vested to the Shire from 20 October 2015 to 20 October 2016	CEO	Approval issued	Completed
8625	<ol style="list-style-type: none"> 1. Agree to enter into a Memorandum of Understanding (MOU) with the Water Corporation for the provision, installation and maintenance of Water Refill stations. 2. Authorise the Chief Executive Officer to execute the MOU. 	EMGC	<ol style="list-style-type: none"> 1. No action required 2. MOU signed 	<ol style="list-style-type: none"> 1. Completed 2. Completed
8626	Appoints nominated persons	EMGC	No action required	Completed
8627	<ol style="list-style-type: none"> 1. Supports a regional approach to construct dedicated aged persons independent living units. 2. Agrees to enter into a Memorandum of Understanding (MOU) to establish the Wheatbelt South Aged Housing Alliance. 3. Agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities. 4. Agrees to contribute \$3,500 to the development of a housing needs analysis and 10 year staged housing development plan. 	CEO	1-4 Wheatbelt South Well-Aged Persons Housing Strategy Regional Alliance advised of decision.	1-4 Completed
8628	<p>Amend the 2015/16 Annual Budget by transferring:</p> <ul style="list-style-type: none"> • \$5,000 from COA 11319 Recreation Consultants Expense; • \$2,000 from COA 04118 Members Consultancy Fees; <p>to COA08405 Aged Friendly Community Expenditure to account for payments.</p>	CEO	Budget amended	Completed
8629	Authorise the Shire President and the CEO to execute the MOU referred to in 2 above and where required, to affix the common seal of the Shire of Corrigin	CEO	Alliance requested to provided MOU for signing	On-going – MOU to be signed when made available

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8630	<ol style="list-style-type: none"> Pursuant to S38 of the Bush Fires Act 1954 appoints of Robert Leslie Paull as a Fire Control Officer with the Shire of Corrigin but with respect to issuing of burning permits during the restricted burning periods each year, that this be limited to: <ol style="list-style-type: none"> only within the Corrigin gazetted town boundary; and where he has first sought the advice of the Corrigin Central Brigade before issuing a Permit. Directs the Chief Executive Officer to publish this appointment in the local newspaper and advise Department of Fire and Emergency Services of the appointment. 	CEO	<ol style="list-style-type: none"> No action required Notification and publishing required. 	1-2 Completed
8631	Support for Tianco Pty Ltd's request to travel as a Restricted Access Vehicles (RAVs) 4 under concessional loading along the Bulyee Road from Brookton Highway.	CEO	MRWA to be advised	Completed
8632	Advise the Shire of Brookton that Council has no objection to the renaming of a section of the Brookton-Kweda Road and Taylor Street, Brookton	CEO	Shire of Brookton to be advised	Completed
8633	The Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the Chief Executive Officer's earliest possible convenience.	CEO	Assessment and referral to Council	Anticipated that a Report will be available to the December 2016 Council meeting

OFFICER'S RECOMMENDATION

That Council accept the report outlining the actions performed under delegated authority for the months of October/November 2015 and receive the Status Report as at 13 November 2015.

COUNCIL RESOLUTION

(8642) Moved Cr Hickey; Seconded Cr Praetz

That Council accept the report outlining the actions performed under delegated authority for the months of October/November 2015 and receive the Status Report as at 13 November 2015.

Carried 6/0

Mr Robins left the meeting at 4.06pm

Mr Robins re-entered the meeting at 4.08 pm.

Mrs Pitman entered the meeting at 4.08 pm.

10.2.2. ANIMALS, ENVIRONMENT AND NUISANCE LOCAL LAW 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	LE 0002
Attachment Reference:	10.2.2

SUMMARY

Council is requested to endorse changes to the Shire of Corrigin Animal, Environment and Nuisance Local Law 2015 and authorise staff to re-commence advertising for public consultation period.

BACKGROUND

From the June 2015 Council meeting, staff were directed to proceed to prepare draft Shire of Corrigin Animal, Environment and Nuisance Local Law 2015 (draft Local Law 2015) for adoption and complete the requirements for public consultation. At the September 2015 meeting, Council reviewed the submissions received after the close of public consultation process and directed staff to finalise the draft Local Law 2015 for adoption at the October 2015 Council meeting.

At the October 2015 Council meeting, an error in the copy provided to Council was detected so the matter was laid on the table.

COMMENT

The process for adopting local laws is set out in Section 3.12 of the Local Government Act 1995 and includes:-

1. At the council meeting the person presiding is to give notice to the council meeting of the purpose and effect of the proposed local law;
2. State-wide and local public notice is to be given stating that the Shire intends to make a local law. Advertising is to remain open for at least 6 weeks;
3. As soon as the notice is given, a copy of the proposed local law, together with the public notice and National Competition Policy form are to be provided to the Minister for Local Government and any other relevant ministers;
4. A copy of the proposed local law is to be provided to any person requesting it;
5. After the last day of submissions, the local government is to consider any submissions and may by absolute majority proceed with the local laws as proposed or make alterations which are not significantly different from what was first proposed;
6. The adopted local law is published in the Government Gazette and a copy is provided to the appropriate ministers;
7. Another public notice is given stating the title of the local law, its intent and date the local law will come into effect;
8. Forwarding all documentation to Parliaments Joint Standing Committee on Delegated Legislation.

Therefore, according to the above, the President must give notice of the purpose and effect of the proposed local law in the prescribed manner. (*Reg 3 Local Government (Functions and General) Regulations*).

PURPOSE: The purpose of the proposed local laws is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the Shire of Corrigin.

EFFECT: The effect of the proposed local law is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply.

Since the October 2015 Council meeting, the Chief Executive Officer in consultation with the Executive Manager, Governance and Compliance and Environmental Health Officer reviewed the draft Local Law 2015 in order to ensure it is relevant to the needs of the Shire of Corrigin. Some areas of the draft Local Law 2015 were considered to require Council discretion from certain provisions that were not available on the initial draft Local Law 2015. Accordingly, a number of changes to the original draft Local Law 2015 are recommended (note **Attachment 10.2.2**) with further public consultation required on the modifications.

The community will once again be provided with opportunity to comment on the proposed local laws. These comments must be considered by Council. Where alterations will make a local law significantly different to what was proposed the procedure for making the local law must be recommenced.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.12 – Adoption of a local law

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item

FINANCIAL IMPLICATIONS

Budgeted costs associated with preparation of the local law and required advertising and publication in the government gazette.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.3 Focus area three: Social Development

Goal six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roading) and the sporting community	Essential services help us to prosper as a community

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.3 Social Development

Strategic Community Plan link	Strategies
Goal Six - 1	Provide environmental health services to protect public health

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council pursuant to Section 3.12 of the Local Government Act 1995:

1. *Adopts the proposed Shire of Corrigin Animals, Environment and Nuisance Local Law (Attachment 10.2.2) for advertising;*
2. *Gives State-wide public notice stating that:*
 - a. *The Shire of Corrigin propose to make an Animals, Environment and Nuisance Local Law;*
 - i. *The purpose of which is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the District and*
 - ii. *The effect of which is to establish the requirements with which any person keeping animals or undertaking activities that have the potential to impact the environment or create nuisance must comply;*
 - b. *A copy of the proposed local law may be inspected or obtained at any place specified in the notice;*
 - c. *Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 6 weeks after the notice is given.*
3. *Provides a copy of the proposed local law and notice to the Minister for Local Government and Minister for Health.*
4. *Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of submissions.*

COUNCIL RESOLUTION

(8643) Moved Cr Mason; Seconded Cr Praetz

That Council pursuant to Section 3.12 of the Local Government Act 1995:

1. ***Adopts the proposed Shire of Corrigin Animals, Environment and Nuisance Local Law (Attachment 10.2.2 modified 2.28 (2) to reflect "townsite;" general modification to include discretion to the Veterinarian for the number of animals) for advertising***
2. ***Gives State-wide public notice stating that:***
 - a. ***The Shire of Corrigin propose to make an Animals, Environment and Nuisance Local Law;***
 - i. ***The purpose of which is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the District and***
 - ii. ***The effect of which is to establish the requirements with which any person keeping animals or undertaking activities that have the potential to impact the environment or create nuisance must comply;***
 - b. ***A copy of the proposed local law may be inspected or obtained at any place specified in the notice;***

- c. Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 6 weeks after the notice is given.*
- 3. Provides a copy of the proposed local law and notice to the Minister for Local Government and Minister for Health.*
- 4. Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of submissions.*

Carried 6/0

Mrs Pitman left the meeting at 4.49pm
Mr Robins left the meeting at 4.50 pm

10.2.3. APPOINTMENT OF COMMUNITY MEMBERS TO RECREATION PLANNING ADVISORY COMMITTEE

Applicant:	Shire of Corrigin
Location:	N/A
Date:	17 November 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0021
Attachment Reference:	Nil

SUMMARY

Council is requested to appoint community members to the Recreation Planning Committee.

BACKGROUND

At the October 2015 Meeting of Council and following the 2015 Local Government elections, representatives to external organisations and committees were appointed. Crs Baker and Dickinson were appointed as Council members of the Recreation Planning Committee. Council also agreed to invite those members of the community who had previously been appointed to the committee to remain as members of the committee. Those members were:

- Mr Graeme Downing
- Mr Ron Poultney
- Mr Cameron Stone
- Mrs Jackie Jones
- Mr Kim Courboules

All of the above have responded to the invitation in a positive manner and therefore will remain as members of the committee.

The Chief Executive Officer was also requested to seek interest from the community for a four additional positions through advertising in The Windmill newspaper and to report back to Council any interest received and a recommendation.

COMMENT

Council has received no applications from the community. It is suggested that at the next committee meeting of the Recreation Planning Committee that members decide on some suitable members of the community that they would like to approach to become members. If community members then accepted the nomination by the committee, Council would then authorise the appointment of those members.

STATUTORY ENVIRONMENT

Local Government Act 1995:

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

* Absolute majority required.

5.11. Committee membership, tenure of

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
 - (b) the person resigns from membership of the committee; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
 whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the term of the person's appointment as a committee member expires; or
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
 whichever happens first.

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

Budgeted expenditure for costs associated with advisory committees.

COMMUNITY & STRATEGIC OBJECTIVES

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making
Goal Four - 1	Develop a community engagement approach to guide Council engagement with the Shires residents

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Appoints the following members of the community to the Recreation Planning Committee:*
 - *Mr Graeme Downing*
 - *Mr Ron Poultney*
 - *Mr Cameron Stone*
 - *Mrs Jackie Jones*
 - *Mr Kim Courboules*
2. *Request the Recreation Planning Committee to consider inviting suitable members of the community to become members at the next meeting of the committee.*

COUNCIL RESOLUTION

(8644) Moved Cr Hardingham; Seconded Cr Mason

That Council:

1. ***Appoints the following members of the community to the Recreation Planning Committee:***
 - ***Mr Graeme Downing***
 - ***Mr Ron Poultney***
 - ***Mr Cameron Stone***
 - ***Mrs Jackie Jones***
 - ***Mr Kim Courboules***
2. ***Request the Recreation Planning Committee to consider inviting suitable members of the community to become members at the next meeting of the committee.***

Carried 6/0

10.2.4. APPOINTMENT OF COUNCIL REPRESENTATIVE TO ROE TOURISM ASSOCIATION

Applicant:	Shire of Corrigin
Location:	N/A
Date:	17 November 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	ED 0016
Attachment Reference:	10.2.4

SUMMARY

Council is requested to appoint a member to the Roe Tourism Association.

BACKGROUND

At the October 2015 Meeting of Council and following the 2015 Local Government elections, representatives to external organisations and committees were appointed. Cr Pridham was appointed as Council's representative but after discussion the need for a second appointment was suggested as a staff member is no longer available to attend meetings.

The Chief Executive Officer was requested to seek interest from the community for a 'community position' through notification in The Windmill newspaper and to report back to Council any interest received and a recommendation.

COMMENT

Council has received one application from Ruth Owen (note **Attachment 10.2.4**). Whilst Ms Owen has expressed no previous experience with a position on a committee such as the Roe Tourism Association she has shown an interest in the area of tourism and a wish to share her views.

STATUTORY ENVIRONMENT

Local Government Act 1995:

5.8. *Establishment of committees*

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

5.11. *Committee membership, tenure of*

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*
- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or*
 - (b) the person resigns from membership of the committee; or*
 - (c) the committee is disbanded; or*
 - (d) the next ordinary elections day,*

whichever happens first.

- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires; or
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
- whichever happens first.

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

Budgeted expenditure for costs associated with advisory committees.

COMMUNITY & STRATEGIC OBJECTIVES

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making
Goal Four - 1	Develop a community engagement approach to guide Council engagement with the Shires residents

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints Ms Ruth Owen to represent Council on the Roe Tourism Association.

COUNCIL RESOLUTION

(8645) Moved Cr Mason ; Seconded Cr Praetz

That Council appoints Ms Ruth Owen to represent Council on the Roe Tourism Association.

Carried 4/2

Mr Rob Paull left the meeting at 4.55pm

Mr Rob Paull re-entered the meeting at 4.57pm

10.2.5. APPOINTMENT OF COUNCIL REPRESENTATIVES TO CENTRAL COUNTRY ZONE OF WALGA

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0021
Attachments:	Nil

SUMMARY

Council is requested to appoint members to the Central Country Zone of the Western Australian Local Government Association (WALGA).

BACKGROUND

At the October 2015 Ordinary Meeting, Council appointed member representatives to external organisations and committees. Since this consideration, WALGA has asked for local governments to appoint zone representatives. The zone in which the Shire of Corrigin is located is the Central Country Zone.

COMMENT

WALGA Zones are geographically aligned with members responsible for:

- direct elections of State Councillors;
- input into policy formulation; and
- advise WALGA on various related matters.

To ensure representation of the Shire at WALGA, it is appropriate that Council appoint members to the Central Country Zone.

STATUTORY ENVIRONMENT

Local Government Act 1995:

5.11. Committee membership, tenure of

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*
- (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or*
 - (b) *the person resigns from membership of the committee; or*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day,*
- whichever happens first.*
- (2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —*
- (a) *the term of the person's appointment as a committee member expires; or*

- (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
- whichever happens first.

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

Budgeted expenditure for cost associated with providing representatives to external organisations and committees including the Central Country Zone.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making
Goal Four - 1	Develop a community engagement approach to guide Council engagement with the Shires residents

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council appoints the following representatives to the Central Country Zone of the Western Australian Local Government Association:

- Councillor _____ to represent Council on the Central Country Zone of the Western Australian Local Government Association.
- Councillor _____ to represent Council on the Central Country Zone of the Western Australian Local Government Association.

COUNCIL RESOLUTION

(8646) Moved Cr Pridham; Seconded Cr Hardingham

That Council appoints the following representatives to the Central Country Zone of the Western Australian Local Government Association:

- ***Councillor Baker to represent Council on the Central Country Zone of the Western Australian Local Government Association.***
- ***Councillor Hickey to represent Council on the Central Country Zone of the Western Australian Local Government Association.***

Carried 6/0

Cr Hardingham left the meeting at 4.55pm

10.3. Works and General Purpose Reports

10.3.1. REQUEST FOR RESTRICTED ACCESS VEHICLE ROUTE – CARTING GRAIN BETWEEN FARMS TO VARIOUS LOCAL CBH SITES IN THE SHIRE OF CORRIGIN

Applicants:	Tim Hardingham Kevin Hardingham
Location:	Shire of Corrigin
Date:	17 November 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	TT 0001
Attachment Reference:	10.3.1

SUMMARY

Messrs Tim and Kevin Hardingham seek Council's support to travel as a Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading for carting grain between farms to various local CBH sites in the Shire of Corrigin

BACKGROUND

RAV ratings determine the heavy vehicle combination that is permitted to travel on Western Australian roads. It applies to vehicles that are over 42.5 tonnes with a total combination greater than 19 metres, or 12.5 metres when not part of a combination. RAV road ratings are determined by Main Roads WA and local governments and are subject to change at any time.

Messrs Tim and Kevin Hardingham seek Council's support to travel as a Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading for carting grain between farms to various local CBH sites in the Shire of Corrigin for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive (note Attachment 10.3.1). The specific roads sought are as follows:

- Parsons Road
- Nambadilling Road
- Connelly Road
- Hill Road (Note: It is understood that MRWA have this road named as 'Hills Road')
- Schultz Road
- Dilling Road
- Bullaring Gorge Rock Road
- Kunjin South Road
- Jenkyn Road
- Baker Road
- Diamond Block Road
- Corrigin Dudinin Road

The applicants also require the use of the following roads which are approved for RAV 2, 3 and 4 however, under condition type A, require endorsement from the Shire to be used.

- Bendering Road
- Corrigin South Road

COMMENT

Permits are required to operate certain types of RAVs in WA and are an instrument issued by the Commissioner of Main Roads Western Australia to grant access to these vehicles to certain parts of the road network under specific operating conditions.

The Shire consider the roads sought for RAV 2, 4 and 4 to be acceptable and in this regard, consider it appropriate that Council submits the identified roads for assessment by Main Roads for addition to the RAV networks subject to conditions as 'Type A' Roads as follows:

- *Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and to show courtesy to school buses and local traffic at all times.*
- *Headlights must be switched on at all times.*
- *Operation during daylight hours only.*
- *No operation on unsealed roads when visibly wet.*
- *Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).*

STATUTORY ENVIRONMENT

Local Government Act 1995

Road Traffic Act 1972

Road Traffic (Vehicles) Act 2012

Road Traffic (Vehicle Standards) Regulations 2002

POLICY IMPLICATIONS

Whilst there are no known policies relating to this Item, it would be appropriate for the Shire to investigate a policy arrangement for Council to address the RAV system on Shire roads.

FINANCIAL IMPLICATIONS

There are no significant financial implications in relation to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

1. That Council support Messrs Tim and Kevin Hardingham's request to travel as a Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive (as provided for in Attachment 10.3.1) on the following roads:

Road	Current RAV	Assessment to RAV
Parsons Road	None	2 to 4
Nambadilling Road	None	2 to 4
Connelly Road	None	2 to 4
Hills Road	None	2 to 4
Schultz Road	None	2 to 4
Dilling Road	None	2 to 4
Bullaring Gorge Rock Road	3	4
Kunjin South Road	None	2 to 4
Jenkyn Road	None	2 to 4
Baker Road	None	2 to 4
Diamond Block Road	None	2 to 4
Corrigin Dudinin Road	None	2 to 4

and submits the above roads for assessment by Main Roads WA for addition to the RAV networks subject to the following Type A conditions:

- Transport operators must avoid school bus routes between the hours of 7am to 9am and 3pm to 5pm on school days, and to show courtesy to school buses and local traffic at all times.
- Headlights must be switched on at all times.
- Operation during daylight hours only.

- No operation on unsealed roads when visibly wet.
 - Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).
2. Advise the applicants and Main Roads WA that the Shire supports the use of Bendering Road Corrigin South Road under condition Type A for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive.

ALTERNATE RECOMMENDATION

1. That Council notes the request from Messrs Tim and Kevin Hardingham to travel as a Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive (as provided for in **Attachment 15.3.1**) on the following roads:

Road	Current RAV	Assessment to RAV
Parsons Road	None	2 to 4
Nambadilling Road	None	2 to 4
Connelly Road	None	2 to 4
Hills Road	None	2 to 4
Schultz Road	None	2 to 4
Dilling Road	None	2 to 4
Bullaring Gorge Rock Road	3	4
Kunjin South Road	None	2 to 4
Jenkyn Road	None	2 to 4
Baker Road	None	2 to 4
Diamond Block Road	None	2 to 4
Corrigin Dudinin Road	None	2 to 4

2. Advise the applicants and MRWA that the Shire supports the use of Bendering Road, Corrigin South Road under condition type A for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive.
3. Request that the Chief Executive Officer in consultation with the Shire President and Deputy Shire President make necessary arrangements for the Heavy Haulage section of Main Roads WA (MRWA) to address a future Councillor Information Session with invited guests from local transportation companies, with the aim of addressing the Restricted Access Vehicle (RAV) system within the Shire of Corrigin and ensuring that farmers are lawfully able to access their land with RAV rated vehicles.

4. That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to determine acceptance of RAV conditions for Type A and B roads where MRWA have made access conditional on Shire consent. **(Absolute Majority)**

COUNCIL RESOLUTION

(8647) Moved Cr Hickey ; Seconded Cr Mason 1-4

1. That Council acknowledge Messrs Tim and Kevin Hardingham's submission as provided for in Attachment 10.3.1, however Council has no authority to provide such permission to access roads as Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading.
2. That Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks

Road	Current RAV	Assessment to RAV
Parsons Road	None	2 to 4
Nambadilling Road	None	2 to 4
Connelly Road	None	2 to 4
Hills Road	None	2 to 4
Schultz Road	None	2 to 4
Dilling Road	None	2 to 4
Bullaring Gorge Rock Road	3	4
Kunjin South Road	None	2 to 4
Jenkyn Road	None	2 to 4
Baker Road	None	2 to 4
Diamond Block Road	None	2 to 4
Corrigin Dudinin Road	None	2 to 4

3. Advise the applicants and Main Roads WA that the Shire supports the use of Bendering Road and Corrigin South Road relative to their current RAV rating under condition Type A for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive.
4. Request that the Chief Executive Officer in consultation with the Shire President and Deputy Shire President make necessary arrangements for the Heavy Haulage section of Main Roads WA (MRWA) to address a future meeting at the Shire of Corrigin with invited guests with the aim of addressing the Restricted Access Vehicle (RAV) system within the Shire of Corrigin and ensuring that farmers are lawfully able to access their land with RAV rated vehicles.

Carried 6/0

(8648) Moved Cr Praetz; Seconded Cr Dickinson (5)

- 5. That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to determine acceptance of RAV conditions for Type A and B roads where MRWA have made access conditional on Shire consent. (Absolute Majority)***

Carried 6/0

Cr Dickinson re-entered the meeting at 5.20 pm.
Cr Mason left the meeting at 5.28pm.
Mrs Talbot re-entered the meeting at 5.35pm
Mrs Talbot left the meeting at 5.37pm.
Cr Mason left the meeting at 5.45pm
Mr Rob Paull left the meeting at 5.46pm
Cr Mason re-entered the meeting at 5.48pm
Mr Rob Paull re-entered the meeting at 5.50pm
Cr Mason left the meeting at 5.50pm
Cr Mason re-entered the meeting at 5.50pm
Cr Hardingham re-entered the meeting at 5.51pm

11. NOTICE OF MOTIONS

There were no notices of motions.

12. NOTICE OF MOTIONS FOR THE NEXT MEETING

Cr Pridham gave notice that he intends move the following motion at the 15 December Council meeting:

“That the Shire of Corrigin:

- erect a lockable gate at the Green Waste Site;*
- has the Green Waste Site on a roster (similar to the Main Tip); and*
- install a security camera for surveillance”.*

13. CHIEF EXECUTIVE OFFICER’S REPORT

External Meetings/Conferences/Inspections undertaken from 21 October until 16 November 2015

- Meeting GiggiePots Executive Committee
- Meeting with Robyn Campbell -wildflower sites
- Meeting/Inspection with Wes Baker Chief Bushfire Controller – assessment of sites that require notification of fire breaks etc
- Meeting with Bill Seimons - Corrigin aged persons accommodation
- Meeting with Jo Drayton, Regional Coordination Officer/Network Support Officer WA Health Alliance
- Meeting with interested party - Caravan Park operations
- Meeting with Veronika Crouch Corrigin Farm Improvement Group - Grower Group Research and Development (R&D) Grants Program
- Meeting with Kathy Balt - Regional Engagement & Communications, Goldfields & Agricultural Region Water Corporation
- Meeting with landowners - Bulyee Road
- Meeting with Kailam Transport - RAV Ratings
- Meeting with Shannon Hardingham - RAV Ratings and farm access to transport vehicles
- Meeting/Inspection of CREC with LGIS and Department of Child Protection and Family Services
- Meeting with Royal Life Saving WA – Pool audit
- Meeting with Corrigin Bowling Club
- Attendance at LGMA Annual State Conference 2015 (Fremantle) (see below for Conference speakers and programs)
- Attendance at Preventing Misconduct in Local Government: Breakfast with the Commissioners (see below)
- Attendance at Corrigin Recreation and Events Centre Committee meeting
- Attendance at Tidy Towns Committee
- Attendance at Meeting GiggiePots AGM
- Attendance at Wheatbelt South Aged Housing Opportunities Committee meeting (Wickepin)
- Attendance at Wheatbelt South Regional Road Group (Narrogin)
- Attendance at MRWA Regional Managers Update - New Delivery Manager and Development Manager 2015/16 Annual Works Program and 2015/16 Development Works (Wickepin)

LGMA State Conference

I attended 2 of the 3 days of the LGMA State Conference in Fremantle. The Conference provided numerous speakers that had relevance to the governance and operations of the Shire of Corrigin as well as networking opportunities for myself. The speakers and programs were as follows:

- *Performance Measurement in Local Government Organisations, Norbert Vogel, Director Australian Knowledge Management Group & Dr Nicholas Fisher, Founder and Principal ValueMetrics Australia*
This session outlined a framework for the development of a system for performance measurement that provides a platform for determining performance measures to enhance decision-making at all levels in an organisation, leading to improvement in overall business performance.
- *Public Sector Commissioner, Mal Wauchope, Public Sector Commissioner*
The way misconduct is managed and reported in WA changed recently. Responsibility for overseeing minor misconduct of public officers and for misconduct prevention and education has shifted to the Public Sector Commission.
- *Lighthouse Project, Wendy Murray, Executive Director - Strategy, Disability Services Commission and Alison Dalziel, Director, Localise*
In 2014 the Disability Services Commission provided a grant to LGMA, to run a program that would help increase the employment of people with disabilities in local government that would become known as the Lighthouse Project.
- *Minister & Opposition Spokesperson - The Hon. Tony Simpson MLA, Minister of Local Government, Community Services and David Templeman MLA, Opposition Spokesperson*
The Minister & Opposition Spokesperson presented their views on the future development and direction of the industry and how they intend to influence this through their policies.
- *Keynote Address: Leading Cultures, Steve Simpson*
Steve demonstrated how leaders can gain an understanding of their prevailing culture, and how to strategically manage through his 'Unwritten Ground Rules' concept.
- *Approach to community engagement, Andrea Selvey, Director of Community Services, City of Greater Geraldton*
Using a broad range of public deliberation techniques, small and large scale, face-to-face and online, and integrating social media, the city included around 3,000 residents in engagement to decide issues of importance to them. Over the first three years, the outcomes of these deliberations have included the development of a Strategic Community Plan to drive the City's operations, a new Statutory Plan for the natural and built environment as well as Precinct Plans, beginning with the most disadvantaged precinct, as well as large scale projects (e.g. planting a million trees, improving bike paths, and improving City communication.)
- *Shaping our cities, connecting our regions, Patrick Walker, Executive General Manager Advocacy and Member Benefits, Royal Automobile Club of Western Australia (Inc).*
Western Australia's infrastructure gap is growing and community need more transport options. By 2031, seven of the nation's 10 most congested roads are estimated to be in Perth. In the very same year congestion is also estimated to cost the economy \$16 billion in lost productivity.

WA regions require increased investment in transport infrastructure, and how will our State deliver smarter, more efficient, and more integrated transport solutions. RAC's Patrick Walker discussed the transport and mobility options that will shape the future of our communities. From the uptake of electric vehicles and the introduction of the RAC Electric Highway; to public transport and cycling, combined with collaborative car sharing and autonomous vehicles, our reliance on the personal motor vehicle is changing.
- *Electric cars, Michael Fragomeni, Director, Top EV Racing*
Michael has engineered and exhibiting the world's quickest and fastest solar-charged electric solar race car and he will share with delegates the future of electric vehicles.

He discussed the concept that electric vehicles have the potential to reinvent society's perception of private transportation.

- *Local Government Operational Management and Effectiveness Program, Warren Pearce, CEO, LGMA WA*
Local Government Professionals NSW, in partnership with Pricewaterhouse Coopers have developed a practical local government business operations measurement and comparative assessment tool to help local government leaders better understand how they are performing against other local governments. Local Government Professionals NSW and PwC are working together with LGMA WA to bring this program to WA local governments.
- *Digital Strategies, David Bartlett and Jamie Parry, Director Governance and Strategy, City of Joondalup*
The global digital economy is transforming the way we work, live and play. Technological advancement presents new opportunities to access knowledge, information and services in ways we never thought possible, Local government share developing comprehensive digital strategies which aim to maximise the opportunities ahead for their business community, visitors and for their local residents.
- *Closing Keynote: The Way Work OUGHT to be, Michael Kerr, Humour at Work "Culture eats strategy for breakfast".*
Michael addressed that workplace culture drives success, and successful organisations don't leave their culture to chance. If you want results it starts by being intentional about building a great workplace culture. People don't just want to be inspired at work they need to be inspired at work.

Preventing Misconduct in Local Government: Breakfast with the Commissioners

I attended a free breakfast with John McKechnie QC, Commissioner, Corruption and Crime Commission, and Mal Wauchope, Commissioner, Public Sector Commission.

- John McKechnie QC spoke on the work of the Corruption and Crime Commission (CCC) which was set up to help public sector authorities minimise and manage misconduct and, in doing so improve the integrity of the public sector. The CCC also assist WA Police to reduce the incidence of and combat organised crime by authorising the use of investigative powers not ordinarily available to the police. On 1 July 2015 the CCM Act came into force. It separates serious and minor misconduct and changes the reporting requirements regarding misconduct. The CCM Act enables the CCC to investigate serious misconduct (which includes all police misconduct) and the Public Sector Commission to investigate minor misconduct. Both agencies are to work together to help public authorities to prevent, identify and deal effectively and appropriately with misconduct.
- Mal Wauchope spoke about the role of the Public Sector Commission which is to bring leadership and expertise to the public sector to enhance integrity, effectiveness and efficiency. To work towards achieving this objective, the Commission has identified the following four strategic priorities:
 - positioning the Commission as an independent authority, balancing its policy, assistance and oversight roles
 - driving public sector reform to increase efficiency, flexibility and integrity
 - leading and assisting the public sector to build a skilled, ethical, diverse and knowledgeable workforce
 - broadening and enhancing our evaluation and reporting of public sector management and administration.

He acknowledged that public officers in Western Australia work in a dynamic environment with roles and tasks carried out by public authorities are increasingly diverse and challenging, and the scrutiny on decision making has never been higher. The public must have confidence in the integrity of our systems. In other words, they must be able to trust it. Trust is built upon the constant application of high standards over time. But, it does not take much to lose it.

For the local government sector, he suggest trust is also built through proximity, actually living in the communities you serve particularly in the regions, listening to your stakeholders and 'walking the talk' in terms of service delivery. Local government needs to ensure rigour around governance and integrity systems that allow them to detect misconduct in their organisations.

14. PRESIDENT'S REPORT

Cr Baker reported that she:-

- In association with the CEO and EMCCS, met with Jo Drayton WA Primary Health Alliance – Country
- In association with the CEO and EMCCS, attended Corrigin Recreation and Events Centre Advisory (CREC) meeting. As an outcome and in association with CREC members, went to Perth to assess and determine the most suitable fittings for the Centre including tables, chairs, crockery, cutlery and the like.
- In association with the CEO and EMCCS, attended the Wheatbelt South Aged Housing Alliance in Wickiepin.
- In association with the CEO attended the Regional Road Group meeting in Narrogin and was re-appointed Chairperson. One outcome of the meeting was that Main Roads reported that they have had their funding cut severely in certain areas of operation, in particular road side rubbish collection.

15. COUNCILLORS' REPORTS

Cr Pridham attended Tidy Towns Committee meeting (CEO also attended) on 16 November 2015 where amongst other things, the Committee discussed location its shed nearer to the Shire Depot.

16. URGENT BUSINESS

There was no urgent business

17. INFORMATION BULLETIN

There was no business from this information bulletin.

18. WALGA AND CENTRAL ZONE MOTIONS

There were no WALGA or Central Zone motions.

19. MEETING CLOSURE

There being no further business to discuss, the Chairperson thanked everyone for their attendance and closed the meeting at 6.12 pm.

President: _____ Date: _____



Shire of Corrigin

LEMC

Minutes of the Shire of Corrigin Local Emergency Management Committee Meeting held on
Monday 21 September 2015 in the Council Chambers,
9 Lynch Street Corrigin

1. Opening

The Chairperson Cr Lyn Baker opened the meeting at 2.32 pm.

2. Attendance and apologies

Lyn Baker	President, Shire of Corrigin
Gary Martin	Chief Executive Office (Acting), Shire of Corrigin
Deborah Whitehead	Red Cross Corrigin
Taryn Dayman	St John Ambulance, Corrigin
Marie ODea	Community Emergency Management Officer, SEMC Secretariat
Rodney Thornton	Road Safety Advisor, Wheatbelt South
Wes Baker	Chief Bushfire Control Officer
Grant Hanson	Department of Fire & Emergency Services
Dino DiFulvio	Captain, Corrigin Volunteer Fire & Rescue
Ian Hislop	Principal, Corrigin District High School
Alison Lacey	Department of Agriculture - Narrogin
John Lane (by phone @ 2.34pm)	Emergency Management Coordinator, WALGA
Chris Taylor (entered at 3.01pm)	Acting Officer in Charge, Corrigin Police

Apologies:

Heather Talbot	Executive Manager, Governance & Compliance, Shire of Corrigin
Alysse Pownall	Health Services Manager, Corrigin District Hospital
Joanne Spadaccini	Department of Child Protection
Sharon Weguelin	St John Ambulance, Corrigin
Mike Weguelin	Emergency Recovery Coordinator
Shelley Crombie	Deputy Emergency Recovery Coordinator
Margaret Rendell	Red Cross Society, Corrigin Branch
Troy Coumbe	Officer in Charge, Corrigin Police

3. Minutes of last Meeting

Moved – Taryn Dayman/Dino DiFulvio

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on 24 June 2015 be confirmed as a true and accurate record.

Carried

Business Arising from Previous Minutes

Alysse Pownall, Health Services Manager, Corrigin District Hospital supplied a new contact number to be updated.

4. John Lane, Emergency Management Coordinator at WALGA joined the meeting by phone at 2.34pm. John introduced himself and briefly outlined his roles and responsibilities at WALGA. He then discussed briefly his impressions of the Local

Emergency Management Plan 2015 Draft and explained the changes he had made and gave suggestions for further changes. The name of this document was to be changed to Local Emergency Management *Arrangements* Plan 2015.

This will bring the arrangements into line with SEMC State Legislation and Policy both of which are covered in this document.

Internal

It was noted there were some inconsistencies with regard to terminology and titles and members of Committee.

Local Recovery Coordinator is not named

Deputy Local Recovery Coordinator is not named

The Recovery Plan should be used as per the guide from SEMC.

Timeline response – no noted

Next meeting – signed off; then to Council; then to SEMC

Supply any changes to the Shire

Risk Management to identify Hazards;

- Road crash
- Air crash

The phone call ended at 2.51pm.

Marie ODea from SEMC stated that they are not necessarily happy with this document in the current format at this time.

5. Review and confirmation of local emergency arrangements

The Committee took some time to work through this document and note changes to the Local Emergency Management Arrangements 2015 Draft. These changes to be updated and reviewed prior to begin sent for review to Council for adoption.

The Committee did not review the Shire of Corrigin Local Recovery Plan 2015, but the Committee agreed to review them independently and send any changes to Deb Whitehead by end of next week if they had any to make.

6. Review of incidents and exercises

No incidents to report since last meeting.

7. Development of future exercises

Grant Hanson agreed to prepare a desk top exercise for the December meeting.

8. Reports to State Emergency Management Committee

Nothing to report in this area.

9. Identify Emergency Management projects

Nothing to report in this area.

10. Funding

Nothing to report in this area.

11. Other Matters

Rod Thornton gave a brief overview of the end of year funding and also a reflection on the number of fatalities within the State over the last year particularly within the wheatbelt and southern area. He offered assistance in the provision of signage at the new Corrigin Recreation and Events Centre, and also at the Corrigin Swimming Pool.

Corrigin Farm Improvement Group will host a workshop for farmers in relation to Chain of Responsibilities.

Corrigin District High School will be hosting a workshop on Motor Safe – Safety on Motor bikes / Quad bikes.

12. Next Meetings

The next scheduled meeting is the third Monday of December Monday December 14 2015 at 2.30pm. Ian Hislop has put his apologies in for the December meeting as he will be on Long Service Leave. He will advise who will be filling in for him at that meeting

13. Close

There being no further business the Chairperson thanked everyone in attendance and closed the meeting at 3.50 pm.

WHEATBELT SOUTH REGIONAL ROAD GROUP

REGIONAL ROAD GROUP MEETING - MINUTES

Meeting held Dryandra Visitors' Centre Narrogin
Wednesday 11 November 2015, commencing 10.00am

Agenda Item	Item Detail	Action																		
1.	Distribution List:																			
	No longer required	Remove																		
2.	Welcome address by Chairperson, Record of Attendance and Apologies																			
	<p>The meeting was opened by Chairperson Lyn Baker at 10.10am.</p> <p>Attendees:</p> <table><tr><td>Mr Gavin Pollock CEO Shire of Pingelly</td><td>Cr Shirley Lange, Shire of Pingelly</td></tr><tr><td>Cr Julie Russell, Observer Shire of Wickepin</td><td>Mr Mark Hook, CEO, Shire of Wickepin</td></tr><tr><td>Mr Neville Hale, CEO Shire of Lake Grace</td><td>Mr Aaron Cook, CEO Town of Narrogin</td></tr><tr><td>Cr Leigh Ballard, Mayor, Town of Narrogin</td><td>Mr Garry Sherry, CEO Shire of Cuballing</td></tr><tr><td>Cr Mark Conley, Shire of Cuballing</td><td>Mr Bruce Brennan, Works Manager, Shire of Cuballing</td></tr><tr><td>Mr Darren Friend, CEO Shire of Brookton</td><td>Cr Katrina Crute, Shire of Brookton</td></tr><tr><td>Mr Chris Jackson, CEO, Shire of Narembreen</td><td>Cr Gina DeLuis, Shire of Narembreen</td></tr><tr><td>Ms Amanda O'Halloran, CEO Shire of Wandering</td><td>Mr Mal Shervill, WALGA</td></tr><tr><td>Ms Nicole Wasmann, CEO Shire of West Arthur</td><td>Mr Geoff McKeown, CEO, Shire of Narrogin</td></tr></table>	Mr Gavin Pollock CEO Shire of Pingelly	Cr Shirley Lange, Shire of Pingelly	Cr Julie Russell, Observer Shire of Wickepin	Mr Mark Hook, CEO, Shire of Wickepin	Mr Neville Hale, CEO Shire of Lake Grace	Mr Aaron Cook, CEO Town of Narrogin	Cr Leigh Ballard, Mayor, Town of Narrogin	Mr Garry Sherry, CEO Shire of Cuballing	Cr Mark Conley, Shire of Cuballing	Mr Bruce Brennan, Works Manager, Shire of Cuballing	Mr Darren Friend, CEO Shire of Brookton	Cr Katrina Crute, Shire of Brookton	Mr Chris Jackson, CEO, Shire of Narembreen	Cr Gina DeLuis, Shire of Narembreen	Ms Amanda O'Halloran, CEO Shire of Wandering	Mr Mal Shervill, WALGA	Ms Nicole Wasmann, CEO Shire of West Arthur	Mr Geoff McKeown, CEO, Shire of Narrogin	
Mr Gavin Pollock CEO Shire of Pingelly	Cr Shirley Lange, Shire of Pingelly																			
Cr Julie Russell, Observer Shire of Wickepin	Mr Mark Hook, CEO, Shire of Wickepin																			
Mr Neville Hale, CEO Shire of Lake Grace	Mr Aaron Cook, CEO Town of Narrogin																			
Cr Leigh Ballard, Mayor, Town of Narrogin	Mr Garry Sherry, CEO Shire of Cuballing																			
Cr Mark Conley, Shire of Cuballing	Mr Bruce Brennan, Works Manager, Shire of Cuballing																			
Mr Darren Friend, CEO Shire of Brookton	Cr Katrina Crute, Shire of Brookton																			
Mr Chris Jackson, CEO, Shire of Narembreen	Cr Gina DeLuis, Shire of Narembreen																			
Ms Amanda O'Halloran, CEO Shire of Wandering	Mr Mal Shervill, WALGA																			
Ms Nicole Wasmann, CEO Shire of West Arthur	Mr Geoff McKeown, CEO, Shire of Narrogin																			

	<p>Mr Matthew Gilfellon, CEO, Shire of Dumbleyung</p> <p>Cr Gordon Davidson, Shire of Dumbleyung</p> <p>Mr Graeme Fardon, CEO, Shire of Quairading</p> <p>Mr Peter Webster, CEO, Shire of Wagin</p> <p>Mr John Read, CEO, Shire of Kondinin</p> <p>Cr Brendan Whitely, Shire President, Shire of Wandering</p> <p>Cr Torre Evans , Town of Narrogin</p> <p>Mr Mark Russell, NOM, Main Roads</p> <p>Ms Liz Davies, SEM, Main Roads</p> <p>Apologies:</p> <p>Mr Darren Mollenoyux, CEO Shire of Dumbleyung</p> <p>Cr Jim Sullivan, Shire of Kulin</p> <p>Cr Keith Murray, Shire of Beverley</p> <p>Cr Steve Jones, Shire of Kondinin</p> <p>Cr Ron Walker, Shire of Wagin</p>	<p>Mr Rob Paull, CEO, Shire of Corrigin</p> <p>Ms Lyn Baker, Chairperson, Shire of Corrigin</p> <p>Mr Stephen Gollan, CEO, Shire of Beverley</p> <p>Cr Greg Ball, Shire of Wagin</p> <p>Cr Colin Ward, Town of Narrogin</p> <p>Mr Craig Manton, RM, MRWA Wheatbelt Region</p> <p>Mr Greg Willis, LGIM, MRWA Wheatbelt Region</p> <p>Ms Sez Cornwell, LGSO, MRWA Wheatbelt Region</p> <p>Mr Greg Hadlow, CEO Shire of Kulin</p> <p>Ms Cara Ryan, on behalf of Shire of Williams</p> <p>Cr Greg Vaughan, Shire of Narembeen</p> <p>Cr Alan Lansdell, Shire of Wickepin</p>	
3.	Confirmation of minutes		
	<p>The minutes from the WBS RRG meeting held on 13 April 2015 were accepted with the following amendment:</p> <p>Mr Chris Jackson, CEO Shire of Narembeen was present at the meeting as per the attendance register.</p>		

	Moved: Cr Ball, Seconded: Cr Davidson – motion carried 8/0	
4.	Business arising from previous minutes	
	<ul style="list-style-type: none"> Reference to PAGE 83, 7 – Roads 2030 Additions/Deletions, 29 July 2014 WBS RRG minutes; deferment on decision regarding Forrest Street, Town of Narrogin and its removal from Roads 2030. <p>There will be no submission t from the Regional Road Group on the above until the works have been completed. The works are expected to be completed this year.</p> <p>The issue of the statement “ Personalities need to be removed from the minutes as people should not be named” was queried and although it was asked to be noted in the minutes of the meeting, nobody was able to remember what it was about. The general thought was that Christian names needed to be removed from the body of the minutes.</p>	No action required.
5.	Correspondence	
	<p>Outwards:</p> <ul style="list-style-type: none"> PAGE 11 - 12 - Letter from Chairperson WBS RRG 07/10/2015 to Commissioner of Police re reduction in Road Safety funding in the Wheatbelt. PAGE 13 – 14 Letter from Chairperson WBS RRG 07/10/2015 to Minister for Transport re reduction in Road Safety funding in the Wheatbelt. PAGE 15 – Email dated 07/10/2015 MRWA advising of date, time and venue of WBS RRG meeting. 	

	<p>Inwards:</p> <ul style="list-style-type: none"> • PAGE 16- Response dated 28/05/2015 to letter from Chairperson WBS RRG 07/10/2015 to Commissioner of Police re reduction in Road Safety funding in the Wheatbelt. • PAGE 17 - Response dated 28/05/2015 to letter from Chairperson WBS RRG 07/10/2015 to Minister for Transport re reduction in Road Safety funding in the Wheatbelt. • PAGE 18 - 19– Email dated 28 October 2015 to all Main Roads WA Regional Managers notifying of an extension of the current SRFTLGA to 2017/18. Letters to be sent by MRWA to all RRG Chairpersons. <p>Note to Correspondence Outwards: The letters written by the RRG Chairperson were dated the 26 May, 2015.</p>	
6.	Technical Working Group	
	<ul style="list-style-type: none"> • Technical Working Group Representatives are: Hotham-Dale SG - Mr S. Gollan, Shire of Beverley and Ms A. O'Halloran, Shire of Wandering Lakes SG - Mr G. Hadlow, Shire of Kulin and Mr P. Webster, Shire of Wagin Narrogin SG - Mr A. Cook, Town of Narrogin and Mr R. Duff, Shire of Williams Roe SG - Mr R Paull, Shire of Corrigin and Mr G. Fardon, Shire of Quairading <p>The minutes of the Technical Working Group meeting held 27 October 2015 were accepted.</p> <p>Moved: Cr Ballard, Seconded: Cr DeLuis - motion carried 8/0</p> <p>A query was raised - was there sufficient technical expertise within the TWG and was the RRG satisfied with the composition of the group? Discussion followed, with the thought being that the TWG was more about the interpretation of the MCA User Manual, and filling in of road project submissions.</p> <p>Item No. 5.1.1 from the minutes is to be discussed under Item 8 of the WBS RRG meeting.</p>	

7.	WBS RRG <u>Internal</u> Reports	
	<p>7.1 RRG Chairperson's Report</p> <p>Chairperson noted that it had been an interesting year so far, and all were looking forward going into 2016/17.</p> <p>7.2A 2016/17 Funding</p> <p>Road Project Funding - A letter was written by the Minister for Transport to the President of WALGA, advising of a two year extension of the current agreement to June 2018. All Shire CEOs and RRG Chairs have a copy of the letter.</p> <p>Direct Grant Funding – Specific allocations to each Council have not been decided yet. As soon as the decision has been made, the figures for each Council will be put into the WBS 2016/17 Draft Funding and Recoup Register and sent to each Council.</p> <p>State Black Spot Funding – State Black Spot Allocations cannot be finalised until the Federal Black Spot submissions have been approved for funding (dual funding sources) There is an expectation that we should soon know what has been recommended for funding.</p> <p>Commodity Route Supplementary Funding – submissions are currently being assessed by WALGA. Successful applications will be advised as soon as the information comes to hand, with formal endorsement at the WBS RRG meeting in April 2016.</p> <p>7.3 Report on Severe Weather Event Claims</p> <p>No discussion on the above</p> <p>7.4 Summary of WBS RRG FINAL 2014/15 Funding and Payments to Affiliated Councils</p> <p>The report of KPIs to Main Roads and WALGA show that road project funding to actual expenditure has an 8.6% variation, the 8.6% being the unrecovered portion of the allocated funding. Some claims were not</p>	

	<p>submitted by 30 June 2015, and this influenced the figure.</p> <p>7.5 Summary of 2014/15 Uncompleted Projects as at 30 June 2015</p> <p>Mr Willis advised that this is not necessarily projects that have not been completed, but rather that the claims and Certificates of Completion had not been submitted.</p> <p>7.6 State Road Funds to Local Government Agreement</p> <p>The current agreement has been extended to June 2018. Road project funding for 2016/17 has been based on the current formula, and has gone back to the original intent of the agreement.</p> <p>7.7 Road Project Funding – Sub Group approved Funding Adjustments and Transfers</p> <p>The Shire of Narrogin has obtained Narrogin Sub-Group approval to transfer 2015/16 road project funding from their Narrogin –Harrismith Road project at SLK 26.5 to 27.5 to SLK 2.85 to 3.35. Project No. 21110711 refers.</p> <p>Mr McKeown clarified what the change was for the benefit of the RRG members and the reason for the change.</p> <p>This was agreed to by the Road Group members, and a vote on the motion was required by the WBS RRG..</p> <p>The Shire of Narrogin change the SLK range from 26.5 -27.5 to 2.85 – 3.35 on the Narrogin-Harrismith Road Project (Project No. 21110711)</p> <p>Moved: Cr Davidson, Seconded: Cr Ball – Motion carried 8/0.</p> <p><i>Cr Ballard left the room at 1115 with Cr Ward standing in as proxy</i></p>	
8.	Agenda Items on Notice	
	<p>Election of WBS RRG Chairperson and Deputy Chairperson</p> <p>Cr Baker vacated the Chair and the Chair was taken by Mr Willis for the election of Chairperson.</p> <p>No nominations were received via the agenda, so Mr Willis called for nominations for the position of Chairperson of the WBS RRG. The sub-group that the Chairperson is elected from will have to provide a</p>	

	<p>second RRG delegate from their sub-group.</p> <p>Cr Davidson nominated Cr Lyn Baker for the position of Chairperson, seconded by Cr Lange.</p> <p>Cr Baker nominated Cr Crute for the position of Chairperson. Cr Crute declined the nomination.</p> <p>There being no further nominations, Cr Baker was elected unanimously to the position of Chairperson.</p> <p>Cr Baker resumed the position of Chair, and called for nominations for the position of Deputy Chairperson.</p> <p>CR Baker nominated Cr Crute, seconded by Cr Conley.</p> <p>There being no other nominations for the positions of Deputy Chair, Cr Crute was elected unanimously to the position of Deputy Chair.</p> <p>Both Chair and Deputy Chair were welcomed to their positions.</p> <p>Recommendations from the WBS RRG Technical Working Group on amendments to the MCA User Manual and MCA Forms</p> <p>The Chairperson requested clarification of the issue. Discussion followed with the following point being raised:</p> <p>* There was no clear-cut statement in the WBS RRG MCA User Manual that the WBS RRG has no minimum Road Type 5 standard.</p> <p>Recommendation:</p> <p>MCA Forms A2.1 ADT & ESA road type table – MCA User Manual updated to state that road type 5 (7m minimum seal width) is the WBS RRG’s required minimum standard for improvement works subject to obtaining enabling traffic data warrant</p> <p>Moved: Cr Crute, Seconded: Cr Ball – motion carried 8/0</p> <p>The second recommendation was:</p> <p>Amend MCA User Manual 2.4.2 and MCA Forms A2.2 - Horizontal and Vertical Alignments – this</p>	
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	<p>criterion has been removed.</p> <p>Mr Willis clarified the above for the benefit of the RRG.</p> <p>The recommendation was tabled.</p> <p>Moved: Cr Conley, Seconded: Cr Ward – motion carried 8/0</p> <p>ITEM ON NOTICE FROM TECHNICAL WORKING GROUP MINUTES</p> <p>Extract from the minutes of the meeting held 27 October 2015:</p> <p><i>5.1.1 Final Seals - Proposed final seal works where verified against the reconstruct year have been awarded priority 1 funding. Discuss for insertion in MCA User Manual under 2.4 Treatment Details.</i></p> <p><i>The above item was discussed among the group with the following outcome.</i></p> <p><i>Motion tabled:</i></p> <p><i>That the following be included in the WBS MCA User Manual:</i></p> <p><i>“Final Seals should be considered as Priority 1, subject to the relevant Council presenting a business case if the submission does not rate a high score under the prioritisation process.”</i></p> <p><i>Moved: Greg Hadlow Seconded: Mark Hook</i> <i>Carried 6/0</i></p> <p><i>Author’s Note:</i></p> <p><i>Checked voice recording. It would appear that the motion passed contradicts the opening statement that Final seals should be priority 1.</i></p> <p>There was discussion about the author’s note on the above motion, and after further discussion the following motions were tabled:</p> <p>Validated final seals are considered to be Priority 1.</p> <p>Moved: Cr Davidson, Seconded: Cr Ball – motion carried 8/0</p>	
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	<p>Council may present a business case for all projects that do not score under the MCA scoring process to the Technical Working Group for consideration.</p> <p>Moved: Cr Crute, Seconded: Cr Conley – motion carried 8/0</p> <p>Cr Ball indicated that there was concern from some Councils about the integrity of the scoring system, and the need for a robust system to prevent friction between Councils. There was concern that the system was open to manipulation, and needed to have defined rules that prevented overestimations on MCA submissions. Mr Willis explained the case that had led to the motion – a case was presented to the sub-group for the funding of a non-prioritised reseal project for the Shire of Dumbleyung. The sub-group gave approval for the Shire of Dumbleyung to re-allocate a part of their prioritised funding to the non-prioritised reseal project.</p> <p>A motion was then tabled by Cr Davidson:</p> <p>Motion: That there is the opportunity to go back to all sub-groups for discussion, and table for discussion.</p> <p>Moved: Cr Davidson, seconded Cr Ball. Motion carried 8/0.</p> <p><i>Author's note: This motion will allow sub groups to adequately discuss the motion whereby councils may present a business case for projects that do not score under the MCA process.</i></p> <p>Council Amalgamations and Maximum Road Project Funding.</p> <p>Discussion took place about the amalgamation of the Shire of Narrogin and the Town of Narrogin. Confirmation was given that the project funding amounts for 2016/17 for each council will stand.</p> <p>There was a request for a working table based on the Regional Road Group funding as to the total funding that a merged Council can take from the pool.</p> <p>Year One of the merging of the Shire and Town of Narrogin will start in 2017/18. More discussion of funding and Regional Road group figures to take place at the April 2016 Regional Road group meeting.</p> <p>The following motion was tabled:</p> <p>2016/17 is fine. 2017/18 to be based on formula and Year 1.</p>	
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	Moved: Cr Crute, seconded Cr Conley – Motion carried 8/0.	
9.	External Presentations (0), Reports (0) and State Advisory Committee (SAC) Minutes (2)	
	<p>Mr Shervill presented on behalf of WALGA. He advised that Mark Bondiotti had been delayed in Esperance and was unable to present the new User Guide “Estimating the Incremental Cost Impact on Sealed Local Roads from Additional Freight Tasks”. It is available on the WALGA website, and Mr Bondiotti would be available to do a presentation if required by the Road group. A Code of Practice has also been released and is available on the website.</p> <p>A Main Roads/WALGA Roads Forum will held in February 2016 at the El Caballo Resort.</p> <p>Mr Manton met with Ian Duncan from WALGA on the 10 November 2015, and a two-page scope has been drafted, breaking RAV network discussions into 3 streams.</p> <ol style="list-style-type: none"> 1. Identify the secondary road freight network. 2. Clearing backlog of RAV assessments. 3. Review of RAV system to enable local access only. <p>A letter will go out to all Councils with timeframes, etc. Discussion then took place with regards to primary and secondary heavy vehicle routes, closure of bins, RAV 3 and 4 routes, maintenance of RAV routes, lack of information to allow Main Roads and Councils to forward plan and the need for agreement by all parties.</p> <p>A query from the floor was raised as to where we were with the crash car trailers as raised and discussed at the 13 April 2015 WBS RRG meeting. Mr Shervill advised that Mr Rodney Thornton was the person to contact about this.</p>	
10.	WBS RRG Sub Groups – Minutes and Reports	

	<p>Moved: Cr Davidson, seconded: Cr Ball – motion carried 8/0</p> <p>Hotham-Dale: No minutes provided</p> <p>Narrogin: No formal meeting was held by the Narrogin sub-group as no councillors were available to attend the meeting. It was treated as a workshop.</p> <p>Roe: Minutes of meeting had been received after the agenda was sent out. Discussion took place about reducing the speed limit around the Bunge Depot in Kukerin as it is currently set at 110kph. There are heavy vehicles going in and out of the facility, and there is a request that the speed limit be reduced to 80kph for safety reasons. There was further discussion about who was responsible for the design, construction and cost of works at roads and junctions that are part of a private facility.</p>	
11.	General Business	
	No general business was raised.	
12.	Next Meeting Date	
	The next meeting for the WBS RRG was set at 13 April, 2016 at the Dryandra Visitors' Centre in Narrogin, starting at 10.00am	
13.	<p>Meeting Close</p> <p>There being no further business, the meeting was declared closed by the Chairperson at 11.49am.</p>	



Shire of Corrigin

Rockview Land Management Committee

Agenda for the Shire of Corrigin Rockview Land Management Committee Meeting to be held on Tuesday 17 November 2015 commencing at 11.00am at the Council Chambers, 9 Lynch Street Corrigin

MINUTES

1. Declaration and Opening

The Chief Executive Officer (CEO) Mr Rob Paull opened the meeting at 11.02am

2. Attendance and apologies

Members:

- Councillor Hickey
- Councillor Dickinson
- Councillor Mason
- Councillor Praetz

3. Election of Chairman

The CEO called for nominations for the position of Chairman. One nomination was received from Cr Des Hickey. There being no further nominations the CEO declared Cr Hickey duly elected to the position of Chairman.

Cr Hickey took the Chair at 11.11am.

4. Minutes of previous meeting 21 October 2014 (appear to be unavailable)

Committee noted that Minutes for were 21 October 2014 unavailable

5. Matters requiring a Decision

Note: Committee members concluded that they knew the site well and did not require an inspection.

5.1 The cropping programme for 2015/16.

Cr Hickey provided the cropping arrangements for the Rockview Land for 2015/16 (**Attachment 1**) and the Committee discussed harvesting of the land.

Moved Cr Mason Seconded Cr Praetz

That the Committee recommend to Council that the cropping arrangements for the Rockview Land for 2015/16 (Attachment 1) be accepted.

Carried 3/0

5.2 Payment for any outstanding costs.

Cr Hickey declared a financial interest in Item 5.2 and left the room at 11.34am
The CEO took the role of Chairman.

Moved Cr Mason Seconded Cr Praetz

That the Committee recommend that:

- 1. Council invite Muirton Farms to invoice the Shire to recoup cost for chemical and fertiliser for cropping of the Rockview Land once the crop has been delivered and funds received.***
- 2. Council acknowledge and thank Muirton Farms for the contribution of fuel, time and leadership for the cropping of the Rockview Land.***

Carried 2/1

Cr Hickey returned at 11.46

Cr Hickey resumed the Chairman's role.

5.3 Recognition of those who have donated to the programme.

Moved Mason Seconded Cr Praetz

That the Committee recommend to Council that a plaque be erected at the Corrigin Recreation and Events Centre (CREC) acknowledging people and groups and companies that have contributed to the cropping arrangements and benefits that cropping has provided for the fit out of the CREC.

Carried 3/0

(Note: Cr Hickey advised that he would provide to the Shire the names of people he knew were involved and contributed to the cropping of the land to be placed on the plaque)

5.4 Potential to donate proceeds to a sector of the Corrigin Recreation and Events Centre (e.g. furniture, or kitchen fitout cost, or other).

Committee concluded that this Item had been dealt with in Item 5.3.

5.5 Harvest programme for 2015/16 (Corrigin Football Club).

Cr Hickey noted that he had attempted to contact the Corrigin Football Club to arrange harvest when it was best suitable. Cr Dickenson advised that if he had a 'dirty' header available through his company that he would donate the machine for harvest at no cost. He advised that he would know in the next week and will consult directly with Cr Hickey on the matter.

5.6 Fuel for the harvest.

Cr Hickey noted that in the past, the Shire had sought donations of fuel for headers (only) for the harvest from fuel suppliers.

The CEO advised that he would seek to follow through a similar request for the 2015/16 harvest.

Should donations not be forthcoming or not available in time, the Shire would provide the fuel and he would advise Council of the outcome.

5.7 Future for the Rockview land.

Moved Dickenson Seconded Cr Mason

That the Committee recommend to Council that the Rockview land be available commencing in 2016/17, to community groups on the basis of a 3 year term with:

- 1. the crop for 2016/17 being a lupin or other crop as agreed to by Council; and***
- 2. the interested club to provide a planting program for the period sought subject to Council approval.***

Carried 3/0

5.8 Corrigin Bowling Club letter of interest to secure the land for the next few years.

Committee concluded that this Item had been dealt with in Item 5.7.

5.9 The need to advertise the land should Council decide to let it out to open Clubs.

Committee concluded that this Item had been dealt with in Item 5.7.

6. General Business

There was no general business.

7. Meeting Closure

There being no further business the Chairman closed the meeting at 12.12pm.

ATTACHMENT 1

Harvest 2014

Completed by the Corrigin Football Club

Fuel donated for the headers by – Liberty Fuel and Great southern Fuel – 300ltrs each. 600ltrs total

259.64 tonne wheat total

209.6 tonne delivered and sold through CBH

Insurance claim of 6% adding to the income

50.04 tonne taken by Muirton Farms for payment of inputs(50.04T @ \$ 275=\$13761)(\$ 14063 expences)(+ fuel,seeding, spraying expenses)

Spaying / Seeding 2015

10/1/15 - 1ltr glyphosate+ 660mls ester 680+ .3% liberate+ 1% ammo + 100mls garlon/ha = \$1418		Sprayed by D Hickey
18/4/15 - 1.5ltr glyphosate + 500mls ester 680+ .3% liberate + 1% ammo	= \$700	R McMiles
Burning - 6/5/2015 - burnt stubble		D Hickey, R Duncum
29/5/15 - 1ltr gramoxone + 140grms metribuzin + 2.5ltrs Treflan	= \$2458	R McMiles
Seeding - 29/5/15 - 80kg/ha Hindmarsh Barley		
29/5/15 - 45kg/ha MAP Fertilizer + 50 ltrs/ha FlexiN + 20 kg/ha MOP	= \$8022	Muirton Farms
20/7/15 - Urea spread @ 50kg/ha	= \$3028	R McMiles
3/8/15 - 1ltr/ha Jaguar + 400mls/ha mcpa ive + 200mls/ha alpha Cyp	= \$462	R McMiles
10/8/18 - sprayed fire breaks		L Hickey

Donated

Sellars Ag

Ric Button

WFI Tim Thornton

Costing

Barley to be sold Cash

Hindmarsh 2 = \$244, Feed = \$235

Expenses to be recouped by Muirton Farms = Chemical \$5037.00

Fertilizer \$11051.00

Total = \$16088.00

Barley @ \$235/tonne less freight and handling cost of \$34.50 = \$200.50 nett Corrigin

Muirton Farms need to redeem 80.2tonne of barley from the crop to cover the expenses.(Assuming the crop will go feed quality)

Donations 2014

Farmworks	Treflan	250Ltrs	\$1,150
Sellars Ag	Jaguar	110ltr	\$1,420
	Ester680	80ltrs	\$2,200
	Agronomy Service		\$600
WFI- Tim Thornton	Insurance	Crop	\$600
Elders	Glysophate		\$650
Summit Fertilisers	Flexi N		\$1,680
CSBP			\$10,000
Muirton Farms	Seed		\$3,000
	<u>Total</u>		21300

Donations 2015

Sellars Ag	Glysophate		\$520
	Liberate		\$140
	Agronomy Services		\$600
Ric Button	Jaguar		\$1,420
WFI- Tim Thornton	Insurance		\$600
Muirton Farms	Seed		\$3,000
			\$6,280
<u>Total Donations</u>			\$27,580

Chemical and Fertiliser

DATE	Chemical	Fertiliser	Source	Amount	COST	Fert/seed
13/05/2014	Glysophate		elders	110ltrs	Donated	
	Glysophate		M/F	93 ltrs	506.85	
	Li700		M/F	21 ltrs	148.26	
26/05/2014	Glysophate		M/F	154.5 ltrs	842	
	Ester 680		M/F	51.5 ltrs	476.37	
	Li700		M/F	21 ltrs	148.26	
28/05/2014	Treflan		Farmworks	250ltrs	Donated	
	Grammoxone		M/F	110 ltrs	838	
	Diuron		M/F	30.9 kg	379.45	
	Ester 680		M/F	51.5 ltrs	476.37	
28/05/2014	Wheat/corrack		M/F	8240 kg		Donated
		MAP	M/F	4120 kg		2649
		MOP	M/F	2060 kg		1252
		Flexi N	M/F	5150 ltrs		3382
10/07/2014	Jaguar		Sellars/landmark	110 ltrs	Donated	
20/07/2014		Urea	M/F	4120 kg		2492
12/08/2014	Ester 680		Sellars/Landmark	80 Ltrs Ester 680	Donated	
		Flexi N	Summit Fertiliser	3 tonne	Donated	
		Flexi N	M/F	2.5 tonne		1232
					3815.56	11007
				Total Cost	14822.6	



Notice of Meeting

CORRIGIN RECREATION & EVENTS CENTRE ADVISORY COMMITTEE

Wednesday 4 November 2015 at 7.30pm

At the Corrigin Recreation & Events Centre, Lot 620 Larke Crescent, Corrigin

AGENDA

1) Declaration and Opening

The Chairman Mr Rob Crombie opened the meeting at 7.30pm

The Committee then toured the CREC and returned to undertake formalities of the meeting at 8.20pm.

2) Attendance

Shire President	Cr Lyn Baker
Councillor	Cr Shannon Hardingham
Chief Executive Officer	Rob Paull
Executive Manager, Governance & Compliance	Heather Talbot
Corrigin Football Club	Rob Crombie (Chairman)
Corrigin Hockey Club	Anita Stone
Corrigin Agricultural Society	Tim Thornton
Corrigin Netball Club	Juanita MacGregor
Corrigin Cricket Club	Kim Courboules
Guest	Taryn Dayman

Apologies

Corrigin Squash Club	Deb Rendell
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3) Adoption of Minutes of previous meeting 5 October 2014

That the Minutes of the previous meeting of 5 October 2014 of the Corrigin Recreation & Events Centre Advisory Committee be received as a true and correct record.

Moved Juanita MacGregor Seconded Cr Lyn Baker

Carried

4) Matters arising from the Minutes

Rob Crombie advised that the Corrigin Football club had a toasted sandwich maker and around 200-250 coffee cups that could be suitable for the CREC and if required, would donate them to the CREC. Members discussed the list of items to be purchased and agreed that due to the urgency of the matter, the trip would occur on Friday 6 November 2015 and the following would be available to attend:

- Juanita MacGregor
- Cr Lyn Baker
- Cr Shannon Hardingham
- Taryn Dayman
- Tim Thornton

5) Final fit out of CREC

Committee agreed that the visit to suppliers would address the following:

- Kitchen – plates, cutlery, cooking utensils including limited number of pots/pans/trays
- Wine/beer glasses, cups/mugs (and would review the cups the Football Club had in stock).
- Function room – chairs, tables and would consider bar stools (depending on price and allocation of funds)
- Foyer – alfresco tables & chairs
- Playground
- BBQ area
- Office – desk, chair
- Hockey/Netball meeting room – urn, trolley etc
- 4 high chairs

6) Facility Management Plan

Clubs advise that they had reviewed the draft Plan but were yet to finalise it. They were confident that it would be finalised and accepted by early March. Rob Paull advised that this was essential as this would coincide with the beginning of significant use of the CREC.

Rob Paull advised that it was likely that the Shire's responsibility for cleaning etc would be the public toilets and public areas. It simply did not have the staff to maintain CREC and Clubs will be responsible for their respective areas for cleaning (to a high standard).

7) Suggested workshop with Advisory Group Members – CREC Operations

Committee did not formally address this Item.

8) Suggested Opening dates

Lyn advised that the likely 'formal' opening would be in late February or early March 2016, depending on the availability of dignitaries and invited guests. The Shire had written to West Perth Football Club, Netball WA, Hockey WA, Perth Wildcats asking whether they were interested in holding a training program or other program to coincide with the opening.

7) General Business

Taryn advised that the Shire was confident that it would secure Lotteries funding that would provide approximately \$76,000 for playground equipment and that this should be confirmed later in the month.

Taryn asked the views of the Members in relation to using the CREC as an alternative location to the Street Party. Access would depend upon the final fit out, formally approved (by Health and Building) to allow public access and the supply of gas. Consensus was that the Members had no objection to this alternative.

Lyn advised that the Corrigin Bowling Club had recently been in touch to express an interest in relocation to the CREC. Although it was not specifically referred to in Council's Long Term Financial Plan or other strategic documentation, it was still something the Council could reasonably entertain. The Committee agreed to invite the Club to a future Meeting to discuss options.

Lyn advised that with regard to the Liquor licence, the Shire will arrange a meeting with the Department of Racing, Gaming and Liquor and advise licensing options back to the next meeting.

8) Next Meeting

Due to harvest and the Christmas/New Year period, Committee considered that a meeting date not be determined at this stage but agreed it should be held in the early New Year. The Shire would canvass members and advises of an acceptable date.

9) Meeting Closure

There being no further business the Chairman closed the meeting at 9.45pm.



