

Ordinary Council Meeting Agenda

28 June 2022
3.30pm

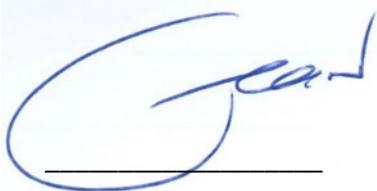


Shire of Dalwallinu

NOTICE OF MEETING

NOTICE is hereby given that the next Ordinary Meeting of Council of the Shire of Dalwallinu will be held on Tuesday, 28 June 2022 in the Council Chambers, Dalwallinu commencing at 3.30pm.

Signed:



Jean Knight

21 / 6 / 2022

Date

Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Dalwallinu for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Dalwallinu disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member of officer of the Shire of Dalwallinu during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Dalwallinu. The Shire of Dalwallinu warns that anyone who has an application lodged with the Shire of Dalwallinu must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Dalwallinu in respect of the application.



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SHIRE OF DALWALLINU

AGENDA for the Ordinary Meeting of Council to be held at the Council Chambers, Shire Administration Centre, Dalwallinu on Tuesday 28 June 2022 at 3.30pm.

1 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (President) opened the meeting at _____ pm.

2 ANNOUNCEMENTS OF PRESIDING MEMBER

3 ATTENDANCE RECORD

3.1 Present

Shire President	Cr KL Carter
Deputy Shire President	Cr SC Carter
	Cr KJ Christian
	Cr JL Counsel
	Cr DS Cream
	Cr MM Harms
	Cr KM McNeill
	Cr NW Mills
Chief Executive Officer	Mrs JM Knight
Executive Assistant	Mrs DJ Whitehead

Public

3.2 Apologies

3.3 Leave of Absence Previously Granted

4 DECLARATIONS OF INTEREST

5 PUBLIC QUESTION TIME



6 MINUTES OF PREVIOUS MEETINGS

6.1 Ordinary Council Meeting – 24 May 2022

MOTION

Moved Cr
Seconded Cr

That the Minutes of the Ordinary Meeting of Council held 24 May 2022 be confirmed.

0/0

7 PETITIONS/PRESENTATIONS/DEPUTATIONS/DELEGATES/REPORTS/SUBMISSIONS

7.1 Petitions

7.2 Presentations

7.3 Deputations

7.4 Delegates Reports/Submissions

8 METHOD OF DEALING WITH AGENDA BUSINESS (SHOW OF HANDS)

As agreed.



9 REPORTS

9.1 WORKS & SERVICES

There were nil reports this month for Works & Services.



9.2 PLANNING & DEVELOPMENT

9.2.1 Subdivision Application No 162416 – Lots 1 & 2 McNeill St, Dalwallinu*

Report Date	28 June 2022
Applicant	Alliance Dalwallinu P/L
File Ref	Property files – A37201
Previous Meeting Reference	Nil
Prepared by	Doug Burke, Manager Planning & Development Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Supporting documentation

Purpose of Report

The Western Australian Planning Commission (WAPC) has referred an application for the subdivision of the subject property to Council for comment (refer to attachment). Council has until 23 November 2022 to provide the WAPC with their response.

The recommendation is that the WAPC be advised that the Shire of Dalwallinu supports in principle the proposed freehold subdivision.

Background

Subject Property: Lot 1 & 2 McNeill Street, Dalwallinu (A224)

Land Use Zoning: Commercial

Property Owner: Alliance Dalwallinu Unit Trust

Applicant: Alliance Dalwallinu P/L

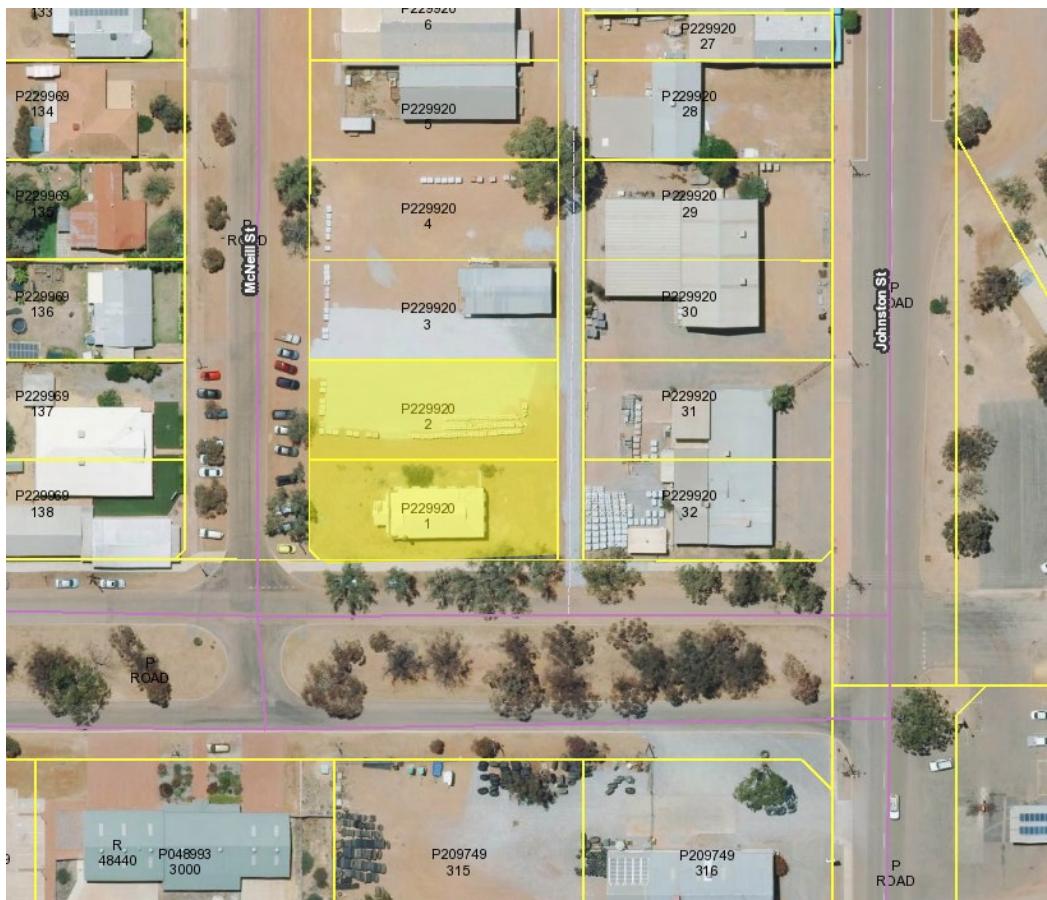
Consent Authority: Western Australia Planning Commission

Proposed Development: Consolidation

Value of Development: N/A

Alliance Dalwallinu P/L has submitted a proposal to consolidate the two lots into one allotment for the better management of the property. The property is located on McNeill Street on the intersection with Leahy Street within the northern part of the commercial sector within the township of Dalwallinu. The property is zoned 'Commercial' under the Local Planning Scheme. The property has been recently developed with a grocery store on Lot 1 and an adjoining ancillary carpark on Lot 2.





Location of subject property (Google Earth)

Consultation

Nil

Legislative Implications

State

Planning and Development Act 2005

Shire of Dalwallinu Town Planning Scheme N° 2

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The Dalwallinu Local Planning Strategy 2013.

Site Inspection

An inspection of the site has been undertaken.

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.



Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Development approval (DA 102021) was given on application in April 2021 for 'Development works associated with a shop'. A condition of the consent was that the developer was to amalgamate Lots 1 & 2 McNeill Street, Dalwallinu.



Lots 1 & 2 McNeill Street, Dalwallinu

Officer Recommendation

That Council endorse the proposed subdivision and direct the Chief Executive Officer to advise the Western Australian Planning Commission that there is no objection to the proposal for Lots 1 & 2 McNeill Street, Dalwallinu to be amalgamated as per the plan of subdivision accompanying the Application No: 162416.

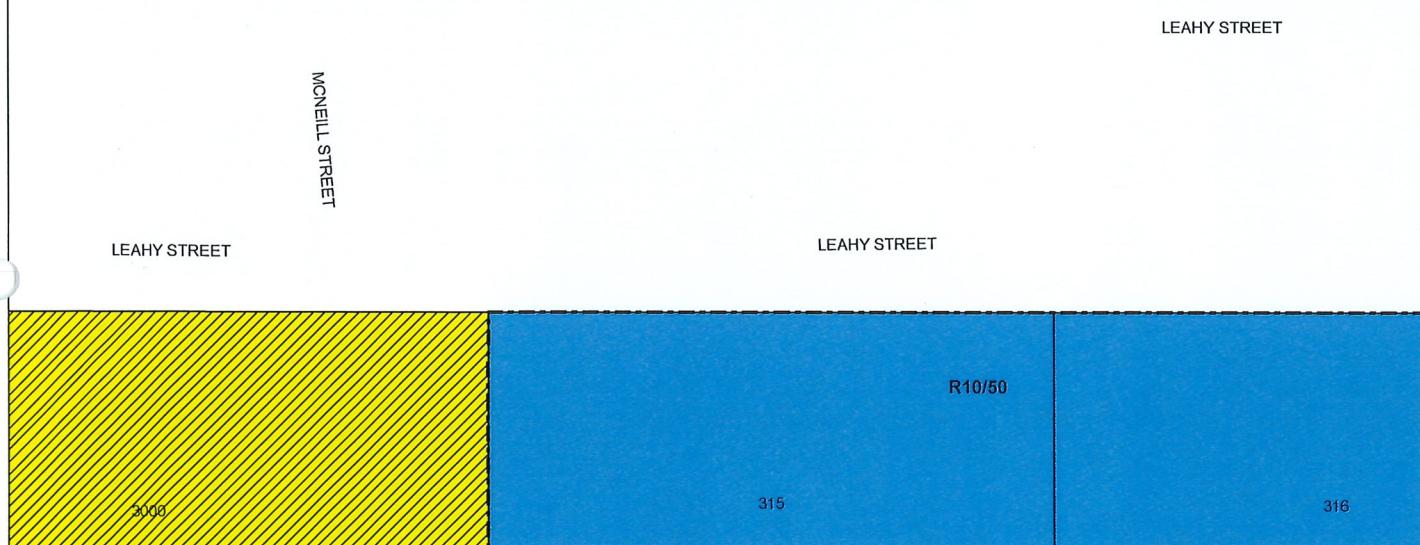
Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0





**Location Plan for:
Subdivision Application**

This data is to be used only for the processing of a
Subdivision Application

Application Number: **162416**

Decision: **Outstanding**

Printed: **30/05/2022**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Application Status

- Approved
- Outstanding

Easements and Referrals

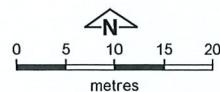
Existing LPS Zones and Reserves

- R Code boundaries
- Commercial
- Public purposes
- Residential

Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality



9.2.2 Storage/Warehouse (DA 142122) - 3 Myers Street, Dalwallinu

Report Date	28 June 2022
Applicant	IJM(WA) P/L
File Ref	A299
Previous Meeting Reference	Nil
Prepared by	Doug Burke, Manager Planning & Development Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to consider an application for approval to allow for the proposed development of 'warehouse/storage' on the subject property as submitted by the applicant on 10 June 2022.

The proposed development requires discretionary approval from the Council.

It is recommended that the proposed development be approved subject to given conditions.

Background

Subject Property: Lot 16 Myers Street, Dalwallinu

Land Use Zoning: Commercial

Property Owner: IJM(WA) P/L

Applicant: IJM(WA) P/L

Consent Authority: Shire of Dalwallinu Council

Proposed Development: Warehouse/storage

Value of Development: \$N/A

Outside Consultation: Nil

The proposal is for the existing building to be utilised for the purposes of warehouse/storage to support the operations based upon Lot 17 Johnston Street, Dalwallinu. Lot 17 is also owned by the applicants who operate a shop (Dalwallinu Foodworks) upon the same.

The subject building on Lot 16 has a footprint of approximately 425M². It is constructed mainly on a concrete slab with a combination of timber and steel framing clad with rolled iron sheets. The building has access to all utilities. Though little records survive as to the genesis of the building, it is known that planning approval was given in 2005 for the building to operate as an 'Office'.

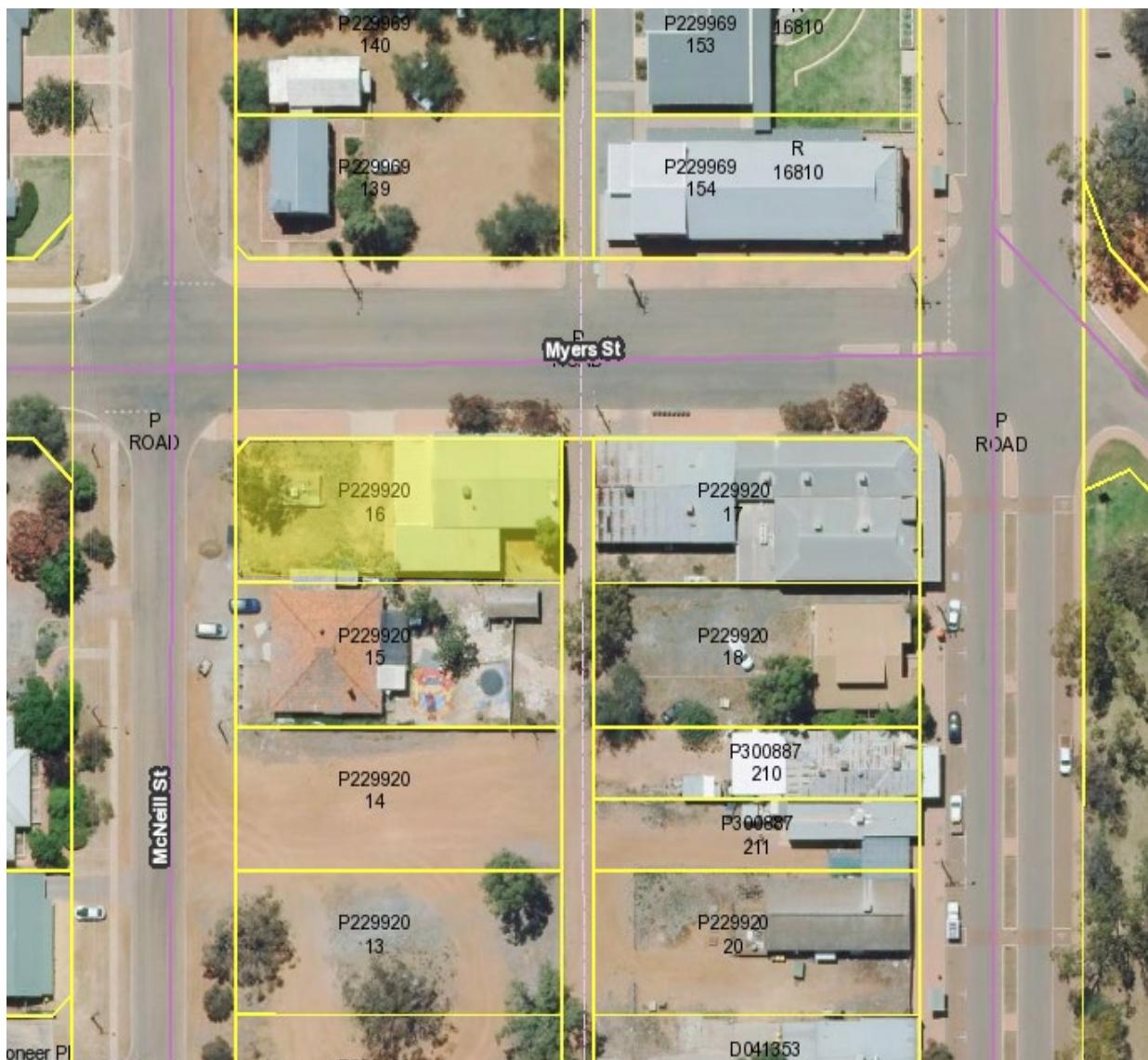


'warehouse/storage' is defined under the Planning and Development (Local Planning Schemes) Regulations 2015 as being:

premises including indoor or outdoor facilities used for —

- (a) the storage of goods, equipment, plant or materials; or
- (b) the display or sale by wholesale of goods;

The subject property is zoned 'Commercial' under the *Shire of Dalwallinu Planning Scheme N° 2*. Warehouse/storage is discretionary under the Local Planning Scheme. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.



Site of Proposed Development

Consultation

There is no requirement nor impetus to seek consultation with near neighbours, the wider community nor any government agency with regard to the matter.



Legislative Implications

State

Planning and Development Act 2005

The *Planning and Development Act 2005* directs that any development referred to within the Scheme is not to be commenced or carried out without approval being obtained. Any determination of an application for such development is to be considered under those matters referred to in the *Planning and Development (Local Planning Schemes) Regulation 2015*.

In considering an application for development approval, Council is to have due regard to the following matters to the extent that, in the opinion of Council, those matters that are relevant to the development the subject of the application. In assessing the development application, the matters listed in Section 67 of the *Planning and Development (Local Planning Schemes) Regulation 2015* have been taken into consideration for the preparation of this report and are addressed as follows:

'Matters for Consideration'	Comments
The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	<p>The following Schemes are applicable:</p> <p><i>Shire of Dalwallinu Planning Scheme N^o 2</i></p> <p>The applicable objective for the Commercial land use zone is:</p> <p><i>'To retain Dalwallinu townsite as the focus for commercial, office, civic and cultural and service functions.'</i></p> <p><i>'To maintain the compatibility with the general streetscape for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.'</i></p> <p><i>'To preclude the storage of bulky and unsightly goods where they may be in public view.'</i></p>
The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving.	<p>There are no proposed amendments in progress that would affect a determination.</p> <p>There are no other planning instruments currently being considered.</p>
Any approved State planning policy	<i>Nil</i>



Any environmental protection policy approved under the <i>Environmental Protection Act 1986</i> section 31(d)	Nil identified.
Any policy of the Commission	Nil applicable
Any policy of the State	Nil applicable
Any local planning policy for the Scheme area	Nil applicable
Any structure plan, activity centre plan or local development plan that relates to the development	Nil applicable
Any report of the review of the local planning scheme that has been published under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	Nil applicable
In the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable
The built heritage conservation of any place that is of cultural significance;	No items of cultural significance noted
The effect of the proposal on the cultural heritage significance of the area in which the development is located;	Nil impact
The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the effect of the height, bulk, scale, orientation and appearance of the development	The proposed development is regarded as being ancillary to existing development on the site and suitable in the context of its siting.
The amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development	Nil issues identified
The likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	Nil



Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	The site has already been developed in the context of this development application
The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	The land does not have a history of experiencing these types of events.
The suitability of the land for the development taking into account the possible risk to human health or safety	Nil issues identified that would pose a possible risk to occupants/workers.
the adequacy of — (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	Frontage to a sealed road (Myers Street) and an optional sealed road (McNeill Street). Adequate parking is available onsite and on the adjoining public roads
The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	The laneway dividing Lots 16 and 17 will bear the main pedestrian and vehicular traffic congestion
The availability and adequacy for the development of the following — (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability	No public transport services available. Electricity and potable water are available. Solid waste can be adequately stored and removed from site to an approved landfill. The development is not a public access facility and as such the provision of equitable access for pedestrians, cyclists and older people or those with a disability is not envisioned nor set as a requirement.
The potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	Nil impact anticipated.
The history of the site where the development is to be located	Situated within the Dalwallinu CBD, the subject property has undertaken many permutations over the years since the township was gazetted.



The impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	Nil identified
Any submissions received on the application	N/A
The comments or submissions received from any authority consulted under clause 66	N/A
Any other planning consideration the Council considers appropriate	Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The Shire of Dalwallinu Local Planning Strategy 2013.

Issues pertaining to matters relating to Storage/warehouse was not covered under the Strategy.

Nil implications recognised.

Site Inspection

A site inspection was undertaken.



The subject property from a North-west aspect



Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

An assessment and recommendation has been prepared (the subject of this report) taking into account all relevant provisions of the Act and associated regulations.

Council may determine an application for development approval by —

- a) granting development approval without conditions; or
- b) granting development approval with conditions; or
- c) refusing to grant development approval.

It is recommended that the proposed development be approved subject to given conditions.

Officer Recommendation

That Council approve the development application (DA 142122) for Lot 16 Myers Street, Dalwallinu pursuant to Section 68(2) of the *Planning and Development (Local Planning Schemes) Regulation 2015* subject to the following conditions:

1. The development (Storage/Warehouse) is to be carried out in accordance with the documents endorsed with the Shire's stamp, except where amended by other conditions of this consent. If there is any inconsistency between the above documents, the most recent document shall prevail to the extent of the inconsistency. However, the conditions of this consent shall prevail to the extent of any inconsistency;
2. No goods or materials are to be stored in the areas set aside for parking, landscaping or within access driveways.
3. All loading and unloading associated with the development/land use is to take place within the boundaries of the premises and undertaken in a manner so as to cause minimum interference with other vehicular traffic.
4. Without further approval from Shire of Dalwallinu Council, in writing, this approval will lapse and have no force or effect after two years of the date of this permit.

Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0



9.2.3 Caretakers Dwelling (DA 152122)* - 3 Myers Street, Dalwallinu

Report Date	28 June 2022
Applicant	IJM(WA) P/L
File Ref	A299
Previous Meeting Reference	Nil
Prepared by	Doug Burke, Manager Planning & Development Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Supporting Documentation

Purpose of Report

Council is requested to consider an application for approval to allow for the proposed development of 'Caretakers Dwelling' on the subject property as submitted by the applicant on 10 June 2022.

The proposed development requires discretionary approval from the Council.

It is recommended that the proposed development be approved subject to given conditions.

Background

Subject Property: Lot 16 Myers Street, Dalwallinu

Land Use Zoning: Commercial

Property Owner: IJM(WA) P/L

Applicant: IJM(WA) P/L

Consent Authority: Shire of Dalwallinu Council

Proposed Development: Caretakers Dwelling

Value of Development: \$100K

Outside Consultation: Nil

The proposal is for the addition of a Caretakers Dwelling to support the storage/warehouse operations located at Lot 16 Johnston Street, Dalwallinu. Lot 16 storage/warehouse supports the business situated on the adjoining Lot 17 which is also owned by the applicants who operate a shop (Dalwallinu Foodworks) upon the same.

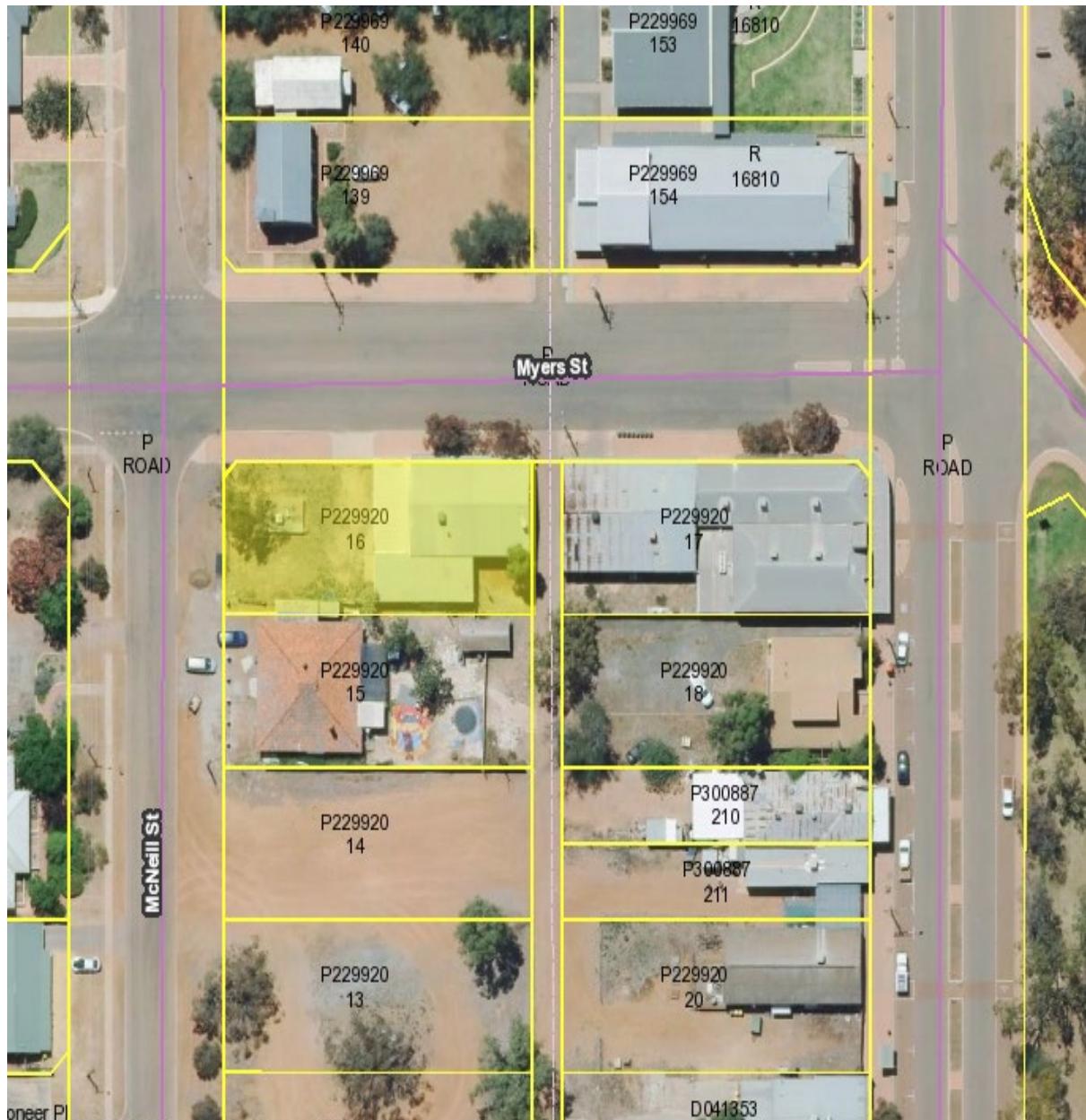
On Lot 16 there is currently located an existing building with a footprint of approximately 526M² used for storage/warehouse. The balance area on Lot 16 is 479m² which is currently leased to an electrical trades entity and is also the site for the local collection bin for the local "Containers for Change" State Government beverage container recycling initiative.



'Caretakers dwelling' is defined under the Planning and Development (Local Planning Schemes) Regulations 2015 as being:

'a dwelling on the same site as a building, operation or plant used for industry, and occupied by a supervisor of that building, operation or plant'

The subject property is zoned 'Commercial' under the *Shire of Dalwallinu Planning Scheme N° 2*. A Caretakers Dwelling is discretionary under the Local Planning Scheme. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.



Site of Proposed Development

Consultation

There is no requirement nor impetus to seek consultation with near neighbours, the wider community nor any government agency with regard to the matter.



Legislative Implications

State

Planning and Development Act 2005

The *Planning and Development Act 2005* directs that any development referred to within the Scheme is not to be commenced or carried out without approval being obtained. Any determination of an application for such development is to be considered under those matters referred to in the *Planning and Development (Local Planning Schemes) Regulation 2015*.

In considering an application for development approval, Council is to have due regard to the following matters to the extent that, in the opinion of Council, those matters that are relevant to the development the subject of the application. In assessing the development application, the matters listed in Section 67 of the *Planning and Development (Local Planning Schemes) Regulation 2015* have been taken into consideration for the preparation of this report and are addressed as follows:

'Matters for Consideration'	Comments
The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	<p>The following Schemes are applicable: <i>Shire of Dalwallinu Planning Scheme N^o 2</i></p> <p>The applicable objective for the Commercial land use zone is:</p> <p><i>'To retain Dalwallinu townsite as the focus for commercial, office, civic and cultural and service functions.'</i></p> <p><i>'To maintain the compatibility with the general streetscape for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.'</i></p> <p><i>'To preclude the storage of bulky and unsightly goods where they may be in public view.'</i></p>
The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving.	<p>There are no proposed amendments in progress that would affect a determination.</p> <p>There are no other planning instruments currently being considered.</p>
Any approved State planning policy	<i>Nil</i>
Any environmental protection policy approved under the <i>Environmental Protection Act 1986</i> section 31(d)	Nil identified.
Any policy of the Commission	Nil applicable



Any policy of the State	Nil applicable
Any local planning policy for the Scheme area	Nil applicable
Any structure plan, activity centre plan or local development plan that relates to the development	Nil applicable
Any report of the review of the local planning scheme that has been published under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	Nil applicable
In the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	Not applicable
The built heritage conservation of any place that is of cultural significance;	No items of cultural significance noted
The effect of the proposal on the cultural heritage significance of the area in which the development is located;	Nil impact
The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the effect of the height, bulk, scale, orientation and appearance of the development	The proposed development is regarded as being ancillary to existing development on the site and suitable in the context of its siting.
The amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development	Nil issues identified
The likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	Nil
Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	The site has already been developed in the context of this development application



The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	The land does not have a history of experiencing these types of events.
The suitability of the land for the development taking into account the possible risk to human health or safety	Nil issues identified that would pose a possible risk to occupants/workers.
the adequacy of — (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles	Frontage to a sealed road (Myers Street) and an optional sealed road (McNeill Street). Adequate parking is available onsite and on the adjoining public roads
The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	The laneway dividing Lots 16 and 17 will bear the main pedestrian and vehicular traffic congestion
The availability and adequacy for the development of the following — (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability	No public transport services available. Electricity and potable water are available. Solid waste can be adequately stored and removed from site to an approved landfill. The development is not a public access facility and as such the provision of equitable access for pedestrians, cyclists and older people or those with a disability is not envisioned nor set as a requirement.
The potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	Nil impact anticipated.
The history of the site where the development is to be located	Situated within the Dalwallinu CBD, the subject property has undertaken many permutations over the years since the township was gazetted.
The impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	Nil identified
Any submissions received on the application	N/A



The comments or submissions received from any authority consulted under clause 66	N/A
Any other planning consideration the Council considers appropriate	Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

A site inspection has been undertaken by the reporting officer.



The subject property from a North-west aspect

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.



Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

An assessment and recommendation has been prepared (the subject of this report) taking into account all relevant provisions of the Act and associated regulations.

Part 5.8 of the Shire of Dalwallinu Local Planning Scheme cites the following provisions for a Caretakers Dwelling:

- 5.8.1 *A caravan is not permitted as a caretaker's dwelling for either permanent or temporary occupation.* Comment: The proposal is for the development of a pre-manufactured building that would be classified under the National Construction Code as a Class 1a dwelling.
- 5.8.2 *Only a single caretaker's dwelling shall be permitted on each lot and it shall be located at the rear of a lot.* Comment: The development application is for one sole-tenancy unit to be utilised as a 'Caretakers Dwelling'.
- 5.8.3 *The Council will not support the subdivision or development of land that will;*
 - *allow the dwelling to be sold separately from the predominant use of the land;*
 - *restrict the use of the land.*

Comment: It will be noted on the property file that the development cannot be ostracised by way of subdivision from the current land use – 'storage/warehouse'.

- 5.8.4 *A caretaker's dwelling shall have a maximum floor area of 100m² measured from the external face of the walls.* Comment: The proposed residential building will have a footprint of only 60m² which is permissible under this Part.

Council may determine an application for development approval by —

- a) granting development approval without conditions; or
- b) granting development approval with conditions; or
- c) refusing to grant development approval.

It is recommended that the proposed development be approved subject to given conditions.

Officer Recommendation

That Council approve the development application (DA 152122) for Lot 16 Myers Street, Dalwallinu pursuant to Section 68(2) of the *Planning and Development (Local Planning Schemes) Regulation 2015* subject to the following conditions:

1. The development (Caretakers Dwelling) is to be carried out in accordance with the documents endorsed with the Shire's stamp, except where amended by other conditions of this consent. If there is any inconsistency between the above documents, the most recent document shall prevail to the extent of the inconsistency. However, the conditions of this consent shall prevail to the extent of any inconsistency;



2. Prior to the commencement of the development the applicant must submit a site plan for the Shire's approval that contains details of the following:
 - Landscaping
 - Vehicle parking for the Caretakers Dwelling occupant/s
 - Fencing
 - Rubbish bin enclosure servicing the dwelling
 - Proposed crossover
 - Stormwater movement
 - Clothes drying area
3. Prior to the commencement of the development, the applicant is to submit to the Shire a written statement as to the practical provision of a sewer main connection to the dwelling.
4. Prior to the commencement of the development/land use notification in the form of a Section 70A notification, pursuant to the *Transfer of Lands Act 1893* (as amended) is to be placed on the Certificate of Title of the property that notifies the proponent and future landowners of the following:

Lot 16 of Deposited Plan 229920 cannot be subdivided in such way as to alienate the caretakers dwelling from the current land use.
5. During construction, access to the site shall be at the location of the vehicle crossover only. No material or vehicles associated with construction shall be allowed on the verge without the prior written approval from the local government.
6. The landowner/proponent at the time shall be responsible to compensate the local government for the repair of (or shall if the local government so agrees repair) any facility existing on the road reserve adjacent to the site which is damaged in the process of construction, establishment or installation of the development/land use.
7. Without further approval from Shire of Dalwallinu Council, in writing, this approval will lapse and have no force or effect after two years of the date of this permit.

Recommendation/Resolution

MOTION

Moved Cr
 Seconded Cr

0/0



FOODWORKS

A299

John Minty as the Trustee for The Ginbroil Trust
Trading as Dalwallinu FoodWorks
A.B.N: 57 382 196 270
47 Johnston Street, DALWALLINU WA 6609
Phone: (08) 9661 1110 Facsimile: (08) 9661 1247
Email: dallyfoodworks@yahoo.com

Mr Doug Burke
Manager Planning & Development
58 Johnston Street
DALWALLINU WA 6609

Dear Doug

APPLICATION FOR PLANNING CONSENT - 3 MYERS STREET, DALWALLINU

I refer to the Application For Planning Consent for IJM (WA) Pty Ltd of which I am a Director of.

Dalwallinu FoodWorks leases 3 Myers Street, Dalwallinu from IJM (WA) Pty Ltd for the purpose of storage of excess stock, pallets of water, a back up freezer / dairy room and our Generator for when there are power outages in Dalwallinu (which unfortunately occur quite regularly!)

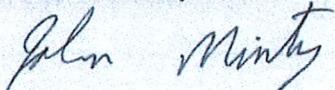
This property is imperative to not only maintain our business but to allow us to further expand the current storage area to shop floor which will create more space for the introduction of many more lines to satisfy our Customer requests/needs.

By having a Caretaker's dwelling on this site, it will enable us to have security for not only our Storage area, but our Supermarket as well along with Staff on site to deal with any issues that arise, especially power outages.

We have been trying in vain to attract Management to Dalwallinu, but with the shortage of housing available this has been extremely difficult. With the added incentive of accommodation included in the position, we anticipate success in this area.

If you require any further information, please do not hesitate to contact me On my mobile phone 0427 512 017.

