



Shire of Lake Grace

23 November 2022 Ordinary Council Meeting

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Shire of Lake Grace

Ordinary Council Meeting

MINUTES

26 October 2022

Meeting Commencing at 3:30 pm

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal or informal conversations with staff. The Shire of Lake Grace 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 or Committee meetings or discussions. Any person or legal entity who 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 or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace 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 Lake Grace in respect of the application.

Acknowledgement of Country

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.



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SHIRE OF LAKE GRACE

Minutes of the Ordinary Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 26 October 2022 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

The Shire President opened the meeting at 3:30pm.

2.0 CONSTITUTIONAL MATTERS

2.1 DISCLAIMER READING AND ACKNOWLEDGEMENT OF COUNTRY

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council and Committee meetings or during formal and informal conversations with staff. The Shire of Lake Grace 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 and Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

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Acknowledgement of Country

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I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr R Chappell	Deputy Shire President
Cr DS Clarke	
Cr SG Hunt	
Cr BJ Hyde	
Cr AJ Kuchling	
Cr RA Lloyd	
Cr JV McKenzie	

3.2 APOLOGIES

Mr C Paget	Deputy Chief Executive Officer
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3.3 IN ATTENDANCE

Mr A George	Chief Executive Officer
Mr K Wilson	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mr M Castaldini	Community Emergency Services Manager
Mrs R Rose	Executive Assistant

3.4 OBSERVERS / VISITORS

Nil

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Nil

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

Nil

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

7.0 NOTATIONS OF INTEREST

Nil

7.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

Nil

7.2 DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

Nil

7.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Nil

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – 28 SEPTEMBER 2022

RESOLUTION 13648

Moved: Cr Chappell

Seconded: Cr Kuchling

That the Minutes of the Ordinary Council Meeting held on 28 September 2022 be confirmed as a true and accurate record of the meeting.

CARRIED: 8/0

10.2 SPECIAL COUNCIL MEETING

Nil

10.3 ANNUAL MEETING OF ELECTORS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL

Nil

13.0 REPORTS OF COMMITTEES

13.1 LAKE GRACE LIBRARY/COMMUNITY RESOURCE CENTRE MANAGEMENT COMMITTEE MEETING – 18 OCTOBER 2022

RESOLUTION 13649

Moved: Cr Clarke

Seconded: Cr Hyde

That the Minutes of the Lake Grace Library Resource and Community Resource Centre Management Committee meeting held on 18 October 2022 be received.

CARRIED: 8/0

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

14.1.1 POTENTIAL HOUSING OPTIONS – LAKE GRACE

Applicant:	WA Country Health Service
File No.:	0094
Attachments:	<ol style="list-style-type: none">1. WACHS Country housing FAQs2. WACHS Housing – How it Works3. 4WDL Worker Housing Analysis- Stakeholder Engagement Communication Framework
Author:	Mr Alan George – Chief Executive Officer
Disclosure of Interest:	Nil
Date of Report:	18 October 2022
Senior Officer:	Mr Alan George – Chief Executive Officer

Summary

For Council to consider the housing partnership opportunities being proposed by WA Country Health Service (WACHS) to provide suitable housing for both permanent and visiting staff and to consider other housing options.

Background

WACHS has more than 100 hospitals and health services and a 10,000-strong workforce of doctors, nurses, allied health, specialists, patient support, admin and more who work in 145 locations in regional and remote WA. They have a large permanent staff base who move frequently within the organisation, as well as a high number of people who choose to come and go for temporary assignments all of which sees accommodation in high demand.

Good quality housing is also needed for the large visiting specialist practitioner workforce and a student cohort who are keen to build a career in country WA, gain experience and experience the best of living in regional Western Australia.

WACHS currently leases and owns more than 1,500 staff accommodation properties. Many of these will need to be upgraded and replaced in coming years. In addition to their current stock they are looking to provide more than 300 additional dwellings in a range of regional locations. Many of their staff bring their families with them, which affects their housing requirements.

WACHS is looking for investors be they private, developers or individuals and including local governments to consider opportunities to build new properties or lease existing properties for country health staff.

Comment

It is well known that in Lake Grace good quality rental accommodation is in extremely short supply. The benefit of building and leasing to WACHS is that the income is guaranteed every month, the leases are long-term between 1 and 10 years. Rent is reviewed annually. WACHS has a stringent list of requirements for housing some of which are detailed in the FAQs attached.

The proposal by WACHS could be a good opportunity to improve the level of housing and encourage more workforce to locate in Lake Grace. Before any proposals are put in place there must be initial discussions with WACHS regarding their requirements and if there was a match with this area. There is actually a 4-step process that takes place which are detailed in the second attachment.

Notwithstanding the possible partnership with WACHS I believe that Council should consider the construction of housing in town along the lines of either:

1. The 3 units at 5 Bennett Street
2. The 3 units at 49 Bennett Street or
3. The 2 houses at 33 Absolon Street

All of these are located on a 1064m² block with 49 Bennett and 33 Absolon being corner blocks. The shire owns the vacant land at 51 Bennett St which is earmarked for group housing.

I do not believe that these should be earmarked for Independent Living Units or Over 55's but should be available to all to rent, in the first instance though WACHS if required.

Grant funding would be sourced for the construction along with a contribution from the Housing Reserve account currently standing at \$590,522 or a WA Treasury loan whilst they are still relatively cheap.

The 4WDL shires have previously committed to a 4WDL Housing Study in collaboration with the Wheatbelt Development Commission and have commissioned two consultants to undertake the study with assistance from the shires, JE Planning and Econisis.

The first part of the study is now underway with a survey being sent out by the shires to all businesses and farmers to complete the survey via a SurveyMonkey link. The individual shires will be providing information as to some historic records of the cost and number of housing built within the shires over the past 10 years amongst other information.

State government agencies will also be surveyed regarding housing requirements including staff shortages, impediments or restraints in providing housing in the study area, future requirements. Once all the information is received a plan of attack will be formulated to address funding sources and requirements.

Legal Implications

Nil at present.

Policy Implications

None currently

Consultation

The Shires of Wagin, West Arthur, Williams, Woodanilling, Dumbleyung and Lake Grace (4WDL)
The Elected Member representatives to 4WDL
4WDL CEOs

Financial Implications

None at present.

Funding sources will be investigated in due course depending on the best option.

Strategic Implications

This aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027.

The provision of housing within the Shire of Lake Grace basically aligns with all facets of the Community Strategic Plan in that all the community would benefit from an increase in housing by attracting more workers with the flow on effects to other businesses, sporting groups, volunteer groups and so on.

Voting Requirements

Simple majority

RESOLUTION 13650

Moved: Cr Clarke

Seconded: Cr Hyde

That Council:

Considers the various options available for potential housing within the Shire of Lake Grace.

CARRIED: 8/0

14.2 PLANNING

Nil

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 SCHEDULE OF COUNCIL MEETINGS – FEBRUARY TO DECEMBER 2023

Applicant:	Internal
File No.	0041
Attachments:	Nil
Author:	Mrs Racelis Rose - Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	17 October 2022
Senior Officer:	Mr Alan George - Chief Executive Officer

Summary / Background

In order to provide the most accurate financial reporting, Administration is seeking Council endorsement on the schedule of Council Meetings from February to December 2023.

In accordance with Policy 1.2 – Meeting Dates (Reviewed 23 June 2021 – Resolution No. 13425), Council is to meet on the fourth Wednesday for the months of February to December.

It is proposed that the Council meeting for the month of February 2023 be one (1) week earlier (15 February 2023) primarily because of the too big a gap between December 2022 and February 2023.

The December 2023 meeting will be on 20 December 2023 because of the Christmas / New Year closure.

Comment

To provide the most accurate reporting of monthly financials, the following are the proposed Council meeting dates for 2023 which is on Wednesday commencing at 3:30pm at the Council Chambers:

No meeting in January	26 July
15 February	23 August
22 March	27 September
26 April	25 October
24 May	22 November
28 June	20 December

Legal Implications

Nil

Policy Implications

Policy 1.2 – Meeting Dates

Council is to meet on the fourth Wednesday of the months of February to December.

A meeting in the month of January will only be held when it is called under the provision of section 5.4 of the Local Government Act 1995.

Consultation

Internal Mr Chris Paget – Deputy Chief Executive Officer

Financial Implications

Nil

Strategic Implications

This aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027 particularly Leadership Objective:

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values

Outcome 4.2 An efficient and effective organisation

Strategies 4.2.1 Maintain accountability and financial responsibility through effective planning

Voting Requirements

Absolute majority required.

RESOLUTION 13651

Moved: Cr Lloyd

Seconded: Cr Chappell

That Council endorse the following schedule of Council Meetings from February to December 2023:

No meeting in January	26 July
15 February	23 August
22 March	27 September
26 April	25 October
24 May	22 November
28 June	20 December

CARRIED BY ABSOLUTE MAJORITY: 8/0

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – SEPTEMBER 2022

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Mr Kevin Wilson – Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	18 October 2022
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of September 2022.

Background

List of payments for the month of September 2022 through the Municipal and Trust accounts is attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

- (a) The payee's name
- (b) The amount of the payment
- (c) Sufficient information to identify the transaction
- (d) The date of payment

The attached list meets the requirements of the Financial Management Regulations.

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12
Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards
Policy 3.7 - Purchasing Policy

Consultation

Nil

Financial Implications

The list of creditors paid for the month of August 2022 from the Municipal and Trust Accounts Total \$605,615.63.

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017-2027 particularly Outcome 4.2 and Strategies 4.2.1 and 4.2.2 :

Leadership Objective		Strong governance and leadership, demonstrating fair and equitable community values
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RESOLUTION 13652

Moved: Cr Hunt
Seconded: Cr Chappell

That Council ratify the list of payments totalling \$673,791.09 as presented for the month of September 2022 incorporating:

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT24034 – EFT24136	\$531,363.29
Municipal Account Cheques	37022-37023	\$246.00
Direct Debits	DD10131.5 – DD10193.10	\$74,006.34
	TOTAL	\$605,615.63

CARRIED: 8/0

Shire of Lake Grace



CERTIFICATE OF EXPENDITURE August 2022

This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT24034 - EFT24136	\$531,363.29
Municipal Account Cheques	37022-37023	\$246.00
Direct Debits	DD10131.5 – DD10193.10	\$74,006.34
	TOTAL	\$605,615.63

to the Municipal Account, totalling \$605,615.63 which were submitted to each member of the Council on 26 October 2022, have been checked and fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costing's and the amounts shown are due for payment.

Alan George
CHIEF EXECUTIVE OFFICER

14.5.2 FINANCIAL REPORTS – 30 SEPTEMBER 2022

Applicant:	Internal Report
File No.	0275
Attachments:	<ul style="list-style-type: none">• Monthly Financial Reports• Bank Reconciliations – September 2022
Author:	Mr Kevin Wilson – Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	17 October 2022
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

Consideration of the Monthly Financial Reports for the period ending 30 September 2022 and Bank Reconciliations for the month ending 30 September 2022.

Background

The provisions of the Local Government Act 1995 and associated Regulations require a monthly financial report is presented at an Ordinary Council meeting within two (2) months of the period end date.

Comment

As at 30 September 2022, operating revenue insignificantly below target by \$23,744 (0.39%). Mostly due to Interest earnings below budget - term deposits in place Interest will be received at maturity later in the year.

Operating expenditure is under YTD budget by \$555,858 (18.35%) mainly due to Materials and contracts are down as a consequence of delay in operating and capital jobs. Insurance expenses lower as the second instalment will come in October. Other Expenditure below the target due to lower Councillors meeting attendance fees and Members travelling. Depreciation on the other hand over the budget target.

The capital program is below the target by \$687,166 (60.85%). Bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in financial year. Payments for property, plant and equipment are below target as well due to majority of Capital projects have not been initiated as yet (69%) or in early stage of completion. This leads to Capital grants income decrease being offset by the reduction in payments for property, plant and equipment.

Cash at bank is slightly higher than the corresponding period last year, an investment agreement for 3 term deposits with Commonwealth Bank is in place (\$9,011,984).

Outstanding rates is at the level expected considering the rates notices had been sent on 24/08/2021 and due on 30/09/2021. Collected to date 67.1%

General debtor is \$91,724 with no major outstanding debts to follow up.

The monthly financial reports include the accompanying Local Government special purpose financial statements for the Shire of Lake Grace, which comprises the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 September 2022. The financial statements have been compiled to meet compliance with the Local Government Act 1995 and associated regulations.

The Shire of Lake Grace is responsible for the information contained in the financial statements and is responsible for maintenance of an appropriate accounting system in accordance with relevant legislation.

Legal Implications

Section 6.4 of the Local Governments Act 1995 provides for the preparation of financial reports.

In accordance with Regulation 34(5), a report on variances greater than the materiality threshold (\$5,000 or 10% whichever is greater) must be compiled and adopted by Council. As this report is composed at a program level, variance commentary considers the most significant items that comprise the variance.

Policy Implications

Nil

Consultation

Internal Mr Alan George – Chief Executive Officer

Financial Implications

Nil

Strategic Implications

This aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027 particularly Leadership Objective as follows:

Leadership Objective		Strong governance and leadership, demonstrating fair and equitable community values
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RESOLUTION 13653

Moved: Cr McKenzie
Seconded: Cr Kuchling

That Council in accordance with *Regulation 34* of the *Local Government (Financial Management) Regulations 1996* receives the attached:

1. Statements of Financial activity for the period ended 31 July 2022 and
2. Municipal, Trust and Reserve Funds bank reconciliations for the period ended 31 July 2022

CARRIED: 8/0

The Shire of Lake Grace has surplus funds and administration decided to move some money in Treasury Account because of good interest rates on overnight cash deposits.

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – OCTOBER 2022

Applicant:	Internal Report
File No.	Nil
Attachments:	Information Bulletin Cover Page Only
Author:	Mrs Racelis Rose - Executive Assistant
Disclosure of Interest:	Nil
Date of Report:	17 October 2022
Senior Officer:	Mr Chris Paget - Deputy Chief Executive Officer

Summary

The purpose of the Information Bulletin is to keep Elected Members informed on matters of interest and importance to Council.

Background / Comment

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council. Copies of other relevant Councillor information are distributed via email.

The October 2022 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – October 2022
- Environmental Health Officer Report – July – September 2022
- Lake Grace Visitor Centre – July – September 2022
- Lake King Library Report and Statistics – October 2022
- Newdegate Library Report and Statistics – October 2022
- Lake Grace Library Report and Statistics – October 2022

External Organisations

- WALGA – Minutes of AGM held October 2022

Circulars, Media Releases, Newsletters, Letters:

- SHICC Public Health Bulletin No 36
- SHICC Public Health Bulletin No. 37

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017 – 2027 particularly Outcome 4.1 and Outcome 4.2 below:

Leadership Objective		Strong governance and leadership, demonstrating fair and equitable community values
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategy	4.1.1	Provide informed leadership on behalf of the community
	4.1.2	Promote and advocate for the community and district
	4.1.3	Provide strategic leadership and governance
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RESOLUTION 13654

Moved: Cr Hyde

Seconded: Cr Hunt

That Council accepts the Information Bulletin Report for October 2022.

CARRIED: 8/0

17.0 CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2)

Nil

18.0 DATE OF NEXT MEETING – 23 NOVEMBER 2022

The next Ordinary Council Meeting is scheduled to take place on Wednesday 23 November 2022 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 3:51 pm.

20.0 CERTIFICATION

I, Leonard William Armstrong certify that the Minutes of the Ordinary Council meeting held on 26 October 2022 as shown were confirmed as a true record of the meeting.

Signature

Date

Shire of Lake Grace

TOURISM ADVISORY COUNCIL (SoLGTAC)



NOTICE PAPER

To the Committee

In accordance with the provisions of Section 5.5 of the Local Government Act 1995, you are hereby notified that a Meeting of the Shire of Lake Grace Tourism Advisory Council (SoLGTAC) has been convened:

Date: Tuesday 18th October 2022

At: Council Chambers – 1 Bishop Street
Lake Grace WA 6353

Commencing: 10.00 am

To discuss the items of business in the agenda as set out on the following pages.

A handwritten signature in blue ink, appearing to read "Chris Paget".

Chris Paget
Deputy Chief Executive Officer

18 October 2022
Date

Shire of Lake Grace

TOURISM ADVISORY COUNCIL (SoLGTAC)

Minutes

Tuesday 18 October 2022

Meeting Commencing at 10:00 am

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council and Committee meetings or during formal and informal conversations with staff. The Shire of Lake Grace 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 and Committee meetings or discussions. Any person or legal entity who 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 or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace 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 Lake Grace in respect of the application.

Acknowledgement of Country to be read by the Chairperson

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.



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SHIRE OF LAKE GRACE

Minutes of the Shire of Lake Grace Tourism and Advisory Committee meeting held at the Lake Grace Visitors Centre on Stubbs Street, Lake Grace on Tuesday 18 October 2022.

1.0 DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the Meeting at 10.04 am.

2.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 PRESENT

Committee Members:

Ms Catherine Kelly	Chairperson – Newdegate
Cr Debrah Clarke	Shire of Lake Grace Councillor

Shire of Lake Grace

Mr C Paget	Deputy Chief Executive Officer
Ms J Morgan	Lake Grace Visitor Centre Coordinator
Ms V O'Neill	Lake Grace Visitor Centre Coordinator

2.2 APOLOGIES

Ms Suzanne Reeves	Deputy Chairperson – Lake Grace
Ms Carla Hyde	Community Representative - Varley

3.0 CONFIRMATION OF PREVIOUS MEETINGS – 17

RESOLUTION 02

Moved: Chris Paget
Seconded: Deb Clarke

That the Minutes of the Shire of Lake Grace Tourism Advisory Committee held on Wednesday 17 August 2022 be accepted as the true and accurate record of that meeting.

CARRIED: All

5.0 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED

Nil

6.0 NOTICES OF URGENT BUSINESS

Nil

7.0 VISITOR CENTRE REPORT

VC Coordinator Report

- 2 AIM Hospital Tours 2 Busses over the past month, two more booked for next month. 13/10 and 16/11
- New walk trail Kwongan Heathland Walk is getting great reviews. See status report for work needed.
- Visitor numbers picked up with wildflower season
- Market day is set for 29th October with Wacky Golf attending.
- Roe tourism signs to be chosen – refer to business arising
- Harvest festival is 8th December
- New shire map & guide brochure in final stages of completion
- Committee reviewed new postcard designs. Cathie Kelly has taken a stash of Newdegate Silo postcards for the Newdegate CRC.
- Visitor Centre staff, volunteers and committee lunch Sunday 4th December at Walkers Hill Winery at 12noon. Jo to send email invitations asap.

AIM Hospital Report

- Tours picking up. Most days we have a tour.
- Garden has been tidied. New fence is in the budget. Discuss with Craig/ Michelle what would be most suitable. Not plastic fence.
- Maintenance for verandah needs attention – see Craig

Roe Tourism Association – Meeting Monday 7th November at Kondinin.

Australia's Golden Outback - Last reports AGO were disappointed our region didn't feature on the latest "Walking on a Dream" campaign. No consultation occurred and there is a clear lack of wheatbelt presence. Tourism WA have agreed to work with us to amend. If we would like something we contact Marcus or Kelly.

SOLGTC has agreed an email to AGO how is Tourism WA going to amend?

10.0 MATTERS FOR CONSIDERATION

Nil

11.0 OTHER BUSINESS

- Roe Tourism Signage. The committee reviewed the possible signs for SOLG. We chose 23a, 26, 27, 29 and 30. However Jo feels we have suitable photos. Jo will email possibilities to the SOLFTC asap for consideration. See status report for update.
- Cathie Kelly has advertised in Newdegate paper – The Gatepost - to remind the community she is their tourism advocate. Any thoughts or queries she welcomes to discuss further.
- In Newdegate, the parking bay at the corner of Hollands Track Rd is disappointing. Perhaps more succulents or greenery is needed.

12.0 DATE OF THE NEXT MEETING

The next Shire of Lake Grace Tourism Advisory Committee meeting is scheduled to take place on 14 March 2023 commencing at 10:00am at the Lake Grace Visitor Centre.

13.0 CLOSURE

There being no further business, the Chairperson closed the meeting at 11.33am.

SHIRE OF LAKE GRACE TOURISM ADVISORY COMMITTEE (SoLGTAC) MEETING

STATUS REPORT (ACTION ITEMS)

Status: P – In Progress C – Completed N – Not Applicable NFA – No further Action

Date of Meeting – : 18 October 2022

Item No	Description of Action	Action by	Status
1	Decide on photos for Roe Tourism signage. Jo to send other photo options to committee. Sent 3/11/22	Jo Morgan	P
2	Jam Patch eco toilet needs another check. Constant complaints basket is full and it has a foul smell. Ravensthorpe Shire (Mason bay) has an eco-toilet that works well, perhaps we ask them? Investigate further. A hand sanitiser and list of rules sign is needed.	Chris Paget, Craig Elefsen, Jo Morgan	P
3	Hollands Track map and John Holland Way. Maps are incorrect but who can verify this? Further discussions Vicki has found a publication. We will order one to look at next meeting. Info tourist board near Cathie Kelly's property was discussed.	Vicki O'Neil-Grey	P
4	Kwongan Heathland Walk –signage for entry point is desperately needed. Clear entrance and exit signs, parking signs also. We need the bollards to be seen, perhaps reposition?	Chris Paget & Craig Elefsen	P

5	Proposal for walk trail at the White Dam tourist site. Historical place for water and mail drop.	Chris Paget, Craig Elefsen	P
6	Staff member available for Hainsworth museum tours? Many miss viewing the museum as its not staffed. This will be proposed for 2023/24 budget	Chris Paget	P
7	Wildflower and old train station signage within the Shire. Will check if current budget allows for this, otherwise will propose to 2023/24 budget	Chris Paget & Jo Morgan	P
8	Art Space shared wall – can it be painted just 1 colour for now?	Chris Paget & Craig Elefsen	P
9	Follow up with Sarah Clarke – Playground Trails and Geocache Trails	Carla Hyde	P
10	Casual staff for Visitor Centre for tours. Budget for this has been approved. Chris and Jo to create advertisement	Chris Paget & Jo Morgan	P
11	Tagging of Wildflower photos – ask Judy Garlick, Michelle Slarke, Annie Slarke. Kerrie Argent is tagging LGVC well with her wildflower pics	Vicki O Neil-Grey	P
12	Advertisement of shire events on public toilets similar to the Shire of Kulin. Jo or Vicki to change poster to Market Day posters.	Jo Morgan & Vicki O’Neill Grey	p
13	Investigate Geocache at Dragon Rock – take a drive to the area. Ring Jeff McDonald? Postpone until quieter period.	Jo Morgan & Vicki O’Neil-Grey	NA for now
14	Promote the area near Duckworth Road, repair furniture (Steph Clarke). Postpone to quieter period.	Jo Morgan & Vicki O Neil Grey	NA for now

15	Optus antenna installed at Visitor Centre for more phone coverage. This roll out is taking longer than anticipated. We have to wait until this comes to Lake Grace	Chris Paget	P
16	Annie Argent to be paid \$500 for completion of financial statements from former VC Committee. Bank accounts to be formally closed – all have \$0.	Chris Paget, Kevin Wilson, Jo Morgan	P
17	Sculpture Trail from Dumblebung to Newdegate. Chris will bring up topic at next 4WDL meeting	Chris Paget	P
18	Varley looking for grants for possible mural	Carla Hyde	P
19	Silo murals to be looked at after new Roe Tourism signage	All committee	P

From: [HALES, Geoff](#)
Subject: 2022-23 Christmas/New Year Retail Trading Extensions
Date: Thursday, 10 November 2022 2:44:38 PM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[Non Metropolitan Local Government - Application form - Extended Trading Hours Temporary Short Term Adjustments PRINTABLE VERSION.pdf](#)

Dear Sir/Madam,

On 10 November 2022, the Hon. Roger Cook, Minister for Commerce, announced the 2022 Christmas trading extensions for the Perth metropolitan area.