CENTRAL COUNTRY ZONE

Minutes

**Friday 27 November 2015
In-Person Meeting**

W B Eva Pavilion Brookton

Commencing at 9.58am

Table of Contents

1.0	OPENING AND WELCOME	3
2.0	ATTENDANCE AND APOLOGIES.....	3
3.0	DECLARATION OF INTEREST	4
4.0	ANNOUNCEMENTS AND ELECTION OF STATE COUNCIL REPRESENTATIVE.....	5
4.1	Delegates and Deputy Delegates to Zone.....	5
4.2	Election of WA Local Government Association State Council Representative and Deputy State Council Representative	6
4.2	Election of Zone President, Zone Deputy President and up to Three Zone Executive Committee Members.....	8
4.3	Election of Zone Representatives to the Local Government Grain Freight Group, Great Southern District Emergency Management Committee and Wheatbelt Health Initiative (Working Title).....	10
5.0	MINUTES.....	12
5.1	Confirmation of Minutes – Friday 28 August 2015 (Attachment)	12
5.2	Business Arising from Minutes Friday 28 August 2015	12
5.2.1	Item 9.2 Local Government Grain Freight Group	12
5.2.2	Item 5.2.3 Centralisation of MRWA Wheatbelt Region to Northam (Attachment)	13
5.2.3	Item 6.7 WALGA Presidents Report	13
5.2.4	Item 10.3 Review of Local Government Water Services Licencing – Shire of Brookton	14
5.2.5	Item 10.6 Increase in Emergency Services Levy.....	14
5.2.6	Item 11.2 Registration of Tractors with Triple Tyres – Shire of Kulin	15
5.3	Minutes of the Executive Committee Meetings – Monday 9 November 2015 (Attachment).....	16
5.4	Minutes of a Meeting of the Joint Zone Executives held on Friday 9 October 2015 (Attachment)	16
6.0	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS.....	17
6.1	State Councillor Report	17
6.2	WALGA Status Report	17
6.3	Review of WALGA State Council Agenda - Matters for Decision	17
6.4	Review of WALGA State Council Agenda - Matters for Noting/Information.....	22
6.5	Review of WALGA State Council Agenda - Organisational Reports.....	22
6.6	Review of WALGA State Council Agenda - Policy Forum Reports	23
6.7	WALGA President's Report (Attachment)	23
7.0	GUEST SPEAKERS.....	24
7.1	Presentation by the Department of Premier and Cabinet's Native Title Unit - South West Native Title Settlement (12.00 noon).....	24
7.2	Invitation to be a Broker for the Participation Program– Kathryn Norris (12.45pm)	24
8.0	FINANCE	25
8.1	Wheatbelt Health MOU Group - Outstanding Accounts for Payment	25
8.2	Central Country Zone 2014/2015 Audit (Attachments)	27
9.00	ZONE REPORTS.....	28
9.1	Zone President's Report.....	28
9.2	Local Government Grain Freight Group (LGGFG)	28
9.3	Wheatbelt District Emergency Management Committee (DEMC).....	28
10.0	ZONE BUSINESS - MEMBER COUNCIL MATTERS.....	29
10.1	Central Country Zone 2016 Meeting Schedule	29
10.2	Census of Local Government Councillors (Attachment)	31
10.3	Recruitment of Doctors into the Wheatbelt - Shire of Lake Grace	32

10.4	Planning and Development (Local Planning Schemes) Regulations 2015 – Shire of Wagin (Attachment)	33
10.5	Wheatbelt Conference 2016	35
10.6	Wheatbelt Health Initiative (Working Title)	36
11.0	ZONE BUSINESS - OTHER BUSINESS/URGENT BUSINESS	37
12.0	ZONE BUSINESS - EMERGING ISSUES	37
12.1	Rubbish Collection on Highways – Shire of Beverley	37
12.2	Biosecurity Needs Assessment – Shire of Lake Grace (Attachments).....	37
13.0	MEMBERS OF PARLIAMENT	37
14.0	OTHER REPRESENTATIVES REPORTS.....	38
14.1	Department of Local Government and Communities	38
14.2	Wheatbelt Development Commission.....	38
14.3	Regional Development Australia (RDA) Wheatbelt (Attachment)	38
15.0	DATE, TIME AND PLACE OF NEXT MEETING	38
16.0	CLOSURE	38

Minutes

Central Country Zone of WALGA

Friday 27 November 2015, commencing at 9.58am

1.0 OPENING AND WELCOME

Prior to the opening of the meeting Mr Rick Wilson MP, Member for O'Connor addressed the delegates and responded to a number of questions.

Cr Jim Sullivan opened the meeting at 9.58am, acknowledging the attendance of Cr Lynne Craigie, WALGA President and then invited the Shire of Brookton President, Cr Kym Wilkinson to extend a welcome to delegates.

Following the welcome Cr Sullivan advised the meeting that this was his last Zone meeting and in so doing thanked delegates for their support during his term as Zone President and particularly thanked the Executive Officers for their contribution.

Cr Sullivan then retired from the Chair handing over to the Executive Officer as Returning Officer to conduct the elections.

Prior to the conduct of the election Cr Ray Harrington expressed the appreciation of the Zone to Cr Sullivan for the manner in which he has undertaken the role of President of the Zone and for his long service to the Zone as a delegate for the Shire of Kulin. The meeting acknowledged Cr Sullivan by acclamation.

2.0 ATTENDANCE AND APOLOGIES

Attendance

Cr Mark Conley (Chair)
Cr Dee Ridgway
Cr Thomas Buckland
Mr Stephen Gollan
Cr Kym Wilkinson
Cr Katrina Crute
Mr Darren Friend
Cr Lynette Baker
Mr Rob Paull
Cr Eliza Dowling
Cr Gordon Davidson
Cr Jackie Ball
Mr Matthew Giffellon
Cr Barry West
Cr Jim Sullivan
Cr Jeanette De Landgrafft
Mr Peter Bradbrook
Mayor Leigh Ballard
Mr Aaron Cook
Cr Shirley Lange
Cr Bill Mulroney
Mr Gavin Pollock
Cr Brian Caporn
Mr Graeme Fardon
Cr Phillip Blight
Cr Greg Ball

President, Shire of Cuballing
President, Shire of Beverley
Councillor, Shire of Beverley
CEO, Shire of Beverley
President, Shire of Brookton
Deputy President, Shire of Brookton
CEO, Shire of Brookton
President, Shire of Corrigin
CEO, Shire of Corrigin
Deputy President, Shire of Cuballing
President, Shire of Dumbleyung
Deputy President, Shire of Dumbleyung
CEO, Shire of Dumbleyung
President, Shire of Kulin
Councillor, Shire of Kulin
Deputy President, Shire of Lake Grace
A/CEO, Shire of Lake Grace
Mayor, Town of Narrogin
CEO, Town of Narrogin
President, Shire of Pingelly
Deputy President, Shire of Pingelly
CEO, Shire of Pingelly
President, Shire of Quairading
CEO, Shire of Quairading
President, Shire of Wagin
Deputy President, Shire of Wagin

Cr Ron Walker
Cr Brendon Whitely
Cr Kim Stripe
Cr Ray Harrington OAM
Ms Nicole Wasmann
Ms Natalie Manton
Cr Moya Carne

Councillor, Shire of Wagin
President, Shire of Wandering
Councillor, Shire of Wandering
President, Shire of West Arthur
CEO, Shire of West Arthur
Finance Manager, Shire of Wickepin
Councillor, Shire of Williams

Mr Bruce Wittber Joint Executive Officer

WALGA Representatives

Cr Lynne Craigie, President (left the meeting at 12.02pm)
Mr Wayne Scheggia, Deputy CEO (left the meeting at 12.02pm)

Guests

Mr Rick Wilson, MP Member for O'Connor (until 10.00am)

Ms Angela Elder, Manager of the Department of the Premier and Cabinet's South West Settlement Implementation Unit
Ms Natalie Contos, Principal Policy Officer Department of the Premier and Cabinet
Ms Claire Egan, Policy Officer Department of the Premier and Cabinet
Ms Sandra Flanagan, South West Settlement Project Manager within the Department of Lands
Ms Kathryn Norris, Department of Training and Workforce Development

Apologies

Hon Mia Davies, MLA	Member for Central Wheatbelt
Hon Terry Waldron MLA	Member for Wagin
Hon Martin Aldridge MLC	Member for Agricultural Region
Hon Paul Brown, MLC	Member for Agricultural Region
Hon Brian Ellis, MLC	Member for Agricultural Region
Hon Rick Mazza MLC	Member for Agricultural Region
Hon Darren West, MLC	Member for Agricultural Region

Ms Juliet Grist, Executive Officer RDA Wheatbelt
Ms Ricky Burges, CEO WALGA

Cr Keith Murray, Deputy President Shire of Beverley
Cr Andrew Walker, President Shire of Lake Grace
Cr Richard Chadwick, President Shire of Narrogin
Cr Andrew Borthwick, Deputy President, Shire of Narrogin
Mr Geoff McKeown, CEO Shire of Narrogin
Cr Colin Ward, Councillor Town of Narrogin
Cr Wes Davies, Deputy President Shire of Quairading
Mr Peter Webster, CEO Shire of Wagin
Ms Amanda O'Halloran, CEO Shire of Wandering
Cr Julie Russell, President Shire of Wickepin
Cr Wes Astbury, Deputy President Shire of Wickepin
Mr Mark Hook, CEO Shire of Wickepin
Cr John Cowcher, President Shire of Williams

Ms Helen Westcott, Joint Executive Officer

3.0 DECLARATION OF INTEREST

The Executive Officer - BHW Consulting declares an interest in Item 8.1 as it is one of the creditors that has not been paid.

4.0 ANNOUNCEMENTS AND ELECTION OF STATE COUNCIL REPRESENTATIVE

4.1 Delegates and Deputy Delegates to Zone

Reporting Officer: Bruce Wittber, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 November 2015

Attachments: Nil

Following the biennial local government elections Member Councils are to appoint delegates and deputy delegate(s) to the Zone.

At the time of writing the agenda Member Councils had advised their delegates and deputy delegates to the Zone as follows:

Council	Delegates	Deputy Delegates
Shire of Beverley	Cr Dee Ridgway Cr Keith Murray	Cr Tom Buckland
Shire of Brookton	Cr Kym Wilkinson Cr Katrina Crute	
Shire of Corrigin	Cr Lynette Baker Cr Des Hickey	
Shire of Cuballing	Cr Mark Conley Cr Eliza Dowling	Mr Gary Sherry
Shire of Dumbleyung	Cr Gordon Davidson Cr Jacki Ball	Cr Carly Smith Cr Catherine Watkins
Shire of Kulin	Cr Barry West	Cr Rodney Duckworth
Shire of Lake Grace	Cr Andrew Walker Cr Jeanette De Landgraft	Cr Stephen Hunt Mr Neville Hale
Shire of Narrogin	Cr Richard Chadwick Cr Andrew Borthwick	
Town of Narrogin	Mayor Leigh Ballard Cr Colin Ward	Cr Arthur Paternoster
Shire of Pingelly	Cr Shirley Lange Cr William Mulroney	Cr Michelle Walton-Hassell
Shire of Quairading	Cr Brian Caporn Cr Wayne Davies	Cr Jill McRae Mr Graeme Fardon
Shire of Wagin	Cr Phil Blight Cr Greg Ball	Mr Peter Webster
Shire of Wandering	Cr Brendan Whitely Cr Kim Stripe	Cr Bruce Dowsett
Shire of West Arthur	Cr Ray Harrington Cr Neil Manuel	
Shire of Wickiepin	Cr Julie Russell Cr Wes Astbury	Mr Mark Hook
Shire of Williams	Cr John Cowcher Cr Greg Cavanagh	Cr Moya Carne Mr Geoff McKeown

The above details are for information purposes only.

4.2 Election of WA Local Government Association State Council Representative and Deputy State Council Representative

Reporting Officer: Bruce Wittber, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 20 November 2015

Attachments: Nil

Background:

At the meeting of the Zone held on Friday 28 August 2015 it was resolved as follows:

RESOLUTION: Moved: Cr Richards Seconded: Cr Lange

That:

1. Member Councils be requested to advise the Executive Officer of their delegates to the Zone as soon as possible after the 2015 Local Government elections;
2. that the election of the Zone's State Council representative, State Council deputy representative, Zone President, Zone Deputy President and Zone Executive be conducted at the Zone meeting scheduled for Friday 27 November 2015; and
3. the election of the Zone's delegates to the District Emergency Management Committee, the Local Government Grain Infrastructure Group and the Wheatbelt Health MOU Group (should it be required) be conducted at the Zone meeting scheduled for Friday 27 November 2015.

CARRIED

Executive Officer Comment:

Nominations were called and closed on Thursday 19 November 2015. All Member Councils have been advised of the outcome of the nomination process.

It should be noted that WALGA has advised the following in regard to a "Tied Vote":

***Tied vote** – in the event of a tied vote, election will be determined by drawing names from a box. The Secretariat will put the names of the candidates concerned in a box and the first name drawn is the Elected Member.*

The following nominations were received for the positions of State Council Representative and Deputy State Council Representative:

State Council Representative Nomination

Cr Phillip Blight Shire of Wagin

As a consequence of there being only one nomination for the State Council Representative there will not be a ballot at the meeting and Cr Phil Blight will be elected unopposed as the State Council Representative for the Zone for the period until December 2017.

Deputy State Council Representative Nomination

As there were no nominations received for the Deputy State Council Representative vacancy nominations will be invited from the floor.

Election State Council Representative

The Returning Officer declared Cr Phillip Blight elected to the position of State Council Representative for the period 2015-2017.

Election Deputy State Council Representative

As there were no written nominations for the position of Deputy State Council Representative for the period 2015-2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Greg Ball was nominated by Cr Blight.

Cr Ball accepted the nomination.

There being no further nominations Cr Ball was elected to the position of Deputy State Council Representative for the period 2015-2017.

4.2 Election of Zone President, Zone Deputy President and up to Three Zone Executive Committee Members

Reporting Officer: Bruce Wittber, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 November 2015

Attachments: Nil

Background:

The Central Country Zone Constitution provides:

The Zone Executive Committee shall consist of a maximum of six persons, being:

- a) President, ex-officio,
- b) Deputy President, ex-officio,
- c) Representative to State Council, ex-officio, if not President or Deputy President, and
- d) three Delegates elected from member councils, as necessary

A decision to conduct the election for Zone Office Bearers at the first meeting following the local government election brings the election process into line with the recent change to the WALGA Constitution in respect to the election of WALGA State Council representatives.

Executive Officer Comment:

Nominations were called and closed on Thursday 19 November 2015. All Member Councils have been advised of the outcome of the nomination process.

The following nominations were received for the positions of Zone President, Zone Deputy President and two or three Executive Committee members:

Zone President Nominations

Cr Mark Conley, Shire of Cuballing

Zone Deputy President Nominations

No nominations

Zone Executive Committee Nominations (3 positions)

Cr Dee Ridgway, Shire of Beverley

Cr Mark Conley, Shire of Cuballing

Election of Zone President

There being only sufficient nominations to fill the position of Zone President, Cr Mark Conley is declared elected to the position of Zone President for 2015/2017.

Election of Zone Deputy President

As there were no nominations for the position of Deputy President for the period 2015/2017 nominations will be invited from the floor of the meeting.

Election of Zone Executive Committee (3 positions)

As Cr Conley has been declared elected to the position of Zone President his nomination for the Executive Committee is withdrawn.

Cr Ridgway is declared elected to the Zone Executive Committee for the period 2015/2017 and the two unfilled position nominations will be invited from the floor of the meeting.

The following process will be followed in regard to the election for the Deputy President and the two Executive Committee members:

- President will invite nominations from the floor for the relevant position;
- Should a ballot be required the following process will be followed:

- Prior to the ballot nominees for the position will be extended the opportunity to provide a two (2) minute election bid to delegates;
- The ballot will be conducted as a secret ballot;
- Each voting delegate to the Central Country Zone will be entitled to cast one (1) vote in the ballot process, with the “first past the post” method of election being used; and
- The candidates with the greater number of votes will be elected.

In the event of a tie between two candidates a second ballot will be conducted immediately between those two candidates.

Election Zone President

The Returning Officer declared Cr Mark Conley elected to the position of Zone President for 2015/2017.

Cr Conley assumed the chair and expressed his appreciation to retiring Zone President Cr Sullivan.

Cr Conley then handed over to the Returning Officer to conduct the balance of the elections.

Election of Zone Deputy President

As there were no written nominations for the position of Deputy President for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Baker nominated Cr Ridgway who declined

Cr Baker nominated Mayor Ballard

Mayor Ballard accepted the nomination.

There being no further nominations Mayor Ballard was elected to the position of Deputy President for the period 2015/2017.

Election of Zone Executive Committee (up to 3 positions)

The Returning Officer declared Cr Dee Ridgway elected to the Zone Executive Committee for the period 2015/2017 and invited nominations for the unfilled vacancies.

Cr Blight nominated Cr Katrina Crute

Cr Crute accepted the nomination

There being no further nominations Cr Crute was elected to the Zone Executive Committee for the period 2015/2017.

Footnote:

The Executive Committee for 2015/2017 is:

President	Cr Mark Conley
Deputy President	Mayor Ballard
State Council Representative	Cr Phillip Blight
Executive Committee Members	Cr Dee Ridgway
	Cr Katrina Crute

4.3 Election of Zone Representatives to the Local Government Grain Freight Group, Great Southern District Emergency Management Committee and Wheatbelt Health Initiative (Working Title)

Reporting Officer: Bruce Wittber, Executive Officer/Returning Officer

Disclosure of Interest: No interest to disclose

Date: 19 November 2015

Attachments: Nil

Background:

The Zone is represented on the Local Government Grain Infrastructure Group, Great Southern District Emergency Management Committee and the proposed Wheatbelt Health Initiative (Working Title) it is appropriate to conduct elections for these positions as part of the election of Zone office bearers.

Nominations were called and closed on Thursday 19 November 2015.

All Member Councils have been advised of the outcome of the nomination process.

At the close of nominations the following nominations had been received for the various positions:

Local Government Grain Freight Group Nominations (1 delegate and 1 deputy delegate)

No nominations

Wheatbelt Health Initiative (Working Title) Nominations (Zone President (or nominee) and 1 delegate and 1 deputy delegate)

No Nominations

Great Southern District Emergency Management Committee Nominations (1 delegate and 1 deputy delegate)

No nominations

The following process will be followed in regard to the election delegates to the various organisations:

- President will invite nominations from the floor for the relevant positions;
- Should a ballot be required the following process will be followed:
 - Prior to the ballot nominees for the position will be extended the opportunity to provide a two (2) minute election bid to delegates;
 - The ballot will be conducted as a secret ballot;
 - Each voting delegate to the Central Country Zone will be entitled to cast one (1) vote in the ballot process, with the "first past the post" method of election being used; and
 - The candidates with the greater number of votes will be elected.

In the event of a tie between two candidates for either election a second ballot will be conducted immediately between those two candidates.

Election - Local Government Grain Freight Group Nominations (1 delegate and 1 deputy delegate)

As there were no written nominations for the delegate to the Local Government Grain Freight Group for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Katrina Crute was nominated.

Cr Crute accepted the nomination.

There being no further nominations Cr Crute was elected to the position of Delegate for the period 2015/2017.

As there were no written nominations for the position of Deputy Delegate for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

No nominations were received and the matter was deferred until the next Zone Meeting with a request that the Executive Officer enquire of the Shire of Wickpin if one of their delegates to the Zone may have been interested.

Election - Wheatbelt Health Initiative (Working Title) Nominations (Zone President (or nominee) and 1 delegate and 1 deputy delegate)

Zone President Cr Conley indicated that he would seek a nominee for this Group.

As there were no written nominations for the delegate to the Wheatbelt Health Initiative for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Shirley Lange was nominated.

Cr Lyn Baker was nominated as the Presidents nominee.

Cr Lange and Cr Baker accepted the nomination.

There being no further nominations Cr Lange and Cr Baker were elected to the position of delegates for the period 2015/2017.

As there were no written nominations for the deputy delegate to the Wheatbelt Health Initiative for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Baker nominated Mr Graeme Fardon who declined

Cr Conley was nominated.

Cr Conley accepted the nomination.

There being no further nominations Cr Conley was elected to the position of deputy delegate for the period 2015/2017.

Election - Great Southern District Emergency Management Committee Nominations (1 delegate and 1 deputy delegate)

As there were no written nominations for the position of Delegate for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

Cr Bill Mulroney was nominated and accepted the nomination.

There being no further nominations Cr Mulroney was elected to the position of delegate for the period 2015/2017.

As there were no written nominations for the position of Deputy Delegate for the period 2015/2017 the Returning Officer invited nominations from the floor of the meeting.

As there were no nominations the matter was deferred until the next meeting.

5.0 MINUTES

5.1 Confirmation of Minutes – Friday 28 August 2015 (Attachment)

RECOMMENDATION:

That the Minutes of the Meeting of the Central Country Zone held on Friday 28 August 2015 be confirmed as a true and accurate record of the proceedings.

RESOLUTION: **Moved: Cr Ball** **Seconded: Cr Baker**

That the Minutes of the Meeting of the Central Country Zone held on Friday 28 August 2015 be confirmed as a true and accurate record of the proceedings.

CARRIED

5.2 Business Arising from Minutes Friday 28 August 2015

5.2.1 Item 9.2 Local Government Grain Freight Group

At the Zone Meeting on Friday 26 June 2015 it was resolved in part as follows:

That the Central Country Zone:

- 1. inform the State Government of its concern at the proposed sale of the Fremantle Port and in particular the potential impact on the shipping of grain;*
- 2. refer the issue of the sale of the Fremantle Port to the next meeting of the Local Government Grain Freight Group.;*

Correspondence was forwarded to the Treasurer Hon Mike Nahan MLA.

The matter was also raised at the Local Government Grain Freight Group with the following being an extract of the Minutes of the Meeting held on 6 July 2015:

7.1 Sale of Fremantle Port

The Central Country Zone has requested that the issue of the sale of the Fremantle Port be referred to the Grain Group. The Zone expressed concern that the sale (or long term lease) of the Port may impact on the grain delivery and shipping from the Port and that the long term consequences may not have been considered by the State government in its proposal.

The Zone has requested that the matter be listed for broad discussion and whether others share the same concern and if so what role the Grain Group should have in the discussion.

The Chairman asked delegates to bear in mind that the proposal was for a long term lease of the Fremantle Port rather than sale and that the Kwinana Bulk Terminal was now included in the lease; it being previously announced that the Bulk Terminal was for separate sale.

Cr S Wainwright commented –

- The lease of Melbourne Port saw an increase in rental charges of up to 800%.*
- The City of Fremantle is concerned with the effect on cruise ships and rate increases; has commissioned a report to consider issues associated with the lease/sale; and the City has no formal position.*

Mr B Wittber commented that there had been some commentary around Brookfield Rail positioning itself to bid for the Port lease through the offer by Brookfield Rail's parent company, Brookfield Infrastructure Partners, to purchase Asciano (owner of significant port and rail operations).

RESOLUTION

Cr S Wainwright moved and Cr R Forsyth seconded –

- That a presentation be arranged on the proposed Fremantle Port sale/lease.*
- That the WA Local Government Association be requested to investigate the proposed sale/lease of Fremantle Port focussing on the impact on local governments.*

CARRIED

The matter was noted at the Zone meeting on Friday 28 August 2015 and as such is still ongoing and despite a follow up with Treasurer Nahan there has been no response.

Does the Zone wish to pursue the matter further and if so what action is proposed?

It was agreed to leave the matter on the Agenda

5.2.2 Item 5.2.3 Centralisation of MRWA Wheatbelt Region to Northam (Attachment)

At the Zone Meeting on Friday 26 June 2015 it was resolved as follows:

RESOLUTION: Moved: Cr Blight

Seconded: Mayor Ballard

That the Central Country Zone of WALGA Executive meets with the Minister for Transport in an effort to have MRWA's Wheatbelt South operation in Narrogin restored to its former strength to service this region.

CARRIED

Correspondence was written to the Minister for Transport, Hon Dean Nalder, seeking to meet with him, to which no response was received at the time of the last meeting.

The Executive Officer was however advised by the CEO of a Member Council that he had received a letter from the Regional Manager MRWA, Craig Manton enclosing a copy of the letter from the Zone to the Minister. The MRWA Regional Manager commented in his letter that he *"was both surprised and disappointed to receive the attached letter from the WALGA Central Country Zone expressing discontent with the new organisational structure in the Wheatbelt Region."*

It would seem that similar letters were sent to other Member Councils.

The Executive Officer expressed concern, from a protocol perspective, that a letter sent to the Minister, seeking a meeting with the Minister, has received no response, but was circulated by an agency without the courtesy of a response being received from the Minister.

At the Zone Meeting on Friday 28 August 2015 it was resolved as follows:

RESOLUTION: Moved: Cr Richards

Seconded: Cr Harrington

That the Central Country Zone write to Minister for Transport, Hon Dean Nalder MLA expressing its displeasure, that a letter sent to the Minister relating to "Centralisation of MRWA Wheatbelt Region to Northam", has received no response, but was circulated to Zone Member Councils by an agency (MRWA) without the courtesy of a response being received by the Zone from the Minister.

CARRIED

Following the meeting the Minister for Transport responded as per the attached correspondence.

Subsequently during November 2015 the Minister extended an invitation for representatives of the Zone to meet with him on Thursday 19 November. The Zone was represented by Cr Phillip Blight, Mr Peter Webster and Executive Officer Bruce Wittber. Zone President Cr Sullivan and Deputy President Cr Cowcher were unavailable to attend.

A verbal report will be presented to the Zone Meeting.

Cr Blight reported that the meeting with Minister for Transport, Hon Dean Nalder was a good meeting and whilst it is unlikely that the MRWA Regional Office will be reinstated the Minister acknowledged the concerns in relation to lack of delegated authority of the staff currently based at the Narrogin Office. The Minister also indicated he would raise with the Director General the issue of the manner in which the letter to him had been responded.

5.2.3 Item 6.7 WALGA Presidents Report

At the Zone Meeting held on Friday 28 August 2015 it was resolved (in part) as follows:

1. That WALGA be requested to seek a change to the arrangement for advising of the Financial Assistance Grants so that details of the actual annual grant are provided to each local government by 30 June each year.

WALGA in its Status Report has advised as follows:

The annual Local Government National Report describes why adjustments are made to the annual FAGs grant each year:

"At the beginning of each financial year, the quantum of the grant to local government is estimated using the estimated factor, which is based on forecasts of the Consumer Price Index (CPI) and population changes for the year.

At the end of each financial year, the actual or final grant for local government is calculated using the final factor, which is based on updated CPI and population figures.

Invariably there is a difference between the estimated and actual grant entitlements. This difference is combined with the estimated entitlement in the following financial year to provide the actual cash payment for the next year."

These adjustments need to be applied when the actual CPI and population data is known, which will not be until after 30 June. Accordingly, Local Governments should expect and plan for some small variation (usually less than 1%) in their grant for the coming financial year.

Does the Zone wish to take any further action?

It was agreed that no further action was required.

5.2.4 Item 10.3 Review of Local Government Water Services Licencing – Shire of Brookton

At the Zone Meeting held on Friday 28 August 2015 it was resolved as follows:

RESOLUTION: Moved: Cr Crute

Seconded: Cr Lange

That the Central Country Zone advises WALGA State Council of its concerns and issues with the current regulatory and compliance burden imposed on Local Governments by the Economic Regulation Authority under the Water Services Act (2012) and seek for WALGA to advocate for a full exemption for non-metropolitan local governments with less than 1,000 connections.

CARRIED

WALGA in its Status Report has advised as follows:

The Minister has approved the Department of Water to undertake a public interest assessment on its proposal to provide an exemption to the licensing conditions of the Water Service Act for small local government service providers (with less than 1000 connections). The Association has written to the Minister for Water on the issue, and is discussing it with the Minister at its scheduled meeting on November 12 2015.

WALGA also included in Local Government News on 2 October 2015 an invitation to Member Councils to provide comment on its proposal to exempt small Local Government sewerage and/or non-potable water service providers from water services licensing.

Does the Zone wish to take any further action?

It was agreed that no further action was required at this time until the outcome of the review.

5.2.5 Item 10.6 Increase in Emergency Services Levy

At the Zone Meeting held on Friday 28 August 2015 it was resolved as follows:

RESOLUTION: Moved: Cr Marshall

Seconded: Mayor Ballard

That the Central Country Zone note the continuing disproportionate increases in the Emergency Services Levy and request that WALGA develop a strategy to advocate to the State Government for a return to the original intent of the funding arrangements including an increased allocation from consolidated revenue.

CARRIED

RESOLUTION: Moved: Cr Ridgway

Seconded: Cr Lange

That the Central Country Zone through its Member Councils prepare a petition to the President and Members of the Legislative Council of the Parliament of Western Australia seeking to have an inquiry into the disproportionate increases in the Emergency Services Levy and the decline in the proportion of funding from consolidated revenue.

CARRIED

WALGA in its Status Report makes the following comment:

The Secretariat notes the Zones concerns and advises that WALGA is a discussion paper for Members on the review of the Local Government Capital Grants Scheme and the ESL Administration fee paid to Local Government via the Scheme.

AS part of this advocacy strategy on the 15 Oct 2015, the WALGA President met with the Minister for Emergency Services; Corrective Services; Small Business; Veterans. The Minister has announced a review of the Local Government Capital Grants Scheme. This is being led by the Department of Fire and Emergency Services.

The Minister supported local government input into the operation of this Scheme and welcomed WALGA's involvement in the review.

At this stage no further action has been taken in regard to the petition but the matter is being progressed.

Noted

5.2.6 Item 11.2 Registration of Tractors with Triple Tyres – Shire of Kulin

At the Zone Meeting held on Friday 28 August 2015 the following comment was made:

Cr Sullivan raised the issue of concern to the Shire of Kulin that tractors with "triple tyres" were unable to be registered and sought support for changes to the regulations to allow this to occur.

During discussion it was felt that this may have been an oversight in the development of the regulations.

Mr Mal Shervill from WALGA advised that he would seek further information through the Agricultural Vehicle Advisory Committee and would provide a response to the Executive Officer.

Mr Shervill advised by email on 25 September as follows:

Based on discussions at the Agricultural Vehicle Advisory Group this morning, I can provide the following advice regarding licensing of tri-wheeled tractors.

If the width dimension of the tri-wheeled tractor exceeds 4.9 metres it can be licensed, but an application must be made to and considered by Vehicle Safety Standards at the Department of Transport in Perth. An "Application for Agricultural Machinery or Agricultural Special Purpose Vehicle Concession (Farm Tractor/Plant)" VL 18 form is used. The link to the form is: http://www.transport.wa.gov.au/mediaFiles/licensing/LBU_F_VL_C_VL18_AgriMachSplPurpose.pdf

It is suggested that the information be noted.

Noted and no further action

5.3 Minutes of the Executive Committee Meetings – Monday 9 November 2015 (Attachment)

Presenting the minutes of the Executive Meeting held on Monday 9 November 2015.

RECOMMENDATION:

That the Minutes of the Meeting of the Central Country Zone Executive Committee held on Monday 9 November 2015 be received.

RESOLUTION: **Moved: Cr Blight** **Seconded: Cr Baker**

That the Minutes of the Meeting of the Central Country Zone Executive Committee held on Monday 9 November 2015 be received.

CARRIED

5.4 Minutes of a Meeting of the Joint Zone Executives held on Friday 9 October 2015 (Attachment)

Background:

Presenting the Minutes of a Meeting of the Joint Zone Executives held Friday 9 October 2015.

The matters from this meeting are included as separate matters in these minutes.

RECOMMENDATION:

That the Minutes of a Meeting of the Joint Zone Executives held Friday 9 October 2015 be received.

RESOLUTION: **Moved: Cr Lange** **Seconded: Cr Crute**

That the Minutes of a Meeting of the Joint Zone Executives held Friday 9 October 2015 be received.

CARRIED

6.0 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) BUSINESS

Zone delegates to consider the Matters for Decision contained in the WA Local Government Association State Council Agenda and put forward resolutions to Zone Representatives on State Council

6.1 State Councillor Report

Cr Phillip Blight

As the Central Country Zone was not represented at the State Council Meeting there is no report.

Comment was made on the success of the WALGA State Council Meeting held in Narrogin on the 3 and 4 September 2015. The Zone acknowledged the support from the Town of Narrogin for the event.

6.2 WALGA Status Report

From Executive Officer

BACKGROUND:

There is no status report for November 2015.

ZONE COMMENT:

Nil

RECOMMENDATION:

That the Central Country Zone notes the:

1. State Councillor; and
2. WALGA Status Report.

RESOLUTION: **Moved: Cr Davidson** **Seconded: Cr Baker**

That the Central Country Zone notes the:

1. **State Councillor; and**
2. **WALGA Status Report.**

CARRIED

6.3 Review of WALGA State Council Agenda - Matters for Decision

From Executive Officer

Background:

WALGA State Council meets five times each year and as part of the consultation process with Member Councils circulates the State Council Agenda for input through the Zone structure.

The Zone is able to provide comment or submit an alternate recommendation that is then presented to the State Council for consideration.

5.1 Local Government Rating (05-034-02-0015 TL)

WALGA Recommendation

That WALGA:

1. Endorse the attached "Rate Capping: Policy Statement" expressing opposition to rate capping;
2. Advocate for a review of the rate billing process with the intention of establishing consistency with the State Government's water rates billing process; and,
3. Advocate to the Minister for Local Government to:
 - a. Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997; and,
 - b. Either
 - i. Amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or,
 - ii. Establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations should remain exempt from payment of Local Government rates.

ZONE COMMENT:

The Zone at the last meeting on 28 August 2015 resolved in relation to this matter as follows:

RESOLUTION: Moved: Cr Ridgway Seconded: Mayor Ballard

That the Central Country Zone opposes any attempt to introduce rate capping now or in the future and requests that the WALGA State Council Recommendation be amended to include the details of the Local Government sectors opposition to rate capping.

CARRIED

In reading the Rate Capping Policy Statement paper the Policy Statement reads as follows:

Policy Statement

The Local Government sector opposes 'rate capping' or any externally imposed limit on Local Government's capacity to raise revenue as appropriately determined by the Council with reference to strategic and financial planning processes and the community's capacity to pay.

This meets the resolution from the last Zone meeting of opposition to the concept of rate capping.

Zone support

5.2 Policy Options to Increase Elected Member Training (05-034-02-0015 TL)

WALGA Recommendation

That:

1. WALGA continue to promote Elected Member training and development opportunities;
2. The secretariat develop:
 - a. A best practice Council Induction Guide; and
 - b. A template Elected Member Training and Development Policy.
3. WALGA adopts a formal policy position that opposes legislative change that:
 - a. Requires candidates to undertake training prior to nominating for election; or,
 - b. Incentivises Elected Member training through the fees and allowances framework; or,
 - c. Mandates Elected Member training.

4. Notwithstanding WALGA's opposition to mandatory Elected Member training, if such a regime becomes inevitable, WALGA seek to ensure that it;
- Only applies to first time Elected Members;
 - Utilises the Elected Member Skill Set as the appropriate content for mandatory training;
 - Applies appropriate Recognition of Prior Learning (RPL);
 - Requires training to be completed within the first 12 months of office; and
 - Applies a penalty for non-compliance of a reduction in fees and allowances payable.

ZONE COMMENT:

The Zone does not a formal position on training options at this point.

Zone Support

5.3 State Budget Submission 2016-17 (05-088-03-0001 PS)

WALGA Recommendation

That the Association's State Budget Submission 2016-17 be endorsed.

ZONE COMMENT:

The Zone does not a formal position on most matters are included in the 2016/2017 State Budget submission.

One issue that has been the subject of previous Zone consideration is the Community Sports and Recreation Facilities Fund. Concern was expressed by the Zone at its meeting on Friday 26 June 2015 when it resolved as follows:

RESOLUTION: Moved: Cr Ball

Seconded: Cr Blight

That the Central Country Zone write to the Minister for Sport and Recreation, Hon Mia Davies MLA, seeking further clarification as to why the CSRFF funding has been reduced by so much for the 2016/17 financial year.

CARRIED

Zone support

5.4 Submission to the Select Committee into the Scrutiny of Government Budget Measures on Infrastructure Financing (05-088-03-0001 PS)

WALGA Recommendation

That the Association's submission to the Select Committee into the Scrutiny of Government Budget Measures on Infrastructure Financing be endorsed.

ZONE COMMENT:

Zone support

5.5 Infrastructure WA Advisory Group (05-001-03-0018 ID)

WALGA Recommendation

That WALGA:

- Maintain observer status with the Infrastructure WA Advisory Group provided that there is no direct financial cost.
- Urge the State Government to lead a consultative, transparent process to develop a coherent and comprehensive infrastructure plan for Western Australia.

ZONE COMMENT:

Zone support

5.6 West Australian State CCTV Strategy Consultation (05-019-03-0009 JH)

WALGA Recommendation

That the proposed Memorandum of Understanding (MOU) between the Minister for Police and WALGA (as a participant on behalf of Local Governments) “for the provision of a coordinated State CCTV network that allows data sharing between owners of CCTV cameras facing public areas to enhance the safety and security of the Western Australian community” be endorsed.

ZONE COMMENT:

Zone support

5.7 Interim Submission – Building Commission’s Discussion Paper about ‘Instant Start’ (05-015-01-0003 VJ)

WALGA Recommendation

That WALGA:

1. Strongly oppose the ‘Instant Start’ concept as it is not based on any policy foundation and has inherent risks and potential liability for Local Government; and
2. Endorse the interim submission to the Building Commission on the Discussion Paper ‘Instant Start’ that sets out WALGA’s concerns.

ZONE COMMENT:

The following is an extract from the Interim Submission – Building Commission’s Discussion Paper about ‘Instant Start’ which “sums up” the inherent problems with the process being proposed:

WALGA Final comments

Clearly the State Government and the Building Commission lacks understanding of the role of local government. The state government seems to be making decisions to be popular among some without any thought of the detrimental impact the decision has on local government (or residents). This Instant Start decision is a perfect example.

Further, given the State Governments recent announcement of ‘Red Tape’ reduction, it is incredible that the ‘Instant Start’ process is still being pursued, as a significant amount of additional red tape, processing requirements, forms, and enforcement issues will be imposed on the Building Commission and Local Government in order to ‘help’ save 10 days for the Building Industry.

It is worrying that a significant change to the Building Application process is being pursued without any data to back it up, and even though the Building Commission’s role is to monitor and review the operation of the Building Act through Section 86 of the Building Services (Complaint Resolution and Administration) Act 2011. The Association is currently compiling a one year data snapshot of the Building Permit process, to clearly show the efficient processing of Building Permits by the local government sector and will provide this information once completed.

As there is a high focus of these legislative changes being proposed to assist in the ‘housing affordability’ debate, it is suggested that the entire housing delivery process be investigated, including the scheduling arrangements of the Building Industry.

It would be interesting to clearly outline the whole of development costs, which would show that the holding costs imposed by the local government assessment system (the 10 days) is insignificant compared to the delays home owners face in the scheduling of supplies and trades over the 12 – 18 month construction schedule.

If this fatally flawed system is pursued, WALGA will be recommending that all local governments should advise landowners that when they have a problem with the builder and process because of ‘Instant Start’ that they direct their complaint to the Building Commission and the Minister, not the local government.

Zone strongly support WALGA position.

5.8 Interim Submission to WA Planning Commission – Draft Liveable Neighbourhoods (05-047-02-0007 VJ)

WALGA Recommendation

That WALGA endorse the interim submission to the WA Planning Commission on the draft Liveable Neighbourhoods document.

ZONE COMMENT:

Zone support

5.9 Revised Draft State Planning Policy 3.7: Planning in Bushfire-Prone Areas (05-024-02-0056 CG)

WALGA Recommendation

That WALGA:

1. note the feedback provided by the Association to the WA Planning Commission concerning the revised draft SPP3.7 Planning in Bushfire-Prone Areas.
2. Request that the Minister for Planning and the WA Planning Commission release the revised draft document for public consultation.

ZONE COMMENT:

Zone support

5.10 Interim Submission to the WA Planning Commission: Peel Region Scheme Floodplain Management Policy (05-036-03-0028 CG)

WALGA Recommendation

That WALGA endorse the interim submission to the WA Planning Commission regarding the draft Peel Region Scheme Floodplain Management Policy.

ZONE COMMENT:

Zone support

5.11 Interim Submission on the Heritage Bill 2015 (05-036-03-022 NH)

WALGA Recommendation

That WALGA endorses the interim submission to the Heritage Bill 2015.

ZONE COMMENT:

Zone support

5.12 Interim Submission on the Emissions Reduction Fund Safeguard Mechanism (05-028-03-0016 LS)

WALGA Recommendation

That WALGA endorse the interim submission to the Commonwealth Department of the Environment relating to the Emissions Reduction Fund Safeguard Mechanism.

ZONE COMMENT:

Zone support

RECOMMENDATION:

That the Central Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

RESOLUTION: **Moved: Cr Ridgway** **Seconded: Cr Davidson**

That the Central Country Zone endorses all recommendations being matters contained in the WALGA State Council Agenda other than those recommendations separately considered.

CARRIED

6.4 Review of WALGA State Council Agenda - Matters for Noting/Information

- 6.1 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)**
- 6.2 Update on Energy Efficient Street Lighting (05 028 04-0006 LS)**
- 6.3 Successful Advocacy for Faster Native Vegetation Clearing Permit Processing Times (05-095-03-0001 JB)**
- 6.4 Local Government Audits (05-068-02-0001 WFS)**
- 6.5 City of Perth Bill (05-034-01-0015 TL)**

The Executive Officer in reading the City of Perth Bill and the associated Hansard of parliamentary debate on the WA Parliament website noticed that the Minister for Local Government has introduced two further amendments to the Bill that will amend the *Local Government Act 1995* by amending s5.82, s5.83 and inserting two new sections 5.89A and 5.89B.

The effect of the proposed changes is to require gift and travel disclosures to be declared within 10 days of receiving them and also make them available for inspection on the website of local governments.

The Bill will now be considered by the Legislative Council.

- 6.6 Local Laws and the Parliamentary Process (05-034-01-0007 JMc)**
- 6.7 Parliamentary Committee Review, Development Assessment Panels (05-047-01-0016 CG)**

6.5 Review of WALGA State Council Agenda - Organisational Reports

7.1 Key Activity Reports

7.1.1 Report on Key Activities, Environment and Waste Unit (01-006-03-0017 MJB)

The following is an extract from the report:

Biosecurity Policy

The Association is undergoing an in-depth assessment of biosecurity policy in response to members' concerns raised at the AGM. As stage one of this work, the Association is currently drafting a discussion paper that will outline all relevant background information and pose possible management options. This document will be circulated in the early New Year for Local Government comment. WALGA will also deliver five biosecurity forums around the south west land division in February 2016, with the Department of Agriculture and Food staff presenting and answering questions at these sessions. The workshops are being planned for Esperance, Merredin, Bridgetown, Geraldton and Perth.

Whilst recognising the limitations on funding to undertake the workshops the Executive Officer noted that the majority of Central Country Zone Member Councils will be required to travel a reasonable distance to attend a workshop should they wish to participate in the policy development. The Executive Officer raised the issue with WALGA and it is likely that a further workshop will be arranged for Katanning on Tuesday 9 February 2016.

- 7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)
- 7.1.3 Report on Key Activities, Infrastructure (05-001-02-0003 ID)
- 7.1.4 Report on Key Activities, Planning and Community Development (01-006-03-0014 AH)

6.6 Review of WALGA State Council Agenda - Policy Forum Reports

7.2 Policy Forum Reports

- 7.2.1 Mining Community Policy Forum
- 7.2.2 Container Deposit Legislation Policy Forum
- 7.2.3 Metropolitan Mayors Policy Forum
- 7.2.4 Waste Avoidance and Resource Recovery Act (2007) Review Policy Forum
- 7.2.5 Freight Policy Forum

6.7 WALGA President's Report (Attachment)

Presenting the WALGA President's Report

RECOMMENDATION:

That the Central Country Zone notes the following reports contained in the WALGA State Council Agenda:

- Matters for noting/Information;
- Organisational reports;
- Policy Forum reports; and
- WALGA President's Report.

RESOLUTION: **Moved: Cr Blight** **Seconded: Mayor Ballard**

That the Central Country Zone notes the following reports contained in the WALGA State Council Agenda:

- **Matters for noting/Information;**
- **Organisational reports;**
- **Policy Forum reports; and**
- **WALGA President's Report.**

CARRIED

7.0 GUEST SPEAKERS

7.1 Presentation by the Department of Premier and Cabinet's Native Title Unit - South West Native Title Settlement (12.00 noon)

Over the past several Zone Meetings there has been an ongoing discussion about the potential impact on Member Councils of the South-West Land Use Agreement.

The Zone President agreed to a request that the Zone receive a presentation from the Department of Premier and Cabinet's Native Title Unit.

Representatives from the South West Settlement Land, Approvals and Native Title Unit within the Department of the Premier and Cabinet and the Department of Lands will be in attendance at 11.45am to address Member Councils on the settlement process and the possible implications for affected Councils.

The representatives in attendance will be:

- Angela Elder, Manager of the Department of the Premier and Cabinet's South West Settlement Implementation Unit (presenting on the South West Native Title Settlement – key elements);
- Natalie Contos, Principal Policy Officer (Angela's team);
- Claire Egan, Policy Officer (Angela's team); and
- Sandra Flanagan, South West Settlement Project Manager within the Department of Lands (presenting on the process by which unallocated crown lands and unmanaged reserves will be selected for transfer to the Noongars as part of the Noongar Land Base Strategy under the South West Settlement (this process involves direct consultation with local Government)

7.2 Invitation to be a Broker for the Participation Program– Kathryn Norris (12.45pm)

The Department of Training and Workforce Development (DTWD) has requested an opportunity to address the Zone on an Invitation to be a Broker for the Participation Program.

Invitation to be a Broker for the Participation Program purchases training to assist people to better participate in the workforce. The Participation Program currently has 470 qualifications and over 90 Registered Training Organisations (RTOs) that are eligible for funding. Last year DTWD committed approximately \$47 million for training under this program and are offering local government a role that would allow access to this training for members of your community, from 2016.

The role as broker would give local government staff the ability to refer members of the community to RTOs for funded training under this program. Typically local government is asked to run programs for a range of clients including job seekers, Aboriginal people, Youth at Risk, Culturally and Linguistically Diverse, people with disabilities and ex-offenders who would also be eligible for our training.

There is no cost to being a broker and there is no payment for this role. DTWD anticipate that this program will be mutually beneficial with local government staff gaining access to another tool that may assist clients and DTWD gaining wider reach into the community to disseminate information about our funded courses.

8.0 FINANCE

8.1 Wheatbelt Health MOU Group - Outstanding Accounts for Payment

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: BHW Consulting was the Executive Officer for the Wheatbelt Health MOU Group and is the outstanding creditor

Date: 17 November 2016

Attachments: Nil

Background:

The Joint Zones Executive Meeting held on 9 October 2015 considered a matter of the outstanding creditor in respect to Executive Services for the Wheatbelt Health MOU Group.

Noting the advice from the Wheatbelt GP Network that it is declining to pay the invoice rendered in June 2015 for additional funding to cover the expenses of the Health MOU Group to the 30 June 2015 and no invoices have been raised for the 2015/2016 financial year the Health MOU Group has outstanding accounts that remain unpaid.

Executive Officer Comment:

At the 30 June 2015 the Wheatbelt Health MOU Group held \$1,039.53 in the Great Eastern Country Zone bank account. The WA Country Health made a payment of \$1,150 being the additional subscription from the 2014/2015 year. An amount of \$72.73 was paid to the DAFWA for meeting room hire leaving a balance of \$2,116.80 on hand.

The following accounts are due for payment:

Name of Payee	Description	Amount (incl GST)
BHW Consulting	Professional Services and Travel, May and June 2015	2,866.99
DAFWA	Meeting Room Hire	80.00
BHW Consulting	Professional Services and Travel July and August 2015	1,891.23
Total		\$4,838.22

The net amount excluding GST is \$4,398.38.

This leaves a shortfall between the amount in the bank and the outstanding accounts of \$2,281.58.

The accounts listed above will be the final accounts for the Health MOU Group.

The Joint Zones Executive meeting resolved as follows:

RESOLUTION

Cr Eileen O'Connell moved and Cr Jan Court seconded –

That the Joint Zones recommend to each of the three Zones that the three Zones meet the shortfall from the Wheatbelt Health MOU Group in equal shares.

CARRIED

If the three Zones share the shortfall it will be an amount of \$760.53 per Zone.

Funds are available in the budget.

The meeting acknowledged that the Executive Officer remained in the meeting.

RECOMMENDATION:

That the Central Country Zone pay the Great Eastern Country Zone an amount of \$760.53 towards the outstanding accounts related to the Wheatbelt Health MOU Group.

RESOLUTION: **Moved: Cr Ridgway** **Seconded: Cr Lange**

That the Central Country Zone pay the Great Eastern Country Zone an amount of \$760.53 towards the outstanding accounts related to the Wheatbelt Health MOU Group.

CARRIED

8.2 Central Country Zone 2014/2015 Audit (Attachments)

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 18 November 2015

Attachments: 2014/2015 Financial Report and Management Letter

Background:

Presenting the finalised Financial Report and Management Letter

Executive Officer Comment:

The finalised Financial Report and Management Letter has now been received and was presented to the Zone Executive Committee at its meeting on Monday 9 November 2015.

The Zone Executive Committee having reviewed the Audited Financial Report, Audit Report and Management Letter recommends to the Zone Meeting that the 2014/2015 Audited Financial Report and Management Letter be accepted.

RECOMMENDATION:

That the Central Country Zone 2014/2015 Audited Financial Report and Management Letter be accepted.

RESOLUTION: **Moved: Cr Blight** **Seconded: Mr Fardon**

That the Central Country Zone 2014/2015 Audited Financial Report and Management Letter be accepted.

CARRIED

9.00 ZONE REPORTS

9.1 Zone President's Report

Cr Jim Sullivan

Cr Sullivan expressed his and the Zones appreciation to the Shire of Beverley, Town of Narrogin and Cr Borthwick for their support in the conduct of the WALGA State Council Meeting in Narrogin. He also thanked those Councils that provided information that could be included in his presentation to the meeting on the activities within the Zone.

Cr Blight commented on the value of the information as a “snapshot” of the activities being undertaken across the Zone. He was also pleased to see the details included in the Western Councillor.

9.2 Local Government Grain Freight Group (LGGFG)

Background:

Presenting the Minutes of the Local Government Grain Freight Group Meeting held Monday 5 October 2015

RECOMMENDATION:

That the minutes of the Local Government Grain Freight Group Meeting held Monday 5 October 2015 be received.

RESOLUTION: **Moved: Cr Davidson** **Seconded: Cr Crute**

That the minutes of the Local Government Grain Freight Group Meeting held Monday 5 October 2015 be received.

CARRIED

9.3 Wheatbelt District Emergency Management Committee (DEMC)

Cr Phillip Blight

10.0 ZONE BUSINESS - MEMBER COUNCIL MATTERS

10.1 Central Country Zone 2016 Meeting Schedule

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 16 November 2016

Attachments: Nil

Background:

In 2016 WALGA's State Council will meet on the following dates:

- Wednesday 2 March 2016;
- Thursday 5 and Friday 6 May 2016 – Regional Meeting (Murchison);
- Wednesday 6 July 2016;
- Thursday 8 and Friday 9 September 2016 – Regional Meeting (Avon Midland); and
- Wednesday 7 December 2016.

Executive Officer Comment:

The preferred dates for the holding of Central Country Zone (CCZ) meetings during 2016 are outlined in the table below:

Preferred Dates for CCZ Meetings in 2016	State Council Meeting Dates in 2016
Friday 19 February to Friday 26 February	Wednesday 2 March
Friday 22 April to Friday 29 April	Thursday 5 and Friday 6 May
Friday 24 June to Friday 1 July	Wednesday 6 July
Friday 26 August to Friday 2 September	Thursday 8 and Friday 9 September
Friday 25 November to Friday 2 December	Wednesday 7 December

The Executive Officer has not identified any specific issues that need to be considered in determining the meeting schedule. The only matter that may have an impact is Anzac Day on Monday 25 April 2016.

In 2015 the Zone held its meeting on 30 April 2015 via teleconference with the majority of issues dealt with being related to the WALGA State Council Agenda. Whilst 13 Member Councils participated in the meeting a number were not represented by an elected member.

The matter of whether the April 2016 or June 2016 is held as a teleconference can be considered as part of the discussion on meeting dates.

RECOMMENDATION:

That the Central Country Zone conduct meetings on the following dates during 2016:

- Friday 26 February 2016;
- Friday 29 April 2016;
- Friday 1 July 2016;
- Friday 2 September 2016; and
- Friday 2 December 2016.

RESOLUTION: **Moved: Cr Lange** **Seconded: Cr Caporn**

That the Central Country Zone conduct in-person meetings on the following dates during 2016:

- **Friday 26 February 2016;**
- **Friday 29 April 2016;**
- **Friday 24 June 2016;**
- **Friday 2 September 2016; and**
- **Friday 2 December 2016.**

CARRIED

Mayor Ballard voted against the motion on the basis of wishing to see more use of teleconferences

10.2 Census of Local Government Councillors (Attachment)

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: Nil

Date: 18 November 2015

Attachments: Census of WA Local Government Councillors Information

Background:

The University of WA and WALGA are partnering in the conduct of an Elected Member Census project which is being funded by the Department of Local Government & Communities.

A research team including Professor Fiona Haslam McKenzie and Dr Paul Maginn from the Centre for Regional Development at the University of Western Australia (UWA) is planning to undertake a Census of WA Local Government Councillors early in 2016 and wishes to raise an awareness of the census and how Local Government CEOs can assist in the process.

Executive Officer Comment:

UWA has conducted a pilot census and the response was that to be effective the census must be delivered via a council meeting or at a council pre-meeting to ensure a maximum response rate. To that end, UWA are raising the awareness through this agenda item and requesting that the CEOs administer the census.

UWA has requested that:

- the CEO put the census on a meeting agenda;
- administer (distribute) the census (short survey which will take no more than 10 minutes to complete) and the accompanying information sheet to councillors; and
- collect the completed surveys and mail them back to us in a Reply Paid Envelope.

More detailed information is on the attachment to the agenda.

RECOMMENDATION:

That the report be noted and Member Councils be encouraged to assist in the conduct of the research census.

RESOLUTION: Moved: Cr Crute

Seconded: Cr Davidson

That the report be noted and Member Councils be encouraged to assist in the conduct of the research census.

CARRIED

10.3 Recruitment of Doctors into the Wheatbelt - Shire of Lake Grace

Reporting Officer: Neville Hale, CEO Shire of Lake Grace
Bruce Wittber, Executive Officer

Disclosure of Interest: Nil

Date: 19 November 2015

Attachments: Nil

Background:

At the last meeting of the Zone, the Shire of Lake Grace asked if an emerging issue relating to the recruitment of doctors in the Wheatbelt could be listed for consideration at this Zone meeting.

Shire of Lake Grace Comment:

The Shire requests the Zone to consider the placement of doctors in regional areas as an emerging issue of significant concern. It is proving to be increasingly difficult and expensive to secure the services of a doctor in Wheatbelt towns. The idea of Medicare numbers being allocated to an area and not just to individual doctors has been raised before. The Shire would like to see this issue pursued through the Wheatbelt Health Advocacy Group.

It is noted that the State and Commonwealth Governments have expended significant monies on aged housing and hospital upgrades in regional areas. This much needed infrastructure enhancement is dependant in some way on having a medical practitioner available to provide the necessary supporting health service. Accordingly, more attention needs to be given to the means by which doctors can be attracted to regional areas and the use of the Medicare number should be considered.

The matter is listed for discussion.

RESOLUTION: **Moved: Cr Lange** **Seconded: Cr Baker**

That:

1. the matter of recruitment of doctors in the Wheatbelt be listed for discussion at the next meeting of the Wheatbelt Health Initiative Group;
2. a representative of the Primary Health Network be invited to attend a Zone meeting to outline their role; and
3. the Executive Officer be authorised to attend the meeting being organised by WALGA on 14 December 2015 relating to Syrian Refugees.

CARRIED

12.02pm Cr Craigie and Mr Scheggia left the meeting

10.4 Planning and Development (Local Planning Schemes) Regulations 2015 – Shire of Wagin (Attachment)

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: Nil

Date: 19 November 2015

Attachments: Nil

Background:

At the last meeting of the Zone, the Shire of Wagin asked if an item relating to the impact of the then recently gazetted Planning and Development (Local Planning Schemes) Regulations 2015 would have on second hand dwellings being relocated could be listed for consideration.

Unfortunately the Shire of Wagin was an apology at the meeting but the issue raised was considered with Mr Mal Shervill from WALGA advising that he was seeking information through the WALGA Planning team and would provide a response to the Executive Officer when it was available.

By way of additional background the following email that was circulated to a number of Member Councils is outlined below:

Attention all local governments –

I had a meeting with officers from the Department of Planning this morning and have been advised that:

- 1. The Draft Planning and Development (Local Planning Schemes) Regulations **will remove any planning controls over the use of transportable buildings as single houses.** This essentially means that owners who want to put a second hand transportable in any of your towns only have to apply for a Building Permit – the BCA only deals with structural issues and therefore there is no requirement for any upgrading, bonds, or assessment of impact of amenity.*
- 2. The Draft Regulations will be finalised next Monday/ Tuesday. If you are opposed to this change I urge you to sign the attached petition (and get as many signatures as possible) and return it to me by Friday 21 August 2015 12.30pm so I can collate objections and lodge it with the Ministers Office.*
- 3. The Department of Planning has advised me that “Transportable dwellings are now considered a dwelling and considered a ‘single house’ which does not require planning approval if in compliance with the R Codes. Any issues with structure/health aspects of the building will be covered through compliance with those acts e.g. Building Act and Health Act. “*
- 4. The ‘current’ version of the Draft Regulations is not publicly available and includes a lot of changes that have not formed part of advertising.*

We work for a number of regional Shires and the use of poor quality second hand transportable as dwellings in townsites is a major issue. Please join me and try and make a difference before it is too late. Even if we just get CEO and planners signatures due to the short time frame it all helps.

There are a lot of issues with the New Regulations and this is only one of them, but I feel it is an important one as uncontrolled second hand houses have potential to have a negative impact on our towns.

Kind Regards
Liz Bushby

Gray & Lewis Land Use Planners

Executive Officer Comment:

Since the Zone meeting on Friday 28 August the Executive Officer has been working with Vanessa Jackson, Policy Manager, Planning and Improvement, WALGA to address the concerns that had been raised by a number of local governments who had expressed similar concerns.

WALGA consulted with Member Councils on the proposed regulations in December 2014 and January 2015 and the submission was endorsed by WALGA State Council in March 2015. Unfortunately, as is the protocol around draft legislation, it is confidential and as such WALGA could not consult with Member Councils on the various versions of the regulations before they were published.

In late August 2015 WALGA raised the concerns, being expressed by Member Councils, with the Department of Planning. Whilst there were some interim responses from the Department of Planning no substantive response was received by the time WALGA President met with the Minister for Planning on Thursday 29 October 2015, a period of 8 weeks.

Along the way WALGA also obtained legal advice (copy attached) which indicated that the concerns being expressed by local government were "real" and if anything the advice suggested the issue was wider than just transportable houses.

In early November WALGA met with representatives of the Department of Planning to discuss the regulations and the meeting was positive in that it would seem that the regulations were not intended to have the apparent consequences that have been identified. The discussions are ongoing and hopefully there will be a resolution in the not too distant future.

The role that WALGA and in particular Vanessa Jackson has played in pursuing the interest of concerned Member Councils is to be commended and it is disappointing that the Department of Planning failed to address the concerns in a timely manner.

RECOMMENDATION:

1. That the report be noted with WALGA and Vanessa Jackson, Policy Manager, Planning and Improvement being complimented on their approach to addressing this matter.
2. The Zone Executive Officer continue to monitor the progress of this issue.

RESOLUTION: Moved: Cr Ridgway

Seconded: Cr Crute

-
1. **That the report be noted with WALGA and Vanessa Jackson, Policy Manager, Planning and Improvement being complimented on their approach to addressing this matter.**
 2. **The Zone Executive Officer continue to monitor the progress of this issue.**

CARRIED

10.5 Wheatbelt Conference 2016

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: Nil

Date: 18 November 2015

Attachments: Nil

Background:

The Avon-Midland, Central and Great Eastern Country Zones have resolved to support the holding of the Wheatbelt Conference on 7-8 April 2016.

Executive Officer Comment:

Expressions of interest in hosting the 2016 Wheatbelt Conference were sought from Councils across the three Zones. Submissions were received from:

Shire of Dandaragan
Shire of Kondinin
Shire of Merredin
Town of Narrogin
Shire of Wagin
Shire of York.

The Organising Committee plus the Presidents of the three Zones met on 14 October 2015 to consider the expressions of interest received. The Committee selected the bid by the Town of Narrogin to host the 2016 Wheatbelt Conference. The unsuccessful Councils have been notified and provided feedback that may assist in future submissions to host the Wheatbelt Conference.

The conference theme will be:

**Innovation
Thinking Smart for Sustainability**

The Organising Committee is currently undertaking research into key note and other speakers for the Conference.

RECOMMENDATION:

That the report on the 2016 Wheatbelt Conference be noted.

RESOLUTION: **Moved: Cr Mulroney** **Seconded: Cr Baker**

That the report on the 2016 Wheatbelt Conference be noted.

CARRIED

10.6 Wheatbelt Health Initiative (Working Title)

Reporting Officer: Bruce Wittber, Executive Officer

Disclosure of Interest: Nil

Date: 18 November 2015

Attachments: Nil

Background:

The Wheatbelt Health MOU Agreement was formed in December 2006 between the WA Country Health Service, Avon-Midland, Central and Great Eastern Country Zones, Central Wheatbelt Division of General Practise [renamed the Wheatbelt GP Network Inc in 2011] and the Wheatbelt Development Commission. In December 2013 RDA Wheatbelt (Inc) formally joined the MOU (prior to this it attended as an observer).

At its June 2015 meeting the Zone noted the deteriorating financial position of the Health MOU Group and the need for review of the MOU. The three Wheatbelt Zones agreed to provide additional financial support to the MOU and to refer the future direction of the Health MOU Group to the Wheatbelt Zones Joint Executives for review.

The Zone's August meeting considered the comments and recommendations of the Wheatbelt Zones Joint Executives and the advice that to effectively implement these recommendations the three Wheatbelt Zones would need to withdraw from the current MOU and negotiate a new arrangement. The Zone resolved to adopt the recommendations and comments of the Wheatbelt Zones Joint Executives and to give formal notice of its withdrawal from the Health MOU effective 1 September 2015 and to delegate authority to the Zone Executive to negotiate for a new health advocacy group across the Wheatbelt.

The Avon Midland and Great Eastern Country Zones adopted similar resolutions with the Central Country Zone also adding a request for further discussion on the role of chair in that the Central Country Zone would prefer that the Zone President has the opportunity to appoint his/her nominee should they wish.

Comment:

At its 9 October 2015 meeting the Wheatbelt Zones Joint Executives further considered the matter and resolved –

Cr Onida Truran moved and Cr Jan Court seconded –

That the Joint Zones Executive agree to:

- ***support the principle that a Zone President has the right to appoint another person as their nominee;***
- ***endorse the previous position with clarification around the chairing role;***
- ***create a Wheatbelt Health Advocacy Group which will operate for two years at which point a review of the Group's operation will be undertaken; and***
- ***develop Terms of Reference with principles similar to those adopted by the Wheatbelt Health MOU Group.***

CARRIED

RECOMMENDATION:

That the Central Country Zone support the creation of a Wheatbelt Health Initiative (Working Title) in line with the recommendations and principals agreed by the Wheatbelt Zones Joint Executives subject to agreement by the three Wheatbelt Zones of the Group's Terms of Reference and clarification and approval of budget and executive services workload for the Group.

RESOLUTION: **Moved: Cr Baker**

Seconded: Mr Fardon

That the Central Country Zone support the creation of a Wheatbelt Health Initiative (Working Title) in line with the recommendations and principals agreed by the Wheatbelt Zones Joint Executives subject to agreement by the three Wheatbelt Zones of the Group's Terms of Reference and clarification and approval of budget and executive services workload for the Group.

CARRIED

11.0 ZONE BUSINESS - OTHER BUSINESS/URGENT BUSINESS

Nil

12.0 ZONE BUSINESS - EMERGING ISSUES

(The intent of the item is to enable Member Councils to bring to the attention of the delegates a matter that is developing. It is proposed that the matter will be tabled for discussion but not decision and then enable Member Councils to take the information away and consider an outcome for possible consideration at the next Zone meeting.)

12.1 Rubbish Collection on Highways – Shire of Beverley

At the Zone Meeting on Friday 26 June 2015 the Shire of Beverley raised the following matter:

The Shire of Beverley raised as an emerging issue the concern at the accumulation of rubbish along highways and the lack of a collection process being implemented by MRWA. There is a concern that with the reduction in funding that this was one aspect of road maintenance that was not being managed effectively.

The Shire has advised that they wish to leave the matter listed as an emerging issue pending some further discussions.

RESOLUTION: **Moved: Cr Ridgway**

Seconded: Mayor Ballard

That the Central Country Zone write to the Minister for Transport expressing concern at the non-collection (emptying of rubbish bins) by Main Roads WA at rest stops/parking bays and the lack of roadside collection of rubbish on highways.

CARRIED

12.2 Biosecurity Needs Assessment – Shire of Lake Grace (Attachments)

The Shire of Lake Grace has provided a copy of the recently released Biosecurity Needs Assessment Report and related presentation for the interest of Member Councils.

The Shire has identified that among the many comments/feedback is the suggestion that local government become responsible for community coordination and there is a reference to local government being required to prepare biosecurity frameworks (suggestion 6) and other plans.

Other comments include:

- Local government becoming responsible for the setting up of biosecurity groups; and
- Involvement of local government rangers in the control of pest weeds and plants.

The Needs Assessment Report was developed through surveys with four key stakeholder groups including local government.

22 local governments were invited to participate in the survey but sadly only 2 provided a response.

Noted

13.0 MEMBERS OF PARLIAMENT

Mr Rick Wilson MP, Member for O'Connor

14.0 OTHER REPRESENTATIVES REPORTS

14.1 Department of Local Government and Communities

Nil

14.2 Wheatbelt Development Commission

Nil

14.3 Regional Development Australia (RDA) Wheatbelt (Attachment)

The Executive Officer of RDA Wheatbelt Juliet Grist is unable to attend the Zone meeting there has been a request to draw to Member Council's attention the details of the Funding Seminar being organised by RDA Wheatbelt to be held at Muresk (Northam) on Wednesday 2 December 2015.

Details of the seminar and how to register are included on the attachment "Free – Funding Seminar".

15.0 DATE, TIME AND PLACE OF NEXT MEETING

Friday 26 February 2016 – To be confirmed

16.0 CLOSURE

There being no further business the Chair declared the meeting closed at 12.20pm

DECLARATION

These minutes were confirmed by the Central Country Zone at the meeting held on 26 February 2016

Signed _____
Person presiding at the meeting at which these minutes were confirmed

Minutes

**WHEATBELT SOUTH AGED HOUSING
OPPORTUNITIES
10 NOVEMBER 2015 – 3.00PM
COUNCIL CHAMBERS**



Table of Contents

1.	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	3
2.	CONFIRMATION OF MINUTES – 29 SEPTEMBER.....	3
3.	STATUS REPORT (BUSINESS ARISING FROM PREVIOUS MINUTES)	4
4.	RECEIPT OF REPORTS & CONSIDERATION OF RECOMMENDATIONS	4
5.	REPORTS & INFORMATION	4
5.1	OTHER MATTERS RAISED BY MEMBERS	4
6.	URGENT BUSINESS	5
7.	CLOSURE	5

**Minutes of the Wheatbelt South Aged Housing Opportunities Meeting held in Council Chambers,
Wickepin – Tuesday 10 November 2015 at 3.00pm**

The Chairperson declared the meeting open at 3.06pm.

1. Attendance, Apologies and Leave of Absence (Previously Approved)

Julie Russell	Chairperson
Mark Hook	Shire of Wickepin
Natalie Manton	Shire of Wickepin
Lyn Baker	Shire of Corrigin
Taryn Dayman	Shire of Corrigin
Rob Paull	Shire of Corrigin
Aaron Cook	Town of Narrogin
Geoff McKeown	Shire of Narrogin
Garry Sherry	Shire of Cuballing
Mark Conley	Shire of Cuballing
Allen Smoker	Shire of Kondinin
John Read	Shire of Kondinin
Lauren Clarke	Wheatbelt Development Commission
Leah Pearson	Shire of Wickepin (Minute Taker)

Apologies

Greg Hadlow	Shire of Kulin
Eliza Dowling	Shire of Cuballing
Tim Wiese	Shire of Narrogin
Leigh Ballard	Town of Narrogin
Tory Young	Shire of Kondinin

2. Confirmation of Minutes – Wheatbelt South Aged Housing Opportunities meeting – 29 September 2015**Moved Lyn Baker /Seconded Aaron Cook**

That the minutes of the Wheatbelt South Aged Housing Opportunities meeting held on 29 September 2015 be confirmed as a true and correct record.

Carried 13/0

3. Status Report (Business arising from previous minutes)

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

Subject/Action	Officer	Progress	Status	Comment
Geoff McKeown to draft an agenda template for all Councils to use to present at their next October Council meeting. Geoff McKeown rewrite the MOU.	Geoff McKeown	Complete	✓	
Aaron Cook to request an amended quote from Verso regarding the Development of a Housing Needs Analysis and 10 Year Staged Housing Development Plan.	Aaron Cook	Complete	✓	Copy sent to all councils involved.

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ = superseded

4. Receipt of Reports & Consideration of Recommendations

5. Reports & Information

5.1 Other matters raised by members

5.1.1 MOU

The following Councils have advised that they support a regional approach to construct dedicated aged persons independent living units, and have agreed to enter into a Memorandum of Understanding to establish the Wheatbelt South Aged Housing Alliance and contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in their various communities:

- Shire of Wickepin
- Shire of Kulin
- Shire of Wandering
- Shire of Corrigin
- Shire of Cuballing
- Shire of Narrogin

The Alliance is waiting from the following Councils on a decision:

- Shire of Narembeen
- Shire Kondinin
- Town of Narrogin

A discussion was held regarding the MOU and the Alliance members. Mark Hook from the Shire of Wickepin advised he will call Chris Jackson from the Shire of Narembeen to gauge their council's interest.

Aaron Cook from the Town of Narrogin advised the Alliance that he has received the invoice from Verso, but will hold back on paying this until there is a definitive list of councils signing the MOU.

5.1.2 Business Case

Natalie Manton from the Shire of Wickepin and author of the Business Case went briefly over the contents of the business case and highlighted that the document is still a working version. Natalie Manton asked all members of the Alliance to send the information required to complete the Business Case as soon as possible.

