

SHIRE OF  
**WESTONIA**  
A vibrant community lifestyle

# AGENDA

## Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia

Thursday 20th May 2021

Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 22<sup>nd</sup> April 2021 the Council Chambers, Wolfram Street, Westonia.

Lunch – 1.00 pm

Discussion Period – 1.30 pm – 2.30 pm

Afternoon Tea – 3.00 pm – 3.30 pm

Council Meeting – 3.30 pm

A handwritten signature in black ink, appearing to read 'JAMIE CRIDDLE'.

---

JAMIE CRIDDLE  
CHIEF EXECUTIVE OFFICER  
18 May 2021



## Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Westonia for any act, omission or statement or intimation occurring during Council meetings.

The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Westonia in respect of the application.



**SHIRE OF WESTONIA**  
A vibrant community lifestyle

# STRATEGIC COMMUNITY

**SNAPSHOT**

**PLAN**

**2018-2028**

## CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

## OUR VALUES

**Respect** – We value people and places and the contribution they make to the Shire.

**Inclusiveness** – Be receptive, proactive, and responsive.

**Fairness and Equity** – Provide services for a variety of ages and needs.

**Communication** – Create opportunities for consultation with the broad community.

## OUR VISION

A vibrant community lifestyle

## MISSION

Provide leadership and direction for the community.

## ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

## SOCIAL



Provide community facilities and promote social Interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

## GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -  
A vibrant community lifestyle.



TABLE OF CONTENTS

<b>1. DECLARATION OF OPENING</b>	<b>5</b>
<b>2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE</b>	<b>5</b>
<b>3. PUBLIC QUESTION TIME</b>	<b>5</b>
<b>4. APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>5</b>
<b>5. CONFIRMATION OF PREVIOUS MINUTES</b>	<b>5</b>
<b>6. RECEIVAL OF MINUTES</b>	<b>5</b>
<b>7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS</b>	<b>5</b>
<b>8. DECLARATION OF INTEREST</b>	<b>6</b>
<b>9. MATTERS REQUIRING A COUNCIL DECISION</b>	<b>7</b>
9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES	7
9.1.1 ACCOUNTS FOR PAYMENT	7
9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – APRIL 2021	9
9.1.3 GST RECONCILIATION REPORT – April 2021	11
9.1.4 COUNCIL CONTRIBUTIONS TO SUPERANNUATION POLICY	12
9.1.5 CUSTOMER SERVICE CHARTER	14
9.1.6 CHIEF EXECUTIVE OFFICER REVIEW PROCESS	16
9.1.7 WESTONIA AIRSTRIP PURCHASE	19
9.1.8 WESTONIA GOLF COURSE PURCHASE	22
9.1.9 WALGA HONOURS PROGRAM	25
9.2 COMMUNITY AND REGULATORY SERVICE	28
9.3 WORKS AND SERVICE	29
9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES	30
<b>10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>	<b>31</b>
<b>11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING</b>	<b>31</b>
<b>12 DATE AND TIME OF NEXT MEETING</b>	<b>31</b>
<b>13 MEETING CLOSURE</b>	<b>31</b>

## 1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.30pm.

## 2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

### Councillors:

Cr KM Day	President
Cr WJ Huxtable	Deputy President
Cr DL Geier	
Cr JJ Jefferys	
Cr RA Della Bosca	
CR RS Corsini	

### Staff:

Mr. JC Criddle	Chief Executive Officer
----------------	-------------------------

**Members of the Public:** Nil

**Apologies:** Nil

**Approved Leave of Absence:** Nil

## 3. PUBLIC QUESTION TIME

Nil

## 4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 5. CONFIRMATION OF PREVIOUS MINUTES

---

### OFFICER RECOMMENDATIONS

---

That the minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> February 2021 be confirmed as a true and correct record.

## 6. RECEIVAL OF MINUTES

That the minutes of the WALGA State Council Meeting held on 5<sup>th</sup> May 2021 be received.

## 7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

# Shire of Westonia



## RECEIVAL OF MINUTES



# Summary Minutes

**STATE COUNCIL MEETING**

**5 May 2021**

## NOTICE OF MEETING

Meeting No. 2 of 2021 of the Western Australian Local Government Association State Council to be held via MS Teams on Wednesday, 5 May 2021.

### 1. ATTENDANCE, APOLOGIES & ANNOUNCEMENTS

#### 1.1 Attendance

Members	President of WALGA - <b>Chair</b>	Mayor Tracey Roberts JP
	Deputy President of WALGA, Northern Country Zone	President Cr Karen Chappel JP
	Avon-Midland Country Zone	Cr Ken Seymour
	Central Country Zone	President Cr Phillip Blight
	Central Metropolitan Zone – Deputy	Cr Joanne Fotakis
	Central Metropolitan Zone	Cr Jenna Ledgerwood
	East Metropolitan Zone - Deputy	Cr Kate Driver
	East Metropolitan Zone	Cr Cate McCullough
	Goldfields Esperance Country Zone	President Cr Malcolm Cullen
	Gascoyne Country Zone	President Cr Cheryl Cowell
	Great Eastern Country Zone	President Cr Stephen Strange
	Great Southern Country Zone	Cr Ronnie Fleay
	Kimberley Country Zone	Cr Chris Mitchell JP
	Murchison Country Zone	Cr Les Price
	North Metropolitan Zone	Cr Frank Cvitan JP
	North Metropolitan Zone	Mayor Mark Irwin
	North Metropolitan Zone – Deputy	Mayor Albert Jacob JP
	Peel Country Zone	President Cr Michelle Rich
	Pilbara Country Zone	Mayor Peter Long
	South East Metropolitan Zone	Cr Julie Brown
	South East Metropolitan Zone	Mayor Ruth Butterfield
	South Metropolitan Zone	Cr Doug Thompson
	South Metropolitan Zone	Mayor Carol Adams OAM
	South Metropolitan Zone	Mayor Logan Howlett JP
Ex Officio	Local Government Professionals WA	Mr Jamie Parry
Secretariat	Chief Executive Officer	Mr Nick Sloan
	EM Commercial & Communications	Mr Zac Donovan
	EM Governance & Organisational Services	Mr Tony Brown
	EM Infrastructure	Mr Ian Duncan
	EM Strategy, Policy & Planning	Ms Narelle Cant
	Manager Strategy & Association Governance	Mr Tim Lane
	Intergovernmental Relations & Risk	Ms Joanne Burges
	Chief Financial Officer	Mr Rick Murray
	Manager Governance	Mr James McGovern
	Executive Officer Governance	Ms Katherine Robertson

#### 1.2 Apologies

Central Metropolitan Zone	Cr Paul Kelly
North Metropolitan Zone	Cr Russ Fishwick
East Metropolitan Zone	Cr Catherine Ehrhardt
South West Country Zone	President Cr Tony Dean
Lord Mayor – City of Perth	Lord Mayor Basil Zempilas



## **ORDER OF PROCEEDINGS**

### **OPEN and WELCOME**

The Chair declared the meeting open at 12:52pm.

- **Acknowledgement of Country**

I would like to acknowledge the Whadjuk Nyoongar People who are the Traditional Custodians of this land we meet on today and I would like to pay my respects to their Elders past, present and future.

Welcome to:

State Councillors and WALGA secretariat

Deputy State Councillor Cr Joanne Fotakis, Central Metropolitan Zone

Deputy State Councillor Mayor Albert Jacob JP, North Metropolitan Zone

Deputy State Councillor Cr Kate Driver, East Metropolitan Zone

### **APOLOGIES**

- Cr Paul Kelly Central Metropolitan Zone
- Cr Russ Fishwick North Metropolitan Zone
- Cr Catherine Ehrhardt East Metropolitan Zone
- Lord Mayor Basil Zempilas Lord Mayor, City of Perth
- President Cr Tony Dean South West Country Zone

### **OBSERVERS**

- President Katrina Crute Central Country Zone (Deputy State Councillor)

### **ANNOUNCEMENTS**

Nil

### **DECLARATION OF INTEREST**

Pursuant to our Code of Conduct, State Councillors must declare to the Chair any potential conflict of interest they have in a matter before State Council as soon as they become aware of it.

- *Cr Karen Chappel declared an interest in item 5.6 as a candidate for Member – Elected Member, on the WA Local Government Grants Scheme Working Group.*

### **PAPERS**

State Councillors have been distributed the following papers under separate cover:

- Strategic Forum Agenda
- Item 5.5 Finance and Services Committee Meeting Minutes 28 April 2021
- Item 5.6 Selection Committee Meeting Minutes 21 April 2021

- Item 5.7 Use of Common Seal
- Item 5.8 LGIS Board Meeting Minutes
- CEO's Report to State Council
- May President's Report (previously emailed to your Zone meeting)

## **2. MINUTES OF THE PREVIOUS MEETINGS**

---

### **2.1 Minutes of Meeting Held 3 March 2021**

---

Moved: Mayor Logan Howlett  
Seconded: Mayor Peter Long

That the Minutes of the Western Australian Local Government Association (WALGA) State Council Meeting held on [Wednesday, 3 March 2021](#) be confirmed as a true and correct record of proceedings.

**RESOLUTION 200.2/2021**

**CARRIED**

#### **2.1.1. Business Arising from the Minutes of 3 March 2021**

Nil

---

### **2.2 Flying Minute – Draft Position Statement: Dark Sky and Astrotourism (05-036-03-0068 AR) – 26 March 2021**

---

Moved: Cr Karen Chappel  
Seconded: Cr Julie Brown

That the Flying Minute - [Flying Minute: Draft Position Statement: Dark Sky and Astrotourism](#), be confirmed as a true and correct record of proceedings.

**RESOLUTION 201.2/2021**

**CARRIED**

#### **2.2.1 Business Arising from the Flying Minute of the Flying Minute: Draft Position Statement: Dark Sky and Astrotourism – 26 March 2021**

Nil

---

### **2.3 Flying Minute – WALGA Submission: Child Safety Officer (05-065-03-006 BW) – 31 March 2021**

---

Moved: Cr Karen Chappel  
Seconded: Cr Julie Brown

That the Flying Minute - [Flying Minute – WALGA Submission: Child Safety Officer](#), be confirmed as a true and correct record of proceedings.

**RESOLUTION 202.2/2021**

**CARRIED**

#### **2.3.1 Business Arising from the Flying Minute – WALGA Submission: Child Safety Officer – 31 March 2021**

---

Nil

---

**2.4 Flying Minute – State Planning Policy 3.1 Residential Design Codes Volume 1 – Medium Density Code (05-015-02-002 CH) – 14 April 2021**

---

Moved: Cr Karen Chappel  
Seconded: Cr Julie Brown

That the Flying Minute - [Flying Minute – State Planning Policy 3.1 Residential Design Codes Volume 1 – Medium Density Code](#), be confirmed as a true and correct record of proceedings.

**RESOLUTION 203.2/2021**

**CARRIED**

**2.4.1 Business Arising from the Flying Minute – State Planning Policy 3.1 Residential Design Codes Volume 1 – Medium Density Code – 14 April 2021**

Nil

## 5. MATTERS FOR DECISION

### 5.1 Local Government Financial Ratios (05-034-01-001 FM)

#### WALGA RECOMMENDATION

That WALGA:

1. Advocate to the Minister for Local Government to amend the *Local Government (Financial Management) Regulations 1996* to prescribe the following ratios:
  - a. Operating Surplus Ratio,
  - b. Net Financial Liabilities Ratio,
  - c. Debt Service Coverage Ratio, and
  - d. Current Ratio.
2. Recommend that Local Governments consider including Asset Management ratios in their Annual Report.
3. Request the Department of Local Government, Sport and Cultural Industries to review the Asset Management ratios in consultation with the Local Government sector.
4. Continue the Local Government Financial Ratios Working Group as a reference group for the development of a Model set of Financial Statements and Budget Statements, and to establish new financial indicators.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	WALGA Recommendation Supported
South East Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

#### SOUTH METROPOLITAN ZONE

That the South Metropolitan Zone supports:

That WALGA:

1. Advocate to the Minister for Local Government to amend the *Local Government (Financial Management) Regulations 1996* to prescribe the following ratios:
  - a. Operating Surplus Ratio,
  - b. Net Financial Liabilities Ratio,
  - c. Debt Service Coverage Ratio,
  - d. Current Ratio, and
  - e. Asset Management Ratio

2. Request the Department of Local Government, Sport and Cultural Industries to review the Asset Management ratios in consultation with the Local Government sector to determine the most appropriate asset management ratio to be reported upon.
3. Continue the Local Government Financial Ratios Working Group as a reference group for the development of a Model set of Financial Statements and Budget Statements, and to establish new financial indicators.

### **SECRETARIAT COMMENT**

State Council resolved in December 2019, to form a Sector Reference Group to review the financial ratios. A reference group was formed that included 42 representatives from the Local Government sector plus representatives from the Department of Local Government, Sport & Cultural Industries, WA Treasury Corporation and the Office of the Auditor General. In addition WALGA employed the services of a Local Government Finance consultant, Ron Back and Associates. The Reference Group and then working group considered the ratios over a 6 month period and concluded with the recommendations listed in this agenda item.

The Working Group recognised that Asset Management is one of Local Government's central responsibilities. However, the inclusion of the Asset Management ratios in the Annual Financial Report is problematic for a number of reasons.

- The Asset Management ratios are not calculated from information that can be sourced from the Annual Financial Report, so the ratios do not have a connection to the report and users cannot verify the calculation from information in the financial report.
- For the above reason, attesting to these ratios (particularly the Asset Consumption and Asset Renewal Funding Ratios) as part of the audit is problematic.
- Inclusion of the asset management ratios in the Annual Financial Report makes it difficult to present the user with a full explanation of the ratios in the context of the asset management maturity levels of the Local Government, or the particular circumstances that may have led to the ratio calculation outcome.

As a result, it is recommended that the Asset Management ratios should not be prescribed for inclusion in the Annual Financial Report. Instead, it is recommended that Local Governments could consider including Asset Management information in the Annual Report.

This recommendation is consistent with the sector position of requesting reduced regulation and supportive of the general competence principle for Local Governments to consider what is best for their Local Government and community.

All other Zones supported the recommendation.

**Moved: Cr Malcolm Cullen**  
**Seconded: Mayor Ruth Butterfield**

**That WALGA:**

- 1. Advocate to the Minister for Local Government to amend the *Local Government (Financial Management) Regulations 1996* to prescribe the following ratios:
  - a. Operating Surplus Ratio,**
  - b. Net Financial Liabilities Ratio,**
  - c. Debt Service Coverage Ratio, and**
  - d. Current Ratio.****
- 2. Recommend that Local Governments consider including Asset Management ratios in their Annual Report.**
- 3. Request the Department of Local Government, Sport and Cultural Industries to review the Asset Management ratios in consultation with the Local Government sector.**
- 4. Continue the Local Government Financial Ratios Working Group as a reference group for the development of a Model set of Financial Statements and Budget Statements, and to establish new financial indicators.**

**RESOLUTION 204.2/2021**

**CARRIED**

## 5.2 Roads Asset Preservation Model Review (05-001-03-0051 SD)

### WALGA RECOMMENDATION

That WALGA:

1. Seek support from the WA Local Government Grants Commission to provide presentations on the inputs, operation of and outputs of the Road Asset Preservation Model at Zone or Regional Road Group meetings where requested.
2. Advocate to the WA Local Government Grants Commission to improve the formatting and labelling of the model and make it available via the Commission's website.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Peel Zone	WALGA Recommendation Supported
Pilbara Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South East Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

Moved: Cr Stephen Strange  
 Seconded: Cr Julie Brown

That WALGA:

1. Seek support from the WA Local Government Grants Commission to provide presentations on the inputs, operation of and outputs of the Road Asset Preservation Model at Zone or Regional Road Group meetings where requested.
2. Advocate to the WA Local Government Grants Commission to improve the formatting and labelling of the model and make it available via the Commission's website.

**RESOLUTION 205.2/2021**

**CARRIED**

### 5.3 Western Australian Development Index (05-104-01-0001 TL)

#### WALGA RECOMMENDATION

That the development and implementation of the Western Australian Development Index, led by the Department of Local Government, Sport and Cultural Industries, be supported.

Avon Midland Country Zone	WALGA Recommendation Supported
Central Country Zone	WALGA Recommendation Supported
Central Metropolitan Zone	WALGA Recommendation Supported
East Metropolitan Zone	WALGA Recommendation Supported
Gascoyne Zone	WALGA Recommendation Supported
Goldfields Esperance Country Zone	WALGA Recommendation Supported
Great Eastern Country Zone	WALGA Recommendation Supported
Great Southern Country Zone	WALGA Recommendation Supported
Kimberley Zone	WALGA Recommendation Supported
Murchison Country Zone	WALGA Recommendation Supported
North Metropolitan Zone	WALGA Recommendation Supported
Northern Country Zone	WALGA Recommendation Supported
Pilbara Zone	WALGA Recommendation Supported
South Metropolitan Zone	WALGA Recommendation Supported
South East Metropolitan Zone	WALGA Recommendation Supported
South West Country Zone	WALGA Recommendation Supported

#### PEEL ZONE

That the Peel Zone supports:

That consideration of support for the development and implementation of the Western Australian Development Index be deferred until further information can be provided regarding its implementation, specifically:

- how the WADI will be implemented and operationalised;
- information about the subsets/indicators within each of the 12 domains;
- expectations for how LGs will be required to capture, measure and report on subjective wellbeing data;
- how the information will be aggregated and used; and
- practical impacts to the Integrated Planning and Reporting Framework (Strategic Community Plan).