The package approved by the Minister will enable general retail shops in the Perth metropolitan area to trade from 8am to 6pm on Saturdays, Sundays and on public holidays between 10 December 2022 and 2 January 2023, with Christmas day being the only day of closure, and from 7am to 9pm from 19 December to 23 December 2022.

The Minister has also granted approval for general retail shops in the metropolitan area to trade from 8am to 6pm on the Australia Day public holiday on Thursday 26 January 2023.

In addition to the decision taken by the Minister in respect to the metropolitan area, the Minister has also agreed to a Christmas trading package being offered to regional Local Government Authorities, that is based on the standard metropolitan area trading hours.

Subject only to your confirmation, acceptance of this proposal will not require any further action on your part.

Should you accept this offer, general retail shops within your locality will be able to trade from 8.00am to 6.00pm on Saturdays, Sundays and public holidays, other than on Christmas day which will be a closed day, between 10 December 2022 and 2 January 2023, from 8.00am to 9.00pm from Monday 12 December 2022 to Friday 16 December 2022, from 7.00am until 9.00pm from Monday 19 December 2022 to Friday 23 December 2022 and from 8.00am to 6.00pm on 26 January 2023.

As is the case with all extended trading variations, the decision to open or not during the additional hours provided will be at the discretion of individual retailers.

Local Government Authorities that choose to accept this package are requested to notify the Department of Mines, Industry Regulation and Safety – Consumer Protection Division of their decision, **by no later than Friday 18 November 2022.**

Local Governments that would prefer alternative trading arrangements over the Christmas period may apply to the Department on the attached application form.

To confirm your decision, or to discuss this advice in greater detail, please contact me on (08) 6251 2466 or by email to geoff.hales@dmirs.wa.gov.au.

Yours sincerely



Geoff Hales | A/Principal Compliance Officer Retail Trading
Consumer Protection Division
Department of Mines, Industry Regulation and Safety
Level 4, Gordon Stephenson House, 140 William Street, Perth WA 6000
Tel: 08 6251 2466 | Mob: 0403 369 169
geoff.hales@dmirs.wa.gov.au | www.dmirs.wa.gov.au
[Subscribe to Consumer Protection media statements/public announcements](#)



We acknowledge Aboriginal and Torres Strait Islander people as the Traditional Custodians of this land on which we deliver our services. We pay our respects to elders and leaders past, present and emerging.

EXERCISE YOUR RIGHTS
You can cancel a fitness service membership at any time.



 **PLAY VIDEO**

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Government of **Western Australia**
Department of **Mines, Industry Regulation and Safety**
Consumer Protection

NON METROPOLITAN LOCAL GOVERNMENT APPLICATION FOR EXTENDED TRADING HOURS

TEMPORARY / SHORT TERM ADJUSTMENTS

1. Lodged by:

SHIRE OF LAKE GRACE

Sponsoring Local Government

P O Box 50

Postal Address

LAKE GRACE, WA 6353

Suburb / Town

MR CHRIS PAGET - DEPUTY CEO

Post Code

Contact Person

9890-2500

9890-2599

Telephone

Facsimile

It is important to note that submissions made under these terms will not be considered within 12 months of a previous application which was defeated / not approved due to insufficient retailer and / or community support.

2. Dates and / or Times required:

Monday to Friday from 8:00 am to 9:00 pm

Saturday From 8:00 am to 9:00 pm

Sunday and Public Holidays from 11:00am to 5:00 pm

Christmas Day - CLOSED

If space here is insufficient, please continue on a separate sheet.

3. Location:

LAKE GRACE, WA

Please specify the exact area the proposed trading extension will apply to eg. Local Government boundaries, town boundaries, individual buildings or streets etc.

4. Reason for submission:

The above hours are suitable for the community leading up to Christmas/New Year holidays

5. Undertaking:

SUPPORT AND TRADERS' OPENING DISCRETION

"I confirm the proposed trading extension is supported by -

Businesses within the Lake Grace and surrounding areas

(name of the local trader organisation consulted eg. Local Chamber of Commerce)

the majority of local community members and retailers and the clear majority of local Councillors.

I further confirm that, should approval be granted, all traders will be advised of their rights to exercise individual discretion whether to open or not during the proposed trading extension."

7 November 2022

Signature

Date

CHRIS PAGET - DEPUTY CHIEF EXECUTIVE OFFICER

Name / Position:

6. Lodgement of applications:

Please forward completed applications at least **TWO WEEKS** prior to the planned activity to:

**Automotive, Marine and Trading Hours Branch
Department of Mines, Industry Regulation and Safety
Locked Bag 100
EAST PERTH WA 6892 or by fax to: (08) 6251 2818**

If you have any enquiries regarding your application please contact the Automotive Marine and Trading Hours Branch on **(08) 6251 1406**.

From: [HALES, Geoff](#)
To: [Racelis Rose](#)
Subject: RE: Extension of trading hours - Christmas/New Year 2022-2023
Date: Tuesday, 25 October 2022 10:08:55 AM
Attachments: [image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image011.png](#)
[Non Metropolitan Local Government - Application form - Extended Trading Hours Temporary Short Term Adjustments PRINTABLE VERSION.pdf](#)

Good morning Racelis,

My apologies for not getting back to you sooner.

I have been holding off sending out reminders to the regions as I was awaiting advice from the Minister's office.

Applications take approximately 2 weeks to process so if you have not already, I would recommend that you include the matter on the agenda for your council meeting tomorrow.

I have attached a copy of the short-term variation application form to assist.

If you have any questions, I can be contacted on 08 6251 2466 or by return email.

Thanks



Geoff Hales | A/Principal Compliance Officer Retail Trading
Consumer Protection Division
Department of Mines, Industry Regulation and Safety
Level 4, Gordon Stephenson House, 140 William Street, Perth WA 6000
Tel: 08 6251 2466 | Mob: 0403 369 169
geoff.hales@dmirs.wa.gov.au | www.dmirs.wa.gov.au
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We acknowledge Aboriginal and Torres Strait Islander people as the Traditional Custodians of this land on which we deliver our services. We pay our respects to elders and leaders past, present and emerging.



From: Racelis Rose <ea@lakegrace.wa.gov.au>
Sent: Tuesday, 18 October 2022 9:12 AM
To: HALES, Geoff <Geoff.HALES@dmirs.wa.gov.au>
Cc: HALES, Geoff <Geoff.HALES@dmirs.wa.gov.au>
Subject: Extension of trading hours - Christmas/New Year 2022-2023

Good morning

May I ask for your scheduling for the extension of trading hours during Christmas / New Year period 2022-23.

We have not received your advice as we have to get our extended trading hours passed through Council Resolution on 26 October 2022.

Thank you

Kind Regards,

Racelis Rose

Executive Assistant



Shire of Lake Grace

Address: 1 Bishop Street, Lake Grace WA 6353

Postal Address: PO Box 50, Lake Grace WA 6353

Phone: (08) 9890 2500

Fax: (08) 9890 2599

Website: www.lakegrace.wa.gov.au

Facebook: www.facebook.com/ShireofLakeGrace

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1st November, 2022

PO Box 50,
Lake Grace, WA



Lake King Progress Association
C/- Post Office
Lake King, WA 6356

Dear Alan,

Following the Lake King Progress General Meeting on 12th October, I am formally writing to ask that the Lake Grace Shire please consider creating a reserve fund for the Lake King Centenary anniversary which will happen in the year 2028. It has been suggested to us (from community members within our Shire who have recently organised centenary events) that we should aim to have approximately \$60 000-\$70 000 accumulated in the account by the centenary year of 2028.

Thank you for your consideration on this matter and I look forward to hearing from you regarding our request.

Yours sincerely,
Louise Teale
Secretary, Lake King Progress Association

Shire of Lake Grace

PO Box 50 Lake Grace WA 6353 • Phone 9890 2500 • Fax 9890 2599 • Email: shire@lakegrace.wa.gov.au



Please address all correspondence to the Chief Executive Officer

Your Ref:

Our Ref: 0845/IE6573

Enquiries: Alan George

Louise Teale
Secretary
Lake King Progress Association
c/o Post Office
LAKE KING WA 6356

Dear Louise

LAKE KING CENTENARY RESERVE FUND REQUEST

Thank you for your letter requesting that a "Reserve" account be set up for your centenary celebrations in 2028.

Your request will be put to Council for its determination of the initial amount that will be put aside. It will be assumed that you will be seeking sponsorship and undertaking other fund raising over the coming years to assist with the celebrations.

We trust that you will find this letter in order but if you have any further queries regarding the matter, please do not hesitate to contact us on shire@lakegrace.wa.gov.au or call our office on 9890-2500.

Yours sincerely,

Alan George
CHIEF EXECUTIVE OFFICER

01 November 2022



Untitled Placemark

2

Untitled Placemark

Image © 2022 CNES / Airbus

Google E

3



Image © 2022 GNES / Airbus

Google E

Imagery Date: 3/17/2021 33°23'32.90" S 119°16'08.53" E elev 298 m eye alt

Best Practice Governance Review

Background Paper

Contents

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2	Jurisdictional Analysis	<u>6</u>
3	Comparator Organisations	<u>9</u>
4	Governance Principles	<u>17</u>

Best Practice Governance Review

1. Background, Approach and Timeline

Background and Approach

Background and approach that led to the development of the governance principles for the Best Practice Governance Review.

Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review included:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments.
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "*deal with matters related to State Councillors' Candidature for State and Federal elections*".
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995 (WA)*.
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979 (WA)*, which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission

In March 2022 State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. Steering Committee meetings 2 to 5 had a focus on the development of governance model principles.

This document

This document presents the key insights from the jurisdictional and comparator organisation analysis that supported the development of the governance principles. The final section presents the endorsed governance principles.

Jurisdictional Analysis – This section compares WALGA to equivalent jurisdictional associations (e.g. LGASA). This provides key insights into the size and election processes of WALGA compared to equivalent associations.

Comparator Organisations – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting 1. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

Governance Model Principles – The governance model principles were developed through BPGR Steering Committee meetings 2 to 5. This provides a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The following slide outlines the timeline of key events and meetings that formed part of the BPGR.



Timeline

Timeline of key events with a focus on the BPGR Steering Committee meetings throughout May to August 2022

WALGA Corporate Strategy 2020-25

In 2019, a five-year Corporate Strategy was developed and identified that a governance model was key to delivery of the strategy. 19 interviews and 2 workshops covering 20 Local and State Government leaders informed the strategy.

Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

WALGA Stakeholder Engagement Project, Marketforce 2021

105 survey responses and 42 interviews were facilitated across 95 Local Governments.

State Council Performance Assessment, 2020

17 survey responses and comments received from State Councillors.

Commissioning of Best Practice Governance Review

In March 2022, WALGA commissioned PwC to support the BPGR Project.

First BPGR Steering Committee meeting held

On 22 May 2022, the first meeting of the BPGR Steering Committee identified five comparator organisations for the Review.

Third BPGR Steering Committee meeting held

On 28 June 2022, an options paper was reviewed.

Second BPGR Steering Committee meeting held

On 8 June 2022, the initial draft of comparator organisations was presented and assessment criteria was identified.

Fourth BPGR Steering Committee meeting held

On 18 July 2022, core principles were decided to guide the BPGR.

Fifth BPGR Steering Committee meeting held

On 10 August 2022, core principles for the BPGR were finalised.

State Council updated

On 3 August 2022, an update on the BPGR was provided to State Council.

Principles shared

In September 2022 agreement on the next steps for sharing the principles with Local Government members.



Best Practice Governance Review

2. Jurisdictional Analysis

Analysis: Jurisdictional equivalents to WALGA

Jurisdictional equivalents of WALGA have been analysed according to their size and election methods.

Background

Prior to the BPGR Project commencing in March 2022, work was undertaken to understand governance arrangements in other jurisdictions. The focus of this work was on associations from other Australian states, as well as New Zealand.

The full list of associations are:

- Local Government NSW (LGNSW)
- Municipal Association Victoria (MAV)
- Local Government Association of Tasmania (LGAT)
- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of Northern Territory (LGANT)
- Local Government Association of New Zealand (LGNZ)

The assessment of these associations focused on providing insights into the following domains:

- **Size of Board:** How many board members are there in comparison to the 25 WALGA board members?
- **Method of Election of President:** How is the President elected to the board?
- **Method of Election of Board Members:** How are board members elected?

Key Insights

Key insights following the comparison of WALGA to equivalent associations are outlined below:

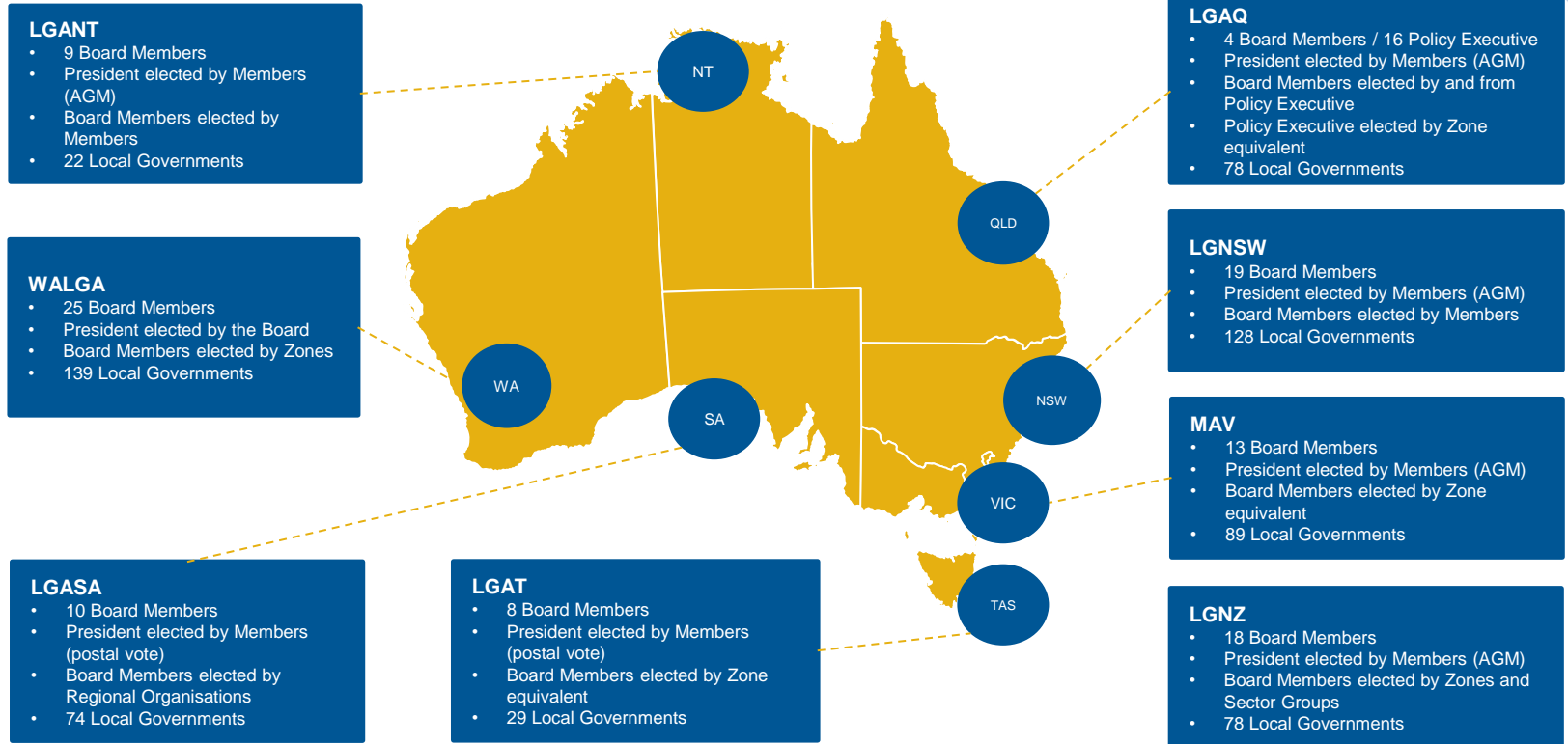
- **Size of Board** – while WALGA's board (State Council) contains the largest number of representatives, it can be seen that boards of Local Government Associations tend to be relatively large. The average board size (using Queensland's policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.

The following slide presents this information for each of the seven associations.



Summary: Jurisdictional equivalents to WALGA

Summary of jurisdictional analysis of WALGA equivalents in relation to their Board membership, election methods and number of Local Governments.



Best Practice Governance Review

3. Comparator Organisations

Comparator organisations

Comparison of WALGA's governance model to the governance models of five comparator organisations.

Background

The BPGR Steering Committee had its first meeting on the 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. The organisations were selected on the basis of their similarity to WALGA as WA member-based peak industry organisations.

The selected organisations were: Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and Pharmacy Guild (PG) WA Branch.

Process

WALGA supplied a range of background documents to assist in undertaking the initial desktop comparison. This included the Constitution, Corporate Governance Charter, Corporate Strategy 2020-2025, Standing Orders, Elected Member Prospectus, Flow Chart – WALGA Zone and State Council Process, Final Report – State Councils and Zone Structure and Process Working Group.

The documentation used for the comparator organisations were typically the:

- Constitution – which serves as the instrument for establishment of the association;
- Annual reports – which contains information about an association's performance over a 12-month period; and
- Organisational website – which may outline the structure and current composition of the board, council and the leadership team of the organisations.

Interviews were successfully arranged with three of the five organisations. They were AMA WA, CCI WA and CME WA. The document analysis and interviews provided insights into the size, election methods and recent changes within these organisations.

Key insights

Key insights through the comparison of WALGA to the five comparator organisations are outlined below:

- **Size of Board** – WALGA's board (State Council) was larger than all other comparator organisation's boards.
- **Election methods** – election methods varied across the comparator organisations but many involved election through the membership.
- **Change** – three of the five organisations had recently undergone changes or reviews of their governance structures. There were a range of drivers for this change including: to increase the decision making ability of the board; to use specific working groups to focus on specific topics of interest and to increase representativeness of specific groups (e.g. Aboriginal and Torres Strait Islanders).

The following slide presents summary information on the size and election methods of the five comparator organisations. This is then followed by more detailed background into each organisation, their governance structure and any outcomes from conversations with these organisations.



Summary: Governance structure analysis

WALGA's governance structure was analysed in comparison to five comparator organisations

Organisational Comparisons	Number of Board Members	President Elected by	Board Members elected by
WA Local Government Association (WALGA)	25	The Board	Zones
Australian Medical Association (AMA)	9	AMA WA Members	Members of the Association
Chamber of Commerce and Industry WA (CCIWA)	7 to 10	The Board	<ul style="list-style-type: none"> • Up to 12 elected by Members • Up to 8 appointed by the Board • Up to 8 appointed by the Council
Chamber of Minerals and Energy (CME)	6 to 11	Ordinary Members	Executive Councillors
Australian Hotels Association (AHA) WA	17	The Branch Committee of Management	The Branch Committee of Management
Pharmacy Guild (PG) – WA branch	16 to 22	The Branch	Financial Members from the same region as the Branch

Note: The Council, Branch, or Board chosen from the organisations above were chosen for how appropriate their structure is as a comparison to the WALGA State Council.



Organisational Analysis: Australian Medical Association (AMA) WA

With over 5,000 members, the AMA (WA) is the largest independent professional organisation for medical practitioners and medical students in the State. Total revenue and other income for AMA nationally in 2020 was reported as \$21,928,000.

Organisational Information

The AMA (WA) Board was created in 2017 and is comprised of the President, Immediate Past President, two Vice Presidents and five members of Council who are elected to sit on the Board (9 in total).

The AMA (WA) Council consists of four office bearers (President, Immediate Past President, two Vice Presidents). Additionally, there are the Specialty Group Representatives (e.g. General practice, surgery); Practice Group Representatives (e.g. rural doctors, public hospital doctors); Ordinary Council Members; and, Co-opted Council Members. Majority of the representatives and members represent their speciality (e.g. anaesthetics) or group of representative (e.g. medical student society).

The AMA Federal Council meets quarterly and is the AMA's main policy-making body. It is a forum to identify and debate emerging issues of relevance to the membership. The Federal Council's primary role is to: Form the policy of the AMA; Propose changes to existing policy; and Elect representatives to roles and committees. There is one State and one Area nominee from WA on the Federal Council.

The Leadership team consists of seven staff. CEO, CFO, COO, General Manager Training and Recruitment, Operations Manager, General Manager Financial Services and an HR manager.

Governance Structure*

The Board comprises of approximately 9 members.

The Board may increase or decrease the number of Advisory Council members as needed. However, it currently has 4 members.

The Board and Council is also supported by Specialty Group Representatives, Practice Group Representatives, Ordinary Council Members, and Co-Opted Council Members.

The Board focuses on governance, managing the Association's conduct and business, and ensuring conformity with the constitution.

The General Council focuses on advocacy, policy making, and representation of the association.

Outcomes of Organisation Discussion

- **Governance Review:** The 2020 annual report mentions that an organisation-wide review was undertaken with the transformation in the process of being implemented until March 2020 (COVID).
- **Representation:** It is more important to restrict the number of Board members than Councillors. Board members are involved in making policy and governance decisions, requiring a greater decision-making capability; Councillors are more involved in stakeholder engagement and solving specific issues through working groups, therefore Council size has less impact to efficiency and effectiveness of the model.
- **Engagement:** The president is the spokesperson when it comes to policy issues. Councillors represent the views of Specialty Groups, Practice Groups, and the medical profession as a whole.
- **Feedback on the current model:** Board members have previously taken the role because they are passionate, but do not necessarily have the right expertise, resulting in poor governance. Board members who have leadership and governance experience have proven to be effective in the updated model. The Board would benefit from an independent audit partner and increased diversity in speciality, a simplified purpose of the Board and Council Advisory, and a reduced number of meetings each year.

**The AMA WA Constitution does not specify the number of Board or Council members. Member numbers are indicative and have been taken from the current Board & Council.*



Organisational Analysis: Chamber of Commerce and Industry (CCI) WA

CCIWA is a not-for-profit member organisation providing information, professional services and support for businesses in Western Australia, with over 2,000 WA members. Total revenue and other income for 2021 was reported as \$34,270,130.

Organisational Information

The CCIWA operates as a company limited by guarantee. This came into effect on 11 January 2019. The change in status means that CCIWA is now incorporated under the *Corporations Act 2001* (Cth) rather than the State legislation covering incorporated associations.

Based on the constitution, the number of board members can be between 9-12 (including President & Vice President). The current board has only 6 members including the President and Vice President.

There is a General Council. The constitution states that Councillors can be up to certain numbers depending on who they were elected by. The resulting effect is a council that does not have consistent numbers of members and does not need to fill all positions. This is unlike WALGA's governance model where representatives are elected by zones.

The Board is responsible for the sound governance of the organisation, whereas the General Council provides input to the organisations policy; provides advice to the Board; acts as a point of interface; elects and appoints Council Elected Directors; and passes resolutions relating to specific handling of assets and raising and borrowing funds.

Governance Structure

The Board comprises of 9 – 12 members.

The Board focuses on strategic priorities, financial performance and compliance issues.

The General Council consists of up to 28 Councillors.

The General Council focuses on developing and being spokespersons on public policy frameworks and positions.

The governance structure is supported by bespoke working groups, formed from Councillors as relevant for specific strategic and policy issues.