Allen Smoker from the Shire of Kondinin queried whether the Business Case would accommodate third party agreements. The CEO Mark Hook from the Shire of Wickepin advised that this is covered in the MOU. Allen Smoker congratulated the Alliance and the initiative and continued to give an update on the Shire of Kondinin's position.

Lauren Clarke from the Wheatbelt Development Commission gave an update on the Concept Paper.

Julie Russell from the Shire of Wickepin congratulated Natalie Manton on the progress of the Business Case and reiterated to councils the importance of getting their councils information to Natalie.

Julie Russell also thanked Geoff McKeown for all his input into the Alliance and his work on the MOU and wished him all the best for his time at the Shire of Williams.

6. **Urgent Business**

7. **Closure**

There being no further business the Chairperson declared the meeting closed at 4.01pm.

The next Wheatbelt South Aged Housing Opportunities Meeting will be held on Tuesday 22 December 2015 at 3.00pm.

Actions Requested from meeting

<i>Subject/Action</i>	<i>Officer</i>
Mark Hook to contact Chris Jackson from the Shire of Narembeen to gauge their council's interest.	Mark Hook
All councils to supply requested information to Natalie Manton.	All councils

MINUTES OF SHIRE OF CORRIGIN LOCAL
EMERGENCY MANAGMENT COMMITTEE
To be provided at Council Meeting

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MINUTES OF SHIRE OF CORRIGIN AUDIT AND
RISK MANAGEMENT COMMITTEE
To be provided at Council

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Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on Tuesday 15 December 2015

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
DD5509.1	02/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 2/11/15	\$ 1,549.00	LIC
DD5511.1	03/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 3/11/15	\$ 2,330.50	LIC
DD5513.1	04/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 4/11/15	\$ 3,941.80	LIC
DD5517.1	06/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 6/11/15	\$ 1,997.15	LIC
DD5519.1	09/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 9/11/15	\$ 2,590.15	LIC
DD5521.1	10/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 10/11/15	\$ 4,004.00	LIC
DD5523.1	11/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 11/11/15	\$ 7,471.95	LIC
DD5525.1	12/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 12/11/15	\$ 3,512.35	LIC
DD5527.1	12/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 12/11/15	\$ 1,215.30	LIC
DD5546.1	16/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 16/11/15	\$ 3,804.70	LIC
DD5548.1	17/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 17/11/15	\$ 3,060.20	LIC
DD5550.1	18/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 17/11/15	\$ 1,382.50	LIC
DD5552.1	19/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 19/11/15	\$ 1,600.60	LIC
DD5554.1	20/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 20/11/15	\$ 2,369.45	LIC
DD5556.1	23/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 23/11/15	\$ 1,776.60	LIC
DD5558.1	24/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 24/11/15	\$ 8,532.60	LIC
DD5560.1	25/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 25/11/15	\$ 8,210.40	LIC
DD5562.1	26/11/2015	DEPARTMENT OF TRANSPORT	DOT DORECT DEBIT 26/11/15	\$ 2,415.40	LIC
DD5565.1	27/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 27/11/15	\$ 3,108.75	LIC
DD5567.1	30/11/2015	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT 30/11/15	\$ 1,393.30	LIC
20027	05/11/2015	KENARDS HIRE	HIRE OF WATER PUMP FOR SEPTEMBER	\$ 3,806.26	MUNI
20028	05/11/2015	SYNERGY	ELECTRICITY CHARGES FOR SWIMMING POOL	\$ 3,766.70	MUNI
20029	12/11/2015	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 186.00	MUNI
20030	18/11/2015	KENARDS HIRE	HIRE OF WATER PUMP FOR OCTOBER	\$ 3,806.26	MUNI
20031	18/11/2015	SYNERGY	CARAVAN PARK-POWER USAGE	\$ 2,024.35	MUNI
20032	26/11/2015	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 172.00	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
DD5495.1	01/11/2015	WESTNET PTY LTD	RESOURCE CENTRE INTERNET	\$ 149.90	MUNI
DD5495.2	02/11/2015	TELSTRA	PHONE CHARGES	\$ 974.38	MUNI
DD5528.1	10/11/2015	TELSTRA	PHONE CHARGES	\$ 844.17	MUNI
DD5536.1	18/11/2015	WA LOCAL GOVERNMENT ASSOCIATION	LOCAL LAWS SUBSCRIPTION 2015/16	\$ 632.50	MUNI
DD5569.1	04/11/2015	TELSTRA	PHONE CHARGES-HARVEST BAN SMS	\$ 313.50	MUNI
DD5569.2	08/11/2015	WESTNET PTY LTD	INTERNET CHARGES-DEPOT	\$ 164.90	MUNI
DD5570.1	30/11/2015	TELSTRA	PHONE CHARGES-DOCORS SURGERY	\$ 419.13	MUNI
DD5570.2	19/11/2015	TELSTRA	PHONE CHARGES	\$ 184.89	MUNI
DD5571.2	30/11/2015	TELSTRA	PHONE CHARGES	\$ 998.76	MUNI
DD5577.1	03/11/2015	SAFETYQUIP	1 X BALLANTYNE SAFETY T BAR	\$ 208.30	MUNI
DD5577.2	03/11/2015	BUNNINGS	KEY SAFE MASTERLOCK	\$ 119.96	MUNI
DD5577.3	03/11/2015	CHADWEN HOLDINGS TRUST	FAREWELL GIFT	\$ 350.00	MUNI
DD5577.4	03/11/2015	MANTRA ON HAY	2 NIGHTS ACCOMMODATION 14TH & 15TH OCT 2015 FOR TRAINING	\$ 514.08	MUNI
DD5577.5	03/11/2015	CONNECTING UP INC.	KASPERSKY INTERNET SECURITY - LICENSE RENEWALS X 13 - FOR CORRIGIN CRC PC'S	\$ 373.23	MUNI
EFT8869	05/11/2015	BOC LIMITED	CONTAINER SERVICE 29/08/2015-27/09/2015	\$ 33.65	MUNI
EFT8870	05/11/2015	CASTLEDEX	FILING STATIONARY LABELS	\$ 111.95	MUNI
EFT8871	05/11/2015	CENTRAL COUNTRY ZONE OF WALGA	2015 WA LOCAL GOVERNMENT CONVENTION	\$ 3,038.00	MUNI
EFT8872	05/11/2015	CORRIGIN HARDWARE	ACCOUNT PAYMENT	\$ 321.40	MUNI
EFT8873	05/11/2015	CORRIGIN LEADING APPLIANCES & OFFICE SUPPLIES	PARTS FOR WASHING MACHINE	\$ 236.84	MUNI
EFT8874	05/11/2015	CORRIGIN TYREPOWER	ROTATE TYRES	\$ 120.00	MUNI
EFT8875	05/11/2015	COPIER SUPPORT	METER READING 24/06/2015-22/09/2015	\$ 3,519.82	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT8876	05/11/2015	CORRIGIN DELIVERY SERVICE	GAS FOR TOWN HALL	\$ 420.00	MUNI
EFT8877	05/11/2015	CORRIGIN HOTEL	BUSH FIRE MEETING - BEVERAGES 5/10/2015	\$ 55.00	MUNI
EFT8878	05/11/2015	DALWALLINU CONCRETE PTY LTD	SUPPLY PIPES FOR CULVERTS AND DRAINAGE	\$ 4,767.40	MUNI
EFT8879	05/11/2015	ELDERS RURAL SERVICES AUSTRALIA LIMITED	CEMENT	\$ 2,115.08	MUNI
EFT8880	05/11/2015	HUTTON AND NORTHEY SALES	METER READING	\$ 118.89	MUNI
EFT8881	05/11/2015	IGA CORRIGIN	NIBBLES FOR COUNCIL MEETING - 20/10/2015 INCLUDING LOLLIES	\$ 340.58	MUNI
EFT8882	05/11/2015	INSTANT PRODUCTS HIRE	FIVE STAR SUPER SIX SOAKER, 6 BAY SHOWER UNIT	\$ 1,952.65	MUNI
EFT8883	05/11/2015	JASON SIGNMAKERS	RURAL ROAD NUMBER & POST 8324 - BROOKTON CORRIGIN ROAD	\$ 33.00	MUNI
EFT8884	05/11/2015	KATEM'S	SALAD AND BREAD - BUSH FIRE MEETING - 5/10/2015	\$ 27.15	MUNI
EFT8885	05/11/2015	LANDMARK	7 PACKS 940MM FENCE DROPERS	\$ 1,062.68	MUNI
EFT8886	05/11/2015	LIBERTY OIL RURAL PTY LTD	DEISEL	\$ 10,910.34	MUNI
EFT8888	05/11/2015	METAL ARTWORK CREATIONS	2 X NEW SIGNAGE FOR EXEC MANAGERS DOORS PLUS POSTAGE	\$ 27.50	MUNI
EFT8889	05/11/2015	NAREMBEEN TYRE SERVICE	2 X NEW TYRES CR411	\$ 679.08	MUNI
EFT8890	05/11/2015	NEU-TECH AUTO ELECTRICS	PLANT REPAIRS	\$ 661.87	MUNI
EFT8891	05/11/2015	RE GEORGE	ASBESTOS PITS AND CLEAN UP	\$ 2,244.00	MUNI
EFT8892	05/11/2015	ROB PAULL	REIMBURSEMENT FOR TRANSFER OF FURNITURE	\$ 7,000.00	MUNI
EFT8893	05/11/2015	SITE ARCHITECTURE STUDIO	CORRIGIN RECREATION AND EVENTS CENTRE- CONTRACT ADMINISTRATION	\$ 7,707.70	MUNI
EFT8894	05/11/2015	STAPLES AUSTRALIA PTY LTD	NEW SHREDDER, KEY RINGS	\$ 548.24	MUNI
EFT8895	05/11/2015	STAR TRACK EXPRESS	FREIGHT	\$ 927.96	MUNI
EFT8896	05/11/2015	THE BUTCHERS BLOCK	MEAT FOR BBQ FOR BUSH FIRE MEETING ON 5/10/2015	\$ 105.65	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT8897	05/11/2015	WA LOCAL GOVERNMENT ASSOCIATION	WALGA EMPLOYEE RELATIONS SUBSCRIPTION	\$ 4,818.00	MUNI
EFT8898	05/11/2015	WESTERN HYDRAULICS CORRIGIN	2 HYDRAULIC HOSE FITTINGS	\$ 25.52	MUNI
EFT8899	05/11/2015	WESTERN STABILISERS PTY LTD	PLANT REPAIRS	\$ 272.58	MUNI
EFT8900	05/11/2015	KLEENHEAT GAS	REGULATORS AND SECOND STAGE REG TO REC CENTRE	\$ 1,285.00	MUNI
EFT8904	06/11/2015	PERKINS	PROGRESS CLAIM #12	\$ 494,625.87	MUNI
EFT8917	18/11/2015	BEST OFFICE SYSTEMS	PHOTOCOPIER	\$ 211.49	MUNI
EFT8918	18/11/2015	CARABOODA PTY LTD	ROLL ON LAWN-KIKUYU	\$ 1,925.00	MUNI
EFT8919	18/11/2015	CHADWEN HOLDINGS TRUST	POSTAGE FOR SEPTEMBER 2015	\$ 540.55	MUNI
EFT8920	18/11/2015	CONSTRUCTION HYDRAULIC DESIGN PTY LTD	ARCHITECT AND PROJECT CONSULTANT FEES	\$ 3,410.00	MUNI
EFT8921	18/11/2015	CORRIGIN DISTRICT CLUB INC	RATE INCENTIVE VOUCHER	\$ 100.00	MUNI
EFT8922	18/11/2015	CORRIGIN ENGINEERING PTY LTD	SUPPLY OF 20 PALLET CORNERS	\$ 716.60	MUNI
EFT8923	18/11/2015	CORRIGIN HARDWARE	MAINTENANCE ON 25 SEIMONS AVE-EXPANSION CONTROL VALVE	\$ 378.40	MUNI
EFT8924	18/11/2015	CORRIGIN LEADING APPLIANCES & OFFICE SUPPLIES	LEVER ARCH FILES X 31	\$ 246.46	MUNI
EFT8925	18/11/2015	CORRIGIN PHARMACY	SUN HAT	\$ 29.99	MUNI
EFT8926	18/11/2015	CORRIGIN TYREPOWER	NEW TYRE	\$ 343.00	MUNI
EFT8927	18/11/2015	CLAW ENVIRONMENTAL	REMOVAL OF DRUMS FROM DRUM MUSTER	\$ 2,185.70	MUNI
EFT8928	18/11/2015	COPIER SUPPORT	METER READING	\$ 1,400.82	MUNI
EFT8929	18/11/2015	CORRIGIN DELIVERY SERVICE	REFILL GAS BOTTLE 13KG	\$ 65.00	MUNI
EFT8930	18/11/2015	CORRIGIN NEWSAGENCY	STATIONERY, DVDS, CARDS, WRAPING PAPER	\$ 111.15	MUNI
EFT8931	18/11/2015	COURIER AUSTRALIA	FREIGHT CHARGES	\$ 19.35	MUNI
EFT8932	18/11/2015	COVS PARTS PTY LTD	PLANT PARTS FOR PRIME MOVER CR7	\$ 471.12	MUNI
EFT8933	18/11/2015	DALWALLINU CONCRETE PTY LTD	SUPPLY OF PIPES	\$ 15,235.00	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT8934	18/11/2015	DAWN'S DELIGHTS	LUNCH FOR COUNCIL MEETING - 20/10/2015	\$ 854.00	MUNI
EFT8935	18/11/2015	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	EMERGENCY PAYMENTS TO FESA	\$ 2,661.54	MUNI
EFT8936	18/11/2015	DONALD CANT WATTS CORKE (WA)	ARCHITECT AND PROJECT CONSULTANT FEES	\$ 2,200.00	MUNI
EFT8937	18/11/2015	ENGINEERING TECHNOLOGY CONSULTANTS/ETC	ARCHITECT AND CONSULTANT FEES	\$ 5,170.00	MUNI
EFT8938	18/11/2015	EDWARDS MOTORS PTY LTD	VEHICLE PURCHASE LT COLORADO PLUS ACCESSORIES	\$ 17,438.46	MUNI
EFT8939	18/11/2015	F L ABE & SONS	PURCHASE OF 11022M GRAVEL @ 55CENTSM	\$ 6,062.10	MUNI
EFT8940	18/11/2015	GAVIN LUDLOW	REIMBURSEMENT FOR PHONE MAY-AUGUST 2015	\$ 140.74	MUNI
EFT8941	18/11/2015	GANNAWAY BROS.	FLASHING FOR TOWN DAM LADDER	\$ 67.20	MUNI
EFT8942	18/11/2015	GREENWAY ENTERPRISES	BUNDED PALLETS SDBP 4LT	\$ 1,639.68	MUNI
EFT8943	18/11/2015	HARRIS ZUGLIAN ELECTRICS	MAINTENANCE AND REPAIRS - ADVENTURE PLAYGROUND	\$ 595.79	MUNI
EFT8944	18/11/2015	IGA CORRIGIN	MORNING TEA, MILK, BISCUITS, COUNCIL MEETING, KITCHEN SUPPLIES	\$ 244.11	MUNI
EFT8945	18/11/2015	JASON SIGNMAKERS	2 X DISABLE PARKING SIGN	\$ 61.60	MUNI
EFT8946	18/11/2015	JULIAN GOLDACRE	ACCOMADATION REIMBURSEMENT	\$ 340.00	MUNI
EFT8947	18/11/2015	KATEM'S	COOL DRINKS AND BISCUITS	\$ 69.98	MUNI
EFT8948	18/11/2015	LGIS RISK MANAGEMENT	FIRST INSTALMENT-REGIONAL RISK COORDINATION PROGRAMME 2015/2016	\$ 4,184.40	MUNI
EFT8949	18/11/2015	LGISWA	SECOND INSTALMENT-WORKERS COMPENSATION 2015/2016	\$ 82,567.26	MUNI
EFT8950	18/11/2015	LIBERTY OIL RURAL PTY LTD	DIESEL 6900LTRS	\$ 8,077.14	MUNI
EFT8951	18/11/2015	LIWA Aquatics	LIWA REGIONAL CONFERENCE	\$ 200.00	MUNI
EFT8952	18/11/2015	MADGEN TRANSPORT	FREIGHT	\$ 199.08	MUNI
EFT8953	18/11/2015	MARKET CREATIONS	CEO BUSINESS CARDS X 1,000 ARTWORK AND PRINTING	\$ 275.00	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT8954	18/11/2015	NEU-TECH AUTO ELECTRICS	PARTS FOR BULLARING FIRE TRUCK	\$ 278.26	MUNI
EFT8955	18/11/2015	PHS Pty Ltd	HIRE OF PADFOOT ROLLER 20/10/2015	\$ 7,003.65	MUNI
EFT8956	18/11/2015	RAINCHASER WATER TANK PTY LTD	DEPOSIT FOR WOVEN FABRIC LINER-WATER TANK	\$ 3,429.25	MUNI
EFT8957	18/11/2015	SHIRE OF KONDININ	CLEANING OF TOILETS AT BENDERING TIP	\$ 144.50	MUNI
EFT8958	18/11/2015	STAPLES AUSTRALIA PTY LTD	ARCHIVE BOXES, LABLES, TAPE AND DESK PADS	\$ 242.58	MUNI
EFT8959	18/11/2015	STAR TRACK EXPRESS	FREIGHT CHARGES	\$ 97.19	MUNI
EFT8960	18/11/2015	STATE LIBRARY OF WA FOUNDATION	MINOR EXPENDITURE	\$ 7.70	MUNI
EFT8961	18/11/2015	THE BUTCHERS BLOCK	BBQ MEAT - BULLARING BUSH FIRE BRIGADE	\$ 124.25	MUNI
EFT8962	18/11/2015	WATER CORPORATION OF WA	WATER-BULLARING STANDPIPE	\$ 1,598.45	MUNI
EFT8963	18/11/2015	WESTERN HYDRAULICS CORRIGIN	HYDRAULIC REPAIRS	\$ 306.02	MUNI
EFT8964	18/11/2015	WESTERN STABILISERS PTY LTD	MAINTENANCE REPAIRS TO CENTRAL FIRE BRIGADE TRUCK	\$ 3,786.53	MUNI
EFT8965	18/11/2015	STATE LIBRARY OF WA FOUNDATION	DONATIOIN TO ON THE HOMEFRONT" FUNDING ASSISTANCE"	\$ 1,000.00	MUNI
EFT8966	26/11/2015	AUSTRALIAN WORKERS' UNION	PAYROLL DEDUCTIONS	\$ 44.00	MUNI
EFT8967	26/11/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 491.54	MUNI
EFT8968	26/11/2015	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	\$ 82.00	MUNI
EFT8969	26/11/2015	Shire of Corrigin Outside Staff Social Club	PAYROLL DEDUCTIONS	\$ 120.00	MUNI
EFT8995	27/11/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 336.92	MUNI
EFT8996	27/11/2015	AVANTEOS INVESTMENTS LTD	PAYROLL DEDUCTIONS	\$ 186.02	MUNI
EFT8997	27/11/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 363.88	MUNI
EFT8998	27/11/2015	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 901.64	MUNI
EFT8999	27/11/2015	COLONIAL FIRST STATE FIRSTCHOICE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 244.74	MUNI

ACCOUNTS FOR PAYMENT FOR MONTH OF NOVEMBER 2015					
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT9000	27/11/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 665.14	MUNI
EFT9001	27/11/2015	PAULL SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 456.72	MUNI
EFT9002	27/11/2015	WA SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 20,091.32	MUNI
EFT9003	27/11/2015	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 453.72	MUNI
3359	10/11/2015	BRIAN DOUGLAS PRAETZ	REFUND NOMINATION DEPOSIT	\$ 80.00	TRUST
3360	10/11/2015	JILLIAN ELIZABETH TRENGOVE	REFUND NOMINATION DEPOSIT	\$ 80.00	TRUST
3361	10/11/2015	LYNETTE BAKER	REFUND NOMINATION DEPOSIT	\$ 80.00	TRUST
3362	10/11/2015	SHANNON GRACE HARDINGHAM	REFUND NOMINATION DEPOSIT	\$ 80.00	TRUST
EFT8901	05/11/2015	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKETING SALES FOR SEPTEMBER 2015	\$ 239.15	TRUST
EFT8902	05/11/2015	SHIRE OF CORRIGIN	TRANSWA TICKETING COMMISSION FOR SEPTEMBER 2015	\$ 45.10	TRUST
EFT8903	05/11/2015	BUILDING COMMISSION, DEPARTMENT OF COMMERCE	BUILDING SERVICES LEVY-SEPT 2015	\$ 56.65	TRUST
EFT8916	10/11/2015	SHIRE OF CORRIGIN	REFUND NOMINATION DEPOSIT	\$ 80.00	TRUST
				\$ 840,024.00	

MUNICIPAL ACCOUNT PAYMENTS	\$ 773,016.40
TRUST ACCOUNT PAYMENTS	\$ 740.90
LICENSING ACCOUNT PAYMENTS	\$ 66,266.70
	\$ 840,024.00

SHIRE OF CORRIGIN



November
2015

MONTHLY FINANCIAL REPORT

Attachment for the Agenda item 10.1.3 for the Ordinary Council Meeting to be held on Tuesday 15 November 2015 commencing at 3.00pm in the Council Chambers.

Shire of Corrigin

Period Ending 30 November 2015

TABLE OF CONTENTS

Statement of Financial Activity

Note 1	Significant Accounting Policies
Note 2	Graphical Representation
Note 3	Net Current Funding Position
Note 4	Cash and Investments
Note 5	Information on Borrowings
Note 6	Budget Amendments
Note 7	Receivables
Note 8	Grants and Contributions
Note 9	Cash Backed Reserves
Note 10	Capital Disposals and Acquisitions
Note 11	Trust

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

Shire of Corrigin
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
Period Ending 30 November 2015

	Note	Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 3	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		1,500	500	39,856	39,356	98.75%	▲
General Purpose Funding		1,001,815	509,085	476,924	(32,161)	(6.74%)	
Law, Order and Public Safety		116,212	15,475	16,406	931	5.67%	
Health		313,920	43,620	22,166	(21,454)	(96.79%)	▼
Education and Welfare		154,342	74,276	73,702	(574)	(0.78%)	
Housing		98,960	39,158	37,264	(1,894)	(5.08%)	
Community Amenities		214,867	155,835	155,131	(704)	(0.45%)	
Recreation and Culture		508,555	156,449	162,221	5,772	3.56%	
Transport		2,001,050	284,537	352,691	68,154	19.32%	▲
Economic Services		64,665	22,250	19,748	(2,502)	(12.67%)	
Other Property and Services		224,750	72,049	66,956	(5,093)	(7.61%)	
Total (Excluding Rates)		4,700,636	1,373,235	1,423,065	49,830		
Operating Expense							
Governance		(725,572)	(314,510)	(279,167)	35,343	12.66%	▼
General Purpose Funding		(53,179)	(25,558)	(22,839)	2,719	11.90%	
Law, Order and Public Safety		(131,555)	(62,915)	(43,032)	19,883	46.21%	▼
Health		(791,924)	(269,138)	(241,944)	27,194	11.24%	▼
Education and Welfare		(379,460)	(101,116)	(87,647)	13,469	15.37%	▼
Housing		(102,134)	(55,875)	(33,934)	21,941	64.66%	▼
Community Amenities		(584,403)	(241,711)	(211,921)	29,790	14.06%	▼
Recreation and Culture		(1,450,022)	(453,635)	(404,351)	49,284	12.19%	▼
Transport		(2,290,918)	(789,830)	(381,598)	408,232	106.98%	▼
Economic Services		(363,232)	(91,657)	(92,866)	(1,209)	(1.30%)	
Other Property and Services		(180,122)	(248,892)	(8,162)	240,730	2949.39%	▼
Total		(7,052,521)	(2,654,838)	(1,807,461)	847,377		
Funding Balance Adjustment							
Add back Depreciation		2,251,750	750,583	0	(750,583)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	10/A	(20,313)	(148)	0	148	(100.00%)	
Adjust Provisions and Accruals					0		
Net Operating (Ex. Rates)		(120,448)	(531,169)	(384,396)	146,773		
Capital Revenues							
Proceeds - Disposal of Assets	10/A	159,773	67,773	0	(67,773)	(100.00%)	▼
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	9	1,652,317	(953,062)	840,054	1,793,116	213.45%	▲
Total		1,812,090	(885,289)	840,054	1,725,343		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	10	(2,666,785)	(2,518,086)	(2,283,022)	235,064	10.30%	▼
Plant and Equipment	10	(551,200)	(324,000)	(382,038)	(58,038)	(15.19%)	▲
Furniture and Equipment	10	(3,285)	(3,285)	(3,285)	0	0.01%	
Infrastructure Assets - Roads	10	(1,820,993)	(681,107)	(585,135)	95,972	16.40%	▼
Infrastructure Assets - Other	10	(233,154)	(50,704)	(34,156)	16,548		
Repayment of Debentures	5	(139,850)	(40,507)	(40,507)	(0)	(0.00%)	
Transfer to Reserves	9	(92,055)	(33,590)	(29,055)	4,535	15.61%	
Total		(5,507,322)	(3,651,279)	(3,357,198)	294,080		
Net Capital		(3,695,232)	(4,536,568)	(2,517,144)	2,019,424		
Total Net Operating + Capital		(3,815,680)	(5,067,737)	(2,901,540)	2,166,196		
Rate Revenue		2,224,822	2,224,822	2,211,712	(13,110)	(0.59%)	
Opening Funding Surplus(Deficit)		1,590,858	1,590,858	1,743,145	152,287	8.74%	
Closing Funding Surplus(Deficit)	3	0	(1,252,057)	1,053,317	2,305,373		

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

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.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year 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 and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

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.

Employee Costs

All costs associated 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.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Administration and operation facilities and services to members of Council;
other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Supervision of various by-laws, fire prevention, emergency services and animal control.

HEALTH

Food quality and pest control, meat inspection of abattoirs, and administration of the Eastern Districts Regional Health Scheme and provision of various medical facilities.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(r) STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE

Contributions towards the operation of the Senior Citizens centre and Frail Care Facility , assistance to the Family Day Care Centre, Occassional Day Care Centre and Playgroup as well as donations to other voluntary services.

HOUSING

Maintenance of staff and rental housing.

COMMUNITY AMENITIES

Rubbish collection services, operation of refuse disposal sites, noise control, administration of the town planning scheme, naintenance of the cemetery, maintenance of public conveniences and town water drainage, as well as the community bus.

RECREATION AND CULTURE

Maintenance of halls, swimming pool, recreation centres, various reserves and contracting of the library service.

TRANSPORT

Construction and maintenance of streets, roads, bridges, depot and airstrip, cleaning and lighting of streets, and the provision of police licensing services.

ECONOMIC SERVICES

Provision of tourism facilities, area promotion, building control, saleyards, noxious weed control, vermin control, screening plant, standpipes, Development Officer and Community Resource Centre

OTHER PROPERTY & SERVICES

Private Works operations, plant repairs and operation costs.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
2015-16			
Note	This Period	Last Period	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	1,378,139	1,073,067	1,583,928
Cash Restricted	2,054,433	2,867,003	6,110,121
Investments			
Receivables - Rates and Rubbish	317,591	61,617	347,242
Receivables -Other	200,989	412,203	(41,166)
Inventories	53,030	36,290	(2,668)
	4,004,182	4,450,179	7,997,456
Less: Current Liabilities			
Payables	(448,881)	(267,749)	(88,028)
Provisions	(447,551)	(447,784)	(389,222)
	(896,432)	(715,533)	(477,250)
Less: Cash Restricted	(2,054,433)	(2,867,003)	(6,110,121)
Net Current Funding Position	1,053,317	867,643	1,410,085

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date	Portfolio %
(a) Cash Deposits									
Business Mgt Account	2.50%	1,396,243				1,396,243	NAB	Call	31.29%
Cash Maximiser	4.75%	0				0	NAB	Call	0.00%
Trust				66,365		66,365	NAB	Call	1.49%
Trust-Edna Stephenson				943,332		943,332	NAB	Call	21.14%
Trust - Police Licensing				1,795		1,795	NAB	Call	0.04%
(b) Term Deposits									
TD 1748328	2.15%		2,054,433			2,054,433	Bendigo	31/12/2015	46.04%
(c) Investments									
Total		1,396,243	2,054,433	1,011,491	0	4,462,167			
Portfolio %		31%	46%	23%	0%				

Comments/Notes - Investments

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 5: Information on Borrowings

(a) Debenture Repayments

Particulars	Interest Rate	Maturity Date	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$
Community Amenities										
Loan 101 - Land Sub Division	6.49%	27/07/2018	311,469		40,507	77,381	270,962	234,088	9,879	23,451
Recreation & Culture										
New Loan -102	4.64%	29/06/2034	1,937,531		0	62,469	1,937,531	1,875,062	0	92,084
			2,249,000	0	40,507	139,850	2,208,493	2,109,150	9,879	115,535

All debenture repayments are to be financed by general purpose revenue.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 5: Information on Borrowings

(b) New Debentures - 2015/16

Particulars/Purpose	Amount Borrowed Budget	Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used Budget	
Recreation & Events Centre								

(c) Unspent Debentures

(d) Overdraft

Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$100,000 with the National Australia bank does exist. It is not anticipated that this facility will be required to be utilised during 2015/16.

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 6: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus(Deficit)	\$	\$	\$	\$
11319	Recreation Consultants Expense	8627	Operating Expenses			5,000	0
04118	Members Consultants fees	8627	Operating Expenses			2,000	5,000
08405	Aged Friendly Community Expense	8627	Operating Expenses		(7,000)		7,000
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
							0
Closing Funding Surplus (Deficit)				0	(7,000)	7,000	0

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 7: RECEIVABLES

Receivables - Rates and Rubbish

	Current 2015-16	Previous 2014-15
	\$	\$
Opening Arrears Previous Years	65,536	58,599
Rates Levied this year	2,264,065	2,181,473
<u>Less</u> Collections to date	(2,010,543)	(2,170,760)
Equals Current Outstanding	319,058	69,312
 Net Rates Collectable	 319,058	 69,312
% Collected	86.30%	96.91%

Comments/Notes - Receivables Rates and Rubbish

The graph reflects all rates income received, with the exception of ESL and Sport Levy
Rates received in advance is reflected when funds are received

	\$ Current	\$ 30 Days	\$ 60 Days	\$ 90+Days	\$
Receivables - General					
	52,161	3,005	1,506	5,593	(3,297)
Total Outstanding					58,968

Amounts shown above include GST (where applicable)

Comments/Notes - Receivables General

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 8: GRANTS AND CONTRIBUTIONS

Program/Details GL	Provider	Approval	2015-16	Variations	Revised	Recoup Status	
		Yes No	Budget	Additions (Deletions)	Grant	Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING							
Legal Fees	Ratepayers reimbursement	Yes	4,500		4,500	(16)	4,516
Grants Commission	Grants Commission	Yes	876,529		876,529	412,710	463,819
GOVERNANCE							
Thank a Volunteer Day	Dept for Communities	Yes	500		500	675	(175)
Membership Reimbursement		No	50		50	39,031	(38,981)
Misc Income		No	50		50	150	(100)
LAW, ORDER, PUBLIC SAFETY							
FESA Operational Grant	FESA	Yes	108,712		108,712	8,875	99,837
HEALTH							
EDRH Scheme Income	RoeROC Shires	Yes	191,069		191,069	13,694	177,375
Family Day Care Grants	To be Confirmed	No	36,851		36,851	0	36,851
Bendering Tip Income	RoeROC Shires	Yes	75,000		75,000	0	75,000
HOUSING							
Other Housing Reimbursements	Housing Tennats	Yes	1,200		1,200	124	1,076
EDUCATION AND WELFARE							
Resource Centre Funding	Dept of Regional Dev & Lan	Yes	99,333		99,333	51,207	48,126
Age Friendly Roe Roc Condtribution	RoeRoc Shires	Yes	15,000		15,000	0	15,000
COMMUNITY AMENITIES							
Cropping Income	Shire of Corrigin	Yes	45,000		45,000	0	45,000

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 8: GRANTS AND CONTRIBUTIONS

Program/Details GL	Provider	Approval	2015-16	Variations	Revised	Recoup Status	
		Yes No	Budget	Additions (Deletions)	Grant	Received	Not Received
		(Yes/No)	\$	\$	\$	\$	\$
RECREATION AND CULTURE							
Voluntary Sports Levy	Ratepayers	Yes	25,000		25,000	29,269	(4,269)
Pool Subsidy Income	Dept of Finance	Yes	30,000		30,000	0	30,000
Sporting Clubs Levies	Bowling & Tennis Club	Yes	400		400	136	264
Library Reimbursement	Corrigin Library	No	50		50	0	50
						0	0
Recreation & Events Centre Fundin	RDAF	Yes	175,000			0	0
Recreation & Events Centre Fundin	Community Donations	Yes	28,894			0	0
Recreation & Events Centre Fundin	CSRFF Funding	Yes	159,091			0	0
Recreation & Events Centre Fundin	Sporting Groups Donations	Yes	55,455			0	0
						0	0
TRANSPORT							
Direct Grant	MRWA	Yes	142,100		142,100	142,100	0
Regional Road Group	MRWA	Yes	327,467		327,467	130,987	196,480
Roads to Recovery	Dept Trans & Reg Serv.	Yes	1,247,787		1,247,787	0	1,247,787
Grain Freight Route funding	MRWA	Yes	232,613		232,613	0	232,613
Misc Income (lighting Subsidy)	MRWA	Yes	4,117		4,117	0	4,117
ECONOMIC SERVICES							
Drum Muster Income	AgSafe	No	5,000		5,000	1,987	3,013
OTHER PROPERTY & SERVICES							
Diesel Fuel Rebate Income	ATO	No	30,000		30,000	5,310	24,690
Ambulance Fuel Reimbursements	St Johns Ambulance	Yes	500		500	0	500
Car Contributions	CEO & DCEO	Yes	2,160		2,160	600	1,560
TOTALS			3,919,428	0	3,500,988	836,839	2,664,149

Comments - Grants and Contributions

The Voluntary Sports Levy amount received reflects amount raised with annual rates, less adjustments for current non-payment of levies.
This amount will continue to vary as rate payers elect to pay or require this amount to be deducted from their rate total.

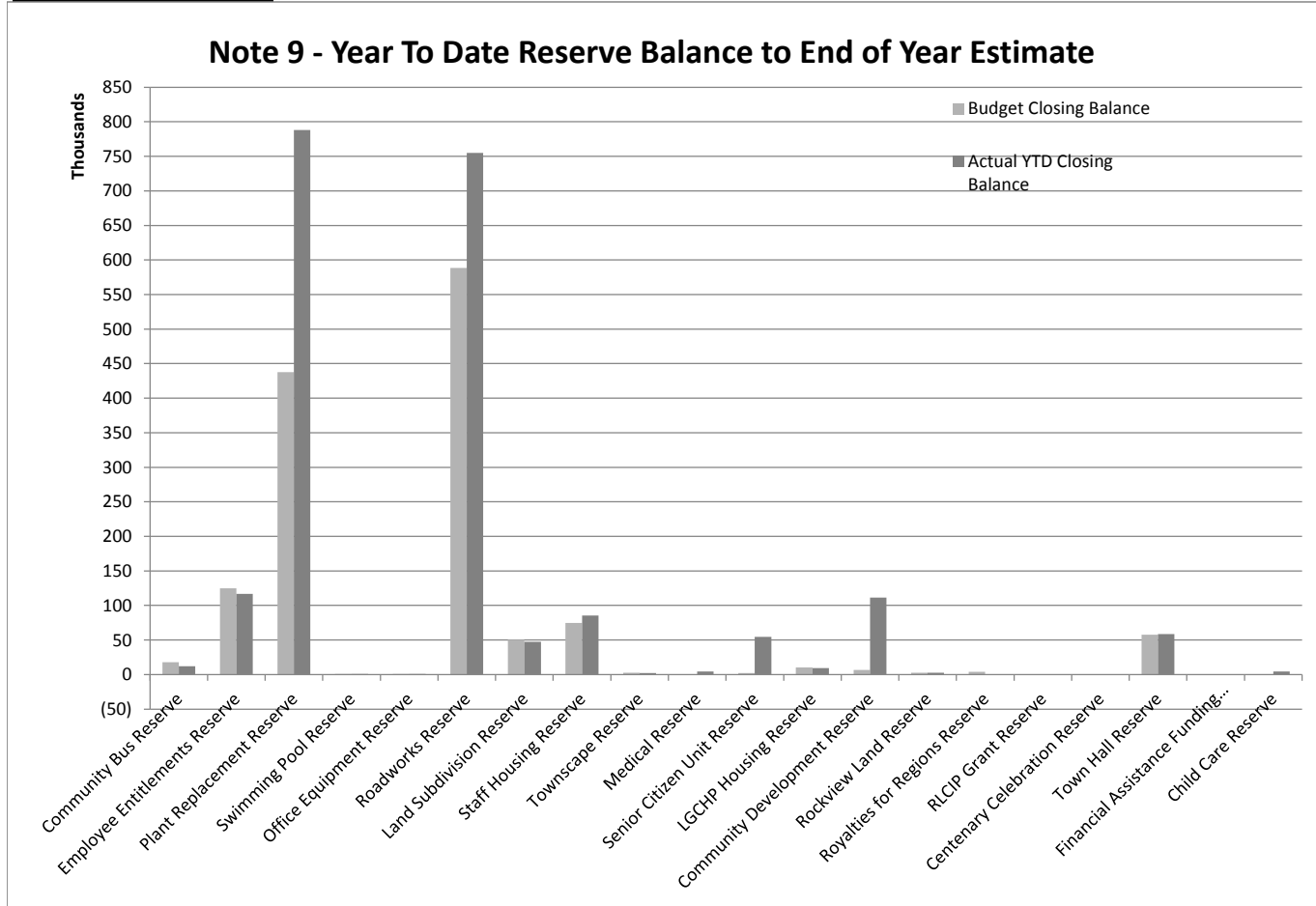
Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 9: Cash Backed Reserve

Name	Budget Opening Balance	Actual 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
	\$		\$	\$	\$	\$	\$	\$	\$	\$
Community Bus Reserve	11,888	11,888	457	121	5,457	0	0	0	17,802	12,009
Employee Entitlements Reserve	115,737	115,737	4,449	1,174	4,449	0	0	0	124,635	116,910
Plant Replacement Reserve	780,333	780,333	22,075	7,912	22,075	0	386,700	0	437,783	788,246
Swimming Pool Reserve	945	945	36	10	36	0	0	0	1,018	955
Office Equipment Reserve	878	878	34	9	34	0	0	0	946	887
Roadworks Reserve	747,375	747,375	28,730	7,578	28,730	0	216,193	0	588,642	754,953
Land Subdivision Reserve	46,805	46,805	1,799	475	1,799	0	0	0	50,403	47,279
Staff Housing Reserve	84,670	84,670	3,255	859	3,255	0	16,616	0	74,564	85,529
Townscape Reserve	2,382	2,382	92	24	92	0	0	0	2,565	2,406
Medical Reserve	4,235	4,235	163	43	163	0	4,398	0	163	4,278
Senior Citizen Unit Reserve	53,936	53,936	2,073	547	2,073	0	56,010	0	2,072	54,483
LGCHP Housing Reserve	9,400	9,400	361	95	361	0	0	0	10,122	9,495
Community Development Reserve	577,439	577,439	6,770	5,855	6,770	471,780	584,209	0	6,770	111,515
Rockview Land Reserve	2,470	2,470	95	25	95	0	0	0	2,660	2,495
Royalties for Regions Reserve	331,593	331,593	3,888	3,362	3,888	334,956	335,481	0	3,888	(0)
RLCIP Grant Reserve	0	0	0	0	0	0	0	0	0	0
Centenary Celebration Reserve	0	0	0	0	0	0	0	0	0	0
Town Hall Reserve	58,183	58,183	2,231	590	12,231	0	15,000	0	57,645	58,773
Financial Assistance Funding Res	0	0	0	0	0	0	0	0	0	0
Child Care Reserve	4,178	4,178	160	42	160	0	4,338	0	160	4,220
	0	0	0	0	0	0	0	0	0	
Recreation & Events Centre Loan Reserve	32,984	32,984	387	334	387	33,318	33,372	0	386	1
	2,865,432	2,865,432	77,055	29,055	92,055	840,054	1,652,317	0	1,382,225	2,054,433

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 9: Cash Backed Reserve



Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions Information				Summary Acquisitions	Current Budget					
Grants	Reserves	Borrowing	Total		Reviewed Budget	Budget	YTD Budget	Actual	Variance	Variance Movement
\$	\$	\$	\$		\$	\$	\$	\$	\$	
0	0	0	0	Property, Plant & Equipment	0	0	0	0	0	
527,378	634,197	0	1,161,575	Land for Resale	0	2,666,785	2,518,086	2,283,022	(235,064)	▼
0	386,700	0	31,000	Land and Buildings	0	551,200	324,000	382,038	58,038	▲
0	0	0	0	Plant & Property	0	3,285	3,285	3,285	(0)	▼
				Furniture & Equipment						
				Infrastructure						
1,442,867	216,193	0	1,659,060	Roadworks	0	1,820,993	681,107	585,135	(95,972)	▼
0	0	0	0	Other Infrastructure	0	233,154	50,704	34,156	(16,548)	▼
1,970,245	1,237,090	0	2,851,635	Totals	0	5,275,417	3,577,182	3,287,636	(289,546)	▼

Comments - Capital Acquisitions

Contributions				Land & Buildings	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
\$	\$	\$	\$		Reviewed Budget	Budget	YTD Budget	Actual	Variance	Variance Movement
0			0	Adventure Playground Toilets	0	19,519	19,519	22,378	2,859	▲
418,440	617,581		1,036,021	Recreation & Events Centre	0	2,481,952	2,481,952	2,260,644	(221,308)	▼
36,851			36,851	Playgroup Improvements		36,851	0	0	0	
			0	Dentist Surgery Patio		16,509	0	0	0	
			0	Doctor Surgery Upgrade		19,479	0	0	0	
	16,616		16,616	25 Seimons Ave Air cond	0	16,615	16,615	0	(16,615)	▼
			0					0	0	
72,087			72,087	Bulyee Fire Shed		75,860	0	0	0	
0			0					0	0	
527,378	634,197	0	1,161,575	Totals	0	2,666,785	2,518,086	2,283,022	(235,064)	▼

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Plant & Equipment	Current Budget					
Grants	Reserves	Borrowing	Total		This Year					
					Reviewed Budget	Budget	YTD Budget	Actual	Variance (Under)Over	Variance Movement
\$	\$	\$	\$		\$	\$	\$	\$	\$	
	31,000		31,000	Side Tipper Road Train		73,000	73,000	74,500	1,500	▲
	143,000			Multityre Roller - CR28	0	146,000	143,000	143,000	0	
				EHO Vehicle - 3CR		30,000	30,000	31,892	1,892	▲
	212,700			Prime Mover - CR950		212,700	0	0	0	
			0	Skidstreer - CR13	0	0	0	59,160	59,160	▲
			0	Utility - CR123	0	42,000	42,000	38,931	(3,069)	▼
			0	Small Equipment Purchases >\$3000	0	11,500	0	0	0	
			0	EMGC Vehicle	0	36,000	36,000	34,555	(1,445)	▼
0	386,700	0	31,000	Totals	0	551,200	324,000	382,038	58,038	▲

Contributions				Furniture & Equipment	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Reviewed Budget	Budget	YTD Budget	Actual	Variance (Under)Over	Variance Movement
\$	\$	\$	\$	Pool Inflatable / PA System	\$	\$	\$	\$	\$	
			0		0	3,285	3,285	3,285	(0)	▼
			0		0		0	0	0	
0	0	0	0	Totals	0	3,285	3,285	3,285	(0)	▼

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 10: CAPITAL DISPOSALS AND ACQUISITIONS

Contributions				Roads	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Reviewed Budget	Budget	YTD Budget	Actual	Variance (Under)Over	Variance Movement
\$	\$	\$	\$		\$	\$	\$	\$	\$	
191,907	216,193		191,907	Barber Road	0	191,907	191,907	134,526	(57,381)	▼
203,123			203,123	Bendering Road	0	203,123	100,000	79,444	(20,556)	▼
232,613			448,806	Grain Frieight Route Road Upgrades	0	447,006	50,000	21,599	(28,401)	▼
141,334			141,334	Rabbit Proof Fence Road	0	212,000	0	6,442	6,442	▲
186,133			186,133	Corrigin Narembreen Road	0	279,200	279,200	303,071	23,871	▲
			0	Bullaring Pingelly Road			0	768	768	▲
56,301			56,301	Dilling Railway Road	0	56,301	0	0	0	
202,291			202,291	Dry Well Road		202,291	60,000	31,553	(28,447)	▼
74,332			74,332	Rendell Street		74,332	0	5,695	5,695	▲
154,833			154,833	Drywell Road T Junction		154,833	0	2,037	2,037	▲
		0					0	0		
1,442,867	216,193	0	1,659,060	Totals	0	1,820,993	681,107	585,135	(95,972)	▼

Contributions				Other Infrastructure	Current Budget					
					This Year					
Grants	Reserves	Borrowing	Total		Reviewed Budget	Budget	YTD Budget	Actual	Variance (Under)Over	Variance Movement
\$	\$	\$	\$		\$	\$	\$	\$	\$	
			0				0	0	0	
			0	Water Storage	0	110,528	30,000	34,156	4,156	▲
			0	CREC Landscaping	0	20,704	20,704	0	(20,704)	▼
			0	CREC Fence	0	21,426	0	0	0	
			0	CREC Carparking	0	49,042	0	0	0	
			0	CREC Playground		31,454		0	0	
			0					0		
0	0	0	0	Totals	0	233,154	50,704	34,156	(16,548)	▼

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 10A: Actual Profit / Loss on Asset Disposal

By Program	Profit(Loss) of Asset Disposal					
	Net Book Value Budget	Net Book Value Actuals	Proceeds Budget	Proceeds Actuals	Profit Budget (Loss)	Profit Budget Actuals (Loss)
	\$	\$	\$	\$	\$	\$
Health						0
EHO Vehicle - 3CR	10,889		10,000		(889)	0
Transport						
Roller - CR28	2,400		3,000		600	0
Prime Mover - CR950	27,634		42,000		14,366	0
					0	0
Other Property & Services						0
Utility - CR123	31,678		30,000		(1,678)	0
EMGC Vehicle	19,708		24,773		5,065	0
					0	0
Unclassified						
Granite Rise Land	47,351		50,000		2,649	0
	139,660	0	159,773	0	20,113	0

By Class	Profit(Loss) of Asset Disposal					
	Net Book Value	Net Book Value Actuals	Proceeds	Proceeds Actuals	Budget Profit (Loss)	Actual Profit (Loss)
	\$		\$		\$	\$
Plant & Equipment	92,309	0	109,773	0	17,464	0
Sale of Land	47,351	0	50,000	0	2,649	0
					0	0
	139,660	0	159,773	0	20,113	0

Summary

Profit on Asset Disposals
Loss on Asset Disposals

Profit (Loss)	Actuals Profit (Loss)
\$	
22,680	0
-2,567	0
20,113	0

Shire of Corrigin
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
Period Ending 30 November 2015

Note 11: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-15	Amount Received	Amount Paid	Closing Balance 30-Jun-16
	\$	\$	\$	\$
B.C.I.T.F	102	656	(759)	(1)
BRB	147	788	(835)	100
Bus Ticketing	262	1,851	(1,678)	436
Police Licensing	4,634	228,413	(231,253)	1,794
Single Units Units - Bonds	308	0	0	308
Corrigin Community Development Fund	50,478	0	0	50,478
Friends of the Cemetry	2,510	0	0	2,510
Edna Stevenson Educational Trust	937,423	5,909	0	943,332
Corrigin Disaster Fund	10,929	0	0	10,929
Facility Bonds	1,358	70	18	1,446
Building Bonds	0	2,000	(2,000)	0
Council Nomination Deposits	0	400	(240)	160
	1,008,151	240,089	(236,748)	1,011,492

Items held in Trust on behalf of the Edna Stevenson Educational Trust

1 Pearl Necklace
8 Silver Pendants
163 Opal Stones

Reporting Program	Operating (Recurring)					Investing (Capital)					Financing (Cash Reserves)					Conversion Operating to Rate Setting					Result By Reporting Program and Overall Result				
	Revenue					Proceeds from Disposal					Financing Inward					Gains on Disposal et al.					Net Revenue, Proceeds Transfers etc.				
	Budget 2015-16					Budget 2015-16					Budget 2015-16					Budget 2015-16					Budget 2015-16				
	YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15	
Governance	39,856	500	1,500	6,053	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	39,856	500	1,500	6,053	1,500
General Purpose Funding	2,688,636	2,733,907	3,226,637	5,810,238	4,943,923	0	0	0	0	0	334,956	335,481	335,481	500,000	828,134	0	0	0	0	0	3,023,592	3,069,388	3,562,118	6,310,238	5,772,057
Law Order & Public Safety	16,406	15,475	116,212	40,693	33,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16,406	15,475	116,212	40,693	33,100
Health	22,166	43,620	313,920	257,678	250,678	0	10,000	10,000	15,509	15,500	0	4,398	123,431	123,431	0	0	0	0	9	0	22,166	53,620	328,318	396,609	389,609
Education & Welfare	73,702	74,276	154,342	181,116	152,842	0	0	0	0	0	0	0	60,347	0	4,419	0	0	0	0	0	73,702	74,276	214,689	181,116	157,261
Housing	37,264	39,158	98,960	94,656	95,371	0	0	0	0	0	0	0	16,616	41,935	50,000	0	0	0	0	0	37,264	39,158	115,576	136,591	145,371
Community Amenities	155,131	155,835	214,867	224,032	195,248	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	155,131	155,835	214,867	224,032	195,248
Recreation & Culture	162,221	156,449	508,555	1,217,689	1,684,881	0	0	0	0	0	33,318	33,372	48,372	2,000,000	2,061,221	0	0	0	0	0	195,539	189,821	556,927	3,217,689	3,746,102
Transport	352,691	284,537	2,001,050	1,555,091	2,112,477	0	3,000	45,000	300,172	364,194	0	300,000	602,893	528,131	1,165,686	0	0	14,966	58,341	31,336	352,691	587,537	2,633,977	2,325,052	3,611,021
Economics Services	19,748	22,250	64,665	62,672	64,665	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19,748	22,250	64,665	62,672	64,665
Other Property & Services	66,956	72,049	224,750	282,659	224,539	0	54,773	104,773	90,122	126,700	471,780	584,209	584,209	500,000	1,088,147	0	0	7,914	12,455	14,080	538,736	711,031	905,818	860,326	1,425,306
Surplus/Deficit B/Fwd																					1,743,145	1,590,858	1,590,858	46,658	65,638
Total	3,634,777	3,598,057	6,925,458	9,732,577	9,759,224	0	67,773	159,773	405,803	506,394	840,054	1,253,062	1,652,316	3,693,497	5,321,038	0	0	22,880	70,805	45,416	6,217,976	6,509,750	10,305,525	13,807,731	15,606,878

Reporting Program	Expenses					Purchases/Construction					Financing Outward					Depn. & Losses et al.					Net Expenses, Assets, Transfers etc.				
	Budget 2015-16					Budget 2015-16					Budget 2015-16					Budget 2015-16					Budget 2015-16				
	YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15		YTD Actual	YTD Budget	Actual 2014-15	Budget 2014-15	
Governance	279,167	314,510	725,572	642,091	702,965	0	0	0	0	0	0	0	0	0	0	0	0	779	6,179	6,179	279,167	314,510	724,793	635,912	696,786
General Purpose Funding	22,839	25,558	53,179	42,652	42,529	0	0	0	0	0	3,362	3,888	3,888	23,197	16,678	0	260	0	0	0	26,201	29,186	57,067	65,849	59,207
Law Order & Public Safety	43,032	62,915	131,555	130,580	92,515	0	0	75,860	0	0	0	0	0	0	0	0	2,003	6,009	6,009	1,613	43,032	60,912	201,406	124,571	90,902
Health	241,944	269,138	791,924	750,073	733,285	31,892	30,000	102,839	175,776	187,668	43	50	163	3,906	1,503	0	13,527	41,469	41,022	29,834	273,880	285,661	853,457	888,733	892,622
Education & Welfare	87,647	101,116	379,460	355,239	293,367	0	0	0	0	0	589	681	2,233	11,472	11,916	0	25,161	75,483	78,421	39,285	88,236	76,636	306,210	288,290	265,998
Housing	33,934	55,875	102,134	116,375	146,202	0	16,615	16,615	16,935	25,091	954	1,103	3,616	4,161	4,202	0	35,833	107,499	107,499	75,211	34,888	37,760	14,866	29,972	100,284
Community Amenities	211,921	241,711	584,403	551,767	577,004	0	0	0	0	0	41,103	41,195	84,637	84,024	84,524	0	8,360	25,079	25,211	15,628	253,024	274,547	643,961	610,580	645,900
Recreation & Culture	404,351	453,635	1,450,022	1,337,362	1,201,873	2,320,462	2,555,460	2,737,910	4,152,370	6,598,694	934	1,074	75,123	106,956	120,518	0	120,042	360,127	361,915	153,818	2,725,748	2,890,127	3,902,928	5,234,773	7,767,267
Transport	381,598	789,830	2,290,918	2,265,925	2,092,407	861,795	897,107	2,252,693	2,688,981	3,617,782	15,515	17,940	50,897	52,922	68,905	0	318,280	954,841	977,016	909,496	1,258,908	1,386,596	3,639,666	4,030,812	4,869,598
Economics Services	92,866	91,657	363,232	271,772	315,102	0	0	0	37,721	25,994	0	0	0	84	0	0	23,634	70,902	79,250	23,209	92,866	68,023	292,330	230,328	317,887
Other Property & Services	8,160	249,040	180,122	175,622	20,475	73,486	78,000	89,500	268,924	195,833	7,063	8,166	11,348	40,119	43,470	0	203,484	612,129	559,897	359,352	88,708	131,722	-331,159	-75,232	-99,574
Total	1,807,460	2,654,986	7,052,521	6,639,458	6,217,724	3,287,636	3,577,182	5,275,417	7,340,706	10,651,062	69,563	74,097	231,905	326,840	351,717	0	750,583	2,254,317	2,242,418	1,613,625	5,164,659	5,555,682	10,305,525	12,064,586	15,606,878

Surplus/Deficit)	1,827,317	943,070	-127,063	3,093,120	3,541,500																1,053,317	954,068	-0	1,743,145	0
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Job G/L

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15		VARIANCE REPORT - GOVERNANCE					
						VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
						39,356	98.75%	p	39,856	500	GOVERNANCE TOTAL INCOME
						35,343	12.66%	▼	(279,167)	(314,510)	GOVERNANCE TOTAL EXPENDITURE

I04 · GOVERNANCE

I041 · Members

04152	Thank a Volunteer Day Funding Income	675	500	500	0	500
04151	Reimbursements Income	39,031	0	50	5,896	50
04150	Misc Income - Governance	150	0	50	157	50
04153	Shire Shirts Income	0	0	900	0	900
04154	Reform Grant Income	0	0	0	0	0
04155	LGIS Entitlement	0	0	0	0	0
	Gain on Disposal of Assets					
Total I041 · Members		39,856	500	1,500	6,053	1,500

175	25.93%	▲	
39,031	100.00%	▲	Roe Health income has been costed incorrectly - to be corrected
150	100.00%	▲	
0			
0			
0			
0			
0			
39,356	98.75%	▲	

E04 · GOVERNANCE.

E040 · Membership

04100	Admin Allocated - Members	198,058	221,328	495,752	441,642	442,833
04101	Members Sitting Fees Paid	0	0	28,000	28,000	28,000
04102	President's Allowance paid	0	0	7,500	7,500	7,500
04103	Deputy President's Allowance paid	0	0	1,875	1,875	1,875
04104	Members Travelling Expenses paid	0	0	2,001	896	2,001
04121	Members ICT Allowance	0	0	7,000	7,000	7,000
04105	Members Conference Expenses	12,840	15,000	20,000	18,218	26,000
04106	Training Expenses of Members Expense	0	0	6,500	0	6,500
04107	Council Election Expenses	3,252	5,000	5,000	89	5,000
04108	Members Refreshments & Receptions E	11,487	18,000	32,000	21,614	22,000
J04109	04109 Maintenance - Council Chambers Expen	4,503	3,000	11,499	14,820	14,830
04110	Members - Insurance Expense	3,722	3,722	3,722	2,805	2,694
04111	Members - Subscriptions, Donations Ex	22,741	22,333	22,333	21,086	21,546
04112	Members - Postage Expense	0	0	500	0	500
04113	Members - Printing & Stationery Expens	2,769	3,500	6,800	2,443	3,300
04114	Gifts Expense	1,535	500	1,000	1,116	1,000
04115	Members Shirts Expense	0	0	1,600	0	1,600
J04116	04116 Thank a Volunteer Day Expenses	0	0	500	0	500
		0	0	0	0	0
04119	RoeROC Contributions	0	0	20,000	7,316	20,000
04118	Members - Consultancy Fees	5,624	5,000	10,806	37,705	47,102
		0	0	0	0	0
04120	Professional Photo's	58	0	1,980	1,425	1,980
04117	Depreciation - Members	0	127	304	304	304
	E041952 - Loss on Sale of Assets	0	0	0	0	0
Total E040 · Membership		266,591	297,510	686,672	615,853	664,065

-23,271	10.51%	▼	
0			
0			
0			
0			
0			
-2,160	14.40%	▼	
0			
-1,748	34.96%	▼	Reduction in Council Election expenditure
-6,513	36.18%	▼	
1,503	(50.11%)	▲	
0	(0.01%)	▲	
408	(1.83%)	▲	
0			
-731	20.87%	▼	
1,035	(207.08%)	▲	Increase in gifts, due to long term serving staff resignations
0			
0			
0			
0			
624	(12.48%)	▲	
0			
58	(100.00%)	▲	
-127	100.00%	▼	
0			
-30,919	10.39%	▼	

Job G/L

I04 · OTHER GOVERNANCE
I042 · Other Governance

Total I042 · Other Governance

E04 · OTHER GOVERNANCE.

E040 · Other Governance

04200 Audit Fees Expense

04201 Advertising - Public Notices Expense

Total E040 · Other Governance

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - GOVERNANCE			
					0			
					0			
0	0	0	0	0	0			
					0			
					-2,953	19.69%	▼	
					-1,470	73.52%	▼	
12,047	15,000	28,900	18,735	28,900	-4,423	26.02%	▼	
530	2,000	10,000	7,503	10,000				
12,577	17,000	38,900	26,238	38,900				

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15		VARIANCE REPORT - GENERAL PURPOSE FUNDING					
						VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
						(32,161)	(6.74%)		476,924	509,085	GPF TOTAL INCOME
						2,719	11.90%		(22,839)	(25,558)	GPF TOTAL EXPENDITURE

Income

I03 - GENERAL PURPOSE FUNDING

I030 - Rates

03106	Income - Gross Rental Value (GRV)	2,310,333	2,310,333	2,310,333	2,200,713	2,197,911
03121	Account Enquiry Fees Income	670	1,000	2,000	2,783	2,000
03113	Legal Fees Income	-16	1,000	4,500	5,246	4,500
03115	Penalty Interest Raised on Rates - Income	2,421	1,000	2,500	8,930	2,500
03112	Less Discount Allowed	-98,621	-85,511	-85,511	-85,511	-78,176
03116	Rates Written-off Income	0	0	0	0	
03118	Instalment Interest Income	2,861	3,500	3,500	4,117	2,000
03122	ESL Levied Income	0	0	0	0	
03114	Ex-Gratia Rates Income	26,488	25,231	25,231	25,232	25,231
03120	Pens Deferred Rates Interest Income	0	0	0	0	0
03117	Back Rates Levied Income	0	0	0	0	
03119	Rates Administration Fee Income	2,250	2,500	2,500	3,150	2,500
					0	
Total I030 - Rates		2,246,386	2,259,053	2,265,053	2,164,658	2,158,466

0	0.00%	▲	
-330	(49.25%)	▼	
-1,016	6212.47%	▼	
1,421	58.70%	▲	
-13,110	13.29%	▼	Increase in Discounts on rates paid ontime
0			
-639	(22.31%)	▼	
0			
1,257	4.75%	▲	
0			
0			
0			
-250	(11.11%)	▼	
0			
0			
0			
0			
0			
-12,667	(0.56%)	▼	

Expense

E03 - GENERAL PURPOSE FUNDING.