#### **SECRETARIAT COMMENT**

As per the report in the State Council agenda, the Western Australian Development Index (WADI) is in the development phase with substantial work still to be done, in terms of the implementation, development of indicators and involvement of the Local Government sector.

Fundamentally, the WADI aims to provide information to all spheres of government, civil society and the community about how we are doing as a people, and how we are doing in our communities across WA. At this stage, the Department of Local Government, Sport and Cultural Industries (DLGSC) is seeking in-principle support from the Local Government sector to further develop the concept, and progress towards implementation which is likely to take around five years.

In relation to the concerns of the Peel Zone, there are a number of points to note:

1. The WADI project is bigger than the Local Government sector: the WADI will include data from a number of sources including the Australian Bureau of Statistics and the WADI project



itself, and the WADI will be used by State Government, Local Government and the community.

2. The WADI project is at a concept phase, with significant work to be undertaken. As the project progresses, there will be further consultation and collaboration opportunities for the Local Government sector, Zones and State Council to be involved.
3. DLGSC has made a commitment that the Local Government sector will be represented on the governance body overseeing the project. The governance body will be responsible for addressing the Local Government sector's concerns relating to implementation as the project progresses.
4. DLGSC has committed to reviewing the Integrated Planning and Reporting Framework regardless of the WADI project. It is intended that, once implemented, the WADI will provide a useful tool Strategic Community Plans, both in terms of development, in the identification of priorities for instance, and in terms of measurement, with a greater focus on outcomes and impact, instead of outputs.

It is noted that all other Zones supported the recommendation to provide in-principle support to the development of the WADI. The composite recommendation below is put forward to address the Peel Zone's concerns.

**Moved: Cr Frank Cvitan**  
**Seconded: Cr Chris Mitchell**

**That the development and implementation of the Western Australian Development Index, led by the Department of Local Government, Sport and Cultural Industries, be supported, subject to:**

- 1. WALGA and the Local Government sector being represented on the governance group providing oversight to the project, and**
- 2. The Department of Local Government, Sport and Cultural Industries committing to provide further consultation opportunities to the Local Government sector as the project progresses.**

**RESOLUTION 206.2/2021**

**CARRIED**

## 5.4 Review of the State Industrial Relations System (05-034-01-0001 DH)

### WALGA RECOMMENDATION

That WALGA:

1. Seek confirmation from the State Government on whether it intends to re-introduce legislation for Local Governments to operate solely in the State Industrial Relations System.
2. If the State Government reintroduces legislation to require all Local Governments to operate within the State Industrial Relations System, continue to advocate for the State Government to:
  - a. Amend the *Industrial Relations Act 1979 (WA)* to include additional provisions to modernise the State IR system; and
  - b. Provide adequate funding and resourcing to ensure Local Governments are equipped with the appropriate tools and training to enable a smooth transition.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Supported
<b>Central Country Zone</b>	WALGA Recommendation Supported
<b>Central Metropolitan Zone</b>	WALGA Recommendation Supported
<b>East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>Gascoyne Zone</b>	WALGA Recommendation Supported
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Supported
<b>Great Eastern Country Zone</b>	WALGA Recommendation Supported
<b>Great Southern Country Zone</b>	WALGA Recommendation Supported
<b>Kimberley Zone</b>	WALGA Recommendation Supported
<b>Murchison Country Zone</b>	WALGA Recommendation Supported
<b>North Metropolitan Zone</b>	WALGA Recommendation Supported
<b>Northern Country Zone</b>	WALGA Recommendation Supported
<b>Peel Zone</b>	WALGA Recommendation Supported
<b>Pilbara Zone</b>	WALGA Recommendation Supported
<b>South East Metropolitan Zone</b>	WALGA Recommendation Supported
<b>South West Country Zone</b>	WALGA Recommendation Supported

### SOUTH METROPOLITAN ZONE

That the South Metropolitan Zone support:

That WALGA:

1. Seek confirmation from the State Government on whether it intends to re-introduce legislation for Local Governments to operate solely in the State Industrial Relations System.
2. If the State Government reintroduces legislation to require all Local Governments to operate within the State Industrial Relations System, continue to advocate for the State Government to:
  - a. Amend the *Industrial Relations Act 1979 (WA)* to include additional provisions to modernise the State IR system; and
  - b. Provide adequate funding and resourcing to ensure Local Governments are equipped with the appropriate tools and training to enable a smooth transition.
3. Subject to positive confirmation of the government's intention to re-introduce legislation that will require all Local Governments to operate within the State Industrial Relations System, State Council on behalf of the Local Government sector, consider informing each member of

Parliament to the costs to be borne by local government (and ultimately the rate payer) should the legislation be introduced without modernising the State Industrial Relations System.

**SECRETARIAT COMMENT**

If the State Government re-introduce legislation for Local Governments to operate solely in the State Industrial Relations System, there will be costs incurred by Local Governments even if the State Industrial Relations System is modernised. The intent of the Zone's amendments are addressed in recommendation 2b.

All other Zones have supported the recommendation.

**Moved: Cr Doug Thompson**  
**Seconded: Cr Malcolm Cullen**

**That WALGA:**

- 1. Seek confirmation from the State Government on whether it intends to re-introduce legislation for Local Governments to operate solely in the State Industrial Relations System.**
- 2. If the State Government reintroduces legislation to require all Local Governments to operate within the State Industrial Relations System, continue to advocate for the State Government to:**
  - a. Amend the *Industrial Relations Act 1979 (WA)* to include additional provisions to modernise the State IR system; and**
  - b. Provide adequate funding and resourcing to ensure Local Governments are equipped with the appropriate tools and training to enable a smooth transition.**

**RESOLUTION 207.2/2021**

**CARRIED**

**MATTERS FOR CONSIDERATION BY STATE COUNCILLORS  
(UNDER SEPARATE COVER)**

---

**5.5 Finance and Services Committee Minutes (01-006-03-0006 TB)**

Moved: Cr Karen Chapel  
Seconded: Cr Malcolm Cullen

That the Minutes of the Finance and Services Committee Meeting held 28 April 2021 be endorsed.

**RESOLUTION 208.2/2021**

**CARRIED**

**5.6 Selection Committee Minutes (01-006-03-0011 CO) – CONFIDENTIAL**

*Cr Karen Chappel declared an interest in item 5.6 and left the meeting at 1:07pm*

Moved: Cr Les Price  
Seconded: Cr Chris Mitchell

That:

1. The resolution contained in the 21 April 2021 Selection Committee Minutes be noted, and
2. President Cr Karen Chappel be appointed as Member – Elected Member, on the WA Local Government Grants Scheme Working Group.

**RESOLUTION 209.2/2021**

**CARRIED**

*Cr Karen Chappel returned to the meeting at 1:08pm.*

**5.7 Use of the Association's Common Seal (01-004-07-0001 NS)**

Moved: Cr Frank Cvitan  
Seconded: Cr Julie Brown

That the use of the Association's Common Seal be noted.

**RESOLUTION 210.2/2021**

**CARRIED**

**5.8 LGIS Board Minutes – CONFIDENTIAL**

Moved: Cr Chris Mitchell  
Seconded: Cr Karen Chappel

That State Council note the summary of the LGIS Board Planning Workshop held on 18 March 2021.

**RESOLUTION 211.2/2021**

**CARRIED**

## 6. MATTERS FOR NOTING / INFORMATION

### 6.1 New Regulations Update – Model Code of Conduct for Council Members, Committee Members and Candidates; and CEO Standards for Recruitment, Performance Review and Termination (05-034-01-0001 JM)

#### WALGA RECOMMENDATION

That the information update on the *Local Government (Administration) Regulations 2021* and *Local Government (Model Code of Conduct) Regulations 2021* be noted.

Avon Midland Country Zone	WALGA Recommendation Noted
Central Country Zone	WALGA Recommendation Noted
Central Metropolitan Zone	WALGA Recommendation Noted
East Metropolitan Zone	WALGA Recommendation Noted
Gascoyne Zone	WALGA Recommendation Noted
Goldfields Esperance Country Zone	WALGA Recommendation Noted
Great Eastern Country Zone	WALGA Recommendation Noted
Great Southern Country Zone	WALGA Recommendation Noted
Kimberley Zone	WALGA Recommendation Noted
Murchison Country Zone	WALGA Recommendation Noted
North Metropolitan Zone	WALGA Recommendation Noted
Northern Country Zone	WALGA Recommendation Noted
Peel Zone	WALGA Recommendation Noted
Pilbara Zone	WALGA Recommendation Noted
South Metropolitan Zone	WALGA Recommendation Noted
South East Metropolitan Zone	WALGA Recommendation Noted
South West Country Zone	WALGA Recommendation Noted

Moved: Cr Karen Chappel  
 Seconded: Cr Cheryl Cowell

That the information update on the *Local Government (Administration) Regulations 2021* and *Local Government (Model Code of Conduct) Regulations 2021* be noted.

**RESOLUTION 212.2/2021**

**CARRIED**

## 6.2 State Election Campaign (04-001-03-0001 TL)

### WALGA RECOMMENDATION

That the update on the 2021 State Election Campaign be noted.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

Moved: Cr Karen Chappel  
 Seconded: Cr Cheryl Cowell

That the update on the 2021 State Election Campaign be noted.

**RESOLUTION 213.2/2021**

**CARRIED**

**6.3 Draft Position Statement: Dark Sky and Astrotourism (05-036-03-0068 AR)**

**WALGA RECOMMENDATION**

That the endorsed submission on the *Draft Position Statement: Dark sky and Astrotourism*, be noted.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

Moved: Cr Karen Chappel  
 Seconded: Cr Cheryl Cowell

That the endorsed submission on the *Draft Position Statement: Dark sky and Astrotourism*, be noted.

**RESOLUTION 214.2/2021**

**CARRIED**

**6.4 Report Municipal Waste Advisory Council (MWAC) (01-006-03-0008 RNB)**

**WALGA RECOMMENDATION**

That State Council note the resolutions of the Municipal Waste Advisory Council at its 24 February meeting.

<b>Avon Midland Country Zone</b>	WALGA Recommendation Noted
<b>Central Country Zone</b>	WALGA Recommendation Noted
<b>Central Metropolitan Zone</b>	WALGA Recommendation Noted
<b>East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Gascoyne Zone</b>	WALGA Recommendation Noted
<b>Goldfields Esperance Country Zone</b>	WALGA Recommendation Noted
<b>Great Eastern Country Zone</b>	WALGA Recommendation Noted
<b>Great Southern Country Zone</b>	WALGA Recommendation Noted
<b>Kimberley Zone</b>	WALGA Recommendation Noted
<b>Murchison Country Zone</b>	WALGA Recommendation Noted
<b>North Metropolitan Zone</b>	WALGA Recommendation Noted
<b>Northern Country Zone</b>	WALGA Recommendation Noted
<b>Peel Zone</b>	WALGA Recommendation Noted
<b>Pilbara Zone</b>	WALGA Recommendation Noted
<b>South Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South East Metropolitan Zone</b>	WALGA Recommendation Noted
<b>South West Country Zone</b>	WALGA Recommendation Noted

**Moved: Cr Karen Chappel**  
**Seconded: Cr Cheryl Cowell**

That State Council note the resolutions of the Municipal Waste Advisory Council at its 24 February meeting.

**RESOLUTION 215.2/2021**

**CARRIED**



## **7. ORGANISATIONAL REPORTS**

---

### **7.1 Key Activity Reports**

#### **7.1.1 Report on Key Activities, Commercial and Communications (01-006-03-0017 ZD)**

Moved: Mayor Logan Howlett  
Seconded: Mayor Carol Adams

That the Key Activity Report from the Commercial and Communications Unit to the May 2021 State Council meeting be noted.

**RESOLUTION 216.2/2021**

**CARRIED**

#### **7.1.2 Report on Key Activities, Governance and Organisational Services (01-006-03-0007 TB)**

Moved: Mayor Logan Howlett  
Seconded: Mayor Carol Adams

That the Key Activity Report from the Governance and Organisational Services Unit to the May 2021 State Council meeting be noted.

**RESOLUTION 217.2/2021**

**CARRIED**

#### **7.1.3. Report on Key Activities, Infrastructure (05-001-02-0003 ID)**

Moved: Mayor Logan Howlett  
Seconded: Mayor Carol Adams

That the Key Activity Report from the Infrastructure Unit to the May 2021 State Council meeting be noted.

**RESOLUTION 218.2/2021**

**CARRIED**

#### **7.1.4 Report on Key Activities, Strategy, Policy and Planning (01-006-03-0017 NC)**

Moved: Mayor Logan Howlett  
Seconded: Mayor Carol Adams

That the Key Activity Report from the Strategy, Policy and Planning Unit to the May 2021 State Council meeting be noted.

**RESOLUTION 219.2/2021**

**CARRIED**

### **7.2 President's Report**

Moved: Cr Chris Mitchell  
Seconded: Cr Cheryl Cowell

That the President's Report for May 2021 be received.

**RESOLUTION 220.2/2021**

**CARRIED**

<b>7.3 CEO's Report</b>
-------------------------

Moved: Cr Julie Brown  
Seconded: Cr Malcolm Cullen

That the CEO's Report for May 2021 be received.

**RESOLUTION 221.2/2021**

**CARRIED**

<b>7.4 Ex-Officio Reports</b>
-------------------------------

**7.4.1 LG Professionals Report**

LG Professionals President, Mr Jamie Parry, provided the LG Professionals Report to the meeting.

**7.4.2 City of Perth Report**

Lord Mayor Basil Zempilas was an apology for the meeting.

## **8. ADDITIONAL ZONE RESOLUTIONS**

---

**Moved:** Cr Les Price  
**Seconded:** Cr Chris Mitchell

That the additional Zone Resolutions from the May 2021 round of Zones meetings as follows be referred to the appropriate policy area for consideration and appropriate action.

**RESOLUTION 222.2/2021**

**CARRIED**

---

### **CENTRAL COUNTRY ZONE**

---

#### **Engagement of Executive Officer Services for the Central Country Zone (Governance and Organisational Services)**

That:

1. The Central Country Zone accept WALGA's proposal to provide it with Executive Support, for a period of 12 months from 1st July 2021 to the 30th June 2022, at no cost to the Zone or its members, acknowledging that the service will include:
  - A dedicated Zone Executive Officer as the principal point of contact for all Zone business;
  - Liaison with the President and Executive Committee as required;
  - Preparation of agendas and minutes of all meetings;
  - Organisation of meeting logistics, in relation to meeting room bookings and set-up;
  - Preparation of correspondence and action items;
  - Arrangement of guest speakers for Zone meetings; and,
  - Organisation of any other meetings or deputations.
2. Should the Central Country Zone require work outside any of the services provided by WALGA and detailed above, WALGA agrees it will facilitate the appointment of consultants for specialist work as required. The costs associated with this work would be borne by the Zone.
3. The Central Country Zone retain the existing financial management arrangements until the review on executive support services beyond the 2021/2022 financial year has been concluded.

#### **Zone Discussion on the *Local Government (Model Code of Conduct) Regulations 2021* (Zone item)**

1. That the Central Country Zone strongly supports WALGA's position on the *Local Government (Model Code of Conduct) Regulations 2021* which reads:

"WALGA:

  - Does not support the inclusion of local level complaints about alleged behavioural breaches and Local Governments dealing with complaints provisions in Division 3, Clauses 10 and 11; and
  - Supports an external oversight body to manage local level complaints involving council members."
2. That the Central Country Zone write to the Minister for Local Government and Leader of the Opposition advocating WALGA's position.

---

## **GREAT EASTERN COUNTRY ZONE**

---

### **Local Government (Model Code of Conduct) Regulations 2021 (Zone item)**

That the Great Eastern Country Zone write to the Minister for Local Government and advise that the Zone;

1. Does not support the inclusion of local level complaints about alleged behavioural breaches and Local Governments dealing with complaints provisions in Division 3, Clauses 10 and 11; and
2. Supports an external oversight body to manage local level complaints involving council members

### **Covid-19 – Regional areas (Zone item)**

That the Zone write to the Premier, relevant Ministers and the Leader of the Opposition, requesting clearer guidelines to the regions for possible lockdowns in the future.

---

## **KIMBERLEY ZONE**

---

### **Disaster Relief and Recovery Funding Arrangements (Strategy, Policy and Planning)**

That the Kimberley Zone:

1. Express dissatisfaction with current disaster relief and recovery funding arrangements and call for urgent action from the State Government to investigate and address these shortcomings.
2. Seek WALGA advocacy to support the motion.

---

## **MURCHISON COUNTRY ZONE**

---

### **Mental Health (Strategy, Policy and Planning)**

That the Murchison Country Zone request WALGA to make a representation to the Minister for Health highlighting the high rate of suicide in the Midwest Region and lobby the State Government to urgently address the lack of adequate mental health resources in the region and investigate what actions could be taken to address the underlying causes of suicidal ideation.

and

That the State Government be requested to fully restore proper and adequate levels of service to the Murchison Sub-region in the departments of Child Protection, Youth Justice and Adult Corrective Services.

---

## **SOUTH EAST METROPOLITAN ZONE**

---

### **Food Security – Food stress index project support (Strategy Policy and Planning)**

The South East Metropolitan Zone request WALGA to explore the partnership opportunities for the Local Government sector to be involved in this project including a sector funding contribution.