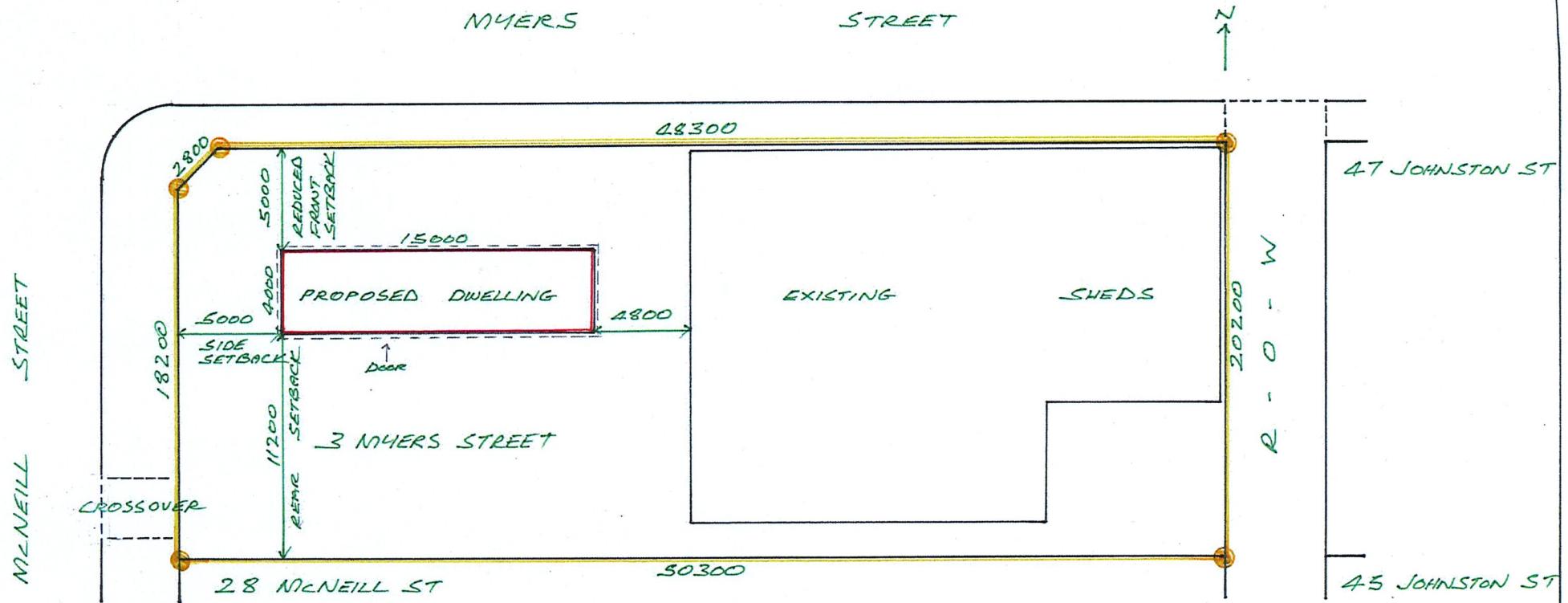
Yours sincerely



John Minty
OWNER/DIRECTOR

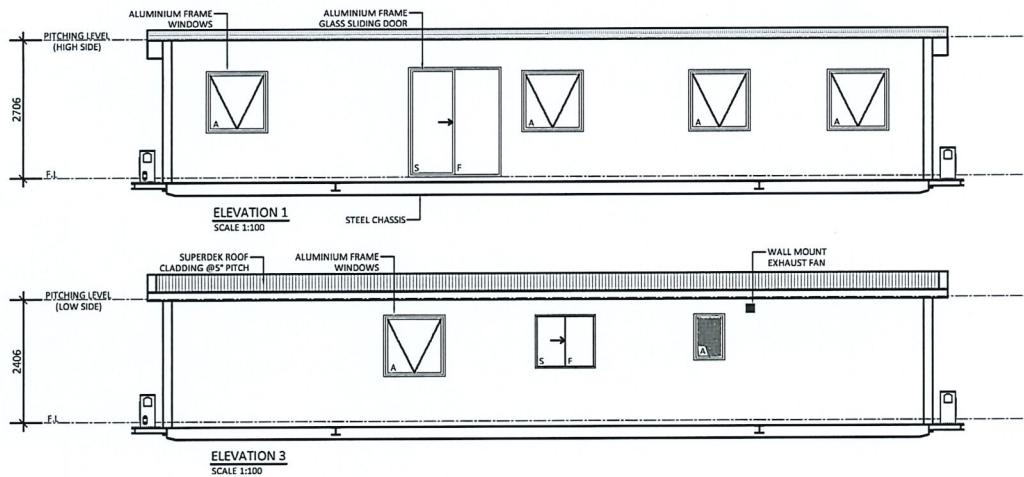
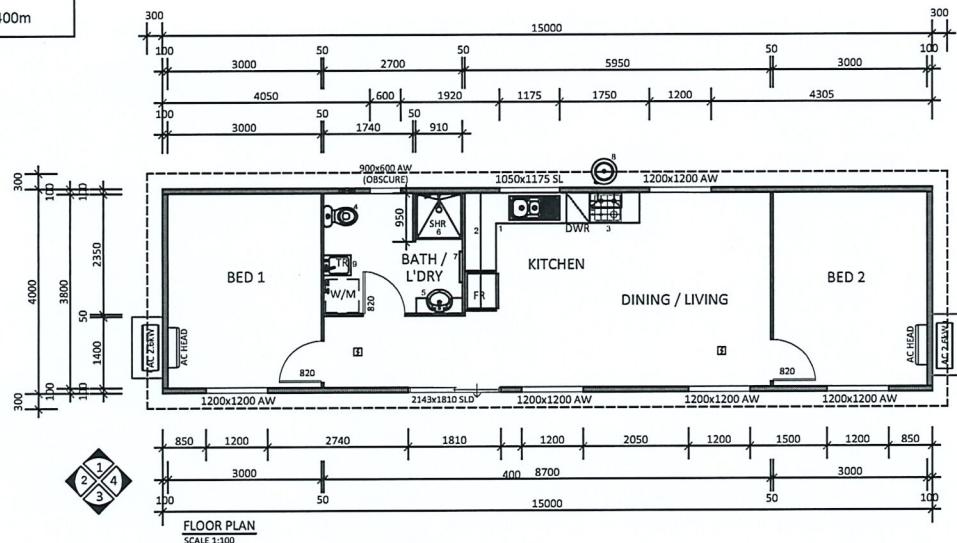
28 April, 2022

DALWALLINU



SITE PLAN 21-4-2022
PROPOSED TRANSPORTABLE DWELLING
TO BE SITUATED AT
3 MYERS STREET, DALWALLINU
FOR IJM(WA) PTY LTD

AREA m²:
BUILDING - 60.00m²
CEILING HEIGHT - 2.400m



GENERAL NOTES

1. ALL DIMENSIONS TO BE VERIFIED ON SITE PRIOR TO COMMENCEMENT OF WORKS.
2. USE WRITTEN DIMENSIONS ONLY, DO NOT SCALE DRAWINGS.
3. REFER IN CONJUNCTION WITH OTHER DRAWINGS, SPECIFICATIONS & CONSULTANTS DOCUMENTATION.
4. REFER ANY DISCREPANCIES IMMEDIATELY TO THE DESIGNER & AWAIT WRITTEN INSTRUCTION.

THIS DOCUMENT AND ANY OF THE DOCUMENTS
INFORMATION, IDEAS AND CONCEPTS ARE THE
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EXPRESS WRITTEN PERMISSION.
ABN 83 692 4486
GOSNELL, PERTH
WESTERN AUSTRALIA 6110

T 0405 145 977
E APDRADING@LIVE.COM

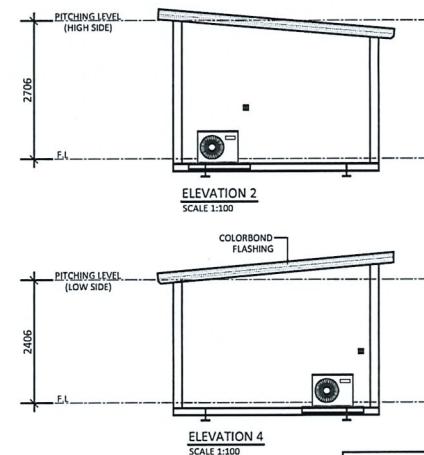
**GENERAL
ARRANGEMENT
PROJECT
15.0x4.0 JAVIN
DRAWING NO.
A.01**



SCALE	SIZE	REVISION
1:100	A3	B

PROJECT NO.
DSN00176
PROJECT CLIENT
DALWALLINU FOODWORKS
PROJECT ADDRESS
3 MTERS ST, DALWALLINU

TAP.	<p>BUILDING DESIGN CRITERIA Wind Load - in accordance with AS1170.2-2011</p> <p>REGION A, TERRAIN CATEGORY 2, IMPORTANCE LEVEL 2:</p> <p>Vu = V500 = 45m/s Ms = 1.0 M = 1.0</p> <p>Mzcat = 0.91 V Serviceability = 37m/s</p> <p>Cpi = 0.3, 0.0</p> <p>DESIGN CRITERIA IN ACCORDANCE WITH AS1170.1-2002:</p> <p>Imposed Floor Actions (Table 3.1)</p> <p>Allowable Floor Loads: 2.0kPa Uniformly distributed. 1.8kN Concentrated load.</p>
BUILDING SPECIFICATION - TO CURRENT NCC	
<ul style="list-style-type: none"> ● CHASSIS - TRANSPORTABLE STEEL CHASSIS c/w GALV. FLOOR JOISTS AT MAX. 400mm CTRs ● FLOORING - 22mm T&G AQUATITE TERMITE TREATED PINE BOARD ● 2.0mm VINYL FLOOR FINISH c/w PVC 'D' MOULD SKIRTING ● 2.0mm COMMERCIAL GRADE NON-SLIP VINYL FLOOR FINISH c/w 100mm HIGH COVING TO WET AREAS ● EXTERNAL WALLS - 100mm EPS CORE PANEL c/w 0.6mm COLORBOND facings WITH COLORBOND CLADDING OVER ● INTERNAL WALLS - 50mm PANEL c/w 0.4mm COLORBOND facings - refer colour schedule ● CEILING LINING - 125mm EPS CORE PANEL c/w 0.6mm COLORBOND facings; FLAT/FLAT TO RUN 14.4m. ● ANTI-CONDENSATION BLANKET under roof sheets ● R2.0 UNDER FLOOR INSULATION ● ROOF / WALL FLASHING - COLORBOND ● DOOR FRAMES - ALUMINIUM c/w TIMBER DOOR LEAF. ● WINDOW FRAMES - ALUMINIUM POWDER COAT FINISH - NIGHT SKY. 	



CLIENT SIGNATURE: _____

9.3 CORPORATE SERVICES

9.3.1 Accounts for Payment for May 2022*

Report Date	28 June 2022
Applicant	Shire of Dalwallinu
File Ref	FM/9 Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Christie Andrews, Senior Finance Officer
Supervised by	Ally Bryant, Manager Corporate Services
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Summary of Accounts for Payment

Purpose of Report

Council is requested to consider the acceptance and approval of the Schedule of Accounts for Payment.

Background

A list of invoices paid for the month of May 2022 from the Municipal Account, to the sum of \$947,278.89 paid by EFT is attached together with a list of bank fees, payroll, direct debit payments, loan payments and transfer to Term Deposits. These payments total \$1,215,641.87. There were no payments from the Trust Account. Total payments from all accounts being \$1,215,641.87 have been listed for Council's ratification.

Consultation

In accordance with the requirements of the *Local Government Act 1995* a list of accounts paid, by approval of the Chief Executive Officer under Council's delegated authority, is to be completed for each month showing:

- The payees names
- The amount of the payments
- Sufficient information to identify the payment
- The date of the payment

The attached list meets the requirements of the Financial Regulations,

In addition to the above statutory requirements, Financial Management Regulation Section 13(4) requires 'the total of the other outstanding accounts be calculated and a statement be presented to Council at the next Council meeting'.

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Nil



Financial Implications

Payments are in accordance with the adopted revised budget for 2021/2022.

Strategic Implications

Nil

Site Inspection

Not applicable

Triple Bottom Line Assessment*Economic implications*

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Accounts for Payments are in accordance with the adopted revised budget for 2021/2022 or authorised by separate resolution.

Officer Recommendation

That Council, in accordance with the requirements of sections 13(1), 13(3), and 13(4) of the *Local Government (Financial Management) Regulations 1996* a list of payments made in May 2022 under Chief Executive Officer's delegated authority is endorsed in respect to the following bank accounts:

Municipal Fund Account totalling \$1,215,641.87 consisting of:

EFT Payments (EFT13204-EFT13298)	\$947,278.89
EFT Payments (Payroll)	\$115,642.00
Direct Debit – Superannuation (DD16665.1-11, & DD16687.1-12)	\$23,252.17
Direct Debit – Credit Card (DD16676.1)	\$1,694.74
Direct Debit – Housing Bonds (DD16676.1)	\$1,128.00
Direct Debit – Payments to Department of Transport	\$126,107.65
Bank Fees	\$538.42

Recommendation/Resolution**MOTION**

Moved Cr
Seconded Cr

0/0



EFT PAYMENTS FOR THE MONTH OF MAY 2022

Chq/EFT	Date	Name	Description	Amount
EFT13204	04/05/2022	Refuel Australia	9000Ltr Diesel for the shire depot Dalwallinu	17,118.00
EFT13205	04/05/2022	WCP Civil Pty Ltd	WSFN Road Rehabilitation Works - Dal/Kal Rd	418,124.56
EFT13206	04/05/2022	Civil Engineering Project Management Pty. Ltd	Engineering Consultancy - DRFAWA Claim AGRN962-April 22	27,285.50
EFT13207	04/05/2022	Stantec Australia Pty Ltd	Development of Dalwallinu Bike Plan	8,937.50
EFT13208	04/05/2022	G S R Laser Tools	Supply 1 x clegg impact tester 4.5kg 884 model	10,329.00
EFT13209	05/05/2022	KEITH LESLIE CARTER	President Allowance for Keith Carter for 2021/22	3,971.00
EFT13210	05/05/2022	RBC - RURAL	Meterplan charge for admin photocopiers - Apr '22	1,645.73
EFT13211	05/05/2022	JASON SIGNMAKERS	Various coreflute signs as per quote 24800	602.18
EFT13212	05/05/2022	WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	Fuel - Apr 22	2,482.07
EFT13213	05/05/2022	AUSTRALIA POST - SHIRE	Postage charges for shire admin - Apr 22	164.18
EFT13214	05/05/2022	BOC LIMITED	Monthly container rental for Oxygen indust G size, Dissolved acetylene G size & Argoshield light - w/shop	38.12
EFT13215	05/05/2022	Bridgestone Service Centre Dalwallinu	2 new tyres and rotation of old for DL 747	388.00
EFT13216	05/05/2022	TELSTRA	Medical centre phone usage to 18/4/22 & service/rental to 18/5/22	100.65
EFT13217	05/05/2022	WALLIS COMPUTER SOLUTIONS	Investigate issues with SFO phone	121.00
EFT13218	05/05/2022	OFFICEWORKS	Shire Admin Stationery Order April	473.88
EFT13219	05/05/2022	DALWALLINU JUNIOR BASKETBALL ASSOC	Refund of venue & key bonds paid 1/2/22 for 2022 season	490.00
EFT13220	05/05/2022	SYNERGY	Electricity usage February to April 2022	13,340.87
EFT13221	05/05/2022	TOLL IPEC PTY LTD	Freight charges April 2022	113.83
EFT13222	05/05/2022	ELECTRICAIR	Inspect air con in foyer @ Shire admin for repairs required	115.50
EFT13223	05/05/2022	STEVEN CLIFFORD CARTER	Balance of Deputy President allowance for Steven Carter for 2021/22	992.50
EFT13224	05/05/2022	ROWDY'S ELECTRICAL	Replace light at 2 Dowie Street	149.19
EFT13225	05/05/2022	R n R Auto Electrics	Repairs and parts for assorted plant	3,667.65
EFT13226	05/05/2022	Market Creations Agency Pty Ltd	Supply & print 2000 IS22 Letterhead.	275.00

EFT PAYMENTS FOR THE MONTH OF MAY 2022

Chq/EFT	Date	Name	Description	Amount
EFT13227	05/05/2022	Animal Pest Management Services (Butcher Family Trust)	Corella Control activites in Dalwallinu, Wubin and Kalannie on 19th and 20th April.	2,200.00
EFT13228	05/05/2022	Industrial Automation Group Pty Ltd	Repairs to Dalwallinu and Pithara standpipes	2,285.80
EFT13229	05/05/2022	DALLCON	40 m3 Stab sand for Roberts road	3,762.00
EFT13230	05/05/2022	Moore Australia (WA) Pty Ltd	Financial Reporting Workshop 27 May 2022 A Bryant	1,980.00
EFT13231	05/05/2022	Dianne Maree Miller	Return of venue & key bond paid 29/4/22 for hire 30/4/22	280.00
EFT13232	05/05/2022	Site Architecture Studio	Dalwallinu Multi Purpose Early Childhood Learning Centre Contract Documentation	38,590.20
EFT13233	05/05/2022	Totally Workwear Joondalup	Uniforms	135.80
EFT13234	05/05/2022	Dalwallinu Foodworks	Assorted supplies for Admin, Council and Events - April 2022	513.24
EFT13235	05/05/2022	Department Of Mines, Industry Regulations And Safety	BSL collected for the month of April 2022	346.43
EFT13236	05/05/2022	Tractus Australia	Supply and fit 2 x tyres to DL194	448.00
EFT13237	05/05/2022	RICOH FINANCE	Lease fees for Shire admin printers - May 22	507.09
EFT13238	05/05/2022	ARPELS PTY LTD	Calibration of Drager breathalyzer incl freight	132.00
EFT13239	05/05/2022	Novus Autoglass	Supply & Installation of new windscreen DL 275 & DL121	1,915.50
EFT13240	05/05/2022	Shire Of Mingenew	Velpic usage for Jan-Mar '22	304.70
EFT13241	05/05/2022	Maximum Drainage	Install culverts on Roberts Road	27,258.00
EFT13242	05/05/2022	ARC Clean Energy Pty Ltd	Assorted supply and repairs - April 2022	5,980.00
EFT13243	05/05/2022	JMH Group WA	Assorted repairs and service to plant - April 2022	4,285.27
EFT13244	05/05/2022	St John Ambulance Western Australia Ltd (Wheatbelt)	Snake Bite Kits for vehicles and Depot	339.20
EFT13245	05/05/2022	Grazy Ladies	WALGA Zone meeting catering - 22 April 2022	1,500.00
EFT13246	05/05/2022	Jacinta Huntley	Refund of venue & key bond paid 15/2/22 for hire 21/4/22	280.00
EFT13247	05/05/2022	Sherrin Rentals Pty Ltd	Hire of 15ton pad foot roller	4,900.50
EFT13248	05/05/2022	Chemcentre	Water samples for Dalwallinu West Road water course	220.00

EFT PAYMENTS FOR THE MONTH OF MAY 2022

Chq/EFT	Date	Name	Description	Amount
EFT13249	05/05/2022	Quadrio Resources	Return of standpipe swipecard 109132 for bond paid 2/3/22	50.00
EFT13250	05/05/2022	BOEKEMAN MACHINERY	Assorted vehicle services and supply of 2021 Toyota Kluger (DL492)	16,185.75
EFT13251	05/05/2022	DEPARTMENT OF PREMIER AND CABINET	Gazettal Notices	296.40
EFT13252	19/05/2022	WESTRAC EQUIPMENT PTY LTD	250 hr service and fix lean wheel and artic	10,003.25
EFT13253	19/05/2022	JOHN R WALLIS ENGINEERING	Return of venue & key bond paid 29/4/22 for hire 30/4/22	280.00
EFT13254	19/05/2022	RBC - RURAL	Travel charge for repair of photocopier	143.00
EFT13255	19/05/2022	WATER CORPORATION	Water Usage - March to May 2022, Service Charges May to June 2022	44,366.64
EFT13256	19/05/2022	Bridgestone Service Centre Dalwallinu	Repairs and new tyres for assorted vehicles	1,056.50
EFT13257	19/05/2022	AVON WASTE	Domestic waste collections for Apr 22	16,051.73
EFT13258	19/05/2022	JENNY'S BAKEHOUSE	Morning tea and birthday cake - May 2022	110.00
EFT13259	19/05/2022	BURGESS RAWSON (WA) PTY LTD	Wheatbin Museum building , Water usage 4/3 to 3/5	51.03
EFT13260	19/05/2022	SYNERGY	Electricity Usage - March to May 2022	12,242.05
EFT13261	19/05/2022	TOLL IPEC PTY LTD	Freight charges for sewer pond samples	11.01
EFT13262	19/05/2022	The Workwear Group Pty Ltd	Uniforms	373.52
EFT13263	19/05/2022	Conquest Group Of Companies Pty Ltd	Return of equipment bond paid 9/5/22 for hire 10/5/22	50.00
EFT13264	19/05/2022	DOWNER EDI WORKS PTY LTD	Wet Mixing - Dal/Kal Rd (SLK 0.00-8.96), 19-30 Apr	96,899.83
EFT13265	19/05/2022	ROWDY'S ELECTRICAL	Assorted electrical work	266.03
EFT13266	19/05/2022	Airport Lighting Specialists Pty Ltd	Supply of assorted parts & equipment	14,393.50
EFT13267	19/05/2022	R n R Auto Electrics	1 x Bosch battery U1R-260	112.42
EFT13268	19/05/2022	Industrial Automation Group Pty Ltd	Standpipe repairs	2,519.00
EFT13269	19/05/2022	Ixon Operations Pty Ltd	Container service fee for sewerage scheme - April 22	81.84
EFT13270	19/05/2022	Liberty Plumbing & Gas	Assorted plumbing work - April 2022	1,582.70
EFT13271	19/05/2022	Tally Homes Group Pty Ltd	Hire of scaffold for 2 days	110.00
EFT13272	19/05/2022	PERTRAIN PTY LTD	Permits and forms Excavator pre start books, 1 Box	925.10
EFT13273	19/05/2022	Totally Workwear Joondalup	Uniforms	871.90