Outcomes of Organisation Discussion

- **Governance Review:** CCIWA conducted a review of their 2018 Constitution, resulting in changes contained in the 2021 Constitution, including: The governance model was revised to increase the decision-making capability of the board; The structure of the General Council was determined to be too generic causing low Councillor attendance. After the review, Councillors were split into bespoke working groups for specific policy issues for the upcoming 12-month period. This resulted in higher councillor attendance, than the previous governance model.
- **Representation:** In the new revision of the constitution, two new types of Councillors were included to increase representation for their respective groups. Future Leader Councillors, from members of University business schools; and First Nations Business Councillors, elected from First Nations Members.
- **Feedback on the current model:** In the current governance model, when a board member leaves, a temporary team member is appointed since board members can only be elected in general meetings.



Organisational Analysis: The Chamber of Minerals and Energy (CME) WA

CME WA is the peak resources sector representative body in Western Australia whose member companies generate 95% of all mineral and energy production and employ 80% of the sector's workforce in the State.

Organisational Information

The Corporate Governance Charter (Charter) provides guidance on the respective roles, responsibilities and authorities of members of the Executive Council (Executive Councillors) and members of the Advisory Board (Advisory Board Members) in setting the direction, management and control.

The number of Vice Presidents is determined by the Executive Council, the constitution contains no limit on the number of Vice Presidents and so the number of Vice Presidents is excluded from the diagram to the right.

Executive Councillors are elected by Ordinary Members, and there can be no less than 10.

The Role of the Advisory Board is to act as a traditional board providing strategic oversight on behalf of the Chamber. Key interface with the Executive Management Team on organisational matters, including strategy, operating accounts, governance and risk.

Governance Structure

Advisory Board comprises of 5-10 members.

The Advisory Board provides strategic oversight and acts as the key interface with the Executive Management team on strategy, operating accounts, governance and risk.

Executive Council (10+ members).

The Executive Council most senior interface to guide and prioritise the agenda of the Chamber and its respective committees and holds final decision-making authority re: annual financial reports/statements.

The governance structure is supported by committees including bespoke working groups, appointed by Executive Council as relevant for specific strategic and policy issues.

Outcomes of Organisation Discussion

- **Governance Review:** CME recently engaged in a governance review. In April 2020, CME put in place a governance charter. This codified processes and structures, clarified lines of accountability and included a director's code of conduct.
- **Representation:** Members who express an interest, get a seat at the table for the Executive Council. There are approximately 60 ordinary members with 16-20 regularly attending council meetings. This group is intended to provide a litmus check that the broader membership needs are being met.
- **Engagement:** Although the board is strongly engaged in the work and responsibilities it holds, there is the varying engagement of the executive council – this is broadly because due to the large array of issues it covers – the organisation would love to see stronger engagement in this area.
- **Feedback on the current model:** Based on the age of the organisation, the current pyramid structure works. This is successful largely due to the governance charter which provides clarity in role and structure for the organisation.



Organisational Analysis: Australian Hotels Association (WA)

The Australian Hotels Association (AHA) represents more than 5,000 members across Australia serviced by a network of branches based in every state and territory, plus a Canberra-based National Office. Total revenue and other income for AMA nationally in 2020 was reported as \$2,257,963.

Organisational Information

AHA was founded in 1892 and now represents more than 80% of the Western Australian hotel and hospitality industry.

The organisation has a branch in each state and territory, including a division in each branch known as the National Accommodation Hotels Division. The organisation and each of its branches have their own set of rules by which they are governed. However, ultimate authority is deferred to the National Board of the organisation.

All issues and opportunities are addressed by The Branch Committee of Management (The Branch). Consisting of six ordinary members, elected by members of the branch, and the president from each of the Territorial and Non-Territorial Divisions of the Branch. This includes a President, Senior Vice President, Vice President, Treasurer, Accommodation President and Country Representative. The President, Senior Vice President (SVP) and Vice President (VP) are elected by The Branch.

AHA developed a subsidiary known as 'Tourism Accommodation Australia (TAA)'. TAA publicly represents and lobbies specifically for accommodation hotels separately from the AHA's general hospitality members. However, membership to both AHA and TAA is granted to accommodation properties. There are 11 Divisional Presidents – 7 represent different Areas/Regions and 4 represent different membership groups.

Governance Structure*

Branch Committee of Management has 6 Ordinary members & the president of each Territory/Non-Territory Division (11).

Focuses on staff remuneration/conditions, branch transactions, disbursements, funds and resolves delegated Commonwealth industrial disputes.

There is no council or other governing entity to provide support to the Branch Committee of Management.

Relevance to WALGA BPGR

AHA was contacted to schedule an interview; however, there was no response following multiple requests. The following insights have been made by research on their publicly available governance information and documentation.

- **Composition:** Similar to WALGA's State Council, the AHA Governance structure only has one governing entity, The Branch Committee of Management. The number of branch members (17) is smaller than WALGA (25).
- **Responsibilities:** The AHA Branch Committee of Management is responsible for financial activities; however, the Rules document does not mention that they are responsible for activities that other comparator organisations governing entities are, such as policy creation or ensuring compliance.
- **Lack of compliance with constitution:** The Rules of the AHA WA Branch document acts as the Association's constitution. However, there are many conflicts between the governance structure in the Branch Rules document, and the governance structure depicted on AHA WA's website. For example, in the document the supreme governing body of the Branch is the Branch Committee of Management, whereas on the website it is the Executive Management team. Additionally, there is no mention of a board in the Rules document, but there is a Board of Management on the website.

**The governance structure has been taken from the Rules of the AHA WA Branch document instead of the current governance structure depicted on the website, due to conflicting information.*



Organisational Analysis: Pharmacy Guild (WA Branch Focus)

Pharmacy Guild supports over 5,800 pharmacies across Australia. It is broken up into Territory Branches with more than 600 pharmacies as members in WA (est. 2017).

Organisational Information

The Pharmacy Guild's WA Branch's Annual Report can only be viewed by Members of the Organisation.

The Branch consists of the Branch Executive, and the Branch Committee. Where the Branch Executive consists of the Branch President, Branch Vice President(s) and the National Councillor(s). Additionally, in the Branch Executive, the position of Branch President and Vice President can also be held by a National Councillor, resulting in different numbers of Branch Executives between states.

The National council has the power to determine and direct policy, settle disputes, control the national fund, appoint an auditor and other activities relating to being the supreme governing entity.

The constitution does not specify who exactly elects the Branch President, or the Branch Vice Presidents, only that they are elected from the Branch. Whereas Branch Committee Members are elected by financial members in that region.

The Branch and the National Council shall appoint their own auditor. Resulting in potential conflicts of interest, as hypothetically the Branch and the National Council can appoint an auditor who audits in their favour.

Governance Structure*

Branch Executive consists of 2 – 6 Executive Members.

All powers and functions of the Branch Committee between meetings of the Branch Committee.

Branch Committee consists of 7 - 14 committee members (excluding the Branch executive).

Control the Branch fund, decide the agenda for and attend special meetings.

There is only one governing entity in WA for Pharmacy Guild, however the WA Branch consists of National Councillors, from the National Council which is the supreme governing body for the Pharmacy Guild. However, the Branch Committee can create subcommittees to carry out particular functions.

Relevance to WALGA BPGR

Pharmacy Guild WA was contacted to schedule an interview; however, they responded that they do not have time to discuss their governance model. The following insights have been made by research on their publicly available governance information and documentation.

- **Representation:** The interests of members are represented by the Branch Committee Members who are elected by the financial members of the same regions. Additionally, the interests of the National Council are represented in Branches by the National Councillors appointed in each Branch.
- **Composition:** The governance structure of the Branches of the Pharmacy Guild is adaptable to the needs of the Branch. Since the Branch Committee members can decide the number of Committee members needed in their branch, they can do so based on the needs of the Branch at any point in time, making the composition and size of the Branch adaptable to emerging needs. Also, the creation of additional branches and amalgamations of current branches is up to the decision of the National Council, enabling the National Council to alter the composition of the governance model nation-wide as needed. Branches can also create subcommittees as needed.

**Since the number of members in governance entities is mentioned in the Constitution, the numbers have been estimated based on the current membership as per the Guild's website.*



Best Practice Governance Review

4. Governance Principles

Development of Governance Principles

BPGR Steering Committee (SC) meetings and how they lead to the development of the proposed governance principles.

BPGR Steering Committee meetings

The BPGR Steering Committee (SC) was established by State Council to guide the review. SC Meetings 2 through to 5 acted as key inputs into the development of the Governance Model principles. The focus of SC Meetings two through to five led to the development of the governance principles.

SC Meeting 2 - On 8 June 2022, the initial draft of the comparator organisations and their governance structures was presented. The SC identified four assessment criteria for the purposes of assessing potential governance models. The assessment criteria were: (1) representation, (2) efficiency, (3) contemporary, and (4) sustainable. An Options Paper was then developed, using the assessment criteria against two governance model options.

SC Meeting 3 - On 28 June 2022, a discussion of the DRAFT Options Paper took place. The SC decided that a workshop was required to take a step back and develop the core governance principles (rather than assessment criteria) that needed to underpin any future governance model for WALGA.

SC Meeting 4 - On 18 July 2022, the SC discussed the principles and identified four principles that should guide WALGA's governance. They were Representative, Responsive, Results Oriented and Renewal. Renewal was the principle that some SC members deemed as optional and is not included as a separate principle. Some elements of renewal are incorporated into the other three principles.

SC Meeting 5 - On 10 August 2022, the SC discussed and finalised the proposed principles. Discussion focused on the principle components and their likely governance implications. Several activities also occurred around this SC meeting. This include an update to State Council at the Information Forum on 3 August 2022, finalisation of principles on 17 August 2022 to inform AGM Item and finalisation of Agenda Item for 2022 AGM, including approval by State Council.

Key outcomes

The SC agreed on the proposed governance model principles, their component parts and the implications of these principles. Specifically:

- **Principle definition** – the definition of each of the three principles.
- **Principle component** – the key component parts of each principle.
- **Principle component description** – a description of each principle component.
- **Governance implications** – the governance implications of each of the principle components.

The following slide presents the principles, their components and a description and their governance implications.



Endorsed Governance Principles

The principles for assessing WALGA's governance model options and governance implications

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
		Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
		Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at tlane@walga.asn.au or 9213 2029.

Best Practice Governance Review

Consultation Paper – Model Options

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Best Practice Governance Review

1. Introduction

Introduction

Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

This document

This document outlines:

Principles: The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

Governance model options: Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

Alignment to principles: Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.

Best Practice Governance Review

2. Governance Principles

Governance Principles

The following Governance Principles were endorsed by members at the 2022 AGM

Representative

Responsive

Results Oriented
















Principle	Principle component	Component description	Governance implications
WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
	Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
	Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
	Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
	Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
	Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
	Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

Best Practice Governance Review

3. Options and Current Model

Options and Current Model




Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p>State Council (25 members) 24 State Councillors 1 President</p>
 <p>Policy Council (25 members) 24 members plus President</p>	 <p>Regional Bodies (4 metro, 4 country)</p>	 <p>Zones (6 metro, 6 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Zones (5 metro, 12 country)</p>
 <p>Zones (5 metro, 12 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Regional Groups</p>	 <p>Policy Teams / Forums / Committees</p>






Option 1 – Two Tier Model, Existing Zones

A description of the governance body structure and role for Option 1

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Policy Council	24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).	Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.
 Zones	5 Metro, 12 Country.	Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.




Option 2 – Board, Regional Bodies

A description of the governance body structure and role for Option 2

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.
 Regional Bodies	Metro: North, South, East and Central. Country: Mining & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals. <i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).
 Policy Teams / Forums / Committees	Membership drawn from the Board and Regional Bodies with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.




Option 3 – Board, Amalgamated Zones

A description of the governance body structure and role for Option 3

Governance Body	Structure	Role
 Board	15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.	Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Zones	<p>Metro/Peel:</p> <ul style="list-style-type: none">• Central Metropolitan• East Metropolitan• North Metropolitan• South Metropolitan• South East Metropolitan• Peel <p>Country*:</p> <ul style="list-style-type: none">• Wheatbelt South• Wheatbelt North• Mid West / Murchison / Gascoyne• Pilbara / Kimberley• South West / Great Southern• Goldfields / Esperance <p><i>*indicative, re-drawing required</i></p>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.
 Policy Teams / Forums / Committees	Membership drawn from Board with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.




Option 4 – Member Elected Board, Regional Groups

A description of the governance body structure and role for Option 4

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Policy Teams / Forums / Committees	Membership drawn from Board with some independent members.	Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.
 Regional Groups	Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.	Feed into policy development processes and undertake advocacy and projects as determined by the groups.

Option 5 – Current Model

A description of the governance body structure and roles for the Current Model

Governance Body	Structure	Role
 State Council	24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).	Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.
 Zones	5 Metro, 12 Country.	Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.
 Policy Teams / Forums / Committees	Membership drawn from State Council with some independent members.	Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.






Best Practice Governance Review

4. Alignment to Principles

Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

Option 1 – Two tier model, existing Zones


	Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents
	Policy Council (25 members) 24 members plus President
	Zones (5 metro, 12 country)

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership
	Size	Meets	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
Responsive	Election Process	Meets	<ul style="list-style-type: none"> Board to be elected from Policy Council
	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on other governing body meetings
	Agility	Partial	<ul style="list-style-type: none"> Board is future-proofed from external changes Zone structures still underpin Council
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governance body roles in consultation with members


Option 2 – Board, Regional Bodies

Option 2 and its alignment to the principles


Option 2 – Board, Regional Bodies



Board
(11 members)
8 elected from
Regional Bodies, incl.
Board elected
President
Up to 3 independents



Regional Bodies
(4 metro,
4 country)




Policy Teams / Forums / Committees

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership How to establish regional body membership is a consideration
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Number of regional bodies is a consideration
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from regional bodies
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on regional body meetings
	Agility	Meets	<ul style="list-style-type: none"> Board and regional bodies are future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> There may be challenges defining accountabilities and responsibilities of regional bodies
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board will be responsible for ongoing reviews of governing body roles in consultation with members


Option 3 – Board, Amalgamated Zones

Option 3 and its alignment to the principles


Option 3 – Board, Amalgamated Zones



Board
(15 members)
12 elected from Zones, incl. Board elected President
Up to 2 independents



Zones
(6 metro, 6 country)



Policy Teams / Forums / Committees


	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership There may be composition challenges for amalgamated zones
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Amalgamation of zones to 12 in total
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from zones
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are aligned to zone meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future proofed from external changes
Results Oriented	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> The Board would be responsible for ongoing reviews of governance body roles in consultation with members




Option 4 – Member Elected Board, Regional Groups

Option 4 and its alignment to the principles


**Option 4 –
Member elected Board,
Regional Groups**



Board
(11 members)
8 elected via direct election, incl. Board elected President
Up to 3 independents



Policy Teams / Forums / Committees




Regional Groups

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership Membership of regional groups dynamic and ad hoc
	Size	Partial	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from a general meeting
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on policy teams / regional group meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future-proofed from external changes
Results Oriented	Focus	Partial	<ul style="list-style-type: none"> Policy teams / Regional Group meetings to influence priorities
	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governing body roles in consultation with members


Option 5 – Current Model

Current model and its alignment to the principles


Option 5 – Current Model



State Council
(25 members)
24 State Councillors
1 President



Zones
(5 metro,
12 country)



Policy Teams
/ Forums /
Committees

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> State Council has equal metropolitan and country membership
	Size	Partial	<ul style="list-style-type: none"> State Council will retain 25 members
	Diversity	Partial	<ul style="list-style-type: none"> No control of diversity of State Council
	Election Process	Meets	<ul style="list-style-type: none"> State Council election from zones
Responsive	Timely Decision Making	Partial	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> State Council meetings are aligned to zone meetings
	Agility	Partial	<ul style="list-style-type: none"> State Council is not future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may remain a challenge
Results Oriented	Value Added Decision Making	Partial	<ul style="list-style-type: none"> Best practice board approaches will not be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members



Best Practice Governance Review

5. Consultation Process and Next Steps

WALGA Best Practice Governance Review

Consultation Process and Next Steps

Consultation Process

Council Position

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

Supplementary Market Research

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

Workshops and Forums

Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

Next Steps

Timetable

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.

Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at tlane@walga.asn.au or 9213 2029.

MUNICIPAL FUND

Chq/EFT	Date	Description	Amount	Amount
EFT24137	11/10/2022	35 Degrees South		-\$1,936.00
	06/10/2022	Re-pegging of 15 Stubbs Street, Lake Grace	\$1,936.00	
EFT24138	11/10/2022	A.P and J.M Keeble		-\$68.00
	06/10/2022	Consignments - September 2022	\$68.00	
EFT24139	11/10/2022	ABA Security and Electrical		-\$155.86
	03/10/2022	LG Medical Centre - Alarm Monitoring from October 2022 to December 2022	\$155.86	
EFT24140	11/10/2022	AFGRI Equipment Australia		-\$780.60
	15/09/2022	4x Mower Blades for 2013 John Deere Ride-on-Mower PTOR04	\$123.20	
	15/09/2022	Spur Gear / Chain Adjusting Screw Kit & Chain for Small Plant	\$174.41	
	20/09/2022	2 x Guide Bars for Small Plant	\$179.98	
	21/09/2022	Parts for Stihl Chainsaw	\$303.01	
EFT24141	11/10/2022	Alan Brian George		-\$406.25
	28/09/2022	Refund of monies paid to the wrong Shire	\$406.25	
EFT24142	11/10/2022	Australia Post		-\$212.84
	03/10/2022	Postage - September 2022	\$212.84	
EFT24143	11/10/2022	BOC Gases Australia Limited		-\$12.53
	28/09/2022	Container Service: LG Pool - R400C oxygen medical C size	\$12.53	
	29/08/2022 - 27/09/2022			
EFT24144	11/10/2022	Best Office Systems		-\$1,183.10
	23/09/2022	Photocopier Charges Sept 22	\$1,183.10	
EFT24145	11/10/2022	Business Base		-\$2,004.00
	03/10/2022	Electric Binding Machine	\$2,004.00	
EFT24146	11/10/2022	CB Traffic Solutions Pty Ltd		-\$533.50
	18/09/2022	Revise Traffic Management Plan - Lake Grace Harvest Festival	\$533.50	
EFT24147	11/10/2022	CCL Hardware		-\$765.83
	30/09/2022	Hardware Supplies - September 2022	\$765.83	
EFT24148	11/10/2022	CHILD SUPPORT AGENCY		-\$163.17
	29/09/2022	Payroll Deductions/Contributions	\$163.17	
EFT24149	11/10/2022	Corsign WA		-\$840.40
	03/10/2022	Bracket and Bolts for Signposts	\$840.40	
EFT24150	11/10/2022	David Wills & Associates		-\$7,645.00
	29/09/2022	Lake Grace Biddy Camm Industrial Land Subdivision Works - 24/06/2022 - 28/09/2022 Stage 2 Detailed Design and Documentation - 87% Complete Tender Documentation - 67% Complete	\$7,645.00	
EFT24151	11/10/2022	Department of Fire and Emergency Services		-\$7,505.55
	30/09/2022	2022/23 In accordance with the Department of Fire & Emergency Services of WA Act 1998, Part 6A - Emergency Services Levy - Section 36L & 36M	\$7,505.55	
EFT24152	11/10/2022	Enviro Pipes		-\$18,672.72
	30/09/2022	Corrugated Pipes	\$18,672.72	
EFT24153	11/10/2022	Exurban Pty Ltd		-\$3,544.54
	04/10/2022	Town Planner Services - September 2022	\$3,544.54	
EFT24154	11/10/2022	Great Southern Fuel Supplies		-\$5,525.61
	02/09/2022	Diesel - Posted to Wrong Month	-\$24,291.96	
	02/09/2022	12,000 Litres Diesel	\$24,291.96	
	30/09/2022	Fuel Card Purchases - September 2022	\$5,525.61	
EFT24155	11/10/2022	House of Sharday		-\$39.94
	11/09/2022	Consignments - August 2022	\$12.48	
	07/10/2022	Consignments - September 2022	\$27.46	
EFT24156	11/10/2022	IT Vision Pty Ltd		-\$5,142.50
	30/09/2022	Online attendance of the IT Vision National Conference for FO - Payroll, Debtors & Receipting	\$55.00	
	30/09/2022	BPMS Rates Services - 2022/23 Rates Billing	\$4,262.50	
	30/09/2022	Training for SynergySoft System Administrator - TO	\$825.00	
EFT24157	11/10/2022	Ingot Hotel Perth		-\$649.00
	19/09/2022	Accommodation - AIIMS 2017 Course - Bushfire Control Officer	\$649.00	
EFT24158	11/10/2022	Integrated ICT		-\$2,757.72
	30/09/2022	IT Support Sept 22: Connectwise Automate Client (Per Workstation/Server) x 21 Managed Service Agreement - per user per month x 20 Managed Antivirus (Advanced) x 29	\$2,134.55	

	30/09/2022	Microsoft 365 Licences - Sept 22 Microsoft 365 Business Basic x 29 Microsoft Defender for Office 365 Plan 1 x 29 Microsoft 365 Business Premium x 2	\$363.46	
	30/09/2022	Exclaimer for Office 365 (up to 50 Licences) - Sept 22	\$78.43	
	30/09/2022	Monthly Cost - Veeam Cloud Connect Replication & Cloud Storage - Archive (Tier 4) - September 2022	\$181.28	
EFT24159	11/10/2022	Ipec Pty Ltd		-\$108.24
	18/09/2022	Freight	\$56.03	
	25/09/2022	Freight	\$17.01	
	02/10/2022	Freight	\$35.20	
EFT24160	11/10/2022	Ironstone Fabrications Pty Ltd		-\$350.63
	21/09/2022	Labour & Materials to Repair Mower Frame for Lake King	\$350.63	
EFT24161	11/10/2022	LGIS Risk Management		-\$4,955.12
	21/06/2022	Regional Risk Co-ordinator Fee 2021-2022 2nd Instalment	\$4,955.12	
EFT24162	11/10/2022	Lake Grace CWA		-\$544.91
	12/09/2022	Water reimbursement - Policy 2.2 & Donation toward 2022/23 rates for 32 Bennett Street Lake Grace A3784	\$544.91	
EFT24163	11/10/2022	Lake Grace Plaza		-\$100.66
	12/09/2022	Food Items for the Bush Fire Advisory Committee Meeting on 15/09/2022	\$42.06	
	30/09/2022	Newspapers Subscription - September 2022	\$58.60	
EFT24164	11/10/2022	Lake Grace Rural Supplies		-\$183.48
	21/09/2022	Black Steely Posts Utility Pack for Rural Road Maintenance	\$183.48	
EFT24165	11/10/2022	Lake Grace Saltbush Inn		-\$264.00
	03/10/2022	2 x Nights Accommodation for FO - Reporting & Investments	\$264.00	
EFT24166	11/10/2022	Lake Grace Transport		-\$1,236.80
	25/09/2022	Freight - Cleaning Supplies	\$113.37	
	30/09/2022	Freight - Bags of Concrete	\$1,123.43	
EFT24167	11/10/2022	Landgate		-\$86.94
	23/09/2022	Valuations Chargeable - Schedule R2022/5	\$86.94	
EFT24168	11/10/2022	M.E Pump Wizards		-\$14,369.30
	06/10/2022	Inspect & Service 4 Sewer Pump Stations in Lake Grace	\$13,335.30	
	06/10/2022	Jumping Pillow Pump Station - Enter Confined Space, Disconnect Pumps & Inspect, Attach HD Lay flat to Allow Pump Removal without entering Confined Space, Reinstall Pumps & Test	\$1,034.00	
EFT24169	11/10/2022	Maalouf Ford		-\$1,550.42
	21/09/2022	45,000km Service Ford Ranger Ute LG412	\$519.67	
	21/09/2022	30,000km Service Ford Ranger LG049	\$615.75	
	21/09/2022	45,000km Service LG139	\$415.00	
EFT24170	11/10/2022	Marketforce Productions		-\$755.36
	28/09/2022	Advert for Shire of Lake Grace Pool Manager Position - 03/09/2022	\$755.36	
EFT24171	11/10/2022	Newdegate Primary School		-\$179.33
	21/09/2022	Reimbursement of Electricity Usage 50% for NGT Library/CRC	\$179.33	
EFT24172	11/10/2022	Outback TV		-\$381.10
	04/10/2022	Repairs to Sign - Football Oval at Newdegate Recreation Centre	\$381.10	
EFT24173	11/10/2022	Peter Hudson's Tyre & Mechanical Services Pty Ltd		-\$1,362.00
	22/09/2022	4 x New Tyres plus Fitting and Balancing - 2010 Ford Ranger T- Top - LG1767	\$1,320.00	
	28/09/2022	2 x V-Belts for Small Plant	\$42.00	
EFT24174	11/10/2022	RAY FORD SIGNS		-\$136.62
	23/09/2022	Sign for Newdegate Historic Walk Trail	\$136.62	
EFT24175	11/10/2022	Ravensthorpe Regional Arts Council		-\$2,200.00
	20/09/2022	Contribution to Show - Bang Bang!! in Lake King & Lake Grace	\$2,200.00	
EFT24176	11/10/2022	RingCentral Australia		-\$42.63
	12/09/2022	Avaya Cloud Telephony Solution - September 2022	\$42.63	
EFT24177	11/10/2022	Roamin Enterprises		-\$29,260.00
	16/09/2022	Willcocks Road SLK 4.20 - Upgrade Culvert in Floodway	\$9,460.00	
	24/09/2022	Newdegate North Rd SLK 38.50, SLK 37.76 & SLK 37.31 - Remove CSP Pipe, Install 375mm HDPE to 12m, Stab & Compact, Form Mix & Pour Headwalls	\$19,800.00	
EFT24178	11/10/2022	Ross Ramm		-\$180.00
	06/10/2022	Consignments - September 2022	\$180.00	
EFT24179	11/10/2022	S & L Trevenen		-\$53,817.50

Local Government MoU

This Memorandum of Understanding is made on the 21st day of February 2020.