---

## **SOUTH WEST COUNTRY ZONE**

---

### **Weather Station Upgrade Request (Strategy, Policy and Planning)**

That the South West Country Zone of WALGA:

1. Notes the concerns of the Shire of Augusta Margaret River's Bush Fire Advisory Committee in relation the need for accurate weather forecasting.
2. Requests that WALGA write to the Bureau of Meteorology requesting upgrades to the weather stations in the South West Corner to include a weather radar to improve weather forecasting in the Lower South West region.

## **9. DATE OF NEXT MEETING**

---

The next meeting of the Western Australia Local Government Association State Council will be a Special Meeting (WALGA Budget) to be held at WALGA, 170 Railway Parade, West Leederville on Wednesday, **2 June** commencing at 4:00pm.

The next ordinary meeting of the Western Australia Local Government Association State Council will be held at the City of Cockburn Administration Centre, 9 Coleville Crescent, Spearwood on Wednesday, **7 July**.

## **10. CLOSURE**

---

There being no further business the Chair declared the meeting closed at 1:50pm.

## 8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **22<sup>nd</sup> April 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **22<sup>nd</sup> April 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **22<sup>nd</sup> April 2021**.

<b>Name/Position</b>	
<b>Item No./Subject</b>	
<b>Nature of interest</b>	
<b>Extent of Interest</b>	

## 9. MATTERS REQUIRING A COUNCIL DECISION

### 9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

#### 9.1.1 ACCOUNTS FOR PAYMENT

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.1</b> List of Accounts		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	
			

#### Purpose of the Report

Executive Decision

Legislative Requirement

#### Background

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

#### Comment

Attached is a copy of Accounts for Payment for the month of April 2021. The credit card statements currently show:

CEO                                    **April 2021 \$3,230.52** associated with the purchase of Activ8inet Housing & Office, Email Exchange Platform, Spotify, Microsoft 365 Business Basic Recurring, Social Club Deposits , Diesel Fuel, Survey Monkey, Meals & Accommodation and Half Price Blinds JV Unit

Works Supervisor                    **April2021 \$ 51.48** associated with the purchase Stationary - 6 x sheets red card, Annual Card Fee & Purchase Interest

#### Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

#### Policy Implications

Council does not have a policy in relation to payment of accounts.

#### Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.



### **Financial Implications**

Expenditure in accordance with the 2020/2021 Annual Budget.



### **Voting Requirements**



Simple Majority



Absolute Majority

---

### **OFFICER RECOMMENDATIONS**

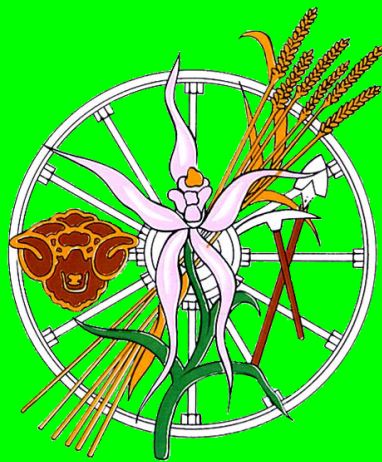
---

That April 2021 accounts submitted to today's meeting on Municipal vouchers numbered from 3927 to 3934, and D/Debits from EFT4904 to EFT4947 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$309,928.25 be passed for payment.



# Attachment 9.1.1

# Shire of Westonia



## Accounts for Payment

for period ending  
30<sup>th</sup> April 2021

**List of Accounts Due & Submitted to Council April 2020/2021**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>	<b>Bank</b>	<b>Type</b>
B/S	01/04/2021	Bankwest Corporate Mastercard	Maintenance 17 Pyrites Street JV Units - Replacement VAST Decoders	-3712.43	1	CSH
3927	01/04/2021	Synergy	Power Usage Charges	-539.83	1	CSH
B/S	01/04/2021	FEE - BANK FEES	BANK FEES	-236.88	1	FEE
B/S	01/04/2021	WESTNET - INTERNET PROVIDER FEE	INTERNET PROVIDER FEE	-66.00	1	FEE
EFT4904	01/04/2021	WALGA	Additional Modules - Council Connect Website	-1320.00	1	CSH
EFT4905	01/04/2021	AVN Northam Pty Ltd trading as Merredin Toyota	10,000km Service OWT	-396.10	1	CSH
EFT4906	01/04/2021	Ron Bateman & Co	Various Hoses & Hydraulic fittings - Cat grader	-65.13	1	CSH
EFT4907	01/04/2021	BOC Limited	BOC - Gases	-120.67	1	CSH
EFT4908	01/04/2021	Westonia Tavern	Student Immersion Program	-689.00	1	CSH
EFT4909	01/04/2021	AKC PTY LTD T/A Baileys Fertilisers	Oval Maintenance	-1529.00	1	CSH
EFT4910	01/04/2021	WCS Concrete Pty Ltd	Caravan Park Upgrades	-921.80	1	CSH
EFT4911	01/04/2021	Brownley's Plumbing & Gas	Caravan Park Upgrades	-7811.98	1	CSH
EFT4912	01/04/2021	EXTERIA Street + Park Outfitters	Table settings Elachbutting & Baladjie	-7332.60	1	CSH
EFT4913	01/04/2021	Scottish Pacific Business Finance Pty Ltd (Transair Holdings Pty Ltd)	Bush Fire Control Maintenance	-575.58	1	CSH
EFT4914	01/04/2021	Crown Perth a.f.t Burswood Property Trust	Social Club Event Accomodation	-3568.80	1	CSH
EFT4915	01/04/2021	Wessie Pty Ltd	Warralakin Road Project	-11572.00	1	CSH
EFT4916	01/04/2021	Westonia Shire Trust Account	Subs LGMA Corperate - Annual contribution	-100.00	1	CSH
EFT4917	01/04/2021	McWilliam Clan Pty Ltd t/a D & T McWilliam	R2R04 - Walgoolan South Rd Project - Water Cart Hire 61.5Hrs x \$132/hr	-14058.00	1	CSH
EFT4918	01/04/2021	The Phoenix	Advertising - road train operator	-136.50	1	CSH
EFT4919	01/04/2021	Quest Innaloo	Training Expences - L Townrow	-959.16	1	CSH
DD3059.1	11/04/2021	Aware Super - Accumulation	Payroll deductions	-7305.63	1	CSH
DD3059.2	11/04/2021	BT Panorama Super	Payroll deductions	-857.47	1	CSH
DD3059.3	11/04/2021	MLC Masterkey	Superannuation contributions	-212.72	1	CSH
DD3059.4	11/04/2021	Sunsuper	Superannuation contributions	-128.25	1	CSH
PAYROLL	12/04/2021	PAYROLL	Payroll Liability FE 11/4/2021	-34210.17	1	CSH
EFT4920	12/04/2021	FleetNetwork Pty Ltd	Novated Lease Package - J Criddle	-988.49	1	CSH
3929	13/04/2021	HI-LO CONSTRUCTION	Various Repairs & Maintenance Shire Housing/Buildings	-4716.20	1	CSH
3930	21/04/2021	Water Corporation	Water use & Service charges	-27103.34	1	CSH
3931	21/04/2021	TELSTRA CORPORATION LIMITED	Telephone Usage & Service Charges	-832.93	1	CSH
3932	21/04/2021	Synergy	Street Light Account	-579.36	1	CSH

3933	21/04/2021	Deputy Commissioner of Taxation	FBT Payment	-1671.17	1	CSH
3934	21/04/2021	Westernpower	Relocation of Power Pole - Caravan Park	-21588.00	1	CSH
EFT4921	21/04/2021	JASMINE L GEIER	Telephone Reimbursements	-500.00	1	CSH
EFT4922	21/04/2021	Avon Waste	Domeestic Refuse Collection	-1716.66	1	CSH
EFT4923	21/04/2021	Winc Australia Pty Ltd	Various consumable stationary items	-356.65	1	CSH
EFT4924	21/04/2021	Toll Transport Pty Ltd	Postage & Freight Charges	-1008.96	1	CSH
EFT4925	21/04/2021	Ron Bateman & Co	Part & Repairs	-10.18	1	CSH
EFT4926	21/04/2021	Westonia Community Resources Centre	Public Relations & Promotions	-550.00	1	CSH
EFT4927	21/04/2021	IT Vision	Third and final instalment - Altus Procurement Implementation & Training	-1988.25	1	CSH
EFT4928	21/04/2021	Merredin Refrigeration & Air Conditioning	Various A/C & refridgeration repairs	-1128.69	1	CSH
EFT4929	21/04/2021	Liberty Oil rural Pty Ltd	Bulk Delivery Fuel	-12221.08	1	CSH
EFT4930	21/04/2021	Department Of Planning, Lands & Heritage	Caravan Park Lease	-45.58	1	CSH
EFT4931	21/04/2021	J.R. & A. Hersey Pty Ltd	Timber stakes - Caravan Park	-950.40	1	CSH
EFT4932	21/04/2021	Twinkarri Pty Ltd	Tree Pruning & Slashing	-23925.00	1	CSH
EFT4933	21/04/2021	Great Southern Fuel Supplies	Fuel Card Purchases	-580.33	1	CSH
EFT4934	21/04/2021	Westonia Community Cooperative Limited	Various sundry charges	-1928.40	1	CSH
EFT4935	21/04/2021	Marketforce	Advertising	-463.01	1	CSH
EFT4936	21/04/2021	Mech Tech Diesel Services Pty Ltd	Services & Repairs - various Plant	-11150.53	1	CSH
EFT4937	21/04/2021	SWP Australia Pty Ltd	Streets, Roads, Bridges & Depot Maintenance	-5125.34	1	CSH
EFT4938	21/04/2021	Ramsay Construction Pty Ltd	Health & Building service March 2021	-1210.00	1	CSH
EFT4939	21/04/2021	Ancor Electrical	Caravan Park Upgrade	-12068.28	1	CSH
EFT4940	21/04/2021	CORSIGN WA PTY LTD	Caravan Park Upgrades	-422.40	1	CSH
EFT4941	21/04/2021	Repco	Parts & Repairs	-132.00	1	CSH
EFT4942	21/04/2021	Cockies Ag	Parts & Repairs - UHF	-254.45	1	CSH
EFT4943	21/04/2021	Fusion Concrete & Coatings	Caravan Park Upgrades	-19057.50	1	CSH
EFT4944	21/04/2021	MACA Infrastructure	Progress Claim	-24233.00	1	CSH
EFT4945	21/04/2021	McKay Plumbing and Gas P/L	Streets, Roads, Bridges & Depot Maintenance - Warralakin rd project	-3133.90	1	CSH
EFT4946	22/04/2021	Westonia Community Resources Centre	Sponsorship - Wessy on the Green	-7000.00	1	CSH
B/S	23/04/2021	2VNET - MONTHLY MAINTENANCE FEE	MONTHLY MAINTENANCE FEE	-578.95	1	FEE
DD3070.1	25/04/2021	Aware Super - Accumulation	Payroll deductions	-5496.04	1	CSH
DD3070.2	25/04/2021	BT Panorama Super	Payroll deductions	-861.56	1	CSH
DD3070.3	25/04/2021	MLC Masterkey	Superannuation contributions	-212.63	1	CSH
DD3070.4	25/04/2021	Sunsuper	Superannuation contributions	-32.89	1	CSH

PAYROLL	26/04/2021	PAYROLL	Payroll Liability FE 25/4/2021		1	CSH
EFT4947	27/04/2021	FleetNetwork Pty Ltd	Novated Lease - J Criddle	-988.49	1	CSH
B/S	30/04/2021	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-10997.91	1	FEE
BPAY	30/04/2021	Deputy Commissioner of Tax	BAS Payment - April 2021	-3694.00	1	CSH



**-309928.25**

The above list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from 3927 to 3934, and D/Debits from EFT4904 to EFT4947 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$309928.25 submitted to each member of the Council on Thursday 20 May 2021, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



**CHIEF EXECUTIVE OFFICER**

## 9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – APRIL 2021

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.3.3 Monthly Financial Statements		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.2</b> Monthly Statement of Financial Activity		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	
			

### **Purpose of the Report**

- Executive Decision  Legislative Requirement

### **Background**

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

### **Comment**

The Monthly Statement of Financial Activity for the period ending April 2021 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

### **Statutory Environment**

General Financial Management of Council  
Council 2020/2021 Budget  
Local Government (Financial Management) Regulation 34 1996  
Local Government Act 1995 section 6.4

### **Policy Implications**

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

### **Strategic Implications**

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

### **Financial Implications**

There is no direct financial implication in relation to this matter.

### **Voting Requirements**

- Simple Majority  Absolute Majority

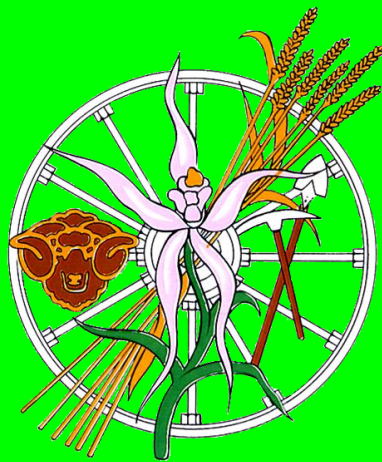
**OFFICER RECOMMENDATIONS**

---

**That Council adopt the Monthly Financial Report for the period ending April 2021 and note any material variances greater than \$10,000 or 15%.**

# Attachment 9.1.2

# Shire of Westonia



## Monthly Statement of Financial Activity

for period ending  
30<sup>th</sup> April 2021

**SHIRE OF WESTONIA**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 April 2021**

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

**TABLE OF CONTENTS**

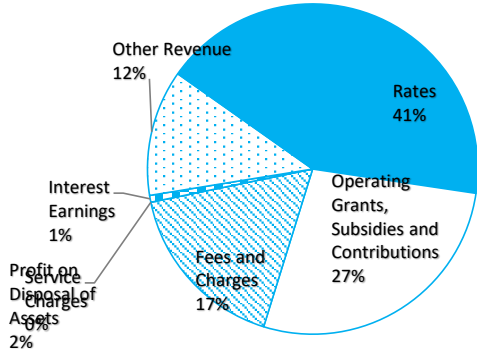
Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity By Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 1      Significant Accounting Policies	7 - 10
Note 2      Explanation of Material Variances	11
Note 3      Net Current Funding Position	12
Note 4      Cash and Investments	13
Note 5      Budget Amendments	14
Note 6      Receivables	15
Note 7      Cash Backed Reserves	16
Note 8      Capital Disposals	17
Note 9      Rating Information	18
Note 10     Information on Borrowings	19
Note 11     Grants and Contributions	20
Note 12     Trust	21
Note 13     Details of Capital Acquisitions	22 - 26



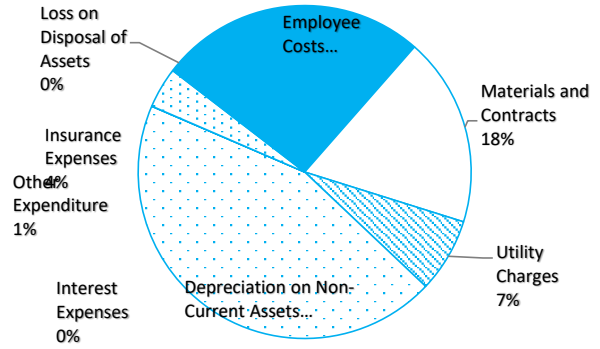


**Shire of Westonia  
Information Summary  
For the Period Ended 30 April 2021**

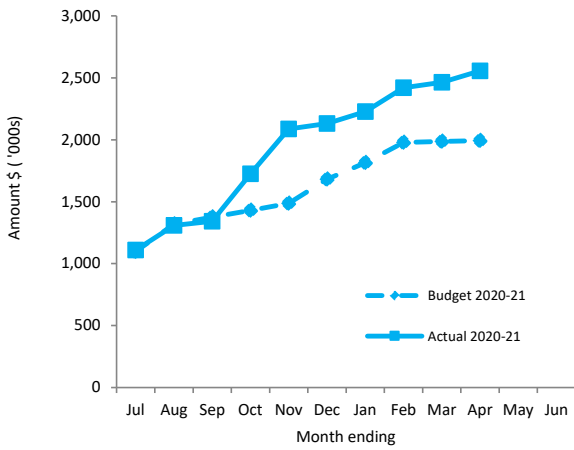
### Operating Revenue



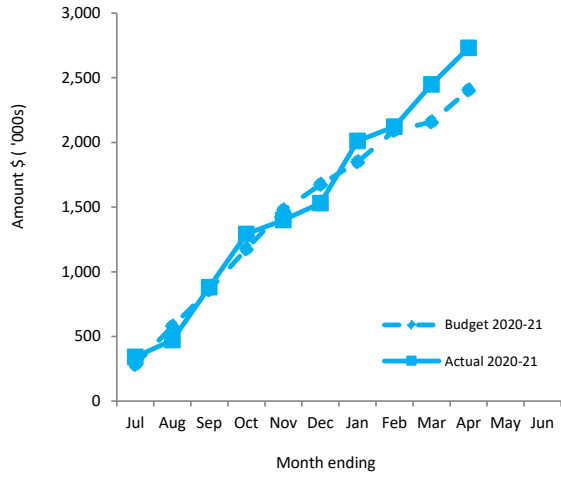
### Operating Expenditure



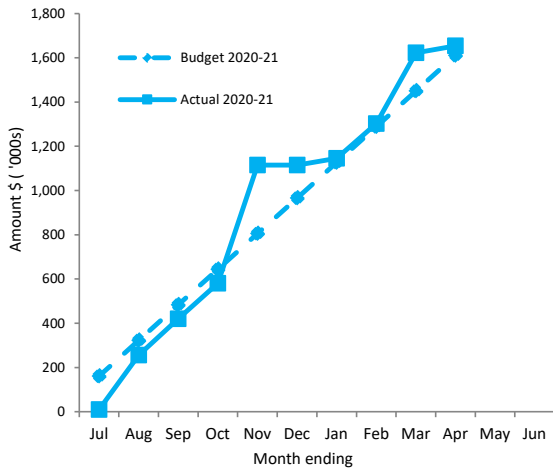
**Budget Operating Revenues -v- Actual (Refer Note 2)**