E030 - Rates

03100	Expense - Admin Allocated - Rates	15,533	17,358	38,879	34,636	34,729
03101	Rates Postage & Stationery Expense	136	1,300	1,300	1,819	1,300
03102	Valuation Expenses	6,218	6,300	8,300	36	1,800
03103	Title Searches Expenses	417	100	200	1,483	200
03104	Legal Fees Expenses	534	500	4,500	4,678	4,500
03105	Rates Bad Debts Expenses	0	0	0	0	0
	Depreciation					
	Loss on Disposal of Assets					
Total E030 - Rates		22,839	25,558	53,179	42,652	42,529

-1,825	10.51%	▼	
-1,164	89.51%	▼	
-82	1.30%	▼	
317	(317.20%)	▲	
34	(6.89%)	▲	
0			
0			
0			
-2,719	10.64%	▼	

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - GENERAL PURPOSE FUNDING		
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I031 · Other GPF

03201	Grants Commission Grant Received - General Income	264,332	263,819	527,638	1,583,589	1,049,210	513	0.19%	▲	
03202	Grants Commission Grant Received- Roads Income	148,379	174,446	348,891	1,001,797	648,381	-26,067	(17.57%)	▼	Final funding allocation has been reduced - to be included in review
03207	RLCIP Funding	0	0	0	0	0	0			
03203	Royalties for Regions Grant Funding Income	0	0	0	0	0	0			
03204	RoeRoc Royalties for Regions Grant Funding Income	0	0	0	900,000	900,000	0			
03205	Interest on Investments Income	484	3,000	8,000	2,966	8,000	-2,516	(519.49%)	▼	
03206	Interest on Investments - Reserves Income	29,055	33,590	77,055	157,227	179,866	-4,535	(15.61%)	▼	Due to timing of investments maturing
	Depreciation				0		0			
	Loss on Disposal of Assets				0		0			
Total I031 · Other GPF		442,249	474,854	961,584	3,645,579	2,785,457	-32,605	(7.37%)	▼	

E032 · Other

03200	Misc Expenditure			0	0		0			
	Depreciation						0			
	Loss on Disposal of Assets						0			
Total E032 · Other		0	0	0	0	0	0			

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - LAW, ORDER AND PUBLIC SAFETY					
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
							931	5.67%		16,406	15,475	L,O & PS TOTAL INCOME
							19,883	46.21%	▼	(43,032)	(62,915)	L,O & PS TOTAL EXPENDITURE
I05 · LAW ORDER & PUBLIC SAFETY												
I051 · Fire Prevention												
	05112	FESA Grant Income	8,875	8,875	108,712	31,001	26,230	0	0.00%			
	05113	FESA Admin Fee Income	4,000	4,000	4,000	4,000	4,000	0	0.00%			
	05114	I051200 - Profit on Sale of Asset				0		0				
	Total I051 · Fire Prevention		12,875	12,875	112,712	35,001	30,230	0	0.00%			
E05 · LAW ORDER & PUBLIC SAFETY.												
E051 · Fire Prevention												
	05100	Admin Allocated - Fire Prevention	3,146	3,516	7,875	7,015	7,034	-370	10.52%	▼		
	05101	Purchase of Equipment Expense	0	800	1,300	1,103	1,300	-800	100.00%	▼		
	05102	Equipment Maintenance Expense	0	0	50	12	50	0				
	05103	Vehicle Maintenance Expense	5,330	20,000	62,934	69,523	37,546	-14,670	73.35%	▼	Depn and plant allocations pending	
J05104	05104	Land / Building Maintenance Expense	55	2,500	6,260	6,117	1,864	-2,445	97.82%	▼		
	05105	Protective Clothing Expense	0	3,000	4,019	5,116	4,019	-3,000	100.00%	▼		
	05106	Utilities and rates Expense	374	300	1,487	2,960	1,487	74	(24.80%)	▲		
	05107	Other Expenses	499	200	400	1,175	400	299	(149.33%)	▲		
	05108	Insurance Expense	22,123	22,175	22,175	19,562	19,562	-52	0.23%	▼		
	05110	Depreciation - Fire Prevention		0		0		0				
	05111	Loss on Sale of Assets - Fire Prevention		0		0		0				
	Total E051 · Fire Prevention		31,526	52,491	106,500	112,584	73,262	-20,964	39.94%	▼		
I052 · Animal Control												
	05202	Dog Registration Fees Income	2,909	2,000	2,500	3,965	1,870	909	31.24%	▲		
	05207	Cat Registration Fees Income	380	450	500	954	500	-70	(18.42%)	▼		
	05208	Cat Funding	0	0	0	0	0	0				
	05203	Fines and Penalties - Animal Control Income	179	150	500	768	500	29	16.24%	▲		
	05204	Animal Control - Misc Income	64	0	0	5	0	64	100.00%	▲		
	I052424 - Profit on Sale of Assets							0				
	Total I052 · Animal Control		3,531	2,600	3,500	5,692	2,870	931	26.38%	▲		
E052 · Animal Control												
J05200	05200	Dog Control Expenses	498	400	1,000	852	1,000	98	(24.47%)	▲		
	05201	Ranger Services Expenses	0	0	7,200	5,866	7,200	0				
	05205	Admin Allocation - Animal Control	4,496	5,025	11,255	10,026	10,053	-528	10.51%	▼		
	05206	Cat Control Expenses	919	400	1,000	0	1,000	519	(129.72%)	▲		
	05350	Emergency Call Out Expense	2,093	0	0	1,252		2,093	(100.00%)	▲		
	05354	LEMC Expenditure	3,500	3,500	3,500			0	0.00%			
	05355	Road Safety Expenses	0	1,100	1,100							
	E052298 - Depn - Animal Control							0				
	Loss on Disposal of Asset							0				
	Total E052 · Animal Control		11,506	10,425	25,055	17,996	19,253	1,081	(10.37%)	▲		

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - HEATH					
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
							(21,454)	(96.79%)	q	22,166	43,620	HEATH TOTAL INCOME
							27,194	11.24%	▼	(241,944)	(269,138)	HEALTH TOTAL EXPENDITURE
I07 · HEALTH												
I071 · Maternal & Infant Health												
	07100	Family Day Care Rent	0	0	0	0	0	0				
	07102	Infant Health Clinic Income	0	0	0	0	0	0				
	07103	Playgroup Funding Income	0	0	36,851							
	I071951 - Profit on Sale of Assets											
	Total I071 - Maternal & Infant Health		0	0	36,851	0	0					
E071 · Maternal & Infant Health												
	07150	Maternal & Infant Health Admin. Allocated	0	0	0	0	0	0				
J07151	07151	Infant Health Clinic Expenditure	3,122	3,500	21,111	22,245	9,272	-378	10.80%	▼		
J07152	07152	Family Day Care Expenditure	194	500	2,110	3,999	7,433	-306	61.26%	▼		
	E071298 - Depreciation							0				
	E071030 - Loss on Sale of Assets							0				
	Total E071 · Maternal & Infant Health		3,316	4,000	23,221	26,244	16,705	-684	17.11%	▼		
I073 · Meat Inspections												
	07350	Meat Inspection Fees Income	0	0	500	0	500	0				
	Gain on Disposal of Asset		0	0				0				
	Total I073 - Meat Inspections		0	0	500	0	500	0				
E073 · Meat Inspections												
	07300	Meat Inspection Wages	0	0	0	0	0	0				
	07301	Meat Inspection Superannuation	0	0	0	0	0	0				
	07302	Meat Inspection Insurance Expenses	0	0	0	0	0	0				
	07303	Meat Inspection Other Expenses	0	0	500	0	500	0				
	07304	Admin Allocation - Meat Inspections	0	0	0	0	0	0				
	Depreciation							0				
	Loss on Disposal of Asset							0				
	Total E073 · Meat Inspections		0	0	500	0	500	0				
Bendering Tip Administration												
	07850	Bendering Tip Income	5,922	6,000	75,000	17,896	22,000	-78	(1.31%)	▼		
	Total Bendering Tip Income		5,922	6,000	75,000	17,896	22,000	-78	(1.31%)	▼		
Bendering Tip Administration												
	07800	Bendering Tip Expenditure	18,655	25,000	68,436	25,748	24,000	-6,345	25.38%	▼	Increase in works to date - timing issue only	
	Depreciation							0				
	Loss on Disposal of Asset							0				
	Bendering Tip Administration		18,655	25,000	68,436	25,748	24,000	-6,345	25.38%	▼		

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - HEATH		
I074 - Administration									
07450	Scheme Income	13,694	35,000	191,069	230,690	217,678	-21,306	(155.59%)	▼ Appears scheme income has incorrectly been costed to governance
07453	Admin & Inspection Uniform Income	0	0		0		0		
07452	Food Premises annual registration Income	0	0	1,000	936	1,000	0		
		0	0				0		
07451	Profit on Sale of Asset - Admin & Inspection				0		0		
Total I074 - Administration		13,694	35,000	192,069	231,626	218,678	-21,306	(155.59%)	▼
E074 - Administration									
07400	Admin & Inspection Wages	52,433	53,839	127,256	130,397	134,410	-1,406	2.61%	▼
07401	Admin & Inspection Superannuation	6,883	7,537	18,452	12,907	19,489	-654	8.68%	▼
07412	EHO Vehicle Operating Expenses	6,890	10,000	34,739	31,099	21,065	-3,110	31.10%	▼
07417	Admin & Inspections Office Equipment	0	1,000	4,000	2,538	4,000	-1,000	100.00%	▼
07404	Conference / Training Expenses - Health Exp	2,832	4,000	7,450	3,606	7,450	-1,168	29.20%	▼
07415	Other Admin Expenses - Health Admin	377	1,000	3,500	921	3,500	-623	62.28%	▼
07402	Admin & Inspection FBT Expense	0	0	10,000	9,391	10,000	0		
		0	0		0		0		
07405	Admin & Inspection Telephone Subsidy Exp	872	900	2,000	3,378	3,000	-28	3.15%	▼ Variance now within acceptable levels
07406	Admin & Inspection Rental Subsidy Expense	0	0	0	0	0	0		
07407	Admin & Inspection Subscriptions Expenses	718	1,000	2,500	1,803	2,500	-282	28.18%	▼
07409	Admin & Inspection Insurance Expenses	6,717	6,717	6,717	6,747	6,737	0	(0.00%)	▲ Variance now within acceptable levels
07410	Admin & Inspection Advertising Expenses	0	0	3,000	2,894	3,000	0		
		0	0		0		0		
07403	Admin & Inspection Uniform Expenses	549	400	1,200	255	1,200	149	(37.36%)	▲
07411	Admin & Inspections Housing Allocation	8,011	2,890	12,737	5,994	14,150	5,121	(177.21%)	▲ Due to reduction in housing expenditure
07408	Admin & Inspection Analytical Expenses	531	100	400	475	400	431	(431.35%)	▲
07418	Admin & Inspections Consultancy Expense	3,002	1,000	2,000	652	2,000	2,002	(200.20%)	▲ Increase relates to 14/15 building expenses - invoiced in 15/16
07416	Admin Allocation - Admin & Inspections	8,090	9,040	20,249	18,040	18,088	-950	10.51%	▼
		0	0		0		0		
		0	0		0		0		
07413	Depreciation - Admin & Inspection	0	0	0	184	184	0		
07414	Loss on Sale of Asset - Admin & Inspection	0	0	889	0	0	0		
Total E074 - Administration		97,906	99,424	257,089	231,282	251,173	-1,518	1.53%	▼
I076 - Preventative Services Other									
07602	OFFENSIVE TRADES INCOME	0			542		0		
Total I076 - Preventative Services Other		0	0	0	542	0	0		
E076 - Preventative Services Other									
07600	Preventative Services Analytical Expenses	97	0	800	467	800	97	(100.00%)	▲
07601	Legislation Expenses	0	0	100	0	100	0		
E076298 - Depreciation		0	0				0		
Loss on Disposal of Asset							0		
Total E076 - Preventative Services Other		97	0	900	467	900	97	(100.00%)	▲

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - HEATH			
I077 - Other Health										
	07751	Rental Dentist Surgery Income	0	0	0	0	0	0		
	07754	Trading in Public Places Income	170	0	0	60	0	170	100.00%	▲
	07752	Other Health Reimbursements Income	256	500	4,500	1,227	4,500	-244	(95.05%)	▼
	07750	Rental -Medical Office Income	2,123	2,120	5,000	6,318	5,000	3	0.13%	▲
	07755	Doctor Surgery computer lease income	0	0	0	0	0	0		
	07756	Tobacco Control Grant	0	0	0	0	0	0		
	07757	I077951 - Profit on Sale of Assets	0	0	0	9	0	0		
		Total I077 - Other	2,549	2,620	9,500	7,614	9,500	-71	(2.78%)	▼
E077 - Other Health										
J0770	07700	Doctor Surgery Maintenance Expenses	10,070	15,000	49,200	54,523	62,790	-4,930	32.87%	▼
	07701	Medical Services Expenses	70,193	80,000	246,500	196,570	210,830	-9,807	12.26%	▼
J07703	07703	Dental Surgery & Residence Expenses	6,676	10,000	51,906	105,685	95,269	-3,324	33.24%	▼
	07702	Doctor Vehicle Operating Expenses	2,374	4,500	15,983	5,301	5,299	-2,126	47.25%	▼
	07707	Admin Allocation - Other Health	5,561	6,215	13,920	12,400	12,434	-654	10.52%	▼
	07708	Eastern Wheatbelt Primary Care Business C	15,000	15,000	15,000	15,000	15,000	0	0.00%	
	07709	Housing Allocation - Doctor	11,941	9,500	46,769	70,025	20,116	2,441	(25.70%)	▲
	07710	Other Health expenditure	156	500	2,500	1,328	2,500	-344	68.90%	▼
	07711	Tobacco Control Grant Expenditure	0	0	0	5,500	5,000	0		
	07705	Depreciation - Other Health	0	0	0	0	0	0		
	07706	Loss on Sale of Asset - Other Health	0	0	0	0	10,769	0		
		Total E077 - Other	121,971	140,715	441,778	466,332	440,007	-18,744	13.32%	▼

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - WELFARE & EDUCATION					
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
							(574)	(0.78%)		73,702	74,276	WELFARE & EDUCATION TOTAL INCOME
							13,469	15.37%	▼	(87,647)	(101,116)	WELFARE & EDUCATION TOTAL EXPENDITURE
I082 - Other Education												
	08250 Resource Centre Membership Income	182	200	400	598	400	-18	(10.01%)	▼			
	08251 Resource Centre Computer / Internet Use Inc	799	1,000	3,000	2,329	3,000	-201	(25.16%)	▼			
	08252 Resource Centre Secretarial Services Income	1,114	1,000	3,000	2,680	3,000	114	10.27%	▲			
	08253 Resource Centre Office Support Income	3,379	4,500	8,000	9,211	8,000	-1,121	(33.16%)	▼			
	08254 Resource Centre Equipment Hire Income	994	500	1,000	864	1,000	494	49.71%	▲			
	08255 Resource Centre Room Hire Income	2,597	2,000	5,000	5,914	5,000	597	23.00%	▲			
	08256 Resource Centre Phone Book Sales Income	1,087	1,500	3,000	4,789	3,000	-413	(37.96%)	▼			
	08257 Resource Centre Exam Supervision Income	341	100	200	677	200	241	70.64%	▲			
	08258 RESOURCE CENTRE MISCELLANEOUS INCO	1,082	450	1,000	2,483	1,000	632	58.40%	▲			
	08259 Resource Centre Training/Course Income	1,216	2,000	5,000	3,389	5,000	-784	(64.43%)	▼			
	08260 Resource Centre Information Books Income	84	50	240	48	240	34	40.21%	▲			
	08261 Resource Centre Movie Club Income	145	100	400	470	400	45	31.25%	▲			
	08262 CRC Funding Income	51,207	51,207	99,333	109,334	109,333	0	(0.00%)	▼			
	08264 Agency Commissions	5,531	6,169	6,169	5,262	6,169	-638	(11.54%)	▼			
	08263 RESOURSE CENTRE GRANT FUNDING INCO	0	0	0	18,508	7,000	0					
	08266 Resource Centre Uniform Income	0	0		0		0					
	08265 Profit on sale of asset	0			0		0					
	Total I082 Other Education	69,759	70,776	135,742	166,556	152,742	-1,017	(1.46%)	▼			
E082 - Other Education												
	08200 Admin Allocated - Other Education	4,916	5,493	12,305	10,962	10,991	-578	10.51%	▼			
	08201 Resource Centre Wages Expenses	36,493	35,648	85,394	97,167	97,487	845	(2.37%)	▲			
	08202 Resource Centre Super Expenses	3,139	4,991	12,218	7,869	13,948	-1,852	37.11%	▼			
	08203 Resource Centre Uniforms Expenses	0	0	900	1,215	900	0					
	08204 Resource Centre Training & Development Ex	467	1,500	4,000	1,256	5,000	-1,033	68.84%	▼			
	08205 Resource Centre Telephone Expenses	782	1,000	3,000	2,084	3,000	-218	21.82%	▼			
	08206 Resource Centre Power Expenses	922	1,800	5,500	5,890	5,500	-878	48.76%	▼			
	08207 Resource Centre Equipment Expenses	3,769	2,500	4,122	11,159	4,194	1,269	(50.77%)	▲			
	08208 Resource Centre Office Supplies Expenses	464	800	3,000	2,005	3,000	-336	42.00%	▼			
	08209 Resource Centre Postage Expenses	7	80	250	103	250	-73	91.54%	▼			
J08210	08210 Resource Centre Maintenance Expenses	3,268	5,500	13,982	11,950	35,046	-2,232	40.58%	▼	Pending Dpn Calculation		
	08211 Resource Centre Insurance Expenses	5,143	5,143	5,143	5,448	5,427	0	0.00%	▼	Variane now within acceptable levels		
	08212 Resource Centre Course Expenditure	0	1,500	3,000	1,707	3,000	-1,500	100.00%	▼	No Course expenditure has occurred to date		
	08213 Resource Centre Information Books Expense	0	0	250	0	250	0					
	08214 Resource Centre Movie Nights Expenses	60	80	150	143	150	-20	24.40%	▼			
	08215 Resource Centre Phone Books Expenses	20	0	200	379	200	20	(100.00%)	▲			
	08216 Resource Centre Miscellaneous Expenses	166	300	700	993	700	-134	44.67%	▼			
	08217 Resource Centre Grant Expenditure - Non Op	7,550	9,518	9,518	14,099	14,000	-1,968	20.67%	▼	Reduction in grant expenditure		
	08220 Resource Centre Room Booking Expenditure	499	800	2,000	1,084	2,000	-301	37.67%	▼			
	08218 Resource Centre Loan Interest Expenses	0	0	0	-99	0	0					
		0	0		0		0					
	08219 Depreciation - Other Education	0	0	0	0	0	0					
	08221 Loss on Sale of Assets	0	0	0	0	0	0					
	Total E082 - Education	67,666	76,654	165,632	175,413	205,043	-8,988	11.73%	▼			

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - WELFARE & EDUCATION			
I083 - Care of Family & Children										
	08350 Rental Income	0	0	50	0	50	0			
	08351 FAMILIES & CHILDRENS MISC INCOMES	443	0		4,560		443	100.00%	▲	
	08352 Giggle Pots Day Care Loan Repayment	3,500	3,500	3,500	0		0	0.00%		
	Depreciation						0			
	I061951 - Profit on Sale of Asset						0			
	Total I083 - Care of Family & Children	3,943	3,500	3,550	4,560	50	443	11.25%	▲	
E083 -Care of Family & Children										
J08301	08300 Admin Allocated - Care of Families & Children	2,542	2,841	6,363	5,668	5,684	-299	10.52%	▼	
	08301 Building Maintenance - Giggle Pots/Playgrou	8,911	10,000	24,155	81,945	50,151	-1,089	10.89%	▼	
	08302 Contribution towards Giggle Pots Operations	0	0	2,000	244	2,000	0			
	08306 Giggle Pots Capital Contribution Expense	0	0	0	0	0	0			
	08303 Educational Programs Expense	0	0	500	4,420	500	0			
	08305 Infant Health Building Mtce Expenses	0	0	0	64	0	0			
		0	0		0		0			
	08304 Depreciation - Care of Families & Children	0	0	0	0	0	0			
	Loss on Disposal of Asset	0	0				0			
	Total E061 - Pre School	11,453	12,841	33,018	92,341	58,335	-1,388	10.81%	▼	
I086 - Other Welfare										
	08650 Junior Council Income	0	0	50	0	50	0			
	I062211 - Profit on Sale of Assets						0			
	Total I086 - Other Welfare	0	0	50	0	50	0			
E082 - Other Welfare										
	08601 Junior Council Expenses	0	0	500	0	500	0			
	08600 School Chaplain Expenses	0	0	0	0	0	0			
	08602 Admin Allocation - Other Welfare	1,208	1,350	3,023	2,693	2,701	-142	10.53%	▼	
		0	0		0		0			
	08610 Depn - Other Welfare	0	431	1,034	1,034	1,034	-431	100.00%	▼	
	Loss on Disposal of Asset						0			
	Total E086 - Other Welfare	1,208	1,781	4,557	3,727	4,235	-573	32.17%	▼	
I084 -Aged & Disabled - Seniors Citizen										
	08451 AGE-FRIENDLY COMMUNITY PROGRAM FUN	0	0	15,000	10,000	0	0			
	08450 Misc Aged & Disabled - Senior Citizens Incom	0	0	0	0	0	0			
	I063951 - Profit on Sale of Assets						0			
	Total I063 - Seniors	0	0	15,000	10,000	0	0			
E084 - Aged & Disabled - Seniors Citizen										
J08400	08400 Senior Citizens facilities Expenses	4,779	7,000	75,168	78,088	19,570	-2,221	31.74%	▼	
J08402	08402 Frail Aged Hostel Expenses	0	0	500	0	500	0			
	08401 Contribution to Senior Citizens facilities Exp	0	0	69,722	0		0			
	08404 Admin Allocation - Aged & Disabled	2,542	2,841	6,363	5,668	5,684	-299	10.52%	▼	
	08405 AGED FRIENDLY COMMUNITY EXPENDITUR	0	0	24,500	0		0			
	08403 Depreciation - Aged & Disabled - Senior Citiz	0	0	0	0	0	0			
							0			
	Total E084 - Aged & Disabled - Seniors Citizen	7,320	9,841	176,253	83,757	25,754	-2,520	25.61%	▼	

Job G/L

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - HOUSING					
					VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
					(1,894)	(5.08%)		37,264	39,158	HOUSING TOTAL INCOME
					21,941	64.66%	▼	(33,934)	(55,875)	HOUSING TOTAL EXPENDITURE

I09 - HOUSING

I091 - Staff Housing

09152 Rental - 2 Spanney Street
 09155 1 Spanney Street Income
 09150 Rental - 32 Camm Street Income
 09151 Rental - 25 Seimons Ave Income
 09154 Rental 23 McAndrew Street
 09156 10 Lawton Way Income
 I091951 - Profit on Sale of Assets
Total I091 - Staff Housing

1,120	1,110	2,860	2,450	2,600
1,110	1,110	2,860	2,500	2,600
1,110	1,110	2,860	2,600	2,600
660	1,050	2,600	5,200	4,600
1,110	1,110	2,860	1,571	2,600
1,385	1,110	2,860	1,900	0
0	0			
6,495	6,600	16,900	16,221	15,000

10	0.89%	▲	
0	0.00%		
0	0.00%		
-390	(59.09%)	▼	
0	0.00%		
275	19.86%	▲	
0			
-105	(1.62%)	▼	

E09 - HOUSING.

E091 - Staff Housing

09100 Admin Allocated - Staff Housing
 J09101 09101 3 Janes Drive Expenses
 J09107 09107 32 Camm Street Expenses
 J09105 09105 23A McAndrew Expenses
 J09102 09102 36 Camm Street Expenses
 J09103 09103 25 Seimons Ave Expenses
 J09104 09104 1 Spanney Street Expenses
 J09106 09106 2 Spanney Steet Expenditure
 J09108 09108 Rockview Residence Expenses
 09109 Staff House Costs Allocated to Works
 09111 10 Lawton Way
 09110 Depreciation - Staff Housing
 E091952 - Loss on Sale of Assets
Total E091 - Staff Housing

6,896	7,707	17,262	15,378	15,419
13,138	18,000	24,430	15,607	17,162
3,609	5,000	26,188	15,337	21,846
2,023	4,000	10,579	10,155	4,693
2,482	5,000	24,789	14,111	20,226
8,671	12,000	21,625	11,194	11,671
1,787	4,000	22,433	12,223	29,737
1,342	4,000	12,113	9,954	5,595
1,020	5,500	21,225	10,060	12,254
-31,192	-43,059	-189,641	-89,270	-136,718
1,811	4,000	15,738	12,770	5,448
0			0	
11,587	26,148	6,741	37,519	7,333

-810	10.51%	▼	
-4,862	27.01%	▼	Variance relates to pending depn
-1,391	27.81%	▼	Variance relates to pending depn
-1,977	49.41%	▼	Variance relates to pending depn
-2,518	50.36%	▼	Variance relates to pending depn
-3,329	27.74%	▼	Variance relates to pending depn
-2,213	55.33%	▼	Variance relates to pending depn
-2,658	66.46%	▼	Variance relates to pending depn
-4,480	81.46%	▼	Variance relates to pending depn
11,867	27.56%	▲	Due to decrease in Housing costs
-2,189	54.72%	▼	Due to decrease in costs - pending depn
0			
0			
-14,560	55.68%	▼	

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - HOUSING		
I092 · Other Housing									
							0		
09253	Other Housing Rental Income	124	0	1,200	1,961	1,200	124	100.00%	▲
09251	Rental - LGCHP Units - 36 Jose Street Inc	3,200	5,500	15,600	9,800	15,600	-2,300	(71.88%)	▼
09250	Rental - LGCHP Units - 23 Seimons Ave Ir	3,510	4,200	10,400	10,400	10,400	-690	(19.66%)	▼
09252	Rental - GROH Income	23,428	22,858	54,860	54,656	53,171	569	2.43%	▲
09254	Other Housing Reimbursements Income	507	0	0	1,618	0	507	100.00%	▲
		0	0				0		
	I092951 - Profit on Sale of Assets	0	0				0		
Total I092 · Other Housing		30,769	32,558	82,060	78,435	80,371	-1,789	(5.82%)	▼
E092 · Other Housing									
J09201	09201 LGCHP Units - 23 Seimons Ave Expenses	5,137	5,000	19,754	14,272	12,361	137	(2.74%)	▲
J09202	09202 LGCHP Units - 36 Jose Street Expenses	7,594	7,000	19,951	21,784	16,823	594	(8.48%)	▲
J09203	09203 11 Courboules Cres Expenses	11,941	9,500	48,610	70,025	64,014	2,441	(25.70%)	▲
		0		0	0		0		Variance relates to pending depn, & Increase in costs relates to garage door
J09204	09204 GROH - 14 Courboules Cres Expenses	1,406	5,000	13,849	13,099	11,340	-3,594	71.88%	▼
J09205	09205 GROH - 15 McAndrew Ave Expenses	1,465	5,000	15,834	9,214	13,641	-3,535	70.70%	▼
	09207 Other Housing Loan Interest Expense	0	0	0	-199	0	0		Variance relates to pending depn
J09206	09206 GROH - 51 Goyder Street Expenses	2,514	3,000	13,574	11,251	11,230	-486	16.20%	▼
	09209 Admin Allocation - Other Housing	4,231	4,728	10,590	9,434	9,460	-497	10.51%	▼
	09210 Other Housing Costs allocated to works	-11,941	-9,500	-46,769	-70,025		-2,441	(25.70%)	▼
	09208 Depreciation - Other Housing	0	0	0	0	0	0		Variance relates to pending depn
	E092952 - Loss on Sale of Assets	0	0				0		
Total E092 · Other Housing		22,346	29,728	95,393	78,856	138,869	-7,382	24.83%	▼

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - COMMUNITY AMENITIES					
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
							(704)	(0.45%)		155,131	155,835	COMMUNITY AMENITIES TOTAL INCOME
							29,790	14.06%	▼	(211,921)	(241,711)	COMMUNITY AMENITIES TOTAL EXPENDITURE
I10 · COMMUNITY AMENITIES												
I101 · Sanitation - Household												
10150	Refuse Removal Income	144,890	145,335	145,335	140,411	140,716	0					
10156	Tip Fees Income	2,716	3,500	10,000	3,305	10,000	-445	(0.31%)	▼			
10153	Keep Australia Beautiful Funding	0	0		0		-784	(28.85%)	▼			
10155	Glass Crusher funding	0	0	0	0	0	0					
10151	Bin Reimbursements Income	0	0		0		0					
10154	Sanitation - Household refuse Misc	0	0	0	0	0	0					
Total I101 · Sanitation - Household		147,606	148,835	155,335	143,716	150,716	-1,229	(0.83%)	▼			
E10 · COMMUNITY AMENITIES.												
E101 · Sanitation Household												
10100	Admin Allocated - Sanitation - Household Refuse	7,087	7,920	17,739	15,803	15,846	-833	10.52%	▼			
J10101	10101 Domestic Refuse Collection Expense	23,738	26,435	63,444	68,511	58,804	-2,697	10.20%	▼			
J10104	10104 Corrigin Tip Maintenance Expenses	28,159	25,432	87,228	75,006	75,300	2,727	(10.72%)	▲			
J10105	10105 Green Waste Dump Maintenance Expenses	708	1,000	3,099	3,156	3,377	-292	29.22%	▼			
J10106	10106 Bullaring Tip Maintenance Expense	206	1,000	2,616	2,041	2,427	-794	79.41%	▼			
J10102	10102 Recycling Expense	19,250	26,909	64,582	74,582	87,651	-7,660	28.46%	▼			
J10103	10103 Transfer Station/Regional Waste Expense	37,943	44,402	70,565	71,409	62,967	-6,459	14.55%	▼			
10108	Litter Prevention	0	0		0		0					
10109	Verge Rubbish Collection	109	0	3,303	1,969	4,410	109	(100.00%)	▲			
10107	Depreciation - Sanitation-Household Refuse	0	2,633	6,319	6,319	6,319	-2,633	100.00%	▼	Depn calculation currently pending		
	E101952 - Loss on Sale of Assets	0	0				0					
Total E101 · Sanitation Household		117,199	135,731	318,895	318,796	317,101	-18,532	13.65%	▼			
I102 - Sanitation - Other												
10250	Misc Income - Sanitation - Other Income	0	0	0	0		0					
	I102951 - Profit on Sale of Assets					0	0					
Total I102 - Sanitation Other		0	0	0	0	0	0					
E102 · Sanitation Other												
J10200	10200 Industrial/Commercial Refuse Charges Expense	9,265	7,663	18,390	19,369	19,088	1,602	(20.91%)	▲			
J10201	10201 Street Bins Expense	6,433	7,500	24,653	21,051	22,111	-1,067	14.22%	▼			
		0	0		0		0					
10203	Depreciation - Sanitation Other	0	0	0	0	0	0					
10204	Admin Allocation - Sanitation Other	6,246	6,980	15,635	13,929	13,966	-734	10.51%	▼			
	Loss on Disposal of Asset	0	0				0					
Total E102 · Sanitation Other		21,945	22,143	58,678	54,348	55,165	-198	0.89%	▼			

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - COMMUNITY AMENITIES		
I103 · Sewerage									
	10350	Septic Tank Fees Income	0	0	0	0	0		
		Depreciation					0		
		Loss on Disposal of Asset					0		
		Total E103 · Sewerage	0	0	0	0	0		
E103 · Sewerage									
J10300	10300	Effluent Drainage Expense	0	0	500	0	500	0	
		Depreciation					0		
		Loss on Disposal of Asset					0		
		Total E103 · Sewerage	0	0	500	0	500	0	
I106 · Town Planning & Regional Development									
	10650	Misc Income - Town Planning & Regional Development	735	500	2,200	1,718	2,200	235	31.97% ▲
		I106951 - Profit on Sale of Assets					0		
		Total I106 · Town Planning	735	500	2,200	1,718	2,200	235	31.97% ▲
E106 · Town Planning & Regional Development									
	10600	TP & R Planning Consultant Expense	9,135	15,000	35,000	35,577	40,000	-5,865	39.10% ▼
	10601		0	0	0	0	0	0	
	10602	Town Planning Advertising Expense	0	200	1,000	658	1,000	-200	100.00% ▼
	10603	Survey, Mapping and Legal Expense	0	0	2,500	0	2,500	0	
	14810	Granite Rise Operating Expenses	124	300	1,000	244	1,000	-176	58.55% ▼
	10604	Loan Interest TP & R Expense	9,879	9,908	23,451	19,417	23,451	-29	0.29% ▼
	10607	Admin Allocation - TP & Regional Development	4,673	5,221	11,694	10,420	10,446	-548	10.50% ▼
	10605	Depreciation - TP & R Development	0	0	0	0	0	0	
	10606	Loss on Sale of Asset - TP & R	0	0	0	0	0	0	
		Total E106 · T.P. & Regional Development	23,811	30,629	74,645	66,317	78,397	-6,818	22.26% ▼

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - COMMUNITY AMENITIES		
I107 · Other Community Amenities									
10751	Plaques Reimbursement Income	620	500	632	1,905	632	120	19.37%	▲
10750	Cemetery Fees & Charges Income	3,227	3,000	5,200	6,791	5,200	227	7.04%	▲
10753	Community Bus Hire Fees	2,943	3,000	6,500	5,380	6,500	-57	(1.95%)	▼
10752	Cropping Land Income	0	0	45,000	64,523	30,000	0		
10754	Miss B's Shade Structure Funding	0	0		0	0	0		
10755	I107951 - Profit on Sale of Assets	0	0	0	0	0	0		
Total I107 · Other Community Amenities		6,790	6,500	57,332	78,599	42,332	290	4.27%	▲
E107 · Other									
J10704	10704 Corrigin Cemetery Expense	3,366	3,000	7,482	3,534	14,356	366	(12.19%)	▲
J10706	10706 Cemeteries Plaques Expense	1,182	250	500	1,728	500	932	(372.66%)	▲
J10705	10705 Grave Digging Expense	5,160	5,000	9,309	7,118	8,735	160	(3.19%)	▲
J10700	10700 Public Conveniences Expense	29,793	31,548	66,988	67,226	54,036	-1,755	5.56%	▼
J10707	10707 Cropping Land BR Expense	214	0	10,000	97	10,000	214	(100.00%)	▲
10710	Community Bus Expenses	1,408	4,500	17,423	14,764	20,327	-3,092	68.71%	▼ Pending plant allocation & Depn
10709	Admin Allocation - Other Community Amenities	7,845	8,767	19,637	17,494	17,541	-922	10.51%	▼
10708	Depreciation - Other Community Amenities	0	144	346	346	346	-144	100.00%	▼
E107033 - Loss on Disposal of Asset			0				0		
Total E107 · Other		48,967	53,209	131,685	112,306	125,841	-4,242	7.97%	▼

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - RECREATION & CULTURE					
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
							5,772	3.56%		162,221	156,449	RECREATION & CULTURE TOTAL INCOME
							49,284	12.19%	▼	(404,351)	(453,635)	RECREATION & CULTURE TOTAL EXPENDITURE
I11 · RECREATION & CULTURE												
I111 · Public Halls and Civic Centres												
11150	Hall Hire Income	1,178	1,000	2,800	1,953	2,800	178	15.13%	▲			
11151	SBC Office Rental Income	0	0	0	2,400	2,600	0					
11152	Town Hall Conservation Grant Income	0	0	0	0		0					
	Gain on Disposal of Assets						0					
Total I111 · Public Halls and Civic Centres		1,178	1,000	2,800	4,353	5,400	178	15.13%	▲			
E11 · RECREATION & CULTURE.												
E111 · Public Halls & Civic Centres												
11100	Admin Allocated - Halls & Civic Centres	10,910	12,192	27,309	24,329	24,394	-1,282	10.51%	▼			
11102	Bilbarin Hall Expense	1,394	2,200	18,692	18,539	3,554	-806	36.63%	▼			
11101	Corrigin Town Hall Expense	12,400	57,415	137,060	135,686	42,302	-45,015	78.40%	▼	Depn calculation currently pending		
11103	Bullaring Hall Expense	2,657	14,213	43,749	45,868	10,447	-11,556	81.31%	▼	Depn calculation currently pending		
11104	Bulyee Hall Expense	1,835	4,845	11,775	9,661	7,396	-3,010	62.12%	▼	Depn calculation currently pending		
		0	0	0	0		0					
11106	SBC Office Expense	817	5,484	17,767	13,291	6,419	-4,667	85.11%	▼	Depn calculation currently pending		
11105	CWA Hall Expense	1,731	5,421	15,564	12,740	4,540	-3,690	68.06%	▼	Depn calculation currently pending		
11108	Town Hall Development Plan	0	0	15,000	0	15,000	0					
11107	Depreciation - Halls & Civic Centres	0	2,273	5,454	5,454	0	-2,273	100.00%	▼	Depn calculation currently pending		
	Loss on Asset Disposal		0				0					
Total E111 · Public Halls & Civic Centres		31,744	104,043	292,370	265,567	114,052	-72,298	69.49%	▼			
I112 · Swimming Areas												
11252	Swimming Pool Upgrade Funding Income	0	0		0		0					
11251	Pool Subsidy Income	0	30,000	30,000	30,000	30,000	-30,000	(100.00%)	▼	Pending payment of pool Subsidy		
11250	Pool Admissions Income	11,542	10,500	18,000	20,600	15,000	1,042	9.03%	▲			
11254	Rotary Club Contribution to Portable Pool	0	0	0	0	0	0					
	Gain on Disposal of Asset						0					
Total I112 · Swimming Areas		11,542	40,500	48,000	50,600	45,000	-28,958	(250.90%)	▼			
E112 · Swimming Areas												
11202	Swimming Pool Maintenance Expense	48,976	53,145	190,406	188,839	217,079	-4,169	7.85%	▼			
11200	Swimming Pool Wages	52,341	47,376	157,495	123,464	135,254	4,965	(10.48%)	▲	Variance now within acceptable levels		
11201	Swimming Pool Superannuation	4,872	4,501	10,794	9,637	10,110	371	(8.24%)	▲			
11207	Swimming Pool Recruitment Costs	0	0	0	0	3,000	0					
		0	0	0	0		0					
11203	Swimming Pool Insurance Expense	5,340	5,340	5,340	5,596	5,582	0	0.00%	▼	Variance now within acceptable levels		
11206	Admin Allocation - Swimming Pool	7,892	8,819	19,755	17,599	17,646	-927	10.51%	▼			
11205	Housing Allocation	3,609	2,890	46,624	15,337	22,174	719	(24.89%)	▲			
		0	0		0		0					
11204	Depreciation - Swimming Pool	0	0	0	0	0	0					
	Loss on Disposal of Asset						0					
Total I112 · Swimming Areas		123,030	122,071	430,414	360,471	410,845	959	(0.79%)	▲			

Job G/L		YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - RECREATION & CULTURE			
I113 · Other Recreation										
11350	Sporting Clubs Levies Income	136	0	5,100	4,450	5,100	0			
11351	Cyril Box Pavillion Income	0	0	0	0	0	136	100.00%	▲	
11352	Oval Fees & Charges Income	1,199	2,200	3,500	3,835	3,500	0			
11353	PA System Hire Income	509	100	150	368	150	-1,001	(83.47%)	▼	
11354	Regional Bicycle Network Grant Income	0	0	0	0	0	409	80.36%	▲	
11366	War Memorial Upgrade Funding	0	0	0	3,636	3,636	0			
		0	0	0	0	0	0			
11357	Playground Equipment Grant Income	0	0	0	0	0	0			
11358	Voluntary Sport Precinct Levy	29,269	25,000	25,000	27,531	25,000	4,269	14.58%	▲	Investigation required - pending final adjustment, or increase in levies paid
11359	Other Recreation Misc Income	754	0	0	7,865	0	754	100.00%	▲	
11360	Event Funding	0	0	0	0	0	0			
11361	Sporting Clubs Rec Centre Donation	78,182	55,455	55,455	0	61,000	22,727	29.07%	▲	Increase in donations received
11362	CSRFF Funding - CR Recreation & Events	0	0	159,091	477,273	636,364	0			
11363	RDAF - round 3 Grant	0	0	175,000	225,000	500,000	0			
11364	Community Donations - CR Recreation & E	34,180	28,894	28,894	40,699	33,000	5,286	15.46%	▲	Increase in donations received
11365	Storm Water Harvesting Grant	0	0	0	0	0	0			
11367	Lotterywest Funding - CR Recreation & E	0	0	0	363,636	363,636	0			
		0	0	0	0	0	0			
Total I113 · Other Recreation		144,228	111,649	452,190	1,154,293	1,631,386	32,579	22.59%	▲	
E113 · Other Recreation										
J11300	11300 Main Oval Expense	121,874	62,145	131,957	169,739	124,469	59,729	(96.11%)	▲	additional retic purchases, additional internal costs, to be investigated
J11301	11301 Rose Garden Expense	4,246	4,154	7,502	6,042	5,222	92	(2.21%)	▲	
J11324	11324 Town Dam & Retic	2,575	4,515	9,088	12,789	9,159	-1,940	42.97%	▼	
J11302	11302 Apex Park Expense	2,053	3,546	8,166	6,059	6,734	-1,493	42.12%	▼	
J11303	11303 Adventure Playground Expense	13,107	15,452	39,650	28,422	23,318	-2,345	15.17%	▼	Variance now within acceptable levels
J11304	11304 Bullaring Gardens Expense	0	0	720	0	585	0			
J11305	11305 CWA Gardens Expense	720	1,454	3,693	3,421	2,592	-734	50.48%	▼	
J11306	11306 Wogerlin Gazebo Expense	0	142	1,039	35	707	-142	100.00%	▼	
J11307	11307 Walden Park Expense	0	145	1,578	0	639	-145	100.00%	▼	
J11313	11313 Rotary Park Expense	3,428	3,541	11,784	9,612	20,197	-113	3.18%	▼	
J11308	11308 Miss B's Park Expense	7,172	9,187	20,208	20,393	14,834	-2,015	21.93%	▼	Depn calculation currently pending
J11312	11312 Shire Office Gardens Expense	3,821	4,251	12,279	6,357	10,666	-430	10.12%	▼	
J11309	11309 Gorge Rock Expense	683	564	1,899	1,711	1,257	119	(21.01%)	▲	
J11310	11310 CREC Operating Expense	3,915	5,500	31,148	16,503	7,200	-1,585	28.82%	▼	
J11314	11314 Bowling Club Expense	0	0	494	48	457	0			
J11315	11315 Golf Club Expense	88	0	1,794	1,000	1,757	88	(100.00%)	▲	
J11316	11316 Tennis Club Expense	2,633	4,251	20,863	21,301	7,012	-1,618	38.07%	▼	Depn calculation currently pending
J11311	11311 Skate Park Expense	220	840	2,745	2,387	2,834	-620	73.76%	▼	
J11317	11317 Development Trail Expense	0	0	500	0	500	0			
J11318	11318 War Memorial Expense	0	0	5,142	3,738	2,848	0			
J11320	11320 Loan Interest Other Recreation Expense	6	0	92,084	93,236	92,084	6	(100.00%)	▲	
J11326	11326 Upgrade Pump Expenditure	0	0	400	1,230	400	0			
J11319	11319 Recreation Consultancy Fees Expense	3,398	1,500	20,000	5,033	20,000	1,898	(126.50%)	▲	
11331	Recreation & Events Centre Insurance	0	0	2,000	0	2,000	0			
11332	Architect & Project Consultant Fees	45,002	61,985	61,985	146,326	210,000	-16,983	27.40%	▼	Pending consultants invoices
11333	Tennis Club Contribution towards upgrade	0	0	0	0	0	0			
11330	Be-active program	0	0	0	0	0	0			
11322	Housing Allocation	1,787	2,890	19,987	12,223	26,140	-1,103	38.17%	▼	
11329	Bikeweek grant expenditure	0	0	0	0	0	0			
11325	Admin Allocation - Other Recreation & Spo	7,772	8,685	19,454	17,331	17,377	-913	10.51%	▼	
11327	Sport Precinct Feasibility Study Expenditu	0	0	0	0	0	0			
11328	Other Recreation Programs Expenditure	90	0	5,000	6,717	5,000	90	(100.00%)	▲	
J11323	11323 Netball / Basketball Courts Expenses	0	1,421	3,953	7,442	3,183	-1,421	100.00%	▼	
11321	Depreciation - Other Recreation	0	5,938	14,252	14,291	14,325	-5,938	100.00%	▼	Depn calculation currently pending
	E113952 - Loss on Sale of Assets		0				0			
Total E113 · Other Recreation		224,589	202,107	551,364	613,387	633,496	22,482	(11.12%)	▲	

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - RECREATION & CULTURE				
I115 · Library											
	11550	Lost Books Income	25	0	15	12	15	25	100.00%	▲	
	11551	Library Reimbursements Income	0	0	50	0	50	0			
		Gain on Disposal of Asset						0			
	Total I115 · Library		25	0	65	12	65	25	100.00%	▲	
E115 · Library											
	11500	Library Lease Expense	9,481	9,575	22,980	25,352	21,888	-94	0.98%	▼	
			0			0		0			
	11501	Library Minor Expenditure	1,236	1,000	2,500	430	1,500	236	(23.63%)	▲	
	11504	Admin Allocation - Library	667	745	1,669	1,487	1,491	-78	10.52%	▼	
			0			0		0			
	11502	Depreciation - Libraries	0	0	0	46	46	0			
		Loss on Asset Disposal						0			
	Total E115 · Library		11,384	11,320	27,149	27,314	24,925	64	(0.56%)	▲	
I114 · Television & Rebroadcasting											
	11450	Misc Television & Broadcasting Income	25	0	0	25	0	0			
		Gain on Disposal of Asset						25	100.00%	▲	
	Total I116 · Other Culture		25	0	0	25	0	0	100.00%	▲	
E114 · Television & Rebroadcasting											
	11400	Misc Television & Broadcasting Expenses	0	0	0	0	0	0			
		Gain on Disposal of Asset						0			
	Total E114 · Television & Rebroadcasting		0	0	0	0	0	0			
I116 · Other Culture											
	11651	Other Culture Income	5,223	3,300	5,500	3,735	3,030	0			
			0	0				1,923	36.81%	▲	Increase due to Street Party donations
	11650	Be Active Income	0	0		4,672		0			
		Gain on Disposal of Asset						0			
	Total I116 · Other Culture		5,223	3,300	5,500	8,407	3,030	1,923	36.81%	▲	
E116 · Other Culture											
	11606	Other Culture Programs Expenditure	4,095	4,500	9,500	4,731	3,000	0			
J11600	11600	Agricultural Hall Expenses	4,980	5,000	131,986	59,833	7,070	-405	9.00%	▼	
J11601	11601	Regional Arts & Crafts Expenses	334	200	494	277	693	-20	0.41%	▼	
	11602	Yealering Progress Assn Expenses	0	0	0	0	1,000	134	(67.12%)	▲	
	11603	Donation Leeuwin Sailing Expenses	0	0	0	0	500	0			
	11607	Corrigin Agricultural Society Donation Exp	2,500	2,500	2,500	2,000	2,500	0	0.00%		
	11605	Admin Allocation - Other Culture	1,696	1,895	4,245	3,782	3,792	-199	10.51%	▼	
		E116298 - Depreciation		0				0			
		Loss on Disposal of Asset						0			
	Total E116 · Other Culture		13,605	14,095	148,725	70,622	18,555	-490	3.48%	▼	

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - TRANSPORT						
I12 · TRANSPORT													
							VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program	
							68,154	19.32%	▲	352,691	284,537	TRANSPORT TOTAL INCOME	
							408,232	106.98%	▼	(381,598)	(789,830)	TRANSPORT TOTAL EXPENDITURE	
I121 · Streets, Roads - Construction													
12250	Grant - Regional Road Group Income	130,987	130,987	327,467	338,171	330,667	0	0.00%					
12251	Grant - Roads to Recovery Income	0	0	1,247,787	0	365,000	0						
12255	Grain Route Funding	0	0	232,613	932,448	1,179,997	0						
12256	BlackSpot Funding	0	0	0	0	0	0						
I121793 - Gain on Disposal of Asset(s)							0						
Total I121 · Streets, Roads & Constructions							130,987	130,987	1,807,867	1,270,619	1,875,664		
E12 · TRANSPORT.													
E121 · Streets, Roads - Construction													
E121298 - Depreciation							0						
E121952 - Loss on Sale of Assets							0						
Total E121 · Roads Prevention							0	0	0	0	0		
I122 - Streets, Roads													
12253	Direct Grants Income	142,100	142,100	142,100	130,700	130,700	0	0.00%					
12254	Misc Income, Streets Roads etc	0	0	4,117	11,146	4,117	0						
12257	Regional Bicycle Network Funding	0	0	0	51,133	38,660	0						
I122386 - Profit on Sale of Assets							0						
Total E122 - Streets, Roads							142,100	142,100	146,217	192,980	173,477		
E122 · Road Maintenance													
12216	Consultancy Services / Contributions	825	0	5,000	14,152	21,000	825	(100.00%)	▲				
12200	Admin Allocated - Streets Roads	11,280	12,605	28,234	25,152	25,220	-1,326	10.52%	▼				
J12201 12201	Drainage Works Expense	100	1,000	8,802	432	7,179	-900	90.00%	▼				
J12202 12202	Verge Clearing Expense	849	1,000	56,527	63,617	34,055	-151	15.11%	▼				
Road # 12203	Road Maintenance Expenses	208,324	210,454	664,648	636,973	529,809	-2,130	1.01%	▼	Timing only - staff will continue to monitor			
J12204 12204	Laneway Maintenance Expense	3,798	3,845	8,647	4,621	7,867	-47	1.22%	▼				
J12212 12212	Townscape Improvements Expense	0	1,245	3,687	786	10,479	-1,245	100.00%	▼				
J12217 12217	Footpath renewals	1,032	0	77,457	120,134	93,224	1,032	(100.00%)	▲				
J12205 12205	Street Numbering Expense	69	0	1,000	0	1,000	69	(100.00%)	▲				
J12206 12206	Footpath Crossovers Expense	649	0	28,439	854	18,046	649	(100.00%)	▲				
12207	Street Lighting Expense	17,402	24,561	58,946	39,829	58,946	-7,159	29.15%	▼	Pending monthly invoice			
J12208 12208	Street Cleaning Expense	3,384	5,421	12,115	11,111	17,031	-2,037	37.58%	▼				
J10202 10202	Tidy Town Competition Expense	383	500	2,018	471	1,090	-117	23.43%	▼				
J12209 12209	Street Trees & Watering Expense	5,447	6,000	52,450	49,238	59,193	-553	9.21%	▼				
J12210 12210	Street Traffic Signs Expense	11,530	13,500	30,331	37,877	36,093	-1,970	14.59%	▼				
J12211 12211	Town Maintenance Expense	69,444	65,451	167,638	167,747	144,074	3,993	(6.10%)	▲	Timing only - staff will continue to monitor			
J12214 12214	Road Side Spraying	49	0	7,611	1,288	8,421	49	(100.00%)	▲				
12213	Depreciation - Streets Roads	0	390,481	937,155	938,742	876,215	-390,481	100.00%	▼	Depn calculation pending			
12215	E122952 - Loss on Sale of Assets	0	0	0	0	0	0						
Total E122 · Road Maintenance							334,565	736,063	2,150,705	2,113,023	1,948,942		
							-401,499	54.55%	▼				

Job G/L		YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - TRANSPORT			
I123 - Road Plant Purchases										
	12301 Income Relating to Road Plant Purchases	67,723	0	0	0	0	67,723	100.00%	▲	Pending Jnt allocation on sale of plant
	12305 Profit on Disposals of Assets	0	0	14,966	58,341	31,336	0			
	Total I123 - Road Plant Purchases	67,723	0	14,966	58,341	31,336	67,723	100.00%	▲	
E123· Road Plant Purchases										
	12300 Admin Allocation - Road Plant Purchases	3,267	3,651	8,177	7,285	7,304	-384	10.51%	▼	
	Depreciation						0			
	12302 Loss on Disposal of Assets	0	0	0	20,588	24,623	0			
	Total E123· Road Plant Purchases	3,267	3,651	8,177	27,873	31,927	-384	10.51%	▼	
I125 · Traffic										
	12550 Licencing Commission Income	11,649	11,000	30,000	32,593	30,000	649	5.57%	▲	
	12551 TransWA Commission Income	232	450	2,000	558	2,000	-218	(93.72%)	▼	
	12552 Vehicle Inspection Fees Income	0	0	0	0	0	0			
	Gain on Disposal of Assets						0			
	Total I125 · Traffic	11,881	11,450	32,000	33,151	32,000	431	3.63%	▲	
E125 · Traffic Control										
J12500	12500 Vehicle Inspection Expenses	0	0	0	0	0	0			
	12501 Admin Allocation - Traffic Control	43,057	48,116	107,774	96,011	96,270	-5,059	10.51%	▼	
	Depreciation						0			
	Loss on Disposal of Assets						0			
	Total E125 · Traffic Control	43,057	48,116	107,774	96,011	96,270	-5,059	10.51%	▼	
I126 · Aerodrome										
	12651 RADS Funding	0	0	0	0	0	0			
	12650 Misc Income - Aerodrome	0	0	0	0	0	0			
	Total I126 · Aerodrome	0	0	0	0	0	0			
E126 · Aerodrome										
J12600	12600 Airstrip Maintenance Expense	710	2,000	24,262	29,017	15,268	-1,290	(181.82%)	▼	Depn calculation pending
	12601 Depreciation - Aerodromes	0	0	0	0	0	0			
	Loss on Disposal of Asset						0			
	Total E126 · Aerodrome	710	2,000	24,262	29,017	15,268	-6,641	(37.69%)	▼	

Job G/L
I13 · ECONOMIC SERVICES

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - ECONOMIC SERVICES					
					VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
					(2,502)	(12.67%)		19,748	22,250	ECONOMIC SERVICES TOTAL INCOME
					(1,209)	(1.30%)		(92,866)	(91,657)	ECONOMIC SERVICES TOTAL EXPENDITURE

I131 - Rural Services

13153 Optus Lease Income
13150 Drum Muster Income
13154 Misc Income Rural Services

I131420 - Gain on Disposal of Asset
Total I131 - Rural Services

0	0	1,125	1,344	1,125
1,987	2,500	5,000	1,343	5,000
0	0	0	0	0
			0	0
1,987	2,500	6,125	2,687	6,125

0		
-513	(25.82%)	▼
0		
0		
0		
-513	(25.82%)	▼

E131 - Rural Services

13100 Admin Allocated - Rural Services
J13101 13101 Noxious Weeds Expense
J13103 13103 Vermin Control Expense
J13107 13107 Community Agriculture Centre Expense
J13105 13105 Railway Reserve Expense
J13104 13104 Natural Resource Management Exp
J13102 13102 Skeleton Weed Program Expense
J13106 13106 Drum Muster Expenses
J13108 13108 Windmill Building Expense
J13109 13109 Central Agcare Donation Expense
J13110 13110 RTP Bullaring Expense
J13111 13111 RTP Corrigin Expense
J13112 13112 Ground Water Management
J13113 13113 Salinity Action Plan Expense
J13114 13114 Landcare Expense
13126 Consultancy Fees / Contributions
13122 Depreciation - Rural Services
13123 Loss on Sale of Assets - Rural Services
Total E131 - Rural Services

3,666	4,097	9,176	8,175	8,197
0	0	0	1,725	4,668
0	0	0	0	1,000
782	2,000	9,807	9,114	2,434
0	0	0	1,206	1,000
1,429	2,500	10,672	0	1,000
0	0	0	0	500
1,987	3,000	6,250	1,834	6,250
699	2,500	11,960	11,186	6,845
0	0	2,000	0	2,000
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
264	1,000	9,603	2,047	9,585
48	0	0	142	0
0	0	0	0	500
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
8,875	15,097	59,468	35,428	43,979

-431	10.51%	▼
0		
0		
-1,218	60.91%	▼
0		
-1,071	42.83%	▼
0		
-1,013	33.77%	▼
-1,801	72.04%	▼
0		
0		
0		
-736	73.63%	▼
48	(100.00%)	▲
0		
0		
0		
-6,222	41.22%	▼

Job

G/L

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15		VARIANCE REPORT - ECONOMIC SERVICES			
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I132 · Tourism/Area Promotion

13250	Caravan & Camping Income	4,360	4,000	10,000	9,693	10,000	360	8.25%	▲	Timing only - staff will continue to monitor
13251	Dog Cemetery Burial Fee Income	91	200	450	91	450	-109	(120.00%)	▼	
13252	Reimbursements - Tourism Income	0	0	0	0	0	0			
13254	Rotary Contribution towards Rotary Park	0	0	0	0	0	0			
13255	Centenary Income	164	0	0	302	0	164	100.00%	▲	
	Gain on Disposal of Asset						0			
Total I132 · Tourism/Area Promotion		4,614	4,200	10,450	10,086	10,450	414	8.98%	▲	

E132 · Tourism/Area Promotion

J13202	13202	Area Promotion Expense	0	0	19,663	12,957	24,596	0			
J13201	13201	Caravan Parks Expense	7,585	8,000	22,439	18,786	20,711	-415	5.19%	▼	Timing only - staff will continue to monitor
J13203	13203	Information Bay Expense	0	0	777	0	754	0			
J13204	13204	Tourist Museum Expense	4,766	5,200	34,742	30,891	14,827	-434	8.34%	▼	
j13205	13205	Dog Cemetery Expense	533	1,000	3,068	1,555	3,329	-467	46.70%	▼	
	13207	Centenary Expense	0	0	0	21	0	0			
	13200	Admin Allocation - Tourism & Area Promo	12,732	14,228	31,868	28,555	28,466	-1,496	10.51%	▼	
	13206	Depreciation - Tourism & Area Promotion	0	0	0	0	0	0			
		E132952 - Loss on Sale of Assets		0				0			
Total E132 · Tourism/Area Promotion		25,616	28,428	112,557	92,764	92,683	-2,812	9.89%	▼		

I133 · Building Control

13350	Building Permits Income	1,003	3,000	6,500	25,151	6,500	-1,997	(198.96%)	▼	Timing only - staff will continue to monitor	
13351	Building Lic Levy Commissions Income	27	50	250	79	250	-23	(83.15%)	▼		
13352	BCITF Commissions Income	10	0	40	37	40	10	100.00%	▲		
13353	Demolition License Income	86	0	50	0	50	86	100.00%	▲		
13354	Septic Tank Fees Income	252	0	250	672	250	252	100.00%	▲		
	Gain on Disposal of Asset						0				
Total I133 · Building Control		1,379	3,050	7,090	25,939	7,090	-1,671	(121.22%)	▼		

E133 · Building Control Expenses

13300	Misc Expenses	0	0		119		0				
13301	Admin Allocation - Building Control	9,213	10,296	23,061	20,544	20,599	-1,082	10.51%	▼		
	E133298 - Depreciation	0					0				
	Loss on Disposal of Asset						0				
Total E133 · Building Control Expenses		9,213	10,296	23,061	20,663	20,599	-1,082	10.51%	▼		

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - ECONOMIC SERVICES				
I134 · Saleyards & Markets											
13450	Sheep Sale Commissions Income	1,869	2,500	5,000	3,709	5,000	-631	(33.74%)	▼		
	Gain on Disposal of Asset						0				
Total I134 · Other		1,869	2,500	5,000	3,709	5,000	-631	(33.74%)	▼		
E134 · Saleyards & Markets											
J13400	13400 Maintenance - Saleyards Expense	459	3,000	23,565	23,834	4,029	-2,541	84.70%	▼		
	13402 Admin Allocation - Saleyards	181	202	454	404	405	-21	10.46%	▼		
	13401 Depreciation - Saleyards	0	0		0		0				
	E134952 - Loss on Sale of Assets						0				
Total E134 · Saleyards		640	3,202	24,019	24,239	4,434	-2,562	80.00%	▼		
I136 · Economic Development											
13650	SBC Reimbursements Income	0	0	0	0	0	0				
13852	Other Economic Service Income	2,479	0	0	0	0	2,479	100.00%	▲	Western Power Refund for Courboules Cres Land Development	
	Gain on Disposal of Asset						0				
Total I136 · Other		2,479	0	0	0	0	2,479	100.00%	▲		
E136 · Economic Development											
13600	SBC Contribution Expense	0	0	0	0	5,000	0				
13601	SBC Vehicle Expense	0	0	0	0	0	0				
13603	Admin Allocation - Economic Development	5,553	6,206	13,900	12,383	12,416	-653	10.52%	▼		
13604	Land Development Expenses	17,462	0	50,000	7,051	50,000	17,462	(100.00%)	▲	Courboules Cres Land development expenses	
	E135298 - Depreciation	0	0		0		0				
13602	Loss on Sale of Asset - Economic Development	0	0	0	0	0	0				
Total E136 · Economic Development		23,015	6,206	63,900	19,433	67,416	16,809	(270.87%)	▲		

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - ECONOMIC SERVICES			
I137 · Public Utilities Services										
	13750 Standpipe Fees & Charges Income	7,420	10,000	35,000	20,251	35,000	-2,580	(34.77%)	▼ Timing only - staff will continue to monitor	
	13751 Standpipe Storage Funding	0	0	0	0	0	0			
	Gain on Disposal of Asset						0			
Total I137 · Public Utilities Services		7,420	10,000	35,000	20,251	35,000	-2,580	(34.77%)	▼	
E137 · Public Utilities Services										
							0			
J13800	13700 Standpipes Expense	13,465	15,000	47,768	36,801	47,675	-1,535	10.23%	▼ Timing only - staff will continue to monitor	
J13800	13701 Bullaring Water Tank	246	500	3,713	11,360	11,568	-254	50.85%	▼	
	13702 Admin Allocation - Public Utilities Service	2,810	3,140	7,034	6,266	6,283	-330	10.51%	▼	
	E136298 - Depreciation	0	0		0		0			
	13703 Loss on disposal of Asset - Public Utilities	0	0	0	0	0	0			
Total E136 · Water Supply & Screened Gravel		16,521	18,640	58,515	54,427	65,526	-2,119	11.37%	▼	
I138 · Other Economic Services										
	13853 Misc Income	0	0		0		0			
	13851 Screened Gravel Income	0	0	1,000	0	1,000	0			
		0	0	0	0		0			
	Gain on Disposal of Asset						0			
Total I138 · Other economic Services		0	0	1,000	0	1,000	0			
E138 · Other Economic Services										
	13801 Community Development Wages	0	0	0	5,358	0	0			
	13802 Community Development Super	0	0	0	0	0	0			
	13803 Community Development Insurance Expense	0	0	0	321	0	0			
	13804 Community Development Training & Development	0	0	0	0	500	0			
	13805 Business Assistance Expense	0	0	0	0	0	0			
PS07	13800 Screening Plant Expense	853	700	1,353	1,003	1,779	153	(21.82%)	▲	
	13808 CDO Uniform Expense	0	0	0	0	0	0			
	13807 Admin Allocation - Other Economic Services	8,133	9,089	20,359	18,136	18,186	-956	10.52%	▼	
	13806 Depreciation - Other Economic Services	0	0	0	0	0	0			
	Loss on Disposal of Asset				0		0			
Total E138 · Other Economic Services		8,986	9,789	21,712	24,818	20,465	-803	8.20%	▼	

Job G/L
I14 · OTHER PROPERTY & SERVICES

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - OTHER PROPERTY & SERVICES					
					VARIANCE \$	VARIANCE %		YTD Actual	YTD Budget	Program
					(5,093)	(7.61%)		66,956	72,049	OTHER PROPERTY & SERVICES TOTAL INCOME
					240,730	2949.39%	▼	(8,162)	(248,892)	OTHER PROPERTY & SERVICES TOTAL EXPENDITURE

I141 · Private Works

14150 Private Works - Main Roads Income
14151 Private Works - Building Income
14152 Cartage or Sale of Sand Income
14153 Sale of other Materials Income
14154 Private Works Charges Income

0	0	20,000	0	20,000
0	0	4,000	9,136	4,000
1,618	0	0	7,745	20,000
0			0	
23,575	0	0	33,533	50,000
13,050	40,000	130,000	56,146	50,000
Gain on Disposal of Asset				
Total I141 · Private Works	38,244	40,000	154,000	106,560 144,000

0			
0			
1,618	100.00%	▲	Account has been merged - pending correction
0			
23,575	100.00%	▲	Account has been merged - pending correction
-26,950	(206.51%)	▼	Account has been merged - pending correction
0			
0			
0			
0			
-1,756	(4.59%)	▼	
0			

E141 · Private Works

14103 Admin Allocation - Private Works
J14102 14102 Private Works Expense
J14100 14100 Private Works - Main Roads Expense
J14101 14101 Private Works - Building Expense

15,972	17,849	39,980	35,616	35,713
36,253	35,000	98,300	91,322	54,190
0		0	0	
541	0	11,803	0	11,172
0	0	1,156	0	1,067
E141276 - Depreciation				
Loss on Disposal of Asset				
Total E141 · Private Works	52,766	52,849	151,239	126,939 102,142

-1,877	10.51%	▼	
1,253	(3.58%)	▲	Timing only - staff will continue to monitor
0			
541	(100.00%)	▲	
0			
0			
0			
0			
-83	0.16%	▼	

Job G/L		YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - OTHER PROPERTY & SERVICES			
I143 · Work Overheads										
	14253 Protective Clothing Reimbursements	0	0	0	0	0	0			
	14252 Misc Income Public Works Overheads	19,589	18,149	18,149	2,146	0	1,440	7.35%	▲	
	14250 Workers Compensation Reimbursements	1,080	0	0	27,944	0	1,080	100.00%	▲	
	14251 Profit on Sale of Assets	0	0	200	4,039	200	0			
	Total I143 · Works Overheads	20,669	18,149	18,349	34,128	200	2,520	12.19%	▲	
E143 · Works Overheads										
	14200 Admin Allocation - Public Works Overhead	31,947	35,700	79,965	71,237	71,429	-3,753	10.51%	▼	
J14204	14204 Works Supervisors Office Expense	8,428	12,405	26,068	23,264	16,758	-3,977	32.06%	▼	
J14218	14218 Building Office Expenses Expense	415	1,000	4,486	4,731	3,127	-585	58.49%	▼	
J14217	14217 Depot Maintenance Expense	22,523	28,451	79,106	85,055	45,925	-5,928	20.84%	▼	Depn calculation pending
J14219	14219 Expendable Stores/Tools - Works Expense	1,949	2,500	5,823	8,899	5,496	-551	22.05%	▼	
J14220	14220 Expendable Stores/Tools - Building Expense	1,469	2,500	5,730	3,178	4,780	-1,031	41.23%	▼	
J14221	14221 Expendable Stores/Tools - Plant Expense	6,952	12,000	24,768	23,715	24,768	-5,048	42.07%	▼	Timing only - staff will continue to monitor
	14233 Consultancy Services	8,409	8,408	8,408	16,831		1	(0.01%)	▲	
		0	0	0	0		0			
	14205 Superannuation - Outside Staff Expense	38,936	39,423	94,615	99,732	94,772	-487	1.23%	▼	
	14230 Workers Compensation Expenditure	0	0	0	9,250		0			
	14206 Sick & Compassionate Leave - Outside Staff	23,466	13,548	25,298	23,489	20,325	9,918	(73.21%)	▲	Due to increase in Sick leave - 1 employee has been on extended sick leave
	14207 Annual, Public Holidays - Outside Staff Expense	39,703	41,548	122,248	143,794	96,480	-1,846	4.44%	▼	
	14228 Unallocated Wages	1,986	0	0	-20,168		1,986	(100.00%)	▲	
	14216 Insurance - Works Expense	58,150	58,899	58,899	57,643	58,199	-749	1.27%	▼	Variance now within acceptable levels
	14212 Protective Clothing Expense	600	1,000	5,500	364	10,000	-400	40.00%	▼	
J14213	14213 Training Expenses Expense	14,757	20,000	58,920	39,288	23,366	-5,243	26.22%	▼	Timing only - staff will continue to monitor
	14209 Industry / Other Allowance - Outside Staff	2,860	2,947	8,840	26,418	21,880	-87	2.94%	▼	
J14214	14214 Hearing / Eye Test Expense	0	0	3,000	0	3,000	0			
J14215	14215 Fit for Work Expense	0	0	1,500	62	1,500	0			
	14229 Long Service Leave Works Expense	0	0	0	21,021	0	0			
	14224 Overheads Allocated to Works	-301,938	-373,155	-895,573	-946,023	-726,602	71,217	19.09%	▲	Possibly due to reduction in casuals and overtime to date
	14208 Recruitment Costs - Outside Staff Expense	263	1,000	2,500	2,780	2,500	-737	73.70%	▼	
	14210 Workers Compensation - Outside Staff Expense	1,268	0	0	29,182	0	1,268	(100.00%)	▲	
	14201 Works Admin Wages	48,436	45,948	113,105	102,376	102,694	2,488	(5.41%)	▲	
	14202 Works Admin Super	8,767	6,433	15,748	16,786	14,870	2,334	(36.29%)	▲	
P#	14203 Works Supervisors Vehicle Expenses	4,919	6,000	15,722	12,301	12,087	-1,081	18.02%	▼	
J14222	14222 Occ Health & Safety Expense	5,744	5,000	15,900	25,822	9,756	744	(14.88%)	▲	
	14223 Housing Allocation Expense	2,165	2,890	27,010	25,998	8,467	-725	25.09%	▼	
	14211 FBT - Outside Staff Expense	0	0	8,000	7,962	8,000	0			
P#	14227 Works Utility Vehicle Expense	7,992	29,106	69,854	56,191	37,926	-21,114	72.54%	▼	Pending Plant allocations & Depn
OSP #	14231 Small Plant Purchases <\$2000 Expenditure	0	0	8,000	20,702	13,450	0			
	14232 Plant allocation Works Overheads	3,531	6,575	15,780	13,925	17,261	-3,044	46.29%	▼	
	14225 Depreciation - Public Works Overheads	0	736	1,767	2,063	994	-736	100.00%	▼	
	14226 Loss on Sale of Assets - Public Works Overheads	0	0	1,678	0	788	0			
	Total E143 · Works Overheads	43,696	10,862	12,665	7,869	3,996	32,834	(302.29%)	▲	

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - OTHER PROPERTY & SERVICES		
I144 · Plant Operation Costs									
							0		
14350	Diesel Fuel Rebate Income	5,310	13,000	30,000	35,490	25,000	-7,690	(144.82%)	▼ Decrease, due to 14/15 adjustment - overclaimed
14351	Reimbursements Other Income	0	0	500	0	500	0		
							0		
	I144383 - Profit on Sale of Assets	0					0		
Total I144 · Plant Operation Costs		5,310	13,000	30,500	35,490	25,500	-7,690	(144.82%)	▼
E144 · Plant Cost Overheads									
					0		0		
P #	14302 Fuel & Oils Expense	67,389	110,633	265,520	186,338	264,270	-43,244	39.09%	▼ Timing only - staff will continue to monitor
P #	14304 Parts & Repairs Expense	98,949	127,105	305,052	172,245	204,417	-28,156	22.15%	▼ Timing only - staff will continue to monitor
P #	14305 Internal Repair Wages Expense	17,504	10,148	24,355	79,244	117,960	7,356	(72.49%)	▲ Timing only - staff will continue to monitor
P #	14303 Tyres and Tubes Expense	1,720	2,000	24,585	19,818	19,800	-280	13.99%	▼
P #	14307 Expendable Stores - Plant Expense	0	0	0	0	0	0		
P #	14301 Insurance - Plant Expense	48,705	51,063	51,063	57,300	57,051	-2,358	4.62%	▼
P #	14306 Licences - Plant Expense	8,805	9,955	9,955	10,114	9,875	-1,150	11.55%	▼
14309	Plant Operation Costs Allocated to Works	-224,987	-225,482	-688,704	-694,023	-711,805	495	0.22%	▲
		0	0	0	0	0	0		
14311	Admin Allocation - Plant Operation Costs	7,377	8,245	18,467	16,449	16,496	-868	10.52%	▼
14310	Plant Depreciation Costs Allocated to Wor	-116,170	-117,481	-510,530	-279,125	-363,174	1,311	1.12%	▲
14308	Depreciation - Plant	0	209,143	501,943	448,087	293,879	-209,143	100.00%	▼ Pending depn Calculation
	Loss on Disposal of Asset	0			0		0		
Total E144 · Plant Cost Overheads		-90,707	185,329	1,706	16,449	-91,231	-276,036	148.94%	▼

Job	G/L	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - OTHER PROPERTY & SERVICES			
I145 · Administration General										
	14550 Car Contributions - Admin Income	600	900	2,160	2,080	2,160	-300	(50.00%)	▼	
	14551 Uniform Reimbursement - Admin Income	29	0	0	0	0	29	100.00%	▲	
	14553 Other Income	0	0	5,000	37,399	5,000	0			
	14554 Auto Door Funding	0	0	0	0	0	0			
	14552 Profit on Sale of Asset - Admin	0	0	5,065	8,416	0	0			
	Total I145 · Administration General	629	900	12,225	47,895	7,160	-271	(43.10%)	▼	
E145 · Administration General										
	14500 Admin Wages	254,471	271,461	622,242	615,095	587,130	-16,989	6.26%	▼	Possible timing issue only - staff will continue to monitor
	14501 Admin Superannuation	33,884	39,362	89,500	75,366	84,422	-5,478	13.92%	▼	
	14509 Insurance - Admin Expense	38,355	41,460	41,460	42,513	42,767	-3,105	7.49%	▼	2nd instalment payment pending
J14508	14508 Administration Office Maintenance Expenses	25,422	32,154	108,607	116,026	53,880	-6,732	20.94%	▼	Pending depn Calculation
	14514 Records Management Expense	0	100	2,000	61	2,000	-100	100.00%	▼	
	14513 Printing & Stationery - Admin Expense	12,439	9,000	17,300	23,333	17,300	3,439	(38.21%)	▲	
	14510 Telecommunications - Admin Expense	8,797	6,500	14,000	13,569	10,000	2,297	(35.34%)	▲	
	14515 Postage Admin Expense	1,773	1,800	4,000	3,486	4,000	-27	1.52%	▼	
	14511 Legal Expense - Administration	0	0	0	0	0	0			
	14502 Fringe Benefits Tax - Admin Expense	0	0	27,000	26,847	20,000	0			
	14516 Computer Expense	21,813	23,000	30,592	30,120	29,480	-1,187	5.16%	▼	
	14517 Computer Hardware Expense	0	0	3,500	6,491	4,100	0			
	14507 Staff Uniform - Admin Expense	799	0	4,900	4,006	4,900	799	(100.00%)	▲	
	14506 Conference Expenses - Admin Expense	5,790	7,000	11,150	8,248	11,150	-1,210	17.29%	▼	
	14505 Training Expenses - Admin Expense	1,120	2,000	5,000	7,885	5,000	-880	44.02%	▼	
	14504 Admin Executive Personal Development Expenses	0	0	6,000	0	9,500	0			
	14527 Valuation Services	10,950	11,200	11,200	3,500	3,850	-250	2.23%	▼	Variance now within acceptable levels
	14503 Recruitment Expenses - Admin Expense	26,594	34,000	34,000	3,015	4,000	-7,406	21.78%	▼	Pending payment of invoices
	14518 Bad Debts - Sundry Expense	0	0	0	0	0	0	(100.00%)	▼	
	14525 Administration Costs Allocated	-467,196	-522,089	-1,169,423	-1,041,785	-1,044,593	54,893	10.51%	▲	Due to variance in expenditure to date
	14512 Bank Fees Expense	4,282	4,000	8,180	9,201	8,180	282	(7.06%)	▲	
	14519 Admin Subscriptions Expense	0	0	6,360	4,316	6,006	0			
P1CR	14520 CEO Vehicle Operating Expense	4,696	6,500	18,608	25,646	11,884	-1,804	27.75%	▼	
P2CR	14521 DCEO Vehicle Operating Expense	1,022	3,300	9,642	3,688	5,400	-2,278	69.04%	▼	
	14528 Mgr G&C Vehicle Operating Expense	1,758	3,300	14,512	13,773	5,423	-1,542	46.72%	▼	
	14522 Housing Allocation - Admin	15,620	25,890	83,282	29,718	45,671	-10,270	39.67%	▼	Due to variance in housing costs
	14526 Financial Management Review	0	0	7,000	0	0	0			
	14581 Synergy Soft Purchase	0	0	3,750	0	38,750	0			
	14523 Depreciation - Administration	0	63	150	150	150	-63	100.00%	▼	
	14524 Loss on Sale of Asset - Admin	0	0	0	0	35,074	0			
	Total E145 · Administration General	2,387	0	14,512	24,269	5,423	2,387	#####	▲	

Job

G/L

YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	VARIANCE REPORT - OTHER PROPERTY & SERVICES					
E146 · Salaries Control										
14602	Gross Salaries & Wages				863,896	842,815	2,109,166	2,050,574	1,939,785	<div>21,082</div> <div>(2.50%)</div> <div>▲</div> <div>Possible timing issue only - staff will continue to monitor</div>
								0	0	
14603	Less Sal & Wages Alloc to Works				-863,896	-842,815	-2,109,166	-2,050,574	-1,939,785	<div>-21,082</div> <div>(2.50%)</div> <div>▼</div> <div>Possible timing issue only - staff will continue to monitor</div>
									0	
	Depreciation								0	
	Loss on Disposal of Asset								0	
					0	0	0	0	0	0
I147 · Unclassified										
14752	Insurance Claim Income				0	0		0		<div>0</div> <div></div> <div></div> <div></div>
14750	Unclassified Income				2,104	0	7,027	58,586	33,799	<div>2,104</div> <div>100.00%</div> <div>▲</div> <div></div>
								0	0	
14751	Gain on Sale of Asset - Unclassified				0	0	2,649	0	13,880	<div>0</div> <div></div> <div></div> <div></div>
									0	
Total I147 · Unclassified					2,104	0	9,676	58,586	47,679	<div>2,104</div> <div>100.00%</div> <div>▲</div> <div></div>
E147 · Unclassified Items										
14700	Unclassified Misc Expenditure				18	0	0	96	0	<div>18</div> <div>(100.00%)</div> <div>▲</div> <div></div>
									0	
16102	Loan Interest CAC Residence - Loan 95				0	0	0	0	0	<div>0</div> <div></div> <div></div> <div></div>
16103	Loan Interest Oval Lighting - Loan 96				0	0	0	0		<div>0</div> <div></div> <div></div> <div></div>
16104	Loan Interest Land Subdivision - Loan 97				0	0	0	0		<div>0</div> <div></div> <div></div> <div></div>
16105	Loan Interest GEHA (Education) - Loan 98				0	0	0	0		<div>0</div> <div></div> <div></div> <div></div>
16106	Loan Interest Resource Centre - Loan 99				0	0	0	0		<div>0</div> <div></div> <div></div> <div></div>
16107	Loan Interest GEHA (Police) - Loan 100				0	0	0	0		<div>0</div> <div></div> <div></div> <div></div>
16108	Loan Interest Land Subdivision - Loan 101				9,879	0	0	23,451		<div>9,879</div> <div>(100.00%)</div> <div>▲</div> <div></div>
16109	Loan Interest Allocated to Works				-9,879	0	0	-115,535		<div>-9,879</div> <div>(100.00%)</div> <div>▼</div> <div></div>
16118	LOAN INTEREST - RECREATION & EVENT				0			92,084		<div>0</div> <div></div> <div></div> <div></div>
14701	Depreciation - Unclassified				0	0	0	0	145	<div>0</div> <div></div> <div></div> <div></div>
14702	Loss on Sale of Asset - Unclassified				0	0	0	0	0	<div>0</div> <div></div> <div></div> <div></div>
Total I147 · Unclassified Items					18	0	0	96	145	<div>18</div> <div>(100.00%)</div> <div>▲</div> <div></div>

