



AGENDA

Ordinary Council Meeting

To be held in Council Chambers, Wolfram Street Westonia
Thursday 22nd December 2022
Commencing 3.30pm

Dear Councillors,

The next Ordinary Meeting of the Council of the Shire of Westonia will be held on Thursday 22nd December 2022 the Council Chambers, Wolfram Street, Westonia.

Afternoon Tea – 3.00 pm –3.30 pm

Council Meeting – 3.30 pm

A handwritten signature in black ink, appearing to read 'Bill Price', is positioned above a horizontal line.

BILL PRICE
CHIEF EXECUTIVE OFFICER
20 December 2022



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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.

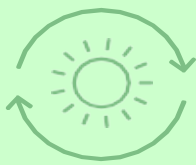
OUR VISION

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.

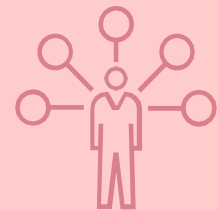
Our community has the opportunity to be active, socialised and connected.

- 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

1.	DECLARATION OF OPENING	5
2.	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	5
3.	PUBLIC QUESTION TIME (3.35PM – 3.50PM)	5
4.	APPLICATIONS FOR LEAVE OF ABSENCE	5
5.	CONFIRMATION OF PREVIOUS MINUTES	5
6.	RECEIVAL OF MINUTES	5
7.	PRESIDENT/COUNCILLORS ANNOUNCEMENTS	6
8.	DECLARATION OF INTEREST	6
9.	MATTERS REQUIRING A COUNCIL DECISION	7
9.1.	GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES	7
9.1.1	ACCOUNTS FOR PAYMENT	7
9.1.2	MONTHLY STATEMENT OF FINANCIAL ACTIVITY – NOVEMBER 2022	9
9.1.3	GST RECONCILIATION REPORT – NOVEMBER 2022	11
9.1.4	RAC RECONNECT WA 22/23 GRANTS – WOLFRAM STREETSCAPE FUNDING AGREEMENT	12
9.1.5	CRC COMMITTEE FINANCIAL CONTRIBUTION	14
9.1.6	WAPHA NURSE PRACTITIONER CONTRACT EXTENSION	16
9.1.7	2023 COUNCIL MEETING DATES	18
9.1.8	WALGA GOVERNANCE REVIEW	20
9.2	COMMUNITY AND REGULATIONS	22
9.2.1	BUSH FIRE BRIGADES MINIMAL TRAINING REQUIREMENTS	22
9.3	WORKS AND SERVICE	24
9.4	ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES	25
10.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING	26
11.	DATE AND TIME OF NEXT MEETING	26
12.	MEETING CLOSURE	26

1. DECLARATION OF OPENING

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

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr RM Crees	<i>Shire President</i>
Cr RA Della Bosca	<i>Deputy Shire President</i>
Cr WJ Huxtable	
CR RS Corsini	
Cr KM Day	
Cr DL Geier	

Staff:

Mr.AW Price	<i>Chief Executive Officer</i>
Mrs JL Geier	<i>Deputy Chief Executive Officer</i>

Members of the Public:

Apologies:

Approved Leave of Absence:

3. PUBLIC QUESTION TIME (3.35PM – 3.50PM)

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 24th November 2022 be confirmed as a true and correct record.

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Great Eastern Country Zone meeting held on the 28th November 2022 at the Merredin Regional and Community Centre be accepted.

That the minutes from the Local Emergency Management Committee held on the 24th November 2022 at Southern Cross be accepted.

That the minutes of the WEROC Inc. Annual General Meeting held 21st November 2022 at Bruce Rock Shire Council Chambers be accepted.

That the minutes of the WEROC Inc. Board Meeting held 21st November 2022 at Bruce Rock Shire Council Chambers be accepted.