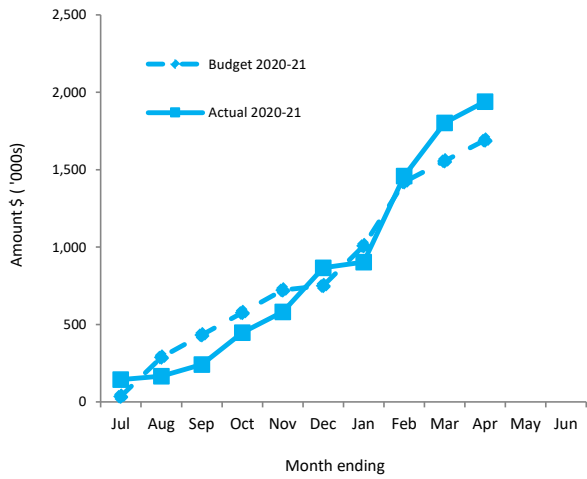
**Budget Operating Expenses -v- YTD Actual (Refer Note 2)**



**Budget Capital Revenue -v- Actual (Refer Note 2)**



**Budget Capital Expenses -v- Actual (Refer Note 2)**



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

**SHIRE OF WESTONIA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 April 2021**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	1,354,464	1,354,464	<b>1,417,557</b>	63,093	5%	
<b>Revenue from operating activities</b>							
Governance		1,150	0	<b>27</b>	27		
General Purpose Funding - Rates	9	1,043,000	1,043,000	<b>1,047,448</b>	4,447	0%	
General Purpose Funding - Other		657,167	490,824	<b>484,939</b>	(5,885)	(1%)	
Law, Order and Public Safety		42,400	26,170	<b>36,974</b>	10,804	41%	▲
Health		2,000	1,670	<b>1,897</b>	227	14%	
Education and Welfare		8,750	6,876	<b>10,832</b>	3,956	58%	
Housing		164,000	124,095	<b>157,060</b>	32,965	27%	▲
Community Amenities		10,300	10,130	<b>12,898</b>	2,768	27%	
Recreation and Culture		145,800	52,670	<b>72,888</b>	20,218	38%	▲
Transport		126,325	126,325	<b>146,746</b>	20,421	16%	▲
Economic Services		68,982	43,055	<b>81,196</b>	38,141	89%	▲
Other Property and Services		99,000	65,170	<b>503,989</b>	438,819	673%	▲
		<b>2,368,874</b>	<b>1,989,985</b>	<b>2,556,896</b>			
<b>Expenditure from operating activities</b>							
Governance		(350,813)	(185,087)	<b>(246,500)</b>	(61,413)	(33%)	▼
General Purpose Funding		(38,500)	(24,560)	<b>(25,471)</b>	(911)	(4%)	
Law, Order and Public Safety		(86,130)	(52,955)	<b>(61,267)</b>	(8,312)	(16%)	▼
Health		(33,800)	(17,010)	<b>(21,615)</b>	(4,605)	(27%)	
Education and Welfare		(38,300)	(24,378)	<b>(34,176)</b>	(9,798)	(40%)	▼
Housing		(166,996)	(75,272)	<b>(104,491)</b>	(29,219)	(39%)	▼
Community Amenities		(134,266)	(59,920)	<b>(73,364)</b>	(13,444)	(22%)	▼
Recreation and Culture		(811,898)	(563,401)	<b>(627,796)</b>	(64,395)	(11%)	▼
Transport		(1,456,935)	(1,248,332)	<b>(1,095,105)</b>	153,227	12%	▲
Economic Services		(354,532)	(266,242)	<b>(334,949)</b>	(68,707)	(26%)	▼
Other Property and Services		(16,000)	112,982	<b>(107,723)</b>	(220,705)	195%	
		<b>(3,488,170)</b>	<b>(2,404,175)</b>	<b>(2,732,457)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,509,340	1,248,387	<b>1,213,552</b>	(34,835)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	6,000	0	<b>40,908</b>	40,908		▲
Adjust Provisions and Accruals		0	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>1,750,508</b>	<b>2,188,661</b>	<b>2,496,456</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	972,647	691,930	<b>954,056</b>	262,126	38%	▲
Proceeds from Disposal of Assets	8	240,000	0	<b>169,000</b>	169,000		▲
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(40,358)	(33,630)	<b>(34,095)</b>	(465)	(1%)	
Infrastructure Assets - Roads	13	(1,698,500)	(1,115,000)	<b>(1,133,408)</b>	(18,408)	(2%)	
Infrastructure Assets - Public Facilities	13	0	0	<b>0</b>	0		
Infrastructure Assets - Footpaths	13	(40,000)	0	<b>0</b>	0		
Infrastructure Assets - Drainage	13	0	0	<b>0</b>	0		
Heritage Assets	13	0	0	<b>0</b>	0		
Plant and Equipment	13	(506,000)	(452,000)	<b>(381,817)</b>	70,183	16%	▲
Furniture and Equipment	13	(518,732)	(90,840)	<b>(391,502)</b>	(300,662)	(331%)	▼
<b>Amount attributable to investing activities</b>		<b>(1,590,943)</b>	<b>(999,540)</b>	<b>(817,767)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	(208,000)	292,000	<b>0</b>	(292,000)	(100%)	▼
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(10,358)	(10,358)	<b>(10,358)</b>	0	0%	
Transfer to Reserves	7	(521,500)	(521,500)	<b>(13,228)</b>	508,272	97%	▲
<b>Amount attributable to financing activities</b>		<b>(739,858)</b>	<b>(239,858)</b>	<b>(23,585)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>(580,293)</b>	<b>949,263</b>	<b>1,655,104</b>			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF WESTONIA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 April 2021**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	1,354,464	1,354,464	<b>1,417,557</b>	63,093	5%	
<b>Revenue from operating activities</b>							
Rates	9	1,047,650	1,047,650	<b>1,047,448</b>	(202)	(0%)	
Operating Grants, Subsidies and Contributions	11	960,842	673,909	<b>701,600</b>	27,691	4%	
Fees and Charges		275,150	222,940	<b>434,235</b>	211,295	95%	▲
Service Charges		0	0	<b>0</b>	0		
Interest Earnings		18,750	18,750	<b>17,067</b>	(1,683)	(9%)	
Other Revenue		66,482	30,096	<b>315,640</b>	285,544	949%	▲
Profit on Disposal of Assets	8	0	0	<b>40,908</b>			
		<b>2,368,874</b>	<b>1,993,345</b>	<b>2,556,898</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(906,478)	(601,311)	<b>(685,193)</b>	(83,882)	(14%)	▼
Materials and Contracts		(768,811)	(340,282)	<b>(502,004)</b>	(161,722)	(48%)	▼
Utility Charges		(143,450)	(93,990)	<b>(197,176)</b>	(103,186)	(110%)	▼
Depreciation on Non-Current Assets		(1,509,340)	(1,248,387)	<b>(1,213,552)</b>	34,835	3%	
Interest Expenses		(482)	(482)	<b>(482)</b>	0	0%	
Insurance Expenses		(110,986)	(96,646)	<b>(108,015)</b>	(11,369)	(12%)	▼
Other Expenditure		(42,623)	(23,077)	<b>(26,034)</b>	(2,957)	(13%)	
Loss on Disposal of Assets	8	(6,000)	0	<b>0</b>			
		<b>(3,488,170)</b>	<b>(2,404,175)</b>	<b>(2,732,457)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,509,340	1,248,387	<b>1,213,552</b>	(34,835)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	6,000	0	<b>40,908</b>	40,908		▲
Adjust Provisions and Accruals			0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>1,750,508</b>	<b>2,192,021</b>	<b>2,496,457</b>			
<b>Investing activities</b>							
Non-operating Grants, Subsidies and Contributions	11	972,647	691,930	<b>954,056</b>	262,126	38%	▲
Proceeds from Disposal of Assets	8	240,000		<b>169,000</b>	169,000		▲
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(40,358)	(33,630)	<b>(34,095)</b>	(465)	(1%)	
Infrastructure Assets - Roads	13	(1,698,500)	(1,115,000)	<b>(1,133,408)</b>	(18,408)	(2%)	
Infrastructure Assets - Public Facilities	13	0	0	<b>0</b>	0		
Infrastructure Assets - Footpaths	13	(40,000)	0	<b>0</b>	0		
Infrastructure Assets - Drainage	13	0	0	<b>0</b>	0		
Heritage Assets	13	0	0	<b>0</b>	0		
Plant and Equipment	13	(506,000)	(452,000)	<b>(381,817)</b>	70,183	16%	▲
Furniture and Equipment	13	(518,732)	(90,840)	<b>(391,502)</b>	(300,662)	(331%)	▼
<b>Amount attributable to investing activities</b>		<b>(1,590,943)</b>	<b>(999,540)</b>	<b>(817,767)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	(208,000)	292,000	<b>0</b>	(292,000)	(100%)	▼
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(10,358)	(10,358)	<b>(10,358)</b>	0	0%	
Transfer to Reserves	7	(521,500)	(521,500)	<b>(13,228)</b>	508,272	97%	▲
<b>Amount attributable to financing activities</b>		<b>(739,858)</b>	<b>(239,858)</b>	<b>(23,585)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	<b>(580,293)</b>	952,623	<b>1,655,105</b>	<b>702,482</b>	74%	▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.  
Refer to Note 2 for an explanation of the reasons for the variance.

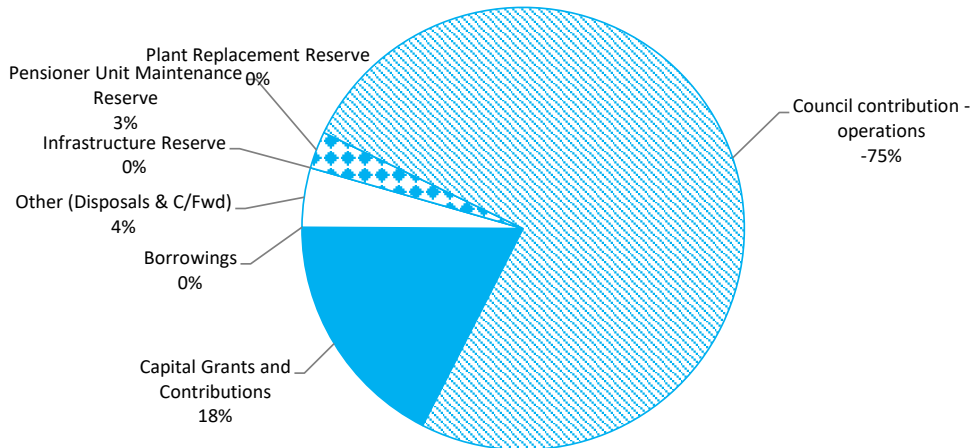
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF WESTONIA**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 April 2021

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	34,095	0	(33,630)	(40,358)	(34,095)	(465)
Infrastructure Assets - Roads	13	1,133,408	0	(1,115,000)	(1,698,500)	(1,133,408)	(18,408)
Infrastructure Assets - Footpaths	13	0	0	0	(40,000)	0	0
Plant and Equipment	13	0	381,817	(452,000)	(506,000)	(381,817)	70,183
Furniture and Equipment	13	391,502	0	(90,840)	(518,732)	(391,502)	(300,662)
<b>Capital Expenditure Totals</b>		<b>1,559,005</b>	<b>381,817</b>	<b>(1,691,470)</b>	<b>(2,803,590)</b>	<b>(1,940,822)</b>	<b>(249,352)</b>
<b>Capital acquisitions funded by:</b>							
Capital Grants and Contributions				<b>810,539</b>	<b>972,647</b>	<b>953,165</b>	
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>	
Other (Disposals & C/Fwd)				<b>0</b>	<b>240,000</b>	<b>169,000</b>	
Council contribution - Cash Backed Reserves							
Infrastructure Reserve				0	0	0	
Pensioner Unit Maintenance Reserve				0	150,000	0	
Plant Replacement Reserve				0	0	0	
Council contribution - operations				<b>(2,502,009)</b>	<b>(4,166,237)</b>	<b>(3,062,988)</b>	
<b>Capital Funding Total</b>				<b>(1,691,470)</b>	<b>(2,803,590)</b>	<b>(1,940,822)</b>	

**Budgeted Capital Acquisitions Funding**



**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 1: Significant Accounting Policies**

**(a) Basis of Accounting**

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

**Critical Accounting Estimates**

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

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

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

**(e) Goods and Services Tax**

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.

**(f) Cash and Cash Equivalents**

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

**(g) Trade and Other Receivables**

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**(h) Inventories**

**General**

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.

**Land Held for Resale**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

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

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 1: Significant Accounting Policies**

**(j) Depreciation of Non-Current Assets**

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

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

<b>Asset</b>	<b>Years</b>
Buildings	0 to 20 years
Furniture and Equipment	0 to 10 years
Plant and Equipment	0 to 10 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
construction/road base	50 years
Gravel Roads	
formation	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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.

**(l) Employee Benefits**

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

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

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

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

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

**(m) Interest-bearing Loans and Borrowings**

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

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

**Borrowing Costs**

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

**(n) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 1: Significant Accounting Policies**

**(o) Current and Non-Current Classification**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**Non-Operating Grants, Subsidies and Contributions**

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

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

**Other expenditure**

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



**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 1: Significant Accounting Policies**

**(r) Program Classifications (Function/Activity)**

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

**GOVERNANCE**

**Objective:**

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

**Activities:**

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

**GENERAL PURPOSE FUNDING**

**Objective:**

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

**Objective:**

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

**Activities:**

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

**HEALTH**

**Objective:**

To provide an operational framework for environmental and community health.

**Activities:**

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

**EDUCATION AND WELFARE**

**Objective:**

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

**Activities:**

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

**HOUSING**

**Objective:**

To provide and maintain elderly residents housing.

**Activities:**

Provision and maintenance of elderly residents housing.

**COMMUNITY AMENITIES**

**Objective:**

To provide services required by the community.

**Activities:**

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

**RECREATION AND CULTURE**

**Objective:**

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

**Activities:**

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

**TRANSPORT**

**Objective:**

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

**Activities:**

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

**ECONOMIC SERVICES**

**Objective:**

To help promote the shire and its economic wellbeing.

**Activities:**

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

**OTHER PROPERTY AND SERVICES**

**Objective:**

To monitor and control Shire overheads operating accounts.

**Activities:**

Private works operation, plant repair and operation costs and engineering operation costs.

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 2: 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 budget materially.