Parties to the Agreement

Shire of Beverley,
Shire of Brookton
Shire of Corrigin
Shire of Cuballing,
Shire of Dumbleyung,
Shire of Kulin,
Shire of Lake Grace,
Shire of Narrogin,
Shire of Pingelly,
Shire of Quairading,
Shire of Wagin,
Shire of Wandering,
Shire of West Arthur,
Shire of Wickepin,
Shire of Williams

Hereinafter called the 'partnering LGs' 'parties' or 'partners'

Aim

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MOU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

Partnering Objectives

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

Allocation of Resources

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.
2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

Responsibilities

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

Partnering Expectations

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed,

this may be subject to further negotiation and agreement in writing between the partners concerned.

2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel and storage.

Cost Recovery

The Disaster Recovery Funding Arrangements, Western Australia (DRFAWA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies.

The affected partnering LG area will claim these costs accordingly under the DRFAWA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs may not be claimable via DRFAWA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

Duration and Amendment

The MOU will come into effect at the date which all parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

Term

Unless mutually extended, terminated or parties withdraw, this MOU will expire on 31 December 2022.

Withdrawal

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

Notices

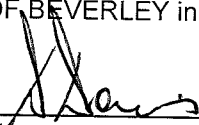
Communications in relation to this MOU should be addressed to:

The Executive Officer, Central Country Zone of WALGA.


Execution

EXECUTED by the Parties

SHIRE OF BEVERLEY in the presence of:

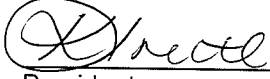


President




Chief Executive Officer

SHIRE OF BROOKTON in the presence of:




President

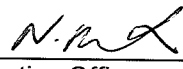


Chief Executive Officer

SHIRE OF CORRIGIN in the presence of:

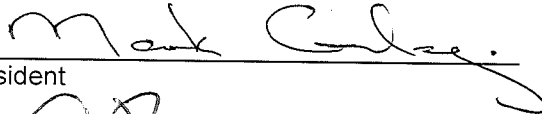


President




Chief Executive Officer

SHIRE OF CUBALLING in the presence of:




President




Chief Executive Officer

SHIRE OF DUMBLEYUNG in the presence of:



President

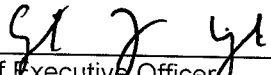


Chief Executive Officer

SHIRE OF KULIN in the presence of:

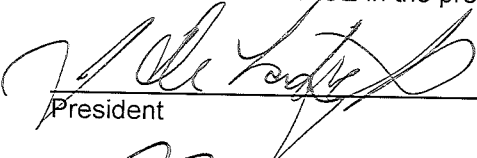


President




Chief Executive Officer

SHIRE OF LAKE GRACE in the presence of:




President



Chief Executive Officer

SHIRE OF NARROGIN in the presence of:

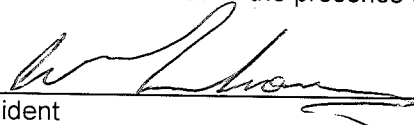


President




Chief Executive Officer

SHIRE OF PINGELLY in the presence of:

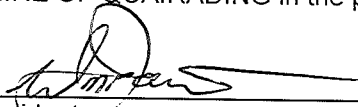


President




Chief Executive Officer

SHIRE OF QUAIRADING in the presence of:

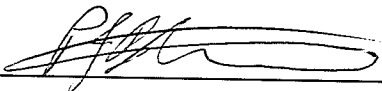


President

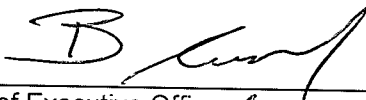


Chief Executive Officer

SHIRE OF WAGIN in the presence of:




President




Chief Executive Officer (ACTING)

SHIRE OF WANDERING in the presence of:



President

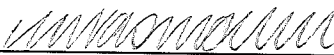


Chief Executive Officer

SHIRE OF WEST ARTHUR in the presence of:



President

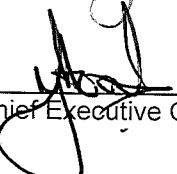


Chief Executive Officer

SHIRE OF WICKEPIN in the presence of:



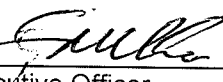
President



Chief Executive Officer

SHIRE OF WILLIAMS in the presence of:

President



Chief Executive Officer



Freedom of Information Statement

2022 - 2023

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INTRODUCTION

The *Freedom of Information Act 1992 (WA)* gives the public a right to access Western Australian government documents, subject to some limitations. The Department of Local Government, Sport and Cultural Industries take its obligations under the Act seriously and is committed to complying with the aims of the Act.

The aims of the *Freedom of Information Act 1992 (WA)* are to:

- enable the public to participate more effectively in governing the State, and
- make the persons and bodies that are responsible for State and local government more accountable to the public.

They are to be achieved by:

- creating a general right of access to State and local government documents
- providing means to ensure that personal information held by State and local governments is accurate, complete, up to date and not misleading, and
- requiring certain documents concerning State and local government operations be made available to the public.

This document has been prepared for the Shire of Lake Grace to satisfy Part 5 of the Freedom of Information Act 1992, and is correct as at November 2022. Copies of this document may be obtained from:

The FOI Coordinator
Shire of Lake Grace
1 Bishop Street
LAKE GRACE WA 6353

Telephone (08) 9890 2500
Fax (08) 9890 2599
Email : shire@lakegrace.wa.gov.au

Further information can be provided, Monday to Friday between the hours 8:30am – 4:00pm or on the Shire's website www.lakegrace.wa.gov.au

THE SHIRE OF LAKE GRACE STRATEGIC COMMUNITY PLAN 2017-2027

VISION

“A safe, inclusive and growing community embracing opportunity”

ASPIRATIONAL STATEMENT

Our Aspirations:

- rich in spirit;
- surrounded by nature; and
- valuing our heritage

1. Economic Objective

A prosperous agricultural based economy, supporting diversification of industry

Economic Aspirations and Opportunities

The Shire of Lake Grace community recognise it is vital for the agricultural industry, as the primary economic driver for the district, to continue to be supported for economic stability and growth. Opportunities for small business development and industry diversification were identified by the community, with a desire to see further development.

Development and strong support for the current infrastructure within the district is viewed as essential to ensure continued economic prosperity, in particular the road network which at times comes under considerable pressure due to flooding and seasonal heavy traffic volumes.

2. Environment Objective

Protect and enhance our natural and built environment

Environment Aspirations and Opportunities

The community aspires to protect and preserve the nature reserves and further develop walking trails, parks and gardens and recreation facilities. The challenge of extreme weather (such as flooding) was identified as an area for improvement with potential to investigate flood mitigation opportunities. Combating invasive weeds (such as caltrop) and pests (including mosquitos) was highlighted as a high priority by the community.

Opportunities to promote the natural and built environment and attract an increased number of visitors to the district have been identified with the community eager to support tourism development.

3. Social Objective

A valued, healthy and inclusive community and life-style

Social Aspirations and Opportunities

There was a wish to see more community events organised during the year, and a need for a large annual event in the district.

The health and education services currently provided in the district are viewed as very important and to be retained and developed further. In particular, aged health services were identified for potential development.

The strong community spirit and safe environment were identified as precious and to be protected, with potential to increase engagement and integration between all towns in the district.

4. Leadership Objective

Strong governance and leadership, demonstrating fair and equitable community values

Civic Leadership Aspirations and Opportunities

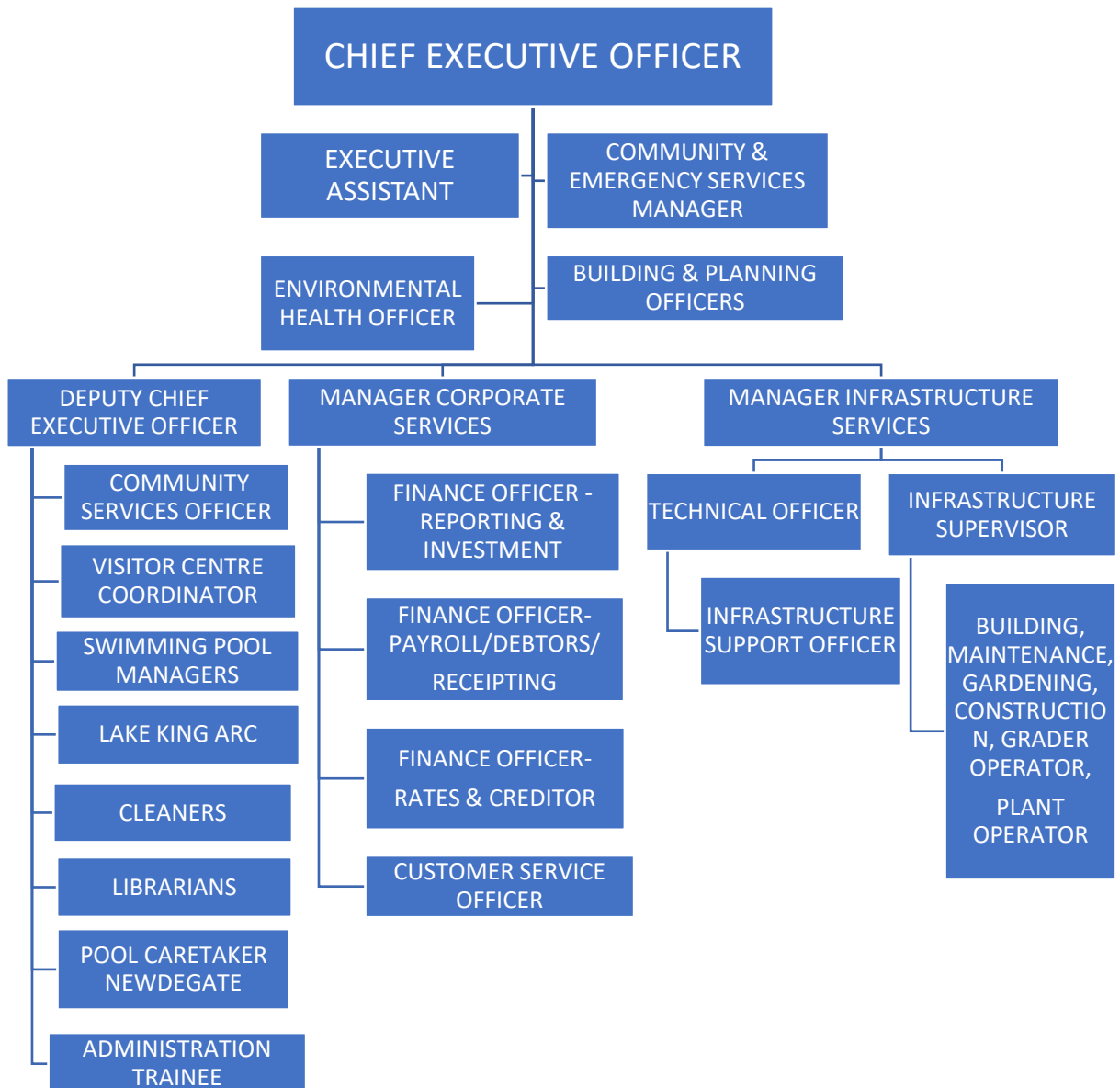
Continuing to build an efficient, effective organisation with strong communication is clearly a community and Council aspiration. The community wants the Shire to continue to advocate for increased services and infrastructure on its behalf.

COUNCIL ORGANISATION STRUCTURE

The current Council decision making body consists of 9 Councillors, including the Shire President who is elected by the Council. Council meets on the third Wednesday of the months February to December. A meeting in the month of January will only be held when it is called under provisions of Section 5.4 of the Local Government Act 1995. Minutes of meetings are available at the Shire offices, town libraries and the shire's website www.lakegrace.wa.gov.au.



SHIRE OF LAKE GRACE – ORGANISATION CHART



COUNCIL AND COMMITTEE MEETINGS

Council Meetings

Council Meetings afford members of the public the opportunity to ask Elected Members and staff questions about Shire matters generally.

Committees of Council

The Shire of Lake Grace has committees and working groups that meet on a regular or semi-regular basis to oversee operations and make recommendations to the Council in their specific areas of responsibility. Council advertises for community member vacancies on Council Committees when required. A full list of Council's committees can be accessed on the Shire's website <http://lake.grace.wa.gov.au>

Council Committees include:

Audit Committee

Bushfire Advisory Committee

Lake Grace Library and Community Resource Centre Management Committee

Lake Grace Sports Pavilion Redevelopment Committee

Local Emergency Management Committee

Shire of Lake Grace Tourism Advisory Committee

Newdegate Library and Community Resource Centre Management Committee

Newdegate Swimming Pool Management Committee

Other Committees:

Integrated Planning Asset Management Advisory Group

Occupational Health & Safety Committee

DELEGATIONS

The Chief Executive Officer and other officers have delegated authority from Council to make decisions on a number of specified administrative and policy matters which are subject to ongoing development. These delegations are detailed in the Delegations Register and are reviewed annually by Council.

The *Local Government Act 1995* and associated Regulations requires Council to;

- determine policies to be applied by Council in exercising its discretionary powers;
- determine the type, range and scope of projects to be undertaken by the Shire;
- develop comprehensive management plans, budgets, financial controls and performance objectives and indicators for the operations of the Shire.

In keeping with the legislative requirement, Council determines the strategic direction of the Shire, including the development of key policies and the allocation of resources to works and services. Decisions are also made to determine whether or not approvals are to be granted for applications from residents for various forms of development.

LEGISLATION ADMINISTERED

The Shire of Lake Grace is enabled and functions under the *Local Government Act 1995*.

The Shire of Lake Grace is wholly or partly responsible for administering the following Legislations and Regulations:

Animal Welfare Act 2003
Biosecurity and Agriculture Management Act 2007
Building Act 2011
Building Regulations 2012
Bush Fires Act 1954
Bush Fire Regulations 1954
Caravan Parks and Camping Grounds Act 1995
Caravan Parks and Camping Grounds Regulations 1997
Cat Act 2011
Cat Regulations 2012
Cemeteries Act 1986
Conservation and Land Management Act 1984
Contaminated Sites Act 2003
Corruption, Crime and Misconduct Act 2003
Control of Vehicles (Off Road Areas) Act 1978
Control of Vehicles (Off Road Areas) Regulations 1979
Disability Services Act 1993
Dividing Fences Act 1961
Dog Act 1976
Dog Regulations 1976
Dog (Restricted Breeds) Regulations 2002
Environmental Protection (Noise) Regulations 1997
Equal Opportunity Act 1984
Explosives and Dangerous Goods Act 1961
Freedom of Information Act 1992
Freedom of Information Regulations 1993
Food Act 2008
Food Regulations 2009
Hairdressing Establishment Regulations 1972
Health Act 1911
Health (Air Handling & Water Systems) Regulations 1994
Health (Aquatic Facilities) Regulations 2007
Health (Asbestos) Regulations 1992
Health Act (Carbon Monoxide) Regulations 1975
Health (Cloth Materials) Regulations 1985
Health (Garden Soil) Regulations 1998
Health Act (Laundries & Bathrooms) Regulations
Health Act (Miscellaneous Provisions) Act 1911

Health (Pesticides) Regulations 2011
Health (Poultry Manure) Regulations 2001
Health (Public Buildings) Regulations 1992
Health (Skin Penetration Procedure) Regulations 1998
Health (Temporary Sanitary Conveniences) Regulations 1997
Health (Treatment of Sewage & Disposal of Effluent & Liquid Waste
Regulations 1974
Heritage of Western Australia Act 1990
Land Administration Act 1997
Litter Act 1979
Litter Regulations 1981
Liquor Licensing Act 1988
Local Government Act 1995
Local Government (Administration) Regulations 1996
Local Government (Audit) Regulations 1996
Local Government (Constitution) Regulations 1998
Local Government (Building Surveyors) Regulations 2008
Local Government (Elections) Regulations 1997
Local Government (Financial Management) Regulations 1996
Local Government (Functions & General) Regulations 1996
Local Government (Miscellaneous Provisions) Act 1960
Local Government (Rules of Conduct) Regulations 2007
Local Government (Uniform Local Provision) Regulations 1996
Local Government Grants Act 1978
Main Roads Act 1930
Navigable Water Regulations 1958
Parks & Reserves Act 1895
Planning & Development Act 2005
Planning & Development (Consequential & Transitional) Act 2005
Planning & Development Regulations 2009
Planning & Development (Consequential) Regulations 2006
Planning & Development (Transitional) Regulations 2006
Public Health Act 2016
Public Interest Disclosure Act 2003
Rates & Charges (Rebate & Deferrals) Act 1992
Residential Design Codes of WA 2002
Sewerage, Lighting, Ventilation & Construction Regulations 1971
Strata Titles Act 1985
Town Planning Regulation 1967
Valuation of Land Act 1978

The Shire of Lake Grace is also wholly responsible for administering the following
Shire of Lake Grace Local Laws:

- Activities on Thoroughfares and Trading in Thoroughfares and Public Places
Local Law
- Animals Environment Nuisance Local Law

- Bushfire Brigade Local Law
- Dogs Local Law
- Extractive Industries Local Law
- Fencing Local Laws
- Health Local Laws
- Lake Grace Newdegate Lake King and Varley Public Cemeteries Local Law
- Local Government Property Local Laws
- Standing Orders Local Law
- Local Planning Scheme No. 4

SERVICES TO THE COMMUNITY

The Shire of Lake Grace is responsible for providing good governance, including legislative and executive functions. The services are provided to maintain a pleasant and safe environment for its residents and ratepayers by:

The activities and functions of the Shire are described as follows:

Animal Control	Parks and Reserves
Development and Building Control	Pest Control
Bus Shelters	Playground Equipment
Cemeteries	Public Seating & Public Toilets
Citizenship Ceremonies	Recreational/Sporting Facilities
Community Development	Refuse Sites & Waste Management
Community Halls and Centres	Roads/Kerbing
Community Information Service	Seniors Program
Community Support Program	Parking Bays/Street Closures
Development and Building Control	Street Lighting
Dual Use Paths	Stormwater Drainage
Environmental Health Matters	Street Sweeping
Extractive Industries Control	Street Tree Planting
Fire Prevention	Tourism
Footpaths	Town Planning
Grants and Subsidies	Traffic Control Devices
Medical Centres	Youth Program

PUBLIC PARTICIPATION

Members of the public have a number of opportunities to put forward their views on particular issues before Council. These are:

Deputations - a member of the public can apply to address Council personally or on behalf of a group of residents. The application must be in writing addressed to the Chief Executive Officer. The Presiding person then may approve the request or refer the request to the Council/Committee for approval.

Presentations - with prior notification and approval by the Chief Executive Officer, members of the public can address Council on any matter on the Council Meeting Agenda.

Residents are notified of some Development Applications requiring the approval of Council. When an application is publicly notified, residents can write to Council expressing their view of the application.

Petitions - written petitions can be addressed to Council on any issue within Council's jurisdiction. Petitions are required to be addressed to the Shire President according to *Standing Orders Local Law 2.5*.

Written Requests—a member of the public can write to the Shire on any Council policy, activity or service.

Public Question Time – Time is made available at every Council Meeting for members of the public to ask questions and have them responded to by Council, unless the question is outside the legislation or deemed unreasonable.

Elected Members—members of the public can contact their Elected Members to discuss any issue relevant to Council.

Notifications/Advertising – Residents may be notified of issues by advertising in the local newspaper, written notification or an onsite sign. Residents then have the opportunity to write to the Shire expressing their views.

Public correspondence and applications on any matters to be considered by Council must be received at the Shire Office 20 working days prior to the Council Meeting and should be addressed to the Chief Executive Officer.

COMMUNITY CONSULTATION

The Shire consults with local residents on particular issues as determined from time to time in accordance with its Community Strategic Plan to ensure all the community's needs and expectations are met and can be in the form of:

- Public Forums
- Submissions
- Media
- Telephone

Interviews

Surveys

Advising the community and stakeholders of issues can take the form of:

Media releases

Local Newspaper advertisements

Council publications (including electronic media and website)

Newsletter/direct mail outs

Posters/flyers

Information displays

Public forums

COUNCIL DOCUMENTS

The Shire of Lake Grace holds records relating to various functions of the Shire as described below:

Integrated Planning and Reporting publications;

Asset Management Plan

Corporate Business Plan

Strategic Community Plan

Strategic Resource Plan

Workforce Plan

Council / Committee Agendas and Minutes

Customer Service Charter

Disability Access and Inclusion Plan 2015-2019

Equal Employment Opportunity Management Plan 2017-2020

Local Emergency Management Plan

Local Laws and Local Law Enforcement

Municipal Heritage Inventory

Policy Manual

Recordkeeping & Disaster Recovery Plan

Risk Management

Town Planning Scheme Plan

Waste Management Plan

DOCUMENTS AVAILABLE FOR INSPECTION

The following documents are available for public inspection at the Shire Office, free of charge to ratepayers. Copies of these documents may be purchased and the charges are shown below. Some of these documents are also available on the Shire's website.