EFT PAYMENTS FOR THE MONTH OF MAY 2022

Chq/EFT	Date	Name	Description	Amount
EFT13274	19/05/2022	Wa Contract Ranger Services Pty Ltd	Ranger services, 19/4 & 6/5	1,782.00
EFT13275	19/05/2022	E Fire & Safety	Fire indicator panel testing at Shire admin building - April 22	495.00
EFT13276	19/05/2022	Tractus Australia	Supply and fit 2 x 11R22 tyres to DL10454	768.00
EFT13277	19/05/2022	Domain Digital	Monthly IT charges and HPE Post Warranty	7,299.49
EFT13278	19/05/2022	Jurovich Surveying Pty Ltd	Survey Services for Roberts Road	2,535.50
EFT13279	19/05/2022	WCS Concrete Pty Ltd	Headwalls	1,875.50
EFT13280	19/05/2022	TELAIR PTY LTD	Shire admin NBN service fee - 1/5 to 31/5	430.90
EFT13281	19/05/2022	Kleen West Distributors	Cleaning products for Dalwallinu Shire	644.60
EFT13282	19/05/2022	Q I Franchise Management Pty Ltd (Quest Apartments)	Accommodation and parking for Lauren Willis May 1-7th	1,170.00
EFT13283	19/05/2022	Dorothy Sprigg	Crossover contribution as per Council Policy 5.7	2,000.00
EFT13284	19/05/2022	Three Sons Pty Ltd	Flu vaccination for Shire Staff	396.00
EFT13285	19/05/2022	BUNNINGS TRADE	2 x Crates & lids for cleaner's ute	101.49
EFT13286	19/05/2022	Dalwallinu Traders	Assorted goods - April 2022	2,094.67
EFT13287	19/05/2022	Maximum Drainage	Culvert works - April 2022	24,354.00
EFT13288	19/05/2022	ARC Clean Energy Pty Ltd	Assorted electrical works - April 2022	550.00
EFT13289	19/05/2022	Eppys Removals & Storage	Relocation Expenses - Marc Bennett	3,522.00
EFT13290	19/05/2022	Sherrin Rentals Pty Ltd	Hire of 15ton pad foot roller	2,409.00
EFT13291	19/05/2022	BOEKEMAN MACHINERY	Service and parts - April 2022	573.48
EFT13292	19/05/2022	LANDGATE	Annual SLIP Subscription	2,520.93
EFT13293	19/05/2022	KALANNIE COMMUNITY RESOURCE CENTRE	Final Payment 'Kalannie Entrance Statement Windmill Project'	523.08
EFT13294	19/05/2022	Frank Lewis Holden & Moora Toyota, Moora Auto Parts & Moora Exhaust Centre	Windscreen calibration and service for DL 275	778.86
EFT13295	19/05/2022	DALWALLINU COMMUNITY RESOURCE CENTRE	Advertising in the Totally Locally - issue 14, 4/5	27.00
EFT13296	26/05/2022	Gregory David Whyte	Float machinery for Dalwallinu Shire	1,078.00
EFT13297	26/05/2022	J C Mechanics	Repairs to water pump on cart	115.50
EFT13298	26/05/2022	Martin Grant	Construction of Dam on Roberts Road	61,111.05
				947,278.89

DIRECT DEBITS FOR THE MONTH OF MAY 2022				
Chq/EFT	Date	Name	Description	Amount
DD16665.1	13/05/2022	Aware Super	Superannuation contributions	6,106.86
DD16665.2	13/05/2022	AUSTRALIA SUPER	Payroll deductions	543.32
DD16665.3	13/05/2022	THE TRUSTEE FOR COLONIAL SUPER RETIREMENT FUND	Payroll deductions	428.96
DD16665.4	13/05/2022	CBUS	Superannuation contributions	127.69
DD16665.5	13/05/2022	Local Government Superannuation Scheme	Payroll deductions	845.05
DD16665.6	13/05/2022	PRIME SUPER	Superannuation contributions	198.96
DD16665.7	13/05/2022	Hostplus	Payroll deductions	662.19
DD16665.8	13/05/2022	Catholic Super	Payroll deductions	697.44
DD16665.9	13/05/2022	BT Super for Life The Trustee for Retirement Wrap	Payroll deductions	803.85
DD16665.10	13/05/2022	Rest Industry Super	Superannuation contributions	299.80
DD16665.11	13/05/2022	Australian Super	Superannuation contributions	849.85
DD16676.1	16/05/2022	Bond Administrator	Bond payment for 11B Anderson Way	1,128.00
DD16677.1	19/05/2022	BANKWEST	Credit card purchases - April 2022	1,694.75
DD16687.1	27/05/2022	Aware Super	Superannuation contributions	6,066.08
DD16687.2	27/05/2022	AUSTRALIA SUPER	Payroll deductions	543.32
DD16687.3	27/05/2022	THE TRUSTEE FOR COLONIAL SUPER RETIREMENT FUND	Payroll deductions	428.96
DD16687.4	27/05/2022	CBUS	Superannuation contributions	236.92
DD16687.5	27/05/2022	Local Government Superannuation Scheme	Payroll deductions	845.05
DD16687.6	27/05/2022	PRIME SUPER	Superannuation contributions	198.96
DD16687.7	27/05/2022	Hostplus	Payroll deductions	664.38
DD16687.8	27/05/2022	Catholic Super	Payroll deductions	685.45
DD16687.9	27/05/2022	BT Super for Life The Trustee for Retirement Wrap	Payroll deductions	803.85
DD16687.10	27/05/2022	Rest Industry Super	Superannuation contributions	299.80
DD16687.11	27/05/2022	Australian Super	Superannuation contributions	849.85
DD16687.12	27/05/2022	Spirit Super	Superannuation contributions	65.58
				26,074.92

CREDIT CARD PAYMENT DETAILS				
Chq/EFT	Date	Name	Description	Amount
DD16687.1	06/04/2022	United	Fuel CEO vehicle	131.23
	08/04/2022	Shire of Dalwallinu	Change of plates for old Skid Steer	30.50
	11/04/2022	Shire of Dalwallinu	Change of plates for new Skid Steer	18.30
	17/04/2022	Westnet	Monthly charge for internet at Shire Admin - 1/5/22 to 1/6/22	129.95
	19/04/2022	Western Power	New electricity connection - 69 Mcneill Street	497.92
	19/04/2022	Sunday Times	Monthly charge for The West online	28.00
	20/04/2022	Benara Nurseries	Plants for Burtons corner and ablution block	165.97
	26/04/2022	Aussie Broadband	Monthly charge for internet at Dalwallinu Rec Centre	79.00
	27/04/2022	Shire of Dalwallinu	Change of Plates - DL492	30.50
	30/04/2022	Woolworths	Food for LGPro meeting	34.44
	01/05/2022	Rivervale IGA	Food for LGPro meeting	6.89
	01/05/2022	Vibe Ascot	Fuel CEO vehicle	90.54
	02/05/2022	Department of Health	Permit 353 renewal - Water & Effluent treatment	127.00
	05/05/2022	SEEK	SEEK Job Advert - General Hand	324.50
				1,694.74

Municipal Account

Payroll **May 2022**

13/05/2022	Payroll fortnight ending 13/05/2022	\$ 57,931.00
27/05/2022	Payroll fortnight ending 27/05/2022	\$ 57,711.00
	TOTAL	\$ 115,642.00

Bank Fees **May 2022**

02/05/2022	Bpay Transaction Fee (Muni)	\$ 29.60
03/05/2022	CBA Merchant Fee (Muni)	\$ 505.27
02/05/2022	OBG Record Fee (Muni)	\$ 3.55
	TOTAL	\$ 538.42

Direct Debit Payments **May 2022**

	Superannuation Payments (Pay endings 13/05/2022 & 27/05/2022)	\$ 23,252.17
19/05/2022	Credit Card Payments to Bankwest	\$ 1,694.74
16/05/2022	Bond Administrator - Housing Bonds	\$ 1,128.00
	Payments to Department of Transport Licensing	\$ 126,107.65
	TOTAL	\$ 152,182.56

9.3.2 Monthly Financial Statements for May 2022*

Report Date	21 June 2022
Applicant	Shire of Dalwallinu
File Ref	FM/9 Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Ally Bryant, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Monthly Statements of Financial Activity, Variance Report, Investments Held and Bank Reconciliations

Purpose of Report

Council is requested to receive and accept the Financial Reports for the month end 31 May 2022.

Background

There is a statutory requirement that Financial Reports be recorded in the Minutes of the meeting to which they are presented. The financial Reports, as circulated, give an overview of the current financial position of the Shire and the status of capital income and expenditure.

Consultation

Nil

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996 s34(1), s19(1)(2) and s34(2)

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.



Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

Financial Reports as at last day of business of the previous month are appended, for the period ending 31 May 2022.

Attached for council's consideration are:

1. Statement of Financial Activity
2. Variance Reports
3. Investments Held
4. Bank Reconciliations

As per Council resolution, all items that have a variance of more than \$10,000 have been noted on the variance reports.

Officer Recommendation

That Council accept the Financial Reports as submitted for the month ending 31 May 2022.

Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0



SHIRE OF DALWALLINU
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 May 2022

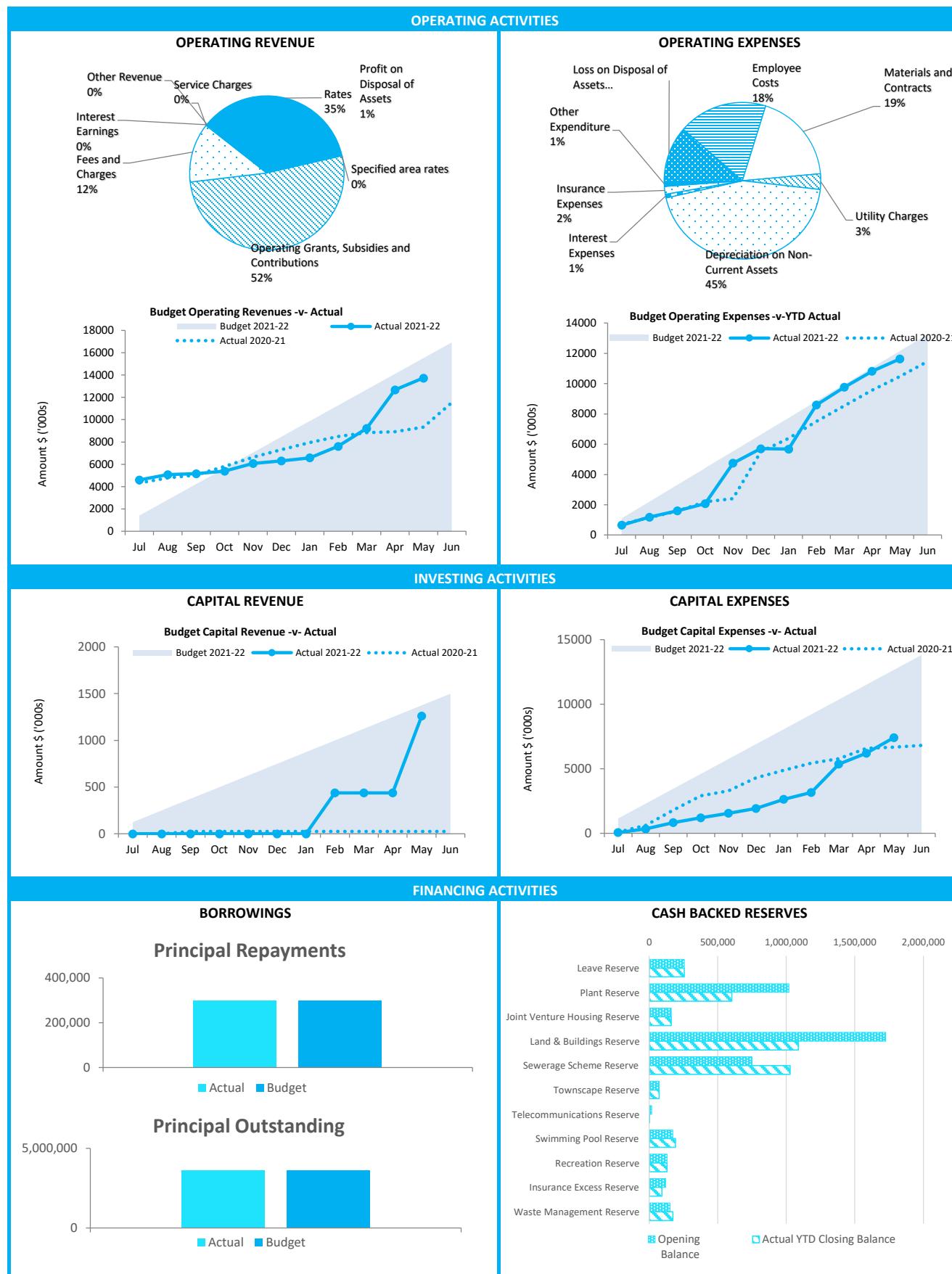
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2022

SUMMARY INFORMATION - GRAPHS



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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2022**

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.31 M	\$2.31 M	\$2.31 M	\$0.00 M
Closing	\$0.01 M	(\$1.16 M)	\$4.29 M	\$5.45 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	\$9.51 M	% of total
Unrestricted Cash	\$5.72 M	60.1%
Restricted Cash	\$3.79 M	39.9%

Refer to Note 2 - Cash and Financial Assets

Payables

	\$1.45 M	% Outstanding
Trade Payables	\$1.40 M	
Over 30 Days		3.6%
Over 90 Days		0.3%

Refer to Note 5 - Payables

Receivables

	\$0.37 M	% Collected
Rates Receivable	\$0.05 M	98.4%
Trade Receivable	\$0.37 M	
Over 30 Days		46.0%
Over 90 Days		41.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.43 M	\$0.97 M	\$4.41 M	\$3.44 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	\$3.35 M	% Variance
YTD Budget	\$3.35 M	(0.0%)

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions

YTD Actual	\$4.94 M	% Variance
YTD Budget	\$2.24 M	120.7%

Refer to Note 13 - Operating Grants and Contributions

Fees and Charges

YTD Actual	\$1.19 M	% Variance
YTD Budget	\$1.17 M	1.5%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.36 M)	(\$3.95 M)	(\$2.89 M)	\$1.07 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	\$0.35 M	%
Amended Budget	\$0.42 M	(16.8%)

Refer to Note 7 - Disposal of Assets

Asset Acquisition

YTD Actual	\$7.41 M	% Spent
Amended Budget	\$13.82 M	(46.4%)

Refer to Note 8 - Capital Acquisition

Capital Grants

YTD Actual	\$4.17 M	% Received
Amended Budget	\$10.04 M	(58.4%)

Refer to Note 8 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.63 M	(\$0.49 M)	\$0.46 M	\$0.94 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	\$0.30 M
Interest expense	\$0.09 M
Principal due	\$3.62 M

Refer to Note 9 - Borrowings

Reserves

Reserves balance	\$3.79 M
Interest earned	\$0.01 M

Refer to Note 11 - Cash Reserves

Lease Liability

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

Refer to Note 10 - Lease Liabilities

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2022**

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

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

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

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates income & expenditure, Grants commission and Pensioners deferred rates interest.

LAW, ORDER, PUBLIC SAFETY

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

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

HEALTH

To provide an operational framework for environmental and community health.

Food quality, pest control, immunisation services and other health.

EDUCATION AND WELFARE

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

School support, assistance to playgroups, retirements villages and other voluntary services.

HOUSING

To provide and maintain employee, non-employee and elderly residents housing.

Provision and maintenance of staff and rental housing.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, operation of tips, noise control, administration of the town planning scheme, maintenance of cemeteries, maintenance of public conveniences, storm water drainage maintenance, sewerage scheme operation, litter control and roadside furniture.

RECREATION AND CULTURE

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

Provision of facilities and support for organisations concerned with leisure time activities and sport, support for performing and creative arts and preservation of the natural estate. This includes maintenance of halls, aquatic centres, recreation and community centres, parks, gardens, sports grounds and operation of libraries.

TRANSPORT

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

Construction, maintenance and cleaning of streets, roads, bridges, drainage works, footpaths, parking facilities and traffic signs, cleaning and lighting of streets, depot maintenance and airstrip maintenance.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

The regulation and provision of tourism, area promotion, building control, noxious weed control, vermin control, standpipes and land subdivisions.

OTHER PROPERTY AND SERVICES

To monitor and control the shire's overheads and operating accounts.