The material variance adopted by Council for the 2020/21 year is \$10,000 or 15% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
<b>Governance</b>	27			Timing	
<b>General Purpose Funding - Rates</b>	4,447	0%		Permanent	03109 Instalment Interest Received
<b>General Purpose Funding - Other</b>	(5,885)	(1%)		Timing	
<b>Law, Order and Public Safety</b>	10,804	41%	▲	Timing	05203 Dog Registration Fees
<b>Health</b>	227	14%		Timing	
<b>Education and Welfare</b>	3,956	58%		Timing	
<b>Housing</b>	32,965	27%	▲	Timing	09221, 09231 & 09125 Housing Rent Income
<b>Community Amenities</b>	2,768	27%		Permanent	10708 Cemetery Fees
<b>Recreation and Culture</b>	20,218	38%	▲	Timing	
<b>Transport</b>	20,421	16%	▲	Timing	12398 Profit on Sale of Asset
<b>Economic Services</b>	38,141	89%	▲	Permanent	13609 Standpipe Water Income & Bus Hire Income
<b>Other Property and Services</b>	438,819	673%	▲	Permanent	14100 Private Works Income
<b>Operating Expense</b>					
<b>Governance</b>	(61,413)	(33%)	▼	Timing	
<b>General Purpose Funding</b>	(911)	(4%)		Timing	
<b>Law, Order and Public Safety</b>	(8,312)	(16%)	▼	Timing	05101 Bush Fire Control Maintenance Plant & Equipment
<b>Health</b>	(4,605)	(27%)		Timing	
<b>Education and Welfare</b>	(9,798)	(40%)	▼	Timing	
<b>Housing</b>	(29,219)	(39%)	▼	Timing	09100 Staff Housing - ABC Costs
<b>Community Amenities</b>	(13,444)	(22%)	▼	Timing	
<b>Recreation and Culture</b>	(64,395)	(11%)	▼	Timing	
<b>Transport</b>	153,227	12%	▲	Timing	
<b>Economic Services</b>	(68,707)	(26%)	▼	Timing	13611 Water Supply Standpipes
<b>Other Property and Services</b>	(220,705)	195%		Timing	14100 Private Works
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	262,126	38%	▲	Timing	
Proceeds from Disposal of Assets	169,000		▲	Timing	
<b>Capital Expenses</b>					
Land and Buildings	(465)	(1%)		Timing	14704 Land Development
Infrastructure - Roads	(18,408)	(2%)		Timing	
Infrastructure - Public Facilities	0				
Infrastructure - Footpaths	0				
Infrastructure - Drainage	0				
Heritage Assets	0				
Plant and Equipment	70,183	16%	▲	Timing	
Furniture and Equipment	(300,662)	(331%)	▼	Timing	
<b>Financing</b>					
Loan Principal	0	0%		Timing	

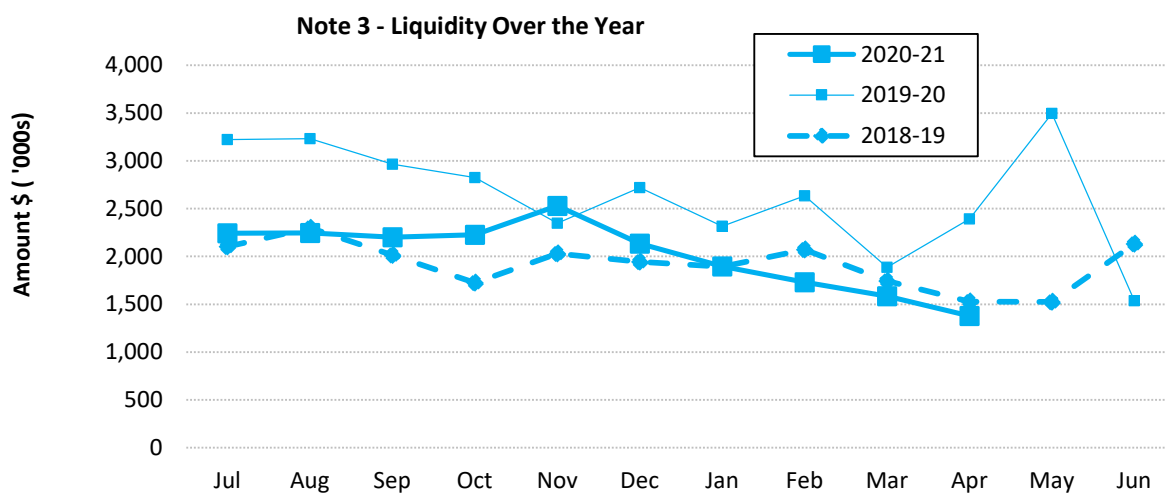
**General Comments**

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 June 2020 \$	This Time Last Year 30 Apr 2020 \$	Current 30 Apr 2021 \$
<b>Current Assets</b>				
Cash Unrestricted	4	1,383,898	2,049,751	1,361,758
Cash Restricted - Conditions over Grants	11	0	0	0
Cash Restricted	4	2,795,172	892,765	2,808,400
Receivables - Rates	6	11,466	13,622	22,221
Receivables - Other	6	125,243	292,018	104,355
Interest / ATO Receivable/Trust		(2,453)	(250)	(654)
Inventories		7,884	7,944	7,864
		4,321,210	3,255,850	4,303,944
<b>Less: Current Liabilities</b>				
Payables		(7,923)	(7,923)	(16,854)
Provisions		(100,558)	(94,293)	(100,558)
		(108,481)	(102,216)	(117,412)
Less: Cash Reserves	7	(2,795,172)	(892,765)	(2,808,400)
<b>Net Current Funding Position</b>		<b>1,417,557</b>	<b>2,260,869</b>	<b>1,378,132</b>



**Comments - Net Current Funding Position**

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) <b>Cash Deposits</b>							
Municipal Bank Account	1,361,258			1,361,258	BankWest	0.10%	At Call
Trust Bank Account			57,320	57,320	BankWest	0.10%	At Call
Cash On Hand				0	N/A	Nil	On Hand
(b) <b>Term Deposits</b>							
Municipal Gold		2,808,400		2,808,400	BankWest	3.00%	
<b>Total</b>	<b>1,361,258</b>	<b>2,808,400</b>	<b>57,320</b>	<b>4,226,979</b>			

**Corporate MasterCard**

Transaction Summary		Total Amount	Institution	Interest Rate	Reporting Period End Date
		\$			
<b>Card # **** *270</b>					
Criddle, Jameon C	Microsoft 365 Business x7 Units	133.21	Bankwest	17.99%	30-Apr-21
	Spotify Subscription for Westonia Swimming Pool	18.99			
	130GB Office	156.50			
	95 GB CEO Residence	156.50			
	95GB Works Resodence	156.50			
	J.Burrows Exhibition Pouches 10 Pack	77.39			
	Social Club - Perth Maxi Cabs	120.00			
	Social Club - Nobu	200.00			
	Secure Parking 0-WT	6.15			
	Diesel Fuel Purchase	212.01			
	Staff Uniforms	53.98			
	Staff Uniforms	158.94			
	Bunnings - Hirise Krome	174.00			
	2v.Net 365 Business Basic	83.38			
	Survey Monkey - Monthly Plan	99.00			
	Meals & Accommodation Parade	351.00			
	Half Price Blinds JV Unit 3	1072.97			
<b>Card # **** *693</b>					
Price, Arthur W	14508 - Stationary - 6 x sheets red	\$9.00	Bankwest	17.99%	30-Apr-21
	Annual Fee	\$39.00			
	Purchase Interest	\$3.48			
		<b>3,282.00</b>			



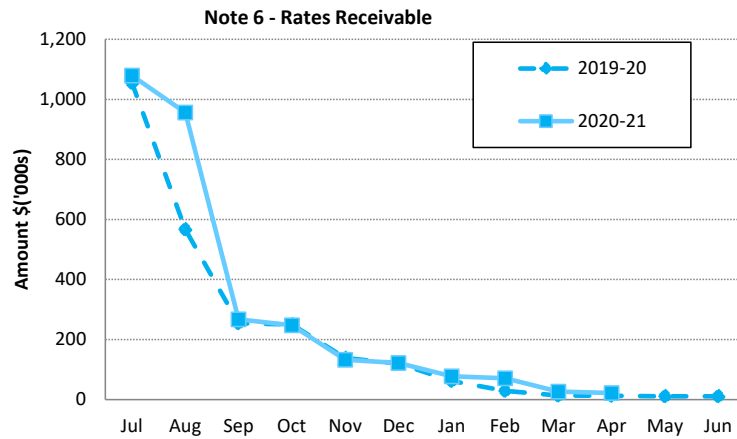
**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 6: Receivables**

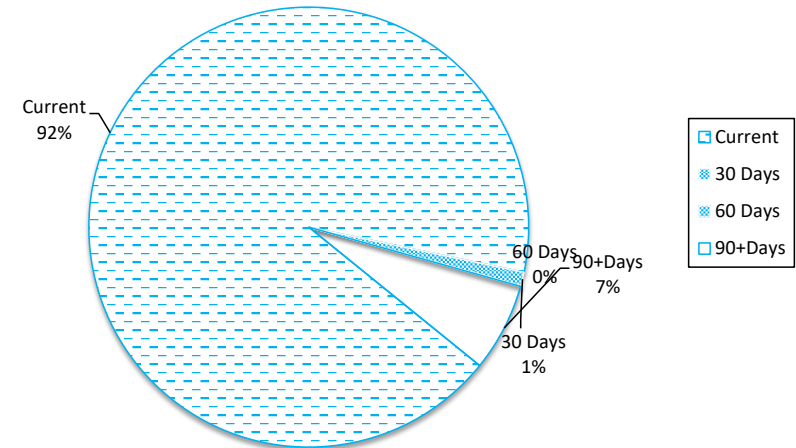
Receivables - Rates Receivable	30 Apr 2021	30 June 2020
	\$	\$
Opening Arrears Previous Years	11,466	13,046
Levied this year	1,067,757	1,042,818
Less Collections to date	(1,057,002)	(1,044,399)
Equals Current Outstanding	<b>22,221</b>	<b>11,465</b>
<b>Net Rates Collectable</b>	<b>22,221</b>	<b>11,465</b>
% Collected	97.94%	98.91%

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	96,483	1,049	44	6,779
<b>Balance per Trial Balance</b>				
Sundry Debtors				104,355
Receivables - Other				
<b>Total Receivables General Outstanding</b>				<b>104,355</b>

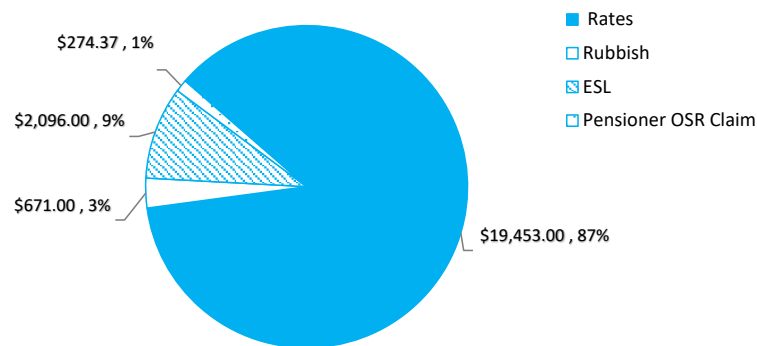
Amounts shown above include GST (where applicable)



**Note 6 - Accounts Receivable (non-rates)**



**Note 6 - Net Rates Collectable**

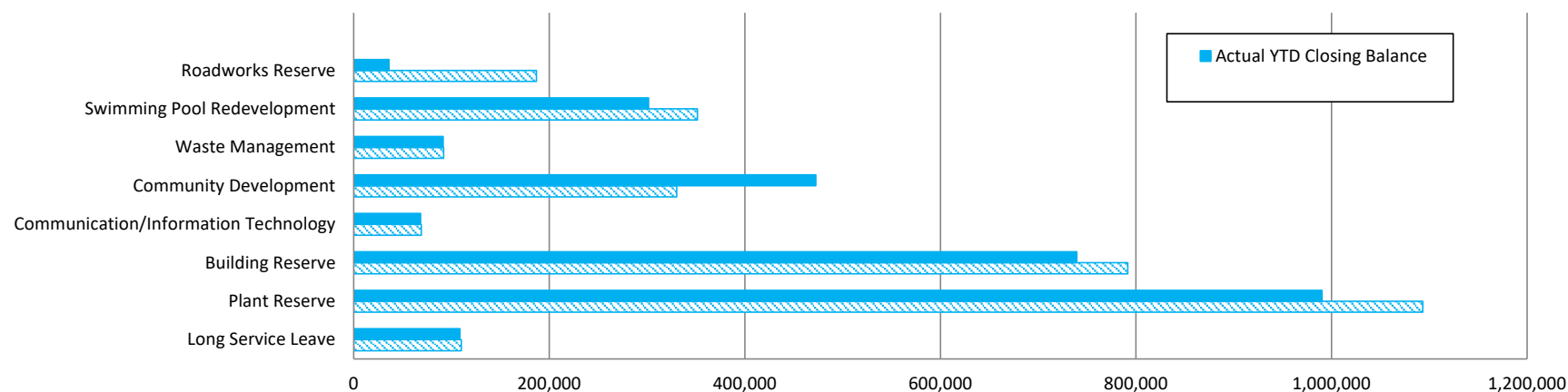


**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave	108,018	2,000	520	0	0	0	0	110,018	108,538
Plant Reserve	985,733	7,500	4,509	250,000	0	(150,000)	0	1,093,233	990,242
Building Reserve	736,006	5,500	3,546	50,000	0	0	0	791,506	739,552
Communication/Information Technology	68,147	1,000	328	0	0	0	0	69,147	68,475
Community Development	470,299	2,000	2,266	0	0	(142,000)	0	330,299	472,565
Waste Management	90,970	1,000	438	0	0	0	0	91,970	91,408
Swimming Pool Redevelopment	300,000	1,500	1,446	50,000	0	0	0	351,500	301,446
Roadworks Reserve	36,000	1,000	173	150,000	0	0	0	187,000	36,173
	<b>2,795,172</b>	<b>21,500</b>	<b>13,228</b>	<b>500,000</b>	<b>0</b>	<b>(292,000)</b>	<b>0</b>	<b>3,024,672</b>	<b>2,808,400</b>

**Note 7 - Year To Date Reserve Balance to End of Year Estimate**



**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Transport</b>								
A509	Work Supervisors Vehicle	50,333	56,000	5,667		54,000	52,000		(2,000)
	Work Supervisors Vehicle					54,000	52,000		(2,000)
A462	GTE Semi Side Tipper (WT0246)	15,246	30,000	14,754					
	<b>Other Property &amp; Services</b>								
A508	Toyota Landcruiser GXL	62,513	83,000	20,487		69,000	68,000		(1,000)
	Toyota Landcruiser GXL					69,000	68,000		(1,000)
		<b>128,092</b>	<b>169,000</b>	<b>40,908</b>	<b>0</b>	<b>246,000</b>	<b>240,000</b>	<b>0</b>	<b>(6,000)</b>



**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 9: Rating Information**

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	7.207300	49	619,955	44,682	0	0	44,683	44,682	0	0	44,683
GRV - Mining	20.495300	2	1,305,800	267,628	0	0	267,628	267,628	0	0	267,628
UV	1.592200	123	44,798,998	713,290	679	0	713,969	713,290	679	0	713,969
UV- Mining	1.592200	7	176,245	2,806	0	0	2,806	2,806	0	0	2,806
<b>Sub-Totals</b>		<b>181</b>	<b>46,900,998</b>	<b>1,028,405</b>	<b>679</b>	<b>0</b>	<b>1,029,085</b>	<b>1,028,405</b>	<b>679</b>	<b>0</b>	<b>1,029,085</b>
<b>Minimum Payment</b>	<b>Minimum</b>										
	<b>\$</b>										
GRV	355.00	16	23,722	5,680	0	0	5,680	5,680	0	0	5,680
UV	355.00	17	130,102	6,035	0	0	6,035	6,035	0	0	6,035
UV - Mining	200.00	11	38,485	2,200	0	0	2,200	2,200	0	0	2,200
<b>Sub-Totals</b>		<b>44</b>	<b>192,309</b>	<b>13,915</b>	<b>0</b>	<b>0</b>	<b>13,915</b>	<b>13,915</b>	<b>0</b>	<b>0</b>	<b>13,915</b>
		<b>225</b>	<b>47,093,307</b>	<b>1,042,320</b>	<b>679</b>	<b>0</b>	<b>1,043,000</b>	<b>1,042,320</b>	<b>679</b>	<b>0</b>	<b>1,043,000</b>
Concession							0				0
<b>Amount from General Rates</b>							<b>1,043,000</b>				<b>1,043,000</b>
Ex-Gratia Rates							4,650				4,650
Specified Area Rates											
<b>Totals</b>							<b>1,047,650</b>				<b>1,047,650</b>

**Comments - Rating Information**

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 10: Information on Borrowings**

(a) Debenture Repayments

Particulars	01 Jul 2020	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
			\$	\$	\$	\$	\$	\$
<b>Loan 6 - School Bus *</b>	10,358		10,358	10,358	10,358	0	482	482
	10,358	0	10,358	10,358	10,358	0	482	482

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening	Amended Budget		YTD	Annual	Post	Expected	YTD Actual		Unspent
			Balance	Operating	Capital	Budget	Budget	Variations		Revenue	(Expended)	Grant
			(a)				(d)	(e)	(d)+(e)	(c)	(a)+(b)+(c)	
				\$	\$	\$				\$	\$	\$
<b>General Purpose Funding</b>												
Grants Commission - General	WALGGC	Operating - Tied	0	397,804	0	331,503	397,804		397,804	293,910	(293,910)	0
Grants Commission - Roads	WALGGC	Operating - Tied	0	235,213	0	196,011	235,213		235,213	174,135	(174,135)	0
<b>Law, Order and Public Safety</b>												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating - Tied	0	24,000	0	20,000	24,000		24,000	25,731	(25,731)	0
Ramelius MOU Emergency Services	Ramelius Resources	Operating - Tied	0	13,500	0	11,250	13,500		13,500	10,227	(10,227)	0
<b>Education &amp; Welfare</b>												
Grants - School	Regional Development & Lands	Non-operating	0	0	0	0	0		0	158,369	(158,369)	0
<b>Recreation and Culture</b>												
Grant Funding	Ramelius Resources	Operating - Tied	0	92,000	0	76,667	92,000		92,000	0	0	0
Ramelius Common Management - Income	LotteryWest	Operating - Tied	0	10,000	0	8,333	10,000		10,000	10,000	(10,000)	0
<b>Transport</b>												
MRWA Direct	Main Roads WA	Operating - Tied	0	126,325	0	105,271	126,325		126,325	126,325	(126,325)	0
MRWA Specific	Main Roads WA	Non-operating	0	0	340,000	283,333	340,000		340,000	405,600	(405,600)	0
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	324,415	270,346	324,415		324,415	225,000	(225,000)	0
Grant - MRWA Blackspot	Main Roads WA	Non-operating	0	0	40,000	33,333	40,000		40,000	0	0	0
<b>Economic Services</b>												
Evolution MOU 33%	Ramelius Resources	Operating - Tied	0	14,000	0	11,667	14,000		14,000	20,220	(20,220)	0
Evolution MOU WAP 67%	Ramelius Resources	Operating - Tied	0	28,000	0	23,333	28,000		28,000	41,052	(41,052)	0
Furniture & Equipment - Standpipes		Operating - Tied	0	0	0	0	0		0	0	0	0
Museum - CAPITAL		Non-operating	0	0	27,000	22,500	27,000		27,000	0	0	0
Caravan Park - Capital Income		Non-operating	0	0	241,232	201,027	241,232		241,232	164,196	(164,196)	0
Govt. Grant Funding	NRM	Operating - Tied	0	20,000	0	16,667	20,000		20,000	0	0	0
<b>TOTALS</b>			<b>0</b>	<b>960,842</b>	<b>972,647</b>	<b>1,611,241</b>	<b>1,933,489</b>	<b>0</b>	<b>1,933,489</b>	<b>1,654,766</b>	<b>(1,654,766)</b>	<b>0</b>
<b>SUMMARY</b>												
Operating	Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0	0	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	960,842	0	800,702	960,842	0	960,842	701,600	(701,600)	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	970,792	810,539	972,647	0	970,770	953,165	(953,165)	0
<b>TOTALS</b>			<b>0</b>	<b>960,842</b>	<b>970,792</b>	<b>1,611,241</b>	<b>1,933,489</b>	<b>0</b>	<b>1,931,612</b>	<b>1,654,766</b>	<b>(1,654,766)</b>	<b>0</b>