Proceeds from Disposal of Assets Budget 2015/16																		
	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total		
Details	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Governance																		
4.1 Membership																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
4.2 Other Governance																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
GPF																		
3.1 Rates																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
3.2 Other																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
Law, Order & Public Safety																		
5.1 Fire Prevention																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
5.2 Animal Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
5.3 Other Law, Order & Public Safety																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0

Proceeds from Disposal of Assets Budget 2015/16																							
	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total							
Details	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16					
Health																							
7.4 Admin & Inspections																							
EHO Vehicle - 3CR					10,000	10,000																	
Sub-Total	0	0	0	0	10,000	10,000	0	0	0	0	0	0											
7.7 Other																							
				0	0	0																	
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0											
7.1 Maternal & Infant Health																							
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0										0	10,000
Program Total	0	0	0	0	10,000	10,000	0	0	0	0	0	0											
Education & Welfare																							
6.2 Other Welfare																							
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0											
Program Total	0	0	0	0	0	0	0	0	0	0	0	0										0	0
Housing																							
9.1 Staff Housing																							
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0											
9.2 Other Housing																							
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0											
Program Total			0			0			0			0				0	0						

Proceeds from Disposal of Assets Budget 2015/16																		
	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total		
Details	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Community Amenities																		
10.1 Sanitation - Household																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
10.6 Town Planning & Regional Development																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
10.7 Other Community Amenities																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
Recreation & Culture																		
11.1 Public Hall & Centres																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.3 Other Recreation																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.4 Radio Rebroadcasting																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.5 Library Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.6 Other Culture																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0

Proceeds from Disposal of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Transport																		
12.1 Roads & Streets																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
12.2 Road Maintenance																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
12.3 Plant & Equip																		
Roller - CR28					3,000	3,000												
Loader - CR2						0												
Tipper - CR23						0												
Prime Mover - CR950						42,000												
Sub-Total	0	0	0	0	3,000	45,000	0	0	0	0	0	0	0	0	0			
12.4 Traffic Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
12.6 Aerodrome																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Program Total	0	0	0	0	3,000	45,000	0	0	0	0	0	0	0	0	0	0	3,000	45,000

Proceeds from Disposal of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Economic Services																		
13.1 Rural Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
13.2 Tourism & Area Promotion																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
13.3 Building Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Economic Development																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
13.4 Other Economic Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0

Proceeds from Disposal of Assets Budget 2015/16																		
	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra.Other			Infra. Roads			Total		
Details	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Other Property																		
14.1 Private Works																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
14.3 Public Works Overheads																		
Utility - CR24						0												
Utility - CR123					30,000	30,000												
Utility - CR168						0												
Small Equipment Purchases >\$3000						0												
Sub-Total	0	0	0	0	30,000	30,000	0	0	0	0	0	0						
14.5 Administration Overheads																		
EMGC Vehicle					24,773	24,773												
Sub-Total	0	0	0	0	24,773	24,773	0	0	0	0	0	0						
14.7 Unclassified																		
Land Sales - Granite Rise			50,000															
Sub-Total	0	0	50,000	0	0	0	0	0	0	0	0	0						
Program Total	0	0	50,000	0	54,773	54,773	0	0	0	0	0	0				0	54,773	104,773
Total	0	0	50,000	0	67,773	109,773	0	0	0	0	0	0	0	0	0	0	67,773	159,773

VARIANCE

Decription	\$	%		YTD Actual	YTD Budget	Variance
	-67773	(100%)	▼	0	67773	
	0					
Roller - CR28	-3,000		▼	0	3,000	Pending sale of vehicle jnl
EHO Vehicle - 3CR	-10000		▼	0	10,000	Pending sale of vehicle jnl
Utility - CR123	-30000		▼	0	30,000	Pending sale of vehicle jnl
EMGC Vehicle	-24773		▼	0	24,773	Pending sale of vehicle jnl
				0	67,773	

Capital Purchases of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra. Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Law, Order & Public Safety																		
5.1 Fire Prevention																		
Bulyee Fire Shed			75860															
Sub-Total	0	0	75,860	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.2 Animal Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.3 Other Law, Order & Public Safety																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	75,860	0	0	0	0	0	0	0	0	0	0	0	0	0	0	75,860
Health																		
7.1 Maternal & Infant Health																		
Playgroup Improvements			36851															
Sub-Total	0	0	36,851	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7.7 Other																		
Dentist Surgery Patio			16509															
Doctor Surgery Upgrade			19,479															
Sub-Total	0	0	35,988	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7.4 Admin & Inspections																		
07480 EHO Vehicle - 3CR				31,892	30,000	30,000												
Sub-Total	0	0	0	31,892	30,000	30,000	0	0	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	72,839	31,892	30,000	30,000	0	0	0	0	0	0	0	0	0	31,892	30,000	102,839
Education & Welfare																		
6.2 Other Education																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6.2 Other Welfare																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing																		
9.1 Staff Housing																		
25 Seimons Ave Air Cond		16615	16,615															
Sub-Total	0	16,615	16,615	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9.2 Other Housing																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Total	0	16,615	16,615	0	0	0	0	0	0	0	0	0	0	0	0	0	16,615	16,615

Capital Purchases of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra. Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Community Amenities																		
10.1 Sanitation - Household																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
10.6 Town Planning & Regional Development																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
10.7 Other Community Amenities																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	0	0	0	0	0	0	0	0	0	0	0	0				0	0	0
Recreation & Culture																		
11.1 Public Hall & Centres																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.2 Swimming Pool																		
11290 Pool Inflatable / PA System							3,285	3,285	3,285									
Sub-Total	0	0	0	0	0	0	3,285	3,285	3,285									
11.3 Other Recreation																		
13783 Water Chlorination System										34,156	30,000	110,528						
11380 Adventure Playground Toilet	22,378	19,519	19,519															
11388 Recreation & Events Centre	2,260,644	2,481,952	2,481,952															
CREC Landscaping												20,704				20,704		
CREC Fence																21,426		
CREC Carparking																49,042		
CREC Playground																31,454		
Sub-Total	2,283,022	2,501,471	2,501,471	0	0	0	0	0	0	34,156	50,704	233,154						
11.4 Radio Rebroadcasting																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.5 Library Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
11.6 Other Culture																		
	0	0	0															
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0						
Program Total	2,283,022	2,501,471	2,501,471	0	0	0	3,285	3,285	3,285	34,156	50,704	233,154				2,320,462	2,555,460	2,737,910

Capital Purchases of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra. Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Transport																		
12.1 Roads & Streets																		
12198													0					
12183 Capital Expenses - R2R - Bullaring Pingelly Road													768					
12193 Dry Well Road T Junction													2,037					
12170 Grain Freight Route Road Upgrades													21,599	50,000				154,833
12181 Capital Expenses - RRG - Rabbit Proof Fence Road													0	0				212,000
12169 Bendering Road													79,444	100,000				203,123
12199 Corrigin Narembene Road													303,071	279,200				279,200
12172 Dilling Railway Road													6,442	0				56,301
12171 Dry Well Road													31,553	60,000				202,291
12168 Barber Road													134,526	191,907				191,907
12184 Rendell Street													5,695					74,332
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	585,135	681,107	1,820,993			
12.2 Road Maintenance																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
12.3 Plant & Equip																		
				0	0	0												
12379 Prime Mover - CR950				0	0	212,700												
12378 Multityre Roller - CR28				143,000	143,000	146,000												
				0	0	0												
12400 Side Tipper Road Train				74,500	73,000	73,000												
12376 Skidstreer - CR13				59,160	0	0												
				0	0	0												
				0	0	0												
				0	0	0												
				0	0	0												
Sub-Total	0	0	0	276,660	216,000	431,700	0	0	0	0	0	0	0	0	0			
12.4 Traffic Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
12.6 Aerodrome																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Program Total	0	0	0	276,660	216,000	431,700	0	0	0	0	0	0	585,135	681,107	1,820,993	861,795	897,107	2,252,693

Capital Purchases of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra. Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
Economic Services																		
13.1 Rural Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
13.2 Tourism & Area Promotion																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
13.3 Building Control																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Economic Development																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
13.7 Public Utilities Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
13.4 Other Economic Services																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Program Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Property																		
14.1 Private Works																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
14.3 Public Works Overheads																		
14280 Utility - CR123				38,931	42,000	42,000												
Small Equipment Purchases >\$3000						11,500												
Sub-Total	0	0	0	38,931	42,000	53,500	0	0	0	0	0	0	0	0	0			
14.5 Administration Overheads																		
14590 EMGC Vehicle				34,555	36,000	36,000												
Sub-Total	0	0	0	34,555	36,000	36,000	0	0	0	0	0	0	0	0	0			
14.7 Unclassified																		
Sub-Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Program Total	0	0	0	73,486	78,000	89,500	0	0	0	0	0	0	0	0	0	73,486	78,000	89,500
Total	2,283,022	2,518,086	2,666,785	382,038	324,000	551,200	3,285	3,285	3,285	34,156	50,704	233,154	585,135	681,107	1,820,993	3,287,636	3,577,182	5,275,417

Capital Purchases of Assets Budget 2015/16																		
Details	Land & Buildings			Plant & Equipment			Furniture & Equip.			Infra. Other			Infra. Roads			Total		
	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16	YTD Actual	YTD Budget	Budget 2015-16
VARIANCE																		
Class	\$	%		YTD Actual	YTD Budget		Project	Variance		Variance explanation								
Land & Building	235,064	10%	▼	(2,283,022)	(2,518,086)													
							Adventure Playground Toilets	2,859	▲	Increase in construction of toilets								
							Recreation & Events Centre	(221,308)	▼	Timing of CREC construction and claims								
								(235,064)										
Plant & Equipment	(58,038)	(15%)	▲	(382,038)	(324,000)													
							Skidstreer - CR13	59,160	▲	Purchase has been omitted from budget - to be included in review								
							Utility - CR123	(3,069)	▼	Vehicle has come in under budget								
							EMGC Vehicle	(1,445)	▼	Vehicle has come in under budget								
							Side Tipper Road Train	1,500		Purchase has exceeded budget								
							EHO Vehicle	1,892		Purchase has exceeded budget								
								58,038	▲									
Furniture & Equipmen	0	0%		(3,285)	(3,285)	0		0										
								(0)										
Infrastructure - Other	16,548	0%		(34,156)	(50,704)													
							CREC Landscaping	(20,704)	▼	Investigations are underway to determin amount that has gone to main oval exp								
							Water Storage	4,156	▲	Timing issue only - staff will continue to monitor								
								(16,548)										
Infrastructure - Roads	95,972	16%	▼	(585,135)	(681,107)		Barber Road	(57,381)	▼	Timing issue only - staff will continue to monitor								
							Bendering Road	(20,556)	▼	Timing issue only - staff will continue to monitor								
							Grain Frieght Route Road Upgrad	(28,401)	▼	Timing issue only - staff will continue to monitor								
							Rabbit Proof Fence Road	6,442	▲	Timing issue only - staff will continue to monitor								
							Corrigin Narembreen Road	23,871	▲	Timing issue only - staff will continue to monitor								
							Dry Well Road	(28,447)	▼	Timing issue only - staff will continue to monitor								
								(104,472)										

Details	Financing Inward					Financing Outward				
	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15
Governance										
4.1 Membership								0		0
Sub-Total	0	0	0	0	0	0	0	0	0	0
4.2 Other Governance										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	0	0	0	0	0	0	0	0
GPF										
3.1 Rates										
Sub-Total	0	0	0	0	0	0	0	0	0	0
3.2 Other										
Royalties for Regions Funds	334,956	335,481	335,481	500,000	828,134	3,362	3,888	3,888	23,197	16,678
Financial Assistant Grants		0							0	
Sub-Total	334,956	335,481	335,481	500,000	828,134	3,362	3,888	3,888	23,197	16,678
Program Total	334,956	335,481	335,481	500,000	828,134	3,362	3,888	3,888	23,197	16,678
Law, Order & Public Safety										
5.1 Fire Prevention										
Sub-Total	0	0	0	0	0	0	0	0	0	0
5.2 Animal Control										
Sub-Total	0	0	0	0	0	0	0	0	0	0
5.3 Other Law, Order & Public Safety										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	0	0	0	0	0	0	0	0
Health										
7.1 Maternal & Infant Health										
Sub-Total	0	0	0	0	0	0	0	0	0	0
7.7 Other										
Medical Reserve	0	0	4,398	123,431	123,431	43	50	163	3,906	1,503
Sub-Total	0	0	4,398	123,431	123,431	43	50	163	3,906	1,503
7.4 Admin & Inspections										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	4,398	123,431	123,431	43	50	163	3,906	1,503
Education & Welfare										
6. Other Education										
Loan Principal 99 Resource Centre						0	0	0	0	0
Child Care Reserve	0	0	4,338	0	4,419	42	49	160	128	163
Sub-Total	0	0	4,338	0	4,419	42	49	160	128	163
6.2 Other Welfare										
Senior Citz Units Reserve	0	0	56,010	0	0	547	632	2,073	11,344	11,753
Sub-Total	0	0	56,010	0	0	547	632	2,073	11,344	11,753
Program Total	0	0	60,348	0	4,419	589	681	2,233	11,472	11,916
Housing										
9.1 Staff Housing										
Staff Housing Reserve	0	0	16,616	41,935	50,000	859	993	3,255	3,873	3,826
Sub-Total	0	0	16,616	41,935	50,000	859	993	3,255	3,873	3,826
9.2 Other Housing										
LGCHP Housing Reserve	0	0	0	0	0	95	110	361	288	376
Loan Principal 98 GEHA Educ						0	0	0	0	0
Loan Principal 100 GEHA Police						0	0	0	0	0
Sub-Total	0	0	0	0	0	95	110	361	288	376
Program Total	0	0	16,616	41,935	50,000	954	1,103	3,616	4,161	4,202
Community Amenities										
10.1 Sanitation - Household										
Sub-Total			0	0	0			0	0	0
10.6 Town Planning & Regional Development										
Land Subdivision Reserve	0	0	0	0	0	475	549	1,799	1,432	1,869
Granite Rise Subdivision Loan						40,507	40,507	77,381	77,381	77,381
Sub-Total	0	0	0	0	0	40,982	41,056	79,180	78,813	79,250
10.7 Other Community Amenities										
Community Bus Reserve	0	0	0	0	0	121	139	5,457	5,211	5,274
Sub-Total	0	0	0	0	0	121	139	5,457	5,211	5,274
Program Total	0	0	0	0	0	41,103	41,195	84,637	84,024	84,524

Details	Financing Inward					Financing Outward				
	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15	YTD Actual	YTD Budget	Budget 2015-16	Actual 2014-15	Budget 2014-15
Recreation & Culture										
11.1 Public Hall & Centres										
Town Hall reserve	0	0	15,000	0	15,000	590	676	12,231	11,474	11,791
Sub-Total	0	0	15,000	0	15,000	590	676	12,231	11,474	11,791
11.2 Swimming Pool										
RLCIP Grant	0		0	0	0	0		0		0
Swimming Pool Reserve	0	0	0	0	0	10	11	36	29	38
Sub-Total	0	0	0	0	0	10	11	36	29	38
11.3 Other Recreation										
Recreation & Event Centre Loan		0								
Rec & Event Centre Loan						0	0	62,469	62,469	62,469
Recreation & Events Centre Loan Res	33,318	33,372	33,372	2,000,000	2,046,221	334	387	387	32,984	46,221
RDAF Grant Reserve							0			
Sub-Total	33,318	33,372	33,372	2,000,000	2,046,221	334	387	62,856	95,453	108,690
11.4 Radio Rebroadcasting										
Sub-Total	0	0	0	0	0	0	0	0	0	0
11.5 Library Services										
Sub-Total	0	0	0	0	0	0	0	0	0	0
11.6 Other Culture										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	33,318	33,372	48,372	2,000,000	2,061,221	934	1,074	75,123	106,956	120,518
Transport										
12.1 Road Construction										
Plant Replacement Reserve	0	300,000	386,700	328,131	965,686	7,912	9,149	22,075	23,951	31,056
Roadworks Reserve	0	0	216,193	200,000	200,000	7,578	8,763	28,730	28,898	37,753
Sub-Total	0	300,000	602,893	528,131	1,165,686	15,491	17,912	50,805	52,849	68,810
12.2 Road Maintenance										
Townscape Reserve	0	0	0	0	0	24	28	92	73	95
Sub-Total	0	0	0	0	0	24	28	92	73	95
12.3 Plant & Equipment										
Sub-Total	0	0	0	0	0	0	0	0	0	0
12.4 Traffic Control										
Sub-Total	0	0	0	0	0	0	0	0	0	0
12.6 Aerodrome										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	0	300,000	602,893	528,131	1,165,686	15,515	17,940	50,897	52,922	68,905
Economic Services										
13.1 Rural Services										
Sub-Total	0	0	0	0	0	0	0	0	0	0
13.2 Tourism & Area Promotion										
Centenary Celebrations	0	0	0	0	0	0	0	0	84	0
Sub-Total	0	0	0	0	0	0	0	0	84	0
13.3 Building Control										
Sub-Total	0	0	0	0	0	0	0	0	0	0
13.4 Other Economic Services										
Sub-Total	0	0	0	0	0	0	0	0	0	0
Program Total	0	0	0	0	0	0	0	0	84	0
Other Property										
14.1 Private Works										
Sub-Total	0	0	0	0	0	0	0	0	0	0
14.3 Public Works Overheads										
Sub-Total	0	0	0	0	0	0	0	0	0	0
14.5 Administration Overheads										
Employee Entitlement Leave Reserve	0	0	0	0	0	1,174	1,357	4,449	3,541	4,622
Office equipment Reserve E150015	0	0	0	0	0	9	10	34	27	35
Sub-Total	0	0	0	0	0	1,182	1,367	4,483	3,568	4,657
14.7 Unclassified										
Community Development Reserve	471,780	584,209	584,209	500,000	1,088,147	5,855	6,770	6,770	31,711	38,714
Movement in LSL - Non Current									4,764	
Rockview Reserve	0	0		0		25	29	95	76	99
Movement in accruals				0						
Sub-Total	471,780	584,209	584,209	500,000	1,088,147	5,880	6,799	6,865	36,551	38,813
Program Total	471,780	584,209	584,209	500,000	1,088,147	7,063	8,166	11,348	40,119	43,470
Total	840,054	1,253,062	1,652,317	3,693,497	5,321,038	69,563	74,097	231,905	326,840	351,717

Surplus / Deficit Calculations

30/06/2015

30/06/2014

	CAT	2015/2016	2014/2015
Current Assets			
Unrestricted Cash at Bank			
Cash at Bank	301	5,157,518.02	6,828,123.16
Receivables			
Debtors	303	76,135.35	59,681.30
Rates	302	58,006.04	51,085.56
Rates - Pensioners	501	7,529.72	7,529.72
GST Recievables	304	129,497.97	-53,994.41
Unclaimed monies	306	0.00	-270.00
Other Current Assets			
AgCare SS Loan	305	0.00	0.00
Stock	311	52,562.04	59,047.77
Trust	901	-0.01	870.28
		<u>5,481,249.13</u>	<u>6,952,073.38</u>
Less			
Reserves			
30104 Reserves Cash		<u>-\$2,865,431.82</u>	<u>-\$6,376,702.06</u>
		<u>2,615,817.31</u>	<u>575,371.32</u>

Current Liabilities			
Accounts Payable			
Creditors	401	18,531.37	66,121.91
Accured Liabilities	407	108,487.87	57,699.51
Tax Payable	405	217,371.72	34,283.96
Employee Entitlements			
Annual Leave	421	235,486.29	203,290.70
LSL	422	207,808.36	159,492.99
Accrued Wages	403	34,860.77	26,922.10
Other Current Liabilities			
Accrued Interest	402	8,967.73	13,322.83
PAYG Tax	406	41,159.13	-32,420.87
Rounding		-3	2
unknown adjustment			
		<u>872,670.24</u>	<u>528,715.13</u>

Deficit / Surplus Carried Forward

1,743,147.0746,656.19

SHIRE OF CORRIGIN
Statement of Financial position (Balance Sheet)
as at 30 November 2015

	2015/2016	2014/2015	\$ Change
CURRENT ASSETS			
Cash			
Cash at Bank	\$1,378,139.22	\$2,292,086.20	-\$913,946.98
Reserves Cash at Bank	\$2,054,433.13	\$2,865,431.82	-\$810,998.69
	<u>\$3,432,572.35</u>	<u>\$5,157,518.02</u>	<u>-\$1,724,945.67</u>
Accounts Receivable			
Rates Outstanding	\$310,061.17	\$58,006.04	\$252,055.13
Sundry Debtors	\$56,968.35	\$76,135.35	-\$19,167.00
GST Receivable	\$148,494.62	\$129,497.97	\$18,996.65
Self Supporting Loans	\$0.00	\$0.00	\$0.00
Unclaimed Monies	-\$4,474.10	\$0.00	-\$4,474.10
Stock on Hand	\$53,030.38	\$52,562.04	\$468.34
	<u>\$564,080.42</u>	<u>\$316,201.40</u>	<u>\$247,879.02</u>
TOTAL CURRENT ASSETS	<u>\$3,996,652.77</u>	<u>\$5,473,719.42</u>	<u>-\$1,477,066.65</u>
CURRENT LIABILITIES			
Accounts Payable			
Sundry Creditors	\$186,595.53	\$18,531.37	\$168,064.16
Accured Liabilities	\$108,487.87	\$108,487.87	\$0.00
Income Received In Advance	\$0.00	\$0.00	\$0.00
Tax Liability	\$88,422.14	\$217,371.72	-\$128,949.58
Payroll Creditors	\$56,408.06	\$41,159.13	\$15,248.93
Loan Liability (Current)	\$107,170.60	\$147,678.00	-\$40,507.40
	<u>\$547,084.20</u>	<u>\$533,228.09</u>	<u>\$13,856.11</u>
Employee Provisions			
Provision for Annual Leave	\$235,486.29	\$235,486.29	\$0.00
Provision for LSL (Current)	\$207,808.36	\$207,808.36	\$0.00
	<u>\$443,294.65</u>	<u>\$443,294.65</u>	<u>\$0.00</u>
Other Liabilities			
Accrued Interest on Loans	\$8,967.73	\$8,967.73	\$0.00
Accrued Salaries & Wages	\$4,256.18	\$34,860.77	-\$30,604.59
	<u>\$13,223.91</u>	<u>\$43,828.50</u>	<u>-\$30,604.59</u>
TOTAL CURRENT LIABILITIES	<u>\$1,003,602.76</u>	<u>\$1,020,351.24</u>	<u>-\$16,748.48</u>
NET CURRENT ASSETS	<u>\$2,993,050.01</u>	<u>\$4,453,368.18</u>	<u>-\$1,460,318.17</u>

SHIRE OF CORRIGIN
Statement of Financial position (Balance Sheet)
as at 30 November 2015

	2015/2016	2014/2015	\$ Change
NON-CURRENT ASSETS			
Accounts Receivable			
Rates Outstanding - Pensioners	\$7,529.72	\$7,529.72	\$0.00
	<u>\$7,529.72</u>	<u>\$7,529.72</u>	<u>\$0.00</u>
FIXED ASSETS			
Land Held for Resale			
Land for Resale at cost - Current	\$50,000.00	\$50,000.00	\$0.00
Land for Resale at cost - Non Current	\$1,610,000.00	\$1,610,000.00	
Accumulated Depn Land for Resale			\$0.00
	<u>\$1,660,000.00</u>	<u>\$1,660,000.00</u>	<u>\$0.00</u>
Land & Buildings			
Land & Buildings at cost	\$24,056,737.87	\$21,796,093.45	\$2,260,644.42
Accumulated Depn L & B	-\$790,893.23	-\$790,893.23	\$0.00
	<u>\$23,265,844.64</u>	<u>\$21,005,200.22</u>	<u>\$2,260,644.42</u>
Furniture & Equipment			
Furniture & Equipment at Cost	\$770,089.91	\$770,089.91	\$0.00
Accumulated Depn F & E	-\$609,960.99	-\$609,960.99	\$0.00
	<u>\$160,128.92</u>	<u>\$160,128.92</u>	<u>\$0.00</u>
Plant & Equipment			
Plant & Equipment at Cost	\$5,830,988.23	\$5,445,665.30	\$385,322.93
Accumulated Depn P & E	-\$1,171,805.13	-\$1,171,805.13	\$0.00
	<u>\$4,659,183.10</u>	<u>\$4,273,860.17</u>	<u>\$385,322.93</u>
Roads			
Roads at Cost	\$106,606,875.13	\$106,021,740.12	\$585,135.01
Accumulated Depn Roads	\$0.00	\$0.00	\$0.00
	<u>\$106,606,875.13</u>	<u>\$106,021,740.12</u>	<u>\$585,135.01</u>
Infrastructure Other			
Infrastructure Other at Costs	\$15,997,021.58	\$15,940,488.21	\$56,533.37
Accumulated Depn Infra Other	-\$11,354.28	-\$11,354.28	\$0.00
	<u>\$15,985,667.30</u>	<u>\$15,929,133.93</u>	<u>\$56,533.37</u>
TOTAL FIXED ASSETS	\$152,337,699.09	\$149,050,063.36	\$3,287,635.73
TOTAL NON-CURRENT ASSETS	\$152,345,228.81	\$149,057,593.08	\$3,287,635.73
NON CURRENT LIABILITIES			
Loan Liability (Non Current)	\$2,101,320.18	\$2,101,320.18	\$0.00
Provision for LSL (Non Current)	\$26,889.12	\$26,889.12	\$0.00
Trust Liability	\$0.01	\$0.01	\$0.00
TOTAL NON CURRENT LIABILITIES	\$2,128,209.31	\$2,128,209.31	\$0.00
NET ASSETS	\$153,210,069.51	\$151,382,751.95	

SHIRE OF CORRIGIN
Statement of Financial position (Balance Sheet)
as at 30 November 2015

	2015/2016	2014/2015	\$ Change
EQUITY			
Accumulated Surplus	\$35,410,085.08	\$32,771,768.83	\$2,638,316.25
Asset Revaluation Reserve	\$115,745,551.29	\$115,745,551.29	\$0.00
Employee Entitlement Reserve	\$116,910.39	\$115,736.83	\$1,173.56
Community Bus Reserve	\$12,008.73	\$11,888.19	\$120.54
Staff Housing Reserve	\$85,528.94	\$84,670.40	\$858.54
Office Equipment Reserve	\$887.03	\$878.13	\$8.90
Plant Replacement Reserve	\$788,245.69	\$780,333.21	\$7,912.48
Swimming Pool Reserve	\$954.89	\$945.29	\$9.60
Roadworks Reserve	\$754,952.82	\$747,374.53	\$7,578.29
Land Subdivision Reserve	\$47,279.26	\$46,804.66	\$474.60
Townscape Reserve	\$2,405.89	\$2,381.73	\$24.16
Medical Reserve	\$4,277.93	\$4,235.01	\$42.92
LGCHP Long Term Mtce Reserve	\$9,495.14	\$9,399.84	\$95.30
Community Development Reserve	\$111,514.54	\$577,439.07	-\$465,924.53
Rockview Land Reserve	\$2,494.85	\$2,469.80	\$25.05
Royalties for Regions Reserve	\$0.00	\$331,593.46	-\$331,593.46
Financial Assistance Grant Reserve	\$0.00	\$0.00	\$0.00
RLCIP Grant Reserve	\$0.03	\$0.03	\$0.00
Senior Citiz Units	\$54,483.03	\$53,936.12	\$546.91
Centenary Celebration	\$0.00	\$0.00	\$0.00
Town Hall Reserve	\$58,773.40	\$58,183.43	\$589.97
Childcare Reserve	\$4,219.98	\$4,177.62	\$42.36
Recreation & Events Centre Loan F	\$0.60	\$32,984.48	-\$32,983.88
TOTAL EQUITY	\$153,210,069.51	\$151,382,751.95	\$1,827,317.56

ROAD MAINTENANCE EXPENDITURE, BY ROADS, AS AT 30 NOVEMBER 2015

<-----EXPENDITURE AS PER COST CENTRES ----->

		005	101	102	103	104	150	158	161	165			
JOB	DESCRIPTION	Mobilisation/Demobilisation	Clearing & Formation Widening	Culvert & Drainage	Gravel Pit & Rehabilitation	Gravel Carting & Resheeting	Patching	Grading Maintenance	Shoulder Mtce	Verge Mtce & Clean	Other	YTD TOTAL	Annual Budget
R001	Bendering Road	-	-	-	-	-	807	579	-	-	2,444	3,830	
R003	Bullaring-Pingelly	-	-	-	-	-	3,005	-	-	-	1,919	4,924	
R004	Bullaring-Gorge Rock	-	-	-	-	-	1,335	1,468	-	-	-	2,803	
R005	Shackleton-Bilbarin	-	-	-	-	-	-	653	-	-	-	653	
R008	Bulyee-Quairading Road	-	-	-	-	-	-	3,566	-	-	437	4,003	
R009	Bilbarin East Road	-	-	-	-	-	698	1,441	-	-	56	2,195	
R010	Yealering-Kulin	-	-	-	-	-	-	1,485	-	-	1,351	2,836	
R011	Bilbarin-Quairading Road	-	-	-	-	-	-	1,882	-	-	157	2,038	
R012	49 Gate West	-	-	-	-	153	-	4,999	-	-	870	6,022	
R013	Nambadilling	-	-	-	-	-	-	-	-	-	674	674	
R014	Corrigin South	-	-	-	-	-	-	999	3,582	-	3,691	8,273	
R015	Gnerkadilling	-	-	-	-	-	765	1,105	-	-	178	2,048	
R016	Babakin-Corrigin Road	-	-	-	-	-	1,601	2,299	-	-	995	4,896	
R017	Corrigin-Wogerlin	-	-	-	-	-	-	727	-	-	131	858	
R018	Lomos South	-	-	-	-	-	-	3,461	-	-	42	3,503	
R019	Lomos North	-	-	-	-	-	-	4,404	-	-	111	4,516	
R020	Gill's	-	-	-	-	-	184	1,491	-	-	-	1,675	
R021	Poultney	-	-	-	-	-	-	654	-	-	294	948	
R023	Jubuk South	-	-	-	-	-	-	713	-	-	-	713	
R024	Dry Well	-	2,501	-	-	-	-	1,072	-	1,114	6,093	10,780	
R025	Stretton RD	-	-	-	-	2,251	-	3,730	-	-	1,058	7,039	
R026	Bulyee Road	1,814	-	-	-	351	-	-	5,040	-	3,619	10,824	
R028	North Jubuk	-	-	-	-	-	-	581	-	-	6,930	7,511	
R030	Bulyee-Kweda Road	-	-	-	-	-	-	1,241	-	-	407	1,648	
R031	Walton Rd	-	-	1,541	-	1,189	-	1,504	-	4,425	1,330	9,989	
R033	Smith Rd	-	-	-	-	-	-	205	-	-	-	205	

ROAD MAINTENANCE EXPENDITURE, BY ROADS, AS AT 30 NOVEMBER 2015

<-----EXPENDITURE AS PER COST CENTRES ----->

		005	101	102	103	104	150	158	161	165			
JOB	DESCRIPTION	Mobilisation/Demobilisation	Clearing & Formation Widening	Culvert & Drainage	Gravel Pit & Rehabilitation	Gravel Carting & Resheeting	Patching	Grading Maintenance	Shoulder Mtce	Verge Mtce & Clean	Other	YTD TOTAL	Annual Budget
R034	Diamon Block	-	-	-	-	-	-	-	-	23	-	23	
R037	Doyles North	-	-	-	-	-	-	500	-	-	-	500	
R038	Doyles	-	-	-	-	1,931	-	2,163	-	-	430	4,525	
R040	Whittington	-	-	-	-	-	-	440	-	-	-	440	
R041	Duncanson	-	-	-	-	-	-	304	-	-	278	582	
R042	Shipley	-	275	-	-	-	-	-	-	-	-	275	
R043	Barber Road	1,433	-	3,318	-	294	-	1,423	-	-	1,631	8,098	
R044	Rafferty's	-	-	-	-	-	-	1,904	-	-	42	1,946	
R046	Kunjin South	-	-	-	-	-	-	-	-	34	-	34	
R047	Corry	201	-	-	-	-	-	1,549	-	-	77	1,827	
R048	Rigby	-	-	-	-	-	-	1,012	-	-	23	1,034	
R049	Bullaring Railway Line	-	-	-	-	-	-	-	-	34	-	34	
R050	Fulwood	-	-	-	-	-	-	607	-	-	84	691	
R051	Reed	-	-	-	-	-	-	1,044	-	-	399	1,443	
R052	Old Kulin	-	-	3,201	-	-	-	534	-	-	230	3,965	
R055	Bartlett Road	-	-	-	-	-	-	452	-	-	42	494	
R056	Crossland	-	-	-	-	-	-	491	-	-	-	491	
R057	Hartley	-	-	-	-	250	-	710	-	-	-	960	
R062	Tilbee	-	-	-	-	-	-	522	-	-	39	560	
R065	Glenmore	-	-	-	-	-	184	-	-	-	-	184	
R067	Hewett	-	-	-	-	-	-	336	-	-	-	336	
R068	Stones (Hassett's)	-	-	-	-	-	-	825	-	-	-	825	
R070	Dwarkling	-	-	-	-	-	-	237	-	-	90	327	
R073	Ling	-	-	-	-	-	-	247	-	-	84	331	
R074	Sixty Eight Gate	-	-	-	-	-	-	118	-	-	870	988	
R080	Schultz	-	-	-	-	250	-	470	-	-	-	720	

ROAD MAINTENANCE EXPENDITURE, BY ROADS, AS AT 30 NOVEMBER 2015

<-----EXPENDITURE AS PER COST CENTRES ----->

		005	101	102	103	104	150	158	161	165			
JOB	DESCRIPTION	Mobilisation/Demobilisation	Clearing & Formation Widening	Culvert & Drainage	Gravel Pit & Rehabilitation	Gravel Carting & Resheeting	Patching	Grading Maintenance	Shoulder Mtce	Verge Mtce & Clean	Other	YTD TOTAL	Annual Budget
R081	Drilling	-	-	-	-	-	-	715	-	-	-	715	
R082	Hills	-	-	-	-	-	-	154	-	-	-	154	
R083	Connelly	-	-	-	-	-	-	338	-	-	42	381	
R085	Rogers	-	-	-	-	-	-	195	-	-	-	195	
R086	Willis	-	-	-	-	-	-	-	-	-	611	611	
R089	Dickinson	-	-	-	-	223	-	636	-	-	-	859	
R090	Martin	-	-	-	-	-	-	-	-	-	78	78	
R100	Heal	-	-	-	-	-	-	116	-	-	-	116	
R1000	Unallocated Road Mtce	-	-	1,439	-	-	11,435	-	-	-	2,759	15,633	
R104	Watt	-	-	-	-	-	-	177	-	-	-	177	
R112	Simpson	-	-	-	-	-	-	592	-	-	129	721	
R114A	Harris	-	-	-	-	-	-	284	-	-	-	284	
R116	Jose	-	-	-	-	-	-	-	-	-	490	490	
R122	Wilson	-	-	-	-	-	-	154	-	-	171	325	
R123	Dilling Railway	-	-	-	-	-	325	-	-	-	857	1,182	
R124	Walton St	-	-	2,678	-	2,086	-	-	-	-	6,363	11,127	
R125	Goyder Street	-	-	-	-	-	-	-	-	-	1,299	1,299	
R126	Adams Street	-	-	-	-	-	-	-	-	-	23	23	
R127	Lynch Street	-	-	10,074	-	521	451	-	-	-	1,298	12,344	
R128	Kirkwood	-	-	-	-	-	458	-	-	593	1,301	2,352	
R129	Murphy Street	-	-	-	-	-	-	-	-	-	103	103	
R133	Newman Street	-	-	-	-	-	-	-	-	-	370	370	
R136	Seimons Ave	-	-	-	-	-	2,381	-	-	-	1,720	4,101	
R138	Larke Crescent	-	-	-	-	-	-	-	-	-	619	619	
R139	Campbell Street	-	-	-	-	-	-	-	-	-	251	251	
R140	Wogerlin ST	-	-	2,642	-	-	-	-	-	-	460	3,102	

ROAD MAINTENANCE EXPENDITURE, BY ROADS, AS AT 30 NOVEMBER 2015

<-----EXPENDITURE AS PER COST CENTRES ----->

		005	101	102	103	104	150	158	161	165			
JOB	DESCRIPTION	Mobilisation/Demobilisation	Clearing & Formation Widening	Culvert & Drainage	Gravel Pit & Rehabilitation	Gravel Carting & Resheeting	Patching	Grading Maintenance	Shoulder Mtce	Verge Mtce & Clean	Other	YTD TOTAL	Annual Budget
R142	Connelly Pde	-	-	1,800	-	-	-	-	-	-	-	1,800	
R147	Boyd's Road	-	-	-	-	-	-	-	-	-	182	182	
R148	Rendell	-	-	-	-	-	-	-	-	-	90	90	
R152	Seimons	-	-	-	-	-	625	-	-	-	405	1,031	
R154	Overheu	-	-	-	-	-	-	100	-	-	-	100	
R158	Campbell Street West	-	-	-	-	49	-	-	-	-	614	662	
R168	Brookton Highway	-	-	-	-	-	-	-	-	-	136	136	
R170	Bruce Rock Corrigin	-	-	-	-	-	102	-	-	-	891	993	
R172	Quairading Corrigin	-	-	-	-	-	1,170	2,918	-	-	214	4,302	
R173	Wickepin Corrigin	-	-	-	-	-	86	-	-	-	372	458	
R174	Narembeen Corrigin	-	-	-	-	-	1,629	-	-	-	1,732	3,360	
R175	Kunjin Street	-	-	-	-	-	-	-	-	-	384	384	
R177	Knight Court	-	-	-	-	-	-	-	-	-	158	158	
R178	Channon Close	-	-	-	-	-	-	-	-	-	23	23	
	TOTALS	3,448	2,776	26,693	-	9,549	27,241	62,523	8,622	6,222	61,249	208,324	664,648

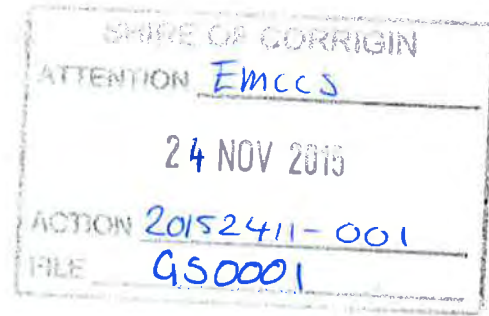


Government of Western Australia
Department of Fire & Emergency Services



Our Ref: 2015/16 LGGS Allocations

Julian Murphy
Chief Executive Officer
Shire of Corrigin
PO Box 221
CORRIGIN WA 6375



Dear Mr Murphy

2015/16 LOCAL GOVERNMENT GRANTS SCHEME CAPITAL – ADDITIONAL APPROVALS

As a consequence of deferring approved vehicle projects to out years (influenced by future fleet project outcomes), approved funding of \$1,075m was available for further redistribution across Bush Fire Brigades and State Emergency Service (SES) Units.

As a result of this, the Local Government Grants Scheme (LGGS) Bush Fire Service (BFS) and SES Capital Grants Committees (CGC) reconvened to further assess capital grant requests from the 2015/16 applications.

I am pleased to inform you that the BFS CGC approved the following Capital Grant for the Shire:

<u>Brigade</u>	<u>Description</u>	<u>Amount</u>
Bullaring BFB	1 Appliance Bay Facility	\$72,087

Approved Building Grants

Local Governments must ensure all approved building projects comply with Section 3.5 of the 2015/16 LGGS Manual for Capital and Operating Grants, in particular:

- The need to invite tenders and engage a contractor within 12 months of the date of approval to limit cost escalation due to delays (immediate commencement is preferred);
- The requirement for suitable land for immediate construction; and
- The land provided by the Local Government is to be in close proximity to utilities (power, water & communications).

Should you require any further information regarding grant allocations, please contact Mr Peter Raykos, Grants Funding Officer on 9323 9846 or your local DFES Regional Office.

Yours sincerely

FRANK PASQUALE
EXECUTIVE DIRECTOR CORPORATE SERVICES

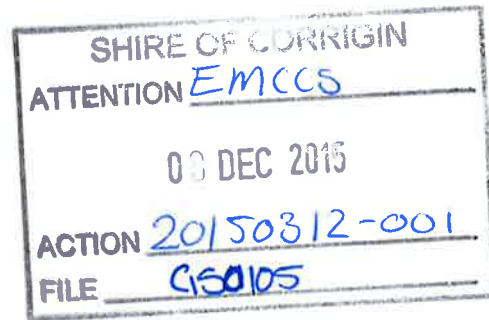
20 November 2015

**Please quote**

Our ref: 11005160/421008254/Approval

30 November 2015

Mr Robert Paull
 Chief Executive Officer
 Shire of Corrigin
 PO Box 221
 CORRIGIN WA 6375



Dear Mr Paull

YOUR APPROVED LOTTERYWEST GRANT, APPLICATION: 421008254

I am pleased to advise you that your application for a grant has been recommended by the Board and approved by the Hon Colin Barnett MLA, Premier of Western Australia.

The information attached will guide you through the rest of the grant process and help you to meet your grant obligations. Please read this information carefully as it provides important details regarding the management, payment, acquittal and publicity of your grant.

The reason Lotterywest is able to provide Grants is through money raised from the sale of our Games. Every time you buy a Lotterywest product you help support community organisations like yours working to make WA a better place for all.

We encourage you to share the good news of your successful Grant application via your own social media channels and connect with us on Twitter @Lotterywest and Facebook @Lotterywest Grants.

The Premier, Board and all of us at Lotterywest are pleased to be able to support your organisation.

Yours sincerely

PAUL ANDREW
 Chief Executive Officer

Encl

Lotterywest

Grants & Community Development
 PO Box 1113, Osborne Park DC
 Western Australia 6916
 74 Wallers Drive, Osborne Park
 Western Australia 6017

Telephone: 08 9340 5270
Facsimile: 08 9340 5274
TTY: 08 9340 5236
Country: 1800 655 270
Email: grants@lotterywest.wa.gov.au



Lotteries Commission of Western Australia trading as Lotterywest®
 Web: lotterywest.wa.gov.au ABN: 78 531 150 466

Now that your organisation's grant has been approved, the enclosed information aims to guide you through the rest of the grant process and enable you to effectively manage your grant and meet your grant obligations.

- **Grant Approval Schedule**

Please read the enclosed Grant Approval Schedule very carefully as it contains information about your approved grant. This includes amounts and items for which the grant was approved, any conditions that you will need to meet and the grant accountability requirements.

- **Payment of the grant**

Payment of your grant will only be made once you have met the accountability requirements outlined in your Grant Approval Schedule.

- **Recipient created tax invoice (RCTI)**

Organisations registered for the Goods & Services Tax (GST), will receive 10% GST in the total amount of any payment from Lotterywest. Organisations are required to pay the 10% GST to the Australian Taxation Office (ATO); as a result a RCTI will be forwarded to you after each grant payment. The exact amount of GST due to the ATO will be shown in the 'Payment' column of the RCTI.

- **Grant payment and acquittal information**

Your organisation is accountable for the expenditure of the grant within the nominated timeframe. Enclosed is information regarding the payment and acquittal of your grant.

Please contact our Grants Customer and Financial Services Team if you have any questions about our requirements. We can be contacted 08 9340 5270, toll free 1800 655 270, or email grantsfinance@lotterywest.wa.gov.au. It would be helpful if you quote the application number above.

- **Acknowledging your grant**

Wherever appropriate, we encourage organisations who have received a grant to publicly acknowledge our support. Find out how to acknowledge Lotterywest's support in the enclosed information sheet.

- **Publication on the Lotterywest website**

We publicise your success in obtaining your grant by listing it in the Approved Grants section on our website and in our annual report. In this way the WA community as a whole can read about your work as well as ours.

- **Publication on the Lotterywest website**

If you have any questions about your grant please do not hesitate to contact Renai Bremner on 9340 5270 or 1800 655 270 or email grants@lotterywest.wa.gov.au.

Organisation name: Shire of Corrigin
 Organisation number: 11005160
 Application number: 421008254
 Grants Manager / Grant Officer: Renai Bremner

Details of your Approved Grant

Total amount granted: \$40,284.00
 Date granted: 25 November 2015

Overall conditions of the grant that must be met before payment can be made on any of the approved items below:

There are no overall conditions applicable to this grant; however please see below as conditions may apply for specific items.

Overall grant accountability requirements that are applicable to all of the approved items below:

- The timeframe for initial drawdown of this grant is 12 months from date granted. Subsequent drawdown periods must be no further than 6 months apart.

Items	Item specific prepayment conditions	Payment and accountability requirements	Amount approved
Outdoor Community Facility			\$40,284.00
Towards the cost of soft fall, playground equipment and fencing for an outdoor community playground (excluding GST).	Not applicable. See Payment & Accountability requirements.	<p>Once the overall conditions (if any) and item specific conditions (if any) have been met, payment will be made IN ARREARS on provision of:</p> <ul style="list-style-type: none"> • On submission of a completed Payment Request Form which can be accessed from our website www.lotterywest.wa.gov.au/grants 	\$40,284.00
Total amount granted			\$40,284.00

This information is provided to support you through the Lotterywest grant payment and acquittal process.

The Lotterywest grant conditions and organisation declaration that you signed as part of your application relate to this grant. Please re-familiarise yourself with this document as it outlines conditions that you have agreed to. A copy is available on our website at <http://www.lotterywest.wa.gov.au/GrantConditions>

In your Grant Approval Schedule the payment of your grant has been detailed as **Advance** or **In Arrears**. An advance payment is money paid upfront that we require you to acquit according to the accountability requirement/s detailed in your Grant Approval Schedule. An arrears payment will only be made once you have met the accountability requirement/s detailed in your Grant Approval Schedule.

Please forward all documentation for payment and acquittal to:

Grants and Community Development
Lotterywest
PO Box 1113
OSBORNE PARK DC WA 6916
Fax: 9340 5274
Email: grantsfinance@lotterywest.wa.gov.au

The cover letter and supporting documents (including copies of invoices and receipts) must be signed by the Chief Executive Officer or another officer formally delegated with such authority. Please provide the application number that is provided on your Grant Approval Schedule.

Please contact our Grants Customer and Financial Services Team if you have any questions about our requirements. We can be contacted on 08 9340 5270, toll free 1800 655 270, or email grantsfinance@lotterywest.wa.gov.au. It would be helpful if you quote the Application Number above.

- **Grants with overall grant conditions or item specific conditions**

The payment of your grant is subject to certain conditions being met. Please refer to your Grant Approval Schedule for detailed information about the items and amounts for which the grant can be used and the conditions that must be met before payment/s will be made.

Your Grant Approval Schedule will detail if payment of your grant, once conditions have been met, is to be advance or in arrears. If you are to receive an initial advance payment, payment of any subsequent advance payment/s is usually conditional on full or partial acquittal of the previous advance payment. If payments are to be made in arrears, payment will only be made once you have met the accountability requirement/s detailed in your Grant Approval Schedule.

- **Goods and Services Tax (GST) on goods and services purchased with your grant**

Organisations registered for GST cannot use the grant to pay GST on goods/services purchased. Organisations will be able to claim back the GST from the Australian Tax Office in their Business Activity Statement.



- **Extension of time to meet accountability requirements**

Should your organisation not be able to meet the accountability requirements as detailed in your Grant Approval Schedule, the authorised signatory will need to write to Lotterywest requesting an extension (details provided above). Please include your application number and a brief explanation why you require the extension of time to acquit or draw down the grant, including an estimated timeframe when you will do so.

- **Grant variations**

The Grant Approval Schedule provides detailed information about the items and amounts for which your grant has been approved. Should your organisation need to vary this in any way, the authorised signatory will need to write to Lotterywest requesting a variation (details provided above). Please note that you must have approval from Lotterywest for a variation to the grant before any money is spent on items different to that which are detailed on your Grant Approval Schedule.

- **Unspent grant monies**

Any advance payment monies that are not spent on the items detailed in your Grant Approval Schedule must be returned to Lotterywest to complete the acquittal process. Unspent grant money is returned to the overall Lotterywest grants budget for reallocation to other grant applicants.

If you do return some or all of the grant monies this will not affect our consideration of any future grant application.

As your organisation is registered for GST, the amount of your refund payment must include:

- the unspent amount of the grant and
- 10% GST on the grant refund amount.

The GST refund is required because Lotterywest must adjust its GST input tax credit claim to the Australian Tax Office. Your organisation would also need to adjust its GST reporting to reflect its reduced GST liability to the Australian Tax Office.

Grant refunds should be sent to Lotterywest (details provided above). Please include in your covering letter your application number and a brief explanation why you are returning the money.



Acknowledging your grant

Lotterywest is the only Australian lottery with our own direct grants program, providing millions of dollars every month to Western Australian charities, community groups and local government authorities. It's therefore very important that people recognise that our support is made possible because of the retailers that sell our products and the players who play our games.

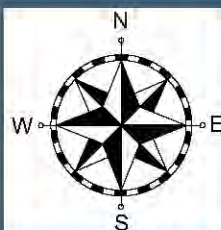
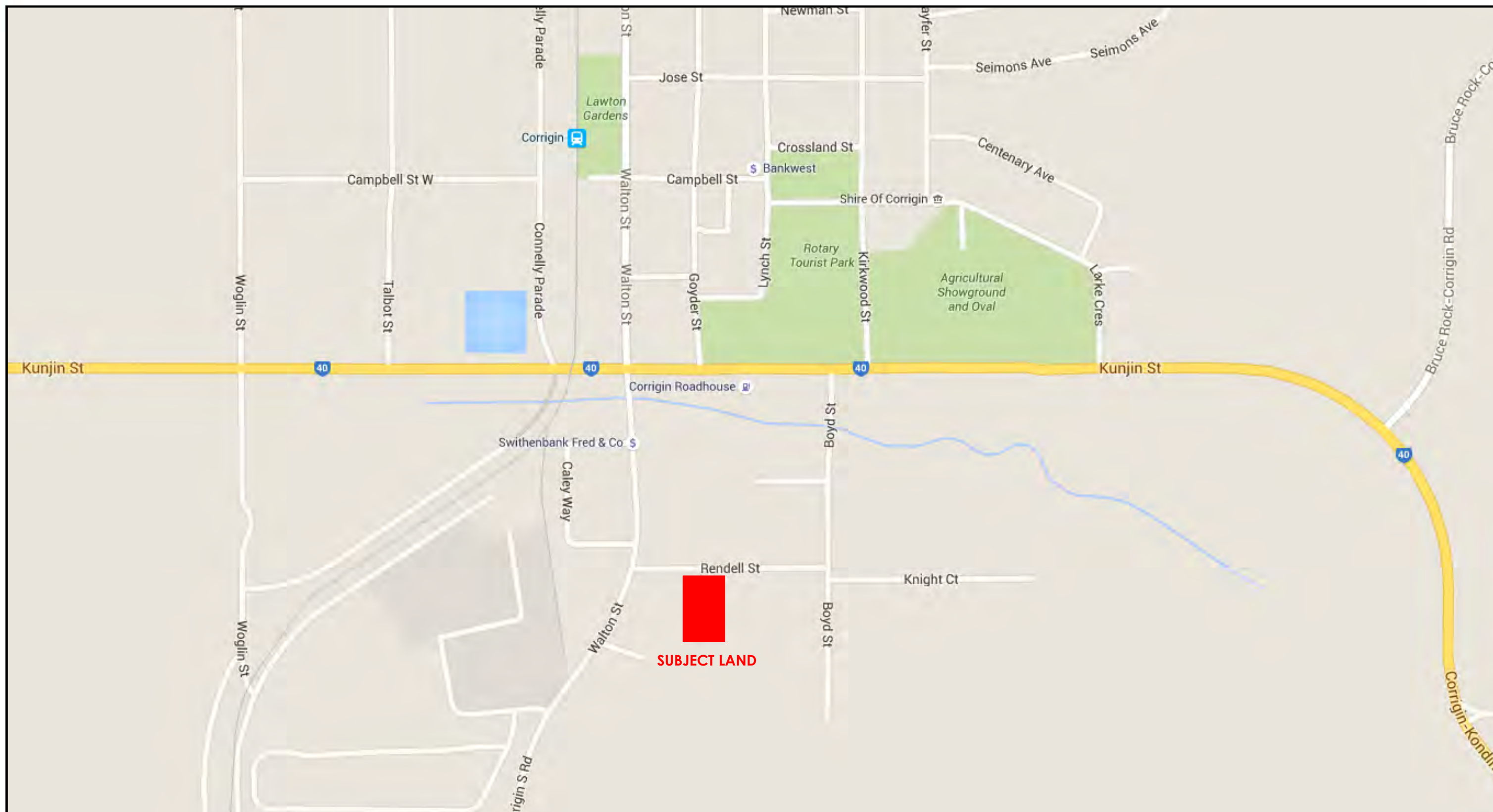
To help with this recognition, your organisation is encouraged to acknowledge the support you have received from Lotterywest in one or more of the following ways:

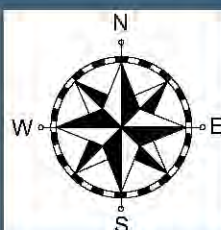
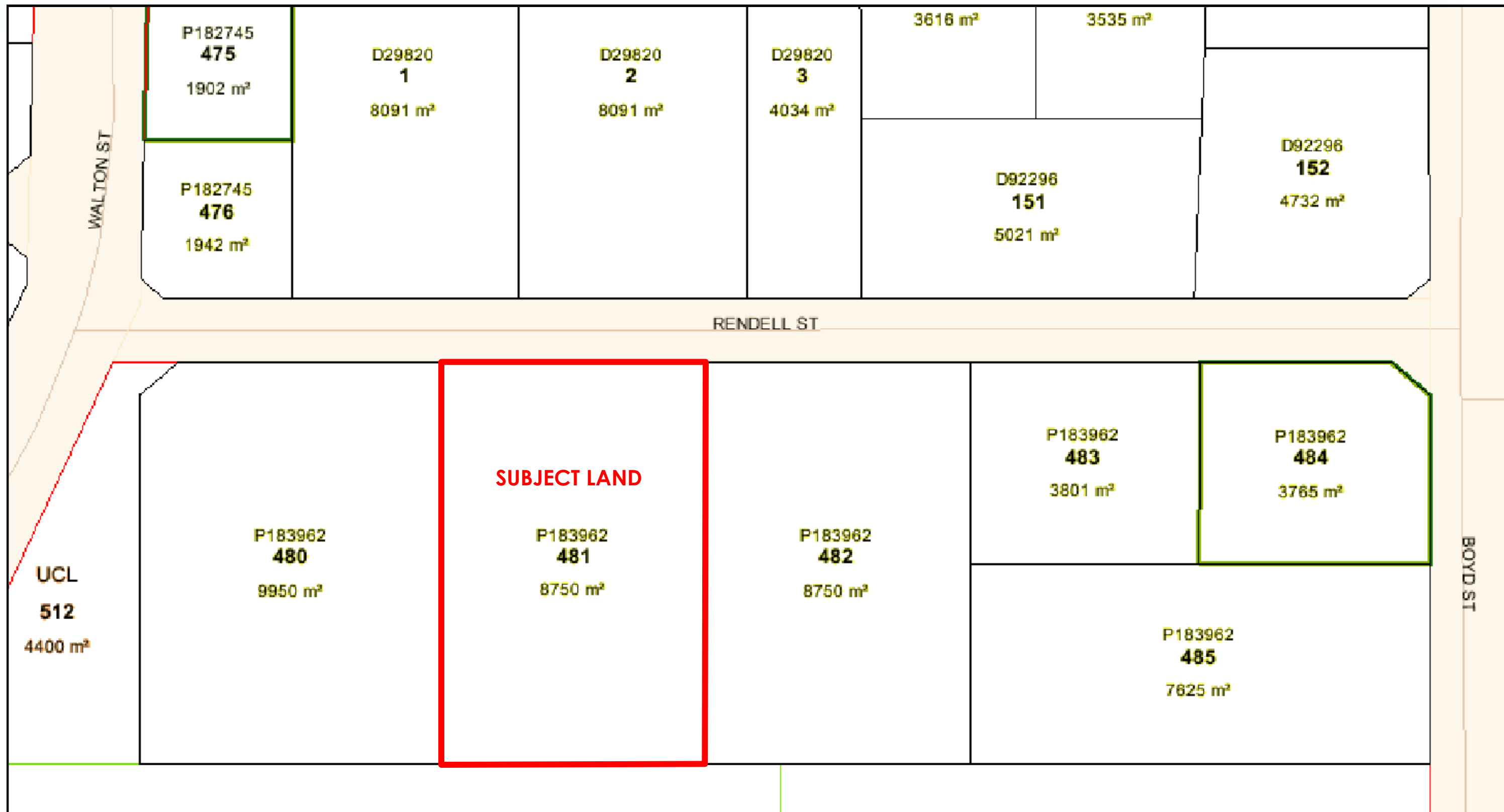
- Acknowledge support on website.
- Place permanent Lotterywest signage.

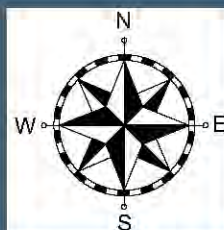
If asked to promote our support we have resources to assist you. For further information please visit www.lotterywest.wa.gov.au/grants/acknowledgements or contact the Lotterywest Corporate Communications Team on 9340 5270 or 1800 655 270.

We are happy to hear your suggestions on other ways to publicise our support. Please let us know your plans, we like to help if we can.

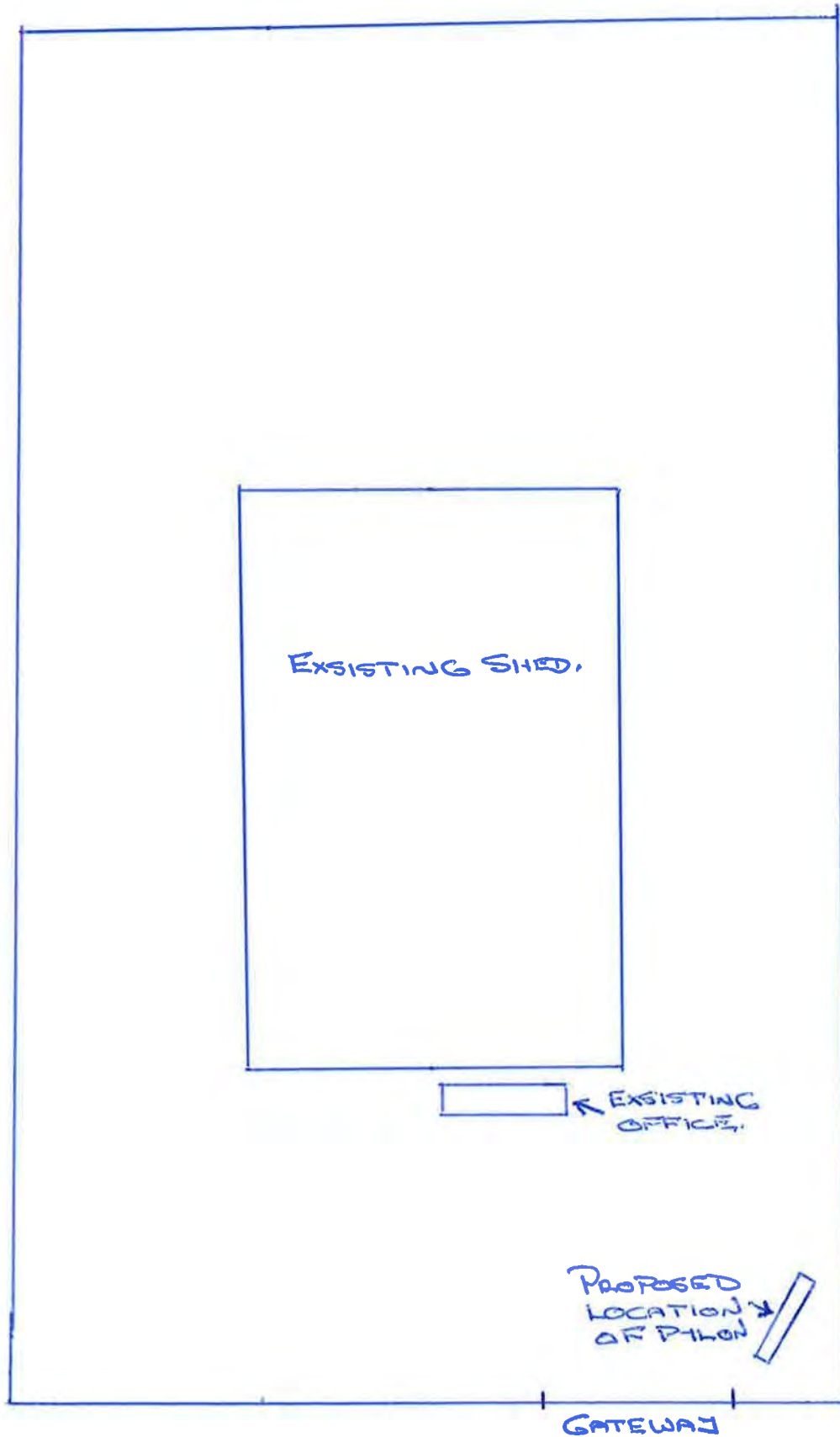
Thank you for your help in acknowledging the support Lotterywest has provided to your organisation.