COUNCIL DOCUMENTS AVAILABLE FOR INSPECTION

DOCUMENT	FEE
Annual Budget	Council Office & Website
Annual Report inclusive of Annual Financial Report	Council Office & Website
Council / Committee Agendas & Minutes	Council Office & Website
Customer Charter Customer Service Charter Wastewater Services for Lake Grace Townsite Sewerage Scheme	Council Office & Website
Disability Access & Inclusion Plan	Council Office & Website
Policy Manual	Council Office
Freedom of Information Statement	Council Office & Website
Integrated Planning and Reporting Strategic Community Plan Strategic Resource Plan Corporate Business Plan Workforce Plan	Council Office & Website
Register of Burials Register of Gifts and Travel Contributions Register of Interest (Elected Members) Register of Tenders	Council Office & Website
Register of Fees and Charges levied by Council Register of Local Laws	Council Office & Website
Shire of Lake Grace Heritage Building Inventory 2014	Council Office & Website

Other Information Requests

Requests for information, not shown above will be considered in accordance with the *Freedom of Information Act* provisions. Under this legislation, applications must be submitted in written form and will be subject to an application fee where applicable unless the applicant is granted an exemption.

Should the application require copies of any documents inspected pursuant to a Freedom of Information request, the charges will apply. It should be noted that some documents are for viewing only and cannot be copied as such copy would breach the *Copyright Act 1968*.

FREEDOM OF INFORMATION PROCEDURES AND ACCESS ARRANGEMENTS

Refer: Appendix 1 Flowchart - Dealing with an FOI application

FOI Operations Obtaining Documents outside of Freedom of Information

Where possible the Shire of Lake Grace will release documents outside of the Freedom of Information process. However, at times some documents can only be obtained under Freedom of Information.

Documents may comprise any written material, plans, drawings, photographs, tape recordings, films, and videotapes.

APPLICATIONS

Valid Access Application

Under the *Freedom of Information Act section 12* requirements for a valid Freedom of Information Access Applications must:

- be in writing
- give enough information so that the documents requested can be identified (be as specific as possible; include dates or date ranges; include keywords; include as much details as possible to identify the requested documents)
- give an Australian address to which notices can be sent preferably including a contact telephone number, email address, fax number
- be lodged with the Shire of Lake Grace, and
- be accompanied by the application fee of \$30 (if one is applicable).

If your application does not comply with the requirements of section 12 the Shire of Lake Grace has to take reasonable steps to help you to change your application so that it complies with those requirements (section 11)

If you ask for access to 'everything' on a particular subject, the Shire of Lake Grace may ask you to narrow the scope of your application to reduce the work involved in dealing with it. The Shire of Lake Grace is permitted to refuse to deal with your application if dealing with it would divert a substantial and unreasonable portion of its resources away from its other operations

Applications and enquiries should be addressed to:

Freedom of Information Coordinator
Shire of Lake Grace,
PO Box 50, Lake Grace, WA 6353
(08) 9890 2500
or email shire@lakegrace.wa.gov.au

FEES AND CHARGES

Calculating Charges

Applicants are entitled to have access to documents at the lowest reasonable cost (section 4). The *Freedom Of Information Act (FOI) and Freedom Of Information Regulations* outline the charges the Shire of Lake Grace can impose for dealing with an access application (*section 16, regulations 3 and 5 and Schedule 1 to the Regulations*).

The fees and charges are as follows:

- Personal information - No fees or charges apply for applications that are limited to personal information about the applicant only.

Personal Information is defined as any information or opinion, whether true or not, about an individual, whether living or dead, that can identify or reasonably identify that person.

Applications for Personal Information can only be made by that individual and not a third party. Certified proof of identity will be required prior to processing an application for Personal Information.

- Non-personal information - \$30

Documents that are not directly about the applicant are considered to be non-personal information and a \$30 application fee is payable. Where documents contain the names of third parties, those parties must be consulted prior to the documents being released.

The Information Commissioner has found that charges may be imposed for:

- consulting with third parties, if necessary;
- examining documents, exercising judgment and making decisions on access;
- deleting exempt matter where appropriate;
- preparing a notice of decision; and
- providing access in the manner required.

The Shire of Lake Grace is not entitled to impose a charge for searching for documents. Although section 16(1) of the FOI Act clearly contemplates that a charge for conducting a routine search may be required to be paid by an applicant, no charge for searching for documents is presently prescribed by the FOI Regulations.

Charges

The Shire of Lake Grace may apply charges when processing a Freedom of Information application. All charges are calculated on an hourly (or pro-rata) rate and are discretionary. The following charges may be applicable:

• Personal information about the applicant	No fee or charges
• Application fee (for non-personal information)	\$30.00
• Charge for time dealing with the applicant (per hour, or pro rata)	\$30.00
• Access time supervised by staff (per hour, or pro rata)	\$30.00
• Photocopying staff time (per hour, or pro rata)	\$30.00
• Per photocopy A4	\$0.20
• Transcribing from tape, film or computer (per hour, or pro rata)	\$30.00
• Duplicating a tape, film or computer information	Actual cost
• Delivery, packaging and postage	Actual Cost

Estimate of charges

In cases where charges are expected to exceed \$25, applicants will be provided with an estimate of charges as soon as possible. The Shire of Lake Grace has the right to request a deposit of between 25-75 per cent of the estimate. Where charges are applied, no documents will be released to the applicant until all charges are paid.

There is a 25 per cent reduction in charges for financially disadvantaged applicants or those in receipt of health or social welfare benefits. Proof of evidence will be required.

Deposits

Advance deposit may be required of the estimated charges	25%
Further advance deposit may be required to meet the charges for dealing with the application	75%
For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the charge payable is reduced by	25%

Payment Processing

Payment may be made by cash, cheque or electronic transfer. All cheques must be made out to: Shire of Lake Grace. Online banking details are available on request.

ACCESS ARRANGEMENTS

Access to documents can be granted by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded, shorthand or encoded document from which words can be reproduced.

NOTICE OF DECISION

As soon as possible but in any case, within 45 days the applicant will be provided with a notice of decision which will include details such as -

- The date which the decision was made
- The name and the designation of the officer who made the decision

If the document is an exempt document the reasons for classifying the matter exempt; or the fact that access is given to an edited document

Information on the right to review and the procedures to be followed to exercise those rights as soon as possible, but within 45 days of an application being deemed valid, applicants will be provided with a Notice of Decision. This notice is designed to enable the applicant to understand what information was taken into account when making the decision and will include details such as:

- the date on which the decision was made
- the name and designation of the officer who made the decision
- details of any charges
- information on the right of review and the procedures to be followed to exercise those rights, and
- reasons for the type of access allowed or for refusal to documents.

REFUSAL OF ACCESS

Not all documents held by the Shire of Lake Grace will be able to be released with access being refused on a range of grounds. Applicants who are dissatisfied with a decision of the agency are entitled to ask for an internal review by the agency. Application should be made in writing within 30 days of receiving the notice of decision. These grounds are set out in the Freedom of Information Act. If this is the case the Notice of Decision will provide the reason for refusal of access.

RIGHT OF REVIEW

Applicants have the right of review if they do not agree with a decision made by the department's decision maker. In the first instance, Shire of Lake Grace will conduct an internal review. There are no fees or charges for requesting an internal review.

A request for an internal review must be received within 30 days of the receipt of the Notice of Decision and must set out the parts of the decision to be reviewed. An independent decision maker will deal with the application for internal review. The outcome of an internal review may result in a confirmation, variation or reversal of the initial decision under review. Applicants will be advised of the outcome of the review within 15 days.

If the applicant disagrees with the result of the internal review, an applicant can request an external review from the Office of the Information Commissioner on contact details below. There are no fees or charges for requesting an external review.

All review rights and procedures to exercise those rights are set out in the Notice of Decision.

DELIVERY OF DOCUMENTS

Arrangements for access to the documents are negotiable between the Shire of Lake Grace and the applicant. Where a large number of documents are to be released and there is no charge for photocopying, the documents may be provided on a USB drive.

AMENDMENT OF PERSONAL INFORMATION

Applicants have the right to amend personal information held by the DLGC, which the applicant considers incomplete, inaccurate, misleading, or not up to date.

Applicants must provide details and, if necessary, documentation to support any claim on the information sought to be amended. In addition, the applicant must indicate how the amendment is to be made, which may include:

- altering information
- striking out or deleting information
- inserting information, or
- inserting a note in relation to the information

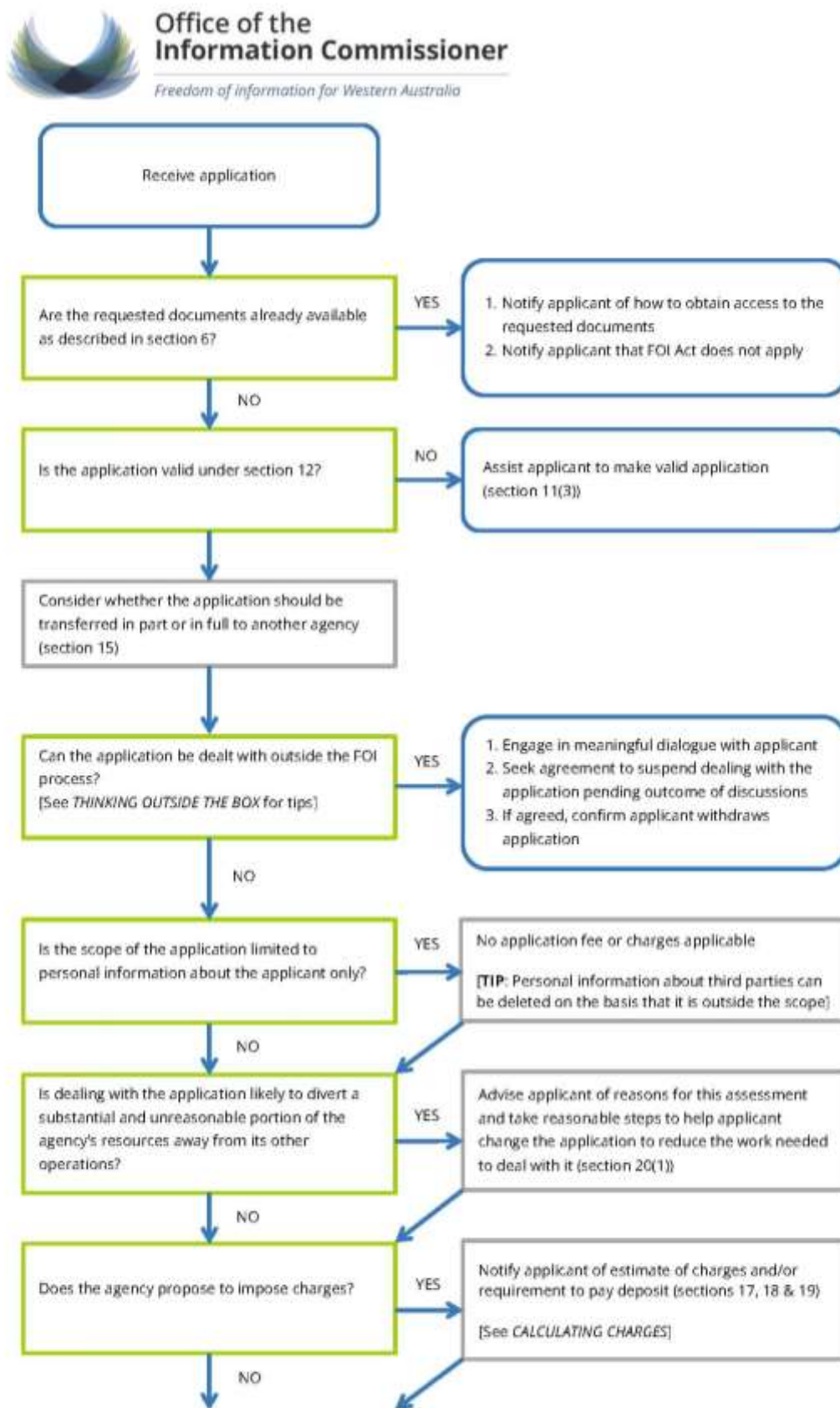
AMENDMENT TO SHIRE RECORDS

A member of the public may gain access to Shire documents to seek amendments concerning their personal affairs by making a request under the *Local Government Act 1995*. A member of the public may then request a correction to any information about themselves that is incomplete, incorrect, misleading or out of date.

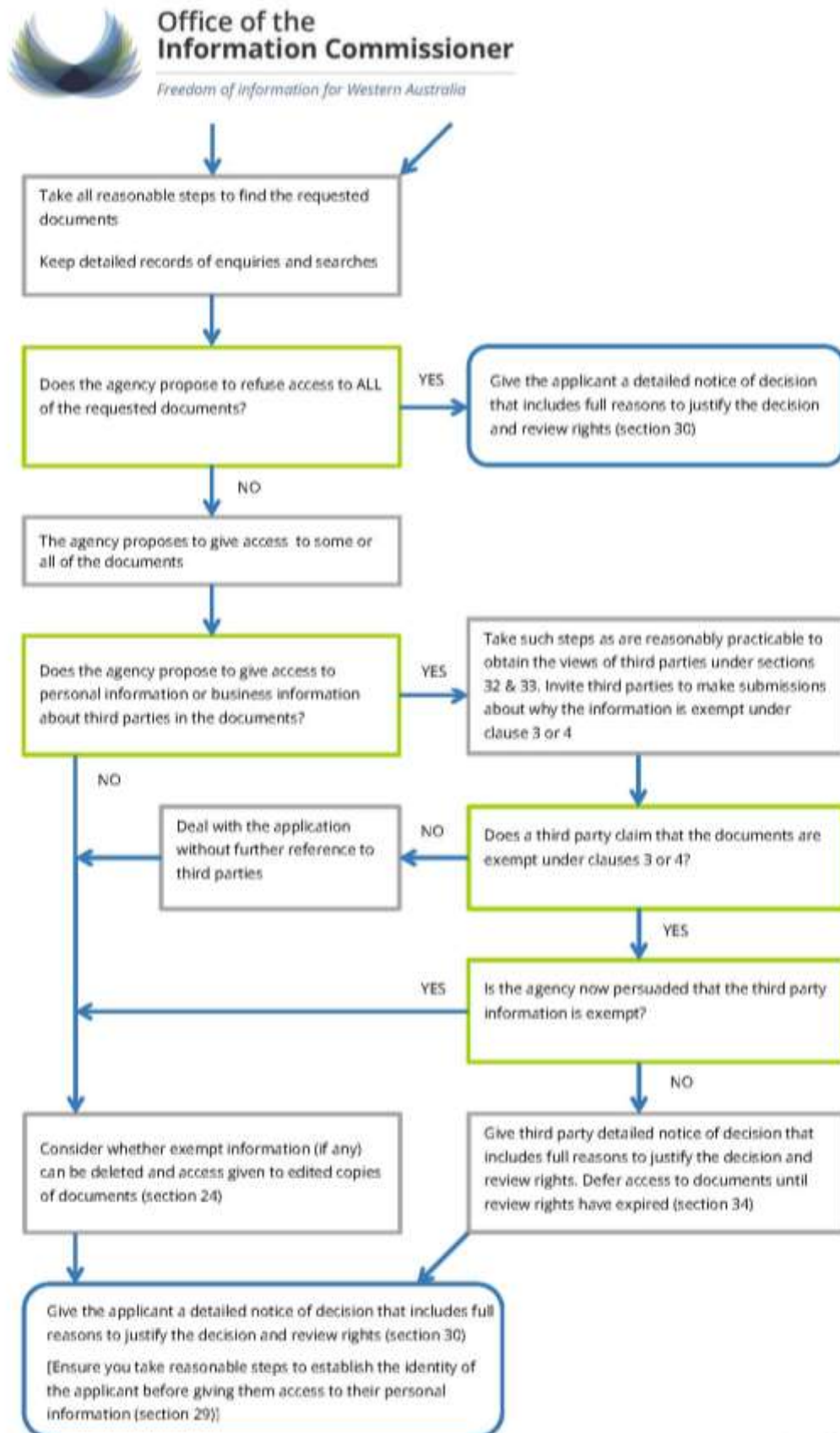
To gain access to Shire records, a member of the public must make a written application to the Freedom of Information Coordinator as indicated above outlining the records that Applicant wishes to inspect.

Alan George
CHIEF EXECUTIVE OFFICER

APPENDIX 1 FLOWCHART - DEALING WITH AN FOI APPLICATION



APPENDIX 1 FLOWCHART - DEALING WITH AN FOI APPLICATION



	16/09/2022 Maintenance Grading - Newdegate 01/09/2022 - 15/09/2022	\$21,521.50	
	19/09/2022 Dozer Hire at Trent King Gravel Pit	\$19,360.00	
	19/09/2022 Maintenance Grading Lake King & Varley 01/09/2022 - 16/09/2022	\$12,936.00	
EFT24180	11/10/2022 Safe Roads WA		-\$8,332.50
	27/09/2022 Patch Works	\$8,332.50	
EFT24181	11/10/2022 Skytrust Intelligence Systems		-\$493.90
	04/10/2022 Access to Skytrust - September 2022	\$493.90	
EFT24182	11/10/2022 Telstra Corporation Limited		-\$225.00
	20/09/2022 Satellite phones BFB	\$225.00	
EFT24183	11/10/2022 The IRIS Consulting Group Trust		-\$860.00
	20/09/2022 Training - Keywords for Local Government - AST & CSO	\$380.00	
	20/09/2022 Training - Sentencing, Disposals & Archiving - CSO	\$240.00	
	22/09/2022 Training - Sentencing, Disposals & Archiving - AST	\$240.00	
EFT24184	11/10/2022 The Retaining Wall Co		-\$5,311.00
	11/09/2022 Retaining Wall Posts and Panels - Visitor Centre Park	\$5,311.00	
EFT24185	11/10/2022 WA Contract Ranger Services		-\$940.50
	06/10/2022 Contract Ranger Services - 16/09/2022 & 05/10/2022	\$940.50	
EFT24186	11/10/2022 Warren Blackwood Waste		-\$14,742.20
	30/09/2022 Waste Arrangements for Newdegate Machinery Field Days 2022	\$5,889.00	
	02/10/2022 Recycling Pickup - September 2022	\$4,699.20	
	02/10/2022 Residential & Street Bins Pick Ups - September 2022	\$4,154.00	
EFT24187	11/10/2022 Wazzas Complete Sheep Management		-\$4,697.00
	23/09/2022 Contract - NGT Town Maintenance And Gardening 05/09/2022 - 09/09/2022	\$2,227.50	
	30/09/2022 Contract - NGT Town Maintenance And Gardening 26/09/2022 - 30/09/2022	\$2,227.50	
	30/09/2022 Working at the Newdegate Tip	\$242.00	
EFT24188	11/10/2022 William Andrew Trevenen		-\$536.00
	07/10/2022 Consignments - September 2022	\$536.00	
EFT24189	20/10/2022 AFGRI Equipment Australia		-\$52.80
	15/09/2022 Filter Bags 5pk - Newdegate Rec Centre	\$52.80	
EFT24190	20/10/2022 Australian Communications and Media Authority (ACMA)		-\$264.00
	02/10/2022 Annual Renewal Of Broadcasting Radio Equipment Licence Under The Radio communications Act 1992 - 3 Bushfire Tower Sites	\$264.00	
EFT24191	20/10/2022 Bitutek Pty Ltd		-\$93,177.22
	10/10/2022 Mallee Hill Road SLK 10.60 - 13.60 95/5 Primerseal @ 1.8/Lm2 and 14mm Aggregate	\$93,177.22	
EFT24192	20/10/2022 Building and Energy Division Department of Mines, Industry Regulation and Safety		-\$287.30
	12/10/2022 BSL LG-B2223-01 - Graham Milton 11 Clark Avenue, Lake Grace	\$56.65	
	12/10/2022 BSL LG-B2223-03 - Fox Modular 6 Eggers Place, Lake Grace	\$230.65	
EFT24193	20/10/2022 CHILD SUPPORT AGENCY		-\$163.17
	13/10/2022 Payroll Deductions/Contributions	\$163.17	
EFT24194	20/10/2022 Casey Australia Tours		-\$100.00
	13/10/2022 Colour Coded Field Guide of WA Wildflowers Book x 20	\$100.00	
EFT24195	20/10/2022 Central Country Zone of WALGA		-\$2,200.00
	08/08/2022 Annual Subscription - 1 July 2022 to 30 June 2023	\$2,200.00	
EFT24196	20/10/2022 Daniela Varone		-\$160.00
	10/10/2022 Concept for WA Caravan & Camping Ad 2022 Publication	\$160.00	
EFT24197	20/10/2022 Deputy Commissioner Of Taxation		-\$19,434.00
	30/09/2022 BAS September 2022	\$19,434.00	
EFT24198	20/10/2022 Emu Essence Distributors Pty Ltd		-\$78.00
	15/10/2022 Consignments - September 2022	\$78.00	
EFT24199	20/10/2022 Farmyard Pantry		-\$2,072.00
	17/10/2022 Catering - DFES Fire Training 13 & 21 October 2022 at the Newdegate Pavilion	\$2,072.00	
EFT24200	20/10/2022 GS Mobile Mechanical Services		-\$2,043.59
	12/10/2022 60,000km Service - 2021 Toyota Prado DSL STNSDN - LG002	\$690.86	
	12/10/2022 Service - 2015 Isuzu NPR Light Truck - LG.579	\$1,352.73	
EFT24201	20/10/2022 Great Southern Fuel Supplies		-\$484.89
	30/09/2022 Fuel Card Purchases - Lakes Local Action Group	\$352.26	
	14/10/2022 20L Drum of Truck Wash Chemical	\$132.63	
EFT24202	20/10/2022 HAMERSLEY REFRIGERATION		-\$3,877.84