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**















**Note 12: Trust Fund**

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

Description	Opening Balance 01 Jul 2020	Amount Received	Amount Paid	Closing Balance 30 Apr 2021
	\$	\$	\$	\$
Police Licensing	-4,877	98,040	-99,571	<b>(6,407)</b>
BCITF Training Levy - Now CTF Levy	381	0	0	<b>381</b>
BRB Building Levy - Now BSL Levy	5	0	0	<b>5</b>
Nomination Deposits	0	0	0	<b>0</b>
Bonds	2,141	0	0	<b>2,141</b>
George Rd Water Extensions	0	0	0	<b>0</b>
St John's Westonia	2,048	0	0	<b>2,048</b>
Westonia Sports Council	123	0	0	<b>123</b>
Westonia Progress Association	3,137	0	0	<b>3,137</b>
Accommodation Units	2,901	0	0	<b>2,901</b>
WEIRA - Booderockin Water Scheme	647	0	0	<b>647</b>
Warralakin Hall	1,700	0	0	<b>1,700</b>
Social Club	6,565	950	-7,515	<b>0</b>
Walgoolan History Group	12,071	0	0	<b>12,071</b>
Community Project	1,001	0	0	<b>1,001</b>
Rural Youth	4,639	0	0	<b>4,639</b>
Westonia P & C	910	0	0	<b>910</b>
LGMA - Receipts	2,749	2,036	-113	<b>4,672</b>
Donations J Townrow	73	0	0	<b>73</b>
Rates Incentive Prize	3,654	0	-1,764	<b>1,890</b>
Rent Pre Payment	835	0	0	<b>835</b>
Westonia Historical Society	14,803	2,000	0	<b>16,803</b>
Cemetery Committee	6,405	2,000	0	<b>8,405</b>
	<b>61,910</b>	<b>105,026</b>	<b>(108,962)</b>	<b>57,974</b>

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Buildings</b>								
<b>Housing</b>								
 Land Development	14704	23,738	0	23,738	30,000	25,000	(1,262)	
	<b>Housing Total</b>	<b>23,738</b>	<b>0</b>	<b>23,738</b>	<b>30,000</b>	<b>25,000</b>	<b>(1,262)</b>	
<b>Economic Services</b>								
 Principal Loan #6	16115	10,358	0	10,358	10,358	8,630	1,728	
	<b>Economic Total</b>	<b>10,358</b>	<b>0</b>	<b>10,358</b>	<b>10,358</b>	<b>8,630</b>	<b>1,728</b>	
 <b>Buildings Total</b>		<b>34,095</b>	<b>0</b>	<b>34,095</b>	<b>40,358</b>	<b>33,630</b>	<b>465</b>	
<b>Furniture &amp; Office Equip.</b>								
<b>Recreation &amp; Culture</b>								
 Purchase Furniture & Equipment - Swimming Pools	11205	5,818	0	5,818	5,000	4,170	1,648	
 Purchase Furniture & Equipment - Other Housing	9232	13,330	0	13,330	12,000	10,000	3,330	
 Solar Panels 55 Wolfram & 42 Jasper	9128	0	0	0	9,000	0	0	
 Old Club Hotel Museum	13216	18,463	0	18,463	22,500	0	18,463	
 Caravan Park - Capital	13217	103,582	0	103,582	241,232	0	103,582	
 Solar Panels	8203	0	0	0	10,000	0	0	
 Standpipe Controllers	13606	125,712	0	125,712	127,000	0	125,712	
 Purchase Furniture & Equipment - Other Culture	11603	124,598	0	124,598	92,000	76,670	47,928	
	<b>Governance Total</b>	<b>391,502</b>	<b>0</b>	<b>391,502</b>	<b>518,732</b>	<b>90,840</b>	<b>300,662</b>	
 <b>Furniture &amp; Office Equip. Total</b>		<b>391,502</b>	<b>0</b>	<b>391,502</b>	<b>518,732</b>	<b>90,840</b>	<b>300,662</b>	
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Governance</b>								
 CEO Vehicle Replacement	14520	0	78,998	78,998	138,000	115,000	(36,002)	
	<b>Governance Total</b>	<b>0</b>	<b>78,998</b>	<b>78,998</b>	<b>138,000</b>	<b>115,000</b>	<b>(36,002)</b>	










**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

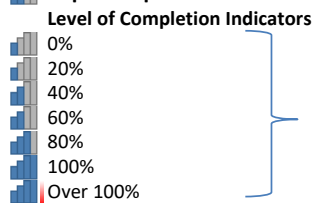
**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Plant , Equip. &amp; Vehicles Cont.</b>								
<b>Transport</b>								
Works Supervisor Vehicle Replacement x2	14213	0	59,846	59,846	108,000	87,000	(27,154)	
Side Tipper - CAPITAL	12305	0	242,974	242,974	260,000	250,000	(7,026)	
	<b>Transport Total</b>	<b>0</b>	<b>302,819</b>	<b>302,819</b>	<b>368,000</b>	<b>337,000</b>	<b>(34,181)</b>	
<b>Plant , Equip. &amp; Vehicles Total</b>		<b>0</b>	<b>381,817</b>	<b>381,817</b>	<b>506,000</b>	<b>452,000</b>	<b>(70,183)</b>	
<b>Roads (Council Funded)</b>								
<b>Transport</b>								
4 Mile Gate Rd Floodway - CAPITAL	C0019	32,053	0	32,053	40,000	33,330	(1,277)	
Goldfields Road Floodway - CAPITAL	C0008	44,500	0	44,500	61,000	0	44,500	
Baladjie Track Formation & Gravel Sheet	C0083	3,681	0	3,681	21,000	0	3,681	
Echo Valley Road Gravel Resheet/Drainage	C0015	21,999	0	21,999	33,000	27,500	(5,501)	
English Road Gravel Resheet	C0048	62,624	0	62,624	60,000	50,000	12,624	
Masefield Road Gravel Resheet	C0030	0	0	0	56,000	46,670	(46,670)	
Cement Street Footpaths & Drainage	C0060	0	0	0	25,000	20,830	(20,830)	
Boodarockin Road Floodway repair	C0007	22,842	0	22,842	30,000	25,000	(2,158)	
George Road Gravel Resheet	C0018	0	0	0	86,000	71,670	(71,670)	
Capito Road Resheet	C0040	57,766	0	57,766	86,000	71,670	(13,904)	
Boodarockin Rd - Ramelius Marda Dam	C0007R	12,106	0	12,106	25,000	20,830	(8,724)	
	<b>Transport Total</b>	<b>257,571</b>	<b>0</b>	<b>257,571</b>	<b>523,000</b>	<b>367,500</b>	<b>(109,929)</b>	
<b>Roads (Council Funded) Total</b>		<b>257,571</b>	<b>0</b>	<b>257,571</b>	<b>523,000</b>	<b>367,500</b>	<b>(109,929)</b>	
<b>Roads (MRWA)</b>								
<b>Transport</b>								
Koorda-Southern Cross Rd (M40) Reconstruction	RRG91C	629,948	0	629,948	477,000	397,500	232,448	
Koorda-Southern Cross Rd (M40) Reseals	RRG91R	0	0	0	178,500	0	0	
Warralakin Road Reconstruction	RRG84C	77,370	0	77,370	195,000	162,500	(85,130)	
	<b>Transport Total</b>	<b>707,318</b>	<b>0</b>	<b>707,318</b>	<b>850,500</b>	<b>560,000</b>	<b>147,318</b>	
<b>Roads (MRWA) Total</b>		<b>707,318</b>	<b>0</b>	<b>707,318</b>	<b>850,500</b>	<b>560,000</b>	<b>147,318</b>	

**SHIRE OF WESTONIA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 April 2021**

**Note 13: Capital Acquisitions**



Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
<b>Streetscapes</b>								
<b>Footpaths</b>								
 Pyrites Street Footpaths & Drainage	FP0056	0	0	0	27,000	0	0	
 Scheelite Street Footpaths & Drainage	FP0093	0	0	0	10,000	0	0	
 Gold Street Footpaths & Drainage	FP0059	0	0	0	3,000	0	0	
<b>Footpaths Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	
 <b>Footpaths Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>0</b>	
<b>Town (R2R)</b>								
<b>Transport</b>								
 Walgoolan South Road	R2R04	77,176	0	77,176	135,000	112,500	(35,324)	
 Morrison Rd - R2R	R2R50	51,270	0	51,270	50,000	41,670	9,600	
 Rabbit Proof Fence Rd - R2R	R2R25	40,073	0	40,073	40,000	33,330	6,743	
 Leach Road Shoulder Widening	R2R16	0	0	0	100,000	0	0	
<b>Transport Total</b>		<b>168,519</b>	<b>0</b>	<b>168,519</b>	<b>325,000</b>	<b>187,500</b>	<b>(18,981)</b>	
 <b>Town (R2R) Total</b>		<b>168,519</b>	<b>0</b>	<b>168,519</b>	<b>325,000</b>	<b>187,500</b>	<b>(18,981)</b>	
<b>Capital Expenditure Total</b>		<b>1,559,005</b>	<b>381,817</b>	<b>1,940,822</b>	<b>2,803,590</b>	<b>1,691,470</b>	<b>249,352</b>	



Percentage YTD Actual to Annual Budget  
 Expenditure over budget highlighted in red.

### 9.1.3 GST RECONCILIATION REPORT – April 2021

---

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jasmine Geier, Manager of Corporate Services		
<b>File Reference:</b>	F1.4.4 Audit Report		
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	<b>Attachment 9.1.3</b> GST Report		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	
			

---

#### **Purpose of the Report**

- Executive Decision                       Legislative Requirement

#### **Background**

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 30<sup>th</sup> April 2021 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

#### **Comment**

The GST Reconciliation Report is attached for Councillor consideration.

#### **Statutory Environment**

Nil

#### **Policy Implications**

Council does not have a policy in regard to Goods and Services Tax.

#### **Strategic Implications**

Nil

#### **Financial Implications**

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

#### **Voting Requirements**

- Simple Majority                       Absolute Majority

---

#### **OFFICER RECOMMENDATIONS**

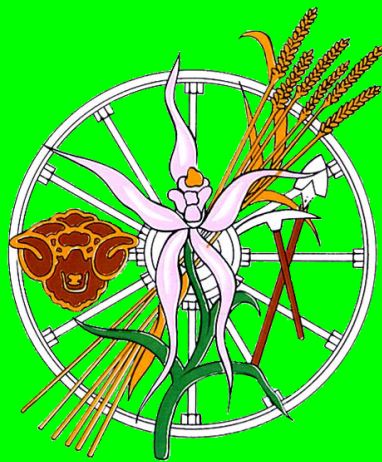
---

That the GST Reconciliation totaling\$ 3,694.00 for the period ending April 2021 adopted.



# Attachment 9.1.3

# Shire of Westonia



## **GST Reconciliation Report**

for period ending  
30<sup>th</sup> April 2021

**SHIRE OF WESTONIA  
BAS EXTRACT - 30 April 2021**



<b>ABN:</b>	87 507 505 958
<b>Business Activity Statement:</b>	Apr-21
<b>Period/Year end:</b>	2020/2021

<b>Name</b>	Jasmine Geier
<b>Position</b>	Manager of Coporate Services
<b>Date</b>	10/05/2021

Month	GST			Fuel Tax Credit <i>*1144040.170</i>	PAYG <i>*1406010</i>	FBT Instalment <i>*1142210 &amp; 1145090</i>	Nett Payment /(Refund)
	On Sales (collected) <i>*1405000</i>	On Purchases (paid) <i>*1304000</i>	Nett GST Payable / (Receivable)				
Jul-20	2,711.00	20,221.00	(17,510.00)	(3,818.00)	20,846.00	0.00	(482.00)
Aug-20	3,279.00	11,400.00	(8,121.00)	(5,472.00)	27,210.00	0.00	13,617.00
Sep-20	18,769.00	14,124.00	4,645.00	(3,253.00)	17,867.00	5,259.00	24,518.00
Oct-20	19,106.00	20,164.00	(1,058.00)	(5,322.00)	18,176.00	0.00	11,796.00
Nov-20	47,584.00	39,387.00	8,197.00	(2,927.00)	17,591.00	0.00	22,861.00
Dec-20	2,170.00	21,530.00	(19,360.00)	(3,636.00)	18,289.00	5,259.00	552.00
Jan-21	6,029.00	11,222.00	(5,193.00)	(3,652.00)	16,988.00	0.00	8,143.00
Feb-21	2,544.00	21,202.00	(18,658.00)	(3,545.00)	17,883.00	0.00	(4,320.00)
Mar-21	30,288.00	38,095.00	(7,807.00)	(3,403.00)	18,170.00	5,259.00	12,219.00
Apr-21	7,708.00	19,228.00	(11,520.00)	(3,089.00)	18,303.00		3,694.00
May-21							
Jun-21							
<b>Total</b>	<b>140,188.00</b>	<b>216,573.00</b>	<b>(76,385.00)</b>	<b>(38,117.00)</b>	<b>191,323.00</b>	<b>15,777.00</b>	<b>92,598.00</b>

**A - B = C (Net GST)**


**C + D + E + F = G (Nett (Refund/Payment))**

### 9.1.4 COUNCIL CONTRIBUTIONS TO SUPERANNUATION POLICY

---

<b>Responsible Officer:</b>	Jamie Criddle, CEO	
<b>Author:</b>	Jamie Criddle, CEO	
<b>File Reference:</b>		
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>

---



#### Purpose of the Report

- Executive Decision       Legislative Requirement

This report seeks Council's endorsement of a Superannuation Contributions Policy.

#### Background

In 1992, under the Keating Labor Government, the compulsory employer contribution scheme became a part of a wider reform package addressing Australia's retirement income dilemma. It had been demonstrated that Australia, along with many other Western nations, would experience a major demographic shift in the coming decades, of the aging of the population, and it was claimed that this would result in increased age pension payments that would place an unaffordable strain on the Australian economy. The proposed solution was a "three pillars" approach to retirement income:

- compulsory employer contributions to superannuation funds,
- further contributions to superannuation funds and other investments, and
- if insufficient, a safety net consisting of a means-tested government-funded age pension.

The compulsory employer contributions were branded "Superannuation Guarantee" (SG) contributions.

The Keating Labor Government had also intended for there to be a compulsory employee contribution beginning in 1997-98, with employee contributions beginning at 1%, then rising to 2% in 1998-99 and reaching 3% in 1999-2000. However this planned compulsory 3% employee contribution was cancelled by the Howard Liberal Government when it took office in 1996. The employer SG contribution was allowed to continue to rise to 9%, which it did in 2002-03. The Howard Government also limited employer SG contributions from 1 July 2002 to an employee's ordinary time earnings (OTE), which includes wages and salaries, as well as bonuses, commissions, shift loading and casual loadings, but does not include overtime paid.

The SG rate was 9% from 2002-03 to 2013-14 when the Rudd-Gillard Labor Government passed legislation to increase SG contributions slowly to 12% starting on 1 July 2015 and ending on 1 July 2019. However, the succeeding Abbott Liberal Government deferred starting this planned increase by six years, to 1 July 2021. The SG rate has been 9.5% of employee earnings since 1 July 2014, and after 30 June 2021 the rate is planned to increase by 0.5% each year until it reaches 12% in 2025.

#### Comment

Council resolved in 1994 as part of an incentive to attract staff to Westonia to offer the maximum amount as per the current Government allowed and also offer a matching contribution of up to 5% to any staff member who also contributed up to 5% into their Superannuation.

As the Government allowance has changed and will commence from July 1 2021, it is important the Council recognize their contribution and have it documented by way of a policy.

Council currently contributes 9.5%, which will increase to 12% by 2025. It also contributes up to 5% to voluntary super, equating to somewhere between 9.5% – 14.5%

Surrounding Councils have indicated that they would keep their status quo (Govt increase plus existing voluntary amount) as it was deemed as part of an incentive to attract members to the wheatbelt. It is also entrenched in Senior Staff contracts/agreements and conditions of employment.

Some Councils will be discussing the same item during the May round of Council meetings.