LOT 481 8 RENDELL ST, CORRIGIN



PLAN 4
SITE DEVELOPMENT PLAN
SUBMITTED BY APPLICANT

Pylon Signage



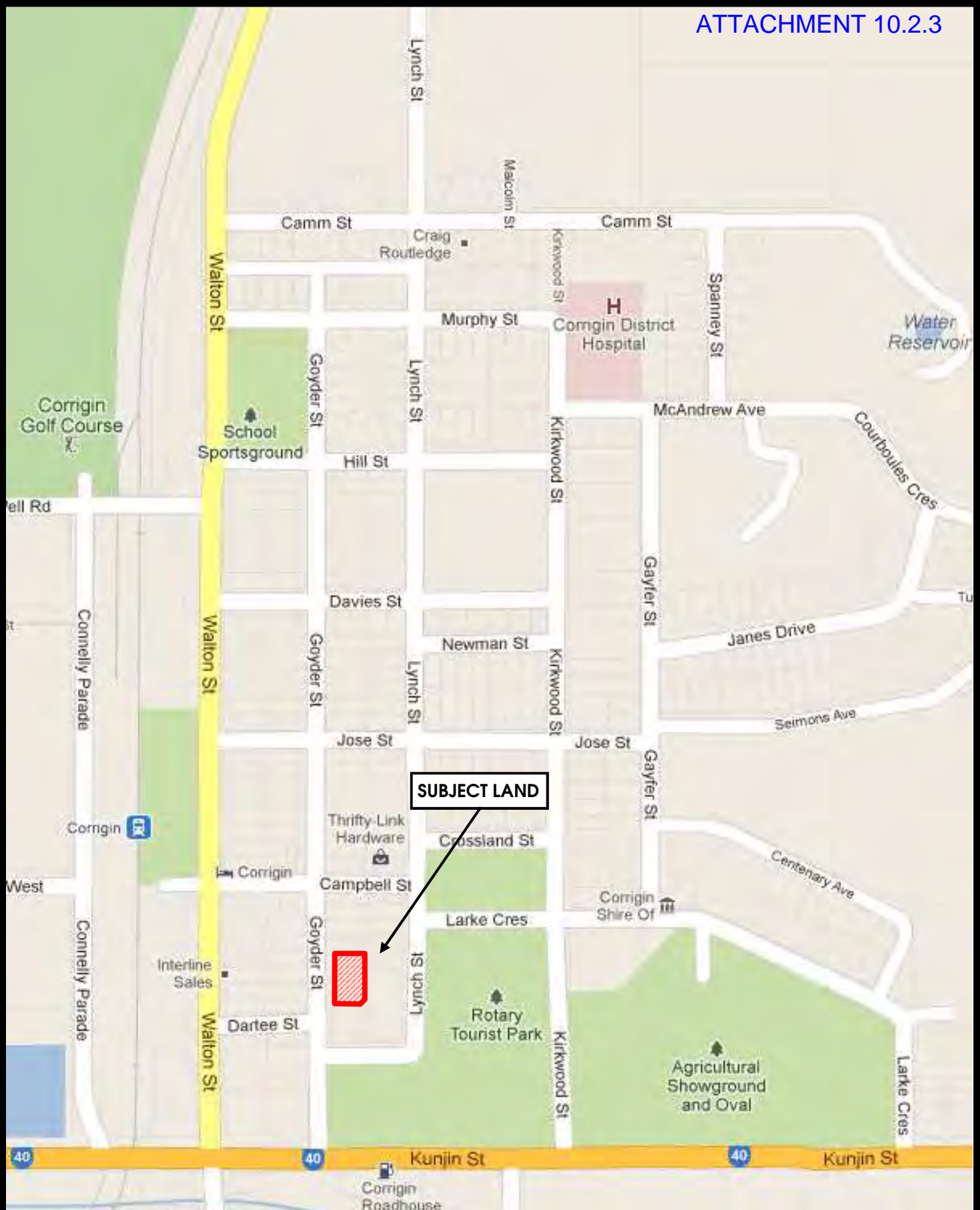
PLAN 5
PROPOSED PYLON
SIGN DIMENSIONS



PLAN 6
PROPOSED PYLON
SIGN PERSPECTIVE 1



**PLAN 7
PROPOSED PYLON
SIGN PERSPECTIVE 2**



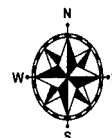
LOCATION PLAN

PLANNING APPLICATION
PROPOSED AGED PERSONS DWELLING
RESERVE 33686 BEING LOT 502
(No.3) GOYDER STREET, CORRIGIN
SHIRE OF CORRIGIN

urban & rural perspectives



TOWN PLANNERS & BUILDING DESIGNERS
Unit 8, 16 Kent Way MALAGA WA 6090 Tel: (08) 9248 8777 Fax: (08) 9248 4040



PLAN 8

GOYDER ST

E

10.06

1012 m²

40.23

395

271 m²

40.23

396

271 m²

40.23

397

40.23

40.23

271 m²

SUBJECT LAND

R 33585

P195250

502

2679 m²

67.05

61.01

20.12

20.12

51.96

40.23

RIGHT OF WAY

31.86

13.4

5.36

28.84

P209435

408

UCL

P182228

472

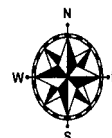
40.2

EXISTING LOT CONFIGURATION

PLANNING APPLICATION
PROPOSED AGED PERSONS DWELLING
RESERVE 33686 BEING LOT 502
(No.3) GOYDER STREET, CORRIGIN
SHIRE OF CORRIGIN



Unit B, 16 Kent Way MALAGA WA 6090 Tel: (08) 9248 8777 Fax: (08) 9248 4040



PLAN 9

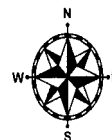


AERIAL SITE PLAN

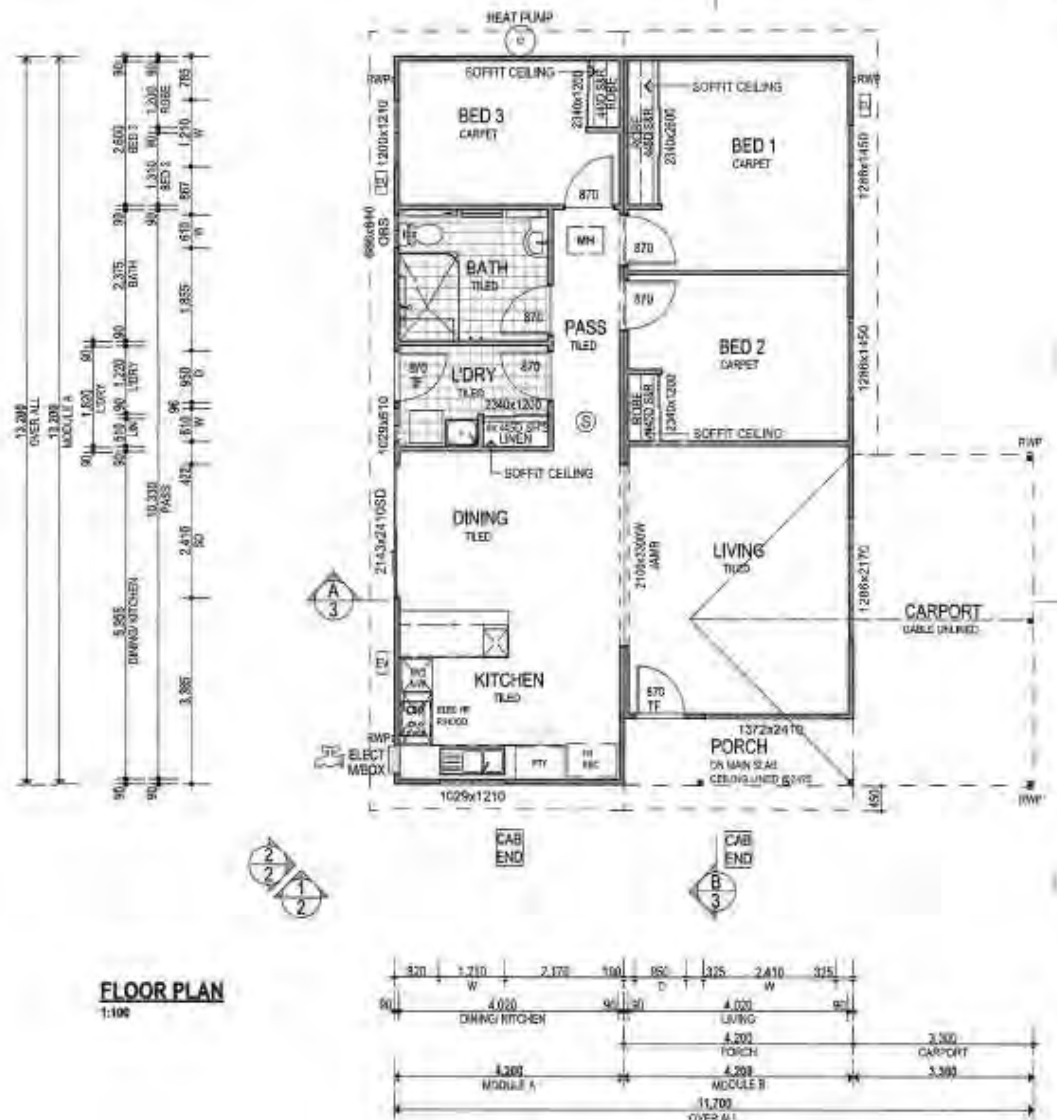
PLANNING APPLICATION
 PROPOSED AGED PERSONS DWELLING
 RESERVE 33686 BEING LOT 502
 (No.3) GOYDER STREET, CORRIGIN
 SHIRE OF CORRIGIN



Unit B, 16 Kent Way MALAGA WA 6090 Tel: (08) 9248 8777 Fax: (08) 9248 4040



PLAN 10

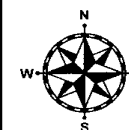


PROPOSED FLOOR PLAN & ELEVATIONS

PLANNING APPLICATION - PROPOSED AGED DWELLING
RESERVE 33686 BEING LOT 502 (No.3) GOYDER STREET,
CORRIGIN
SHIRE OF CORRIGIN

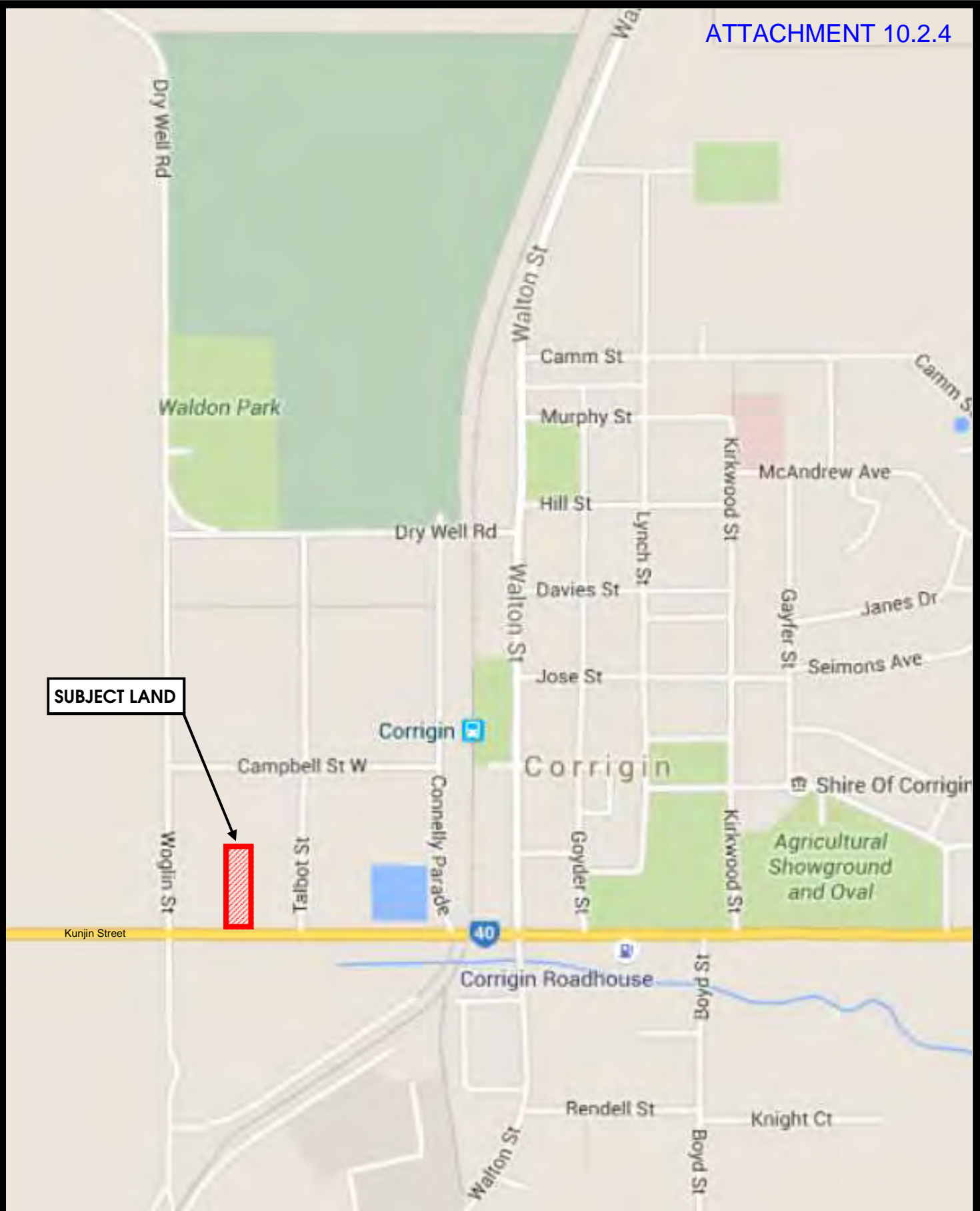


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PLAN 12

SCALE: N.T.S

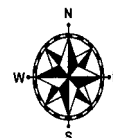


LOCATION PLAN

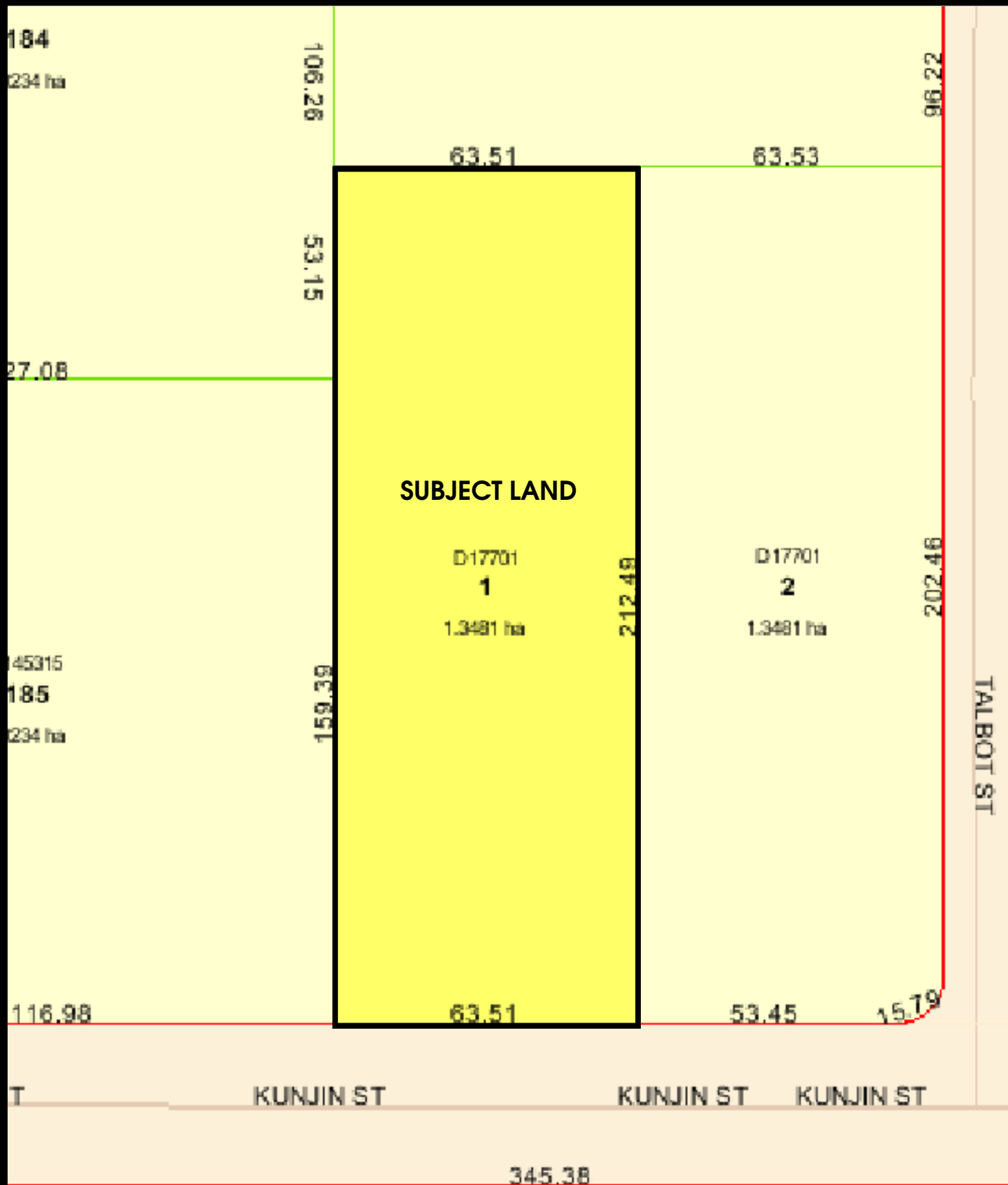
PLANNING APPLICATION
PROPOSED DWELLING
LOT 1 KUNJIN STREET, CORRIGIN
SHIRE OF CORRIGIN



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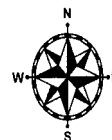
PLAN 13



EXISTING LOT CONFIGURATION

PLANNING APPLICATION
PROPOSED DWELLING
LOT 1 KUNJIN STREET, CORRIGIN
SHIRE OF CORRIGIN

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URP
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PLAN 14

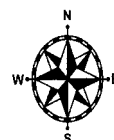


AERIAL SITE PLAN

PLANNING APPLICATION
 PROPOSED DWELLING
 LOT 1 KUNJIN STREET, CORRIGIN
 SHIRE OF CORRIGIN

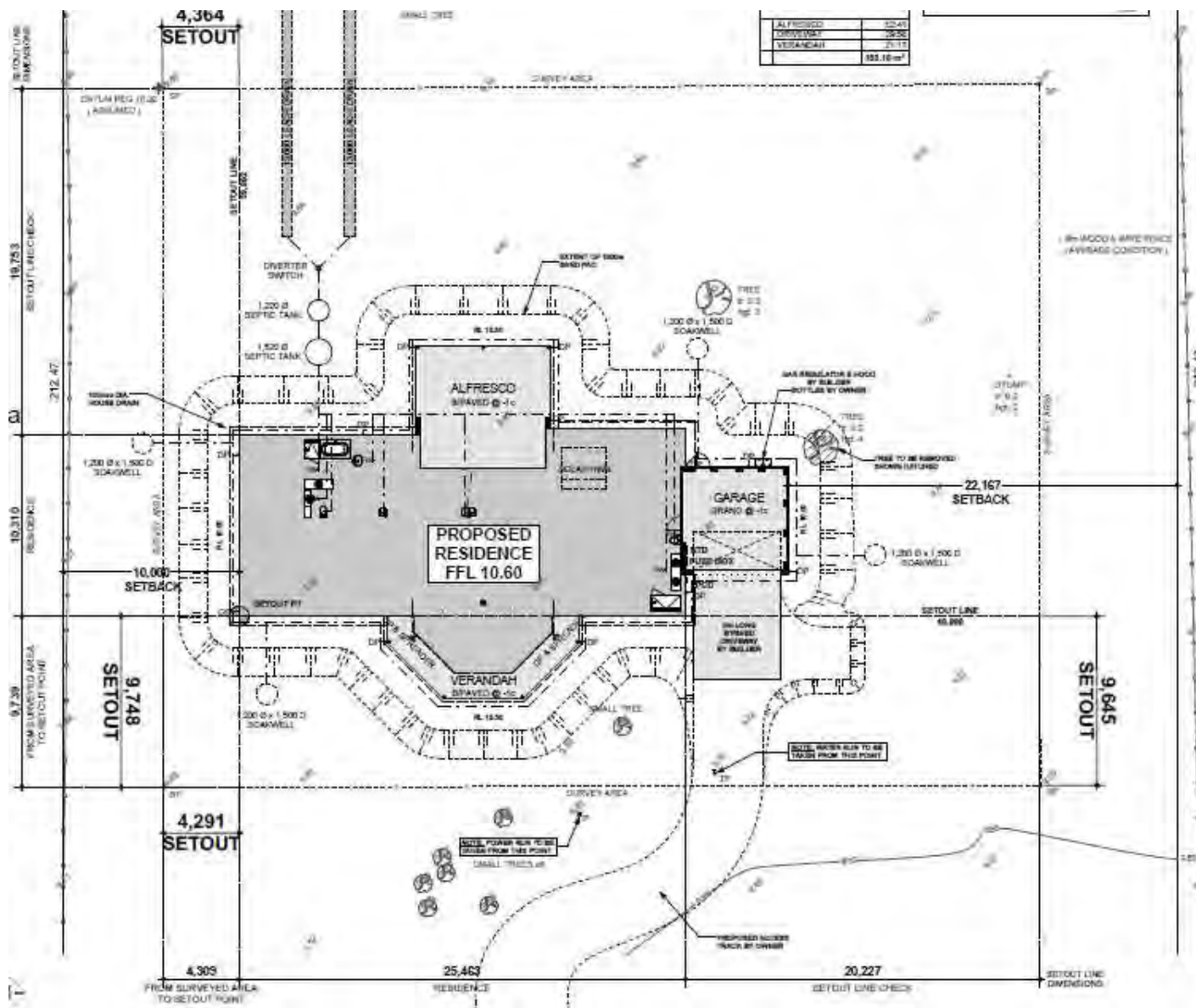
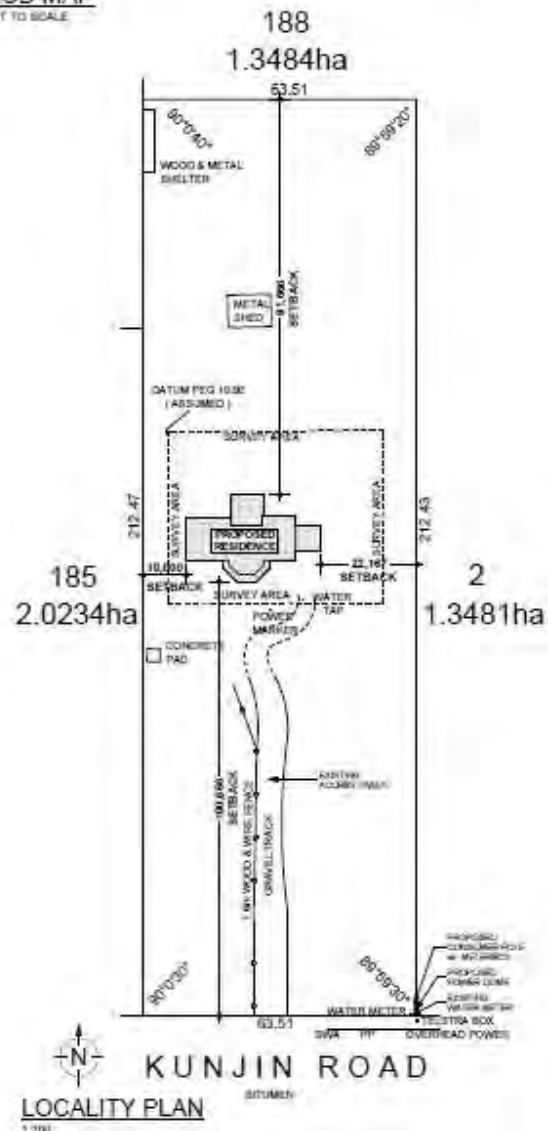
urban & rural perspectives
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PLAN 15

MUD MAP
NOT TO SCALE



SITE DEVELOPMENT PLAN

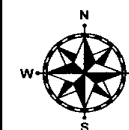
**PLANNING APPLICATION-PROPOSED DWELLING
LOT 1 KUNJIN STREET, CORRIGIN**

SHIRE OF CORRIGIN

urban & rural perspectives



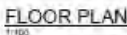
TOWN PLANNERS & BUILDING DESIGNERS ■ ■ ■ ■
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PLAN 16

SCALE. N.T.S

- LOCATION OF DOWN PIPES IS INDICATIVE ONE IT MAY BE CHANGED AT WORKERS DISCRETION AND MUST COMPLY WITH PART 3.6.2 VOLUME 2 OF THE DCA
- HIDDEN COMPARTMENTS, STANDSTIFF BRACKETS THROUGHOUT
- PROVIDE HOOP HOEN HOLDING DOWN STRAPS TO AIS
- REFLEX VALVES TO HOLDERS SHIMMED
- RA (INDICATION TO FLAT AND BANNING CEILING/GATE) OF FLOORS AND GARAGE.
- 30% PLATE CEILING THROUGHOUT UNLESS OTHERWISE NOTED.
- STANDARD 230w x 110 x 75 FACE BRICK TO EXTERNAL WALLS. RENDER WITH 2 COATS OF PUTTY TO HORIZONTAL JOINTS.
- DROP INTERNAL LEAF MINIMUM 30MM UNDER KITCHEN VANHOOF FOR CASTER TRAILER TO RUN SMOOTHLY THROUGH TO FRAME.



⑤ DENOTES HARDWIRED SMOKE DETECTOR

NOTE: SEE PLAN AREA

Floor Areas			
Floor	Location	Area	Perimeter
Ground Floor	RODGE	271.30	748.3
	ALFREDO	52.41	262.2
	GARAGE	38.78	242.2
	VETERINARI	21.12	31.2
		301.76 m ²	

Roof Area Calculation - Ground Floor			
Floor	Plot	Area (ft ²)	Area (gillibet)
Ground floor			
	5' 0"	34.40	34
	25' 36"	391.34	433
		415.26 m ²	469.34

MARRI VIEW
DISPLAY

© COPYRIGHT	4865D
-------------	-------



Mr. Baker (714) 422-1122 © 2004 by 499-2005 by
 31 Eagle Ead. Chileno Park, W.A. 9007.
 Telephone: (818) 424-7000, Fax: (818) 424-7000
 7221 Ave. 24, Woodhill Shopping Center,
 Los Angeles, W.A. 90048.

[illegible]

Sub-committee is very all strength in life

THIS IS ONE OF THE DRAWINGS
REFERRED TO IN THE CONTRACT

DATED: 1/1/

OWNER: _____ WITNESS: _____

© 2007 The Authors

CLIENT
C & W GARDNER

ADDRESS:
LOT 1 KUNJIN ST.
CORRIGIN

SHEET NO. 1 OF 8

PROPOSED FLOOR PLAN

**PLANNING APPLICATION-PROPOSED DWELLING
LOT 1 KUNJIN STREET, CORRIGIN**

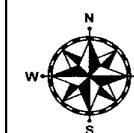
SHIRE OF CORRIGIN

urban & rural perspectives



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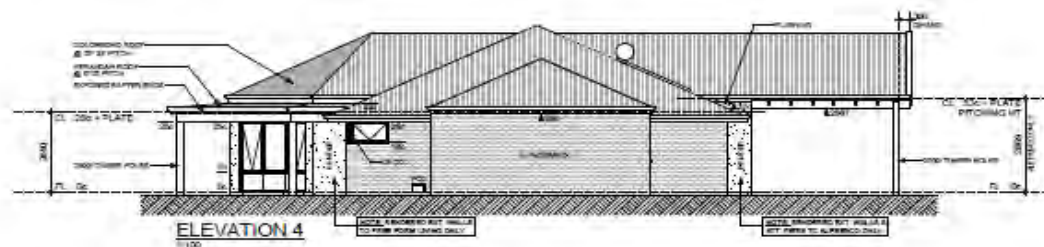
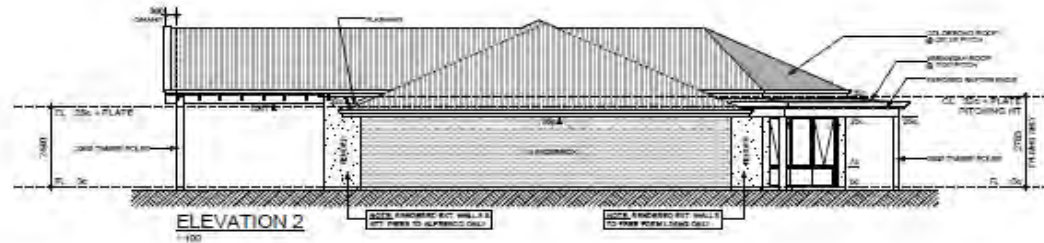
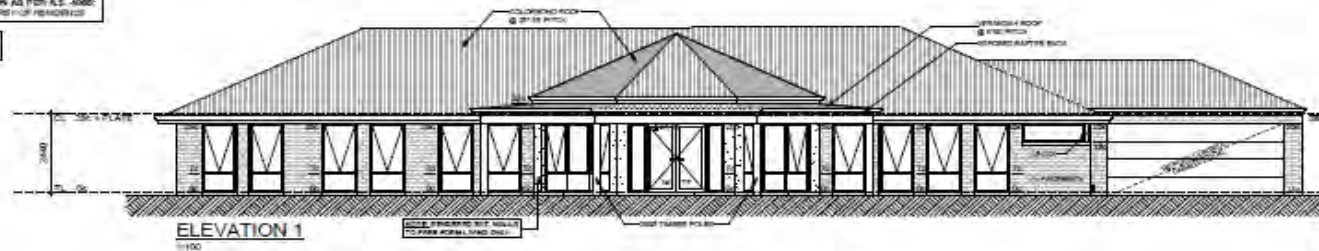


PLAN 17

SCALE, N.T.S

WIND CLASSIFICATION AS PER A.S. 4000:
10 - HIGH GROUND STORE 1-10% REMOVED

RENDER WITH 2
COATS OF PAINT



ELEVATIONS

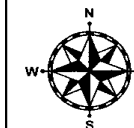
PLANNING APPLICATION-PROPOSED DWELLING
LOT 1 KUNJIN STREET, CORRIGIN

SHIRE OF CORRIGIN

urban & rural perspectives



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PLAN 18

SCALE. N.T.S

SHIRE OF CORRIGIN

HEALTH LOCAL LAW 2015

Health Local Law 2015

CONTENTS

PART 1 — PRELIMINARY

- 1.1 Citation
- 1.2 Repeal
- 1.3 Interpretation

PART 2 — SANITATION

Division 1 — Sanitary conveniences

- 2.1 Interpretation
- 2.2 Dwelling house
- 2.3 Premises other than a dwelling house
- 2.4 Outdoor festivals
- 2.5 Toilets
- 2.6 Temporary works
- 2.7 Maintenance of sanitary conveniences and fittings
- 2.8 Ventilation of toilets
- 2.9 Public sanitary conveniences
- 2.10 Lighting
- 2.11 Installation

Division 2 — Bathroom, laundries and kitchens

- 2.12 Bathrooms
- 2.13 Laundries
- 2.14 Washing or keeping of clothes in kitchens
- 2.15 Kitchens

PART 3 — HOUSING AND GENERAL

Division 1 — Maintenance of houses

- 3.1 Dwelling house maintenance
- 3.2 Guttering and downpipes
- 3.3 Maintenance of guttering and downpipes and disposal of rainwater

Division 2 — Ventilation of houses

- 3.4 Exemption for short term hostels and recreational campsites
- 3.5 Overcrowding
- 3.6 Calculated sufficient space
- 3.7 Ventilation
- 3.8 Sub-floor ventilation

Division 3 — Water supply

- 3.9 Water supply
- 3.10 Rain water tanks
- 3.11 Wells

- 3.12 Pollution

Division 4 — Secondhand furniture, bedding and clothing

- 3.13 Prohibition of sale
- 3.14 Prohibition of possession

Division 5 — Morgues

- 3.15 Application and licensing of morgues

PART 4 — WASTE FOOD AND REFUSE

Division 1 — Liquid refuse

- 4.1 Interpretation
- 4.2 Deposit of liquid refuse
- 4.3 Disposal of liquid waste
- 4.4 Approval for septic tank pumpouts and removal of liquid waste

Division 2 — Transport of butchers' waste

- 4.5 Interpretation
- 4.6 Restriction of vehicles
- 4.7 Transport of butchers' waste

PART 5 — NUISANCES AND GENERAL

Division 1 — Nuisances

- 5.1 Interpretation
- 5.2 Footpaths etc. to be kept clean
- 5.3 Public vehicles to be kept clean
- 5.4 Transportation, use and storage of offal, blood, or other offensive matter
- 5.5 Use or storage of fertiliser
- 5.6 Storage and dispatch of artificial fertiliser
- 5.7 Storage of fertiliser in a house

Division 2 — Keeping of animals

- 5.8 Slaughter of animals
- 5.9 Disposal of dead animals

Division 3 — Feedlots

- 5.10 Interpretation
- 5.11 Premises to be approved
- 5.12 Site conditions

Division 4 — Piggeries

- 5.13 Interpretation
- 5.14 Premises to be approved
- 5.15 Site conditions
- 5.16 Prevention of nuisances

PART 6 — PEST CONTROL

Division 1 — Flies

- 6.1 Interpretation
- 6.2 Fly breeding matter not to be left on premises unless covered or treated
- 6.3 Measures to be taken by an occupier
- 6.4 Officer may give notice directing measures to be taken
- 6.5 Local government may execute work and recover costs

Division 2 — Mosquitoes

- 6.6 Interpretation
- 6.7 Measures to be taken to prevent mosquitoes breeding
- 6.8 The local government may execute and recover costs

Division 3 — Rodents

- 6.9 Interpretation
- 6.10 Measures to be taken to eradicate rodents
- 6.11 Food and wastes to be kept in rodent and vermin proof receptacles
- 6.12 Restrictions on the keeping of rodents
- 6.13 Food premises etc. to be cleaned after use

Division 4 — Cockroaches

- 6.14 Interpretation
- 6.15 Measures to be taken to eradicate cockroaches

Division 5 — Argentine ants

- 6.16 Interpretation
- 6.17 Measures to be taken to keep premises free from Argentine ants

Division 6 — European wasps

- 6.18 Interpretation
- 6.19 Measures to be taken to keep premises free from European wasp nests

Division 7 — Bee keeping

- 6.20 Interpretation
- 6.21 Restrictions on keeping of bees in bee hives

Division 8 — Arthropod vectors of disease

- 6.22 Interpretation
- 6.23 Responsibility of the owner or occupier

PART 7 — INFECTIOUS DISEASES**Division 1 — General provisions**

- 7.1 Requirements for an owner or occupier to clean, disinfect and disinfest.
- 7.2 Environmental Health Officer may disinfect or disinfest premises
- 7.3 Insanitary houses, premises and things
- 7.4 Persons in contact with an infectious disease sufferer
- 7.5 Declaration of infected house or premises
- 7.6 Destruction of infected animals
- 7.7 Disposal of a body
- 7.8 The local government may carry out work and recover costs

Division 2 — Disposal of used condoms and needles

- 7.9 Disposal of used condoms
- 7.10 Disposal of used needles

PART 8 — LODGING HOUSES**Division 1 — Registration**

- 8.1 Interpretation
- 8.2 Lodging house not to be kept unless registered
- 8.3 Application for registration
- 8.4 Approval of application
- 8.5 Renewal of registration
- 8.6 Notification upon sale or transfer

- 8.7 Revocation of registration

Division 2 — Construction and use requirements

- 8.8 General construction requirements
- 8.9 Sanitary conveniences
- 8.10 Laundry
- 8.11 Kitchen
- 8.12 Dining room
- 8.13 Lounge room
- 8.14 Fire prevention and control
- 8.15 Obstruction of passages and stairways
- 8.16 Fitting of locks
- 8.17 Restriction on use of rooms for sleeping
- 8.18 Sleeping accommodation—short term hostels and recreational campsites
- 8.19 Furnishing of rooms
- 8.20 Ventilation
- 8.21 Numbers to be placed on doors

Division 3 — Management and care

- 8.22 Keeper or manager to reside in the lodging house
- 8.23 Register of lodgers
- 8.24 Keeper report
- 8.25 Certificate in respect of sleeping accommodation
- 8.26 Duplicate keys and inspection
- 8.27 Room occupancy
- 8.28 Maintenance of a room by a lodger or resident
- 8.29 Cleaning and maintenance requirements
- 8.30 Responsibilities of lodgers and residents
- 8.31 Approval for storage of food

PART 9 — OFFENSIVE TRADES

Division 1 — General

- 9.1 Interpretation
- 9.2 Consent to establish an offensive trade
- 9.3 False statement
- 9.4 Registration of premises
- 9.5 Certificate of registration
- 9.6 Change of occupier
- 9.7 Alterations to premises

Division 2 — General duties of an occupier

- 9.8 Interpretation
- 9.9 Cleanliness
- 9.10 Rats and other vectors of disease
- 9.11 Sanitary conveniences and hand wash basin
- 9.12 Painting of walls etc.
- 9.13 Effluvia, vapours, gases or dust
- 9.14 Offensive material
- 9.15 Storage of materials
- 9.16 Specified offensive trade
- 9.17 Directions
- 9.18 Other duties of occupier

Division 3 — Fish premises

- 9.19 Interpretation
- 9.20 Duties of an occupier

- 9.21 Disposal of waste
- 9.22 Fish containers

Division 4 — Laundries, dry cleaning establishments and dye works

- 9.23 Interpretation
- 9.24 Receiving depot
- 9.25 Reception room
- 9.26 Walls and floors
- 9.27 Laundry floor
- 9.28 Escape of dust
- 9.29 Precautions against combustion
- 9.30 Trolleys
- 9.31 Sleeping on premises

PART 10 — OFFENCES AND PENALTIES

Division 1 — General

- 10.1 Offences and penalties

HEALTH ACT 1911

LOCAL GOVERNMENT ACT 1995

SHIRE OF CORRIGIN

HEALTH LOCAL LAW 2015

Under the powers conferred by section 342 of the *Health Act 1911*, subdivision 2 of Division 2 of Part 3 of the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Corrigin resolved on the *[insert date]* to make the following local law.

Part 1 — PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Corrigin Health Local Law 2015*.

1.2 Repeal

The *Shire of Corrigin Health Local Laws 1998* as published in the *Government Gazette* on 18 September 1998 and is repealed.

1.3 Interpretation

(1) In these Local-Laws, unless the context otherwise requires—

Act means *Health Act 1911*;

adequate supply of water means a flow of water of not less than 0.076 litres per second;

approved means approved by the local government;

AS or AS/NZS means Australian Standard or Australian/New Zealand Standard published by Standards Australia;

AS 1530.2: 1993 means the standard published by Standards Australia as AS 1530.2: 1993 and called “Methods for fire testing on buildings materials, components and structures – Tests for flammability of materials”.

AS/NZS 1530.3: 1999 means the standard published by Standards Australia as AS/NZS 1530.3: 1999 and called “Methods for fire tests on building materials, components and structures – Simultaneous determination of ignitability, flame propagation, heat release and smoke release”.

AS 1668.2 – 2002 means the standard published by Standards Australia as AS 1668.2 - 2002 and called “The use of ventilation and air-conditioning in buildings – Ventilation design for indoor air contaminant control”.

AS 2001.5.4 – 2005 means the standards published by Standards Australia as AS 2001.5.4 – 2005 and called “Methods of tests for textiles – Dimensional change – Domestic washing and drying procedures for textile testing (ISO 6330:2000, MOD).”

AS/NZS 3666.2:2011 means the standard published by Standards Australia as AS/NZS 3666.2:2011 and called “Air-handling and water systems of buildings — Microbial control — Operation and maintenance”;

AS/NZS ISO 7171.1: 2004 means the standard published by Standards Australia as AS/NZS ISO 7171.1: 2004 and called “Acoustics – Rating of sound insulation in buildings and of building elements – Airborne sound insulation”

Building Code means the latest edition of the Building Code of Australia published from time to time by, or on behalf of, the Australian Building Codes Board, as amended from time to time, but not including explanatory information published with that Code;

Chief Executive Officer means the Chief Executive Officer of the Shire of Corrigin and includes the Acting Chief Executive Officer;

district means the district of the local government;

dwelling house means a place of residence or house containing at least one sleeping room and includes a room or outbuilding separate from, but ancillary to, the building in which the sleeping room is located;

Energy Safety WA means the Energy Safety division of the Department of Commerce

Environmental Health Officer means an Environmental Health Officer appointed by the local government under the Act and includes an acting or assistant Environmental Health Officer;

habitable room means a room used for normal domestic activities; and

(a) includes a bedroom, living room, lounge room, music room, television room, kitchen, dining room, sewing room, study, play-room, family room and sun-room;

(b) excludes a bathroom, laundry, water closet, pantry, walk-in wardrobe, corridor, lobby, photographic dark room, clothes-drying room, and other spaces of a specialised nature occupied neither frequently nor for extended periods;

hot water means water at a temperature of at least 65 degrees Celsius;

local government means the Shire of Corrigin;

Medical Officer means the Medical Officer appointed by the local government under the Act and includes an Acting Medical Officer so appointed;

Principal Environmental Health Officer means an Environmental Health Officer appointed by the local government to the office of Principal Environmental Health Officer and includes an Acting Principal Environmental Health Officer;

public place includes every place to which the public ordinarily have access, whether by payment of a fee or not;

sanitary convenience includes urinals, water closets, earth-closets, privies, sinks, baths, wash troughs, apparatus for the treatment of sewage, ash-pits, ash-tubs, or other receptacle for the deposit of ashes, faecal matter, or refuse, and all similar conveniences;

sewage means any kind of sewage, nightsoil, faecal matter or urine, and any waste composed wholly or in part of liquid;

sewer includes sewers and drains of every description, except drains to which the word “drain” as defined in the Act applies, including water channels constructed of stone, brick, concrete, or any other material, including the property of the local government;

street includes any highway, any public bridge, and any road, lane, footway, square, court, alley or passage, whether a thoroughfare or not;

toilet means a water closet, earth closet, privy or urinal and includes a room or cubicle in which one or more of these is located;

townsite means all townsites within the district which are –

(a) constituted under section 26(2) of the *Land Administration Act 1997*; or

(b) referred to in clause 37 of Schedule 9.3 of the *Local Government Act 1995*;

vector of disease means an arthropod or rodent that transmits, by biological or mechanical means, an infectious agent from a source or reservoir to a person, and includes fleas, bedbugs, crab lice, body lice and head lice;

water means drinking water within the meaning of the Australian Drinking Water Guidelines as published by the National Health and Medical Research Council in 2011 and as amended from time to time; and

window means a glass panel, roof light, glass brick, glass louvre, glazed sash, glazed door, or other device which transmits natural light directly from outside a building to the room concerned when in the closed position.

- (2) Where in this local law, a duty or liability is imposed on an “owner or occupier”, the duty or liability shall be deemed to be imposed jointly and severally on each of the owner or occupier.
- (3) Where under this local law an act is required to be done or forbidden to be done in relation to any premises, the owner or occupier of those premises has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the act so forbidden to be done, as the case may be.

Part 2 — SANITATION

Division 1 — Sanitary conveniences

2.1 Interpretation

In this Part, unless the context otherwise requires—

festival includes a fair, function or event;

organiser means a person—

- (a) to whom approval has been granted by the local government to conduct the festival; or
- (b) responsible for the conduct of the festival;

public sanitary convenience means a sanitary convenience to which the public ordinarily have access, whether by payment of a fee or not; and

temporary sanitary convenience means a sanitary convenience, temporarily placed for use by—

- (a) patrons in conjunction with a festival; or

- (b) employees at construction sites or the like.

urinal may be—

- (i) an individual stall or wall-hung urinal; or
- (ii) each 600mm length of a continuous urinal trough; or
- (iii) a closet pan used in place of a urinal.

2.2 Dwelling house

- (1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house unless it has at least one toilet.
- (2) A room in which a toilet is located shall have adequate lighting.

2.3 Premises other than a dwelling house

- (1) The owner of premises other than a dwelling house shall not use or occupy, or permit to be used or occupied premises other than a dwelling house, unless—
 - (a) the premises have toilets in accordance with the Building Code and this Part;
 - (b) the toilets required by this section are situated within 90m and are easily accessible to the persons for whom they are provided; and
 - (c) the premises have hand wash basins—
 - (i) in accordance with the Building Code;
 - (ii) for the use of persons employed or engaged on the premises;
 - (iii) provided with an adequate supply of water supplied by taps located over each hand wash basin;
 - (iv) separate from any trough, sink or basin used in connection with any process carried out on the premises; and
 - (v) situated with or adjacent to the sanitary conveniences and easily accessible to the person for whom they are provided.
- (2) The occupier of premises other than a dwelling house shall ensure that—
 - (a) clean toilet paper is available at all times in each cubicle;
 - (b) a sanitary napkin disposal facility is provided in each toilet set aside for the use of females; and
 - (c) each hand wash basin is provided with—
 - (i) an adequate supply of soap or other hand cleaning substances; and
 - (ii) hand drying facilities, situated adjacent to and visible from the hand wash basin.

2.4 Outdoor festivals

- (1) The organiser of an outdoor festival at which not more than 5 000 people are expected to attend shall provide sufficient sanitary conveniences in accordance with the following table —

Patrons	Males	Females
Up to 1 000	2 Toilets 3 Urinal 1 Hand Wash Basin	5 Toilets 1 Hand Wash Basin
1 000–2 000	3 Toilets 6 Urinals 2 Hand Wash Basins	10 Toilets 2 Hand Wash Basins
2 000–3 000	4 Toilets 9 Urinals 3 Hand Wash Basins	15 Toilets 3 Hand Wash Basins
3 000–4 000	5 Toilets 12 Urinals 4 Hand Wash Basins	20 Toilets 4 Hand Wash Basins
4 000– 5 000	6 Toilets 15 Urinals 5 Hand Wash Basins	25 Toilets 5 Hand Wash Basins

- (a) where the duration of the event does not exceed 4 hours 70% of the sanitary conveniences in the table is deemed sufficient (rounded to nearest whole facility).
 - (b) where the duration of the event does not exceed 8 hours 80% of the sanitary conveniences in the tables is deemed sufficient (rounded to nearest whole facility).
 - (c) where the duration of the event exceeds 8 hours 100% of the sanitary conveniences in the table is to be used.
 - (d) where alcohol is not available at the event (where it is not sold, not provided or not brought onto premises by patrons) the facilities may be reduced by up to 50% at the discretion of the Principal Environmental Health Officer.
- (2) Toilets must be serviced throughout the event.
 - (3) When portable chemical type units or effluent holding tanks are used for events longer than 4 hours, they must be located so that they can be pumped out during the event.
 - (4) At least 1 unisex toilet for use by a person with a disability is required for each venue.
 - (5) The organiser of an outdoor festival, at which more than 5 000 people are expected to attend, shall provide temporary sanitary conveniences of a number as directed by the Principal Environmental Health Officer.

2.5 Toilets

- (1) Toilets on a premises shall be maintained in accordance with the following requirements —
 - (a) the door to a toilet, other than an internal door, shall be properly screened to a continuous height of 1.8 metres from the floor; and
 - (b) a toilet or its entrance, which is visible from overlooking windows, shall be properly screened.
- (2) Toilets on premises other than a dwelling house shall be maintained in accordance with the following additional requirements —
 - (a) a toilet for the exclusive use of males shall not adjoin any toilet for the exclusive use of females unless the toilets are separated by a wall extending from the floor to the ceiling and

of sufficient density to have a sound transmission class of not less than 50 as required by AS/NZS ISO 717.1 :2004; and

- (b) where more than one toilet is provided on the premises, the entrance to each toilet shall bear a suitable sign indicating for which sex its use is intended.

2.6 Temporary works

A person who undertakes temporary work at any place shall ensure every temporary sanitary convenience is installed and maintained in accordance with the requirements of the *Health (Temporary Sanitary Conveniences) Regulations 1997*.

2.7 Maintenance of sanitary conveniences and fittings

- (1) The occupier of premises shall—
 - (a) keep clean, in good condition and repair; and
 - (b) whenever required by an Environmental Health Officer, effectively disinfect and clean, all sanitary conveniences including sanitary fittings in or on the premises.
- (2) The owner of premises shall—
 - (a) keep or cause to be kept in good repair; and
 - (b) maintain an adequate supply of water to, all sanitary conveniences including sanitary fittings in or on the premises.

2.8 Ventilation of toilets

- (1) A toilet in any premises shall be ventilated in accordance with the *Sewage (Lighting, Ventilation and Construction) Regulations 1971* and the Building Code and shall be—
 - (a) mechanically ventilated to the external air, through a fully enclosed duct at a minimum rate of 25 litres per second per fixture, but in no case less than 10 air changes per hour; or
 - (b) naturally ventilated to the external air by the provision of—
 - (i) fixed and permanently ventilated windows or skylights;
 - (ii) fixed glazed louvered windows; or
 - (iii) wall or ceiling vents, ducted as direct to the outside air as is practical and boxed throughout,situated in both the room in which the toilet is located and any adjacent airlock.
- (2) A mechanical ventilation system provided under subsection (1)(a) shall—
 - (a) be separate and distinct from any other system of mechanical ventilation in the building;
 - (b) be of an exhaust type;
 - (c) where it is provided for a building of more than 2 storeys, have a ventilating fan and power unit in duplicate; and
 - (d) be maintained in good working order and condition.
- (3) A natural ventilation system provided under subsection (1)(b) shall have—
 - (a) a clear ventilation area of not less than 0.015 square metres per fixture; and

(b) a window of light transmitting area equivalent to not less than ten percent of the floor area.

(4) A toilet with an entrance opening from—

- (a) a room used for the manufacture, storage or consumption of food;
- (b) a room used for sleeping or other domestic activities; or
- (c) a room used as a work place,

shall be mechanically ventilated as required by subsection (1)(a) and the entrance shall be fitted with a door having an efficient self closing device.

2.9 Public sanitary conveniences

(1) A person shall not—

- (a) foul
- (b) damage or vandalise; or
- (c) write on or otherwise deface,

a public convenience or sanitary fixtures or fittings or the premises in or on which the sanitary convenience is located.

(2) A person shall not live or sleep in the premises in which a public sanitary convenience is located or use it for a purpose other than that for which it was intended.

2.10 Lighting

The owner and occupier of a premises in which a sanitary convenience or a public sanitary convenience is located shall provide and maintain adequate electric lighting for persons using the convenience.

2.11 Installation

Every sanitary convenience shall be installed in accordance with the requirements of the *Country Areas Water Supply Act 1947*, and the *Water Services Act 2012* and shall have an adequate supply of water.

Division 2 — Bathroom, laundries and kitchens

2.12 Bathrooms

(1) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a bathroom that—

- (a) is adequately lined with an impervious material and has an adequate ceiling;
- (b) complies with the *Health Act (Laundries and Bathrooms) Regulations*; and
- (c) is equipped with—

- (i) a hand wash basin; and
 - (ii) either a shower in a shower recess or a bath.
- (2) All baths, showers, hand wash basins and similar fittings shall be provided with an adequate supply of hot and cold water.

2.13 Laundries

- (1) A laundry must conform to the provisions of the Building Code.
- (2) Where, in any building, a laundry is situated adjacent to a kitchen or a room where food is stored or consumed, the laundry, other than an electric washing machine or dryer, shall be separated from the kitchen by a wall extending from the floor to the roof or ceiling.
- ~~(3)~~ Where there is an opening in a wall between a laundry and a kitchen or other room where food is stored or consumed, the opening shall—
 - ~~(a)~~ not be more than 1220 millimetres wide; and
 - ~~(b)~~ (a) have a door which when closed shall completely fill the opening.

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2.14 Washing or keeping of clothes in kitchens

A person shall not in any kitchen or other place where food is kept—

- (a) wash or permit to be washed, other than in an electric washing machine, any clothing or bedding; or
- (b) keep or permit to be kept any soiled clothing or bedding.

2.15 Kitchens

- (1) In this section, “a cooking facility” includes a stove, oven, facility or appliance used for or in connection with the cooking of food.
- (2) A person shall not use or occupy, or permit to be used or occupied, a dwelling house without a kitchen equipped with—
 - (a) an electric, gas, wood or other fuel burning stove;
 - (b) an oven with a capacity of not less than 0.005 cubic metres per person usually accommodated in the house with a minimum capacity of 0.03 cubic metres; and
 - (c) a sink which shall—
 - (i) be at least 380 millimetres long, 300 millimetres wide and 150 millimetres deep; and
 - (ii) have an adequate supply of hot and cold water.
- (3) The occupier of a dwelling house shall ensure that the stove, oven and sink are kept clean, in good order and repair and fit for use.
- (4) A cooking facility shall—
 - (a) be installed in accordance with the requirements of Energy Safety WA and the “Manufacturers’ Specifications”; and
 - (b) not be installed or used in any room other than a kitchen.

- (5) Mechanical extraction shall be provided in a kitchen and the exhaust air shall be—
 - (a) carried to the outside air as directly as practicable; and
 - (b) boxed throughout.
- (6) Mechanical extraction shall be maintained in good working order and condition.

Part 3 — HOUSING AND GENERAL

Division 1 — Maintenance of houses

3.1 Dwelling house maintenance

The owner or occupier of a dwelling shall maintain the dwelling house and any adjacent buildings on the premises in sound condition and fit for use and, in particular, shall—

- (a) maintain all roofs, guttering and downpipes in sound weatherproof condition;
- (b) maintain any footings, foundations and walls, either external or internal, in a sound condition;
- (c) replace any missing, broken, decayed or termite-eaten timber or other deteriorated material in any veranda, roof, walls, steps, handrails, floors or their supports with material of sound quality;
- (d) comply with the directions of an Environmental Health Officer to treat the premises for the purpose of destroying any termites;
- (e) maintain any brick, stone, mortar or cement work in a sound condition;
- (f) maintain, repair or replace any flashings or ant caps which are missing or defective;
- (g) maintain all ventilators in good order and repair;
- (h) maintain all floors even and level in surface and free from cracks and gaps;
- (i) maintain all ceilings, internal wall finishes, skirtings, architraves and other fixtures and fittings complete and with smooth unbroken surfaces;
- (j) maintain all doors and windows in good working order and weatherproof condition;
- (k) retain all natural lighting free from any obstruction which would reduce the natural lighting, below the ratio of 10% of the floor area;
- (l) maintain all pipes, fittings and fixtures connected with water supply, drainage or sewage so that they comply in all respects with the provisions of the *Country Areas Water Supply Act 1947* and the *Water Services Act 2012* and any other legal requirements to which they are subject; and
- (m) maintain all electric wiring, gas services and fittings to comply in all respects with the requirements of all relevant public authorities.

3.2 Guttering and downpipes

- (1) Unless approved by the local government the owner of a house shall not use or occupy, or permit to be used or occupied, a house unless—

- (a) the house is provided with adequate guttering, downpipes and drains sufficient to receive normal intensities of rainwater flowing into them and for the rain water to be effectively disposed of to the satisfaction of an Environmental Health Officer;
- (b) the guttering and downpipes are fixed to the eaves of the house so that all normal intensities of rain water flowing from the roof shall be received by such guttering and downpipes;
- (c) all downpipes from guttering are connected so as to discharge into drains, which shall empty into a soak well, or other suitable storm water system or rainwater tanks;
- (d) each soak well is located at least 1.8 metres from any building and at least 1.8 metres from the boundary of the block; and
- (e) any rainwater from any downpipe is not discharged onto any unpaved surface of land within 1.8 metres of any house.

3.3 **Maintenance of guttering and downpipes and disposal of rainwater**

The owner or occupier of a house shall—

- (a) maintain all guttering, downpipes and drains on the premises in a good state of repair, clean and free from obstructions; and
- (b) not permit any guttering, downpipes, or drains on the premises to discharge rainwater onto or over a footpath, or other property.

Division 2 — Ventilation of houses

3.4 **Exemption for short term hostels and recreational campsites**

This Division shall not apply to short term hostels and recreational campsites referred to in Division 2 of Part 8.

3.5 **Overcrowding**

The owner or occupier of a house shall not permit—

- (a) a room in the house that is not a habitable room to be used for sleeping purposes; or
- (b) a habitable room in the house to be used for sleeping purposes unless—
 - (i) for every person over the age of 10 years using the room there is at least 14 cubic metres of air space per person; and
 - (ii) for every person between the ages of 1 and 10 years there is at least 8 cubic metres of air space per person; or
- (c) any garage or shed to be used for sleeping purposes.

3.6 **Calculated sufficient space**

For the purpose of Section 3.5, in calculating the space required for each person—

- (a) each room shall be considered separately and sufficient space shall be allowed in each room for the number of persons present in the room at any one time; and

- (b) a deduction shall be made for the space occupied by furniture, fittings and projections of the walls into a room.

3.7 Ventilation

- (1) A person shall not use or occupy, or permit to be used or occupied, a house unless the house is properly ventilated.
- (2) For the purpose of subsection (1) a house shall be deemed to be properly ventilated if it complies with the Building Code, including the provision of—
 - (a) natural ventilation; or
 - (b) a mechanical ventilation or air-conditioning system complying with AS1668.2: 2002.
- (3) The owner of a house provided with mechanical ventilation or an air-conditioning system shall ensure that the system is—
 - (a) maintained in good working condition and in accordance with AS/NZS 3666.2: 2011; and
 - (b) in use at all times the building is occupied, if it is a building without approved natural ventilation.
- (4) If, in the opinion of an Environmental Health Officer, a house is not properly ventilated, the local government may by notice require the owner of the house to—
 - (a) provide a different, or additional method of ventilation; or
 - (b) cease using the house until it is properly ventilated.
- (5) the owner shall comply with a notice under subsection (4).

3.8 Sub-floor ventilation

The owner or occupier of a house shall make provision for sub-floor ventilation by ensuring that air bricks and other openings are kept clean of refuse, vegetation, building materials, dirt and the like.

Division 3 — Water supply

3.9 Water supply

- (1) The owner of a house shall ensure that it is connected with a separate and independent water supply from the mains of a licensed water service operator or a water supply to the satisfaction of the local government.
- (2) The water supply shall at all times deliver an adequate supply of drinking water to each tap in the house.
- (3) The water supply to toilets, or for garden use may be from an alternative source, not necessarily drinking water.

3.10 Rain water tanks

The owner or occupier of a house where part of the water supply is drawn from a rain water tank shall—

- (a) maintain in a clean condition—
 - (i) the roof forming the catchment for the tank; and
 - (ii) the guttering and downpipes appurtenant to the roof;
- (b) ensure that each rain water tank is fitted with a tight-fitting mosquito proof cover which shall not be removed at any time except for the purpose of cleaning, repairing or maintaining the tank;
- (c) annually clean any tank which is used to store water for human consumption; and
- (d) when directed by an Environmental Health Officer, empty, clean and disinfect any tank upon the premises, used to store water for human consumption.

3.11 Wells

The owner or occupier of any premises shall not use or permit for human consumption the use of the water from any bore or well unless the bore or well is—

- (a) at least 30 metres from any soak or other possible source of pollution unless otherwise approved by the Executive Director of Public Health; and
- (b) covered with a tight-fitting cover without openings of any sort other than those essential for the insertion of a pump.

3.12 Pollution

A person shall not deposit on any land, any sewage, offensive matter or any other thing which may pollute or render unfit for human consumption, water from a well or other underground source.

Division 4 — Secondhand furniture, bedding and clothing

3.13 Prohibition of sale

A person shall not offer for sale or sell any secondhand furniture, bedding or clothing which is filthy or infested with vectors of disease.

3.14 Prohibition of possession

A dealer in secondhand furniture, bedding or clothing shall not have on any premises used for the operation of the business any secondhand furniture, bedding or clothing which is filthy or infested with vectors of disease.

Division 5 — Morgues

3.15 Application and licensing of morgues

- (1) All morgues, other than those of any public hospital or any local government or police morgue, shall be licensed annually in accordance with the requirements of this Division.

- (2) An application for a licence of a morgue shall be—
 - (a) made by the applicant;
 - (b) made in the form approved by the local government from time to time; and
 - (c) forwarded to the Chief Executive Officer with the fee as fixed by the local government from time to time under Section 344C of the Act.
- (3) The annual fee for a licence of a place for the temporary reception and keeping of the bodies of the dead awaiting burial or cremation is as fixed by the local government from time to time under Section 344C of the Act.
- (4) A licence shall—
 - (a) be in the form as determined by the local government from time to time; and
 - (b) expire on 30 June after the date of its issue.
- (5) A licence shall not be granted in respect of any premises unless—
 - (a) provision has been made for the keeping of the bodies of the dead at a temperature not exceeding zero degrees Celsius;
 - (b) the walls are constructed of stone or brickwork or other approved material;
 - (c) the interior surface of all walls is covered with glazed tiles or is rendered impervious so as to be non-absorbent and washable;
 - (d) all floors are constructed of an approved impervious material, having a fall to an outlet discharging over a trapped gully; and
 - (e) the premises are adequately ventilated by direct communication with the outside air.

Part 4 — WASTE FOOD AND REFUSE

Division 1 — Liquid refuse

4.1 Interpretation

In this division, unless the context otherwise requires—

liquid refuse includes all washings from windows, vehicles and carpet cleaning, overflow, bleed off, condensate and drainage from air conditioning equipment including cooling towers and evaporative coolers and other liquid used for cooling purposes;

liquid waste means bathroom, kitchen, scullery and laundry wastes, the contents of septic tanks, all washings from animal and poultry pens and any other domestic or trade wastes that are discharged by means of a drain to a receptacle for drainage; and

approved carrier means a carrier licensed under the *Environmental Protection (Controlled Waste) Regulations 2004* .

4.2 Deposit of liquid refuse

A person shall not deposit or cause or permit to be deposited liquid refuse or liquid waste—

- (a) on a street;
- (b) in a stormwater disposal system; or

- (c) on any land or place other than a place or depot duly authorised for that purpose.

4.3 Disposal of liquid waste

- (1) The owner or occupier of premises shall—
 - (a) provide, by one of the methods prescribed in this clause, for the disposal of all liquid waste produced on the premises; and
 - (b) at all times maintain in good working order and condition any apparatus used for the disposal of liquid waste.
- (2) Liquid waste shall be disposed of by one of the following methods—
 - (a) discharging it into the sewerage system of a licensed water service operator in a manner approved by the licensed water service operator;
 - (b) discharging it into an apparatus for the treatment of sewage and disposal of effluent and liquid waste approved by the Executive Director, Public Health or the local government;
 - (c) collection and disposal at an approved liquid waste disposal site in a manner approved by the Executive Director, Public Health.

4.4 Approval for septic tank pumpouts and removal of liquid waste

A person shall not—

- (a) unless he or she is an approved carrier;
- (b) without the written approval of [Executive Director, Public Health](#)~~the local government~~; and
- (c) except in accordance with any terms and conditions imposed by ~~the local government or the~~ Executive Director, Public Health in connection with the approval under paragraph (b),
collect, remove or dispose of the contents of a septic tank, the pumpouts from holding tanks or an apparatus for the treatment of sewage and other liquid wastes.

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Division 2 — Transport of butchers' waste

4.5 Interpretation

In this Division, unless the context otherwise requires—

butchers' waste includes animal skeletons and rib cages from a boning room and the inedible products of an abattoir.

4.6 Restriction of vehicles

A person shall not use, for the transport of butchers' waste—

- (a) a vehicle or container not approved by the local government; or
- (b) a vehicle used for the transport of food or drugs; or
- (c) anything intended to be used for the packing or handling of food or drugs.

4.7 Transport of butchers' waste

(1) A person shall not transport butchers' waste other than in—

- (a) a compartment complying with the following specifications—
 - (i) all internal surfaces to be constructed of an approved, smooth, impervious material ~~not less than 910 millimetres high~~;
 - (ii) all joints to be sealed and made water-tight;
 - (iii) the loading doors, if any, to be water-tight and kept closed at all times except when loading; and
 - (iv) the top to be completely covered by a tarpaulin or other impervious material ~~approved by the local government~~, carried over, and secured to the outside of the walls at least 300 millimetres from the top so as to keep the load out of sight of the public; or
 - (b) a watertight, durable and impervious container fitted with a lid which can be tightly closed.
- (2) A person shall not transport any butchers' waste in a vehicle unless the vehicle and its fittings, including the compartment or container referred to in this section, are—
- (a) maintained in good order and condition; and
 - (b) thoroughly cleaned at the conclusion of each day's work.
- (3) A person shall not load, transport, or unload butchers' waste in a manner that is or maybe offensive due to—
- (a) the sight of animal skeletons, bones, offal or waste matter;
 - (b) the odour of putrefaction, offal or waste matter; or
 - (c) the presence of blood and particles of flesh or fat dropping onto the surface of the street pavement or ground.

Part 5 — NUISANCES AND GENERAL

Division 1 — Nuisances

5.1 Interpretation

In this Division, unless the context otherwise requires—

fertiliser includes manure.

public vehicle includes bus, train, taxi or any other public transport

5.2 Footpaths etc. to be kept clean

An owner or occupier of premises shall maintain any footpath, pavement, area or right of way immediately adjacent to the premises clear of any rubbish, matter or other things coming from or belonging to the premises.

5.3 Public vehicles to be kept clean

The owner or person in control of a public vehicle shall—

- (a) maintain the vehicle at all times—
 - (i) in a clean condition; and
 - (ii) free from vectors of disease; and
- (b) whenever directed to do so by the Environment Health Officer, thoroughly clean and disinfect the vehicle as directed.

5.4 Transportation, use and storage of offal, blood, or other offensive matter

- (1) A person shall not transport or store offal or blood, for the purpose of being used as manure, unless it has been sterilised by steam and properly dried.
- (2) No person shall remove any offensive matter unless such offensive matter is carried in sealed containers to prevent the escape of any of the contents thereof, or the emission of any offensive odour there from.
- (3) Every person using any sealed containers or vehicle for the removal of offensive matter shall keep such container or vehicle in a thoroughly clean condition and in good repair.

5.5 Use or storage of fertiliser

An owner or occupier of premises shall not use or keep for the purpose of use, as fertiliser any

- (a) pig manure;
- (b) human faeces; or
- (c) urine.

5.6 Storage and dispatch of artificial fertiliser

An owner or occupier of premises where fertiliser is stored in bulk for sale shall—

- (a) keep all artificial fertiliser in a building—

- (i) of which all internal surfaces are constructed of durable and non-absorbent materials, finished internally with a smooth surface;
- (ii) that protects it from the absorption of moisture; and
- (iii) that is adequately ventilated;
- (b) take adequate measures to prevent the emission of dust or offensive effluvia from the building; and
- (c) ensure that all artificial fertiliser despatched from the premises is handled and loaded in such a manner as to prevent any nuisance arising during transit.

5.7 **Storage of fertiliser in a house**

The owner or occupier of a house where fertiliser or compost is stored or used shall—

- (a) prevent the escape of odours, dust or particles of fertiliser or compost;
- (b) treat the fertiliser or compost in such a manner as to effectively prevent it attracting or being a breeding place for flies or other vectors of disease; and
- (c) store only such amounts of fertiliser or compost—
 - (i) as can be readily used within a reasonable period; or
 - (ii) as may be directed by an Environmental Health Officer.

Division 2 — Keeping of animals

5.8 **Slaughter of animals**

- (1) Subject to subsection (2), a person, unless exempted under Regulation 20 of the Food Regulations 2009, shall not slaughter any animal within the district.
- (2) Subsection (1) does not apply to—
 - (a) euthanasia of animals by veterinarians or other duly authorised persons;
 - (b) slaughter of animals for the purposes of pet meat and game meat operations;
 - and
 - (c) slaughter of animals for human consumption in abattoirs approved by the local government;

5.9 **Disposal of dead animals**

- (1) An owner or operator of a veterinary practice where dead animals are kept for more than 12 hours, shall refrigerate the carcass prior to its removal and disposal, at an approved disposal site.
- (2) An owner or occupier of premises, other than a veterinary practice, on which there is a dead animal shall remove the carcass as soon as possible for its disposal at an approved disposal site.

- (3) An owner, or a person having the care, of any animal that dies or is killed in a public or private place shall as soon as possible remove the carcass and arrange for its disposal at an approved disposal site, except where it may be buried on broad acre farmland by the owner

Division 3 — Feedlots

5.10 Interpretation

For the purpose of this division—

feedlot means a confined area with watering and feeding facilities where animals or birds are held and fed for the purpose of weight gain;

animal includes sheep, lambs, goats, deer, cattle and buffalo;

birds includes roosters, hens, geese, turkeys, ducks, poultry, emus and ostriches.

5.11 Premises to be approved

- (1) No premises shall be used as a feedlot unless approved by the local government;
- (2) Subject to subsection (3), no premises shall be approved as a feedlot by the local government unless every portion of such feedlot complies with the minimum separation distances listed in Table 1; and
- (3) Sites unable to satisfy the separation requirements may be approved at the discretion of the local government, if the local government is satisfied that approving the feedlot will not give rise to a health nuisance.

Table 1. Required buffer distances for feedlots

Buffer	Distance
Townsite boundaries	5,000m
Isolated rural dwellings, dairies & industries	1,000m
Public roads and recreation areas	100m
Neighbouring rural property boundaries	50m
Major water course and water impoundments	300m
Bores, wells or soaks used for drinking, stock or irrigation	300m
Minor water courses	100m

5.12 Site conditions

- (1) The owner or occupier of the approved feedlot shall ensure the premises—
 - (a) is sited on gently sloping land, no greater than 1:20 but not less than 1:100;
 - (b) is sited on soils composed of sandy loam soils with sufficient infiltration to avoid surface ponding and run-off;
 - (c) has a minimum groundwater clearance of 3 metres;
 - (d) drainage diverts all uncontaminated stormwater from the general waste stream;
 - (e) has solid and liquid waste disposal arrangements that are not offensive or injurious to health.

- (2) The owner or occupier of the approved feedlot shall take effective measures to prevent the discharge of dust which may involve—
- (a) reducing the stocking rate immediately to a level that does not cause the discharge of dust; or
 - (b) stabilisation of the soil surface to a level that does not cause the discharge of dust; or
 - (c) provision of adequate windbreaks to effectively prevent the discharge of dust.

Division 4 — Piggeries

5.13 Interpretation

For the purpose of this division—

intensive piggery means pigs are housed, fed and watered in breeding and growing pens in sheds;

piggery in relation to premises shall include any portion of premises to which the pigs have access.

5.14 Premises to be approved

- (1) No premises shall be used as a piggery unless approved by the local government;
- (2) Subject to subsection (3), no premises shall be approved as a piggery by the local government unless every portion of such piggery complies with the minimum separation distances listed in Table 2; or if it is an intensive piggery, the minimum separation distances listed in Table 3; and
- (3) Sites unable to satisfy the separation requirements may be approved at the discretion of the local government, if the local government is satisfied that approving the piggery will not give rise to a health nuisance.

Table 2. Required Buffer Distances for Piggeries

Buffer	Distances
Townsite boundaries	5,000m
Isolated rural dwellings, dairies & industries	1,000m
Public roads and recreation areas	100m
Neighbouring rural property boundaries	50m
Major water course and water impoundments	300m
Bores, wells or soaks used for drinking, stock or irrigation	300m
Minor water courses	100m

5.15 Site conditions

The owner or occupier of premises shall take effective measures to prevent the discharge of dust which may involve—

- (a) reducing the stocking rate immediately to a level that does not cause the discharge of dust; or
- (b) stabilisation of the soil surface to a level that does not cause the discharge of dust; or

- (c) provision of adequate windbreaks to effectively prevent the discharge of dust.

5.16 Prevention of nuisances

In order to prevent dust, offensive fumes and effluent becoming a nuisance to the health of the inhabitants of the district, an intensive piggery shall comply with the minimum separation distances listed in Table 3.

Table 3. Required buffer distances for intensive piggeries

	Townsite Boundaries	Isolated rural dwellings, dairies, industries	Public roads, recreation areas	Neighbouring rural property boundaries	Surface water supply catchments	Water-courses/rural water impoundments	Bores/wells/soaks Drinking water supply	Stock irrigation supply
Piggeries & facilities catering for more than 5000 pigs	5,000m	1,000m	200m	50m	Not permitted	300m	300m	100m
500-5000 pigs	3,500m	1,000m	150m	50m	Not permitted	300m	300m	100m
50-499 pigs	2,000m	1,000m	100m	50m	Not permitted	300m	300m	100m
Less than 50 pigs	500m	1,000m	50m	30m	Not permitted	200m	300m	100m
Land used to dispose of raw or partly treated wastes	1,000m	1,000m	100m	50m	Not Permitted	300m	300m	300m
Land used to dispose of effectively treated wastes	200m	50m	20m	20m	Not permitted	100m	100m	100m

Part 6 — PEST CONTROL

Division 1 — Flies

6.1 Interpretation

In this Division, unless the context otherwise requires—

flies means any of the two-winged insects constituting the order Diptera commonly known as flies.

6.2 Fly breeding matter not to be left on premises unless covered or treated

An owner or occupier of premises shall not place, throw or leave, or permit or cause to be placed, thrown or left in, on or about the premises any matter or thing which is liable to attract or be a breeding place for flies, unless that matter or thing is covered, protected, treated or dealt with in such a manner as to effectively prevent it from attracting or being a breeding place for flies.

6.3 Measures to be taken by an occupier

An owner or occupier of premises shall ensure that—

- (a) rubbish receptacles are kept clean and tightly sealed at all times except when refuse is being deposited or emptied;
- (b) food scraps and uneaten pet food are wrapped tightly and deposited in a rubbish receptacle without delay;
- (c) lawn clippings used on gardens as mulch are raked out thinly;
- (d) fertilisers are dug well into the soil;
- (e) compost heaps are kept well covered;
- (f) barbecues are kept clean and free from food scraps;
- (g) anything that is buried and may attract or be a breeding place for flies is covered with at least 100 millimetres of soil; and
- (h) excrement from pets is collected and properly disposed of without delay.

6.4 Officer may give notice directing measures to be taken

Where in the opinion of an Environmental Health Officer, flies are prevalent or are breeding on any premises, the Environmental Health Officer may give to the owner or occupier of the premises notice in writing directing him or her to take, within the time specified in the notice, such measures as in the opinion of the Environmental Health Officer are necessary to—

- (a) control the prevalence;
 - (b) effect the eradication; or
 - (c) effectively prevent the breeding
- of flies.

6.5 Local government may execute work and recover costs

(1) Where—

- (a) a person is required under this Division or directed by a notice given under section 6.4, to execute any work; and
- (b) that person fails or neglects to comply with the requirement,

the local government may execute the work and may recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable under this local law.

- (2) The costs and expenses incurred by the local government in the execution of a power under subsection (1) may be recovered in a court of competent jurisdiction from the person referred to in subsection (1).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the local government under this Section, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

Division 2 — Mosquitoes

6.6 Interpretation

In this Division, unless the context otherwise requires—

mosquitoes means any of the two-winged insects constituting the family Diptera Culicidae commonly known as mosquitoes.

6.7 Measures to be taken to prevent mosquitoes breeding

- (1) An owner or occupier of premises shall ensure that the premises are kept free from possible mosquito breeding sites and shall—
 - (a) follow any direction of an Environmental Health Officer for the purpose of—
 - (i) controlling the prevalence of mosquitoes;
 - (ii) eradication of mosquitoes; or
 - (iii) effectively preventing the breeding of mosquitoes.
 - (b) assist the Environmental Health Officer to locate any possible mosquito breeding sites that may be present in or about the premises.
- (2) An owner or occupier of premises where water is kept in a horse trough, poultry drinking vessel or other receptacle shall—
 - (a) frequently change the water; and
 - (b) keep the water clean and free from vegetable matter and slime.
- (3) An owner or occupier of premises, where a septic tank is installed, shall ensure the fixture is in a sound condition at all times, and mesh having openings no larger than 1.2 millimetres, covers any educt vent to the system..
- (4) Where there is a swimming pool on any premises where the circulation system does not function, or has not been used such that the pool water is green or stagnant and suitable for breeding

mosquitoes, the owner or occupier shall, when required by a notice issued by an Environmental Health Officer —

- (a) reactivate the pool circulation system within a time specified and operate it so that the water is filtered for as many hours as may be specified; and/or
 - (b) chlorinate and adjust the pH of the pool to —
 - (i) 4 milligrams per litre free chlorine; and
 - (ii) pH within the range 7.2–7.6; or
 - (c) empty or drain the pool; or
 - (d) add a larvicide to the pool at the specified rate; and
 - (e) maintain the pool water free of mosquito breeding.
- (5) An owner or occupier of land shall cause all drains and channels in or on the land to be kept in good order and free from obstruction.