	30/09/2022	Remaining Balance for Newdegate Sports Club - Cool Room Equipment	\$3,877.84	
EFT24203	20/10/2022	Hudson Sewage Services		-\$258.00
	06/10/2022	Lake King Toilet Biomax July 2022 - September 2022 Service	\$258.00	
EFT24204	20/10/2022	Ipec Pty Ltd		-\$35.52
	09/10/2022	Freight - Standpipe Parts	\$12.25	
	16/10/2022	Freight - Water Samples & Computer Parts	\$23.27	
EFT24205	20/10/2022	Lake Grace District High School		-\$2,411.70
	17/10/2022		\$2,411.70	
EFT24206	20/10/2022	Lake King Agencies		-\$191.00
	23/09/2022	2 Cartons of Jumbo Rolls - Lake King Public Toilets	\$191.00	
EFT24207	20/10/2022	Lakes Plumbing & Gas		-\$8,753.96
	05/10/2022	Repair of Jump Up Riser in Front (on verge) of 8 Elliott Street, Lake Grace	\$1,008.44	
	12/10/2022	RPZD Testing & Replacement	\$7,745.52	
EFT24208	20/10/2022	Lillys Garden		-\$115.00
	14/10/2022	Consignments - September 2022	\$115.00	
EFT24209	20/10/2022	Maretha Swart		-\$400.00
	24/09/2022	Cleaning - Varley Hall 12/9/2022 16/9/2022 19/9/2022 & 23/9/2022	\$200.00	
	08/10/2022	Cleaning of the Varley Hall - 27/09 & 30/09/2022, 03/10 & 07/10/2022	\$200.00	
EFT24210	20/10/2022	Mrs G's Catering		-\$1,032.00
	13/10/2022	Catering for OCM 28 September 2022	\$516.00	
	13/10/2022	Catering for Council Meeting 24 August 2022	\$516.00	
EFT24211	20/10/2022	Officeworks		-\$1,110.79
	06/09/2022	Various Stationary Items for the Shire Office	\$681.84	
	04/10/2022	Various Stationary Items for the Shire Office	\$428.95	
EFT24212	20/10/2022	Phyllis Dunham		-\$40.00
	13/10/2022	Consignments - September 2022	\$40.00	
EFT24213	20/10/2022	S & L Trevenen		-\$20,916.50
	04/10/2022	Maintenance Grading - Newdegate 16/09/2022 - 30/09/2022	\$10,444.50	
	04/10/2022	Maintenance Grading - Lake King & Varley 17/09/2022 - 30/09/2022	\$10,472.00	
EFT24214	20/10/2022	Synergy Electricity Generation and Retail Corp		-\$8,658.93
	12/10/2022	118869830 Park Lot 186U Pump Hetherington Way, LK	\$227.21	
		455735630 LK Golf Pavilion Lot 161 Hyden-Lake King Rd	\$301.79	
		076250900 LK TV Transmitter Lot 158 Church Ave LK	\$130.90	
		867084910 LK Hall Loc 20321 Ravensthorpe Rd LK	\$866.70	
		624795400 Emergency Services Lot215 The Crossing LK	\$209.23	
		546144710 LK Recreation Grnd Loc 20321 U Pump Ravensthorpe Rd LK	\$267.92	
		968110430 Town Clock Stubbs St LG	\$130.61	
		893222990 LG Swimming Pool Lot 75 Stubbs St LG	\$974.06	
		336652990 Street Lighting LG 67.2%	\$3,014.70	
		336652990 Street Lighting NGT 23.1%	\$1,036.30	
		336652990 Street Lighting LK 5.9%	\$264.68	
		336652990 Street Lighting Vrl 3.8%	\$170.48	
		463275870 LG Sports Pavilion Bishop St LG	\$737.75	
		510645320 Dunn Rock Community Dam 4383 Mallee Rd Magenta (Lot 3019 U A Koornong Rd Ravensthorpe)	\$326.60	
EFT24215	20/10/2022	Telstra Corporation Limited		-\$2,072.26
	27/09/2022	Bus Mobile Broadband - Lakes Local Action Group	\$86.00	
	04/10/2022	Mobile Phone Charges 0407034641-Sewerage-Fail Safe	\$14.98	
		0407148677 - DFES I-Pad	\$14.98	
		0407225086-Sewerage-Fail Safe	\$14.98	
		0407384735-Sewerage-Fail Safe	\$14.98	
		0408411920-Sewerage-Fail Safe	\$30.99	
		0417621708-CEO Mobile	\$30.99	
		0418326588-LG Pool Manager	\$15.04	
		0427651127 Supervisor Mobile	\$30.99	
		0428651109-Leading Hand Mobile	\$30.99	
		0428711190-Newdegate Fire Truck	\$30.99	
		0429571975-Sewerage	\$20.48	
		0429651112-Parks & Gardens Mobile	\$15.16	
		0436668242-CESM Mobile	\$30.99	
		0448089092-MIS Mobile	\$30.99	
		0475898471-Councillors WI-FI	\$14.98	

	0476806205-Councillors Air Card	\$14.98	
	Rounding	-\$0.01	
	0455915715-IPad for OSH	\$14.98	
	0457999713 - Trail Camera	\$14.98	
	0458004636 - Trail Camera	\$14.98	
	0487193712 - NGT Rec Centre Solar backup battery storage	\$14.98	
	0487223282 - LG Sports Pav Solar backup battery storage	\$14.98	
	0487225597 - Vrly Sports Pav Solar backup battery storage	\$14.98	
	0487234395 - LG Medical Centre Solar backup battery storage	\$14.98	
	0408320854 - MIS Ipad	\$14.98	
	0457564350 - OSH Ipad (ISO)	14.98	
10/10/2022	SMS Service	\$4.42	
12/10/2022	Landline Charges Depot - 9865 1067	\$34.95	
	Lake Grace Pool - 9865 1144	\$34.95	
	Lake Grace Library - 9865 1185	\$96.51	
	Lake Grace Medical Centre - 9865 1208	\$100.19	
	Lake Grace Medical Centre Fax - 9865 1362	\$46.97	
	Lake Grace Medical Centre - 9865 1388	\$45.67	
	Depot - 9865 1493	\$35.75	
	AIM - 9865 1646	\$35.25	
	Lake Grace Airstrip - 9865 1656	\$34.95	
	338 Memorial Drive - 9865 1978	\$91.80	
	Depot - 9865 1985	\$60.85	
	Depot - 9865 1986	\$34.95	
	Lake Grace Visitor Centre - 9865 2140	\$38.55	
	Lake Grace Visitor Centre Fax - 9865 2141	\$34.95	
	Licensing Office - 9865 2275	\$34.95	
	Newdegate Medical Centre - 9871 1105	\$34.95	
	Newdegate Medical Centre - 9871 1341	\$34.95	
	Newdegate Medical Centre - 9871 1528	\$62.08	
	Lake King Library - 9874 4147	\$35.10	
	Lake King Fire Station - 9874 4196	\$34.95	
	Lake King Fire Station Fax - 9874 4201	\$34.95	
	Lake King Library Internet - 9874 4234	\$34.95	
	Fire Ban Hotline - 9487 7191	\$6.00	
	Administration Office - 9880 2500	\$389.28	
	Lake Grace Medical Centre Internet - N9502816R	\$59.99	
	Newdegate Medical Centre Internet - N9502816R	\$50.00	
	Newdegate Fire Station - 9781 1228	\$34.95	
	Group Plan Discount	-\$83.75	
	Rounding	-\$0.10	
EFT24216	20/10/2022 WALGA		-\$6,980.00
	12/10/2022 2022 WALGA Convention - Nicola Kuchling	\$85.00	
	12/10/2022 2022 WALGA Convention - Ross Chappell	\$1,200.00	
	12/10/2022 2022 WALGA Convention - Alan George	\$1,200.00	
	12/10/2022 2022 WALGA Convention - Len Armstrong	\$1,295.00	
	12/10/2022 2022 WALGA Convention - Cr Anton Kuchling	\$1,295.00	
	12/10/2022 2022 WALGA Convention - Stephen Hunt	\$1,500.00	
	12/10/2022 Registration for MIS to attend the WALGA Field Day Roadside Vegetation Management on 29/09/2022	\$50.00	
	12/10/2022 Registration for TO to attend the WALGA Field Day Roadside Vegetation Management on 29/09/2022	\$50.00	
	12/10/2022 Registration for Cr Armstrong to attend the WALGA Field Day Roadside Vegetation Management on 29/09/2022	\$50.00	
	12/10/2022 2022 WALGA Convention - Cheryl Chappell	\$85.00	
	12/10/2022 2022 WALGA Convention -Christina Fotheringham	\$85.00	
	12/10/2022 2022 WALGA Convention - Sandy Armstrong	\$85.00	
EFT24217	20/10/2022 WESTRAC PTY LTD		-\$1,678.84
	17/10/2022 1250hr Service on 2020 CATERPILLAR 140 Motor Grader - LG393	\$1,678.84	
EFT24218	20/10/2022 Wazzas Complete Sheep Management		-\$4,697.00
	14/10/2022 Contract - NGT Town Maintenance & Gardening 07/10/2022 - 14/10/2022	\$4,455.00	
	14/10/2022 4 hours Manning the Tip 08/10/2022	\$242.00	
EFT24219	25/10/2022 Anton Joseph Kuchling		-\$899.98
	30/09/2022 Councillor's Meeting Fees & IT Allowance - Includes Backpay July & August 2022	\$899.98	

EFT24220	25/10/2022	Best Office Systems		-\$3,010.56
	24/10/2022	Fixing Fault on Printer	\$110.00	
	24/10/2022	Photocopier Charges Oct 22	\$2,900.56	
EFT24221	25/10/2022	Burgess Rawson Pty Ltd		-\$479.23
	20/10/2022	Reimbursement Of Water - Ngt Public Toilets. & Reimbursement Of Water Rates 01/07/2022 To 31/08/2022	\$212.40	
		Property Lease		
	20/10/2022	Reimbursement Of Water - Ngt Public Toilets & Reimbursement Of Water Rates 01/09/2022 To 31/10/2022	\$266.83	
		Property Lease		
EFT24222	25/10/2022	CEMETERIES & CREMATORIA ASSOCIATION OF WA		-\$125.00
	12/10/2022	Ordinary Membership 2022-23	\$125.00	
EFT24223	25/10/2022	Container Traders Pty Ltd		-\$18,205.00
	24/10/2022	10ft New Build General Purpose Dangerous Goods Container	\$18,205.00	
EFT24224	25/10/2022	Cr Benjamin John Hyde		-\$1,109.21
	30/09/2022	Councillor's Meeting Fees, Travel & IT Allowance - Includes Backpay July & August 2022	\$1,109.21	
EFT24225	25/10/2022	Cr Debrah Susan Clarke		-\$899.98
	30/09/2022	Councillor's Meeting Fees & IT Allowance - Includes Backpay July & August 2022	\$899.98	
EFT24226	25/10/2022	Cr Jeffrey Vincent McKenzie		-\$899.98
	30/09/2022	Councillor's Meeting Fees & IT Allowance - Includes Backpay July & August 2022	\$899.98	
EFT24227	25/10/2022	Cr Leonard William Armstrong		-\$4,660.82
	30/09/2022	President's Meeting Fees, Travel & IT Allowance - Includes Backpay July & August 2022	\$4,660.82	
EFT24228	25/10/2022	Cr Rosalind Alice Lloyd		-\$1,015.58
	30/09/2022	Councillor's Meeting Fees, Travel & IT Allowance - Includes Backpay July & August 2022	\$1,015.58	
EFT24229	25/10/2022	Cr Ross Chappell		-\$1,604.59
	30/09/2022	Deputy President's Meeting Fees, Travel & IT Allowance - Includes Backpay July & August 2022	\$1,604.59	
EFT24230	25/10/2022	Cr Stephen Gordon Hunt		-\$995.52
	30/09/2022	Councillor's Meeting Fees, Travel & IT Allowance - Includes Backpay July & August 2022	\$995.52	
EFT24231	25/10/2022	Great Southern Fuel Supplies		-\$352.26
	30/09/2022	Fuel Card Purchases - Lakes Local Action Group	\$352.26	
EFT24232	25/10/2022	Holt Rock Tennis Club		-\$805.00
	20/10/2022	Catering for Varley Rural Fire Awareness Training on 17/10/2022	\$805.00	
EFT24233	25/10/2022	Janine Davidovic		-\$100.00
	07/10/2022	Bond Refund: Lake Grace Pavilion Hire 07/10/2022	\$100.00	
EFT24234	25/10/2022	Leanne Young		-\$50.00
	17/10/2022	Animal Trap Bond 17/10/2022	\$50.00	
EFT24235	25/10/2022	Lake King Parents & Citizens Association		-\$750.00
	18/10/2022	Catering for DFES Training = 35 people on 11/10/2022	\$750.00	
EFT24236	25/10/2022	My Maintenance Company		-\$1,105.28
	29/09/2022	Kitchen Fit out Work & Flame Failure Safety Device at Newdegate Country Club	\$1,105.28	
EFT24237	25/10/2022	Narrogin Glass		-\$856.44
	14/10/2022	Supply Only - Double Glazed Glass Units for Fridge Doors at Newdegate Country Club	\$856.44	
EFT24238	25/10/2022	Newdegate Grocer And Cafe		-\$1,281.64
	27/09/2022	Various Cleaning Supplies - Various Shire Buildings	\$1,281.64	
EFT24239	25/10/2022	Newdegate Stock & Trading		-\$26,875.82
	02/09/2022	D Shackle & Pin for Street Sweeper	\$7.15	
	06/09/2022	Distillate - 113 Litres for Newdegate Fire Truck	\$250.16	
	09/09/2022	Distillate - 60 Litres	\$132.00	
	29/09/2022	Unleaded - 16 Litres & Diesel - 44 Litres for Fogger	\$128.68	
	19/10/2022	Diesel for Depot Tank - 11400 Litres	\$26,357.83	
EFT24240	25/10/2022	Peter Hudson's Tyre & Mechanical Services Pty Ltd		-\$810.00
	20/09/2022	Puncture Repair -2000 Roadwest Side Tipper Trailer - LG.252	\$92.00	
	06/10/2022	Fitting of Tyre for 2015 John Deere 770G Grader - LG.041	\$238.00	
	11/10/2022	4x Bulk Head Union Dot 1/4, 2 x Brass Push Joiner D.O.T 6mm & 3 x 6mm DIN74324 Nylon Airbrake Tube for 2014 Tri-axle Water Tanker - 1TPD.327	\$205.00	
	13/10/2022	Fitting of Tyre for 2020 CATERPILLAR 140 Motor Grader - LG393	\$275.00	

EFT24241	25/10/2022 RingCentral Australia		-\$615.79
	20/10/2022 Monthly Cost of Avaya Cloud Telephony Solution, inclusive of Hardware Rental & Account Subscriptions	\$615.79	
EFT24242	25/10/2022 SatPhone Shop Pty Ltd		-\$2,437.00
	12/10/2022 Iridium Extreme (9575) Telstra Grab 'N' Go Bundle for CESM	\$2,437.00	
EFT24243	25/10/2022 Skytrust Intelligence Systems		-\$493.90
	04/09/2022 September 2022 - Access to SKYTRUST	\$493.90	
EFT24244	25/10/2022 T - QUIP		-\$23,837.00
	31/08/2022 Peruzzo Panther Professional 1800 Mower	\$23,837.00	
EFT24245	25/10/2022 TK & KR King		-\$12,375.00
	18/10/2022 7,500 Cubic Metres of Gravel for Mallee Hill Road SLK 10.60 - 13.60	\$12,375.00	
EFT24246	25/10/2022 Varley Ag Solutions		-\$155.15
	18/10/2022 Various Items - Varley Parks & Gardens	\$155.15	
EFT24247	25/10/2022 WA Association of Caravan Clubs Inc		-\$900.00
	12/10/2022 Full Colour Back Cover Advertisement - November 2022 Edition	\$900.00	
EFT24248	25/10/2022 WESTRAC PTY LTD		-\$188,486.47
	11/10/2022 1 x CW34 Cat Roller	\$188,486.47	
EFT24249	26/10/2022 Joanne Marie Morgan (Staff Member)		-\$284.70
	20/10/2022 Reimbursement - Stock Purchases from Loose lips for Lake Grace Visitor Centre	\$284.70	
EFT24250	26/10/2022 S & L Trevenen		-\$301,928.00
	18/10/2022 Gravel Re sheeting Kathleen Rd SLK 0.00 - 7.52	\$301,928.00	
EFT24251	26/10/2022 Wheatbelt Integrity Group Inc		-\$126.00
	05/10/2022 Bond Refund: Newdegate Rec Centre Hire 05/10/2022	\$126.00	
EFT24252	27/10/2022 LGISWA		-\$164,891.81
	03/10/2022 Insurance Policies 2022/23 - 2nd Instalment	\$81,446.34	
	03/10/2022 LGIS Property Insurance 2022/23 - 2nd Instalment	\$31,432.14	
	03/10/2022 Property Insurance Policy 2022/23 - 2nd Instalment	\$30,884.65	
	03/10/2022 Motor Vehicle Insurance 2022/23 - 2nd Instalment	\$21,128.68	
	TOTAL EFT		-\$1,155,916.82
37024	12/10/2022 Royal Flying Doctor Service Of Australia (Western Australian Section)		-\$100.00
	10/10/2022 Number Plate Donation - 0108LG	\$100.00	
37025	12/10/2022 Shire of Lake Grace (Petty Cash)		-\$150.10
	30/09/2022 Petty Cash Recoup - September 2022	\$150.10	
37026	12/10/2022 Water Corporation		-\$1,234.82
	21/09/2022 Water Usage - Sports Ground at Pingaring-Varley Rd Kulin	\$5.53	
	21/09/2022 Water Usage -Standpipe #10 Mordetta Rd Dicko's Corner	\$1,229.29	
37027	19/10/2022 Shire of Lake Grace (Petty Cash)		-\$239.00
	18/10/2022 Recoup of Stolen Float 17/10/2022	\$239.00	
37028	20/10/2022 Department of Transport		-\$67.70
	11/10/2022 Motor Vehicle renewal for 2022 Kawasaki Mower 1HPD680 to bring the date inline with the Shire Fleet (B9460)	\$67.70	
37029	20/10/2022 Pivotel Satellite Pty Limited		-\$93.00
	15/10/2022 Satellite Tracking and SOS Devices - 3 x Isolated Worker Safety Solution - October 2022	\$93.00	
37030	20/10/2022 Water Corporation		-\$1,376.11
	11/10/2022 Water Usage - Standpipe #1 North Lake Grace	\$202.80	
	11/10/2022 Water Usage - Kulin-Lake Grace Rd Katanning - Sale Yard	\$168.82	
	11/10/2022 Water Usage - Standpipe #2 Mallee Hill Rd	\$48.96	
	12/10/2022 Water Usage - Standpipe #8 Jarring South Rd	\$54.55	
	12/10/2022 Water Usage - Standpipe #11 Newman Rd	\$51.76	
	12/10/2022 Water Usage - Standpipe #6 Burngup Sth Rd	\$82.52	
	12/10/2022 Water Usage - Standpipe #9 Bidy/Rodger Rd	\$85.32	
	12/10/2022 Water Usage - Dillon St Newdegate Lot 149 (29080) - Public Toilets	\$302.08	
	14/10/2022 Water Usage - LK Lot 214 Res 46461-Fire Station (4 the Crossing)	\$48.96	
	17/10/2022 Water Usage - 36 Bennett St LG Lot 42-Staff Housing	\$61.32	
	17/10/2022 Water Usage - Lot 56 Vacant Land (Res) at 33 Absolon St Lake Grace	\$62.26	
	17/10/2022 Water Usage - 23 Absolon St LG Lot 61-Staff Housing	\$61.32	

	17/10/2022	Water Usage - LG Lot 233-234 Res 27864 - Kindergarten 1 Griffiths St	\$81.11	
	17/10/2022	Water Usage - Bishop St LG Lot 75, Sporting Grounds	\$64.33	
37031	27/10/2022	Seek Limited		-\$324.50
	06/09/2022	Advert - Swimming Pool Manager Position - 06/09/2022	\$324.50	
		TOTAL CHEQUES		-\$3,585.23
DD10209.2	28/10/2022	The SD & LM Carruthers Superannuation Fund		-\$252.00
	28/09/2022	Super Contributions for Pay Ending 28/09/2022	\$252.00	
DD10209.8	28/10/2022	Prime Super		-\$286.90
	28/09/2022	Super Contributions for Pay Ending 28/09/2022	\$286.90	
DD10220.1	13/10/2022	Australian Super Administration		-\$1,505.28
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$1,505.28	
DD10220.2	13/10/2022	The SD & LM Carruthers Superannuation Fund		-\$252.00
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$252.00	
DD10220.3	13/10/2022	Aware Super		-\$8,270.10
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$8,270.10	
DD10220.4	13/10/2022	Colonial First State First Choice Personal Super		-\$606.90
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$606.90	
DD10220.5	13/10/2022	Hostplus		-\$330.82
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$330.82	
DD10220.6	13/10/2022	North Personal Superannuation		-\$180.00
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$180.00	
DD10220.7	13/10/2022	Panorama Super		-\$133.52
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$133.52	
DD10220.8	13/10/2022	Prime Super		-\$232.45
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$232.45	
DD10220.9	13/10/2022	Q Super		-\$241.62
	12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$241.62	
DD10229.1	03/10/2022	Westnet Pty Ltd		-\$224.85
	03/10/2022	Internet Charges	\$224.85	
DD10229.2	04/10/2022	Exetel Pty Ltd		-\$1,375.00
	04/10/2022	Corporate Internet - Monthly Charge On Plan TMLL100 R2 Unlimited 1375	\$1,375.00	
DD10229.3	17/10/2022	WA Treasury Corporation		-\$32,434.88
	17/10/2022	Loan 203 Redemption - Purchase & Develop Industrial Land	\$32,434.88	
DD10238.1	21/10/2022	Shire of Lake Grace Credit Card		-\$127.77
	21/10/2022	19/09/22 Zoom Subscription from Sep 19, 2022-Oct 18, 2022 for Council Zoom Video ZOOM Receipt #INV167351960	\$23.09	
		19/09/22 Foreign transaction fee ZOOM Receipt #N/A	\$0.68	
		13/09/22 Meals for: CEO, MIS, President and Vice president - Varley Progress Meeting LAKE KING TAVERN/MOTEL Receipt #19556	\$104.00	
DD10245.1	27/10/2022	Australian Super Administration		-\$1,542.49
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$1,542.49	
DD10245.2	27/10/2022	Aware Super		-\$8,463.27
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$8,463.27	
DD10245.3	27/10/2022	Colonial First State First Choice Personal Super		-\$606.90
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$606.90	
DD10245.4	27/10/2022	Hostplus		-\$287.33
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$287.33	
DD10245.5	27/10/2022	Panorama Super		-\$114.45
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$114.45	
DD10245.6	27/10/2022	Prime Super		-\$261.43
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$261.43	
DD10245.7	27/10/2022	Q Super		-\$162.14
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$162.14	
DD10245.8	27/10/2022	REST Superannuation		-\$325.35
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$325.35	
DD10245.9	27/10/2022	The SD & LM Carruthers Superannuation Fund		-\$252.00
	26/10/2022	Super Contributions for Pay Ending 26/10/2022	\$252.00	
DD10209.10	28/10/2022	REST Superannuation		-\$90.80
	28/09/2022	Super Contributions for Pay Ending 28/09/2022	\$90.80	
DD10220.10	13/10/2022	REST Superannuation		-\$262.25

12/10/2022	Super Contributions for Pay Ending 12/10/2022	\$262.25	
	TOTAL DIRECT DEBITS		-\$58,822.50
	TOTAL MUNICIPAL FUND		-\$1,218,324.55