Private works operation, public works overheads, materials, salaries & wages, plant repairs and operation costs. With the exception of private works, the above activities listed are mainly summaries of costs that are allocated to all the works and services undertaken by Council.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening funding surplus / (deficit)	1(c)	\$ 2,307,420	\$ 2,307,420	\$ 2,307,420	\$ 0	0.00%	
Revenue from operating activities							
Governance		300	276	0	(276)	(100.00%)	
General purpose funding - general rates	6	3,348,948	3,349,283	3,348,311	(972)	(0.03%)	
General purpose funding - other		1,729,440	1,722,576	4,414,100	2,691,524	156.25%	▲
Law, order and public safety		39,312	30,651	37,981	7,330	23.91%	
Health		23,714	21,993	12,911	(9,082)	(41.29%)	
Education and welfare		3,272	2,959	23,694	20,735	700.74%	▲
Housing		358,262	347,249	325,256	(21,993)	(6.33%)	
Community amenities		587,388	581,407	609,636	28,229	4.86%	
Recreation and culture		179,325	169,147	139,046	(30,101)	(17.80%)	▼
Transport		376,930	373,883	372,988	(895)	(0.24%)	
Economic services		174,213	162,252	167,133	4,881	3.01%	
Other property and services		63,609	57,892	103,923	46,031	79.51%	▲
		6,884,713	6,819,568	9,554,979	2,735,411		
Expenditure from operating activities							
Governance		(743,467)	(673,801)	(606,523)	67,278	9.98%	
General purpose funding		(142,681)	(131,105)	(116,507)	14,598	11.13%	▼
Law, order and public safety		(211,382)	(195,677)	(198,266)	(2,589)	(1.32%)	
Health		(339,814)	(329,786)	(317,948)	11,838	3.59%	
Education and welfare		(163,117)	(149,752)	(185,511)	(35,759)	(23.88%)	▲
Housing		(522,577)	(509,977)	(328,095)	181,882	35.66%	▼
Community amenities		(953,376)	(881,531)	(749,497)	132,034	14.98%	▼
Recreation and culture		(3,325,551)	(3,155,388)	(2,956,878)	198,510	6.29%	
Transport		(6,032,348)	(5,432,541)	(5,342,226)	90,315	1.66%	
Economic services		(642,090)	(586,957)	(624,146)	(37,189)	(6.34%)	
Other property and services		(183,059)	(165,910)	(205,346)	(39,436)	(23.77%)	▲
		(13,259,462)	(12,212,425)	(11,630,943)	581,482		
Non-cash amounts excluded from operating activities	1(a)	6,806,039	6,363,745	6,486,891	123,146	1.94%	
Amount attributable to operating activities		431,290	970,888	4,410,927	3,440,039		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	14	10,038,666	8,651,502	4,173,760	(4,477,742)	(51.76%)	▼
Proceeds from disposal of assets	7	417,212	417,212	347,137	(70,075)	(16.80%)	▼
Payments for property, plant and equipment and infrastructure	8	(13,815,301)	(13,020,825)	(7,406,017)	5,614,808	43.12%	▼
Amount attributable to investing activities		(3,359,423)	(3,952,111)	(2,885,120)	1,066,991		
Financing Activities							
Transfer from reserves	11	1,499,527	236,377	1,260,964	1,024,587	433.45%	
Payments for principal portion of lease liabilities	10	(23,053)	(22,626)	(22,625)	1	0.00%	
Repayment of debentures	9	(297,874)	(148,937)	(297,874)	(148,937)	(100.00%)	▼
Transfer to reserves	11	(551,070)	(551,070)	(482,396)	68,674	12.46%	▼
Amount attributable to financing activities		627,530	(486,256)	458,069	944,325		
Closing funding surplus / (deficit)	1(c)	6,817	(1,160,059)	4,291,295			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2022**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

BY NATURE OR TYPE

	Ref Note	Amended Budget (a)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,307,420	2,307,420	2,307,420	0	0.00%	
Revenue from operating activities							
Rates	6	3,348,948	3,349,283	3,348,311	(972)	(0.03%)	
Operating grants, subsidies and contributions	13	2,262,262	2,237,603	4,938,619	2,701,016	120.71%	▲
Fees and charges		1,208,629	1,173,128	1,191,212	18,084	1.54%	
Interest earnings		23,801	18,493	26,728	8,235	44.53%	
Other revenue		100	88	0	(88)	(100.00%)	
Profit on disposal of assets	7	40,973	40,973	50,109	9,136	22.30%	
		6,884,713	6,819,568	9,554,979	2,735,411		
Expenditure from operating activities							
Employee costs		(2,395,637)	(2,309,704)	(2,143,271)	166,433	7.21%	
Materials and contracts		(3,129,757)	(2,691,853)	(2,180,998)	510,855	18.98%	▼
Utility charges		(428,426)	(360,570)	(375,710)	(15,140)	(4.20%)	
Depreciation on non-current assets		(5,534,680)	(5,094,518)	(5,196,828)	(102,310)	(2.01%)	
Interest expenses		(129,049)	(128,986)	(87,590)	41,396	32.09%	▼
Insurance expenses		(189,912)	(189,782)	(187,286)	2,496	1.32%	
Other expenditure		(139,669)	(126,812)	(119,089)	7,723	6.09%	
Loss on disposal of assets	7	(1,312,332)	(1,310,200)	(1,340,172)	(29,972)	(2.29%)	
		(13,259,462)	(12,212,425)	(11,630,944)	581,481		
Non-cash amounts excluded from operating activities	1(a)	6,806,039	6,363,745	6,486,891	123,146	1.94%	
Amount attributable to operating activities		431,290	970,888	4,410,926	3,440,038		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	14	10,038,666	8,651,502	4,173,760	(4,477,742)	(51.76%)	▼
Proceeds from disposal of assets	7	417,212	417,212	347,137	(70,075)	(16.80%)	▼
Payments for property, plant and equipment	8	(13,815,301)	(13,020,825)	(7,406,017)	5,614,808	43.12%	▼
Amount attributable to investing activities		(3,359,423)	(3,952,111)	(2,885,120)	1,066,991		
Financing Activities							
Transfer from reserves	11	1,499,527	236,377	1,260,964	1,024,587	433.45%	▲
Payments for principal portion of lease liabilities		(23,053)	(22,626)	(22,625)	1	0.00%	
Repayment of debentures	9	(297,874)	(148,937)	(297,874)	(148,937)	(100.00%)	▼
Transfer to reserves	11	(551,070)	(551,070)	(482,396)	68,674	12.46%	▲
Amount attributable to financing activities		627,530	(486,256)	458,069	944,325		
Closing funding surplus / (deficit)	1(c)	6,817	(1,160,059)	4,291,295	5,451,354		

KEY INFORMATION

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 09 June 2022

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Less: Profit on asset disposals	7	(40,973)	(40,973)	(50,109)
Add: Loss on asset disposals	7	1,312,332	1,310,200	1,340,172
Add: Depreciation on assets		5,534,680	5,094,518	5,196,828
Total non-cash items excluded from operating activities		6,806,039	6,363,745	6,486,891

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

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

	Last Year Closing	This Time Last Year	Year to Date
	30 June 2021	31 May 2021	31 May 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	11	(4,572,716)	(4,097,380)
Less: Provisions		(367,548)	(439,745)
Add: Borrowings	9	297,875	(78,902)
Add: Provisions - employee	12	367,548	439,533
Add: Lease liabilities	10	23,359	1,704
Add: Cash backed leave portion		209,381	209,380
Total adjustments to net current assets		(4,042,101)	(3,965,410)
			(3,584,318)

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

Current assets				
Cash and cash equivalents	2	7,724,964	5,692,205	9,512,059
Rates receivables	3	59,824	61,157	52,952
Receivables	3	135,410	42,651	366,038
Other current assets	4	14,628	10,846	14,750
Less: Current liabilities				
Payables	5	(605,621)	(256,034)	(1,453,645)
Borrowings	9	(297,875)	78,902	(1)
Contract liabilities	12	(290,902)	0	(248,544)
Lease liabilities	10	(23,359)	(1,704)	(448)
Provisions	12	(367,548)	(439,533)	(367,548)
Less: Total adjustments to net current assets	1(b)	(4,042,101)	(3,965,410)	(3,584,318)
Closing funding surplus / (deficit)		2,307,420	1,223,080	4,291,295

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES

NOTE 2

CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
TelenetSaver Account	Cash and cash equivalents	3,107,631		3,107,631		Bankwest	0.05%	At Call
Municipal Account	Cash and cash equivalents	598,742		598,742		Bankwest	0.00%	At Call
Term Deposit - Municipal Excess	Cash and cash equivalents	2,011,288		2,011,288		Bankwest	0.22%	04/03/2022
Term Deposit - Reserves	Cash and cash equivalents	0	3,794,148	3,794,148		Bankwest	0.27%	24/05/2022
Floats Held	Cash and cash equivalents	250		250		Shire float	0.00%	N/A
Total		5,717,911	3,794,148	9,512,059		0		
Comprising								
Cash and cash equivalents		5,717,911	3,794,148	9,512,059		0		
		5,717,911	3,794,148	9,512,059		0		

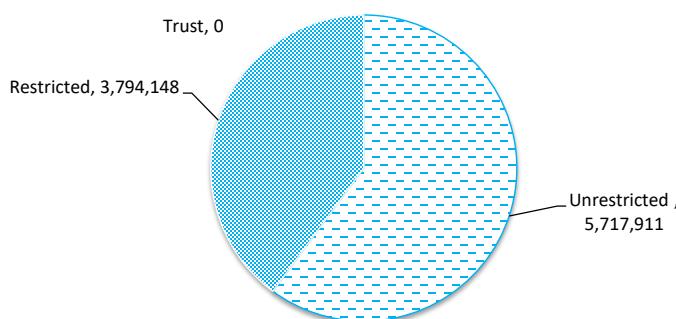
KEY INFORMATION

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

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

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

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

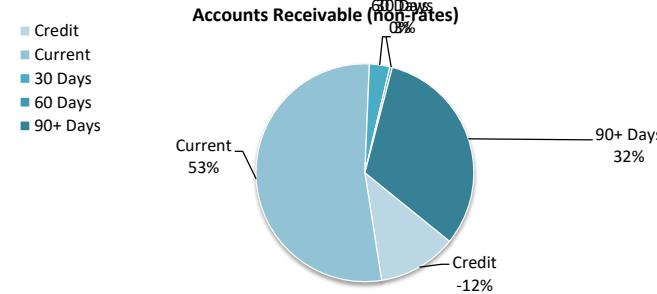
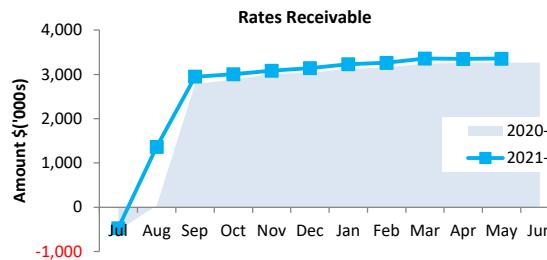
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 June 2021	31 May 2022
	\$ 49,498	\$ 59,824
Opening arrears previous years	4,010,253	3,348,312
Levied this year	(3,999,927)	(3,355,184)
Less - collections to date		
Equals current outstanding	59,824	52,952
Net rates collectable	59,824	52,952
% Collected	98.5%	98.4%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Receivables - general	\$ (41,776)	\$ 189,540	\$ 10,874	\$ 1,274	\$ 113,385	\$ 273,297
Percentage	(15.3%)	69.4%	4%	0.5%	41.5%	
Balance per trial balance						
Sundry receivable	(41,776)	189,540	10,874	1,274	113,385	273,297
GST receivable						92,741
Total receivables general outstanding						366,038
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

Other current assets	Opening Balance	Asset Increase	Asset Reduction	Closing Balance	
	1 July 2021	\$	\$	31 May 2022	\$
Inventory					
Inventories Fuel & Materials	14,628	122	0	14,750	
Total other current assets	14,628	122	0	14,750	
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Inventory

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES

NOTE 5

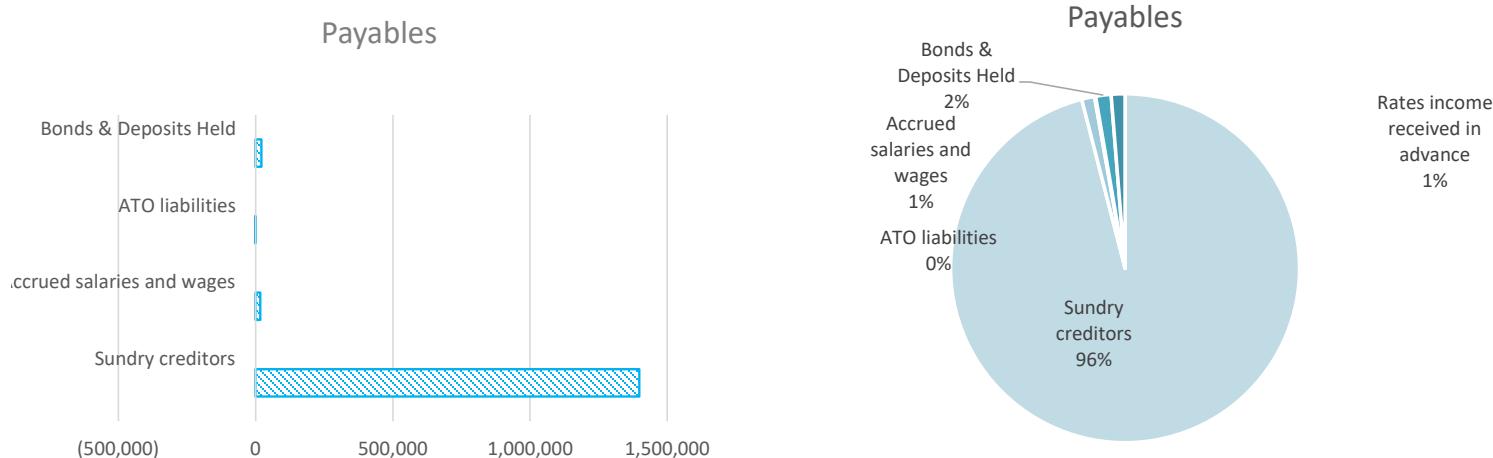
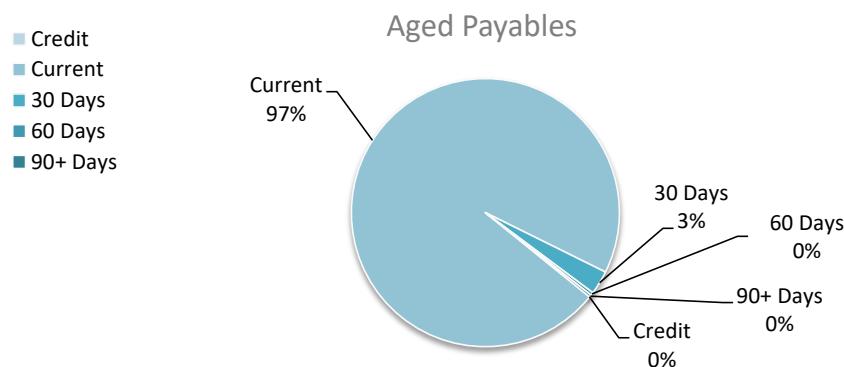
Payables

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	1,353,218	40,365	5,069	3,874	1,402,526
Percentage	0%	96.5%	2.9%	0.4%	0.3%	
Balance per trial balance						
Sundry creditors	0	1,453,283	40,365	5,069	3,874	1,398,329
Accrued salaries and wages						17,358
ATO liabilities						(1,537)
Bonds & Deposits Held						20,761
Rates income received in advance						18,604
Total payables general outstanding						1,453,645

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

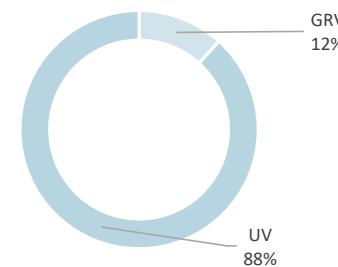
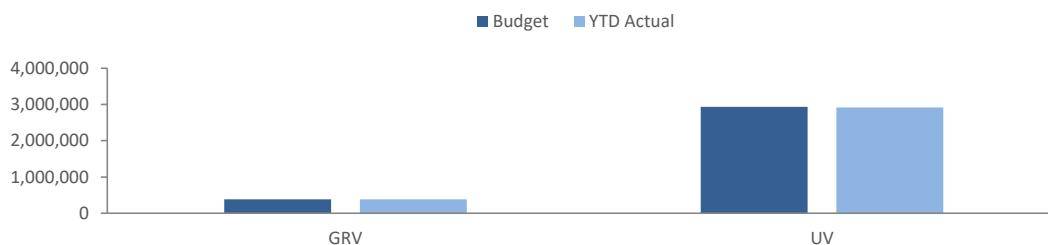
OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue

RATE TYPE	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
Gross rental value											
GRV	0.09181	288	4,147,377	380,771	3,000	0	383,771	380,771	4,616	1,378	386,765
Unimproved value											
UV	0.01701	363	172,802,000	2,939,362	2,000	(8,943)	2,932,419	2,939,362	(9,281)	(12,018)	2,918,063
Sub-Total		651	176,949,377	3,320,133	5,000	(8,943)	3,316,190	3,320,133	(4,665)	(10,640)	3,304,828
Minimum payment											
Gross rental value											
GRV - Dalwallinu	600	124	595,316	74,400	0	0	74,400	74,400	0	0	74,400
GRV - Kalannie	600	34	156,743	20,400	0	0	20,400	20,400	212	0	20,612
GRV - Other Towns	600	81	277,575	48,600	0	0	48,600	48,600	247	0	48,847
Unimproved value											
UV - Rural	700	35	634,578	24,500			24,500	24,500	0	0	24,500
UV - Mining	700	37	293,730	25,900			25,900	25,900	8,604	1,663	36,167
Sub-total		311	1,957,942	193,800	0	0	193,800	193,800	9,062	1,663	204,526
Discount							(161,042)				(161,042)
Total general rates							3,348,948				3,348,312

KEY INFORMATION

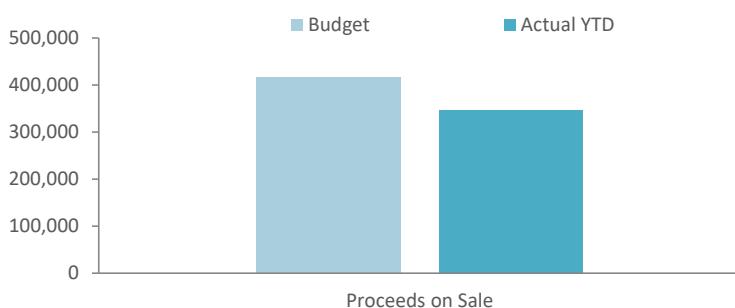
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Land & Buildings									
Sale of Lot 572 Sawyers Ave		69,394	69,394	0	0	0	0	0	0
Sale of Lot 3 Bell Stret		160,795	68,182	0	(92,613)	156,998	67,727	0	(89,271)
Caravan Park Ablution		59,519	0	0	(59,519)	59,519	0	0	(59,519)
Dalwallinu Golf Club Toilets		19,641	0	0	(19,641)	19,641	0	0	(19,641)
Other Infrastructure									
Pithara Golf Course		1,132,034	0	0	(1,132,034)	1,132,033	0	0	(1,132,033)
Plant and equipment									
Recreation and culture									
Dalwallinu Sportmans Cub Shed				0	0	31,905		0	(31,905)
Transport									
Mack Granite Truck DL2478		69,194	83,636	14,442	0	69,193	83,636	14,443	0
Skid Steer Loader DL150		26,793	22,000	0	(4,793)	23,802	16,000	0	(7,802)
Utility DL103		30,782	38,000	7,218	0	30,000	39,091	9,091	0
Utility DL281		24,133	27,000	2,867	0	25,168	28,182	3,014	0
Hyundai iLoad DL304		14,386	24,500	10,114	0	14,386	24,091	9,705	0
Low Loader		21,168	27,500	6,332	0	21,168	27,500	6,332	0
Other property and services									
Nissan Pathfinder DL131		33,732	30,000	0	(3,732)	26,385	30,000	3,615	0
Nissan Pathfinder DL492		27,000	27,000	0	0	27,000	30,909	3,909	0
		1,688,571	417,212	40,973	(1,312,332)	1,637,198	347,137	50,109	(1,340,171)