Great Eastern Country Zone

MINUTES

Monday, 28 November 2022

Shire of Merredin

Merredin Regional & Community Centre
Bates Street, Merredin

TABLE OF CONTENTS

1.	Opening and Welcome	3
2.	Attendance	3
3.	Apologies.....	5
4.	Declarations of Interest.....	6
6.	Guest Speakers / Deputations	6
	12.1 WALGA Best Practice Governance Review Council Feedback Requested	6
	6.1 Cr Wayne Gibson, Chair, Wheatbelt Secondary Freight Network.....	6
	6.2 Tanya Ramponi, A/Manager Regulation and Compliance, DFES.....	6
7.	Members of Parliament.....	7
8.	Agency Reports	7
	8.1 Department of Local Government, Sport, and Cultural Industries	7
	8.2 Wheatbelt Development Commission.....	7
	8.3 Regional Development Australia Wheatbelt.....	7
	8.4 Main Roads Western Australia	7
	8.5 Water Corporation.....	7
9.	Minutes.....	7
	9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday, 29 August 2022.....	7
	9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday, 29 August 2022	8
	9.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Thursday, 17 November 2022	8
10.	Zone Business.....	8
	10.1 Zone Conference 2023	8
11.	Zone Reports.....	9
	11.1 Zone President Report	9
	11.2 Local Government Agricultural Freight Group (LGAFG)	9
	11.3 Wheatbelt District Emergency Management Committee (DEMC)	10
	11.4 Regional Health Advocacy Group.....	10
	11.5 WALGA RoadWise.....	10
12.	Western Australian Local Government Association (WALGA) Business	10
	12.2 State Councillor Report	10
	12.3 WALGA Status Report	11
	12.4 Review of WALGA State Council Agenda's – Matters for Decision.....	14
	12.4.1 State Council Agenda Items – (7 December 2022)	14
	12.5 WALGA President's Report.....	19
13.	Emerging Issues.....	19
	13.1 Firearm Use of State Barrier Fence Reserve.....	19
	13.2 Significant Finding in Audit Report Management Letter	19
14.	Date, Time, and Place of Next Meetings.....	20
15.	Closure	20

1. Opening and Welcome

The Chair declared the meeting open at 9.37am.

1.1 Acknowledgement of Country

The Great Eastern Country Zone of WALGA acknowledges the Traditional Custodians of this land, and pays our respects to their Elders past, present and future.

1.2 Announcements

President Tony Sachse expressed condolences to the family of Bill Fensome who passed away last week. Bill is well known to Local Government in Great Eastern Country Zone having had previous roles as the Deputy CEO of the Shire of Dowerin, CEO of the Shire of Mukinbudin, CEO of the Shire of Merredin, and CEO of the Shire of Nungarin. RIP.

He also expressed condolences to the family of David Blurton CEO of the Shire of Narembeen on the very sad passing of his wife Michelle Blurton tragically passed away recently. RIP.

1.2.1 Resignation of Cr Karin Day, President Shire of Westonia

Cr Karin Day resigned as President from the Shire of Westonia on 17 October 2022 and as such resigned from the Great Eastern Country Executive Committee.

Cr Mark Crees was duly elected as President of the Shire of Westonia at that the Council's meeting on 17 October 2022.

1.2.2 Election of Executive Committee Member of Great Eastern Country Zone

Due to the resignation of Cr Karin Day, there is a vacancy for a replacement Executive Committee Member. Nominations will be called from the floor for the replacement of an Executive Committee Member

Nominees:

Cr Mark Crees, nominated and accepted

Cr Glenice Batchelor, nominated and accepted

Cr Mark Crees withdrew

DECLARATION

That Cr Glenice Batchelor be appointed to the Executive Committee for the period up to November 2023.

2. Attendance

Shire of Bruce Rock

President Cr Stephen Strange
Deputy President Cr Anthony Crooks
Mr Darren Mollenoyux, Chief Executive Officer, non-voting