SHIRE OF LAKE GRACE

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 October 2022

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

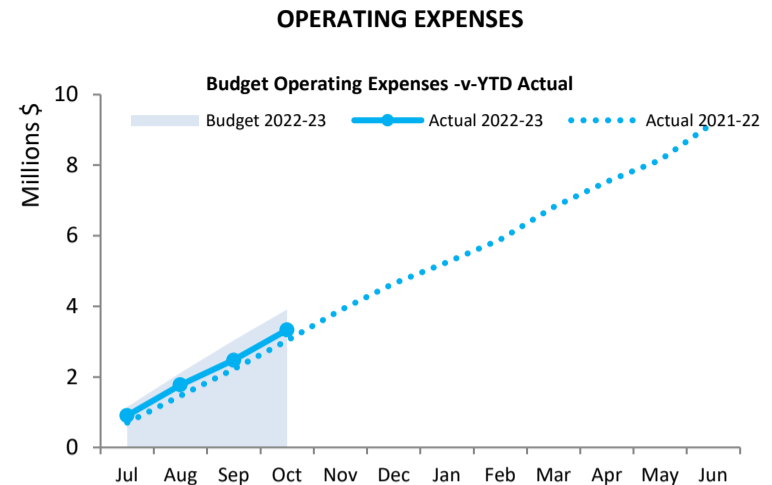
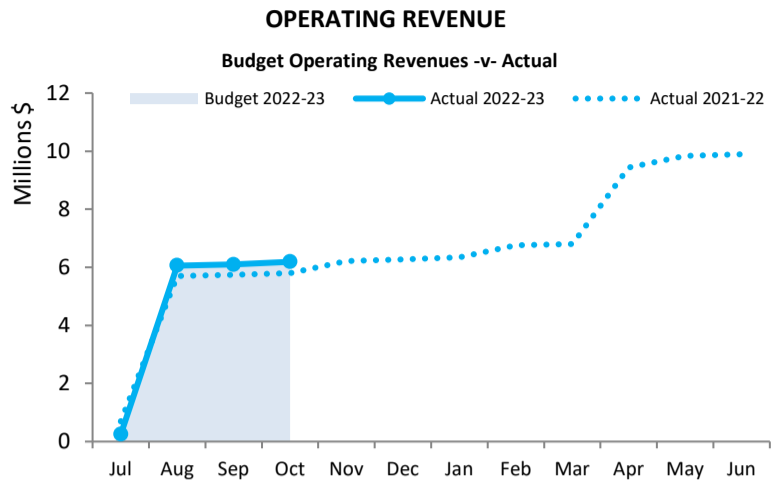
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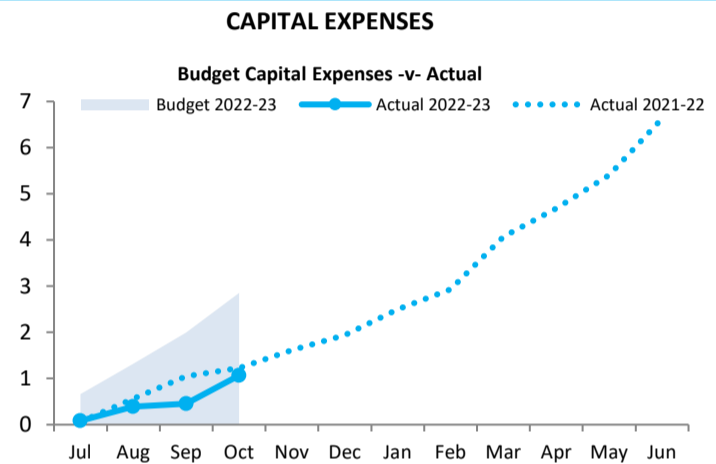
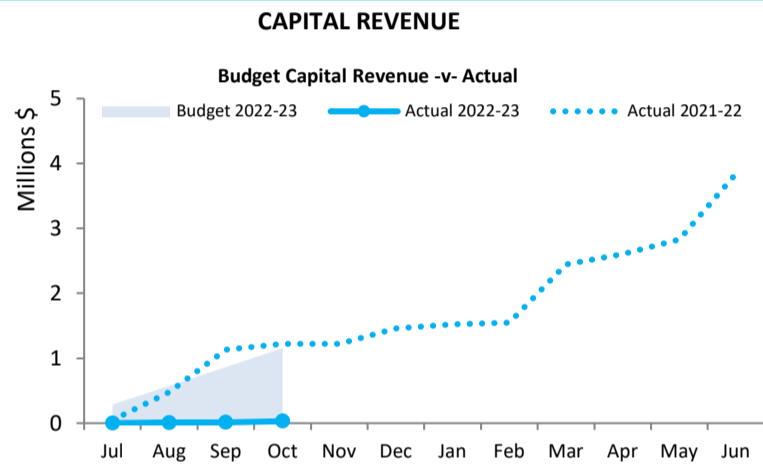
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2022**

SUMMARY INFORMATION - GRAPHS

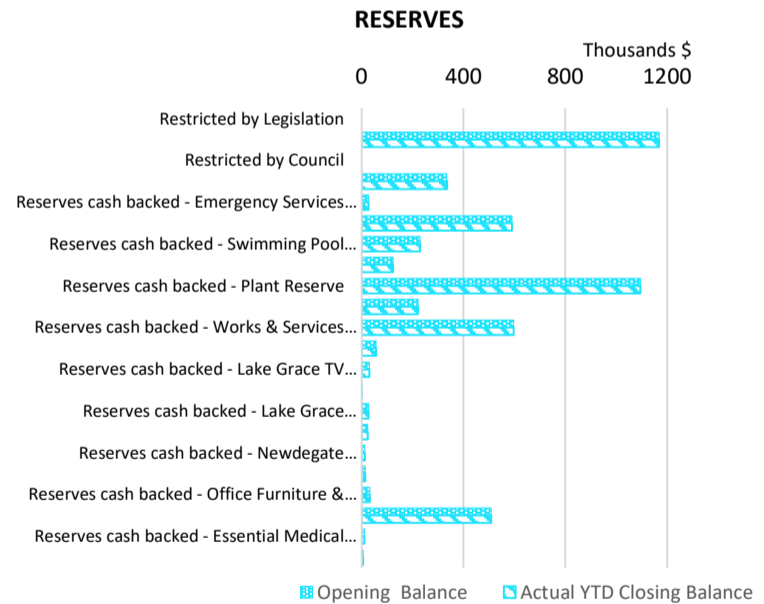
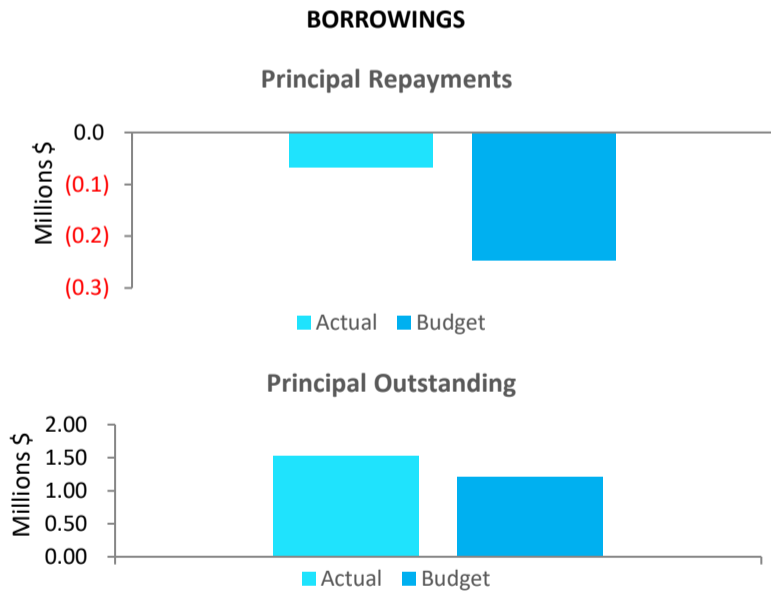
OPERATING ACTIVITIES



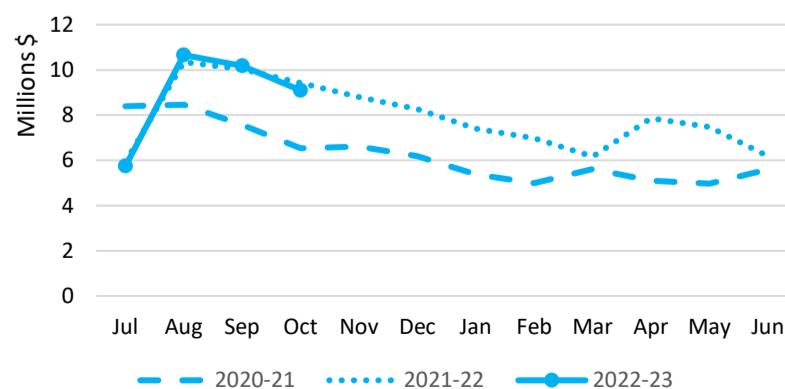
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

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

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$6.05 M	\$6.05 M	\$6.19 M	\$0.14 M
Closing	\$0.00 M	\$7.58 M	\$9.08 M	\$1.51 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$1.95 M	13.8%
Restricted Cash	\$12.18 M	86.2%
Total	\$14.13 M	

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.20 M	
0 to 30 Days		84.5%
Over 30 Days		15.4%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.79 M	84.3%
Trade Receivable	\$0.40 M	
Over 30 Days		0.3%
Over 90 Days		0.1%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.02 M)	\$3.29 M	\$4.00 M	\$0.70 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$4.99 M	
YTD Budget	\$4.99 M	0.1%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.84 M	
YTD Budget	\$0.82 M	2.1%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.20 M	
YTD Budget	\$0.20 M	(0.7%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.28 M)	(\$1.70 M)	(\$1.04 M)	\$0.66 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.53 M	(100.0%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.07 M	
Adopted Budget	\$9.27 M	(88.5%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.03 M	
Adopted Budget	\$3.46 M	(99.1%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.24 M	(\$0.07 M)	(\$0.07 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.07 M
Interest expense	\$0.01 M
Principal due	\$1.53 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$5.11 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 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. Excludes 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, and 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 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, reimbursements etc.

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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. Excluding Land.

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 OCTOBER 2022**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Forecast 30 June 2023 Closing	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)		
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	6,049,390	6,049,390	6,190,254	6,190,254	140,864	2.33%	
Revenue from operating activities								
Rates		4,781,678	4,781,679	4,781,687	4,781,686	8	0.00%	
Rates (excluding general rate)		206,827	206,827	209,494	209,494	2,667	1.29%	
Operating grants, subsidies and contributions	11	1,519,044	822,176	839,517	1,536,385	17,341	2.11%	
Fees and charges		367,680	204,683	203,274	366,271	(1,409)	(0.69%)	
Interest earnings		168,955	56,306	28,711	141,360	(27,595)	(49.01%)	▼
Other revenue		277,050	125,688	127,546	278,908	1,858	1.48%	
Profit on disposal of assets	6	80,864	0	0	80,864	0	0.00%	
		7,402,098	6,197,359	6,190,229	7,394,968	(7,130)	(0.12%)	
Expenditure from operating activities								
Employee costs		(2,599,381)	(839,264)	(760,485)	(2,520,602)	78,779	9.39%	
Materials and contracts		(4,951,535)	(1,691,648)	(1,029,441)	(4,289,328)	662,207	39.15%	▲
Utility charges		(259,682)	(86,411)	(75,243)	(248,514)	11,168	12.92%	▲
Depreciation on non-current assets		(3,003,905)	(1,001,138)	(1,139,062)	(3,141,829)	(137,924)	(13.78%)	▼
Interest expenses		(51,478)	(13,266)	(11,003)	(49,215)	2,263	17.06%	
Insurance expenses		(241,256)	(241,226)	(280,195)	(280,225)	(38,969)	(16.15%)	▼
Other expenditure		(233,790)	(33,312)	(36,859)	(237,337)	(3,547)	(10.65%)	
Loss on disposal of assets	6	(49,856)	0	0	(49,856)	0	0.00%	
		(11,390,883)	(3,906,265)	(3,332,288)	(10,816,906)	573,977	(14.69%)	
Non-cash amounts excluded from operating activities	1(a)	2,972,897	1,001,138	1,139,062	3,110,821	137,924	13.78%	▲
Amount attributable to operating activities		(1,015,888)	3,292,232	3,997,003	(311,117)	704,771	21.41%	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	12	3,464,518	1,154,704	29,973	2,339,787	(1,124,731)	(97.40%)	▼
Proceeds from disposal of assets	6	526,954	0	0	526,954	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(9,269,537)	(2,851,553)	(1,066,100)	(7,484,084)	1,785,453	62.61%	▲
Amount attributable to investing activities		(5,278,065)	(1,696,849)	(1,036,127)	(4,617,343)	660,722	(38.94%)	
Financing Activities								
Transfer from reserves	9	782,986	0	0	782,986	0	0.00%	
Repayment of debentures	8	(246,468)	(67,307)	(67,307)	(246,468)	0	0.00%	
Transfer to reserves	9	(291,955)	(942)	(942)	(291,955)	0	0.00%	
Amount attributable to financing activities		244,563	(68,249)	(68,249)	244,563	0	0.00%	
Closing funding surplus / (deficit)	1(c)	0	7,576,524	9,082,881	1,506,357	1,506,357	(19.88%)	▲

KEY INFORMATION

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

Refer to Note 15 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 OCTOBER 2022**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

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

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 00 January 1900

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 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	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
		\$	\$	\$	
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	6	(80,864)	0	0	(80,864)
Add: Loss on asset disposals	6	49,856	0	0	49,856
Add: Depreciation on assets		3,003,905	1,001,138	1,139,062	3,141,829
Total non-cash items excluded from operating activities		2,972,897	1,001,138	1,139,062	3,110,821

(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.

	Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 October 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	9	(4,617,690)	(5,108,720)
Less: Municipal restricted cash			(50,072)
Less: Movement in provisions		(90,634)	(90,638)
Less: Trust restricted cash			(10,475)
Less: Other Provisions			(152,536)
Add: Borrowings	8	0	246,468
Add: Provisions employee related provisions	10	262,528	338,653
Total adjustments to net current assets		(4,445,796)	(4,674,784)

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

Current assets			
Cash and cash equivalents	2	6,299,878	12,900,849
Rates receivables	3		42,951
Receivables	3	269,604	226,652
Other current assets	4	19,008	19,008
Less: Current liabilities			
Payables	5	(1,225,633)	(1,270,993)
Borrowings	8		(246,468)
Contract liabilities	10	(654,533)	(416,885)
Provisions	10	(262,528)	(390,076)
Less: Total adjustments to net current assets	1(b)		(4,674,784)
Closing funding surplus / (deficit)		4,445,796	6,190,254
			9,082,881

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 OCTOBER 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal Bank account	Cash and cash equivalents	1,945,229		1,945,229		Bankwest	1.00%	N/A
Term deposit - Municipal Bank account	Cash and cash equivalents	0	3,011,984	3,011,984		Commonwealth	3.56%	18/01/2023
Term deposit - Municipal Bank account	Cash and cash equivalents	0	2,000,000	2,000,000		Commonwealth	2.96%	21/11/2022
WATC Overnight Deposit Municipal	Cash and cash equivalents	0	2,000,000	2,000,000		WATC	2.55%	N/A
Petty Cash and Floats	Cash and cash equivalents	500		500		Cash on Hand	Nil	N/A
Reserve Bank Account	Cash and cash equivalents	0	109,663	109,663		Bankwest	1.00%	N/A
Term deposit - Reserve Bank Account	Cash and cash equivalents	0	4,000,000	4,000,000		Commonwealth	3.17%	21/11/2022
WATC Overnight Deposit Reserve	Cash and cash equivalents	0	1,000,000	1,000,000		WATC	2.55%	N/A
Restricted LOGCHOP Housing	Cash and cash equivalents	0	44,669	44,669		Bankwest	1.00%	N/A
Rural Town Salinity Program	Cash and cash equivalents	0	5,403	5,403		Bankwest	1.00%	N/A
Trust Fund Cash at Bank	Cash and cash equivalents	102	10,475	10,577	10,577	Bankwest	N/A	N/A
Total		1,945,831	12,182,194	14,128,025	10,577			
Comprising								
Cash and cash equivalents		1,945,831	12,182,194	14,128,025	10,577			
		1,945,831	12,182,194	14,128,025	10,577			

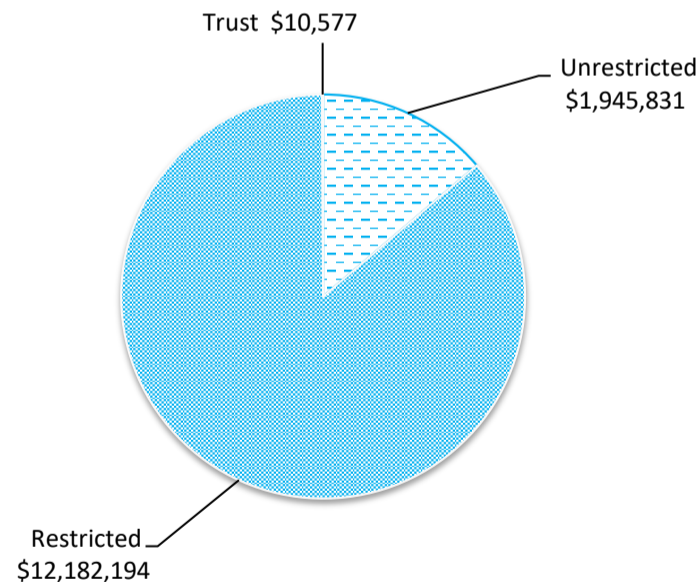
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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. 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.

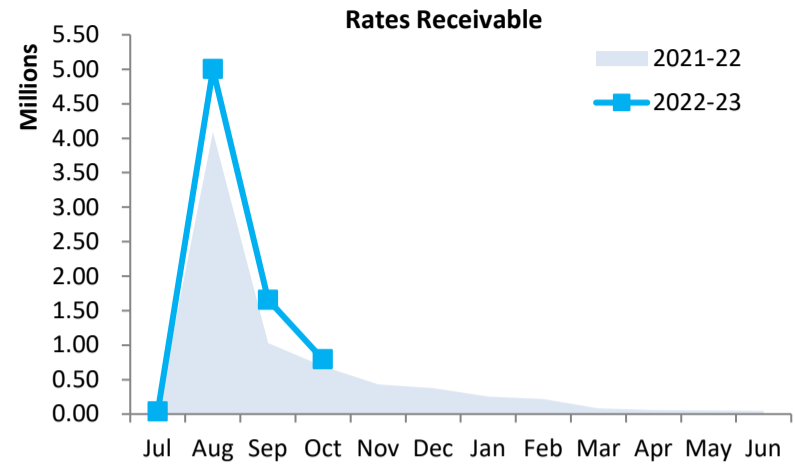
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



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

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 Jun 2022	31 Oct 2022
	\$	\$
Opening arrears previous years	42,951	42,951
Levied this year	4,557,800	4,991,181
Less - collections to date	(4,557,800)	(4,242,146)
Gross rates collectable	42,951	791,986
Net rates collectable	42,951	791,986
% Collected	99.1%	84.3%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(175)	376,766	132	772	398	377,892
Percentage	0.0%	99.7%	0%	0.2%	0.1%	
Balance per trial balance						
Sundry receivable	(175)	376,766	132	772	398	377,892
ESL Control		18,482				18,482
Total receivables general outstanding						396,374

Amounts shown above include GST (where applicable)

KEY INFORMATION

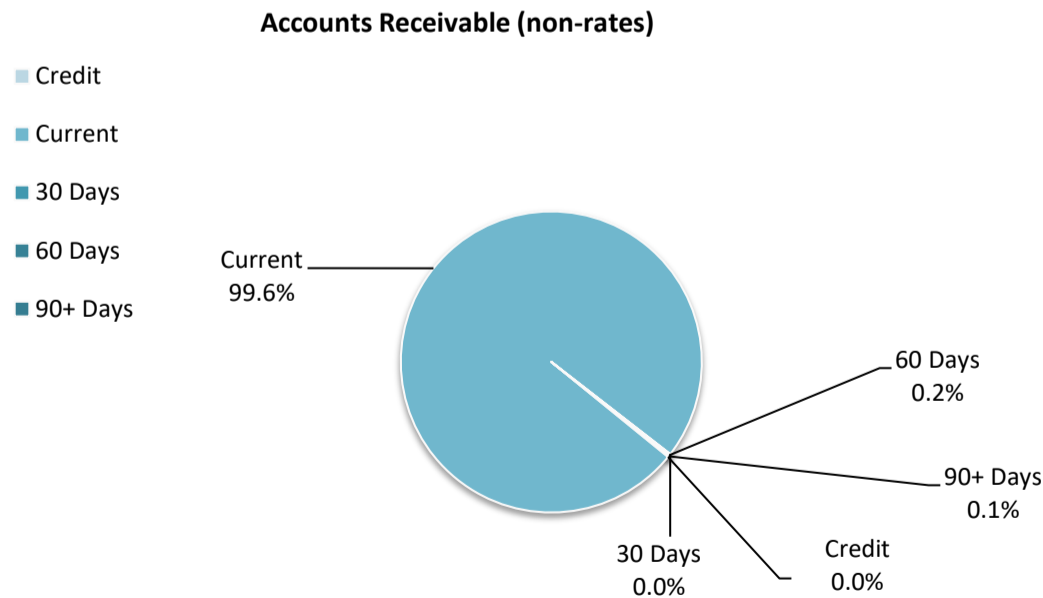
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



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

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

Other current assets	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 October 2022
	\$	\$	\$	\$
Inventory				
Stock on Hand - Fuel	19,008	4,133		23,141
Total other current assets	19,008	4,133	0	23,141

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 OCTOBER 2022**

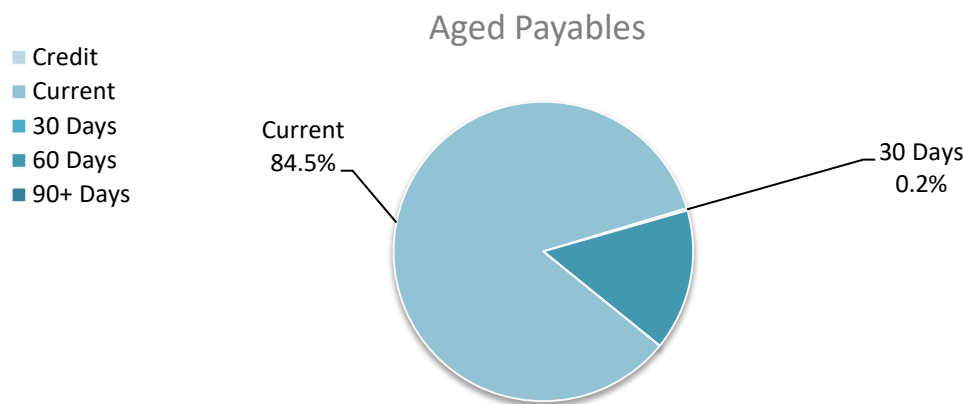
**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	165,599	471	29,880	0	195,949
Percentage	0%	84.5%	0.2%	15.2%	0%	
Balance per trial balance						
Sundry creditors	0	167,566	471	29,880	0	197,916
ESL Levied & Prepaid rates		64,359				64,359
Liabilities held for Others - Prepaid Rates		51,729				51,729
Trust Fund Liability		10,577				10,577
Total payables general outstanding						324,581

Amounts shown above include GST (where applicable)

KEY INFORMATION

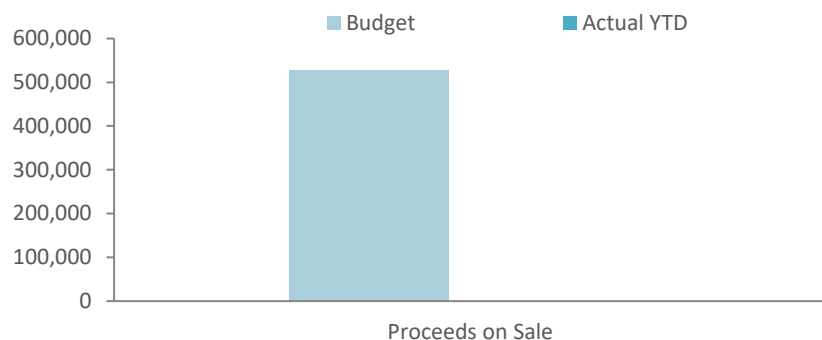
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



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

**OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Governance								
166	CEO Toyota Landcruiser - PLVU50	83,927	90,909	6,982.00	0	0	0	0	0
182	MIS Toyota Prado - PLVU51	57,897	54,545	0.00	(3,352)	0	0	0	0
169	DCEO Ford Everest - PLVU47	46,976	47,000	24.00	0	0	0	0	0
174	MCS Ford Everest Trend - PLVU49	47,563	47,000	0	(563)	0	0	0	0
	Health								
1449	Mitsubishi Pajero Sport Doctor - PLVU38	18,000	20,000	2,000	0	0	0	0	0
	Transport								
1437	Road Mnt - Mack Truck - PTCK17	64,071	100,000	35,929	0	0	0	0	0
1438	Road Mnt - Mack Truck - PTCK18	64,071	100,000	35,929	0	0	0	0	0
1392	Construction - Bomag Road Roller - PROLC	82,923	50,000	0	(32,923)	0	0	0	0
1408	LG Depot - Volvo Loader - PLOD06	26,757	15,000	0	(11,757)	0	0	0	0
1409	LG Depot - Coastmac Loader Trailer PTRAI	3,761	2,500	0	(1,261)	0	0	0	0
		495,946	526,954	80,864	(49,856)	0	0	0	0



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

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Land	392,554	130,836	8,078	269,796	(122,758)
Buildings - non-specialised	177,747	59,221	1,576	120,102	(57,645)
Buildings - specialised	986,837	328,839	227,853	885,851	(100,986)
Plant and equipment	1,367,181	218,000	193,021	1,342,202	(24,979)
Infrastructure - roads	4,281,073	1,426,764	536,560	3,390,869	(890,204)
Infrastructure - parks, gardens, recreation facilities	1,390,206	463,303	54,405	981,308	(408,898)
Infrastructure - sewerage	8,185	2,725	11,889	17,349	9,164
Infrastructure - urban infrastructure	665,754	221,865	32,718	476,607	(189,147)
Payments for Capital Acquisitions	9,269,537	2,851,553	1,066,100	7,484,084	(1,785,453)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	3,464,518	1,154,704	29,973	2,339,787	(1,124,731)
Other (disposals & C/Fwd)	526,954	0	0	526,954	0
Cash backed reserves					
Reserves cash backed - Plant Reserve	(500,000)		0	(500,000)	0
Reserves cash backed - Works & Services Reserve	(250,000)		0	(250,000)	0
Reserves cash backed - Office Furniture & Equipment Reserve	(32,986)		0	(32,986)	0
Contribution - operations	6,061,051	1,696,849	1,036,127	5,400,329	(660,722)
Capital funding total	9,269,537	2,851,553	1,066,100	7,484,084	(1,785,453)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

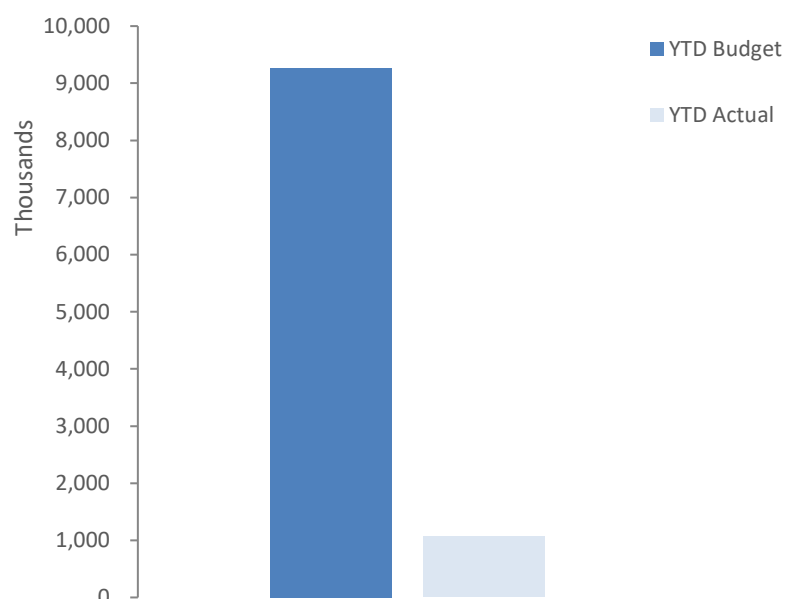
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions

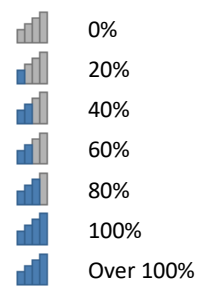


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

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.