A 0.5% increase for the 2021-2022 financial Year equates to approximately \$5,500 per annum in additional cost.

Management has prepared a policy that currently depicts Council's Superannuation status along with the proposed additions with the change of Government policy.

#### **Statutory Environment**

Local Government Act 1995.

Superannuation Guarantee Contribution (Administration) Act 1992

#### **Policy Implications**

Council does not have a policy in relation to this matter

#### **Strategic Implications**

Nil

#### **Financial Implications**

The proposed changes are likely to cost Council an additional \$5,500 each year.

#### **Voting Requirements**

Simple Majority



Absolute Majority

---

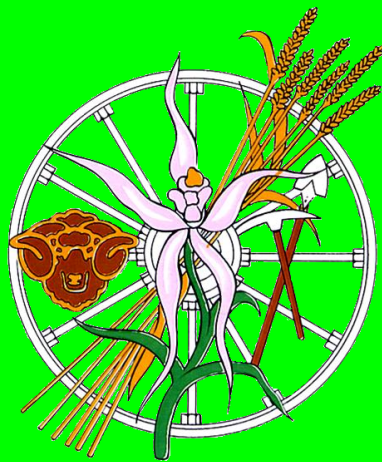
#### **OFFICER RECOMMENDATIONS**

---

**That Council formulates a policy in relation to Employee Superannuation Contributions.**

## **Attachment 9.1.4**

# **Shire of Westonia**



## **COUNCIL CONTRIBUTIONS TO SUPERANNUATION POLICY**

**POLICY NO** 2.7  
**POLICY SUBJECT** EMPLOYEE SUPERANNUATION  
**ADOPTION DATE** MAY 2021  
**LAST REVIEW**

## **2.7 EMPLOYEE SUPERANNUATION**

### **Policy Subject:**

#### **Employee Superannuation**

Objective Council is committed to recruiting and retaining appropriately skilled and qualified employees in order to deliver the full range of services required of the local government.

Employee benefits, including additional superannuation contributions, can assist in both recruitment and retention of staff.

The superannuation default fund shall be the AWARE Super.

### **Policy Statement:**

#### **Voluntary Super Contributions**

Council will contribute up to 5% of an employee's fortnightly wage to a complying superannuation fund (in accordance with the Superannuation Industry (Supervision) Act 1993) of the employee's choice. This is conditional on:

- Up to 5% contribution being made by the employee; or
- an individual employment agreement that may state otherwise.

#### **Guaranteed Super Contributions**

All employees will receive the compulsory superannuation contribution as per Superannuation Guarantee legislation.

<b>Period</b>	<b>General super guarantee (%)</b>
1 July 2020 – 30 June 2021	9.50
1 July 2021 – 30 June 2022	10.00
1 July 2022 – 30 June 2023	10.50
1 July 2023 – 30 June 2024	11.00
1 July 2024 – 30 June 2025	11.50
1 July 2025 – 30 June 2026	12.00

Employees may elect to contribute additional superannuation, either as a deduction (after tax) or as salary sacrifice (before tax).


#### **Variation to This Policy**

This policy may be cancelled or varied from time to time. All employees will be notified of any variation to this policy.

---

## 9.1.5 CUSTOMER SERVICE CHARTER

---

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jamie Criddle, CEO		
<b>File Reference:</b>			
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	Nil		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	

---

### Purpose of the Report

Executive Decision

Legislative Requirement

This report seeks Council's endorsement for the draft Customer Service Charter (the Charter).

### Background

Customer service is a component of every Council officer's role and it is of significant importance that all officers and the community have a clear indication of the service levels that can be expected.

The Charter sets a standard for the Shire of Westonia community experience with Council's services.

### Comment

The updated Shire of Westonia Customer Service Charter (Attached) will provide an agreed level of service and framework for which all community interactions will conform to. It will have a positive impact on Council's future consultation outcomes and Council's image within the community. The inclusion of freedom of information in the Charter acknowledged the Shire's obligations under The Freedom of Information Act 1982 and will enable a request to be dealt with appropriately.

When adopted the Customer Service Charter will be made available online and at the Shire Offices and will be communicated to all staff. The Charter will be assigned to employees via the HR department to capture the acknowledgement and acceptance of the Charter as an annual compliance requirement.

Whilst the new Charter will not have legal status, the Charter will specify the level of service to be provided by the Shire and outline expectations of staff as they undertake their work.

### Statutory Environment

Local Government Act 1995.

### Policy Implications

Council does not have a policy in relation to this matter

### Strategic Implications

Nil.

### Financial Implications

Nil.

### Voting Requirements

Simple Majority

Absolute Majority

---

**OFFICER RECOMMENDATIONS**

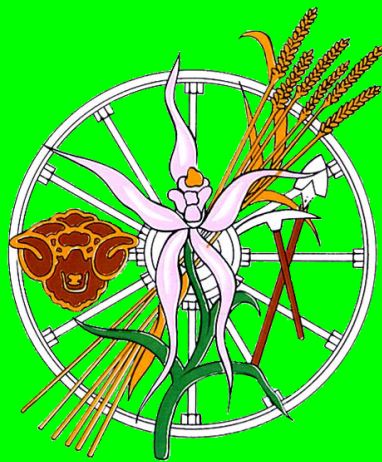
---

**That Council adopts the updated Shire of Westonia Customer Service Charter as attached.**



# **Attachment 9.1.5**

# **Shire of Westonia**



# **CUSTOMER SERVICE CHARTER**

# WE VALUE AND ENCOURAGE your feedback



**The Shire of Westonia is committed to providing quality customer service.**

**We set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so, we:**

- respect the points of view of individuals and groups;
- build on existing community involvement; encourage community leadership;
- promote self-reliance and initiative;
- recognise and celebrate achievement;
- support the principles of social justice; and
- acknowledge the value of staff and volunteers.

**Our employees are committed to providing customers with high quality service through access to consistent, accurate and relevant advice and information.**

## OUR CUSTOMERS

- Residents, electors, members of the business community and community groups.
- Future generations, residents and electors who will be affected by today's planning decisions.
- Government Departments and non-Government agencies.
- Shire of Westonia staff and management.
- Visitors to the Shire.
- Contractors and suppliers.

## SERVICE STANDARDS YOU CAN EXPECT

Regardless of your method of enquiry, in person, by telephone, email or letter:

### WHEN YOU VISIT US IN PERSON

- You will be greeted in a friendly, polite manner.
- Staff will wear a name badge and uniform where issued.
- Staff will endeavour to resolve an issue on the spot or will handover to an appropriate member of staff (if available) to respond.

### WHEN YOU EMAIL US

- We will acknowledge your email within one business day.
  - We will respond with 7 working days.
- If a full reply is not possible then you will be notified of a timeframe for response and a contact person.

### WHEN YOU CONTACT US BY TELEPHONE

- All calls will be answered.
- All calls will be directed to the staff member responsible. If the appropriate member of staff is not available the customer's call will be returned within 24 hours unless an alternative timeframe is agreed.
- Once contact is established the staff member will provide contact details for future communication.

### WHEN YOU WRITE TO US

- All correspondence on receipt will receive a response within 10 working days.
- Responses will contain accurate information and will be written in a clear, concise and easily understood language.
- If a full response is unable to be provided within 10 working days correspondence will be sent outlining a timeframe for the preparation of a detailed response.

## WHAT IS A.....

### ...compliment?

An expression of approval or praise about our products or services.

### ...suggestion?

An idea or proposal that you believe will help improve our products or services.

### ...complaint?

An expression of dissatisfaction about our products or services, or the complaints handling process itself, where you expect a response or resolution.

## WHEN TO LODGE A COMPLIMENT

To help us to continue to deliver quality service, we encourage you to:

- acknowledge quality service with a simple 'thank you'
- acknowledge quality service with a letter, email or advice on our Facebook Page perhaps when you feel it appropriate and justified
- let us know so that we may acknowledge the employee in some small way.

## WHEN TO LODGE A COMPLAINT

To help us provide assistance, we ask that you:

- try to resolve the issue before lodging a complaint by contacting the employee you initially dealt with
- clearly state your complaint and provide all relevant information
- treat our employees with respect and courtesy

## FEEDBACK

The Shire of Westonia values the feedback that our customers provide and welcome suggestions, compliments and complaints.

While every effort is made to gain your complete satisfaction, we recognise that there may be occasions when customers may not be fully satisfied with the service they have received.

If you notify us that you are dissatisfied with the customer Service you have received, we will:

- Listen to your concerns and aim to address them fairly and efficiently
- Record the details of your complaint
- Refer you to the most appropriate staff member if the matter cannot be addressed in the first instance, telling you who the person is and explaining what will happen next.

If you are still not satisfied with the outcome, you can ask for the matter to be referred to the staff member's supervisor for resolution.

We would like to hear from you by:  
Phoning our Customer Services Officer on (08) 9046 7063 and giving details.

Writing to the Chief Executive Officer, Shire of Westonia, PO Box 11, WESTONIA WA 6423

Emailing to: [shire@westonia.wa.gov.au](mailto:shire@westonia.wa.gov.au)  
Or by completing our feedback form either via the website or mailing or dropping a hard copy back to our office in Wolfram Street, Westonia.

## We will achieve our commitment to you by

- Progressively reviewing and improving forms, systems and procedures from a customer's perspective.
- Conducting regular customer service employee training programs.
- Making information available in alternative formats for people with specific requirements.
- By making the development of positive customer service attitudes part of the performance review programme for all staff.
- By formally acknowledging staff who provide excellent customer service.
- By conducting regular market research to ensure we are meeting the needs of our customers, such as via a customer feedback survey available at all our Shire offices.

### Helping us to help you.

#### How you can contact us

For all compliments, suggestions, concerns or complaints, please contact:

Shire of Westonia Manager of Corporate Services

#### In Person

41 Wolfram Street, Westonia WA 6423

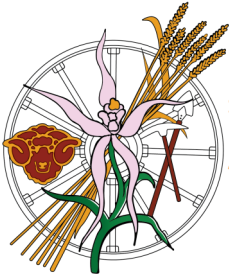
#### By Post

PO Box 11  
Westonia WA 6423

**By Telephone**  
(08) 90467063

**By Email**  
[shire@westonia.wa.gov.au](mailto:shire@westonia.wa.gov.au)

**Web**  
[www.westonia.wa.gov.au](http://www.westonia.wa.gov.au)



# Customer Service Charter

SHIRE OF  
WESTONIA



**Location** 41 Wolfram Street, Westonia WA 6423

**Phone** (08) 9046 7063

**Fax** (08) 9046 7001

**Email** [shire@westonia.wa.gov.au](mailto:shire@westonia.wa.gov.au)


**Website** [www.westonia.wa.gov.au](http://www.westonia.wa.gov.au)

## 9.1.6 CHIEF EXECUTIVE OFFICER REVIEW PROCESS

---

<b>Responsible Officer:</b>	Jamie Criddle, CEO
<b>Author:</b>	Jamie Criddle, CEO
<b>File Reference:</b>	
<b>Disclosure of Interest:</b>	Jamie Criddle, Officer in question
<b>Attachments:</b>	Nil
<b>Signature:</b>	<b>Officer</b> <span style="float: right;"><b>CEO</b></span>

---



### **Purpose of the Report**

Executive Decision

Legislative Requirement

### **Background**

That Council review the criteria set out in the Key Result Area Appendix of the Chief Executive Officers contract and submit the evaluation form prior to the June meeting for discussion.

Cr Day has previously attended elected member training in Kellerberrin which involved CEO Performance Appraisals. Council were working on a new format for the appraisal template, with new KPI's agreed upon at the June 2020 Council meeting.

### **Comment**

In order to ensure that the annual CEO review is conducted prior to any budget deliberations as set with previous CEO's, it is suggested that Council perform the yearly review in April/May of each year.

As part of the review, Councillors will need to agree on a set of criteria which are taken from the Key Result Area's (KRA) as listed in appendix 2 the Chief Executive Officer's Contract.

This will then be completed by the CEO and Councillors, with a summary to be presented to Council for consideration.

The Evaluation Document will contain the following:

Proposed key result areas for CEO performance measurement:

1. Specific service delivery targets from the council's Strategic Community Plan;
  - a. *Town Planning scheme – Draft Plan by early 2021*
2. Financial compliance and performance;
3. Operational and project management and organizational capability;
4. Timeliness and accuracy of information and advice to Councillors;
5. Implementation of council resolutions;
6. Leadership (Council, community and conduct);

### **Overall comments:**

The performance of the CEO on the Targets set out in the Key Performance Indicators.

### **Recommendations to the CEO:**

Any recommendations from Council to the CEO.

Any performance review conducted shall be broadly based on the following Key Areas having regard to the Position Description and the specific Indicators agreed to by the parties at the end of each performance review:

5.4.1 Leadership

- 5.4.2 Councillor Relations
- 5.4.3 External Relations, including customers and stakeholders
- 5.4.4 Organisation Management
- 5.4.5 Planning
- 5.4.6 Financial Management.

#### **PERFORMANCE CRITERIA**

Any performance review conducted shall be broadly based on the following Key Areas having regard to the Position Description and the specific Indicators agreed to by the parties at the end of each performance review:

Proposed key result areas for CEO performance measurement:

- 1 Specific service delivery targets from the council's Strategic Community Plan;
  - a. *Town Planning scheme – Draft Plan by early 2021*
- 2 Financial compliance and performance;
- 3 Operational and project management and organizational capability;
- 4 Timeliness and accuracy of information and advice to Councillors;
- 5 Implementation of council resolutions;
- 6 Leadership (Council, community and conduct);

The performance criteria may be varied and any other criteria may be included by agreement between the parties at any time during the term of this Contract.

The format of the review once the criteria is agreed upon will be to have the Chief Executive Officer comment on the individual criteria and then send the evaluation form to individual Councillors to review the CEO's performance over the previous 12 months and then evaluate the performance in relation to the criteria.

The Chief Executive Officer contract was renewed for a further five (5) year term in August 2020.

#### **Statutory Environment**

Local Government Act 1995, section 5.38 – Council is required to review the performance of the CEO at least once each year.

#### **Policy Implications**

The CEO Performance Review is undertaken in accordance with Council's Policy.

#### **Strategic Implications**

Effective Staff Performance

#### **Financial Implications**

Negotiation of contract Remuneration package.

#### **Voting Requirements**

Simple Majority

Absolute Majority

---

#### **OFFICER RECOMMENDATIONS**

---

**That Council review the criteria set out in the Key Result Area Appendix of the Chief Executive Officers contract and submit the evaluation form prior to the June meeting for discussion**

**9.1.7 WESTONIA AIRSTRIP PURCHASE**

<b>Responsible Officer:</b>	Jamie Criddle, CEO	
<b>Author:</b>	Jamie Criddle, CEO	
<b>File Reference:</b>		
<b>Disclosure of Interest:</b>	Ross Della Bosca, Owner of the Land	
<b>Attachments:</b>	Nil	
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>



**Purpose of the Report**

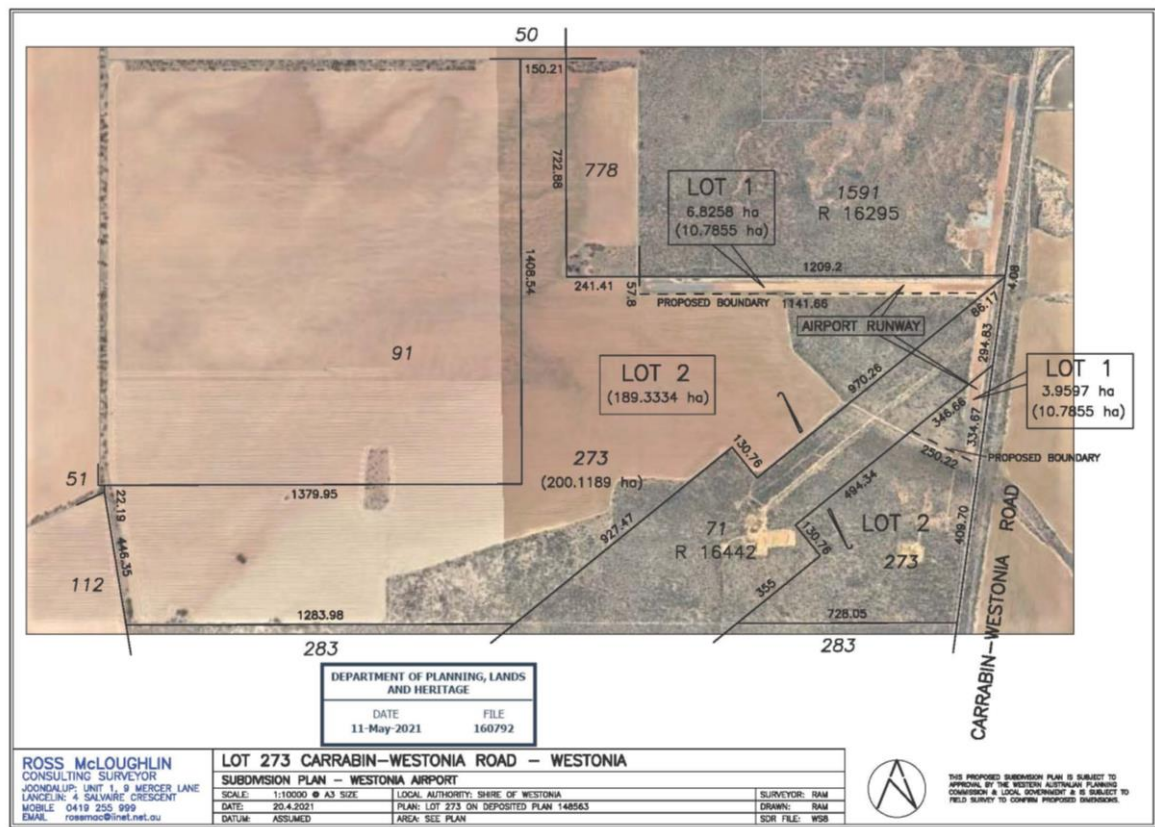
- Executive Decision                       Legislative Requirement

To support the actions to pursue the freehold purchase of portions of Lot 273 (as listed on Plan) from RA Della Bosca for the purpose of controlling the Westonia Airstrip

**Background**

Back in August 2001, Council entered into a lease agreement with Mr. Ross Della Bosca to lease a portion of his land located on Yilgarn Location 273 which equates to approximately 10 hectares of land. The initial lease was signed for a period of 5 years, which has since been extended.