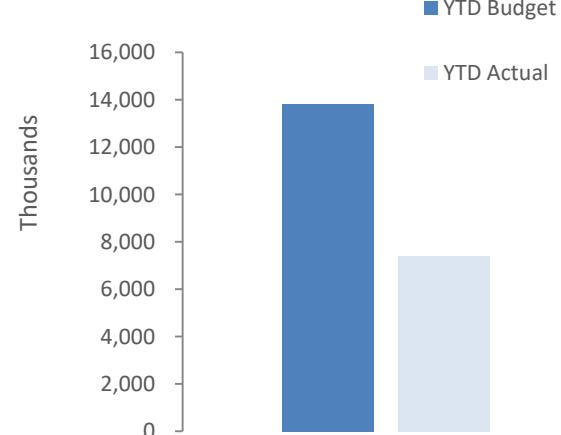
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended			YTD Actual Variance
	Budget	YTD Budget	YTD Actual	
Land	\$ 124,567	\$ 134,567	\$ 88,672	\$ (45,895)
Buildings	1,069,916	936,754	549,294	(387,460)
Furniture and equipment	39,783	19,000	39,783	20,783
Plant and equipment	734,883	677,500	703,613	26,113
Infrastructure - roads	10,874,887	10,350,662	5,305,883	(5,044,779)
Infrastructure - Other	971,265	902,342	718,772	(183,570)
Payments for Capital Acquisitions	13,815,301	13,020,825	7,406,017	(5,614,808)
Total Capital Acquisitions	13,815,301	13,020,825	7,406,017	(5,614,808)
Capital Acquisitions Funded By:				
Capital grants and contributions	\$ 10,038,666	\$ 8,651,502	\$ 4,173,760	\$ (4,477,742)
Other (disposals & C/Fwd)	417,212	417,212	347,137	(70,075)
Cash backed reserves				
Plant Reserve	419,266	384,290	419,266	34,976
Land & Buildings Reserve	897,598	897,598	781,098	(116,500)
Townscape Reserve	72,063	72,063	0	(72,063)
Telecommunications Reserve	17,000	17,000	17,000	0
Recreation Reserve	50,000	50,000	0	(50,000)
Insurance Excess Reserve	43,600	43,600	43,600	0
Contribution - operations	1,859,896	2,487,560	1,624,156	(863,404)
Capital funding total	13,815,301	13,020,825	7,406,017	(5,614,808)

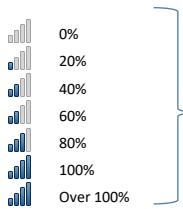
SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



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

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

Amended

	Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
LAND & BUILDINGS					
E148311	Bell Street Subdivision	72,567	72,567	72,567	(0)
E092041	Construction of Employee Housing	550,000	458,315	102,090	356,225
K98	6 McLevie Way, Dalwallinu JV - Capital Upgrade	23,397	19,184	23,397	(4,213)
K97	23 Rayner St, Dalwallinu JV - Capital Upgrade	6,000	6,000	3,270	2,730
E093855	Purchase of 8 Myers Street Land	52,000	52,000	0	52,000
		0	0	0	0
K5	Dalwallinu Recreation Centre - Capital Upgrade	62,000	62,000	16,105	45,895
K49	Dalwallinu Caravan Park - Capital Upgrade	383,519	356,255	380,448	(24,193)
K88	Administration Office - Capital Upgrade	45,000	45,000	40,089	4,911
ROADS					
E121700	Regional Road Group	621,645	574,493	429,898	144,595
E121720	Roads To Recovery	733,170	672,023	724,898	(52,875)
E121735	Wheatbelt Secondary Freight Network	4,751,410	4,355,417	3,501,960	853,457
E121730	Road Program	884,175	707,139	581,975	125,164
E121795	DRFAWA 962 - Flood Damage Repair Works	4,041,592	4,041,590	67,152	3,974,438
OTHER					
INFRASTRUCTURE					
E135875	Fencing for Dams	25,000	25,000	23,134	1,866
K95	Dalwallinu Aquatic Centre - Capital Upgrade	43,600	57,000	43,600	13,400
E112849	Capital Expenditure - Other Infrastructure	81,000	80,000	81,000	(1,000)
O21	Stormwater Dam - Roberts Road, Dalwallinu	250,000	250,000	131,669	118,331
O12	Dalwallinu Recreation Precinct Playground	31,950	31,950	31,950	0
O22	Shade Structure - Dalwallinu Sports Club	75,000	75,000	0	75,000
E103844	Sewerage System Upgrade	446,745	365,422	389,328	(23,906)
O14	Tourism Seating - Reserves	9,500	9,500	9,620	(120)
O23	Dump Point at Kalannie Caravan Park	8,470	8,470	8,470	0
FOOTPATH CONSTRUCTION					
PLANT & EQUIPMENT					
E113838	Capital Expenditure - Plant & Equipment	37,383	30,000	41,205	(11,205)
E123826	Excavator	254,000	300,000	254,000	46,000
E123889	Track Loader	120,000	120,000	116,120	3,880
E123827	Low Loader	96,000	0	96,000	(96,000)
E123841	Sundry Plant	16,000	16,000	16,761	(761)
E123881	MWS Vehicle - DL103	49,500	49,500	50,643	(1,143)
E123882	WS Vehicle - DL281	44,000	44,000	44,412	(412)
E123895	Trailer Mounted Cherry Picker	42,000	42,000	0	42,000
E145802	MCS Vehicle - DL 131	38,000	38,000	40,600	(2,600)
E145803	MPDS Vehicle - DL492	38,000	38,000	43,873	(5,873)
FURNITURE & FIXTURES					
E107808	Capital Expenditure - Furniture & Equipment	11,610	19,000	11,610	7,390
E145805	Capital Expenditure - Furniture & Equipment	28,173	28,173	28,173	0
		13,972,406	13,048,998	7,406,017	5,642,981

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

FINANCING ACTIVITIES
NOTE 9
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Community amenities										
Dalwallinu Sewerage Scheme	64	90,136			19,395	19,395	70,741	70,741	4,339	8,412
Recreation and culture										
Dalwallinu Discovery Centre	157	519,948			59,933	59,933	460,015	460,015	10,686	15,266
Dalwallinu Recreation Centre	159	2,585,200			60,015	60,015	2,525,185	2,525,185	66,270	95,109
Other property and services										
Bell St subdivision	160	721,098	0	0	158,530	158,531	562,568	562,567	5,428	9,382
C/Fwd Balance		3,916,382	0	0	297,874	297,874	3,618,508	3,618,508	86,723	128,169
Total		3,916,382	0	0	297,874	297,874	3,618,508	3,618,508	86,723	128,169
Current borrowings			297,874				1			
Non-current borrowings			<u>3,618,508</u>				<u>3,618,507</u>			
			3,916,382				3,618,508			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

FINANCING ACTIVITIES
NOTE 10
LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2021	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Recreation and culture										
Maia Financial - Gymnasium Equipment	E6N0162493	35,703			17,852	17,852	17,851	17,851	645	645
Other property and services										
Ricoh - 2 x photocopiers		9,959			4,773	5,201	5,186	4,758	222	235
Total		45,662	0	0	22,625	23,053	23,037	22,609	867	880
Current lease liabilities		23,359					448			
Non-current lease liabilities		23,028					23,028			
		46,387					23,476			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES
NOTE 11
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	\$ 255,492	511	\$ 649	\$ 0	\$ 0	\$ 0	\$ 0	\$ 256,003	\$ 256,141
Plant Reserve	1,019,118	2,038	2,105	0	0	(419,266)	(419,266)	601,890	601,957
Joint Venture Housing Reserve	161,012	322	231	1,426	0	0	0	162,760	161,243
Land & Buildings Reserve	1,725,559	3,451	4,129	209,394	140,000	(897,598)	(781,098)	1,040,806	1,088,590
Sewerage Scheme Reserve	750,114	1,500	2,187	275,249	275,249	0	0	1,026,863	1,027,550
Townscape Reserve	72,063	0	183	0	0	(72,063)	0	0	72,246
Telecommunications Reserve	17,324	35	172	0	0	(17,000)	(17,000)	359	496
Swimming Pool Reserve	171,043	342	478	20,000	20,000	0	0	191,385	191,521
Recreation Reserve	129,517	259	329	0	0	(50,000)	0	79,776	129,846
Insurance Excess Reserve	119,521	239	254	16,000	16,000	(43,600)	(43,600)	92,160	92,175
Waste Management Reserve	151,953	304	429	20,000	20,000	0	0	172,257	172,382
	4,572,716	9,001	11,147	542,069	471,249	(1,499,527)	(1,260,964)	3,624,259	3,794,148

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES

NOTE 12
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening	Liability	Liability	Closing
		Balance	Increase	Reduction	Balance
		1 July 2021			31 May 2022
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	13	12,620	0.00	(12,620)	0
- non-operating	14	278,282	4,144,022	(4,173,760)	248,544
Total unspent grants, contributions and reimbursements		290,902	4,144,022	(4,186,380)	248,544
Provisions					
Annual leave					
Long service leave					
Landfill Sites		0			0
Total Provisions		367,548	0	0	367,548
Total other current assets		658,450	4,144,022	(4,186,380)	616,092.00

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

NOTE 13

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue					
	Liability 1 July 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2022	Current Liability 31 May 2022	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual	
Operating grants and subsidies	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
General purpose funding											
General Purpose Grant (FAGS)				0		672,963	1,041,012	672,963	672,963	2,656,386	
Untied Roads Grant (FAGS)				0		491,405	600,636	491,405	491,405	1,672,407	
Law, order, public safety											
DFES Operating Grant				0		34,288	25,716	34,288	34,288	32,639	
Education and welfare											
Youth Week Grant				0		0	0	0	0	1,000	
Community amenities											
Stronger Communities Round 7				0					0	18,053	
Recreation and culture											
LRCIP Grant - Water Fountain DDC	4,177		(4,177)	(0)	(0)	4,300	3,938	12,500	12,500	4,177	
LRCIP Grant - Water Fountain Pool	2,783		(2,783)	0	0	4,480	4,480	0	0	2,783	
LRCIP Grant - Water Fountains Rec Centres	5,660		(5,660)	(0)	(0)	8,480	8,480	0	0	5,660	
Bike Plan Grant				0		12,500	12,500	0	0	8,000	
Road Safety Commision Grant				0		0	0	0	0	5,000	
Transport											
Direct Grant - Main Roads				0		299,557	299,557	299,557	299,557	299,557	
	12,620	0	(12,620)	(0)	(0)	1,527,973	1,996,319	1,510,713	0	1,510,713	4,705,662
Operating contributions											
Governance											
Miscellaneous Reimbursements				0		100	88	100	100	0	
General purpose funding											
Ex- Gratia Rates				0		41,612	41,612	41,612	41,612	41,604	
Collection of Legal Costs				0		16,000	14,658	16,000	16,000	9,385	
Health											
Miscellaneous Reimbursements				0		20,614	18,893	20,614	20,614	9,589	
Education and welfare											
Miscellaneous Reimbursements				0		3,272	2,958	3,272	3,272	22,693	
Housing											
Miscellaneous Reimbursements				0		20,071	18,104	20,071	20,071	13,471	
Community amenities											
Miscellaneous Reimbursements				0		3,315	5,865	3,315	3,315	6,353	
Containers Deposit Scheme Income				0		3,000	2,742	3,000	3,000	871	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022

NOTE 13

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue					
	Liability 1 July 2021	Increase in Liability	Liability Reduction (As revenue)	Liability 31 May 2022	Current Liability 31 May 2022	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	YTD Revenue Actual	
Recreation and culture	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Miscellaneous Reimbursements				0		53,622	49,141	53,622	56,896	110,518	
Transport				0		5,900	5,404	5,900		5,900	
Street Lighting Contribution				0		500	451	500		215	
Miscellaneous Reimbursements				0							
Economic services				0		34,803	34,494	34,803		34,803	
Miscellaneous Reimbursements				0						38,417	
Other property and services				0		32,000	29,324	32,000		32,000	
Fuel Rebates				0		19,200	17,550	19,200		19,200	
Miscellaneous Reimbursements				0						21,271	
Parental Leave Reimbursements				0					0	9,271	
	0	0	0	0	0	254,009	241,284	254,009	56,896	310,905	
TOTALS	12,620	0	(12,620)	(0)	(0)	1,781,982	2,237,603	1,764,722	56,896	1,821,618	4,938,619

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

NOTE 14

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	1 July 2021	Increase in Liability	Liability Reduction (As revenue)	31 May 2022	Current Liability	Amended Budget	YTD Budget	YTD Revenue (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Housing								
Maintenance Grant 6 McLevie Way	19,184	0	(19,184)	0	0	19,184	19,184	19,184
Recreation and culture								
LCIP Phase 2 Grant Pool Shade Sails	80,000	0	(80,000)	0	0	80,000	80,000	80,000
LCIP Phase 2 Grant Other Sports & Recreation	75,056		(75,056)	(0)	(0)	123,950	123,950	75,056
Transport								
Regional Road Group Grant		368,727	(314,918)	53,809	53,809	448,930	448,928	314,918
Roads to Recovery Grant		723,094	(723,094)	0	0	723,094	723,092	723,094
Wheatbelt Secondary Freight Network Grant		3,052,201	(2,857,466)	194,735	194,735	4,458,869	3,715,575	2,857,466
DRFAWA Grant		0	0	0	0	3,862,414	3,218,548	0
Economic services								
LCIP Grant - Phase 2 Grant	104,042	0	(104,042)	0	0	322,225	322,225	104,042
	278,282	4,144,022	(4,173,760)	248,544	248,544	10,038,666	8,651,502	4,173,760

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

**NOTE 15
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget adoption		Opening surplus	\$ 0	\$ 0	\$ 0	\$ 0
Various	Budget Review	9864	Operating Expenses		6,817		6,817
				0	6,817	0	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2022**

**NOTE 16
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021-22 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - other	2,691,524	156.25%	▲ Permanent	Early FAGS payment for 22/23 year
Education and welfare	20,735	700.74%	▲ Permanent	Contrabution to Childcare Centre from AGT
Recreation and culture	(30,101)	(17.80%)	▼ Timing	Reimbursements Other Rec and Sport under budget by 19k other various accounts under budget
Other property and services	46,031	79.51%	▲ Permanent	Private Works over budget 20k and other various accounts over budget small amounts
Expenditure from operating activities				
General purpose funding	14,598	11.13%	▼ Timing	Debt recovery less than budgeted YTD
Education and welfare	(35,759)	(23.88%)	▲ Timing	Consultant expenditure more than budgeted YTD
Housing	181,882	35.66%	▼ Timing	7 South St 20k under budget various other accounts under budget
Community amenities	132,034	14.98%	▼ Timing	Sewage Consultant under budget 35k & Townscape Project not commenced.
Other property and services	(39,436)	(23.77%)	▲ Permanent	Private Works over budget 11k and other various accounts over budget.
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(4,477,742)	(51.76%)	▼ Timing	Budgeted to have received 3.8m from DRFAWA and WSFN under budget by 850k
Proceeds from disposal of assets	(70,075)	(16.80%)	▼ Timing	1 land lot still to sell
Payments for property, plant and equipment and infrastructure	5,614,808	43.12%	▼ Timing	Capital roadworks less than budgeted YTD Refer to Note 8 for breakdown
Financing activities				
Repayment of debentures	(148,937)	(100.00%)	▼ Timing	Timing variance between budget to date and actuals. All loans paid for the year.
Transfer to reserves	68,674	12.46%	▼ Timing	Less than budgeted YTD

Shire of Dalwallinu
Bank Reconciliation
as at 31 May 2022

Balance as per General Ledger as at 1 May 2022 A910000 - Municipal Fund A910001 - Telenet Saver	69,706.21 2,852,525.24	✓ ✓ 2,922,231.45		2,922,231.45
Add Cash Receipts Daily Receipts BPAY Receipts Interest Received Transfer from Reserve funds Term Deposit		1,437,603.72 19,932.17 114.98 542,133.00	✓ ✓ ✓ ✓	1,999,783.87 4,922,015.32
Less Cash Payments EFT Payments - Payroll EFT Payments (EFT13204-EFT13298) Direct Debit - Credit Card Payments (DD16677.1) Direct Debit - Housing Bonds (DD16676.1) Direct Debit (Superannuation Payments) Bank Fees Direct Debit - Payment to DoT		115,642.00 947,278.89 1,694.74 1,128.00 23,252.17 538.42 126,107.65	✓ ✓ ✓ ✓ ✓ ✓ ✓	1,215,641.87
Balance as per General Ledger as at 31 May 2022 A910000 - Municipal Fund A910001 - Telenet Saver	598,742.14 3,107,631.31	✓ ✓		3,706,373.45
Add				3,706,373.45
Less Banking 31/05/22 Banked on 01/06/22				1,069.15 3,705,304.30
Balance as per Bank Statements as at 31 May 2022 Muni Cheque Account - 5365914 Business Telenet Saver - 0373562	597,672.99 3,107,631.31	✓ ✓	0.00	3,705,304.30

Prepared by

 1/06/2022

Reviewed by

 9/6/22



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BUSINESS ZERO TRAN ACCOUNT STATEMENT MUNI FUND

BSB Number	306-008
Account Number	536591-4
Period	28 May 22 - 31 May 22
Page 1 of 1	Statement Number 4112

THE COMMITTEE
SHIRE OF DALWALLINU
PO BOX 141
DALWALLINU WA 6609

Account of: SHIRE OF DALWALLINU

TRANSACTION DETAILS FOR ACCOUNT NUMBER: 536591-4

Date	Particulars	Debit	Credit	Balance
28 MAY 22	OPENING BALANCE			\$47,548.58
30 MAY 22	U3 Sullivan LEHMANN,RACHAEL ELIZABETH	\$260.00		\$47,808.58
30 MAY 22	BILL PAYMENT 1000005646 001 CBA202205280	\$20.00		\$47,828.58
30 MAY 22	PARTIAL PAYOUT FROM 008-012022-2	\$542,133.00		\$589,961.58
30 MAY 22	CREDIT INTEREST EX 008-012022-2	\$8.91		\$589,970.49
30 MAY 22	CREDIT TRANSFER FROM LINDA JOSEPHINE /	\$260.00		\$590,230.49
30 MAY 22	H HUGHES 08:11PM 28May	\$320.00		\$590,550.49
30 MAY 22	BILL PAYMENT 2000491349 001 BWA202205300	\$490.00		\$591,040.49
30 MAY 22	BILL PAYMENT 2000491349 001 BWA202205300	\$141.40		\$591,181.89
30 MAY 22	Ezidebit 14179909	\$246.04		\$591,427.93
30 MAY 22	CBA POS POS 16507100 30MAY	\$1,624.10		\$593,052.03
30 MAY 22	EMMA BRYANT Rent Emma Bryant	\$187.00		\$593,239.03
30 MAY 22	TRANSPORT DALO20220526	\$2,305.95		\$590,933.08
31 MAY 22	CRCDAL INV 9380		\$134.65	\$591,067.73
31 MAY 22	BILL PAYMENT 1000006915 001 BWA202205310		\$35.00	\$591,102.73
31 MAY 22	0000000-043 DALWALLINU LPO 30MAY2022		\$17,034.15	\$608,136.88
31 MAY 22	CBA POS POS 16507100 31MAY		\$1,777.36	\$609,914.24
31 MAY 22	TRANSPORT DALO20220527	\$12,241.25		\$597,672.99
31 MAY 22	CLOSING BALANCE			\$597,672.99
	TOTAL DEBITS	\$14,547.20		
	TOTAL CREDITS		\$564,671.61	