		Adopted			Variance
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Land					
█	E137350 Lake Grace Industrial Land	392,554	130,836	8,078	-122757.89
Buildings - Non Speialised					
█	E091960 (7750034) 6 Blackbutt Way (Doctor) - Cap Exp	7,500	2,497	0	-2497
█	E091960 (9196034) 5 Banksia Pl Capital	84,997	28,322	0	-28322
█	E091960 (9196044) 6 Banksia Pl Capital	17,500	5,830	0	-5830
█	E091960 (9196114) 3 Clark Ave Capital	18,750	6,246	0	-6246
█	E091970 (9197094) 65A Bennett St Capital	15,000	4,998	0	-4998
█	E092006 (9200014) 14 Blackbutt Way Capital Exp	0	0	1,576	1576
█	E091910 CEO House Patio Extensions	34,000	11,328	0	-11328
Buildings - Speialised					
█	E042549 (4205024) Admin Office Building - Cap Exp	10,000	3,329	0	-3329
█	E083101 (8300101) Lake Grace Daycare Centre Building Upgrade Cap Exp	16,200	5,394	3,043	-2351.28
█	E107102 (1071024) Varley Public Toilets - Cap Exp	66,982	22,313	0	-22313
█	E107102 (1071034) Lake Grace Public Toilets - Cap Exp	37,000	12,331	0	-12331
█	E111007 (LGPHCAP) Lake Grace Public Hall	38,379	12,782	0	-12782
█	E111007 (LGVHCAP) Lake Grace Lakes Village Hall	25,000	8,331	0	-8331
█	E111007 (LKPHCAP) Lake King Hall Capital	5,513	1,836	0	-1836
█	E111007 (NGPHCAP) Newdegate Public Hall	35,312	11,768	19,140	7371.89
█	E111007 (VLPHCAP) Varley Hall - Cap Exp	20,000	6,666	0	-6666
█	E113152 (113007) Varley Sports Pavilion Cap Ex	45,000	14,997	0	-14997
█	E113152 (113014) Lake King Sports Pavilion Cap Ex	107,323	35,760	0	-35760
█	E113152 (113042) Unisex Toilets At Sporting Precincts Cap Exp	7,979	2,657	168	-2488.76
█	E113152 (CA06) Newdegate Country Club	219,000	72,990	164,508	91518.31
█	E113154 (1131541) Lg Sportsman Club Roof Replacement Cap Exp	100,000	33,330	13,944	-19385.57
█	E113154 (1131542) Newdegate Hockey Shed Replacement Cap Exp	20,000	6,666	0	-6666
█	E115420 (LIBLKCA) Lake King Library	25,000	8,331	0	-8331
█	E116103 (LKT1) Lake King Toilet	5,805	1,933	7,156	5223.23
█	E117041 (1170014) Aim Building Capital	60,507	20,162	51	-20111.04
█	E117042 (1170084) Rsl Hall Capex	80,000	26,664	0	-26664
█	E121502 (121304) Lake Grace Depot - Cap Exp	29,837	9,939	3,293	-6646.45
█	E126206 (1260061) Lake Grace Airstrip Building Upgrade Cap Exp	15,000	4,998	16,550	11552
█	E132500 (1325014) Visitor Centre Improvements Cap Exp	17,000	5,662	0	-5662
Furniture & Equipment					
N/A					
Plant & Equipment					
█	E042550 (LG001CA) Ceo Vehicle	114,545	0	0	0
█	E042550 (LG139CA) Dceo Vehicle	57,000	0	0	0
█	E042550 (LG74CAP) Mcs Vehicle	57,000	0	0	0
█	E042550 (LG75CAP) Mis Vehicle	63,636	0	0	0
█	E123059 (PL24CAP) Mack Primemover 1	330,000	0	0	0
█	E123059 (PL25CAP) Mack Primemover 2	330,000	0	0	0
█	E123059 (PL26CAP) Multi Roller	198,000	198,000	171,351	-26648.66
█	E123059 (PL27CAP) Skid Steer	125,000	0	0	0
█	E123059 (PL28CAP) Skid Steer Plant Trailer	60,000	0	0	0
█	E123059 (PL30CAP) Spray Unit	12,000	0	0	0
█	E123059 (PL31CAP) Mower For Ovals	20,000	20,000	21,670	1670
Infrastructure - Roads					
█	E121200 Roadworks Capital Renewal 21/22	3,981,077	1,326,774	536,560	-790213.71
█	E121314 Town Street (Boulton St)	300,000	99,990	0	-99990
Parks, Gardens, Recreation Facilities					
█	E113175 (113035) Lighting For Lake Grace Hockey Field Cap Exp	40,621	13,536	0	-13536
█	E113175 (113036) Lighting For Newdegate Hockey Field Cap Exp	22,491	7,494	0	-7494
█	E113175 (113037) Lake Grace Football Field Lighting Upgrade Cap Exp	35,544	11,844	0	-11844
█	E113175 (113046) Newdegate Jumping Pillow Cap Exp	19,050	6,346	0	-6346
█	E113175 (113047) Community Walk Trails - Lake Grace Cap Exp	0	0	939	938.57
█	E113175 (113052) Newdegate Walk Trail Cap Exp	0	0	64	64.48
█	E113175 (113053) Lake King Walk Trail Upgrade Cap Exp	46,734	15,573	0	-15573
█	E113175 (113055) Jam Patch New Bbq & Picnic Shelters Cap Exp	0	0	702	702.49
█	E113175 (113063) Lg Sports Pavilion Carpark Sealing Cap Exp	180,000	59,994	0	-59994
█	E113175 (113064) Ngt Recreation Centre Carpark Sealing Cap Exp	230,000	76,659	0	-76659
█	E113175 (113066) Visitors Centre Park	101,817	33,923	4,828	-29094.82
█	E113175 (113067) Newdegate Street Bin Upgrade	30,000	9,999	0	-9999
█	E113175 (113068) Lake Grace Oval Reticulation Upgrade	46,461	15,474	0	-15474
█	E113175 (113069) Lg Rec Ground Path Shelter	7,500	2,497	0	-2497
█	E113175 (113070) Lighting Install Lg & Lk Pg	67,200	22,395	0	-22395
█	E113175 (113071) Padley Park Stormwater Capture (Cwsp)	112,950	37,644	47,758	10114.04
█	E113175 (113072) Lg Bowling Club Lights	45,000	14,997	0	-14997
█	E113293 (113201) Construction Lg Community All Abilities Playground Cap Exp	354,383	118,115	0	-118115
█	E113293 (113202) Lg All Ages Playground Fence Cap Exp	45,000	14,997	0	-14997
█	E132503 (DRU1) Driver Reviver Upgrade	5,455	1,816	113	-1703.16
Sewerage					
█	E103163 (1012011) Sewerage Reuse Lake Grace	8,185	2,725	11,889	9164.11
Urban Infrastructure					
█	E101043 (1010431) Lake Grace & Newdegate Recycling Stations	10,000	3,322	0	-3322
█	E104501 (1040501) Urban Stormwater Drainage Renewal Cap Exp	40,000	13,332	0	-13332
█	E104501 (1040502) Drainage Upgrades Dykes Road	46,259	15,409	0	-15409
█	E121312 (121303) Newdegate Footpath Cap Exp	262,225	87,398	174	-87223.91
█	E121704 (1217041) Lg Depot - New Fuel Storage	120,000	39,996	0	-39996
█	E136501 (136007) Buniche Dam Revitalisation (Cwsp)	91,234	30,402	10,848	-19554.17
█	E136501 (136008) Dempster Rock Dam Revitalisation (Cwsp)	96,036	32,006	21,696	-10310.36
		9,269,537	2,851,553	1,066,100	(1,785,453)

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

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Governance										
Office Refurbishment	L181	216,614			(9,344)	(18,957)	225,957	197,657	(2,890)	(13,796)
Loan 204 Staff Housing & CEO's Residence	L204	427,810			(12,126)	(48,666)	439,936	379,144	(1,852)	(6,634)
Recreation and culture										
Lake Grace Pool	L173	16,239			(8,005)	(16,241)	24,244	-2	(256)	(798)
LG Sports Pavillion	L182	104,832			(9,075)	(18,438)	113,907	86,394	(1,523)	(7,139)
Newdegate Bowling Club	L193	0			0	0	0	0	(3)	(3)
LG Precinct	L198	47,384			0	(23,167)	47,384	24,217	(40)	(2,284)
LK Court Resurfacing	L202	0			0	0	0	0	(14)	(14)
Transport										
Roadworks & Plant	L196	52,429			0	(52,429)	52,429	0	(168)	(2,114)
Economic services										
LG Residential Land	L189	107,794			0	(10,840)	107,794	96,954	(377)	(7,131)
Purchase & Develop Industrial Land	L203	487,109			(28,757)	(57,732)	515,867	429,378	(3,880)	(10,565)
Total		1,460,212	0	0	-67,307	-246,468	1,527,519	1,213,744	(11,003)	(50,478)
Current borrowings		246,468					179,161			
Non-current borrowings		1,213,744					1,348,358			
		1,460,212					1,527,519			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2021, nor is it expected to have unspent funds as at 30th June 2022.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

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

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserves cash backed - Lake Grace Sewerage Res	1,168,225	21,028	216	100,000				1,289,254	1,168,441
Restricted by Council									
Reserves cash backed - Leave Reserve	334,771	6,026	62					340,797	334,833
Reserves cash backed - Emergency Services Reser	27,363	493	5					27,856	27,368
Reserves cash backed - Housing Reserve	590,462	10,628	109	50,000				651,090	590,571
Reserves cash backed - Swimming Pool Reserve	228,666	4,116	42	50,000				282,782	228,708
Reserves cash backed - Land Development Reser	123,802	2,228	23					126,030	123,825
Reserves cash backed - Plant Reserve	1,095,153	19,713	202			(500,000)		614,866	1,095,355
Reserves cash backed - Recreation Reserve	220,525	3,969	41					224,494	220,566
Reserves cash backed - Works & Services Reserve	597,553	10,756	110			(250,000)		358,309	597,663
Reserves cash backed - Newedgate Hall Reserve	56,193	1,011	10					57,204	56,203
Reserves cash backed - Lake Grace TV Reserve	30,349	546	6					30,895	30,355
Reserves cash backed - Varley Sullage Reserve	1,679	30	0					1,709	1,679
Reserves cash backed - Lake Grace Sewerage Res	26,963	485	5					27,448	26,968
Reserves cash backed - Newedgate Sports Dam R	24,327	438	4					24,765	24,331
Reserves cash backed - Newdegate Stadium Floor	12,074	217	2					12,291	12,076
Reserves cash backed - Community Water Suppli	13,414	241	2					13,655	13,416
Reserves cash backed - Office Furniture & Equipm	32,403	583	6			(32,986)		0	32,409
Reserves cash backed - Newdegate Centenary Re	508,389	9,151	94					517,540	508,483
Reserves cash backed - Essential Medical Reserve	10,543	190	2					10,733	10,545
Reserves cash backed - History Book Reserve	5,866	106	1					5,972	5,867
	5,108,720	91,955	942	200,000	0	(782,986)	0	4,617,690	5,109,663

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

OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2022
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		416,885	0	216,102	(10,316)	622,671
- Capital grant/contribution liabilities		0	0	216,102	(216,102)	0
Total other liabilities		416,885	0	432,204	(226,418)	622,671
Employee Related Provisions						
Annual leave		219,293	0	0	(2,877)	216,416
Long service leave		170,783	0	0	0	170,783
Total Employee Related Provisions		390,076	0	0	(2,877)	387,199
Total other current assets		806,961	0	432,204	(229,295)	1,009,870
Amounts shown above include GST (where applicable)						

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

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 employee related 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.

Capital grant/contribution liabilities

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 OCTOBER 2022

NOTE 11
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2022	Current Liability 31 Oct 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	
Operating grants and subsidies									
General purpose funding									
Grants Commission - General				0	0	449,107	112,276	147,512	484,343
Grants Commission - Roads				0	0	391,849	97,962	81,580	375,467
Law, order, public safety									
Grant - DFES LGGS Operating				0	0	75,953	33,752	33,546	75,747
Grant - DFES Op Exp				0	0	0	0	16,220	16,220
Education and welfare									
Grants - Senior Activities				0	0	1,000	332	0	668
Grants - Youth Activities				0	0	1,000	332	0	668
Transport									
Direct Grant - MRWA				0	0	361,235	361,235	368,935	368,935
Economic services									
Skeleton Weed Programm Grant				0	0	205,000	205,000	185,000	185,000
	0	0	0	0	0	1,485,144	810,889	832,793	1,507,048
Operating contributions									
General purpose funding									
ESL Administration Fee				0	0	4,000	1,332	4,000	6,668
Recreation and culture									
Lake Grace Rec Council Affiliation Fees				0	0	13,000	4,330	2,200	10,870
Contributions - Other Culture				0	0	1,000	332		668
Lake King Pavilion / Oval - Hire Fees				0	0	500	164		336
Transport									
Contributions - Street Lighting				0	0	10,000	3,333		6,667
Economic services									
AIM Contributions				0	0	1,400	464	523	1,459
Other Contributions				0	0	4,000	1,332		2,668
	0	0	0	0	0	33,900	11,287	6,724	29,337
TOTALS	0	0	0	0	0	1,519,044	822,176	839,517	1,536,385

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

NOTE 12

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2022	Current Liability 31 Oct 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
Community amenities									
Drought & Community	11,382	0	(7,268)	4,114	4,114	8,185	2,725	7,268	12,728
Recreation and culture									
Drought & Community	0	0	0	0	0	116,050	38,676	0	77,374
Local Roads & Community Program	88,703	0	(2,935)	85,768	85,768	1,132,291	377,390	2,935	757,836
Transport									
Roads to Recovery	95,787	0	0	95,787	95,787	823,753	274,555	0	549,198
Regional Road Group	0	216,102	0	216,102	216,102	540,255	180,066	0	360,189
Local Roads & Community Program	215,804	0	0	215,804	215,804	612,529	204,153	0	408,376
Economic services									
Driver Reviver Upgrade Grant	5,209	0	(113)	5,096	5,096	5,455	1,816	113	3,752
Drought & Community Program	0	0	0	0	0	196,000	65,324	19,657	150,333
	416,885	216,102	(10,316)	622,671	622,671	3,434,518	1,144,705	29,973	2,319,786
Non-operating contributions									
Recreation and culture									
Newdegate Community Contribution	0	0	0	0	0	30,000	9,999	0	20,001
	0	0	0	0	0	30,000	9,999	0	20,001
TOTALS	416,885	216,102	(10,316)	622,671	622,671	3,464,518	1,154,704	29,973	2,339,787

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

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2022	Received	Paid	31 Oct 2022
	\$	\$	\$	\$
Standpipe bonds	10,475	102	0	10,577
	10,475	102	0	10,577

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

**NOTE 14
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
				\$	\$	\$	\$
1210507	Holt Rock Rd Resheet SLK 25.37-29.46	Resolution 13630	Capital Expenses			(30,600)	(30,600)
1210501	Mallee Hill Rd Seal 0.00-4.66	Resolution 13630	Capital Expenses		30,600		0
				0	30,600	(30,600)	0

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

**NOTE 15
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 2022-23 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Interest earnings	(27,595)	(49.01%) ▼			Interest will be received on maturity of Term Deposits in November	
Expenditure from operating activities						
Materials and contracts	662,207	39.15% ▲	Below budget due to delay in operating and capital jobs			
Utility charges	11,168	12.92% ▲	Below budget due to decreased demand for power and water			
Depreciation on non-current assets	(137,924)	(13.78%) ▼			Underbudgeted	
Insurance expenses	(38,969)	(16.15%) ▼			Workers Compensation Insurance over the budget	
Non-cash amounts excluded from operating activities	137,924	13.78% ▲	Depreciation on assets over budget			
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(1,124,731)	(97.40%) ▼			Bulk of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised later in financial year	
Payments for property, plant and equipment and infrastructure	1,785,453	62.61% ▲	Majority of Capital projects have not been initiated as yet (67%) or in early stage of completion			
Closing funding surplus / (deficit)	1,506,357	(19.88%) ▲				

Summary:

G/L Account (as at Month End)
1A0011010 Municipal Bank Account MUN

Statement No 47
Statement Date 31/10/2022

Opening Balance	9,319,813.72
Deposits	\$1,050,616.71
Payments	-1,217,694.85
Fees	-70,725.99
Adjustments	-124,796.64
Closing Balance	8,957,212.95

Opening Balance	9,277,266.81
<u>Reconciled Items</u>	
Deposits	1,092,695.41
Payments	-1,217,370.35
Fees	-70,725.99
Adjustments	-124,796.64
Closing Balance	8,957,869.24

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	224.55
Payments	-880.84
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-656.29
Total - To agree with GL	8,957,212.95

Municipal Account - Reconciliation to 31/10/2022

G/L Account (as at Month End):

<u>Fees:</u>	
Dept of Transport	-\$68,781.90
Bank Fees	-\$2,433.55
Cash stolen - Front Desk 14/10/22	-\$1,048.80
LESS: Interest Received	\$1,538.26
	<u>-\$70,725.99</u>

<u>Adjustments</u>	
Payroll	-\$123,996.64
Payroll Rent Deduction	-\$800.00
	<u>-\$124,796.64</u>

<u>Unreconciled Items:</u>	<u>-\$656.29</u>
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<u>Outstanding Deposits</u>	
Cash/Chq 31/10/22	\$224.55
	<u>\$224.55</u>

<u>Outstanding Payments</u>	
Chq 37009	-\$200.00
Chq 37018	-\$356.34
Chq 37031	-\$324.50
	<u>-\$880.84</u>

ENTERED

By Victoria Fasano - FO at 4:01 pm, Nov 01, 2022

APPROVED

By Kevin Wilson - MCS at 4:36 pm, Nov 01, 2022

Summary:

G/L Account (as at Month End)
1A0013050 Trust Fund Cash At Bank MUN

Statement No 47
Statement Date 31/10/2022

Opening Balance	10,474.90
Deposits	\$102.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	10,576.90

Opening Balance	10,474.90
<u>Reconciled Items</u>	
Deposits	102.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	10,576.90

Unreconciled Items

Deposits	0.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	0.00
Total - To agree with GL	10,576.90

The Bank Statement balances to the General Ledger

APPROVED

By Kevin Wilson - MCS at 4:35 pm, Nov 01, 2022

ENTERED

By Victoria Fasano - FO at 4:10 pm, Nov 01, 2022

Shire of Lake Grace



Reserve Bank Statement

Reserve No	Reserve Account Name	Balance
11	Emergency Services Reserve Bank	\$ 27,367.89
12	Housing Reserve Bank	\$ 590,570.87
13	Swimming Pool (Lake Grace) Reserve Bank	\$ 228,708.66
14	Land Development Reserve Bank	\$ 123,824.71
15	Leave Reserve Bank	\$ 334,835.06
16	Plant Replacement Reserve Bank	\$ 1,095,354.76
17	Recreation Reserve Bank	\$ 220,565.37
18	Works & Services Reserve Bank	\$ 597,663.20
19	Newdegate Hall Reserve Bank	\$ 56,203.27
20	Lake Grace TV Reserve Bank	\$ 30,354.22
23	Varley Sullage Reserve Bank	\$ 1,678.97
31	Lake Grace Sewerage Scheme Reserve Bank	\$ 1,168,440.59
35	Newdegate Sports Dam Reserve Bank	\$ 26,967.82
36	Newdegate Stadium Floor Reserve Bank	\$ 24,331.91
37	Community Water Supply Reserve Bank	\$ 12,075.97
40	Office Furniture & Equipment Reserve Bank	\$ 13,416.40
41	Newdegate 100 Year Centenary Reserve Bank	\$ 32,408.61
42	History Book Reserve Bank	\$ 10,544.89
43	Essential Medical Services Reserve Bank	\$ 508,482.61
44	AIM Hospital Museum Reserve	\$ 5,866.86
		\$ 5,109,662.64

Bank Balance

31/10/2022

Term Deposit CBA	\$4,000,000.00
WA Treasury Overnight Deposit	\$1,000,000.00
Reserve Acc	\$109,662.64
	\$5,109,662.64

Variance \$0.00

APPROVED

By Kevin Wilson - MCS at 7:57 am, Nov 05, 2022

ENTERED

By Victoria Fasano - FO at 8:43 am, Nov 04, 2022

Reserves Fund Statement