6.8 The local government may execute and recover costs

- (1) Where—
- (a) a person is required under this division or directed by a notice given under Section 6.7 to execute any work; and
 - (b) that person fails or neglects to comply with the requirement,
- the local government may execute the work and recover from that person the cost of executing the work, in addition to any penalty for which that person may be liable.
- (2) The costs and expenses incurred by the local government in the execution of a power under subsection (1) may be recovered in a court of competent jurisdiction from that person.
- (3) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the local government under subsection (1), except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

Division 3 — Rodents

6.9 Interpretation

In this Division, unless the context otherwise requires—

rodents means those animals belonging to the order Rodentia and includes rats and mice but does not include animals kept as pets in an enclosure designed for the purpose of keeping as pets animals of that kind.

food premises means any premises or vehicle used by a “food business” as defined by section 10 of the *Food Act 2008*.

6.10 Measures to be taken to eradicate rodents

- (1) An owner or occupier of premises shall at all times take effective measures to eradicate any rodents in or on the premises.

- (2) An Environmental Health Officer may direct, orally or in writing, an owner or occupier of premises to take whatever action, in the opinion of the Environmental Health Officer, is necessary or desirable to prevent or deter the presence of rodents in or on the premises.
- (3) An owner or occupier shall within the time specified comply with any direction given by an Environmental Health Officer under this Section.

6.11 Food and wastes to be kept in rodent and vermin proof receptacles

A person must not store or allow to be stored, on any premises, any food, refuse or waste matter unless it is contained in a rodent proof receptacle or compartment, which is kept effectively protected against access by rodents.

6.12 Restrictions on the keeping of rodents

A person or body which keeps rodents shall—

- (a) at all times ensure that all live rodents are kept in the effective control of a person or in locked cages; and
- (b) if a rodent escapes, forthwith comply with the requirements of Section 6.10 and ensure that all reasonable steps are taken to destroy or recapture the rodent.

6.13 Food premises etc. to be cleaned after use

An owner or occupier of a food premises, theatre or place of entertainment, whether indoor or outdoor, shall cause the premises to be cleaned immediately after the last occasion on which the premises has been used on that day or, if the use extends after midnight, then immediately after that use.

Division 4 — Cockroaches

6.14 Interpretation

In this Division, unless the context otherwise requires—

cockroach means any of the various orthopterous insects commonly known as cockroaches.

6.15 Measures to be taken to eradicate cockroaches

- (1) An owner or occupier of premises shall take effective measures to eradicate any cockroaches in or on the premises.
- (2) An Environmental Health Officer may direct, orally or in writing, an owner or occupier of premises to take whatever action that, in the opinion of the Environmental Health Officer, is necessary or desirable to prevent or deter the presence of cockroaches in or on the premises.
- (3) An owner or occupier shall within the time specified comply with any direction given by an Environmental Health Officer under this Section.

Division 5 — Argentine ants

6.16 Interpretation

In this Division, unless the context otherwise requires—

Argentine ant means an ant belonging to the species *Linepithema humile* (formally *Irdomyrmex humilis*).

6.17 Measures to be taken to keep premises free from Argentine ants

- (1) An owner or occupier of premises shall ensure that the premises are kept free from Argentine Ant colonies and shall—
 - (a) take all steps to locate any nests, if Argentine Ants are noticed in, on or about the premises;
 - (b) properly treat all nests of Argentine Ants with an approved residual based insecticide; and
 - (c) whenever required by an Environmental Health Officer—
 - (i) treat any area or infestation with an insecticide referred to in paragraph (b); and
 - (ii) remove any objects, including timber, firewood, compost or pot plants in accordance with a direction from the Environmental Health Officer.

Division 6 — European wasps

6.18 Interpretation

In this Division, unless the context otherwise requires—

European wasp means a wasp *Vespula germanica*.

6.19 Measures to be taken to keep premises free from European wasp nests

- (1) An owner or occupier of premises shall ensure that the premises are kept free from European Wasp nests and shall—
 - (a) follow any direction of an Environmental Health Officer for the purpose of destroying the European Wasps and their nest; and
 - (b) assist an Environmental Health Officer to trace any nest that may be present in, on or about the premises.

Division 7 — Bee keeping

6.20 Interpretation

~~In this Division, unless the context otherwise requires—~~

~~*bee* means an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee.~~

~~*bee hive* means a moveable or fixed structure, container or object in which a colony of bees is kept.~~

~~6.21~~ **Restrictions on keeping of bees in bee hives**

- ~~(1) A person shall not keep or permit the keeping of bees anywhere within the district unless approval to do so has been given by the local government.~~
- ~~(2) If, in the opinion of an Environmental Health Officer, the approved bee hives are causing a nuisance, the local government may direct any bees or approved bee hives to be removed.~~
- ~~(3) A person shall comply with a direction issued by the local government within the time specified in a written notice.~~

~~Division 8~~ **Division 7 — Arthropod vectors of disease**

~~6.22~~**6.2 Interpretation**

In this Division, unless the context otherwise requires—

arthropod vectors of disease includes—

- (a) fleas (*Siphonaptera*);
- (b) bedbugs (*Cimex lectularius*);
- (c) crab lice (*Phthirius pubis*);
- (d) body lice (*Pediculus humanus humanus*); and
- (e) head lice (*Pediculus humanus capitis*).

~~6.23~~**6.3 Responsibility of the owner or occupier**

The owner or occupier of premises shall—

- (a) keep the premises and any person residing in or on the premises, free from any arthropod vectors of disease; and
- (b) comply with the direction of an Environmental Health Officer to treat the premises, or anything on the premises, for the purpose of destroying any arthropod vectors of disease.

Part 7 — INFECTIOUS DISEASES

Division 1 — General provisions

7.1 Requirements for an owner or occupier to clean, disinfect and disinfest.

- (1) The local government or an Environmental Health Officer may, by notice in writing, direct an owner or occupier of premises, within the time and in the manner specified in the notice, to clean, disinfect and disinfest—
 - (a) the premises; or
 - (b) such things in or on the premises as are specified in the noticeor both, to the satisfaction of an Environmental Health Officer.

- (2) An owner or occupier shall comply with a notice given under subsection (1).

7.2 Direction to Environmental Health Officer may disinfect or disinfest premises

- (1) Where the ~~CEO~~local government or the Medical Officer is satisfied that any case of infectious disease has occurred on any premises, the ~~CEO~~local government or the Medical Officer may direct an ~~owner or occupier~~Environmental Health Officer, other local government officer or other person to disinfect and disinfest the premises or any part of the premises and anything in or on the premises.
- ~~(+)(2)~~ Where in the opinion of the CEO or the Medical Officer, where the owner or occupier directed in sub section (1) does not disinfect or disinfest the premises in a reasonable period or where as a matter of urgency, the premises or any part of the premises and anything in or on the premises must be disinfected or disinfested.
- ~~(2)(3)~~ (3) An owner or occupier of premises shall permit, and provide access to enable, an Environmental Health Officer, other local government officer or other person to carry out the direction given under subsection (1).
- ~~(3)(4)~~ (4) The local government may recover, in a court of competent jurisdiction, the cost of carrying out the work under this Section from the owner or occupier of the premises in or on which the work was carried out.
- ~~(4)(5)~~ (5) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the local government under this Section, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

7.3 Insanitary houses, premises and things

- (1) An owner or occupier of any house or premises shall maintain the house or premises free from any insanitary condition or thing.
- (2) Where an Environmental Health Officer considers that a house is insanitary, the officer may, by notice in writing, direct an owner of the house, within the time and in the manner specified in the notice, to amend the house.
- (3) Where an Environmental Health Officer considers that—
- (a) a house or premises is not being maintained in a sanitary condition; or
 - (b) any thing is insanitary,
- the officer may, by notice in writing, direct, as the case may be—
- (i) the owner or occupier of the house or premises to amend any insanitary condition; or
 - (ii) the owner or occupier of the thing to destroy or amend it within the time and in the manner specified in the notice.
- (4) A person to whom a notice has been given under subsections (2) or (3) shall comply with the terms of the notice.

7.4 Persons in contact with an infectious disease sufferer

If a person in any house is, or is suspected of, suffering from an infectious disease, any occupant of the house or any person who enters or leaves the house—

- (a) shall obey such instructions or directions as the Local government or the Medical Officer may issue;
- (b) may be removed, at the direction of the Local government or the Medical Officer to isolation in an appropriate place to prevent or minimise the risk of the infection spreading and if so removed, shall remain in that place until the Medical Officer otherwise directs.

7.5 Declaration of infected house or premises

- (1) To prevent or check the spread of infectious disease, the local government or the Medical Officer may from time to time declare any house or premises to be infected.
- (2) A person shall not enter or leave any house or premises declared to be infected without the written consent of the Medical Officer or an Environmental Health Officer.

7.6 Destruction of infected animals

- (1) An Environmental Health Officer, upon being satisfied that an animal is or may be infected or is liable to be infected or to convey infection may, by notice in writing, direct that the animal be examined by a registered veterinary officer and that all steps be taken to enable the condition to be controlled or eradicated or the animal destroyed and disposed of—
 - (a) in the manner and within the time specified in the notice; and
 - (b) by the person in whose possession, or upon whose premises, the animal is located.
- (2) A person who has in his or her possession or upon premises occupied by him or her, an animal which is the subject of a notice under subsection (1) shall comply with the terms of the notice.

7.7 Disposal of a body

- (1) An occupier of premises in or on which is located the body of a person who has died of any infectious disease shall, subject to subsection (2), cause the body to be buried or disposed of in such manner, within such time and with such precautions as may be directed by the Medical Officer.
- (2) A body shall not be removed from premises where death occurred except to a morgue.

7.8 The local government may carry out work and recover costs

- (1) Where—
 - (a) a person is required under this Division or by a notice given under this Division, to carry out any work; and
 - (b) that person fails or neglects to comply with the requirement,that person commits an offence and the local government may carry out the work or arrange for the work to be carried out by another.

- (2) The costs and expenses incurred by the local government in the execution of a power under this Section may be recovered in a court of competent jurisdiction from the person referred to in subsection (1)(a).
- (3) The local government shall not be liable to pay compensation or damages of any kind to the owner or occupier of premises in relation to any action taken by the local government under this Section, except to the extent the person has suffered unreasonable loss or damage because the action taken by the local government was negligent or in breach of its duty.

Division 2 — Disposal of used condoms and needles

7.9 Disposal of used condoms

- (1) An occupier of premises on or from which used condoms are produced shall ensure that the condoms are—
 - (a) placed in a sealed impervious container and disposed of in a sanitary manner; or
 - (b) disposed of in such a manner as may be directed by the Local government.
- (2) A person shall not dispose of a used condom in a public place except in accordance with subsection (1).

7.10 Disposal of used needles

A person shall not dispose of a used hypodermic syringe or needle in a public place unless it is placed in an impenetrable, leak-proof container and deposited in a refuse receptacle.

Part 8 — LODGING HOUSES

Division 1 — Registration

8.1 Interpretation

- (1) In this Part, unless the context otherwise requires —
 - bed* means a single sleeping berth only, and a double bed provided for the use of couples has the same floor space requirements as two single beds;
 - bunk* means a sleeping berth comprising one of two beds arranged vertically;
 - dormitory* means a building or room utilised for sleeping purposes at a short term hostel or a recreational campsite;

Food Standards Code means the Australia New Zealand Food Standards Code as defined in the Commonwealth *Food Standards Australia New Zealand Act 1991*;

keeper means a person whose name appears on the register of keepers, in respect of a lodging house, as the keeper of that lodging house;

laundry unit means a group of facilities consisting of —

- (a) a washing machine with a capacity of not less than 4 kilograms weight of dry clothing;
- (b) one wash trough of not less than 36 litres capacity, connected to both hot and cold water;
- (c) either an electric drying cabinet or not less than 30 metres of clothes line; and
- (d) a hot water system that —
 - (i) is capable of delivering an adequate supply of water at a temperature of at least 65 degrees Celsius for each washing machine provided with the communal facilities; and
 - (ii) has a delivery rate of not less than 0.076 litres per second to each washing machine;

lodger means a person who obtains, for hire or reward, board or lodging in a lodging house;

lodging house includes a recreational campsite, a serviced apartment, a short term hostel and any premises used for transient workforce accommodation;

manager means a person duly appointed by the keeper in accordance with this Division to reside in, and have the care and management of, a lodging house;

motel means premises used to accommodate patrons in which specific provision is made for the accommodation of patrons with motor vehicles

recreational campsite means a lodging house —

- (a) situated on a campsite principally used for —
 - (i) recreational, sporting, religious, ethnic or educational pursuits; or
 - (ii) conferences or conventions; and
- (b) where the period of occupancy of any lodger is not more than 14 consecutive days, and includes youth camps, youth education camps, church camps and riding schools but does not include a camp or caravan within the meaning of the *Caravan Parks and Camping Grounds Act 1995*;

register of lodgers means the register kept in accordance with section 157 of the Act and this Part;

resident means a person other than a lodger, who resides in a lodging house;

serviced apartment means a lodging house in which each sleeping apartment, or group of sleeping apartments in common occupancy, is provided with its own sanitary conveniences and may have its own cooking facilities [and includes a motel](#);

short term hostel means a lodging house where the period of occupancy of any lodger is not more than 14 consecutive days and includes a youth hostel or a backpacker hostel;

- (2) Where in this Part an act is required to be done or forbidden to be done in relation to any lodging house, the keeper of the lodging house has, unless the contrary intention appears, the duty of causing the act to be done, or of preventing the act so forbidden from being done, as the case may be.

8.2 Lodging house not to be kept unless registered

A person shall not keep or cause or allow to be kept a lodging house unless —

- (a) the lodging house is constructed in accordance with the requirements of this Part;

- (b) the lodging house is registered by the local government under section 8.4;
- (c) the name of the person keeping or proposing to keep the lodging house is entered in the register of keepers; and
- (d) when required by the local government either —
 - (i) the keeper; or
 - (ii) a manager who, with the written approval of an Environmental Health Officer, has been appointed by the keeper to have the care and management of the lodging house resides or intends to reside continuously in the lodging house whenever there is one or more lodgers in the lodging house.

8.3 **Application for registration**

- (1) An application for registration of a lodging house shall be —
- (2) in the form approved by the local government from time to time;
 - (a) duly completed and signed by the proposed keeper; and
 - (b) accompanied by —
 - (i) the approved fee as fixed from time to time by the local government under section 344C of the Act; and
 - (ii) detailed plans and specifications of the lodging house.

8.4 **Approval of application**

The local government may approve, with or without conditions, an application by issuing to the applicant a certificate of registration in the form approved by the local government from time to time.

8.5 **Renewal of registration**

- (1) A person who keeps a lodging house which is registered under this Part shall —
 - (a) during the month of June in each year apply to the local government for the renewal of the registration of the lodging house in the form approved by the local government from time to time; and
 - (b) pay the approved fee as fixed from time to time by the local government under section 344C of the Act at the time of making each application for renewal.

8.6 **Notification upon sale or transfer**

If the owner of a lodging house sells or transfers, or agrees to sell or transfer, the lodging house to another person, he or she shall, within 14 days of the date of sale, transfer or agreement, give to the local government, in the form approved by the local government from time to time, written notice of the full name, address and occupation of the person to whom the lodging house has been, or is to be, sold or transferred.

8.7 **Revocation of registration**

- (1) Subject to subsection (3), the local government may, at any time, revoke the registration of a lodging house for any reason which, in the opinion of the local government, justifies the revocation.
- (2) Without limiting the generality of subsection (1), the local government may revoke a registration upon any one or more of the following grounds —
 - (a) that the lodging house has not, to the satisfaction of the local government, been kept free from vectors of disease or remained in a clean and sanitary condition;

- (b) that the keeper has —
 - (i) been convicted of an offence against this local law in respect of the lodging house;
 - (ii) not complied with a requirement of this Part; or
 - (iii) not complied with a condition of registration;
 - (c) that the local government, having regard to a report from the Police, is satisfied that the keeper or manager is not a fit and proper person; and
 - (d) that, by reason of alterations or additions or neglect to repair and renovate, the condition of the lodging house is such as to render it, in the opinion of the local government, unfit to remain registered.
- (3) Before revoking the registration of a lodging house under this local law, the local government shall give notice to the keeper requiring him or her, within a time specified in the notice, to show cause why the registration should not be revoked.
 - (4) Whenever the local government revokes the registration of a lodging house, it shall give the keeper notice of the revocation and the registration shall be revoked as from the date on which the notice is served on the keeper.

Division 2 — Construction and use requirements

8.8 General construction requirements

The construction of a lodging house shall comply with the Building Code and the Act.

8.9 Sanitary conveniences

- (1) A keeper shall maintain in good working order and condition and in convenient positions on the premises —
 - (a) toilets; and
 - (b) bathrooms, each fitted with a hand wash basin and either a shower or a bath;
 in accordance with the requirements of the Building Code.
- (2) A bathroom or toilet which is used as a private bathroom or toilet to the exclusion of other lodgers or residents shall not be counted for the purposes of subsection (1).
- (3) Each bath, shower and hand wash basin shall be provided with an adequate supply of hot and cold water.
- (4) The walls of each shower and bath shall be of an impervious material to a minimum height of 1.8 metres above the floor level.
- (5) Each toilet and bathroom shall —
 - (a) be so situated, separated and screened as to ensure privacy;
 - (b) be apportioned to each sex;
 - (c) have a distinct sign displayed in a prominent position denoting the sex for which the toilet or bathroom is provided; and
 - (d) be provided with adequate electric lighting and ventilation.
- (6) Paragraphs (b) and (c) of subsection (5) do not apply to a serviced apartment.

8.10 Laundry

- (1) A keeper shall —

- (a) subject to subsection (2) —
 - (i) in the case of a recreational campsite, provide on the premises a laundry consisting of at least one 45 litre stainless steel trough; and
 - (ii) in any other case, provide on the premises a laundry unit for each 15 lodgers;
 - (b) at all times maintain each laundry or laundry unit in a proper sanitary condition and in good repair;
 - (c) provide an adequate supply of hot and cold water to each wash trough, sink, or washing machine; and
 - (d) ensure that the floor area of each laundry or laundry unit is properly surfaced with an even fall to a floor waste.
- (2) An Environmental Health Officer may approve the provision of a reduced number of laundry units if suitable equipment of a commercial type is installed.

8.11 **Kitchen**

A keeper of a lodging house shall provide in that lodging house a kitchen —

- (a) which has a minimum floor area of —
 - (i) where lodgers prepare their own meals – 0.65 square metres per person; or
 - (ii) where meals are provided by the keeper or manager – 0.35 square metres per person; or
 - (iii) where a kitchen and dining room are combined – 1 square metre per person, but in any case not less than 16 square metres;
- (b) which has adequate —
 - (i) food storage facilities and cupboards to prevent contamination of food, or cooking or eating utensils, by dirt, dust, flies or other vectors of disease of any kind; and
 - (ii) refrigerator space for storage of perishable goods; and
- (c) which may be required by the local government to comply with any of the requirements of Standard 3.2.3 of the *Food Standards Code*.

8.12 **Dining room**

The keeper of a lodging house shall provide in that lodging house a dining room —

- (a) located in close proximity to, or combined with, the kitchen;
- (b) the floor area of which shall be 0.5 square metres per person or not less than 10 square metres whichever is the greater; and
- (c) which shall be —
 - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
 - (ii) provided with a suitable floor covering.

8.13 **Lounge room**

The keeper of a lodging house shall provide in that lodging house, a lounge room —

- (a) with a floor area of —
 - (i) where the lounge is not combined with the dining room, not less than 0.6 square metres per person; or
 - (ii) where the lounge room is combined with a dining room, not less than 1.2 square metres per person but in either case having a minimum of 13 square metres; and

- (b) which shall be —
 - (i) adequately furnished to accommodate, at any one time, half of the number of lodgers; and
 - (ii) provided with a suitable floor covering.

8.14 **Fire prevention and control**

- (1) The keeper of a lodging house must —
 - (a) in each passage in the lodging house provide an emergency light —
 - (i) in the position and pattern approved by an Environmental Health Officer; and
 - (ii) which must be kept separate from the general lighting system and kept illuminated during the hours of darkness;
 - (b) provide an approved fire blanket positioned within 2 metres of the cooking area in each kitchen;
 - (c) ensure that each exit sign and fire-fighting appliance is clearly visible, accessible and maintained in good working order at all times; and
 - (d) ensure all fire-fighting equipment and fire detection and alarm systems are adequately maintained at all times in such a condition as will enable their proper performance.
 - (e) ensure that a lodger or other person does not smoke in any dormitory, kitchen, dining room, or other enclosed public place within a lodging house.
- (2) The keeper of a lodging house must ensure that all buildings comprising the lodging house are fitted with fire protection equipment in accordance with the Building Code.

8.15 **Obstruction of passages and stairways**

A keeper shall not cause or allow furniture, fittings or other things to be placed either temporarily or permanently in or on —

- (a) a stairway, stair landing, fire-escape, window or common passageway; or
- (b) part of the lodging house in common use or intended or adapted for common use

in such a manner as to form an obstruction to the free passage of lodgers, residents or persons in or occupying the lodging house.

8.16 **Fitting of locks**

A person shall not fit, or cause or permit to be fitted, to an exit door a lock or other device which prevents the door being opened from within a lodging house.

8.17 **Restriction on use of rooms for sleeping**

- (1) Subject to subsection (3) and section 8.31, a keeper shall not use or permit to be used as a sleeping apartment, a room in a lodging house —
 - (a) which contains food;
 - (b) which contains or is fitted with a cooking appliance or kitchen sink;
 - (c) which is used as a kitchen, scullery, storeroom, dining room, general sitting room or lounge room, or for the preparation or storage of food;
 - (d) which is not reasonably accessible without passing through a sleeping or other room in the private occupation of another person;
 - (e) which, except in the case of a short term hostel or a recreational campsite, contains less than 5.5 square metres of clear space for each lodger occupying the room;

- (f) which is naturally illuminated by windows having a ratio of less than 0.1 square metres of unobstructed glass to every 1.0 square metre of floor area;
- (g) which is ventilated at a ratio of less than 0.5 square metres of unobstructed ventilating area to every 10 square metres of floor area;
- (h) in which the lighting or ventilation referred to in paragraphs (f) and (g) is obstructed or is not in good and efficient order;
- (i) which is not free from internal dampness;
- (j) of which any part of the floor is below the level of the adjoining ground; or
- (k) the floor of which is not fitted with an approved carpet or vinyl floor covering or other floor treatment approved by an Environmental Health Officer.

(2) For the purposes of this clause, 2 children under the age of 10 years are counted as 1 lodger.

(3) Paragraphs (a), (b) and (c) of subsection (1) do not apply to a serviced apartment.

8.18 **Sleeping accommodation—short term hostels and recreational campsites**

- (1) A keeper of a short term hostel or recreational campsite shall provide clear floor space of not less than —
 - (a) 4 square metres per person in each dormitory utilising beds; and
 - (b) 2.5 square metres per person in each dormitory utilising bunks.
- (2) The calculation of floor space in subsection (1) shall exclude the area occupied by any large items of furniture, such as wardrobes, but may include the area occupied by beds.
- (3) The minimum height of any ceiling in a short term hostel or recreational campsite shall be 2.4 metres in any dormitory utilising beds, and 2.7 metres in any dormitory utilising bunks.
- (4) The minimum floor area requirements in subsection (1) will only apply if there is ventilation, separation distances, fire egress and other safety requirements in accordance with the Building Code.
- (5) The keeper of any short term hostel or recreational campsite shall provide —
 - (a) fixed outlet ventilation at a ratio of 0.15 square metres to each 10 square metres of floor area of the dormitories, and shall ensure that dormitories are provided with direct ventilation to the open air from a point within 230 millimetres of the ceiling level through a fixed open window or vents, carried as direct to the open air as is practicable; and
 - (b) mechanical ventilation in lieu of fixed ventilation, subject to the approval of the local government.
- (6) The keeper of any short term hostel or recreational campsite shall provide —
 - (a) beds with a minimum size of —
 - (i) in short term hostels — 800 millimetres x 1.9 metres; and
 - (ii) in recreational campsites — 750 millimetres x 1.85 metres; and
 - (b) storage space for personal effects, including backpacks, so that cleaning operations are not hindered and access spaces are not obstructed.
- (7) The keeper of any short term hostel or recreational campsite shall —
 - (a) arrange at all times a distance of 750 millimetres between beds, and a distance of 900 millimetres between bunks;
 - (b) ensure that, where bed or bunk heads are placed against the wall on either side of a dormitory, there is a passageway of at least 1.35 metres between each row of beds and a

passageway of at least 2 metres between each row of bunks, and shall ensure that the passageway is kept clear of obstruction at all times; and

(c) ensure all doors, windows and ventilators are kept free of obstruction.

(8) The keeper of a short term hostel or recreational campsite shall ensure that —

(a) materials used in dormitory areas comply with AS 1530.2—1993 and AS/NZS 1530.3:1999 as follows —

(i) Drapes, curtains, blinds and bedcovers —

a maximum Flammability Index of 6;

(ii) Upholstery & bedding —

a maximum Spread of Flame Index of 6; and

a maximum Smoke Developed Index of 5;

(iii) Floor coverings —

a maximum Spread of Flame Index of 7; and

a maximum Smoke Developed Index of 5;

(b) Fire retardant coatings used to make a material comply with the indices set out in subsection (8)(a) must be —

(i) certified by the manufacturer as approved for use with the fabric to achieve the required indices;

(ii) certified by the manufacturer to retain its fire retardative effect after a minimum of 5 commercial dry cleaning or laundering operations carried out in accordance with AS 2001.5.4—2005, Procedure 7A, using ECE reference detergent; and

(iii) certified by the applicator as having been carried out in accordance with the manufacturer's specification;

(c) emergency lighting is provided in accordance with the Building Code;

(d) a lodger or other person does not smoke in any dormitory, kitchen, dining room or other enclosed public place within a short term hostel or recreational campsite; and

(e) all mattresses in a short term hostel or recreational campsite are fitted with a mattress protector.

8.19 **Furnishing of rooms**

(1) A keeper shall —

(a) furnish each sleeping room with a sufficient number of beds and sufficient bedding of good quality;

(b) ensure that each bed —

(i) has a bed head, mattress and pillow; and

(ii) is provided with a pillow case, mattress cover, two sheets, a blanket or rug and, from 1 May to 30 September, not less than one additional blanket or rug; and

(c) furnish each bedroom so that there are adequate storage facilities for belongings within the room.

(2) A keeper shall not cause or allow any tiered beds or bunks to be used in a sleeping apartment other than a lodging house used exclusively as a short term hostel or recreational campsite.

(3) The sheets and blankets required to be provided by subsection (1)(b)(ii), shall be deemed to have been provided by the keeper, where the keeper offers them for hire to the lodgers. In such circumstances, each lodger must either provide his own clean sheets or hire them from the keeper.

- (4) In a short-term hostel or recreational campsite, the storage facilities required by subsection (1)(c) may be located in a separate secure storage room or locker room.

8.20 Ventilation

If, in the opinion of an Environmental Health Officer, a kitchen, bathroom, toilet, laundry or habitable room is not adequately or properly ventilated, he or she may direct the keeper to provide a different or additional method of ventilation.

8.21 Numbers to be placed on doors

- (1) A keeper shall number each room available to a lodger or provide an alternative means of identification approved by an Environmental Health Officer.
- (2) The number or alternate means of identification is to be legible and easily identified.

Division 3 — Management and care

8.22 Keeper or manager to reside in the lodging house

No keeper of a lodging house shall be absent ~~himself~~ from such house, unless

(a) a manager is left, he leaves some reputable person in charge, or

(b) other care arrangement as approved in writing by the local government, is in place thereof.

8.23 Register of lodgers

- (1) A keeper shall keep a register of lodgers in the form approved by the local government from time to time.
- (2) The register of lodgers shall be —
- (a) kept in the lodging house; and
 - (b) open to inspection at any time on demand by any member of the Police Service or by an Environmental Health Officer.

8.24 Keeper report

A keeper shall, whenever required by the local government, report to the local government, in the form approved by the local government from time to time, the name of each lodger who lodged in the lodging house during the preceding day or night.

8.25 Certificate in respect of sleeping accommodation

- (1) An Environmental Health Officer may issue to a keeper, a certificate, in respect of each room, which shall be in the form approved by the local government from time to time.
- (2) The certificate issued under subsection (1) shall specify the maximum number of persons permitted to occupy each room of a sleeping apartment at any one time.
- (3) When required by an Environmental Health Officer, a keeper shall exhibit the certificate issued under this section in a conspicuous place in the room to which it refers.
- (4) A person shall not cause or allow a greater number of persons than is specified on a certificate issued under this section to occupy the room to which it refers.

8.26 Duplicate keys and inspection

Each keeper and manager of a lodging house shall —

- (a) retain possession of a duplicate key to the door of each room; and
- (b) when required by an Environmental Health Officer, open the door of any room for the purposes of inspection by the Environmental Health Officer.

8.27 **Room occupancy**

- (1) A keeper shall not —
 - (a) cause or allow more than the maximum number of persons permitted by the certificate of registration of the lodging house to be lodged at any one time in the lodging house;
 - (b) cause or allow to be placed or kept in any sleeping apartment —
 - (i) a larger number of beds; or
 - (ii) a larger quantity of bedding,

than is required to accommodate and provide for the maximum number of persons permitted to occupy the sleeping apartment at any one time; and
 - (c) use, or cause, or allow to be used, for sleeping purposes, a room that —
 - (i) has not been certified for that purpose; and
 - (ii) the local government has forbidden to be used as a sleeping apartment.
- (2) For the purpose of this section, 2 children under 10 years of age shall be counted as 1 lodger.

8.28 **Maintenance of a room by a lodger or resident**

- (1) A keeper may permit, or contract with, a lodger or resident to service, clean or maintain the room or rooms occupied by the lodger or resident.
- (2) Where permission is given or a contract entered into under subsection (1), the keeper shall —
 - (a) inspect each room the subject of the permission or agreement at least once a week; and
 - (b) ensure that each room is being maintained in a clean condition.
- (3) A lodger or resident who contracts with a keeper to service, clean or maintain a room occupied by him or her, shall maintain the room in a clean condition.

8.29 **Cleaning and maintenance requirements**

- (1) In this section —

bed linen includes sheets, pillow cases and mattress covers.
- (2) A keeper of a lodging house shall —
 - (a) maintain in a clean, sound and undamaged condition —
 - (i) the floor, walls, ceilings, woodwork and painted surfaces;
 - (ii) the floor coverings and window treatments; and
 - (iii) the toilet seats;
 - (b) maintain in a clean condition and in good working order —
 - (i) all fixtures and fittings; and
 - (ii) windows, doors and door furniture;
 - (c) ensure that the internal walls of each bathroom and toilet are painted so as to maintain a smooth impervious washable surface;
 - (d) ensure that all floors are kept clean at all times;
 - (e) ensure that —

- (i) all bed linen, towels, and house linen in use are washed at least once a week;
- (ii) within a reasonable time of a bed having been vacated by a lodger or resident, or prior to the room being re-let, the bed linen is removed and washed;
- (iii) a person does not occupy a bed which has been used by another person unless the bed has been provided with clean bed linen;
- (iv) all beds, bedsteads, blankets, rugs, covers, bed linen, towels and house linen are kept clean, in good repair and free from vectors of disease;
- (v) when any vectors of disease are found in a bed, furniture, room or sleeping apartment, immediate effective action is taken to eradicate the vectors of disease; and
- (vi) a room which is not free from vectors of disease is not used as a sleeping apartment;
- (f) when so directed by an Environmental Health Officer, ensure that —
 - (i) a room, together with its contents, and any other part of the lodging house, is cleaned and disinfected; and
 - (ii) a bed or other article of furniture is removed from the lodging house and properly disposed of;
- (g) ensure that the yard is kept clean at all times;
- (h) provide all bedrooms, passages, common areas, toilets, bathrooms and laundries with adequate lighting; and
- (i) comply with any direction, whether orally or in writing, given by an Environmental Health Officer.

8.30 **Responsibilities of lodgers and residents**

A lodger or resident shall not —

- (a) use any room available to lodgers —
 - (i) as a shop, store or factory; or
 - (ii) for manufacturing or trading services;
- (b) keep or store in or on the lodging house any goods or materials that are inflammable or offensive;
- (c) use a bath or hand wash basin other than for ablutionary purposes;
- (d) use a bathroom facility or fitting for laundry purposes;
- (e) use a sink installed in a kitchen or scullery for any purpose other than the washing and cleaning of cooking and eating utensils, other kitchenware and culinary purposes;
- (f) deposit rubbish or waste food other than into a proper rubbish receptacle;
- (g) in a kitchen or other place where food is kept —
 - (i) wash or permit the washing of clothing or bedding; or
 - (ii) keep or permit to be kept any soiled clothing or bedding;
- (h) subject to section 8.31 —
 - (i) keep, store, prepare or cook food in any sleeping apartment; or
 - (ii) unless sick or invalid and unable to leave a sleeping apartment for that reason, use a sleeping apartment for dining purposes;
- (i) place or keep, in any part of a lodging house, any luggage, clothing, bedding, or furniture that is infested with vectors of disease;
- (j) store or keep such a quantity of furniture, material or goods within the lodging house —

- (i) in any kitchen, living or sleeping apartment so as to prevent the cleaning of the floors, walls, fittings or fixtures; or
- (ii) in a sleeping apartment so as to decrease the air space to less than the minimum required by this Part;
- (k) obstruct or prevent the keeper or manager from inspecting or examining the room or rooms occupied by the lodger or resident; or
- (l) fix any fastener or change any lock to a door or room without the written approval of the keeper.

8.31 **Approval for storage of food**

- (1) An Environmental Health Officer may –
 - (a) ~~upon written application from a keeper,~~ approve the storage of food within a refrigerator or sealed container in a sleeping apartment; and
 - (b) withdraw the approval if a nuisance or vector of disease infestation is found to exist in the lodging house.
- (2) The keeper of a serviced apartment may permit the storage and consumption of food within that apartment if suitable storage and dining facilities are provided.

Part 9 — OFFENSIVE TRADES

Division 1 — General

9.1 **Interpretation**

In this Part, unless the context otherwise requires—

occupier in relation to premises includes the person registered as the occupier of the premises specified in the Certificate of Registration;

offensive trade means any one or more of the trades, businesses or occupations usually carried on, in or connected with, the following works or establishments—

- (a) fish processing premises, fish curing premises and shellfish and crustacean processing establishments;
- (b) laundries, dry cleaning premises and dye works; and
- (c) any trade as defined by Section 186 of the Act.

premises includes houses.

9.2 **Consent to establish an offensive trade**

A person seeking the consent of the Local government under Section 187 of the Act to establish an offensive trade shall make application in the form approved by the local government from time to time and in accordance with the local government's Town Planning Scheme.

9.3 **False statement**

A person who makes a false statement in an application under Section 9.2 shall be guilty of an offence.

9.4 **Registration of premises**

An application for the registration of premises pursuant to Section 191 of the Act shall be—

- (a) in the form approved by the local government from time to time;
- (b) accompanied by the fee prescribed in the *Health (Offensive Trades Fees) Regulations 1976* as amended from time to time; and
- (c) lodged with the Chief Executive Officer of the local government.

9.5 **Certificate of registration**

Upon the registration of premises for the carrying on of an offensive trade, the local government shall issue to the applicant a certificate in the form approved by the local government from time to time.

9.6 **Change of occupier**

Where there is a change of occupier of the premises registered pursuant to this Division, the new occupier shall forthwith notify the Chief Executive Officer in writing of such change.

9.7 **Alterations to premises**

While any premises remain registered under this Division, a person shall not, without the written permission of the local government, make or permit any change or alteration whatever to the premises.

Division 2 — General duties of an occupier

9.8 **Interpretation**

In this Division, unless the context otherwise requires—

occupier means the occupier, or where there is more than one occupier, each of the occupiers of the premises in or upon which an offensive trade is carried on; and

the premises means those premises in or upon which an offensive trade is carried on.

9.9 **Cleanliness**

The occupier shall—

- (a) keep or cause to be kept in a clean and sanitary condition and in a state of good repair the floors, walls and ceilings and all other portions of the premises;
- (b) keep or cause to be kept in a clean and sanitary condition and in a state of good repair all fittings, fixtures, appliances, machinery, implements, shelves, counters, tables, benches, bins, cabinets, sinks, drain boards, drains, grease traps, tubs, vessels and other things used on or in connection with the premises;
- (c) keep the premises free from any unwholesome or offensive odour arising from the premises;
- (d) maintain in a clean and tidy condition all yards, footpaths, passage ways, paved areas, stores or outbuildings used in connection with the premises; and
- (e) clean daily and at all times keep and maintain all sanitary conveniences and all sanitary fittings and grease traps on the premises in a clean and sanitary condition.

9.10 Rats and other vectors of disease

The occupier shall—

- (a) ensure that the premises are kept free from rodents, cockroaches, flies and other vectors of disease; and
- (b) provide in and on the premises all effective means and methods for the eradication and prevention of rodents, cockroaches, flies and other vectors of disease.

9.11 Sanitary conveniences and hand wash basin

The occupier shall provide on the premises in an approved position sufficient sanitary conveniences and hand wash basins, each with an adequate supply of hot and cold water for use by employees and by all other persons lawfully upon the premises.

9.12 Painting of walls etc.

The occupier shall cause the internal surface of every wall, the underside of every ceiling or roof and all fittings as may be directed in and on the premises to be cleaned and painted when instructed by an Environmental Health Officer.

9.13 Effluvia, vapours, gases or dust

The occupier shall provide, use and maintain in a state of good repair and working order, appliances and preventive measures capable of effectively destroying or of rendering harmless all offensive effluvia, vapours, dust or gases arising in any process of his business or from any material, residue or other substance which may be kept or stored upon the premises.

9.14 Offensive material

The occupier shall—

- (a) provide on the premises impervious receptacles of sufficient capacity to receive all offensive material and trade refuse produced upon the premises in any one day;

- (b) keep air-tight covers on the receptacles, except when it is necessary to place something in or remove something from them;
- (c) cause all offensive material and trade refuse to be placed immediately in the receptacles;
- (d) cause the contents of the receptacles to be removed from the premises at least once in every working day or at such other intervals as may be approved or directed by an Environmental Health Officer; and
- (e) cause all receptacles after being emptied to be cleaned immediately with an efficient disinfectant.

9.15 **Storage of materials**

The occupier shall cause all material on the premises to be stored so as not to be offensive or injurious to health whether by smell or otherwise and so as to prevent the creation of a nuisance.

9.16 **Specified offensive trade**

- (1) For the purposes of this Section, “specified offensive trade” means one or more of the offensive trades carried on, in or connected with the following works or premises—
 - (a) fish processing premises, fish curing premises, and shellfish and crustacean processing establishments; and
 - (b) laundries, dry cleaning premises and dye works.
- (2) Where premises are used for or in relation to a specified offensive trade, the occupier shall—
 - (a) cause the floor of the premises to—
 - (i) be properly paved and drained with impervious material;
 - (ii) have a smooth surface; and
 - (iii) have a fall to a bucket trap or spoon drain in such a way that all liquids falling on the floor shall be conducted by the trap or drain to a drain inlet situated inside the building where the floor is situated;
 - (b) cause the angles formed by the walls with any other wall, and by the wall with the floor, to be coved to a radius of not less than 25 millimetres; and
 - (c) cause all liquid refuse to be—
 - (i) cooled to a temperature not exceeding 26 degrees Celsius and be in accordance with the *Water Services Act 2012* before being discharged into any drain outlet from any part of the premises; and
 - (ii) directed through such screening or purifying treatment as an Environmental Health Officer may from time to time direct.

9.17 **Directions**

- (1) An Environmental Health Officer may give to the occupier directions to prevent or diminish the offensiveness of a trade or to safeguard the public health.
- (2) The occupier shall comply with any directions given under this Section.

9.18 **Other duties of occupier**

In addition to the requirements of this Division, the occupier shall comply with all other requirements of this Part that apply to the particular offensive trade or trades conducted on the premises.

Division 3 — Fish premises

9.19 **Interpretation**

In this Division, unless the context otherwise requires—

fish premises may include a fish processing establishment, fish curing establishment and a shellfish and crustacean processing establishment;

9.20 **Duties of an occupier**

The occupier of a fish premises shall—

- (a) not suffer or permit any decomposing fish to be kept on the premises where his trade is carried on for a longer period than is reasonably necessary to dispose of them;
- (b) cause all decomposing fish, to be immediately deposited in an impervious receptacle furnished with an airtight cover; and
- (c) cause the brine of pickle to be removed as often as is necessary to prevent it from becoming offensive.

9.21 **Disposal of waste**

The occupier of a fish premises shall cause all offal and wastes, all rejected and unsaleable fish and any rubbish or refuse which is likely to be offensive or a nuisance to be —

- (a) placed in the receptacles referred to in section 9.14 and disposed of in accordance with that Section; or
- (b) kept in a frozen state in an approved enclosure before its removal from the premises.

9.22 **Fish containers**

The occupier of a fish premises shall not allow any container used for the transport of fish to—

- (a) remain on the premises longer than is necessary for it to be emptied; or
- (b) be kept so as to cause a nuisance or to attract flies.

Division 4 — Laundries, dry cleaning establishments and dye works

9.23 Interpretation

In this Division, unless the context otherwise requires—

dry cleaning establishment—

- (a) means premises where clothes or other articles are cleaned by use of solvents without using water; but
- (b) does not include premises in which perchlorethylene or arklone is used as dry cleaning fluid in a fully enclosed machine operating on a full cycle;

dye works means a place where articles are commercially dyed, but does not include dye works in which provision is made for the discharge of all liquid waste there from, into a public sewer;

exempt laundromat means a premises in which—

- (a) laundering is carried out by members of the public using, machines or equipment provided by the owners or occupiers of those establishments;
- (b) laundering is not carried out by those owners or occupiers for or on behalf of other persons;
- (c) provision is made for the discharge of all liquid waste there from into a public sewer;

laundromat means a public place with coin operated washing machines, spin dryers or dry cleaning machines; and

laundry means any places where articles are laundered with commercial grade machinery but does not include an exempt laundromat.

9.24 Receiving depot

An owner or occupier of premises shall not use or permit the premises to be used as a receiving depot for a laundry, dry cleaning establishment or dye works except with the written permission of the local government who may at any time by written notice withdraw such permission.

9.25 Reception room

- (1) The occupier of a laundry or dry cleaning establishment or dye works shall—
 - (a) provide a reception room in which all articles brought to the premises for treatment shall be received and shall not receive or permit to be received any such articles except in that room; and
 - (b) cause such articles as may be directed by an Environmental Health Officer to be thoroughly disinfected to the satisfaction of the officer.
- (2) A person shall not bring or permit food to be brought into the reception room referred to in this Section.

9.26 Walls and floors

~~Unless with the written approval of the local government, the~~The occupier of a laundry, dry cleaning establishment or dye works shall cause—

- (a) the internal surfaces of all walls to be rendered with a cement plaster with a steel float finish or other approved material to a height of 2 metres with a smooth impervious surface;
- (b) the floor to be constructed of concrete and finished with a smooth impervious surface; and

- (c) every floor and wall of any building on the premises to be kept at all times in good order and repair, so as to prevent the absorption of any liquid which may be splashed or spilled or may fall or be deposited on it.

9.27 **Laundry floor**

~~Unless with the written approval of the local government, the~~The occupier of a laundry shall provide in front of each washing machine a non-corrosive grating, at least 910 millimetres in width and so constructed as to prevent any person from standing in water on the floor.

9.28 **Escape of dust**

The occupier of a dry cleaning establishment shall provide effective means to prevent the escape into the open air of all dust or other material from the premises.

9.29 **Precautions against combustion**

The occupier of a dry cleaning establishment where volatile liquids are used shall take all proper precautions against combustion and shall comply with all directions given by an Environmental Health Officer for that purpose.

9.30 **Trolleys**

The occupier of a dry cleaning establishment shall—

- (a) provide trolleys for the use of transporting dirty and clean linen; and
- (b) ensure that each trolley is—
 - (i) clearly designated to indicate the use for which it is intended;
 - (ii) lined internally with a smooth impervious non-absorbent material that is easily cleaned; and
 - (iii) thoroughly cleaned and disinfected on a regular basis.

9.31 **Sleeping on premises**

A person shall not use or permit any room in a laundry, dry cleaning establishment or dye works to be used for sleeping purposes.

Part 10 — OFFENCES AND PENALTIES

Division 1 — General

10.1 **Offences and penalties**

- (1) A person who contravenes a provision of this local law commits an offence.

- (2) A person who commits an offence under subsection (1) is liable —
- (a) to a penalty which is not more than \$2 500 and not less than —
 - (i) in the case of a first such offence, \$250;
 - (ii) in the case of a second such offence, \$500; and
 - (iii) in the case of a third or subsequent such offence, \$1 250; and
 - (b) if the offence is a continuing offence a daily penalty which is not more than \$250 and not less than \$125.

This Local Law was made by the Shire of Corrigin at an Ordinary Meeting held on
..... of 2015

The Common Seal of the)
Shire of Corrigin was affixed)
by authority of a resolution)
of the Council in the presence of —)

CR. LYNETTE BAKER SHIRE PRESIDENT

ROB PAULL CHIEF EXECUTIVE OFFICER

Consented to _____
EXECUTIVE DIRECTOR
PUBLIC HEALTH

dated this day of 2015

Lease of Corrigin Caravan Park, Corrigin

Shire of Corrigin



McLEODS

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: mcleods@mcleods.com.au

Ref: JL:CORR-35065

Deed of Surrender of Lease

John James
Gwenda Reynolds

Shire of Corrigin



McLEODS

Barristers & Solicitors

Stirling Law Chambers | 220-222 Stirling Highway | CLAREMONT WA 6010

Tel: (08) 9383 3133 | Fax: (08) 9383 4935

Email: mcleods@mcleods.com.au

Ref: JL:CORR-35065



INVENTORY

Office building including Teco air conditioner, Sharp microwave, desk, office chair, shelving x 2, chest of drawers x 2, Sharp telephone/fax machine. The telephone land line number and 2 mobile numbers will be transferred into the Purchasers names on settlement date.

Camp kitchen including refrigerator, sink cabinet, table & 4 chairs, Sharp microwave, upright electric stove, TV & set top box, decking with gazebo, bbq, glass table & 6 chairs.

Laundry equipment 2 commercial Maytag washing machines, 1 commercial clothes dryer.

1 garage shed with assorted cleaning products, mop, bucket, brooms etc.

1 TV antennae connected to power outlets on grassed area. 1 TV antennae on office roof.

Watering reticulation on grassed areas.

2 gas bottles + pumps under contract with Kleenheat Gas.

2 road signs on Brookton Highway registered with Department of Main Roads.

2 advertising signs within the Park.

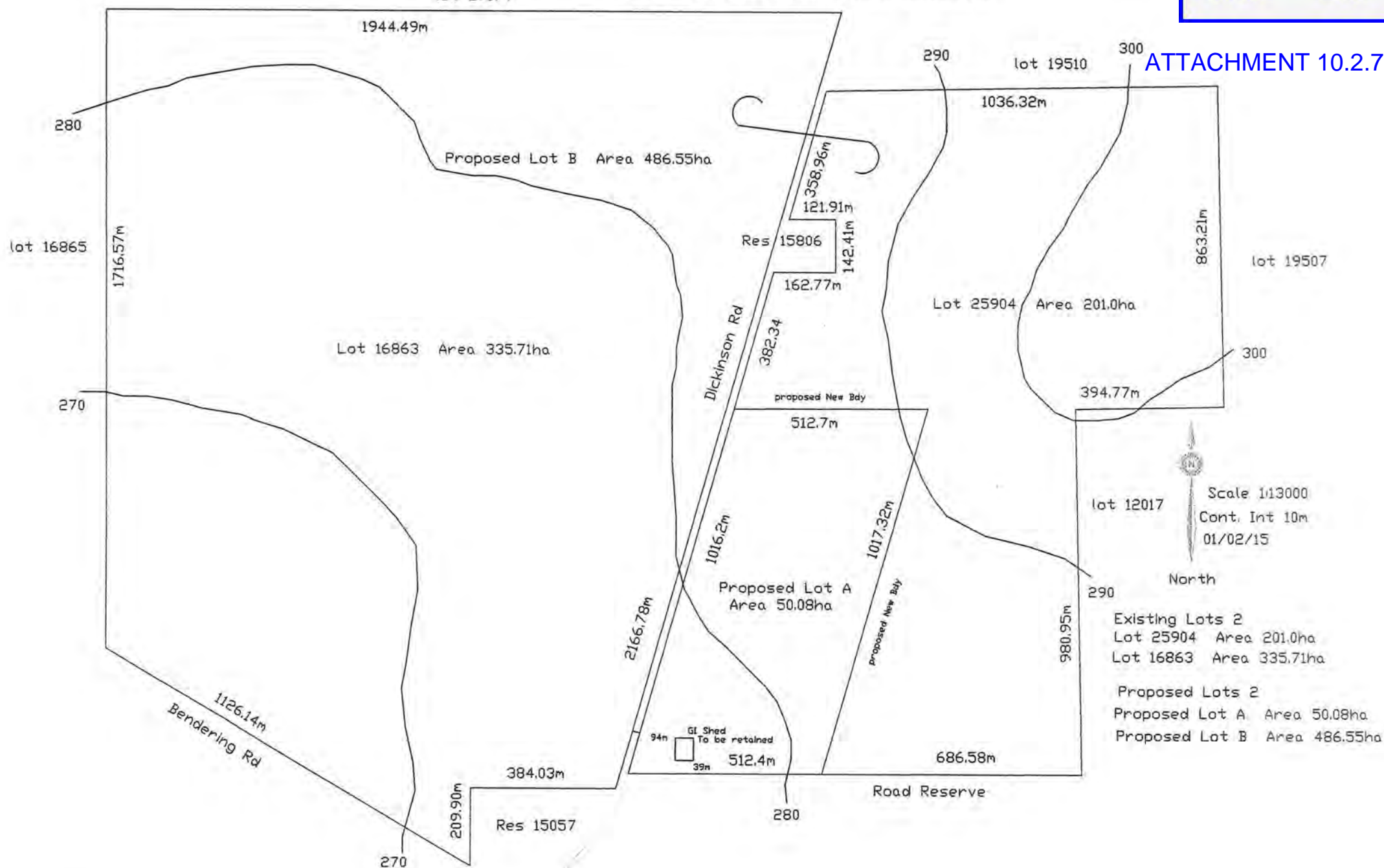
Power meters on sites # 10, 11, 17

Davey Pump serial # 0935083417

Steel poles for shade sails

Proposed Subdivision Lots 16863 and 25904
Dickinson Rd, Kurrenkutten, Shire of Corrigin

ATTACHMENT 10.2.7



ELECTED MEMBER TRAINING OPPORTUNITIES

	Cost
Friday 4th December 2015	
“New Councillor Seminar 2015” 8.30am to 1.00pm Hyatt Regency Hotel, Adelaide Terrace, Perth RSVP by Friday 27 th November 2015	Free
Monday 7th December 2015	
Mayors, Deputy Mayors, Shire Presidents and Deputy Shire Presidents Department of Local Government and Communities 140 William Street, Perth	Free
Online “E-Learning” Courses	
Participants can register any time and undertake Short Course at a time convenient to the Participant. Subjects Available: <ul style="list-style-type: none"> • Understanding Local Government • Serving on Council • Decision Making at a Governing Board Level 	\$190 per Course
Thursday 17th December 2015	
Presenter – Local Government Insurance Service <ul style="list-style-type: none"> • Role and Responsibility of a Councillor (beyond WALGA Induction) • Risk Management in Decision Making Duration – To be determined, possible 10.00 – 11.30am. Council Meeting commences at 12.00 noon	Nil
Thursday 25th February (note Ordinary Council Meeting Day)	
“Serving on Council” at Shire of Beverley	\$50 per person
Friday 26th February (note Central Country Zone Meeting Day at Corrigin)	
“Meeting Procedures and Debating” at Shire of Beverley	\$50 per person
Thursday 31st March (note Ordinary Council Meeting Day)	
“Land Use Planning” at Shire of Beverley	\$50 per person
Friday 1st April	
“Strategy and Managing Risk” at Shire of Beverley	\$50 per person

FURTHER OPPORTUNITIES IN QUAIRADING

Trainer – Moore Stephens (Accountants / Auditors) “Local Government Finance” – Course content attached Can be offered in Quairading on 4 th and 5 th February 2016 Duration – 3.5 hours Minimum 5 Participants, Recommend Maximum 10 persons Invitation to be extended to the Shires of Corrigin, Cunderdin and Tammin	\$360 per person
Legal Workshop in Quairading Presenter – Anthony Quahe, Civic Legal Workshop 1 (Day 1) “The Fundamentals” – Copy attached Workshop 2 (Day 2) “The Councillor’s Art of Communication, Persuasion and Teamwork” – Copy attached Interest from surrounding Shires	\$475 (exc GST) per Attendee per Day



WALGA is again holding a New Councillor Seminar following the October Local Government Elections.

The seminar will focus on the essential elements of

- Good Governance & Professional Development
- The Relationship between Mayor & CEO
- Integrated Strategic Planning
- Planning
- Leadership

Date: Friday, 4 December

Time: 8:30am – 1:00pm

Venue: Hyatt Regency Perth, 99 Adelaide Terrace

Cost: Free

RSVP: Friday, 27 November

To register please follow the link below:

[Registration – New Councillor Seminar 2015](#)

For more information, email Acting Events Manager, [Ulla Wolter](#) or call 9213 2043.

Professional Development

WALGA and DLGC are working in partnership to provide high level training opportunities for country Local Government Members.

Using WALGA's Diploma of Local Government (Elected Member) as its framework, a four day program will be delivered in regional locations across Western Australia for a subsidised cost of \$50 per course.

The program is structured as follows:

Day 1	Serving on Council
Day 2	Decision Making at a Governing Board Level
Day 3	Land Use Planning
Day 4	Strategy and Risk Management

[Click here for Locations and Dates](#)

This subsidised training is being funded by the State Government through the Royalties for Regions, Country Local Government Fund program and will enable Elected Members in WA's Country Local Governments to build their skills and improve governance and decision-making.

For more information or to register online, go to walgatraining.com.au or contact training@walga.asn.au.

WALGA

ONE70, LV1, 170 Railway Parade,
West Leederville, WA 6007
PO Box 1544, West Perth, WA 6872



Government of **Western Australia**
Department of **Local Government and Communities**

Our Ref: 2280-15; E1542378

TO ALL LOCAL GOVERNMENTS

CIRCULAR N° 21-2015

**INVITATION TO ATTEND A WORKSHOP FOR NEW MAYORS AND PRESIDENTS
AND DEPUTY MAYORS AND PRESIDENTS**

Following the recent local government elections, the Department is running a free one day workshop for new Mayors, Presidents, Deputy Mayors, and Deputy Presidents. The forum will be held in Perth on Monday, 7 December 2015, from 9.00am to 4.00pm at 140 William Street in Perth.

A variety of presentations are planned for the workshop, including outlining skills for handling public question time, chairing meetings, dealing with standing orders, liaising with the Chief Executive Officer, and speaking to the media. If you are an experienced Mayor or President and have a new Deputy, I would encourage you to bring your Deputy.

The Hon Tony Simpson MLA, Minister for Local Government will open the afternoon session. A number of experienced and well respected Mayors and Presidents, a Chief Executive Officer, a representative from the State Records Office, and representatives from the Department will also present throughout the day.

This workshop is part of the Department's ongoing program of support and development for the sector and is free for new Mayors, Presidents and Deputies.

To register attendance, please complete the attached form and email to Ms Ginny Jankowski at ginny.jankowski@dlgc.wa.gov.au. Registration closes at 5.00pm, Friday 27 November 2015. Please direct any enquiries to 6552 1755 and note a workshop program will be made available following registration.

Jennifer Mathews
DIRECTOR GENERAL

13 November 2015

att Registration form
 Map of building location
 Parking availability in the city



Gordon Stephenson House
140 William Street Perth WA 6000
GPO Box R1250 Perth WA 6844
Tel: (08) 6551 8700 Fax: (08) 6552 1555 Freecall: 1800 620 511 (Country only)
Email: info@dlgc.wa.gov.au Website: www.dlgc.wa.gov.au

Elected Member Training

UNDERSTANDING LOCAL GOVERNMENT
FOR ELECTED MEMBERS



WALGA

WORKING FOR LOCAL GOVERNMENT

PROGRAM OVERVIEW



Understanding Local Government is an online introductory course designed to provide newly Elected Members with relevant information that will assist them in their transition from private citizen to Councillor. It also serves as a refresher course for those Councillors wanting to update their skills and knowledge.

This course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and protocols and procedures affecting the way Local Governments operate.

Learning Outcomes

As a result of completing this program, participants should be able to:

- » know how Local Government fits into the structure of government in Australia;
- » distinguish between the strategic role of the Council and the Administration;
- » know about the legislative environment of Local Government; and
- » participate confidently in Council and committee meetings.

WHO WILL BENEFIT

Suitable for both newly elected and returning Elected Members who would like to refresh their knowledge and understanding of their role within Local Government.

BOOK NOW

For course duration, dates and cost, visit our WALGA Training website.

CONTACTS

T: (08) 9213 2089
F: (08) 9322 2611

walgaatraining.com.au
walga.asn.au

170 Railway Parade
West Leederville WA 6007

Elected Member Training

SERVING ON COUNCIL



WALGA

WORKING FOR LOCAL GOVERNMENT

PROGRAM OVERVIEW



Serving on Council is designed to give Elected Members the confidence to perform their role on Council. This course has been specifically developed to address the unique needs of Elected Members in leading and supporting their communities whilst acting within the processes and procedures imposed on Local Government in general and, more specifically, at the governing body level.

This course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and Council operating procedures. It recognises both internal and external influences on Councillors and the necessity for them to perform their role in a due diligence environment.

Learning Outcomes

As a result of completing this program, participants should be able to understand the:

- » role of Elected Members and senior management in leading and supporting their communities;
- » processes involved in contributing successfully to Council and committee meetings;
- » expectations on Councillors to act in a 'Board-like' manner as the governing body; and
- » legislation and regulations within which Councils must operate.

Relationship to Competency Standards

LGAGENE501A - Undertake Councillor roles and responsibilities
LGAGENE503 - Perform the role of an elected member

WHO WILL BENEFIT

Suitable for newly Elected Members and Councillors who would like to refresh their knowledge and understanding of their role within Local Government.

BOOK NOW

For course duration, dates and cost, visit our WALGA Training website.

CONTACTS

T: (08) 9213 2089 walgatraining.com.au
F: (08) 9322 2611 walga.asn.au

170 Railway Parade
West Leederville WA 6007

Elected Member Training

DECISION MAKING AT A GOVERNING BOARD LEVEL



WALGA

WORKING FOR LOCAL GOVERNMENT

PROGRAM OVERVIEW



Relationship to
Competency Standards

LGAGENE302A - Contribute to effective
decision making

Decision Making at a Governing Board Level is designed to allow Councillors to look in-depth at the decision-making processes and capabilities required by those who have been elected to serve their communities within Local Government.

The course examines the separate but complementary roles and functions of those involved at the decision making levels of Local Government and why we depend on people to make the system work and not the other way around. Participation in this course provides insights into what it means to operate at the highest levels in Local Government that are not covered in any other units.

Learning Outcomes

As a result of completing this program, participants should have improved, Local Government focused:

- » questioning and listening skills;
- » lateral thinking;
- » decision making process;
- » knowledge of legislation affecting Councils; and
- » responsibilities that are conferred upon Councillors to act responsibly and ethically.

WHO WILL BENEFIT

Suitable for Elected Members who would like to increase their knowledge and understanding of their role within Local Government.

BOOK NOW

For course duration, dates and cost, visit our WALGA Training website.

CONTACTS

T: (08) 9213 2089
F: (08) 9322 2611

walgaatraining.com.au
walga.asn.au

170 Railway Parade
West Leederville WA 6007

Shire Of Quairading

From: Bruce Wittber [bwittber@wsquared.com.au]
Sent: Sunday, 25 October 2015 8:23 PM
To: Cr Jim Sullivan; Cr Philip Blight; Cr Steve Martin ; Mayor Ballard; Shire of Beverley; Shire of Brookton ; Shire of Corrigin; Shire of Cuballing; Shire of Dumbleyung ; Shire of Kulin ; Shire of Lake Grace ; Shire of Narrogin ; Shire of Pingelly ; Shire Of Quairading; Shire of Wagin; Shire of Wandering; Shire of Wandering ; Shire of West Arthur ; Shire of Wickepin ; Shire of Williams; Town of Narrogin
Cc: ea@pingelly.wa.gov.au; shire@williams.wa.gov.au; Helen Westcott
Subject: FW: Training for Country Councillors - Phase 3

Hi all

Please find below an email from WALGA regarding the upcoming round of Training for Country Councillors.

The details for the Central Country Zone can be obtained by "clicking" on the hyperlink in the email but below is some of the details.

The training will be held In Beverley on the dates as outlined.

Overview

The following *Training for Country Councillors* courses will be taking place at the following locations and dates:

Title	Date
Serving on Council (Beverley)	25 February 2016
Meeting Procedures and Debating (Beverley)	26 February 2016
Land Use Planning (Beverley)	31 March 2016
Strategy and Managing Risk (Beverley)	1 April 2016

A course outline can be viewed by clicking the titles above.

Price

\$50 (GST exempt) per participant per course.

Should you have any questions regarding the training I would direct you to Jacqui Dodd at WALGA. Her contact details are shown in the email below.

Regards

Bruce

Bruce Wittber
BHW Consulting
PO Box 6456
EAST PERTH 6892

MOORE STEPHENS



ELECTED MEMBERS TRAINING

2015/16

Local Government Finance

Moore Stephens has a deep and extensive knowledge of local government finance and governance processes developed over many years of servicing the industry.

This experience has been used in the development of a specific training offering to introduce new Elected Members to local government finance. The course material would also be valuable as a refresher for existing Elected Members.

The training is presented in an easy to understand format and supported by an accompanying manual. The Presenter is an accounting professional with extensive experience as both a local government employee and consultant.

The training is delivered onsite in recognition of the barriers faced when coordinating training for Elected Members and to maximise participation.

Delivery of the training is flexible and can be coordinated to meet your needs as can the content.

TRAINING SESSION DETAILS

- 3.5 hours duration (including discussion and questions)
- \$360 + GST per participant with a minimum of five (5) participants. *For ten (10) or more participants a maximum fee can be negotiated*
- Training manual provided
- Venue: Onsite at your local government office or regional meeting

PRESENTER:



Paul Breman FCPA FLGMA
Partner/Director

Training content

Introduction to Local Government Finance

- Requirements under legislation; and
- Overview of local government finances in practice.

Local Government Budgeting

- Adoption, amendments and reviews;
- Unauthorised expenditure and emergency payments;
- Pre adoption expenditure;
- Rates setting; and
- Mistakes and consequences.

Strategic Financial Planning

- Integrated planning and reporting requirements and the Strategic Community Plan;
- Corporate Business Plan;
- Long Term Financial Plan, Asset Management and Workforce Plan; and
- Thinking Strategically.

Financial Statements (Monthly & Annual)

- Mandatory reporting; and
- Understanding the Financial Statements.

Monitoring

- Mandatory requirements;
- Audit;
- Internal controls; and
- Performance measurement.

Please register your interest by contacting Paul Breman at Moore Stephens on 9444 3400 or by email pbreman@moorestephens.com.au

Moore Stephens (WA) Pty Ltd
16 Lakeside Corporate
24 Parkland Road
Osborne Park WA 6017
Phone: (08) 9444 3400
www.moorestephenswa.com.au



HOW TO BE A GOOD COUNCILLOR

WORKSHOPS WITH ANTHONY QUAHE, CIVIC LEGAL

Do your councillors need to learn how to discharge their roles or improve their performance in the role? These workshops may be the answer. They combine knowledge acquisition with skills development, underpinned by experience in the governance practice in Civic Legal. As a result, significant attitudinal change and upgrading of skills has been seen to occur in councillors who have attended these workshops, with positive results for the culture of their councils.

Workshop 1: BE INFORMED - The Fundamentals

Your Councillors need to be equipped with knowledge, so that they can cope with the requirements of the rules, procedures and policies within Local Government. If they breach the Rules of Conduct Regulations or key sections of the *Local Government Act*, they may become guilty of misconduct that can be reported to the Standards Panel or the Corruption and Crime Commission, so this knowledge is critical for all councillors, new or experienced. In this one-day workshop, they will learn:

- what the role actually entails within the framework of the *Local Government Act 1995*;
- how their responsibilities tie in with the rules on how they have to conduct themselves;
- the 3 common pitfalls that Councillors face, and how to avoid them.

Workshop 2: BE INSPIRED - The Councillor's Art of Communication, Persuasion and Teamwork

Your Councillors need to be equipped with skills that will enable them to work collaboratively with their fellow councillors and the Administration, yet cope with the demands of the community. In this one-day workshop they will acquire the following relevant skills in a local government setting:

- The most effective leadership skills and how to use them;
- How to develop good communication and negotiation skills;
- How to be assertive, have a positive impact on council decision-making, and also be a team player, whilst coping with the demands from the ratepayers in the community.

The format of these workshops is interactive so as to maximise learning outcomes.

Each workshop is a one-day stand-alone, or can be combined to form a two-day programme.





YOUR PRESENTER

Anthony Quahe, Managing Principal of Civic Legal, has been delivering high quality presentations and seminars over the last 20 years in Perth. His legal expertise along with his engaging insights into communication and leadership skills make him a captivating speaker.



HEAR WHAT SOME OF OUR ATTENDEES SAY ABOUT US

"I have been on council just over 12 months and I wish I had this day when first elected."

"Great speaker, entertaining... please come back!"

"Each councillor should have to complete this workshop after election."

"Excellent speaker - raises thought-provoking ideas."

"A day very well spent."

TO REGISTER

Next available dates: 3&4 December, ~~10&11 December~~ 2015 - be quick to secure the dates!

Anthony will ~~come to~~ your Council or regional centre to present the workshop. Please call us if you would like a more detailed scope of content or to discuss how to tailor the workshop to your needs

Contact: Elizabeth Iacusso

Phone: 08 9200 4900, or email eiacusso@civiclegal.com.au



CIVIC LEGAL

Shire Of Quairading

From: Elizabeth Iacusso [eiacusso@civiclegal.com.au]
Sent: Friday, 23 October 2015 12:58 PM
To: Shire Of Quairading
Subject: RE: "How to be a Good Councillor"
Attachments: image001.emz

Dear Janice

Thank you for your email. Below are some details in relation to the above Workshop:

The cost for the Workshop is \$475 plus GST per attendee per day. You could run a one-day stand-alone or a two-day workshop.

The minimum number of attendees per workshop(s) ideally would be 12 (perhaps we could go to 10 however any lower and the workshop(s) become unworkable) due to the interactive nature of the workshop(s).

The maximum number of attendees per workshop would be 20.

All logistics, travel and accommodation for Anthony Quahe would be covered by the hosting council.

If you would like further information or clarification do not hesitate to contact me.

Kind regards

Liz

Elizabeth Iacusso
Office Coordinator



CIVIC LEGAL

T +61 8 9200 4900 **F** +61 8 9200 4901
E eiacusso@civiclegal.com.au
Suite 2, Ground Floor, 1 Havelock Street, West Perth WA 6005
PO Box 7432, Cloisters Square, Perth WA 6850
ABN 93 603 564 889
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From: Shire Of Quairading [<mailto:shire@quairading.wa.gov.au>]
Sent: Thursday, 22 October 2015 11:41 AM
To: Reception
Subject: RE: "How to be a Good Councillor"



RV Friendly Town™ Assessment Form

Outline of Proposed RV Friendly Town™

1. This document is confidential when completed. Information contained herein will be used for initial assessment by the Campervan & Motorhome Club of Australia Limited (CMCA). More in-depth details may be required to complete the process.
2. The designation as an RV Friendly Town™ refers to a town that is friendly toward all travellers in recreational vehicles, where large and small vehicles have equal access to town facilities such as parking, a dump point and potable water.
3. Vehicle combinations can range from 5 metres to 19.5 metres in length.
4. RV refers to all recreational vehicles. This includes motorhomes, caravans, campervans and camper trailers. This does not include tent camping.
5. Completion of this document does not commit CMCA to designating the above mentioned town as an RV Friendly Town™.

RV Friendly Town™

Name of Town: _____

Name of City/Council/Shire offices: _____

Address: _____

Contact's name: _____ Position: _____

Email: _____

Phone: _____ Fax: _____

Website: _____ Date: _____

Address of Council depot (for delivery of signs): _____

Name of depot contact: _____ Phone: _____

Give a brief description of the town (e.g. wide tree lined streets; historic buildings; proximity to a river, lake etc.):



Give a brief history of the town and its main industries (e.g. established as a mining town, primary rural industries). Indicate any new or unusual initiatives undertaken by the local government or community:

Recreational Vehicle Friendly Facilities

This section is essential for assessment. Please answer all questions carefully.