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TRANSACTION LISTING

302-162 0373562

Product	BUSINESS TELENET SAVER				
Account Nickname	BUSINESS TELENET SAVER				
Current Balance	\$3,107,757.06				
Available Balance	\$3,107,757.06				
Credit Limit	\$0.00				
DATE	NARRATIVE	CHEQUE NO.	DEBIT	CREDIT	BALANCE
01/06/2022	CREDIT INTEREST			\$125.75	\$3,107,757.06
26/05/2022	Telenet to Muni		-\$85,000.00		\$3,107,631.31
19/05/2022	Muni to telenet			\$175,000.00	\$3,192,631.31
05/05/2022	Muni to telenet			\$165,000.00	\$3,017,631.31
02/05/2022	CREDIT INTEREST			\$106.07	\$2,852,631.31
28/04/2022	Telenet to muni		-\$340,000.00		\$2,852,525.24
21/04/2022	Telenet to muni		-\$328,000.00		\$3,192,525.24
19/04/2022	To muni a/c		-\$265,000.00		\$3,520,525.24
14/04/2022	Telenet to muni		-\$370,000.00		\$3,785,525.24
13/04/2022	Muni to telenet			\$2,765,000.00	\$4,155,525.24
11/04/2022	Muni to Telenet			\$500,000.00	\$1,390,525.24
07/04/2022	Telenet to muni		-\$310,000.00		\$890,525.24
01/04/2022	CREDIT INTEREST			\$83.08	\$1,200,525.24
31/03/2022	Telenet to muni		-\$70,000.00		\$1,200,442.16
28/03/2022	Telenet to muni		-\$330,000.00		\$1,270,442.16
25/03/2022	Telenet to muni		-\$460,000.00		\$1,600,442.16
24/03/2022	Telenet to muni		-\$495,000.00		\$2,060,442.16
23/03/2022	to muni		-\$40,000.00		\$2,555,442.16
14/03/2022	From Muni to TS			\$728,000.00	\$2,595,442.16
11/03/2022	FROM TS TO MUNI		-\$750,000.00		\$1,867,442.16
11/03/2022	FROM MUNI TO TS			\$900,000.00	\$2,617,442.16
03/03/2022	Telenet to muni		-\$40,000.00		\$1,717,442.16
01/03/2022	CREDIT INTEREST			\$83.93	\$1,757,442.16
25/02/2022	telenet to muni		-\$200,000.00		\$1,757,358.23
24/02/2022	Telenet to muni		-\$410,000.00		\$1,957,358.23
17/02/2022	Muni to telenet			\$355,000.00	\$2,367,358.23
10/02/2022	Telenet to muni		-\$40,000.00		\$2,012,358.23
08/02/2022	FROM TS TO MUNI		-\$450,000.00		\$2,052,358.23
01/02/2022	CREDIT INTEREST			\$98.90	\$2,502,358.23

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**BUSINESS ZERO TRAN ACCOUNT STATEMENT
TRUST**

BSB Number	306-008
Account Number	536593-0
Period	26 May 22 - 31 May 22
Page 1 of 1	<i>Statement Number 3566</i>

THE COMMITTEE MEMBERS
SHIRE OF DALWALLINU
PO BOX 141
DALWALLINU WA 6609

Account of: SHIRE OF DALWALLINU

TRANSACTION DETAILS FOR ACCOUNT NUMBER: 536593-0

Date	Particulars	Debit	Credit	Balance
26 MAY 22	OPENING BALANCE			\$0.00
31 MAY 22	CLOSING BALANCE			\$0.00
	TOTAL DEBITS	\$0.00		
	TOTAL CREDITS		\$0.00	

Make sure you check the entries on this statement carefully. If you see something that doesn't seem right, call us on 13 17 19. For more information about your account, and for details of the dispute resolution mechanism that covers disputed transactions and complaints (including how to access the mechanism and to make a complaint – including to the external dispute resolution body - the Australian Financial Complaints Authority), please see the Product Disclosure Statement for this product (available at our website and branches), or call/visit us. Bankwest, a division of Commonwealth Bank of Australia ABN 48 123 123 124 AFSL / Australian credit licence 234945. If you don't want to receive promotional information from us, let us know by calling us on 13 17 19.

Shire of Dalwallinu
Trust Bank Reconciliation
as at 31 May 2022

Balance as per General Ledger as at 1 May 2022 2T9900000 - Trust Fund	0.00	0.00		0.00	✓
Add Cash Receipts				0.00	
Less Cash Payments		0.00		0.00	
Balance as per General Ledger as at 31 May 2022					
○ 2T9900000 - Trust Fund	0.00	0.00	0.00	0.00	
Add					
Less					
Balance as per Bank Statements as at 31 May 2022				0.00	
2T9900000 - Trust Fund	0.00	0.00	0.00	0.00	✓

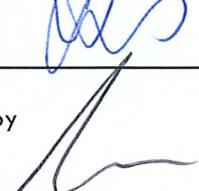
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Prepared by



1/6/2022

Reviewed by



9/6/22

9.4 CHIEF EXECUTIVE OFFICER

9.4.1 Advocacy Position on Arrangements for Management of Volunteers Bushfire Brigades

Report date	28 June 2022
Applicant	WALGA
File ref	ES/6 – Emergency Services
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to consider a proposed advocacy position on arrangements for Management of Volunteer Bushfire Brigades from the Western Australian Local Government Association (WALGA).

Background

Correspondence was received from WALGA on 26 May 2022 with regards to a proposed advocacy position on arrangements for management of Volunteer Bushfire Brigades.

Western Australian Local Governments have extensive roles and responsibilities embedded in the State Emergency Management Framework across the emergency management spectrum of prevention, preparedness, response and recovery. Under the *Bush Fire Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs). 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Shire of Dalwallinu manages 4 BFBs and approximately 100 volunteers.

The State Government is currently drafting the *Consolidated Emergency Services Act* (CES Act), which consolidates the *Fire Brigades Act 1942*, *Bush Fire Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill for consultation in early 2023.

The introduction of the *Work Health and Safety Act 2020* has also shone a spotlight on Local Government responsibilities for managing volunteer BFBs. This has brought into focus that local governments are no longer the right entity to be discharging the duty of care and the duty of provision of extreme risk bush fire management services in Western Australia.

Local Governments are clearly unable to meet the management and duty of care expectations in the *Work Health and Safety Act 2020* in the extreme risk area of bush firefighting. This new legislation exposes the gap between the extreme risk of bush fires and the capabilities of local governments to meet the risk. It has set up local governments for failure if nothing is done to fix the question – what entity is best able to meet the responsibility for supporting volunteer bush fire brigades?

A six (6) week period for sector consultation is designed to enable Local Governments to engage with relevant stakeholders, including volunteers and for Councils to consider their position. Feedback is requested by 8 July 2022 for a final position to be considered by WALGA State Council in September 2022.



Consultation

Chief Bushfire Control Officer
Deputy Chief Bushfire Control Officer

Legislative Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment*Economic implications*

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The development of the CES Act represents an important and timely opportunity for the sector to determine its position on the management of volunteer BFBs. An endorsed advocacy position will guide WALGA in its engagement with the State Government on this issue.

FESA (now Department of Fire and Emergency Services (DFES) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards. DFES provides strategic leadership for emergency services across WA. DFES manage the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES) and Marine Rescue Western Australia.

Around Australia:

- **WA** is the only State in Australia in which Local Governments manage Bushfire volunteers (pursuant to the *Bush Fire Act 1954*);
- In **New South Wales**, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer service, is managed by the NSW Government;
- In **Victoria**, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria;



- In **South Australia**, the *Fire and Emergency Services Act 2005 (SA)* provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services;
- In **Queensland**, the *Fire and Emergency Service Act 1990 (Qld)* provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades;
- In **Tasmania**, the Tasmania Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The **ACT** Rural Fire Service sits under the ACT Emergency Services Agency and is responsible for all bush and grass fires in rural ACT areas.
- In **NT**, bushfires is a division of the Department of Environment, Parks and Water Security, which is responsible for the administration of the Bushfires Management Act 2016. The Minister appoints members of the Bushfires Council and regional bushfires committees.

In Western Australia 111 Local Governments manage 562 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

• Bush Fire Service	19,639 volunteers
• Fire and Rescue Service	2,486 volunteers
• State Emergency Services	2,001 volunteers
• Volunteer Fire and Emergency Services	926 volunteers
• Marine Rescue Service	1,559 volunteers
• Emergency Service Cadet Corps	2,261 volunteers

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Over the years there have been many calls for a transformational change to the State Emergency Management Framework, in particular rural fire management.

The Ferguson Report on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services.

The 2017 Economic Regulation Authority Review of the Emergency Services Levy considered the extent to which the ESL should be available to fund the administrative and/or operational costs of a rural fire service. A number of Local Governments provided submissions to the ERA review that supported the creation of a rural fire service.



The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

Key features of the WHS ACT are provided in the following extract from the “Overview of Western Australia’s Work Health and Safety Act” put out by the Department of Mines, Industry Regulation and Safety and Worksafe”:

- The primary duty holder is the ‘person conducting a business or undertaking’(PCBU) which is intended to capture a broader range of contemporary workplace relationships;
- A primary duty of care requiring PCBUs to, so far as is reasonably practicable, ensure the health and safety of workers and others who may be affected by the carrying out of work;
- Duties of care for persons who influence the way work is carried out, as well as the integrity of product used for work, including the providers of WHS services;
- A requirement that ‘officers exercise ‘due diligence’ to ensure compliance;
- The new offence of industrial manslaughter, which provides substantial penalties for PCBUs, where a failure to comply with a WHS duty causes the death of an individual in circumstances where the PCBU knew the conduct could cause death or serious harm;
- The voiding of insurance coverage for WHS penalties, and imposition of penalties for providing or purchasing this insurance;
- The introduction of WHS undertakings, which are enforceable, as an alternative to prosecution;
- Reporting requirements for ‘notifiable incidents’ such as the serious illness, injury or death of persons and dangerous incidents arising out of the conduct of a business or undertaking; A framework to establish a general scheme for authorisations such as licences, permits and registrations (for example, for persons engaged in high risk work or users of certain plant or substances), including provisions for automated authorisations.
- **Importantly the WHS Act captures the duty of care requirements for bush fire brigades and volunteers.**

Hefty fines now apply to local governments and criminal charges may be imposed on Executive Staff should they fail in their duty of care under the new *Work Health and Safety Act 2020*. A sevenfold increase in the maximum fine is now applicable to Executives along with a 20 year jail term. The local government body is now subject to an uninsurable fine up to \$10M, up 2.85 times from \$3.5M

The State Government has made it clear its overarching expectations regarding duty of care, including to volunteers. In doing so, it has raised a question about the appropriate provision of leadership and support for volunteer bush fire brigades in the extreme risk environment in which they operate.

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer and is expected that this trend will continue. Volunteer insurance is paid for under the



Local Government Grants Scheme (ESL Levy) but as this rises the funds for the remainder of the BFB activities is diminished.

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangement, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to managed BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

WALGA has identified four (4) options for the future management of BFBs:

1. **Status quo** – continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs);
2. **Improvements** – continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support;
3. **Hybrid Model** – Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES;
4. **Transfer** – Responsibility for management of all BFBs is transferred to the State Government, consistent with arrangements in other States and Territories.

WALGA Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and other considerations, WALGA consider it appropriate for the Association to support a **Hybrid Model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2020*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

The Chief Bushfire Control Officer, Gary Butcher, was requested to provide comments on the Proposed Advocacy Position. His response was:



"It is my view that a fully funded CESM operating in conjunction with the shire brigades is a must. In our shire it is the community volunteers who put out a fire.

There is no one else, we are the boots on the ground.

We have to protect our own and the community's assets mostly with our own equipment or with the 4 shire owned appliances.

The provision of a locally based CESM at NO COST to the shire is a must to continue to deal with the training, record keeping and compliance issues we now face.

Rate payers in the city do not have to worry about being trained for firefighting or compliance with workplace safety to put out a fire.

It just happens via fully funded full time firefighters.

I have no doubt that local volunteers will continue to do what we do..... see smokestop work, put the fire out and go back to work.

But without someone full time working in the shire alongside volunteers to attend to compliance that is all they will do trained or not trained.

The CESM has to understand the seasonal constraints with volunteers training.

The Government has to supply housing for a CESM in Dalwallinu.

All fully funded by Government".

The Deputy Chief Bush Fire Control Officer, Mike Dodd, provided the following comments;

"There seems to be a big gap in support and its timeliness when really needed at times from the powers above. Local government support is always immediate and we currently have a great relationship with ours. I am somewhat concerned if some LG's are able to transfer their controlling body to the state government then is it a matter of time when they will control all BFB's? I agree there must be some LG's that can't afford to fund their local BFB but the State Government needs to increase funding to keep it local."

Although a CESM would be beneficial we do not have the need for a full time Officer, therefore would need to be a shared arrangement with a nearby Local Government.

There are many issues with the management of BFBs in the Shire of Dalwallinu. It is a resource hungry part of our role handled by capable but not trained Officers undertaking the role. Ensuring vaccination records are obtained and maintained, training is undertaken (even basic training), equipment is maintained, up to date volunteer records are maintained, inductions for all volunteers are undertaken and with the introduction of the new WHS Act makes the role of managing BFBs nearly beyond our capabilities. The Shire of Dalwallinu is recompensed \$4,000 to manage the BFBs each year.

WALGA's proposed advocacy position is as follows:

1. That the Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and



- d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.

2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

There is an urgent need for Local Governments and the State Government to review the suitability of local government's role in the delivery of volunteer bush fire brigades, given the spotlight on volunteer managements raised by the new *Work Health and Safety Act 2020*. The Ferguson Report, in 2016, provides a pathway for a new entity to do this, with a State Government core business emergency services entity tailored to bush firefighting and meeting the needs of volunteers.

Whilst we can manage the BFBs at the moment, there may be other small local governments who cannot resource the management of their BFBs. It is the Officers recommendation that Council support WALGA's proposed position as this will allow for those small local governments the opportunity to transfer the responsibility of their BFBs to DFES to manage.

Officer Recommendation

That Council support the advocacy position proposed by WALGA as follows:

1. That the Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

Recommendation/Resolution

MOTION

Moved	Cr
Seconded	Cr

0/0



9.4.2 Review of Business Continuity Plan*

Report date	28 June 2022
Applicant	Shire of Dalwallinu
File ref	RM/3 – Risk Management
Previous Meeting Reference	OCM 26 June 2018 (M9181)
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	Business Continuity Plan

Purpose of Report

Council is requested to review the Shire of Dalwallinu Business Continuity Plan.

Background

A Business Continuity Plan (BCP) is a plan to help ensure that business processes can continue during a time of emergency or disaster.

BCP's provide procedures for how employers and employees will stay in touch and keep doing their jobs in the event of an emergency or disaster.

At the Ordinary Council Meeting held 26 June 2018 Council resolved the following:

'MOTION 9181'

*Moved Cr KM McNeill
Seconded Cr AR Dickins*

That Council endorse the Shire of Dalwallinu Business Continuity Plan as attached to this report.

CARRIED 9/0'

Consultation

Nil

Legislative Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable



Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

Should an emergency or disaster occur in the Shire, it is important that a BCP is in place to ensure continuity of service to the community.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

A review of the BCP has been undertaken and the only amendments have been a change in the names of some Officers.

Officer Recommendation

That Council endorse the reviewed Shire of Dalwallinu Business Continuity Plan as attached to this report.

Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0



Shire of Dalwallinu



Business Continuity Plan (BCP)

Adopted by Council 26 June 2018

Reviewed by Council 27 April 2021



Distribution List

Organisation	Number of Copies
Shire President	1
Chief Executive Officer	1
Deputy Chief Executive Officer	1
Manager Planning & Development	1
Manager Works & Services	1
Works Supervisor	1
Shire Councillors	8
LEMC Members	15
OIC – Dalwallinu Police Station	1
St John Ambulance	1
Dalwallinu District High School	1
Dalwallinu Community Resource Centre	1
Dalwallinu District Hospital	1



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Introduction/Background

The Shire of Dalwallinu recognises that some events may exceed the capacity of routine management methods and structure. The Business Continuity Plan provides a mechanism for the development of contingent capacity and plans that will enable management to focus on maintaining and resuming the Shire's most critical functions.

Business Continuity Planning (BCP) is the creation of a strategy through the recognition of threats and risks facing an organisation with a specific aim to ensure that personnel and assets are protected and able to function in the event of a disaster. Business Continuity Planning involves defining potential risks, testing those procedures to ensure that they work, and periodically reviewing the process to make sure that it is up to date.

The purpose of developing a Business Continuity Plan is to ensure the continuation of the business during and following any critical incident that results in disruption to normal operational capability.

This Business Continuity Plan is specifically designed for the Shire of Dalwallinu's core business areas. Each business area designated is affected by various risks and hazards that are unavoidable within the Shire. It is noted that while treatment options are available, there is never a 'sure fire' or 'quick fix' for these risks and that contingency and continuity planning will be required at stages defined by the incident.



Business Continuity Plan

Executive Summary

This plan was designed to ensure that the Shire of Dalwallinu can continue to maintain business continuity in the event of a business interruption. The primary aim of this document is to prepare the Shire of Dalwallinu in the case of a catastrophic business failure due to a variety of reasons. The plan outlines response and recovery options as well as the responsibilities of the activating parties.

Objectives

The aim of the plan is to provide an effective procedure that equips the Shire to:

- Ensure services that are critical to our strategic objectives continue despite the occurrence of a potentially disruptive event;
- Stabilise the effects of a disruptive event and return to normal operations as quickly as possible;
- Minimise financial effects and impacts on service delivery targets in the event of a disruption;
- Protect Council's assets and reputation through the development of organisational resilience;
- Capitalise on opportunities created by the disruptive event.



Section 1 – Administration and Governance Processes

Administration processes can be described as the underpinning authority in the management and production capability of the local government. It consists of processes and items that are intrinsic to the successful management of the Shire. Governance is the ability to both create and maintain a system of laws, policies and procedures directly affecting constituents of the local government in particular the Shire of Dalwallinu.

Maximum Acceptable Outage (MAO) Timeframe

Critical – 1 Business Day or Less

Trigger Points

- Loss of access to Building, Infrastructure or Machinery or part thereof;
- Loss of access to ICT inclusive of hardware or software or part thereof;
- Significant number of Staff unavailable;
- Combination of the above events.

Response

The plans are not exhaustive, as any major incident will require more detailed and potential long term considerations. However, the plans below provide a structured response to major incidents that are of the highest threat to service provision and Shire operations.

Loss of access to Building, Infrastructure or Machinery or part thereof

Causes include, natural or man-made disasters, threats or criminal activity. This task provides the necessary steps to assess and recover from a loss of the Shire of Dalwallinu Administration facilities.