Shire of Cunderdin

Deputy President Cr Tony Smith

Shire of Dowerin

President Cr Robert Trepp
Ms Rebecca McCall, Chief Executive Officer, non-voting

Shire of Kellerberrin

Deputy President Cr Emily Ryan

	Mr Raymond Griffiths, Chief Executive Officer, non-voting
Shire of Kondinin	President Kent Mouritz Mr David Burton, Chief Executive Officer, non-voting
Shire of Koorda	President Cr Jannah Stratford Mr Darren Simmons, Chief Executive Officer, non-voting
Shire of Merredin	President Cr Mark McKenzie Cr Romolo Patroni Leah Boehme, Executive Manager Corporate Services
Shire of Mount Marshall	President Cr Tony Sachse (Chair) Mr John Nuttall, Chief Executive Officer, non-voting
Shire of Narembeen	President Cr Kellie Mortimore Mr Paul Sheedy, A/Chief Executive Officer
Shire of Nungarin	President Cr Pippa de Lacy Deputy President Cr Gary Coumbe Mr Leonard Long, Chief Executive Officer, non-voting
Shire of Tammin	President Cr Glenice Batchelor Ms Joanne Soderlund, Chief Executive Officer, non-voting
Shire of Trayning	President Cr Melanie Brown Ms Leanne Parola, Chief Executive Officer, non-voting
Shire of Westonia	President Cr Mark Crees
Shire of Wyalkatchem	President Cr Quentin Davies (Deputy Chair) Mr Peter Klein, Chief Executive Officer, non-voting
Shire of Yilgarn	President Cr Wayne Della Bosca Mr Nic Warren, Chief Executive Officer, non-voting
Guests	
Wheatbelt Development Commission	Renee Manning, Principal Regional Development Officer - Central East
Main Roads WA	Mohammad Siddiqui, Regional Manager Wheatbelt
Water Corporation	Rebecca Bowler, Manager Customer and Stakeholder, Goldfields & Agricultural Region
Regional Development Australia WA	Mandy Walker, Director Regional Development
National Emergency Management Agency	Annette Balmer, Recovery Support Officer, Wheatbelt & Goldfields Region
Members of Parliament	Kathleen Brown on behalf of Hon Mia Davies MLA, Member for Central Wheatbelt (Leader of the Opposition)
WALGA	Tony Brown, Executive Director Membership James McGovern, Zone Executive Officer Vicki Coles, Governance Specialist Cliff Simpson, Regional Road Safety Advisor

3. Apologies

Shire of Cunderdin	President, Cr Alison Harris Mr Stuart Hopley, Chief Executive Officer
Shire of Dowerin	Cr Darrel Hudson
Shire of Kellerberrin	Deputy President, Cr Emily Ryan Mr Raymond Griffiths, Chief Executive Officer
Shire of Kondinin	Deputy President Cr Beverley Gangell
Shire of Koorda	President, Cr Jannah Stratford Deputy President Cr Buster Cooper
Shire of Merredin	Cr Donna Crook Ms Lisa Clack, Chief Executive Officer
Shire of Mt Marshall	Deputy President Cr Nick Gillett
Shire of Mukinbudin	President Cr Gary Shadbolt Deputy President, Romina Nicoletti Mr Dirk Sellenger, Chief Executive Officer
Shire of Narembeen	Deputy President, Cr Stirrat Mr David Blurton, Chief Executive Officer
Shire of Tammin	Deputy President, Cr Tanya Nicholls
Shire of Trayning	Deputy President, Cr Geoff Waters
Shire of Westonia	Mr Bill Price, Chief Executive Officer, non-voting
Shire of Wyalkatchem	Deputy President Cr Owen Garner
Shire of Yilgarn	Deputy President, Cr Bryan Close
Members of Parliament	Hon Mia Davies MLA, Member for Central Wheatbelt (Leader of the Opposition) Hon Peter Rundle MLA, Member for Roe Hon Shelley Payne MLC, Member for Agricultural Region Hon Darren West MLC, Member for Agricultural Region Hon Colin de Grussa MLC, Member for Agricultural Region Hon Martin Aldridge MLC, Member for Agricultural Region Hon Sandra Carr MLC, Member for Agricultural Region Rick Wilson MP, Federal Member for O'Connor
Guests	
Wheatbelt Development Commission	Rob Cossart, Chief Executive Officer
Department of Local Government Sport & Cultural Industries	Samantha Cornthwaite, Regional Manager Wheatbelt
Water Corporation	Michael Roberts, Regional Manager Goldfields & Agricultural Region.
WALGA	Deputy President, Cr Paul Kelly Janine Neugebauer, Governance & Organisational Services

Attachments

The following are provided as attachments to the minutes:

1. Item No. 12.1 Presentation: Best Practice Governance Review
2. Item No. 6.2 DFES Presentation
3. Item 8.4 Main Roads Report November 2022
4. Item 8.5 Water Corporation Presentation

4. Declarations of Interest

Nil.

6. Guest Speakers / Deputations

The Chair proposed bringing forward Item 12.1, with agreement of the meeting.

12.1 WALGA Best Practice Governance Review | Council Feedback Requested

WALGA is undertaking a Best Practice Governance Review to ensure their governance model is contemporary, agile and maximises engagement with members.

A significant body of work, which is summarised in the [Background Paper](#), has been undertaken by the Project's Steering Committee.

Member feedback, in the form of a Council decision, is requested from Local Governments on the governance model options presented in the [Consultation Paper](#) by **23 December 2022**.