1. A self-contained recreational vehicle is one that has the ability to retain all waste within the confines of the vehicle, including black and grey water.
2. Parking bays for all sized recreational vehicles within a kilometre of the Post Office or Post Office Agency is highly desirable.
3. Low cost, short term overnight parking no more than 5 kilometres from the Post Office or Post Office Agency is considered an essential factor in the RV Friendly Town™ designation.
4. Longer term parking for a minimum of three days for self-contained vehicles is a desirable factor in the RV Friendly Town™ designation.
5. As the RV Friendly Town™ program may bring extra vehicles through the town, the local caravan park(s) will be encouraged to join the CMCA Friendly Caravan Park Listing. For an application form, please contact CMCA National Headquarters.
6. A dump point is essential for the safe disposal of black and grey water waste. If the town does not have a dump point, please refer to the CMCA Dump Point Subsidy program.
7. Potable water for refilling fresh water tanks is also essential.

In Town Casual Parking

Is there parking for all RV tourists within a kilometre of the Post Office or Post Office Agency?

(This parking needs to only be short term, e.g. long enough to allow for grocery shopping, and needs to be clearly signposted as being for all recreational vehicles. It should read 'RV Parking Only' as opposed to 'Caravan Parking Only' or 'Motorhome Parking Only'. See size requirements below)

Yes ☐ No ☐ Address/Location:

Describe access (e.g. how to get there, if it is easy to find, if it is well sign posted, road condition):

What size recreational vehicles can the area accommodate? ☐ <11 metres ☐ >11 metres

No. of vehicle units provided for:

Are there parking limits? Yes ☐ No ☐ Hours:

Location of nearest public toilet?

Comments:

Short Term Parking

Is there provision for low cost, short term overnight stays, close to the CBD (24 hours+)? Yes ☐ No ☐

Distance from town centre in kilometres: _____

Location/Name *(as the locals know it)*: _____

Latitude *(mandatory)*: _____ Longitude *(mandatory)*: _____

Address *(include nearest cross street)*: _____

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☐ <11 metres ☐ >11 metres

Facilities

Self-contained only

☐ Yes

☐ No

Cost:

Length of stay

☐ 24hrs

☐ 48hrs

☐ 72hrs

☐ 96hrs

☐ Other

Pets permitted

☐ Yes

☐ No

☐ Conditional

Mobile phone service

☐ Yes

☐ No

Parking permit required

☐ Yes

☐ No

Services

☐ Showers

☐ Rubbish bins

☐ Toilets

☐ Covered seating

☐ Power

☐ BBQ

☐ Water

Long Term Parking *(for self-contained vehicles)*

Is there provision for longer term overnight stays? *(e.g. bush camp, minimum of three nights.)* Yes ☐ No ☐

Distance from town centre in kilometres: _____

Location/Name *(as the locals know it)*: _____

Latitude *(mandatory)*: _____ Longitude *(mandatory)*: _____

Address *(include nearest cross street)*: _____

What size recreational vehicles can the area accommodate? *(Allow for full turning circle if necessary, up to 35 metres for big rigs.)*

☐ <11 metres ☐ >11 metres

Facilities

Self-contained only

☐ Yes

☐ No

Cost:

Length of stay

☐ 24hrs

☐ 48hrs

☐ 72hrs

☐ 96hrs

☐ Other

Pets permitted

☐ Yes

☐ No

☐ Conditional

Mobile phone service

☐ Yes

☐ No

Parking permit required

☐ Yes

☐ No

Services

☐ Showers

☐ Rubbish bins

☐ Toilets

☐ Covered seating

☐ Power

☐ BBQ

☐ Water

Local Caravan Park

Address: _____

Contact name: _____ Phone: _____

Is the caravan park willing to join the CMCA Friendly Caravan Park Listing? Yes ☐ No ☐ *(See attached CMCA Caravan Park Listing Forms)*

Water

Is potable water available? Yes ☐ No ☐ Location: _____

Latitude (mandatory): _____ Longitude (mandatory): _____

Dump Point

Is a free dump point available close to town? Yes ☐ No ☐

Location: _____

Latitude (mandatory): _____ Longitude (mandatory): _____

Is this dump point suitable for access by big rigs? Yes ☐ No ☐

Access Restrictions (e.g. turning restrictions, height/weight restrictions, wheelchair access): _____

Size Restrictions (keep in mind that a 19.5m vehicle requires a 35m turning circle): _____

☐ <11 metres ☐ >11 metres

Tourist Information

1. Information about your town should be available at the Visitor Information Centre or equivalent.
2. Each RV Friendly Town™ is allocated a page on CMCA's website, featuring a link to the town's own website. This allows members to discover what is happening in the area.

Visitor Information Centre (VIC)

Name: _____

Address: _____

Postal address: _____

Phone: _____ Fax: _____

Email: _____

Website: _____

Contact person: _____ Position: _____

Is there a document containing a town map showing the location of medical facilities, shopping areas and tourist attractions etc.? Yes ☐ No ☐ (If yes, please attach).

VIC Accessibility and Parking

What size recreational vehicles can the VIC car park accommodate?

☐ <11 metres ☐ >11 metres

Other Services

Does the VIC provide other services such as bookings, conducted tours, internet for visitors, etc.? Yes ☐ No ☐

If yes, please detail: _____

Visitor Attractions

Please list any regular/annual/occasional visitor attractions the town has to offer: _____

Please list the date of any regular events: _____

Town Traders

Is there a supermarket? Yes ☐ No ☐ Phone: _____

Address: _____

Medical Services

Is there a doctor's surgery? Yes ☐ No ☐ Phone: _____

Address: _____

Provide details of services available (*surgery hours or special arrangements etc.*): _____

Is there a hospital? Yes ☐ No ☐ Phone: _____

Address: _____

Is there a 24hr clinic? Yes ☐ No ☐ Phone: _____

Address: _____

If there are no 24hr medical facilities, please describe the emergency service for injured or ill patients (*e.g. local ambulance vehicle based in the town*):

Is there a pharmacy? Yes ☐ No ☐ Phone: _____

Address: _____

If no pharmacy, what procedure is in place to obtain pharmaceutical products? _____

Is there a dentist? Yes ☐ No ☐ Phone: _____

Address: _____

RV Friendly Town™ Agreements

1. CMCA publishes a monthly Club magazine, *The Wanderer*, which is distributed to over 66,000 members.
2. CMCA will publish a complimentary article based on information provided by council or an authorised tourism promotion person, to promote your RV Friendly Town™. You may use the article to promote the region, any upcoming significant events, etc.
3. If required, CMCA National Headquarters can provide contact details to obtain rates for regular advertising in *The Wanderer* and on the CMCA website.
4. Free listing on the CMCA website and an announcement on the CMCA Facebook page will be provided.
5. Each month a complimentary copy of *The Wanderer* will be sent to a designated location such as the VIC or council offices.
6. CMCA can provide various promotional signs for dump points, RV access and high impact RV Friendly Town™ signs.
7. Following this preliminary assessment, CMCA will contact the contact person listed on page one to finalise further details.

Article in *The Wanderer*

Will the council/tourism office supply editorial and photographs for one free feature article? Yes ☐ No ☐

Would the council/tourism office want to place an advertisement in conjunction with the article? Yes ☐ No ☐

Any additional comments: _____

RV Friendly Town™ Signage

RVFT signs can be erected or placed on an existing town welcome sign as per the examples below.



CMCA will supply two (2) RVFT signs free of charge. Additional signage is available for purchase at \$145.00 each, or two (2) for \$260.00.

Would the council like to order any extra signs? Yes ☐ No ☐ Quantity: _____

Or council may wish to have custom signage made as illustrated below.



Please return completed form to

PO Box 254 HRMC, NSW 2310

F: 02 4978 8799

E: memberbenefits@cmca.net.au

CMCA Office Use Only

Final recommendation: Yes ☐ No ☐

Comments: _____



RV Friendly Town™ Program

What is it?

The RV Friendly Town™ program is a Campervan and Motorhome Club of Australia Limited (CMCA) initiative aimed at assisting recreational vehicle (RV) consumers as they journey throughout this wonderful country. This includes motorhomers, campervaners and caravanners.

An RV Friendly Town™ is one that has met a set of guidelines to ensure they provide a certain amount of amenities, and a certain level of services for these travellers. When RV tourists enter a town displaying the RV Friendly Town™ sign, they know they will be welcome, certain services will be provided for them that may not be available in other centres, and they will have access to a safe place to stay overnight, and possibly for a longer period.

CMCA will promote the RV Friendly Town™ by dedicating one page to the town on the Club website, publishing a one-off article on the town in the Club's monthly magazine, *The Wanderer*, and listing the town in each edition of the magazine.

CMCA will also offer the council 2 x 600mm x 690mm roadside 'RV Friendly' signs free of charge. These signs will display the abbreviated 'RV' symbol, followed by the words 'Friendly Town™' and 'Supported by' written underneath, with the CMCA logo sitting at the bottom of the sign.

How does a town qualify?

Before any town can be appointed to the program, there is a set of guidelines that must be met, which includes:

Essential Criteria

- Provision of appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce.
- Provision of short term, low cost overnight parking (24/48 hours) for self-contained recreational vehicles, as close as possible to the CBD.
- Access to potable water.
- Access to a free dump point at an appropriate location.

Desirable Criteria

- Provision of long term parking for self-contained recreational vehicles.
- Access to medical facilities or an appropriate emergency service.
- Access to a pharmacy or a procedure to obtain pharmaceutical products.
- Visitor Information Centre (VIC) with appropriate parking facilities.
- VIC to provide a town map showing essential facilities, such as short and long term parking areas, dump point and potable water.
- RV Friendly Town™ signs to be erected within the town precinct.

We also look at the general attitude of the council and the business people. After all, it is called the RV 'Friendly' Town™ program. These programs offer town business owners the opportunity to be innovative in meeting the needs of RV tourists, while at the same time growing their businesses.



What are the benefits?

- There are many economic benefits to the local businesses due to increased dwell time; the RV community spends an average of \$100 per day whilst travelling (Queensland Drive Tourism Strategy 2013 - 2015).
- There is an increased patronage of the tourist attractions in and around the town.
- Travellers will be able to park adjacent to the shopping precinct while they top up with supplies. They can do their banking in comfort, post their mail, and check out the restaurants and clubs for food and entertainment.
- They will find a dump point in the town.
- They may be able to have mechanical work done on their vehicle as well as fill up with fuel and gas.
- The VIC should have a map showing them all local attractions, the location of emergency services and their contact numbers, attractions that are RV suitable and where internet services are available.
- They will be able to park in a comfortable layover area, while they sit back and decide which tourist attractions they would like to see during their visit.
- There may be toilet and shower facilities at or near the layover area, which will encourage dwell times.
- At the end of their visit, the RV traveller will be leaving only because they need to – not because they want to.

RV Friendly Town™ Procedures

- Complete an RV Friendly Town™ assessment form.
- Forward the assessment form to CMCA National Headquarters or to your local CMCA State Representative.
- When approved, CMCA will prepare a Letter of Understanding and forward it to council for signature.
- Once signed, the Letter of Understanding is returned to CMCA for execution. A copy is then returned to council for their records.
- CMCA then despatches the relevant signage to the council works depot or nominated location.
- CMCA lists the town on the Club's website and on the GeoWiki database.
- CMCA posts an article with the relevant details of the town and surrounding region on its website and in the Club's monthly magazine, *The Wanderer*.

For more information contact:

National Headquarters

P: 02 4978 8788

F: 02 4978 8799

E: memberbenefits@cmca.net.au



Denotes the indicative location of RV sites associated with the caravan park



Delegation Register

A BACKGROUND TO DELEGATIONS AND AUTHORISATIONS

Delegations and authorisations are the means by which decision making bodies can access the power to undertake certain statutory functions. A delegation is the conferral of the ability to exercise a power or duty to a person or body from a person or body that is vested with the responsibility to exercise that power or duty.

An authorisation is the designation of an officer or a body as a person or body that is capable of exercising a specific statutory power or duty. When a person or body exercises delegated authority they do so “on behalf” of the delegator and in doing so the person or body exercising delegated authority forms the relevant state of mind to make the decision “on behalf” of the delegator.

An authorised person or body exercises a statutory function in their own right. The Western Australian local government statutory regime also provides for the Council and Chief Executive Officer (CEO) to “act through” other officers, agents and bodies to achieve statutory functions. “Acting through” in this manner is not the exercise of delegated authority or an authorised power and must be handled differently. The Department of Local Government and Communities provides a guideline on delegation to local governments in Western Australia. (*Local Government Guideline No. 17 – Delegations*).

The Governance Structure

The Western Australian local government governance regime provides that the Council appoints a CEO and the CEO appoints employees. Similarly, all local government employees are responsible to the CEO who in turn is responsible to the Council.

Wherever possible, the Shire will endeavour to ensure authorisations and delegations conform to this governance structure. Delegations will be established from the Council to the CEO and this will enable the CEO to either delegate power to officers or authorise officers as the CEO sees fit.

Delegations and authorisations from the Council directly to officers other than the CEO will be avoided unless legislation specifically provides that this is the only manner in which the power can be provided to an officer other than the CEO.

Delegations

This section provides guidance on the statutory framework for delegated authority. It addresses the two statutory requirements for delegated authority – the power to delegate and the power being delegated. This section also addresses some common conditions on delegation that apply in the local government setting.

The Power to Delegate

The ability to delegate a statutory function, power or duty must be described in a piece of legislation and is known as the power of delegation.

This is the first statutory requirement for an effective delegation; the ability to delegate powers. The following powers of delegation are contained in legislation relevant to this register.

Legislation	Delegation	From	Delegation	To Function	Restrictions
Local Government Act 1995	s5.16	Council	Committees	Powers and duties of Council under the Local Government Act 1995	s5.17
Local Government Act 1995	s5.42	Council	CEO	Powers and duties of the Council under the Local Government Act 1995	s5.43
Local Government Act 1995	s5.44	CEO	Any employee of the local government Powers and duties of the CEO under the Local Government Act 1995	Any employee of the local government Powers and duties of the CEO under the Local Government Act 1995	s5.44
Bush Fires Act 1954	s48	Council	CEO	Powers and duties of the Council under the Bush Fires Act 1954	s48
Cat Act 2011	s.44	Council	CEO	Powers and duties of the Council under the Cat Act 2011	s.45(6)
Local Planning Scheme No. 2	Local Planning Scheme No. 2 – cl 8.8	Council	CEO	Powers under the Local Planning Scheme No. 2	Local Planning Scheme No. 2 – cl 8.8
Planning and Development Act 2005	s16(3)	Commission	A local government, a committee established under the Local Government Act 1995 or an employee of a local government	Functions of the Commission under the Planning and Development Act 2005	

Legislation	Delegation	From	Delegation	To Function	Restrictions
Strata Titles Act 1985	s25 s27	Commission	A local government, a committee established under the Local Government Act 1995 or an employee of a local government	Functions of the Commission under the Planning and Development Act 2005	
Dog Act 1976	s26	Council	CEO	The authority to determine applications on the keeping of three dogs under the Dog Act 1976	
Main Roads Act 1930	s33C	Council	CEO	All powers, duties and functions of local government under the Main Roads Act 1930	
Food Act 2008		Council	CEO	The authority to serve a prohibition order, register a food business and initiate proceedings under the Food Act 2008	
Building Act 2011	s127	Council	CEO	The authority to approve or refuse to grant permits and issue building orders	
Liquor Control Act 1988	s39 s40	Council	CEO	The authority of approve or refuse to grant s39 and s40 certificates	

Legislation	Delegation	From	Delegation	To Function	Restrictions
Motor Vehicle Repairers Act 2003	s.58	Council	CEO	The authority to certify whether the proposed use of the premises will be permitted under the written laws relating to planning in its area.	

The Power Being Delegated

The second statutory requirement for an effective delegation is the existence of a power to be delegated. The power must be able to be exercised by the person or body wanting to delegate that power and it must be contained in legislation that has an associated power of delegation.

A range of different powers can be delegated. An important aspect of any delegation of power is certainty as to the power being delegated. The person or body delegating authority should clearly specify in the instrument of delegation the statutory power or duty being delegated. This will ensure that the person exercising delegated authority can be certain of the extent of authority conferred by the delegation.

The statutory reference to the power being delegated should be included in the instrument of delegation. Reviewing the above list it is clear that there is a limited range of legislation under which powers can be delegated. There is no express provision for a local government to delegate its functions under any other legislation. However, this does not prohibit the local government from “acting through” its officers for the purpose of legislation and the manner in which this can be achieved is detailed below.

Standard Conditions of Delegation

Each power of delegation may be subject to its own conditions and these are noted in the above list. However, there are some broad conditions of delegation that are detailed as follows:

The Interpretation Act 1984

Sections 58 and 59 of the Interpretation Act 1984 place restrictions upon the exercise of the power of delegation and effects of delegation. These sections apply to all delegations under written laws however they may be varied by the statute which provides the power of delegation.

59. Power to delegate, effect of

- (1) *Where a written law confers power upon a person to delegate the exercise of any power or the performance of any duty conferred or imposed upon him under a written law —*
 - (a) *such a delegation shall not preclude a person so delegating from exercising or performing at any time a power or duty so delegated;*
 - (b) *such a delegation may be made subject to such conditions, qualifications, limitations or exceptions as the person so delegating may specify;*
 - (c) *if the delegation may be made only with the approval of some person, such delegation, and any amendment of the delegation, may be made subject to such conditions, qualifications, limitations or exceptions as the person whose approval is required may specify;*
 - (d) *such a delegation may be made to a specified person or to persons of a specified class, or may be made to the holder or holders for the time being of a specified office or class of office;*
 - (e) *such a delegation may be amended or revoked by instrument in writing signed by the person so delegating;*
 - (f) *in the case of a power conferred upon a person by reference to the term designating an office, such a delegation shall not cease to have effect by reason only of a change in the person lawfully acting in or performing the functions of that office.*
- (2) *The delegation of a power shall be deemed to include the delegation of any duty incidental thereto or connected therewith and the delegation of a duty shall be deemed to include the delegation of any power incidental thereto or connected therewith.*
- (3) *Where under a written law an act or thing may or is required to be done to, by reference to or in relation to, a person and that person has under a written law delegated a relevant function conferred or imposed on him with respect to or in consequence of the doing of that act or thing, the act or thing shall be regarded as effectually done if done to, by reference to or in relation to the person to whom the function has been delegated.*

The Concept of ‘Acting Through’

[Extracted from DLGC Guideline No. 17 – Delegations]

In addition to covering delegations, the Local Government Act 1995 introduces the concept of “acting through”. Section 5.45 of the Act states that in relation to delegations, nothing prevents a “local government from performing any of its functions by acting through a person other than the CEO” or “a CEO from performing any of his or her functions by acting through another person”. The Act does not specifically define the meaning of the term “acting through”.

However, the key difference between a delegation and “acting through” is that a delegate exercises the delegated decision making function in his or her own right.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the "acting through" concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For administrative purposes, a person may sign a letter in his or her own name on behalf of the CEO while, with delegated powers, the person would sign a letter in his or her own name, in accordance with the delegated authority. An appropriate method for a council of a local government to make a decision which will be implemented by its officers, is for it to make a policy about particular functions that it performs. In that case there is no need for a delegation as it will be the role of the organisation to implement those policy decisions.

Register of Delegations

The Local Government Act 1995 requires the Shire to maintain a register of the exercise of delegations. The register must include prescribed information detailing how delegated authority has been exercised in a range of circumstances.

The requirement to record the prescribed information applies only to delegations made using the power of delegation under part of the Local Government Act 1995 and does not extend to other legislation.

Standard Conditions

Any person proposing to exercise a power under delegated authority shall comply with the following standard conditions of delegation:

1. Actual decisions relating to the matter delegated shall be made by the person nominated in the delegation. However it is understood that other staff may carry out administrative and technical work relating to those decisions.
2. Compliance with all relevant legislative requirements, Local Laws, Council Policies, resolutions of Council and the like.
3. Delegated authority cannot be exercised where a Financial Interest or an Interest Affecting Impartiality is evident.
4. It is a statutory requirement to maintain a record of each decision made under delegated authority. Documents relating to delegated authority decisions shall, as a minimum, record:
 - a. Date the decision was exercised;
 - b. Name of the Officer/Committee exercising the decision;
 - c. Description of how the person exercised the power or discharged the duty, including where appropriate, any directions to staff to carry out work associated with the decision unless those directions are included in Policies, Management Procedures or the Delegation Register;

- d. Notation of the people or class of people directly affected by the decision (other than Council or Committee members or employees of the Shire).
- 5. Wherever possible the requirements of point 4 above shall be incorporated into administrative documents such as memos, file notes, cheque vouchers, etc.
- 6. Instruction is provided for each delegation on record keeping requirements.

Contents

BA1	Powers of the Local Government pursuant to the Building Act 2011	11
	Power to appoint a local government employee as an Authorised Person	11
BF1	Firebreak Order, Variation to	13
BF2	Appointment of Bush Fire Control Officers	14
BF2	Burning, Prohibited Times (Variations)	15
CA1	Administration of the Cat Act	16
DA1	Appointment of Authorised Persons and Registration Officers	17
LCA1	Section 40 Certificates under the Liquor Control Act 1988	18
3A	Determining Applications Under Local Laws and Enforcement of Local Law Provisions	19
3B	Determining Applications in Relation to the Access or Use of Shire Property	20
3C	Notices Requiring Certain Things to be Done by Owner or Occupier of Land and Additional Powers When Notice is Given	21
3D	General Procedure for Entering Property	25
3E	Power to Remove and Impound Goods or Abandoned Vehicle Wrecks	26
3F	Disposing of Uncollected Goods	27
3G	Closing Certain Thoroughfares to Vehicles and Partial Closure of Thoroughfare for Repairs or Maintenance	29
3H	Inviting Tenders and Choice of Tender	31
3I	Acquiring and Disposing of Property	34
4A	Provision of Urgent Legal Services	36
5A	Payments From Municipal Fund or Trust Fund	40
5B	Power to Defer, Grant Discounts, Waive or Write Off Debts Waive fees	42
5C	Rates and Service Charges	44
5D	Payments from Sponsorship and Donations Fund	48
6A	Meeting with the Auditor	49
7A	Appointment of Authorised Persons	50
7B	Authorising the Affixing of the Common Seal to Documents	51

MV01	Section 58(2) Motor Vehicle Repairers Act 2003	53
PLAN 01	Responding to subdivision consultations made to the Shire by the WAPC – Planning and Development Act 2005	54
PLAN02	Determining Applications for Planning Consent.....	55
PLAN03	Planning Applications on Land Adjoining Council Property.....	57
PLAN04	Planning Applications on Council Property.....	58
STA01	Certificate of Approval	59
HE01	Health Act 1911 and Relevant Regulations Administration and Notices of Breach..	60
HE02	Food Act 2008 – Appointment of Designated Officers and Authorised Officers	62
HE03	Food Act 2008 – Registration and Enforcement	63

INSTRUMENT OF DELEGATION

BA1 Powers of the Local Government pursuant to the Building Act 2011

Power to appoint a local government employee as an Authorised Person

Ref No	Act Ref	Delegation	Subject
BA1	BA1 S127 of Building Act 2011 S96 of Building Act 2011	Chief Executive Officer	Powers of the Local Government pursuant to the Building Act 2011 Power to appoint a local government employee as an Authorised Person

Delegator

Council

Power/Duty

To undertake the powers of the local government pursuant to the Building Act 2011.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under section 127 of the Building Act 2011 and the delegation of Authorised persons pursuant to section 96(3) of the Building Act 2011.

127. Delegation: special permit authorities and local governments

- (1) *A special permit authority or a local government may delegate any of its powers or duties as a permit authority under another provision of this Act.*
- (3) *A delegation of a local government's powers or duties may be only to a local government employee.*
- (6A) *The CEO of a local government may delegate to any other local government employee a power or duty of the local government that has been delegated to the CEO under this section but in the case of such a power or duty:*
- (a) the CEO's power under this subsection to delegate the exercise of that power or the discharge of that duty; and*
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions, qualifications, limitations or exceptions imposed by the local government on its delegation to the CEO.*

- 96 . *Authorised persons*
- (3) *A local government may, by instrument in writing, designate a person employed by the local government under the Local Government Act 1995 section 5.36, as an authorised person for the purposes of this Act in relation to buildings and incidental structures located, or proposed to be located, in the district of the local government.*

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Review Dates

Nil.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

BF1 Firebreak Order, Variation to

Ref No	Act Ref	Delegation	Subject
BF1	S48 Bush Fires	Chief Executive Officer	Firebreak Order, Variation to

Delegator

Council

Power/Duty

To determine applications to provide firebreaks in alternative positions and to determine applications to provide alternative fire protection measures on the land, in accordance with the provisions of Clause 8 of Council's Firebreak Order.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under s. 48 Bush Fires Act 1954.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Review Dates

Nil.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

BF2 Appointment of Bush Fire Control Officers

Ref No	Act Ref	Delegation	Subject
BF2	S48 Bush Fires	Chief Executive Officer	Appointment of Bush Fire Control Officers

Delegator

Council

Power/Duty

To appoint a person to act as a Bush Fire Control Officer pursuant to Section 48 of the Bush Fires Act 1954.

Conditions

1. The delegation is limited to the appointment of members of volunteer bush fire brigades and Shire Ranger and Emergency Services staff;
2. In the case of appointment of members of volunteer bush fire brigades, the delegation shall only be exercised where there is a recommendation to appoint from the Bush Fire Advisory Committee; and
3. The delegation does not extend to the appointment of Chief or Deputy Chief Bush Fire Control Officers.

Statutory Framework

Council is exercising its power of delegation under s. 48 Bush Fires Act 1954.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Review Dates

Nil.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

BF2 Burning, Prohibited Times (Variations)

Ref No	Act Ref	Delegation	Subject
BF2	S 17 (7), 17 (8) and 18(5) Bush Fires	Shire President and Chief Fire Control Officer	Burning, Prohibited Times (Variations)

Delegator

Council

Power/Duty

1. To jointly undertake the Council's powers and duties under Section 17 (7) and 17 (8) of the Bush Fires Act 1954 in respect to varying the prohibited burning times, in accordance with Section 17 (10) of the Act.
2. To jointly undertake the Council's powers and duties under Section 18(5) of the Bush Fires Act 1954 to vary restricted burning times or varying conditions during restricted burning times

Conditions

Nil.

Statutory Framework

Bush Fires Act 1954.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Review Dates

Nil.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

CA1 Administration of the Cat Act

Ref No	Act Ref	Delegation	Subject
CA1	Cat Act 2011	Chief Executive Officer	Administration of the Cat Act

Delegator

Council

Power/Duty

Authority to exercise the functions in relation to the administration of the Cat Act 2011.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 44 of the Cat Act 2011.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Review Dates

In accordance with the requirements of Section 47 of the Cat Act 2011, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

DA1 Appointment of Authorised Persons and Registration Officers

Ref No	Act Ref	Delegation	Subject
DA1	Dog Act 1976	Chief Executive Officer	Appointment of Authorised Persons and Registration Officers

Delegator

Council

Power/Duty

To appoint persons to exercise on behalf of the local government the powers conferred on an authorised person by that Act and to authorise persons to effect the registration of dogs.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 10AA(1) of the Dog Act 1976.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

LCA1 Section 40 Certificates under the Liquor Control Act 1988

Ref No	Act Ref	Delegation	Subject
LCA1	Liquor Control Act 1988	Chief Executive Officer	Section 40 Certificates under the Liquor Control Act 1988

Delegator

Council

Power/Duty

To issue certificates of compliance with planning laws, under Section 40 of the Liquor Control Act 1988

Conditions

Nil

Statutory Framework

Council, as the authority responsible for Building and Health as referred to in Section 39 and as responsible for local planning matters Section 40 of the Liquor Control Act 1988, is exercising its power of delegation under Clause 12.2 (Delegation of Authority) of the Shire of Corrigin Local (Town) Planning Scheme No 2.

Liquor Control Act 1988

- 40. Certificate of planning authority as to whether use of premises complies with planning laws*

 - 1. An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the authority responsible for planning matters in the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines*

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3A Determining Applications Under Local Laws and Enforcement of Local Law Provisions

Ref No	Act Ref	Delegation	Subject
3A	Local Government Act 1995	Chief Executive Officer	Legislative Function - Determining Applications Under Local Laws and Enforcement of Local Law Provisions

Delegator

Council

Power/Duty

To determine applications received by the Shire in accordance with a Local Law made by the Shire of Corrigin (Shire of Corrigin) in accordance with Subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 and to enforce the provisions of those local laws and to otherwise exercise the powers and discharge the duties of the local government under those local laws.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in any local law made in accordance with Part 3 of the Local Government Act 1995.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Following Local laws:

- Townsite of Corrigin
- Swimming Pool Memorial
- Pest Plants
- Health Amendment
- Repeal of Obsolete Local Laws
- Trading in Public Places
- Standing Orders
- Local Laws Relating to Fencing

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3B Determining Applications in Relation to the Access or Use of Shire Property

Ref No	Act Ref	Delegation	Subject
3B	Local Government Act 1995	Chief Executive Officer	Executive Function - Determining Applications in Relation to the Access or Use of Shire Property

Delegator

Council

Power/Duty

To determine applications received by the Shire to access, use or otherwise conduct activities on land or property that is owned by or vested with the Shire of Corrigin

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in Division 3 of Part 3 of the Local Government Act 1995.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3C Notices Requiring Certain Things to be Done by Owner or Occupier of Land and Additional Powers When Notice is Given

Ref No	Act Ref	Delegation	Subject
3C	Local Government Act 1995	Chief Executive Officer	Notices Requiring Certain Things to be Done by Owner or Occupier of Land and Additional Powers When Notice is Given

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Section 3.25(1), 3.26(2) and 3.26(3) of the Local Government Act 1995.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in sections 3.25(1), 3.26(2) and 3.26(3) of the Local Government Act 1995.

Section 3.25(1)

A local government may give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that —

(a) is prescribed in Schedule 3.1, Division 1; or

(b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2.

Explanatory note only

Schedule 3.1, Division 1

Things a notice may require to be done.

1. *Prevent water from dripping or running from a building on the land onto any other land.*
2. *Place in a prominent position on the land a number to indicate the address.*
3. *Modify or repair, in the interests of the convenience or safety of the public, anything constructed as mentioned in Schedule 9.1, clause 8, or repair any damage caused to the public thoroughfare or other public place mentioned in that clause.*

4.

(1) Ensure that land that adjoins a public thoroughfare or other public place that is specified for the purposes of this item by a local law —

	<ul style="list-style-type: none"> a. <i>is suitably enclosed to separate it from the public place; and</i> b. <i>where applicable, is enclosed with a close fence, to the satisfaction of the local government, suitable to prevent sand or other matter coming from the land onto the public place.</i>
	(2) <i>The notice cannot be given to an occupier who is not an owner.</i>
5.	<ul style="list-style-type: none"> (1) <i>Ensure that unsightly land is enclosed, to the satisfaction of the local government, with a fence or other means suitable to prevent the land, so far as is practicable, from being unsightly.</i> (2) <i>In this item — “unsightly”, in relation to land, means having an appearance that, because of the way in which the land is used, does not conform with the general appearance of other land in the locality.</i> (3) <i>The notice cannot be given to an occupier who is not an owner.</i>
5A	<ul style="list-style-type: none"> (1) <i>Ensure that overgrown vegetation, rubbish, or disused material, as specified, is removed from land that the local government considers to be untidy.</i> (2) <i>In this item — “disused material” includes disused motor vehicles, old motor vehicle bodies and old machinery.</i>
6.	<i>Take specified measures for preventing or minimizing sand drifts on the land that are likely to adversely affect other land.</i>
7.	<i>Ensure that land that adjoins a public thoroughfare or other public place that is specified for the purposes of this item by a local law is not overgrown.</i>
8.	<i>Remove all or part of a tree that is obstructing or otherwise prejudicially affecting a thoroughfare that is under the local government’s control or management and adjoins the land where the tree is situated.</i>
9.	<i>Ensure that a tree on the land that endangers any person or thing on adjoining land is made safe.</i>
10.	<i>Take specified measures for preventing or minimizing —</i> <ul style="list-style-type: none"> a) <i>danger to the public; or</i> b) <i>damage to property, which might result from cyclonic activity.</i>
11.	<i>Remove bees that are likely to endanger the safety of any person or create a serious public nuisance.</i>
12.	<i>Ensure that an unsightly, dilapidated or dangerous fence or gate that separates the land from land that is local government property is modified or repaired.</i>
13.	<i>Take specific measures to prevent —</i> <ul style="list-style-type: none"> a) <i>artificial light being emitted from the land; or</i> b) <i>natural or artificial light being reflected from something on the land, creating a nuisance.</i>
14.	<ul style="list-style-type: none"> (1) <i>Remove or make safe anything that is obstructing or otherwise prejudicially affecting a private thoroughfare so that danger to anyone using the thoroughfare is prevented or minimised.</i> (2) <i>In this item — “private thoroughfare” has the same meaning as in Schedule 9.1 clause 7(1).</i>

Explanatory note only

Schedule 3.1, Division 2

Provisions contraventions of which may lead to a notice requiring things to be done

1. 1. Regulations under Schedule 9.1, clause 3 (Obstructing or encroaching on public thoroughfare).
- 1A. Regulations under Schedule 9.1, clause 5(1) (Gates and other devices across public thoroughfares) requiring a person to remove a gate or other device from across a public thoroughfare when requested by a local government to do so.
2. Regulations under Schedule 9.1, clause 6 (Dangerous excavation in or near public thoroughfare).
- 2A. Regulations under Schedule 9.1, clause 7(2) (Crossings from public thoroughfares to private land or to private thoroughfares) that —
 - (a) prohibit a person from constructing a crossing; or
 - (b) by means of a notice in writing given to a person by the Commissioner of Main Roads, require the person to bring a crossing into accordance with an approval by the Commissioner of Main Roads or to remove a crossing and restore the place where it was to its former condition.
3. Regulations under Schedule 9.1, clause 8(1) (Constructing private works on, over, or under public places).
4. Regulations under Schedule 9.1, clause 9 (Protection of watercourses, drains, tunnels and bridges).
5. Regulations under Schedule 9.1, clause 10 (Protection of thoroughfares from water damage).
6. Regulations under Schedule 9.1, clause 12 (Wind erosion and sand drifts).

Section 3.26(2)

If the person who is given the notice ("notice recipient") fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

Section 3.26(3)

The local government may recover the cost of anything it does under subsection (2) as a debt due from the person who failed to comply with the notice.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3D General Procedure for Entering Property

Ref No	Act Ref	Delegation	Subject
3D	Local Government Act 1995	Chief Executive Officer	General Procedure for Entering Property

Delegator

Council

Power/Duty

To authorise persons on behalf of the local government for the purposes of discharging the duties under Section 3.31(2) of the Local Government Act 1995.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Section 3.31(2)

If notice has been given under section 3.32, a person authorised by the local government to do so may lawfully enter the land, premises or thing without the consent of the owner or occupier unless the owner or occupier or a person authorised by the owner or occupier objects to the entry.

Explanatory note only

Section 3.32

- (1) A notice of an intended entry is to be given to the owner or occupier of the land, premises or thing that is to be entered.*
- (2) The notice is to specify the purpose for which the entry is required and continues to have effect for so long as that requirement continues.*
- (3) The notice is to be given not less than 24 hours before the power of entry is exercised.*
- (4) Successive entries for the purpose specified in the notice are to be regarded as entries to which that notice relates.*

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3E Power to Remove and Impound Goods or Abandoned Vehicle Wrecks

Ref No	Act Ref	Delegation	Subject
3E	Local Government Act 1995	Chief Executive Officer	Power to Remove and Impound Goods or Abandoned Vehicle Wrecks

Delegator

Council

Power/Duty

To authorise employees on behalf of the local government for the purposes of discharging the duties under Section 3.39 and 3.40A(1) of the Local Government Act 1995.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Section 3.39

- (1) *An employee authorised by a local government for the purpose may remove and impound any goods that are involved in a contravention that can lead to impounding.*
- (2) *A person may use reasonable force to exercise the power given by subsection (1).*

Section 3.40A(1)

An employee authorised by a local government for the purpose may remove and impound a vehicle that, in the opinion of the local government, is an abandoned vehicle wreck.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3F Disposing of Uncollected Goods

Ref No	Act Ref	Delegation	Subject
3F	Local Government Act 1995	Chief Executive Officer	Disposing of Uncollected Goods

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Section 3.47(2) and 3.47(2a) of the Local Government Act 1995.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

- 3.47. *Confiscated or uncollected goods, disposal of:*
- (1) *The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43.*
 - (2) *The local government may sell or otherwise dispose of any vehicle that has not been collected within —*
 - (a) *2 months of a notice having been given under section 3.40(3); or*
 - (b) *7 days of a declaration being made under section 3.40A(4) that the vehicle is an abandoned vehicle wreck.*

Explanatory note only

Section 3.40(3)

If the person entitled to resume control of the vehicle is not present when the goods are unloaded or fails to resume control of the vehicle, the local government is to give notice to the person who is the holder of the requisite vehicle licence or permit under the Road Traffic Act 1974 in respect of the vehicle, advising that the vehicle may be collected from a place specified during such hours as are specified.

Explanatory note only

Section 3.40A(4)

If —

- a) *after 7 days from the removal of a vehicle under subsection (1), the owner of the vehicle has not been identified; or*
- b) *after 7 days from being given notice under subsection (2), the owner of the vehicle has not collected the vehicle,*

the local government may declare that the vehicle is an abandoned vehicle wreck.

Section 3.47(2a)

The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in subsection (2b) of —

- a) a notice having been given under section 3.42(1)(b) or 3.44; or*
- b) being impounded if the local government has been unable, after making reasonable efforts to do so, to give that notice to the alleged offender.*

Explanatory note only

Section 3.47(2b)

The period after which goods may be sold or otherwise disposed of under subsection (2a) is —

- (a) for perishable goods — 3 days;*
- (b) for animals — 7 days; and*
- (c) for other non-perishable goods — 2 months*

Explanatory note only

Section 3.42(1)(b) requires the giving of a notice to the alleged offender that the goods may be collected from a place specified during such hours as are specified.

Explanatory note only

Section 3.44

Where non-perishable goods have been removed and impounded under section 3.39 and a prosecution is instituted, if the alleged offender —

- (a) is not convicted; or*
- (b) is convicted but the court does not order that the goods be confiscated, the local government is required to give the alleged offender notice that the goods may be collected from a place specified during such hours as are specified.*

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3G Closing Certain Thoroughfares to Vehicles and Partial Closure of Thoroughfare for Repairs or Maintenance

Ref No	Act Ref	Delegation	Subject
3G	Local Government Act 1995	Chief Executive Officer	Closing Certain Thoroughfares to Vehicles and Partial Closure of Thoroughfare for Repairs or Maintenance

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Section 3.50(1), 3.50(1a), 3.50(4), 3.50(6) and 3.50A of the Local Government Act 1995 and regulation 6(3) of the Local Government (Functions and General) Regulations 1996.

Conditions

Nil

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in sections 3.50(1), 3.50(1a), 3.50(4), 3.50(6) and 3.50A of the Local Government Act 1995 and regulation 6(3) of the Local Government (Functions and General) Regulations 1996.

Section 3.50(1)

A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.

Section 3.50(1a)

A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.

Section 3.50(4)

Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —

- (a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
- (b) give written notice to each person who —*
 - (i) is prescribed for the purposes of this section; or*

<p><i>(ii) owns land that is prescribed for the purposes of this section; and</i></p> <p><i>(c) allow a reasonable time for submissions to be made and consider any submissions made.</i></p>
<p><i>Section 3.50(6)</i></p> <p><i>An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given</i></p>
<p><i>Section 3.50A</i></p> <p><i>Despite section 3.50, a local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure —</i></p> <p><i>(a) is for the purpose of carrying out repairs or maintenance; and</i></p> <p><i>(b) is unlikely to have a significant adverse effect on users of the thoroughfare</i></p>
<p><i>Functions and General Regulation 6(3)</i></p> <p><i>The local government may, by local public notice, order that the closure be revoked or that it be varied in such a way as to be less restrictive</i></p>

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3H Inviting Tenders and Choice of Tender

Ref No	Act Ref	Delegation	Subject
3H	Local Government Act 1995	Chief Executive Officer	Inviting Tenders and Choice of Tender

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Regulation 14 of the Local Government (Functions and General) Regulations to publicly invite tenders by determining the written criteria for deciding which tender should be accepted.

To exercise the powers and discharge the duties of the local government under Regulation 18 of the Local Government (Functions and General) Regulations relating to choice of tender.

Conditions

The delegation is subject to:

- a) Following the Shire's operational practice utilising tender evaluation processes and documentation developed by WALGA;
- b) Compliance with the requirements of the Shire's Purchasing Policy as it relates to tendering; and
- a) Acceptance of a tender is not to exceed a contract value of \$200,000.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in section 3.57 of the Local Government Act 1995 and part of Regulation 14 and Regulation 18 of the Local Government (Functions and General) Regulations 1996.

3.57. Tenders for providing goods or services

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

Functions and General Regulation 14. Requirements for publicly inviting tenders

(2a) If a local government —

- a) is required to invite a tender; or*
- b) not being required to invite a tender, decides to invite a tender, the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.*

Section 3.50(4)

Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —

- (a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
- (b) give written notice to each person who —*
 - (i) is prescribed for the purposes of this section; or*
 - (ii) owns land that is prescribed for the purposes of this section; and*
- (c) allow a reasonable time for submissions to be made and consider any submissions made.*

Functions and General Regulation 18. Choice of Tender

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.*
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.*
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.*
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.*
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*
- (5) The local government may decline to accept any tender.*
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*
- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

3I Acquiring and Disposing of Property

Ref No	Act Ref	Delegation	Subject
3I	Local Government Act 1995	Chief Executive Officer	Acquiring and Disposing of Property

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Sections 3.58(2) and 3.58(3) of the Local Government Act 1995, and further to acquire property on the local government's behalf.

Conditions

1. The value of the property shall not exceed \$100,000 in accordance with Section 5.43(d) of the Local Government Act 1995; and
2. Compliance with the requirements of the Shire's Purchasing Policy as it relates to tendering.

Section 5.43(d)

*A local government cannot delegate to a CEO any of the following powers or duties —
(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph.*

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in sections 3.58(2) and 3.58(3) of the Local Government Act 1995.

Section 3.58(2)

Except as stated in this section, a local government can only dispose of property to —

- a) the highest bidder at public auction; or*
- b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender*

Section 3.58(3)

A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

- a) it gives local public notice of the proposed disposition —
 - (i). describing the property concerned;*
 - (ii). giving details of the proposed disposition; and*
 - (iii). inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and**

b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

4A Provision of Urgent Legal Services

Ref No	Act Ref	Delegation	Subject
4A	Local Government Act 1995	Chief Executive Officer	Provision of Urgent Legal Services

Delegator

Council

Power/Duty

To provide authorisation in accordance with Council policy "Legal Representation for Council members and employees" for urgent legal services to a maximum of \$10,000.

Conditions

The determination must be made in accordance with the provisions of the Council policy "Legal Representation for Council members and employees".

Legal Representation for Council Members and Employees

1.0 PURPOSE

This policy is designed to protect the interests of Council members and employees (including past members and former employees) where they become involved in legal proceedings because of their official functions. In most situations the Shire of Corrigin may assist the individual in meeting reasonable expenses and any liabilities incurred in relation to those proceedings. In each case it will be necessary to determine whether assistance with legal costs and other liabilities is justified for the good government of the district.

2.0 SCOPE

The policy applies to any current or former Council member or employee of the Shire of Corrigin, subject to meeting the criteria set out in the policy.

3.0 POLICY CONTENT

3.1 Definitions

approved lawyer is to be –

(a) a 'certified practitioner' under the Legal Practice Act 2003;

(b) approved in writing by the Council or the CEO under delegated authority.

council member or employee means a current or former Council member or employee of the Shire of Corrigin.

legal proceedings may be civil, criminal or investigative.

legal representation is the provision of legal services, to or on behalf of a Council member or employee, by an approved lawyer.

legal representation costs are the costs, including fees and disbursements, properly incurred in providing legal representation.

legal services includes advice, representation or documentation that is provided by an approved lawyer.

payment by the Shire of Corrigin of legal representation costs may be either by –

- (a) a direct payment to the approved lawyer (or the relevant firm); or*
- (b) a reimbursement to the Council member or employee.*

3.2 Payment Criteria

There are four major criteria for determining whether the Shire of Corrigin will pay the legal representation costs of a Council member or employee. These are –

- a) the legal representation costs must relate to a matter that arises from the performance, by the Council member or employee, of his or her functions;*
- b) the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced;*
- c) in performing his or her functions, to which the legal representation relates, the Council member or employee must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct; and*
- d) the legal representation costs do not relate to a matter that is of a personal or private nature.*

3.3 Examples of legal representation costs that may be approved

If the criteria in clause 3.2 of this policy are satisfied, the Shire may approve the payment of legal representation costs –

- a) where proceedings are brought against a Council member or employee in connection with his or her functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the Council member or employee; or*
- b) to enable proceedings to be commenced and/or maintained by a Council member or employee to permit him or her to carry out his or her functions - for example where a council member or employee seeks to take action to obtain a restraining order against a person using threatening behaviour to the Council member or employee; or*
- c) where exceptional circumstances are involved.*

The Shire will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by a Council member or employee.

3.4 Application for payment

A Council member or employee who seeks assistance under this policy is to make an application(s), in writing, to the Council or the CEO. The written application for payment of legal representation costs is to give details of –

- a) the matter for which legal representation is sought;*
- b) how that matter relates to the functions of the Council member or employee making the application;*
- c) the lawyer (or law firm) who is to be asked to provide the legal representation;*
- d) the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc);*
- e) an estimated cost of the legal representation; and*
- f) why it is in the interests of the Shire for payment to be made.*

The application is to contain a declaration by the applicant that he or she has acted in good faith, and has not acted unlawfully or in a way that constitutes improper conduct in relation to

the matter. As far as possible the application is to be made before commencement of the legal representation to which the application relates. The application is to be accompanied by a signed written statement by the applicant that he or she –

- a) has read, and understands, the terms of this Policy;*
- b) acknowledges that any approval of legal representation costs is conditional on the repayment provisions and any other conditions to which the approval is subject; and*
- c) undertakes to repay to the Shire any legal representation costs in accordance with the provisions of clause 3.9 of this policy.*

An application is also to be accompanied by a report prepared by the CEO or where the CEO is the applicant by an appropriate employee.

3.5 Legal representation costs – Limit

The council in approving an application in accordance with this policy shall set a limit on the costs to be paid. A council member or employee may make a further application to the council in respect of the same matter.

3.6 Decision process and conditions

The council may –

- a) refuse;*
- b) grant; or*
- c) grant subject to conditions*
- d) an application for payment of legal representation costs.*

Conditions may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs. In assessing an application, the Council may have regard to any insurance benefits that may be available to the applicant under the Shire's Council members' or employees' insurance policy or its equivalent.

3.7 Revocation and variation

The Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.

The Council may, subject to natural justice principles, determine that a Council member or employee whose application has been approved has, in respect of the matter for which the approval was made –

- a) not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct; or*
- b) given false or misleading information in respect of the application and require the repayment by the Council member or employee the legal representation costs paid by the Shire.*

3.8 Delegation to Chief Executive Officer

In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, the CEO may exercise, on behalf of the council, the powers of the council under clause 3.6 to determine the application and set conditions, to a maximum of \$10,000 in respect of each application.

An application approved by the CEO is to be submitted to the next ordinary meeting of the Council. Council may exercise any of its powers under this Policy.

3.9 Repayment of legal representation costs

A Council member or employee whose legal representation costs have been paid by the Shire is to repay the Shire –

- a) all or part of those costs – in accordance with a determination by the Council under clause 3.7;*
- b) as much of those costs as are available to be paid by way of set-off – where the Council member or employee receives monies paid for costs, damages, or settlement, in respect of the matter for which the Shire paid legal representation costs.*

The Shire may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

5A Payments From Municipal Fund or Trust Fund

Ref No	Act Ref	Delegation	Subject
5A	Local Government Act 1995 Local Government (Financial Management) Regulations 1996	Chief Executive Officer	Payments From Municipal Fund or Trust Fund

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government in accordance with regulation 12 of the Local Government (Financial Management) Regulations 1996, in relation to Section 6.10 of the Local Government Act 1995.

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Section 6.10

Regulations may provide for —

(d) the general management of, and the authorisation of payments out of —

(i) the municipal fund; and

(ii) the trust fund,

of a local government

Financial Management Regulation 12

(1) A payment may only be made from the municipal fund or the trust fund —

a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

5B Power to Defer, Grant Discounts, Waive or Write Off Debts Waive fees

Ref No	Act Ref	Delegation	Subject
5B	Local Government Act 1995	Chief Executive Officer	Power to Defer, Grant Discounts, Waive or Write Off Debts Waive fees

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Sections 6.12(1)(b), 6.12(1)(c) and 6.12(3) of the Local Government Act 1995.

Conditions

1. Any waiver or granting of a concession shall only be for up to \$2000 and considered solely on its merits.
2. Any debt write off approved shall be less than \$1000 if it is more than 12 months old or less than \$200 if it is between 90 days and 12 months old.
3. Any waiver of fees shall be up to \$500 and only where in the opinion of the Chief Executive Officer, the organisation that seeks the waiver is a community group or for a community purpose. Where a waiver of a fee is sought, the Chief Executive Officer will consult with the Shire President.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in sections 6.12(1)(b), 6.12(1)(c) and 6.12(3) of the Local Government Act 1995.

Section 6.12(1)

*Subject to subsection (2) and any other written law, a local government may —
(b) waive or grant concessions in relation to any amount of money; or
(c) write off any amount of money,
which is owed to the local government.*

Explanatory note only

Section 6.12(2)

Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

Section 6.12(3)

The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

5C Rates and Service Charges

Ref No	Act Ref	Delegation	Subject
5C	Local Government Act 1995	Chief Executive Officer	Rates and Service Charges

Delegator

Council

Power/Duty

To exercise the powers and discharge the duties of the local government under Section 6.49, 6.50(1), 6.50(2), 6.56(1), 6.60(2), 6.60(3), 6.60(4), 6.64(1), 6.64(3), 6.71(1), 6.74(1), 6.76(4), 6.76(5), schedule 6.2 clause 1(1) and schedule 6.3 clauses 1(4) and 4(1) of the Local Government Act 1995.

Conditions

The delegation shall be exercised within the limitations identified in delegation LGA 3K regarding the value of property.

The value of the property shall not exceed \$100,000 in accordance with Section 5.43(d) of the Local Government Act 1995.

Section 5.43(d)

A local government cannot delegate to a CEO any of the following powers or duties —

- d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph.*

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO the discharge of its powers and duties provided for in sections 6.49, 6.50(1), 6.50(2), 6.56(1), 6.60(2), 6.60(3), 6.60(4), 6.64(1), 6.64(3), 6.71(1), 6.74(1), 6.76(4), 6.76(5), schedule 6.2 clause 1(1) and schedule 6.3 clauses 1(4) and 4(1) of the Local Government Act 1995.

Section 6.49

A local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.

Section 6.50(1)

Subject to —

(a) subsections (2) and (3);

(b) any concession granted under section 6.47; and

(c) the Rates and Charges (Rebates and Deferments) Act 1992,

a rate or service charge becomes due and payable on such date as is determined by the local government.

Explanatory note only

Section 6.50(2)

The date determined by a local government under subsection (1) is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued.

Explanatory note only

Section 6.50(3)

Where a person elects to pay a rate or service charge by instalments the second and each subsequent instalment does not become due and payable at intervals of less than 2 months.

Explanatory note only

Section 6.47

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.*

Section 6.50(2)

The date determined by a local government under subsection (1) is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued.

Section 6.56(1)

If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.

Section 6.60(2)

If payment of a rate or service charge imposed in respect of any land is due and payable, notice may be given to the lessee of the land requiring the lessee to pay to the local government any rent as it falls due in satisfaction of the rate or service charge

Section 6.60(3)

The local government is to give to the lessor a copy of the notice with an endorsement that the original of it has been given to the lessee.

Section 6.60(4)

The local government may recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with the notice

Section 6.64(1)

If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —

(a) from time to time lease the land;

(b) sell the land;

(c) cause the land to be transferred to the Crown; or

(d) cause the land to be transferred to itself

Section 6.64(3)

Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

Section 6.71(1)

If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the Transfer of Land Act 1893, and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —

- (a) the Crown in right of the State; or*
- (b) the local government.*

Section 6.74(1)

If land is —

- (a) rateable land;*
- (b) vacant land; and*
- (c) land in respect of which any rates or service charges have been unpaid for a period of at least 3 years, the local government in whose district the land is situated may apply in the form and manner prescribed to the Minister to have the land revested in the Crown in right of the State.*

Section 6.76(4)

The local government may, on application by a person proposing to make an objection, extend the time for making the objection for such period as it thinks fit.

Section 6.76(5)

The local government is to promptly consider any objection and may either disallow it or allow it, wholly or in part

Schedule 6.2, Clause 1(1)

Form of Lease

The local government —

- a) may lease the land for such term, not exceeding 7 years at one time, as it thinks fit; and*
- b) may make such reservations and such exceptions, covenants and conditions in the lease, except a covenant for renewal of the term of the lease if the renewal would extend the term beyond 7 years, as it thinks fit.*

Schedule 6.3, Clause 1(4)

Conditions for Exercise of Power for Sale of Land

The local government is to appoint a time not less than 3 months and not more than 12 months from the service of the notices required by this clause as the time at which the land may be offered for sale by public auction.

Schedule 6.3, Clause 4(1)

Power of local government to transfer or convey land

A local government exercising the power of sale of any land has power —

- | |
|--|
| <p>a) <i>by transfer, where the land is under the Transfer of Land Act 1893; and</i></p> <p>b) <i>by deed or transfer, where the land is not under that Act, to transfer or convey to the purchaser an indefeasible estate in fee simple subject only to the encumbrances specified in section 6.75(1)(c), (d) or (e).</i></p> |
|--|

Explanatory note only

Section 6.75(1)

Where, at the expiration of 12 years from the taking of possession of any rateable land by a local government under section 6.64 —

..... by operation of this section the fee simple in the land is to be transferred to the local government subject to —

- c) easements in favour of the public which affect the land;*
- d) the rights of the Crown in right of the State or Commonwealth or a department, agency, or instrumentality of the Crown in right of the State or Commonwealth; and*
- e) rates and taxes (other than local government rates and service charges) due on the land, but free from other encumbrances.*

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

5D Payments from Sponsorship and Donations Fund

Ref No	Act Ref	Delegation	Subject
5D	Local Government Act 1995	Chief Executive Officer	Payments from Sponsorship and Donations Fund

Delegator

Council

Power/Duty

To determine the allocation of donations and sponsorships.

Conditions

Individual payments and allocations of Council infrastructure and/or facilities does not exceed \$200 unless consultation with the Shire President has first occurred.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

6A Meeting with the Auditor

Ref No	Act Ref	Delegation	Subject
6A	Local Government Act 1995	Audit and Risk Management Committee	Meeting with the Auditor

Delegator

Council

Power/Duty

To meet with the auditor on behalf of the local government in accordance with the requirements of Section 7.12A(2) of the Local Government Act 1995.

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.16 of the Local Government Act 1995 to delegate to a Committee the discharge of certain powers and duties in accordance with Section 5.17(c).

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

7A Appointment of Authorised Persons

Ref No	Act Ref	Delegation	Subject
7A	Local Government Act 1995	Chief Executive Officer	Appointment of Authorised Persons

Delegator

Council

Power/Duty

To authorise persons, or classes of persons, on behalf of the local government for the purposes of performing particular functions in accordance with Section 9.10(1) and 9.10(2) of the Local Government Act 1995.

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Section 9.10(1)

The local government may, in writing, appoint persons or classes of persons to be authorised for the purposes of performing particular functions.

Section 9.10(2)

The local government is to issue to each person so authorised a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

7B Authorising the Affixing of the Common Seal to Documents

Ref No	Act Ref	Delegation	Subject
7B	Local Government Act 1995	Chief Executive Officer	Authorising the Affixing of the Common Seal to Documents

Delegator

Council

Power/Duty

To authorise the affixing of the Common Seal of the Shire to a document that needs the Shire's Common Seal to be legally effective and that is in one or more of the following categories -

1. documents required to satisfy conditions of subdivision and/or development approval;
2. documents required to effect the transfer of land as part of a settlement transaction (sale and purchase);
3. documents required to secure the repayment of a loan granted by the Shire, a loan granted to the Shire by a third party and/or to secure the pre-funding of infrastructure works by the Shire;
4. documents required to effect the grant of leasehold interests in the land either by the Shire to a third party, or by a third party to the Shire;
5. documents required to effect the grant of a licence either by the Shire to a third party, or by a third party to the Shire;
6. documents required to effect the subdivision of land, including the strata titling of land;
7. documents which are capable of registration and/or lodgement at Landgate (WA Land Titles office); and
8. documents that are necessary or appropriate to enable a CEO to carry out his functions under any written law.

Conditions

The document must not be inconsistent with a Council policy or resolution. While the CEO can authorise the affixing of the Common Seal to a document as classified, it is noted that it is also necessary for the document to be signed by both the Shire President and the CEO (or a senior employee authorised by the CEO).

Section 5.37

A senior employee is an employee who has been appointed in accordance with Section 5.37 of the Local Government Act

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995.

Section 9.49A(2)

The Common Seal of a local government is not to be affixed to any document except as authorised by the local government.

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

MV01 Section 58(2) Motor Vehicle Repairers Act 2003

Ref No	Act Ref	Delegation	Subject
MV01	Motor Vehicle Repairers Act 2003	Chief Executive Officer	Section 58(2) Motor Vehicle Repairers Act 2003

Delegator

Council

Power/Duty

To issue certificates of compliance with planning laws, under Section 58(2) of the Motor Vehicle Repairers Act 2003.

Conditions

Nil.

Statutory Framework

Council, as the authority responsible for local planning matters as referred to in Section 58 Motor Vehicle Repairers Act 2003, is exercising its power of delegation under the Shire of Corrigin Local (Town) Planning Scheme No 2.
Motor Vehicle Repairers Act 2003

58 . Business licence application to specify premises that comply with planning laws

(2) A planning certificate is a certificate —

- a) issued by the authority responsible for planning matters in the district in which the premises are situated; and*
- b) showing that the proposed use of the premises will be permitted under the written laws relating to planning that apply in respect of the premises because the proposed use will either:
 - (i) comply with all relevant requirements of those laws; or*
 - (ii) be a non-conforming use under those laws.**

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

(Town) Planning Scheme No 2

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

PLAN 01 Responding to subdivision consultations made to the Shire by the WAPC – Planning and Development Act 2005

Ref No	Act Ref	Delegation	Subject
PLAN 01	Planning and Development Act 2005	Chief Executive Officer	Responding to subdivision consultations made to the Shire by the WAPC – Planning and Development Act 2005

Delegator

Council

Power/Duty

To respond to subdivision consultations made to the Shire by the Western Australian Planning Commission (WAPC) as follows:

<i>Planning and Development Act 2005</i>	<i>Description Subdivision responding to WAPC consultation</i>
<i>s. 142</i>	<i>Make recommendations to the WAPC where the Shire supports the application with or without conditions</i>
<i>s. 145</i>	<i>Advise of clearance of conditions</i>
<i>s. 153</i>	<i>Comment on payment in lieu of public open space</i>
<i>s. 154</i>	<i>Receive money in lieu of open space</i>
<i>s. 158</i>	<i>Determine supervision costs</i>

Conditions

Nil.

Statutory Framework

Planning and Development Act 2005

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

(Town) Planning Scheme No 2

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

PLAN02 Determining Applications for Planning Consent

Ref No	Act Ref	Delegation	Subject
PLAN02	Planning and Development Act 2005 Shire of Corrigin Local (Town) Planning Scheme No.2	Chief Executive Officer	Determining Applications for Planning Consent

Delegator

Council

Power/Duty

Council delegates its authority and power to the Chief Executive Officer as follows:

1. Advertising and Determining Applications for Planning Approval

Determine that a particular Application for Planning Approval in accordance with Clause 64 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.

2. Consideration of Applications for Planning Approval

Determine applications with a use permissibility classification of 'P', 'IP' and 'AA' in Table 1 of the Scheme No.2 for Planning Approval in accordance with Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and/or Western Australian Planning Commission State Planning Policy No. 3.1 – Residential Design Codes where no objections have been received (if advertised) and impose conditions as required.

Condition

The Chief Executive Officer is not to exercise authority in circumstances where the CEO:

1. Has received a request from a Councillor that the matter be referred to Council for consideration or determination; and /or
2. Considers a development may adversely affect the welfare or well-being of the general public, be contrary to the community objectives in the Shire's Strategic Community Plan, or represent a significant departure from the existing character of the locality,

3. Advertising Extension for Town Local Planning Scheme Amendments

To extend the advertising period for standard and complex planning scheme amendments where it is considered necessary to provide for adequate consultation and/or accommodate specific community consultation exercises (e.g. special electors meetings, workshops etc).

Condition

The Chief Executive Officer is not to exercise authority in circumstances where has received a request from a Councillor that the matter be referred to Council for consideration or determination.

5. Responsible Authority Reports to the Development Assessment Panel

To submit Responsible Authority Reports to the Development Assessment Panel pursuant to Regulation 12 of the Planning & Development (Development Assessment Panels) Regulations 2011 in relation to applications for planning approval under Scheme No. 2.

Condition

The Chief Executive Officer is to advise Council of the lodgement and subsequent decision of a Wheatbelt Joint Development Assessment Panel (WJDAP) application at the next available Council meeting.

NOTE:

These Delegations do not preclude the CEO referring the categories of development or legal proceedings outlined above, to Council for determination, after having regard to the circumstances of a particular case.

All matters determined under Delegated Authority are to be listed at the first available Ordinary Meeting of Council.

Statutory Framework

Council is exercising its power of delegation under Planning and Development (Local Planning Schemes) Regulations 2015 and Scheme No. 2.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Shire of Corrigin (Town) Planning Scheme No 2

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

PLAN03 Planning Applications on Land Adjoining Council Property

Ref No	Act Ref	Delegation	Subject
PLAN03	Local Government Act	Chief Executive Officer	Planning Applications on Land Adjoining Council Property

Delegator

Council

Power/Duty

Council delegates its authority and power to the Chief Executive Officer to determine acceptability of Planning Applications affecting land adjoining or adjacent to Shire of Corrigin property (freehold or reserved).

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.16 of the Local Government Act 1995 to delegate to a Committee the discharge of certain powers and duties in accordance with Section 5.17(c).

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Shire of Corrigin (Town) Planning Scheme No 2

Notes of Alterations

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

PLAN04 Planning Applications on Council Property

Ref No	Act Ref	Delegation	Subject
PLAN04	Local Government Act	Chief Executive Officer	Planning Applications on Council Property

Delegator

Council

Power/Duty

Council delegates its authority and power to the Chief Executive Officer to determine and accept Planning Applications from a third party on Shire of Corrigin property (freehold or reserved).

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.16 of the Local Government Act 1995 to delegate to a Committee the discharge of certain powers and duties in accordance with Section 5.17(c).

Verification

Council Resolution <>

Review Requirements

In accordance with the requirements of Section 5.46(2) of the Local Government Act 1995, at least once every financial year.

Related Documents

Shire of Corrigin (Town) Planning Scheme No 2

Notes of Alterations

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

STA01 Certificate of Approval

Ref No	Act Ref	Delegation	Subject
STA01	S25 of the Strata Titles Act 1985	Chief Executive Officer	Certificate of Approval

Delegator

Council

Power/Duty

The power to issue a certificate of approval under s.25 of the Strata Titles Act 1985, as delegated by the WAPC s.16.1 Planning and Development Act 2005.

Conditions

Nil.

Statutory Framework

Council is exercising its power of delegation under Section 5.42(1)(a) of the Local Government Act 1995 to delegate to the CEO provided for in section 16.1 of the Planning and Development Act 2005 and as delegated by the West Australian Planning Commission the discharge of its powers and duties provided in section 25 Strata Titles Act 1985.

Strata Titles Act 1985

25 . Certificate of Commission

1. Subject to this section, every strata plan and every plan of re-subdivision or consolidation for a strata scheme lodged for registration under this act shall be accompanied by a certificate of approval given by the commission unless the proposed subdivision, re-subdivision or consolidation is exempt from the requirement of such a certificate by reason of regulations made under this section.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Shire of Corrigin (Town) Planning Scheme No 2

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

HE01 Health Act 1911 and Relevant Regulations Administration and Notices of Breach

Ref No	Act Ref	Delegation	Subject
HE01	Health Act 1911	Chief Executive Officer Executive Manger Governance and Compliance and Environmental Health Officers Building Surveyor	Health Act 1911 and Relevant Regulations Administration and Notices of Breach

Delegator

Council

Power/Duty

Council delegates its authority, powers and functions under-

1. The Health Act 1911 (as amended) to Chief Executive Officer, Executive Manger Governance and Compliance and all Environmental Health Officers relating to:
 - (i). Part IV - Division 2 (Connection to sewers), Division 4 (Sanitary conveniences) and Division 7 (Pollution of water);
 - (ii) Part V – Division 1 (Unfit dwellings) and Division 2 (Lodging houses)
 - (iii) Part VI; and
 - (iv) Part VII – Division 1 (Nuisances) and Division 2 (Offensive trades) subject to the conditions of:
 - (a) With respect to Part IV – Divisions 2, 4 and 7, authority is limited to the deciding of applications under Section 107; the forming of opinions; the issuing of notices, requisitions, directions and orders, subject to prior consultation with and agreement of the Executive Manger Governance and Compliance; the carrying out or causing to be carried out, works in default of duly served notices, but does not include the undertaking or contracting of works, the provision of sanitary conveniences or receptacles, the making of charges for works or the supply of pans or receptacles for refuse.
 - (b) With respect to Part V – Division 1 and 2, authority is limited to the forming of opinions and issuing of notices and directions subject to prior consultation with and agreement of the Executive Manger Governance and Compliance, but does not include the carrying out of works in default of duly served notices.
 - (c) With respect to Part VII Division 1, authority extends to the issuing of requisitions and, in the case of default, the causing of requisite work to be done, subject to prior discussion with and agreement of the Executive Manger Governance and Compliance.

(v) The Health Act 1911 and the Regulations, Local-Laws and orders made thereunder relating to issue such notices as are deemed necessary for breaches of the Act, Subject to the conditions of any non-compliance with any notice will be referred to the next available Council meeting for noting after proceeding with legal action.

2. The Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 to Chief Executive Officer, Executive Manager Governance and Compliance, Environmental Health Officers and Building Surveyor.
3. The Officers exercising Delegation, keeping a written record of details of how the Delegation was exercised, when the delegation was exercised, the persons or classes of persons directly affected by the exercise of the power on the discharge of the duty. All matters determined under Delegated Authority are to be listed at the first available Ordinary Meeting of Council.
4. The Health Act 1911 (as amended) to Chief Executive Officer relating to section 27 for the appointment of environmental health officers.

Statutory Framework

Council is exercising its power of delegation under Health Act 1911, Part sIV, V, VI and VII.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

HE02 Food Act 2008 – Appointment of Designated Officers and Authorised Officers

Ref No	Act Ref	Delegation	Subject
HE02	Food Act 2008	Chief Executive Officer Executive Manager Governance and Compliance and Environmental Health Officers	Food Act 2008 – Appointment of Designated Officers and Authorised Officers

Delegator

Council

Power/Duty

Council appoints –

1. Chief Executive Officer as a Designated Officer for the purposes of sections 126(3), (6) and (7) of the Food Act 2008 and the Food Regulations 2009.
2. All Shire Environmental Health Officers as Designated Officers for the purposes of sections 126(2) of the Food Act 2008 and the Food Regulations 2009, and Authorised Officers for the purposes of sections 38 and 62, 65, 66 and 67 of the Food Act 2008 and Food Regulations 2009 for all food premise types.

Conditions

The Shire preparing and maintaining a list of authorised officers appointed under the Food Act 2008.

Statutory Framework

Council is exercising its power of delegation under

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Nil.

Notes of Alterations

Nil.

INSTRUMENT OF DELEGATION

HE03 Food Act 2008 – Registration and Enforcement

Ref No	Act Ref	Delegation	Subject
HE03	Food Act 2008	Chief Executive Officer Executive Manager Governance and Compliance and Environmental Health Officers	Food Act 2008 – Registration and Enforcement

Delegator

Council

Power/Duty

1. Council delegates to the Chief Executive Officer, all of its functions under the Food Act 2008 that can legally be delegated.
2. Council delegates to all Environmental Health Officers all of its functions under the Food Act 2008 that can legally be delegated with the exception of:
 - a) the appointment of persons as authorised officers for the purposes of this Act (Part 10, Division 3);
 - b) the decision to commence proceedings for an offence under this Act;
 - c) the determination of compensation under section 56 (relating to items seized by authorised officers); and
 - d) the determination of compensation under section 70 (relating to prohibition orders made with insufficient grounds); on the condition that prohibition orders must have the prior consent of the CEO.
3. To remove all doubt, the recovery of fees under Food Act 2008 is not included in the above delegations.

Note: Section 140 of the Food Act 2008 provides for the recovery of fees under the Local Government Act 1995 , Part 5, Division 6, Subdivision 2, so the above delegations are not presumed to include this power.

4. Council requires the above delegates to keep a written record for every instance when they exercise a delegation. This record is to include details of which delegation was exercised, how it was exercised (e.g. whether application is approved or denied), when it was exercised and the persons or classes of persons directly affected by the exercise.

Note: In addition to the Council's conditions, all delegations under the Food Act 2008 are subject to any conditions imposed by the CEO of the Department of Health and any guidelines imposed by the Department of Health under section 118.

Statutory Framework

Council is exercising its power of delegation under the Food Act 2008.

Verification

Council Resolution <>

Review Requirements

At Council's discretion as necessary (no statutory requirement).

Related Documents

Nil.

Notes of Alterations

Nil.