Task One – Immediate Response

This task provides the necessary command and control to enable the Shire of Dalwallinu's Incident Response Team to conduct an initial assessment of the disaster and to co-ordinate the Shire's initial response to the disaster.

Incident Response Team

- Chief Executive Officer
- Manager Corporate Services
- Manager Works & Services
- Manager Planning & Development Services



Recovery Procedure

Incident Response Team to undertake the following steps:

- Ensure site has been evacuated and all personnel are accounted for;
- Secure site and prevent access;
- Contact Emergency Services and Police;
- Identify any injuries and render assistance;
- Undertake an initial assessment of damage and risks;
- Arrange diversion of phone lines to existing Shire mobiles;
- Determine time frame to switch to recovery location.

Recovery Time Objective

Timeframe for this activity is within three (3) hours of the incident.

Recovery Location

- Primary Site – Dalwallinu Discovery Centre
- Secondary Site – Dalwallinu Recreation Centre

Resource requirements

- ICT

Other Considerations

- Liaise with Emergency Services and Police
- Inform Council and employees
- Inform Local Community (Facebook, website, SMS system, Email list)
- Inform Local Government Insurance Services (LGIS)

Task Two – Commence operations from Recovery Location

This task provides the necessary steps to commence core Shire operations from the recovery location and commence the planning for restoration of services in the short and longer term.

Recovery Procedure

Incident Response Team to undertake the following steps:

- Establish the recovery location;
- Layout workspace;
- Source telephones and establish communications and redirect calls to mobile phones;
- Allocate staff as applicable;
- Liaise with other Incident Response Team members to determine items to be immediately replaced and what is recoverable;
- Contact ICT supplier;
- Recover backups;
- Recover software where appropriate;



- Assess damage and undertake salvage operations
 - Undertake initial assessment of salvageable materials, items and records if applicable
 - Contact staff to remove items to a salvage site;
- Co-ordinate all communications, media and elected members, local government insurers and general co-ordination of recovery process
 - Liaise with Shire President to issue a media release.

Recovery Time Objective

Timeframe to achieve this task is within eight (8) hours of the incident.

Resource requirements

- Office furniture and stationery
- Administration and Works staff
- IT hardware and software
- Communications (mobiles and internet)

Task Three – Assess damage and prepare Long Term Recovery Plans

This task provides the necessary steps to commence planning for Long Term Operations from the Disaster Recovery Site.

Recovery Procedure

Incident Response Team to undertake the following steps:

- Establish the disaster recovery site for full operations use in the long term;
- Recover data to pre disaster state;
- Bring all records up to date;
- Contact all necessary persons to inform of the incident, expected delays and seek documentation where necessary including demountable buildings and other office accommodation;
- Establish necessary equipment and infrastructure requirements to provide full operations from recovery site;
- Finalise damage assessment and commence planning for re-establishing services through full or partial rebuild of Administration Centre;
- Co-ordinate all communication, media and elected members, Local Government insurers and general co-ordination of recovery process;
- Oversee assessment and recovery.

Recovery Time Objective

Timeframe for this activity is within twenty four (24) hours of the incident.



Resource requirements

- IT Contractors
- Additional infrastructure as identified
- Contractors to clean up disaster site (if applicable)

Loss of access to ICT inclusive of hardware or software or part thereof

This task provides the necessary steps to recover the Shire's IT system as a result of complete failure resulting in replacement of the IT system.

Incident Response Team

- Chief Executive Officer
- Manager Corporate Services
- IT Contractor

Recovery Procedure

Incident Response Team to undertake the following steps:

- Assess severity of outage through the Shire's IT provider and determine likely outage time;
- Seek quotations and place orders for replacement components;
- Contact Shire's insurers and Police if necessary;
- Inform Council, community and business contacts (i.e banks, creditors and contractors) of potential delays in providing services;
- Set up and install new hardware. Install all software and restore from backups;
- Reconcile and rebuild all data.

Recovery Time Objective

Timeframe for this activity is within twenty four (24) hours of the incident.

Resource Requirements

IT Suppliers (hardware, software, Synergy, licencing etc)

Significant number of Staff unavailable

This task provides necessary steps to recover in the case of a significant number of staff being unavailable to work due to a variety of reasons.

Incident Response Team

- Chief Executive Officer
- Manager Corporate Services
- Manager Works & Services
- Manager Planning & Development Services



Recovery Procedure

Incident Response Team to undertake the following steps:

- Assess the severity of staff shortage;
- Rearrange existing staff to cover the shortage areas;
- Inform Council, community and business contacts (i.e banks, creditors and contractors) of potential delays in providing services;
- Request trained personnel from surrounding Shires if appropriate;
- Source staff through recruitment agencies as appropriate.

Recovery Time Objective

Timeframe for this activity is within twenty four (24) hours of the incident.

Resource Requirements

Nil



Section 2 – Road/Infrastructure related Maintenance and Construction

This refers to the maintenance, replacement or construction of designated Shire Roads, Streets, Gardens and Parklands.

Maximum Acceptable Outage (MAO) Timeframe

Major 1-3 Business Days

Trigger Points

- Loss of access to Building, Infrastructure or Machinery or part thereof;
- Loss of access to ICT inclusive of hardware or software or part thereof;
- Significant number of Staff unavailable;
- Combination of the above events.

Response

The plans are not exhaustive, as any major incident will require more detailed and potential long term considerations. However, the plans below provide a structured response to major incidents that are of the highest threat to service provision and Shire operations.

Loss of access to Building, Infrastructure or Machinery or part thereof

Causes include, natural or man-made disasters, threats or criminal activity. This task provides the necessary steps to assess and recover from a loss of Depot facilities or essential machinery.

Task One – Depot Loss

This task provides a procedure to follow in regards to the loss of the Shire Depot.

Incident Response Team

- Chief Executive Officer
- Manager Works & Services

Recovery Procedure

Incident Response Team to undertake the following steps:

- Ensure site has been evacuated and all personnel are accounted for;
- Secure site and prevent access;
- Contact Emergency Services and Police;
- Identify any injuries and render assistance;
- Undertake an initial assessment of damage and risks;
- Arrange diversion of phone lines to existing Shire mobiles;
- Determine time frame to switch to recovery location;
- Prioritise Works Services;
- Liaise with other Incident Responses Team members to determine items to be immediately replaced and what is recoverable.



Recovery Time Objective

Timeframe for this activity is within twenty four (24) hours of the incident.

Recovery Location

- Primary Location – Shire Administration Offices (for Administrative duties)
- Primary Location – Dalwallinu Recreation Centre (for Plant & Machinery)
- Secondary Location – Town Hall (for Administrative duties)

Resource requirements

- Consideration of space for extra staff

Other Considerations

- Liaise with Emergency Services and Police
- Inform Council and employees
- Inform Local Community (Facebook, website, SMS system, Email list)
- Inform Local Government Insurance Services (LGIS)

Task Two – Loss of Essential Machinery

This task provides a procedure to follow in regards to the loss of essential machinery for the purpose of Road and Infrastructure related Maintenance and Construction.

Incident Response Team

- Chief Executive Officer
- Manager Works & Services

Recovery Procedure

Incident Response Team to undertake the following steps:

- Prioritisation of works services;
- Hire of appropriate equipment to maintain services;
- Request machinery from surrounding Shires as appropriate;
- Contact all necessary persons to inform of the incident, expected delays and seek documentation where necessary.

Recovery Time Objective

Timeframe for this activity is within seventy two (72) hours of the incident.

Other Considerations

- Backlog of Works Services
- Priority of Works Services
- Staffing requirements
- Wait time on new, hired or borrowed machinery



Loss of access to ICT inclusive of hardware or software or part thereof

This task provides the necessary steps to recover a loss of all Works related IT systems as a result of complete failure resulting in replacement of the IT system.

Incident Response Team

- Chief Executive Officer
- Manager Works & Services
- Manager Corporate Services
- IT Contractor

Recovery Procedure

Incident Response Team to undertake the following steps:

- Assess severity of outage through the Shire's IT provider and determine likely outage time;
- Seek quotations and place orders for replacement components;
- Contact Shire's insurers and Police if necessary;
- Inform Council and Community of potential delays in providing services;
- Set up and install new hardware. Install all software and restore from backups;
- Reconcile and rebuild all data.

Recovery Time Objective

Timeframe for this activity is within seventy two (72) hours of the incident.

Resource requirements

IT suppliers (hardware/software, Synergy, Licencing, etc)

Significant number of Staff unavailable

This task provides necessary steps to recover in the case of a significant number of staff being unavailable to work due to a variety of reasons.

Incident Response Team

- Chief Executive Officer
- Manager Works & Services

Recovery Procedure

Undertake the following steps:

- Assess the severity of staff shortage;
- Rearrange existing staff to cover the shortage areas;
- Inform Council, community and business contacts (i.e banks, creditors and contractors) of potential delays in providing services;
- Request trained personnel from surrounding Shires if appropriate;



- Source staff through recruitment agencies as appropriate;
- Prioritise Works Services.

Recovery Time Objective

Timeframe for this activity is within seventy two (72) hours of the incident.

Resource requirements

Nil



Section Three – Planning & Development Services

This refers to all regulatory services with the Shire including but not limited to:

- Health Services
- Building Services
- Planning Services
- Ranger Services

Maximum Acceptable Outage (MAO) Timeframe

Major 1-3 Business Days

Trigger Points

- Loss of access to Building, Infrastructure or Machinery or part thereof;
- Loss of access to ICT inclusive of hardware or software or part thereof;
- Significant number of Staff unavailable;
- Combination of the above events.

Response

As Planning & Development Services are based out of the Shire Administration Offices, response plans for this service are noted within Section One – Administration and Governance Processes.



Section Four – Rehearse, Maintain and Review

It is critical that the plan is rehearsed to ensure that it remains relevant and useful. This may be done as part of a training exercise and is a key factor in the successful implementation of the plan during an emergency.

The Shire must also ensure that they regularly review and update the plan to maintain accuracy and reflect any changes inside or outside the business.

This plan is to be reviewed every two years, as needed or after an activation.



Appendices

Appendix	Item
One	Event Log
Two	Immediate Response Checklist
Three	Incident Recovery Checklist
Four	Insurances
Five	Contact List (Internal)
Six	Contact List (External)
Seven	Emergency Kit

Appendix 1 – Event Log

(Please note the event log is to include all rehearsals, tests and actual activations of the BCP)

Appendix 2 – Immediate Response Checklist

Incident Response	✓	Actions Taken
Severity of Incident assessed?		
Site evacuated? (As applicable)		
All staff accounted for?		
Injuries identified?		
Emergency Services contacted?		
Implemented Response Plan?		
Implement Event Log?		
Activated Staff and Resources?		
Briefed Incident Response Team?		
Allocated roles & responsibilities?		
Identified damages?		
Identified critical disruptions?		
Staff informed?		
Stakeholders contacted?		
Initiated community information?		

Appendix 3 – Incident Recovery Checklist

Incident Response	✓	Actions Taken
Severity of Incident assessed?		
Site evacuated? (As applicable)		
All staff accounted for?		
Injuries identified?		
Emergency Services contacted?		
Implemented Response Plan?		
Implement Event Log?		
Activated Staff and Resources?		
Briefed Incident Response Team?		
Allocated roles & responsibilities?		
Identified damages?		
Identified critical disruptions?		
Staff informed?		
Stakeholders contacted?		
Initiated community information?		

Appendix 4 – Insurance List

Insurance Type	Policy Coverage	Policy Exclusions	Insurance Company	Policy Number	Last review date	Payments Due
Motor Vehicle & Plant	Anywhere in Australia	\$500	LGIS/Zurich	632530556VFT	April 2022	Annually
LGIS Property	Anywhere in Australia	\$5,000	LGIS/LGA Perth WA	000025	April 2022	Annually
Crime	Anywhere in Australia	\$1,000	LGIS/LGA Perth WA	05CH005846	March 2022	Annually
Public Liability	Anywhere in Australia	Nil	LGIS/LGA Perth WA	000025	March 2022	Annually

Contact Details for all insurances at LGIS: Damien Gaughan 0429 465 940

Appendix Five – Contact Lists (Internal)

Name	Position	Telephone	Email
Jean Knight	Chief Executive Officer	0427 611 001	ceo@dalwallinu.wa.gov.au
Ally Bryant	Manager Corporate Services	0407 084 318	mcs@dalwallinu.wa.gov.au
Doug Burke	Manager Planning & Development Services	0429 593 882	mpds@dalwallinu.wa.gov.au
Marc Bennett	Manager Works & Services	0407 253 797	mws@dalwallinu.wa.gov.au
Rod Broad	Works Supervisor	0429 371 778	ws@dalwallinu.wa.gov.au
Christie Andrews	Senior Finance Officer		sfo@dalwallinu.wa.gov.au
Keith Carter	Shire President	0428 643 051	crkcarter@dalwallinu.wa.gov.au
Steven Carter	Deputy Shire President	0428 663 017	crscarter@dalwallinu.wa.gov.au

Appendix 6 – Contact List (External)

Key Contacts	Contact Number
Domain Digital	9441 6300
IT Vision	9315 7000
Telstra	13 22 03
Western Power	13 13 51
Water Corporation	13 13 75
Local Government Insurance Services (LGIS) – Damien Gaughan	0429 465 940
Shire of Moora –	9651 0000
Shire of Wongan Ballidu – Stuart Taylor	9671 1011
Shire of Perenjori – Paul Anderson	9973 1002
Shire of Coorow – Mia Maxfield	9952 0100
Shire of Koorda – Darren Simmons	9684 1219
Shire of Mt Marshall – John Nuttle	9685 1202
Main Roads WA	9622 4709
Dalwallinu Hospital	9661 0200
Dalwallinu District High School	6661 1500
Ambulance	000
Fire	000
Police	000

Appendix 7 – Emergency Kit

Item	Amount
Building Site Plans including location of gas, electricity and water shut off points (hard copy)	1
Local Emergency Management Arrangements (hard copy)	1
Business Continuity Plan	1
One ream of Council letterhead	1
Box of Shire envelopes (window faced and plain faced)	2
Basic stationery items	1
Spare keys/security codes	1
Shire Maps	1
First Aid Kit	1

The emergency pack also contains a thumb drive with copies of the above documents.

Emergency packs must be updated annually to ensure contents are current and accurate (e.g staff list, contact details, phone numbers and updated templates on thumb drives).

The kit is to be located at the Chief Executive Officer's residence.

9.4.3 Request to waive fee for Dalwallinu Recreation Centre – Black Dog Ride Australia

Report date	28 June 2022
Applicant	Shire of Dalwallinu
File ref	CU/6 – Customer Service General
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Absolute Majority
Attachments	Nil

Purpose of Report

Council is requested to consider a request from Black Dog Ride Australia to waive the fire fees for the Dalwallinu Recreation Centre for an event to be held on 8 October 2022.

Background

Correspondence was received on 9 June 2022 from Black Dog Ride Australia requesting that the fees for the hire of the Dalwallinu Recreation Centre be waived for an event that is being planned for Saturday 8 October 2022.

See excerpt from their email:

"Black Dog Ride is an ACNC registered national health charity.

We're bringing the Black Dog Ride to Dalwallinu to support the Community and to raise awareness of Depression and Suicide Prevention.

We are talking with Dalwallinu Lions Club to cater for our event. Many of our riders are also Lions Club Members. Local businesses are also supportive of what we do and often donate their time. Most of our riders are staying at the Wheatland Motel. Others are camping.

Black Dog Ride is a bottom up organisation. All our riders either have their own lived experience of depression and suicide or they have family members and friends who have been challenged.

BDR have 3 part time employees working a total of 1.8 days.

Everyone else supporting our organisation are volunteers.

Since BDR began in 2009 we have raised over \$2.5 million.

We gave funds to Lifeline and Mental Health First Aid. Now that those organisations are Government funded we give back to local communities.

We ask local communities to talk with us about projects they may have that will support mental health so that we can look at how Black Dog Ride might be able to provide a grant to fund them.

No profit will be made for Black Dog Ride from this event.

We would be grateful if the Shire were to contribute the hire fee to our cause..."

Consultation

Nil



Legislative Implications**State**

Local Government Act 1995 – section 6.12

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Site Inspection

Site inspection undertaken: Not applicable

Triple Bottom Line Assessment*Economic implications*

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant economic implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The hire fee for the Dalwallinu Recreation Centre (Main Hall/Kitchen/Bar) is \$366.00 per day. Unfortunately this group is not a local community group therefore is not eligible for the 50% community concession as per Council's Fees & Charges Schedule.

The recent survey for the development of the Shires Public Health Plan showed the top three Mental and Social Health issues of greatest concern were:

- Depression
- Anxiety
- Loneliness

The visit by Black Dog Australia could be timely for the community and will also exposure to the Shire of Dalwallinu with support for the businesses in town.

Should Council support this proposal, the administration will assist with advertising for the event.

Officer Recommendation

That Council authorise the Chief Executive Officer to waive the hire fee for the Dalwallinu Recreation Centre for use by Black Dog Ride Australia on Saturday 8 October 2022.



Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0



10 APPLICATIONS FOR LEAVE OF ABSENCE

11 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

13 NEW BUSINESS OF AN URGENT NATURE (INTRODUCED BY DECISION OF THE MEETING)

14 MEETING CLOSED TO THE PUBLIC – CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT, 1995, SECTION 5.23(2)

PROCEDURAL MOTION

Moved Cr
Seconded Cr

That Council moves into a confidential session at 0.00pm as per Local Government Act, 1995, Section 5.23(2) (b) the personal affairs of any person; and

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (ii) information that has a commercial value to a person; or

to discuss:

14.1 Request to Set Reserve Price for Auction - A69802

14.2 Clarification of Rate – RFT2020-08



14.1 Request to Set Reserve Price for Auction - A69802

Report Date	28 June 2022
Applicant	Shire of Dalwallinu
File Ref	A69802 - Rates Payments
Previous Meeting Reference	Nil
Prepared by	Christie Andrews, Senior Finance Officer
Supervised by	Ally Bryant, Manager Corporate Services
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to set the reserve price for assessment A69802 that is scheduled to be offered by public auction on Tuesday 12 July 2022.

Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0

14.2 Clarification of Rate – RFT2020-08

Report date	28 June 2022
Applicant	Shire of Dalwallinu
File ref	FM/28 - Tendering
Previous Meeting Reference	Nil
Prepared by	Jean Knight, Chief Executive Officer
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	Nil

Purpose of Report

Council is requested to consider a request from V Kwong Civil Engineers with regards to the rate quoted for RFT2020-08.



Recommendation/Resolution

MOTION

Moved Cr
Seconded Cr

0/0

Recommendation/Resolution

PROCEDURAL MOTION

Moved Cr
Seconded Cr

That the meeting come from behind closed doors at 0.00pm.

0/0

15 SCHEDULING OF MEETING

The next Ordinary Meeting of Council will be held on 26 July 2022 at the Shire of Dalwallinu Council Chambers, Dalwallinu commencing at 3.30pm.

16 CLOSURE

There being no further business, the Chairperson closed the meeting at _____ pm.