In addition, to supplement Council feedback, WALGA will be undertaking independent consultation to gain deeper insights from the perspective of CEOs and Elected Members.

Tony Brown, Executive Director Membership, provided a presentation to the Zone on the material to assist Local Governments in their deliberations on the consultation paper.
(Presentation: Attachment 1)

NOTED

6.1 Cr Wayne Gibson, Chair, Wheatbelt Secondary Freight Network

The Chair of the Wheatbelt Secondary Freight Network, Cr. Wayne Gibson presented to the Zone.

Cr Gibson confirmed all minutes of the Secondary Freight Network Meetings will be circulated to the Local Governments going forward and that there will be a regular newsletter.

NOTED

6.2 Tanya Ramponi, A/Manager Regulation and Compliance, DFES

Tanya Ramponi, Acting Manager Regulation and Compliance, DFES presented to the Zone on the subject of roadworks during a total fire ban. **(Presentation: Attachment 2)**

Tanya suggested everyone provides their feedback to the legislation team so they can work on the amendments. Contact details to be provided in an email to WALGA.



ACTION: The Great Eastern country Zone Executive Committee to receive feedback from the Zone members on issues raised during the DFES presentation and bring these issues to the Great Eastern Country Zone meeting in February 2023.

7. Members of Parliament

Kathleen Brown provided an update to the Zone on behalf of Hon Mia Davies MLA, Member for Central Wheatbelt (Leader of the Opposition).

8. Agency Reports

8.1 Department of Local Government, Sport, and Cultural Industries

Samantha Cornthwaite, Regional Manager Wheatbelt was an apology.

NOTED

8.2 Wheatbelt Development Commission

Renee Manning, Principal Regional Development Officer – Central East, provided an update to the Zone.

NOTED

8.3 Regional Development Australia Wheatbelt

Mandy Walker, Director Regional development, provided an update to the Zone.

NOTED

8.4 Main Roads Western Australia

Mohammad Siddiqui, Regional Manager Wheatbelt, provided an update to the Zone.
(Report: Attachment 3)

NOTED

8.5 Water Corporation

Rebecca Bowler, Manager Customer and Stakeholder Goldfields & Agricultural Region, provided an update to the Zone.

NOTED

9. Minutes

9.1 Confirmation of Minutes from the Great Eastern Country Zone meeting held on Monday, 29 August 2022

The Minutes of the Great Eastern Country Zone meeting held on Monday, 29 August 2022 have previously been circulated to Member Councils.

RESOLUTION

Moved: Shire of Yilgarn
Seconded: Shire of Koorda

That the minutes of the Great Eastern Country Zone meeting held on Monday, 29 August 2022 be confirmed as a true and accurate record of the proceedings.

CARRIED

9.2 Business Arising from the Minutes from the Great Eastern Country Zone Meeting held on Monday, 29 August 2022

Nil.

9.3 Minutes of the Great Eastern Country Executive Committee Meeting held on Thursday, 17 November 2022

The Minutes of the Great Eastern Country Zone Executive Committee meeting held on Thursday, 17 November 2022 were attached to the meeting Agenda.

Tony Brown advised the Executive Committee that a reminder would be sent to Local Governments to claim the Elected Member Training rebate at the Zone meeting.

RESOLUTION

Moved: Shire of Bruce Rock
Seconded: Shire of Wyalkatchem

That the Minutes of the Great Eastern Country Zone Executive Committee meeting held on Thursday, 17 November 2022 be endorsed.

CARRIED

10. Zone Business

10.1 Zone Conference 2023

At the Executive Committee Meeting on Thursday, 17 November 2022, it was resolved that the conference date be Tuesday, 28 February 2023 and that a draft program be prepared for the Zone meeting.

Comment

The Executive committee discussed the theme of the conference and potential speakers and listed the following as a starting point;

Date: 28 February 2023

Venue: Merredin Regional Community & Leisure Centre

Theme: Regional Collaboration

Target Audience: All Elected Members and senior staff from the 16 Local Governments that make up the Zone. Look to encourage those Elected Members that don't normally attend Zone meetings to attend the conference.