Council resolved in April 2013 to investigate the possibility of obtaining the land associated with the Westonia Airstrip from Mr Della Bosca. These negotiations have commenced with initial surveying work carried out and costings obtained to continue the process.



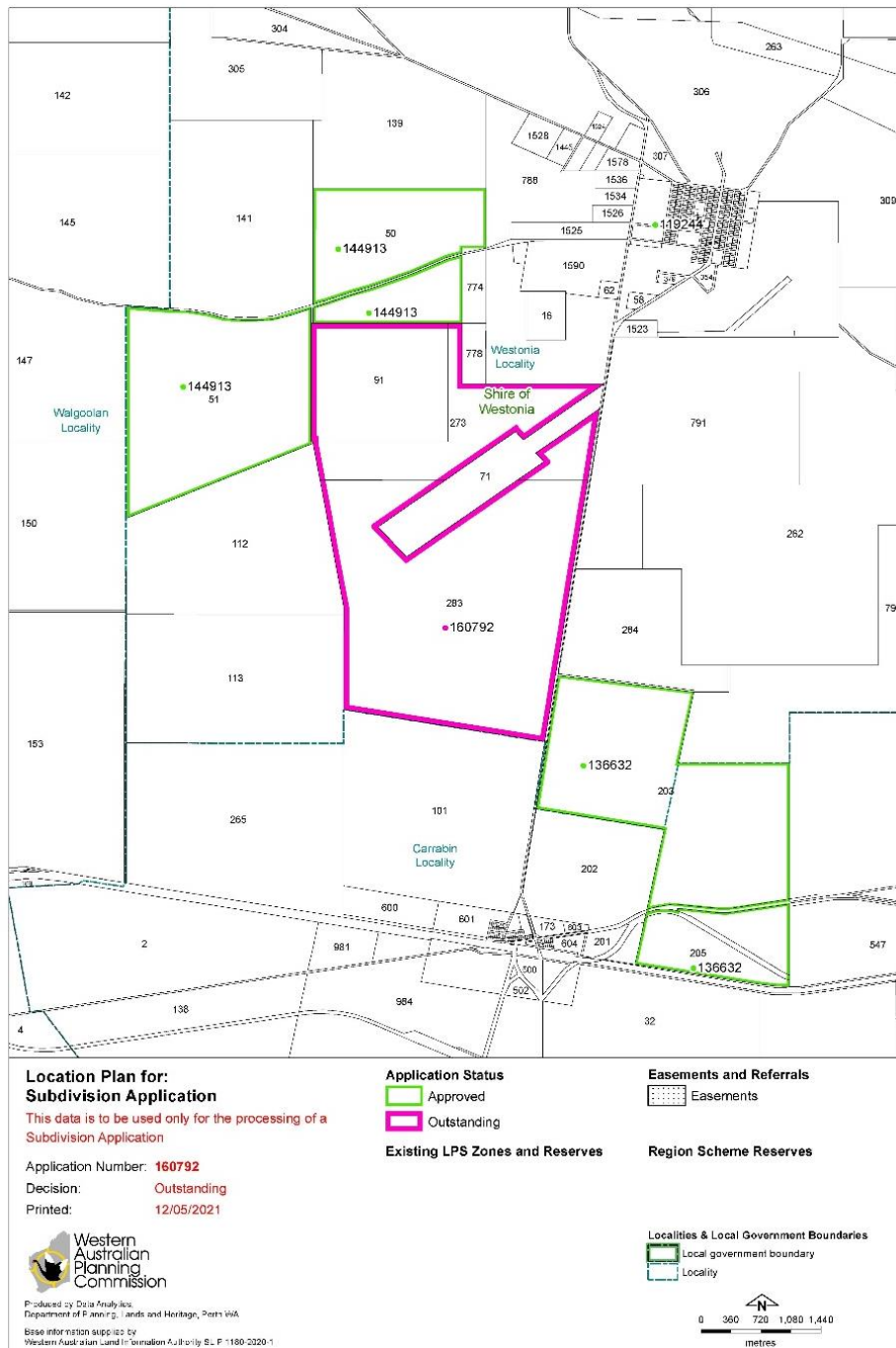
THIS PROPOSED SUBDIVISION PLAN IS SUBJECT TO APPROVAL BY THE WESTERN AUSTRALIAN PLANNING COMMISSION & LOCAL GOVERNMENT & IS SUBJECT TO FIELD SURVEY TO COMPLETE PROPOSED SUBDIVISION.

**Comment**

After completing negotiation with Ramelius Resources as to the extent of the potential size of the Westonia Airstrip for future purposes, the CEO then commenced negotiation with Mr. Della Bosca to purchase the remaining portions of land that were not part of the Shires ownership.

Things have now progressed to the point where an application has been sent the WA Planning Commission to seek a subdivision of the land and allow the Shire to purchase the portions of land. During this process, The CEO and the President will be required to sign several documents on behalf of Council and in turn purchase the land.

As an aside, as Council own the neighboring land, we are also required to comment on the potential subdivision and advise if we have any objection. Council is required to provide any information, comment or recommended conditions pertinent to this application by the 24th June 2021 being 42 days from the date of this notice.



**Statutory Environment**

Local Government Act 3.54 Reserves under control of a Local Government

Land Administration Act 1997



**Policy Implications**

Nil



**Strategic Implications**

Accountable and effective leaders

High quality corporate governance, accountability and compliance

Effective management of infrastructure, heritage and environment

Facilitating urban and rural planning and development

Supporting and encouraging local and regional tourism



**Financial Implications**

The CEO has negotiated a price for the land with the Della Bosca Family as approved at a previous meeting. There will also be a cost to survey and transfer the land into the Shires name.



**Voting Requirements**



Simple Majority



Absolute Majority

---

**OFFICER RECOMMENDATIONS**

---

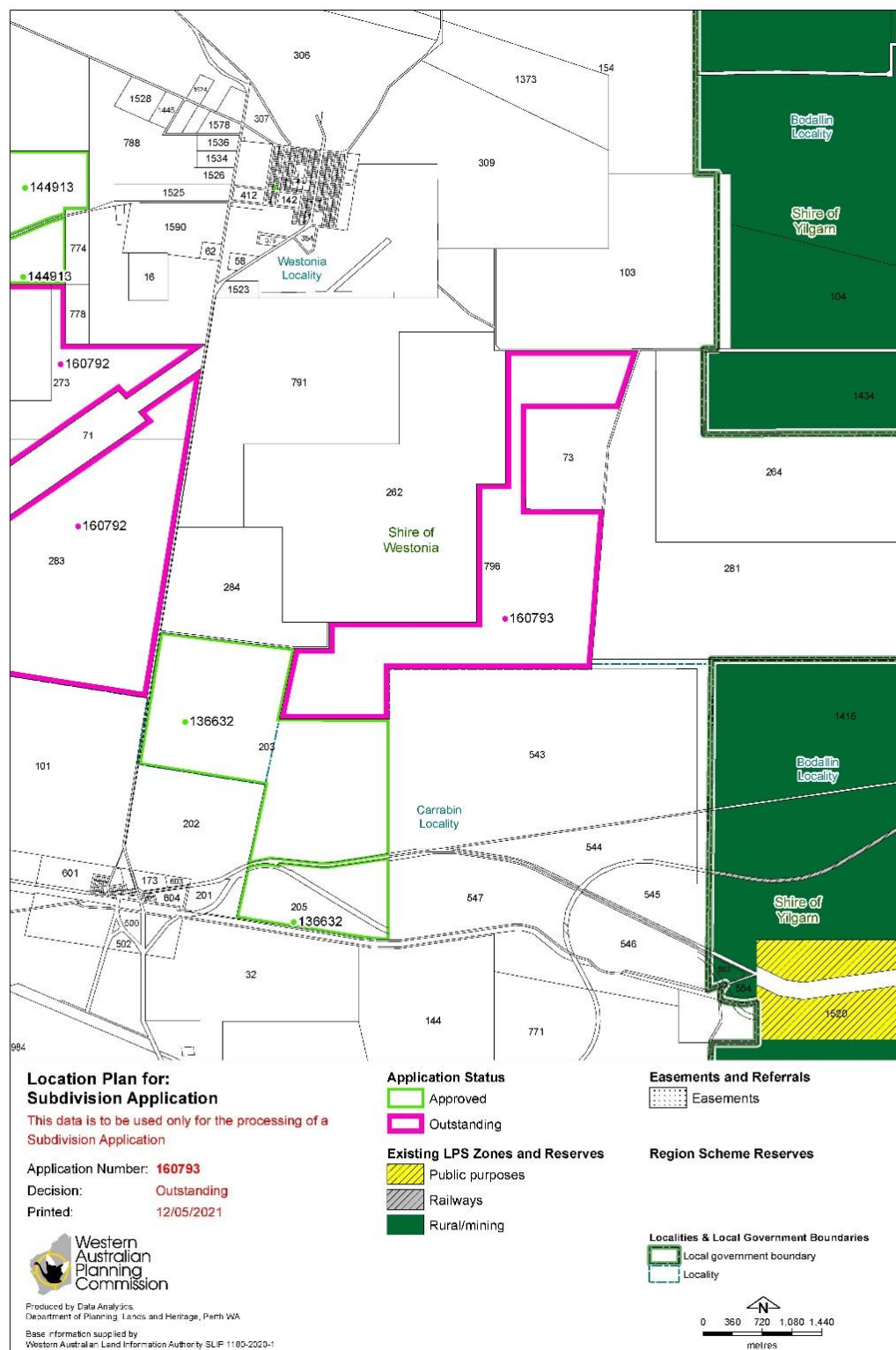
**That Council:**

- 1) **supports the actions of the Chief Executive Officer to pursue the freehold ownership and land transfer of two portions of Lot 273 to the Shire of Westonia as per the attached plan;**
- 2) **authorises the President and Chief Executive Officer to sign all necessary documents on behalf of Council; and**
- 3) **advises the WA Planning Commission that it has no objections to the potential subdivision.**





At first, it was thought the easiest way to transfer the land to either the Golf Club or the Westonia Progress Association, but further investigations have revealed that as the surrounding reserve is vested with the Shire, that it would be easier to have two sit side-by-side in terms of ownership. The Shire will also, always be here.



**Comment**

As an aside, as Council own the neighboring land (Reserve 17048), we are also required to comment on the potential subdivision and advise if we have any objection. Council is required to provide any information, comment or recommended conditions pertinent to this application by the 24th June 2021 being 42 days from the date of this notice.

### **Statutory Environment**

Local Government Act 3.54 Reserves under control of a Local Government  
Land Administration Act 1997

### **Policy Implications**

Nil

### **Strategic Implications**

Accountable and effective leaders  
High quality corporate governance, accountability and compliance  
Effective management of infrastructure, heritage and environment  
Facilitating urban and rural planning and development  
Supporting and encouraging local and regional tourism

### **Financial Implications**

There will be a minimal cost to council for the land as it will be gifted from the Della Bosca Family. However there will be a cost to transfer the land into the Shires name and subsequent lease to the Westonia Golf Club.

### **Voting Requirements**



Simple Majority



Absolute Majority

---

### **OFFICER RECOMMENDATIONS**


---

**That Council:**

- 4) supports the actions of the Chief Executive Officer to pursue the freehold ownership and land transfer of portion of Lot 796 to the Shire of Westonia as per the attached plan;
- 5) authorises the President and Chief Executive Officer to sign all necessary documents on behalf of Council;  
and
- 6) advises the WA Planning Commission that it has no objections to the potential subdivision.

## 9.1.9 WALGA HONOURS PROGRAM

---

<b>Responsible Officer:</b>	Jamie Criddle, CEO		
<b>Author:</b>	Jamie Criddle, CEO		
<b>File Reference:</b>			
<b>Disclosure of Interest:</b>	Nil		
<b>Attachments:</b>	Nil		
<b>Signature:</b>	<b>Officer</b>	<b>CEO</b>	

---

### Purpose of the Report

Executive Decision

Legislative Requirement

### Background

Correspondence was received from the Western Australian Local Government Association (WALGA) regarding the Associations 2021 Honours Awards. Due to the timing of the WALGA Awards I have brought this item to Council consideration.

### Comment

#### **WALGA Awards**

Nominations for the 2021 WA Local Government Association Honours program close on the 18th June 2021. Member Local Governments and State Councillors are invited to submit nominations.

The Honours program is a significant public recognition and celebration of the outstanding achievements and lasting contributions made by Elected Members and Officers to their respective Councils.

Awards given as part of the Honours program will be presented to recipients at an awards ceremony held during the 2021 Local Government Convention at the Burswood Casino.

The six categories of awards within the 2021 Honours program are as follows:

#### **Local Government Medal**

For outstanding achievement and contribution to local government/Western Australian Local Government Association eligibility:

- President of the Association
- As a State Councillor
- As an Elected Member

Presented in Recognition of:

- Exceptional service which advances the goals of WALGA and / or Local Government
- The personal contribution given in pursuit of benefits for the community within the concept of Local Government
- Outstanding achievements and/or significant contributions, both professionally and personally, in the advancement of the position and value of the Western Australian Local Government Association and/or Local Government within the wider community. These key factors form the basis for the selection of recipients and will be applied in the nomination and selection process.

Privileges:

- Local Government Medal, Certificate and Lapel Pin
- Complimentary registration at Association Conferences, but not including travelling, accommodation, meals or functions.
- Automatic nomination for Australian Honours/Western Australia Week Awards.

**Life Membership –**

For long and outstanding service to the association and to local government

Eligibility:

- As a State Councillor
- Years of service to the Association and to Local Government for a minimum of two election terms (i.e. 8 years).
- As a Serving Officer of the Association or a Member Local Government for a minimum of 15 years.

Presented in recognition of:

- For long and outstanding service to the Association and to Local Government
- For significant achievement and/or active involvement in intergovernmental relations as a State Councillor

Privileges:

- Certificate of Life Membership and Lapel Pin
- Complimentary registration at Association Conference, but not including travelling, accommodation, meals or functions
- Complimentary subscription to Local Government News and Western Councillor

#### **Eminent Service Award:**

For personal commitment, eminent service and contribution to local government or the association:

Eligibility:

- As a President or Mayor
- As a State Councillor
- As an Elected Member or Serving Officer of the Association
- As an Officer of a Government Agency

Presented in recognition of:

- Notable contribution to the Association and/or Local Government

Privileges

- Eminent Service Award – certificate

#### **Long and Loyal Service Award**

For long service of a high degree to local government or the association:

Eligibility:

- As a State Councillor for 8 or more years
- As an Elected Member for 12 or more years

Presented in recognition of:

- Outstanding long and loyal service to the Association and/or Local Government

*(NB: This award is for outstanding long and loyal service from Elected Members that have at least served 12 years.)*

Privileges

- Long and Loyal Service Award – certificate

#### **Merit Award**

For distinguished service to the community through the local government of the Shire of Westonia

Eligibility:

- As an Elected Member
- Must have served for 4 years or more

Presented in recognition of:

- Committed and dedicated to the pursuit of achievement for the community of a Local Government.

#### **Local Government Distinguished Officer Award**

For outstanding contributions made by serving officers of member local governments to the local government sector:

Presented in recognition of:

- Demonstrating outstanding contributions to the Local Government sector.
- Leading by example, sustainable performance and highlights best practice operations for the sector
- Outstanding achievements, both professionally and personally, in the advancement of the Local Government sector.

Privileges

- Local Government Officer Award - Certificate

State Councillors, Zones and Member Local Governments are eligible to nominate officers for this category.

For more information on the criteria for each award please refer to the WALGA Honours Policy and Terms of Reference.



**Statutory Environment**

Nil.



**Policy Implications**

Nil.



**Strategic Implications**

Nil.



**Financial Implications**

Nil.



**Voting Requirements**



Simple Majority



Absolute Majority

---

**OFFICER RECOMMENDATIONS**

---

**That Council considers the selection criteria for the WALGA Local Government Honours Awards and advises the Chief Executive Officer of any intention to nominate for an award.**

**9.2 COMMUNITY AND REGULATORY SERVICE**

### **9.3 WORKS AND SERVICE**



**9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES**

**NIL**

**10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING**

**12 DATE AND TIME OF NEXT MEETING**

The next ordinary meeting of Council will be held on 17<sup>th</sup> June2021 commencing at 3.30pm

**13 MEETING CLOSURE**

There being no further business the President, Cr Day declared the meeting closed at pm