Potential Guest Speakers (noting all may not be available):

- Justin Longmuir, Fremantle Football Club Coach – To speak on Leadership and Resilience
- Darren Klem, DFES Commissioner
- Federal Government Minister Kirsty McBain – Local Government and Regional Development
- State Government Minister John Cary MLA – Local Government and Housing issues
- Regional Collaboration speakers and potential panel session
 - Mandy Walker – RDA Wheatbelt
 - Rob Cossart – Wheatbelt Development Commission

- Tuck Waldren - Chair, Central East Accommodation & Care Alliance Inc (CEACA) is a collaboration of 11 Local Governments
 - Danielle Green - General Manager, Dowerin Machinery Field Days
 - John Nuttal – Wheatbelt Secondary Freight Network (The Wheatbelt Secondary Freight Network (WSFN) is a regional strategy to improve road freight safety and efficiency across the key transport routes that support the region’s major industries. It is a jointly funded Program between the 42 Wheatbelt local governments and the State and Commonwealth Governments, the collaboration will see 4400km of high priority routes upgraded in five stages.)
- Potentially a session on Economic Development and a local business success story like Bruce Rock Engineering could present.

The Zone Executive would like to have a professional facilitator. Suggesting Liam Bartlett or someone similar.

RESOLUTION

Moved: Shire of Bruce Rock
Seconded: Shire of Narembeen

1. That the Zone endorse holding a Zone Conference on Tuesday, 28 February 2023 at the Merredin Regional & Community Centre.
2. That the Zone Executive Officer prepare a Conference Program along the lines as listed above.

CARRIED

11. Zone Reports

11.1 Zone President Report

Zone President Tony Sachse provided a report to the Zone.

RESOLUTION

Moved: Shire of Mount Marshall
Seconded: Shire Wyalkatchem

That the Zone President’s Report be received.

CARRIED

11.2 Local Government Agricultural Freight Group (LGAFG)

President Tony Sachse provided a report to the Zone on the Local Government Agricultural Freight Groups activities. It was proposed that the future of the Agricultural Freight Group be listed as a matter for the next Executive Committee meeting in February 2023.

RESOLUTION

Moved: Shire of Narembeen
Seconded: Shire of Koorda

That the Local Government Agricultural Freight Groups Report be received.

CARRIED

11.3 Wheatbelt District Emergency Management Committee (DEMC)

President Tony Sachse provided a report to the Zone.

RESOLUTION

Moved: Shire of Cunderdin
Seconded: Shire of Yilgarn

That the Great Southern District Emergency Management Committee Report be received.

CARRIED

11.4 Regional Health Advocacy Group

At the previous Zone meeting, the Zone resolved as follows:

That the Great Eastern Country Zone write to the WA Country Health Service (WACHS) requesting an update on the review of the Pilot Sites and request the Great Eastern Country Zone Executive Committee to consider the future of the Regional Health Advocacy Group and report back to the next Zone meeting.

Information is being collated on this item and a report will be prepared for the February 2023 meeting.

NOTED

11.5 WALGA RoadWise

Cliff Simpson, Regional Road Safety Advisor provided a report to the Zone.

NOTED

12. Western Australian Local Government Association (WALGA) Business

Item 12.1 is dealt with on page 6.

12.2 State Councillor Report

Cr Stephen Strange

RESOLUTION

Moved: Shire of Westonia
Seconded: Shire of Nungarin

That the State Councillor Report be received.

CARRIED

12.3 WALGA Status Report

By James McGovern, Executive Officer

BACKGROUND

Presenting the Status Report for November 2022 which contains WALGA's responses to the resolutions of previous Zone Meetings.

GREAT EASTERN COUNTRY ZONE STATUS REPORT NOVEMBER 2022

Zone	Agenda Item	Zone Resolution	WALGA Response	Update	WALGA Contact
Grt Eastern C	9 September 2022 State Council Agenda Item 5.2 Proposed Advocacy Position on Management of Bush Fire Brigades	That the following Advocacy Position on Management of Bush Fire Brigades be endorsed. <i>Management of Bush Fire Brigades</i> 1. <i>Bush Fire Brigade volunteers play a critical role in helping to protect their local communities. Local knowledge and skills are integral to bushfire management in Western Australia.</i> 2. <i>Future management and funding of volunteer Bush Fire Brigades must:</i> a) <i>Recognise the changing risk environment, including work health and safety requirements, and the increasing intensity and frequency of bushfires;</i> b) <i>Take account of the differing circumstances of Bush Fire Brigade units and regional variations in bush firefighting approaches; and</i> c) <i>Be adequately and equitably resourced through the Emergency Services Levy.</i> 3. <i>The State Government, through the Consolidated Emergency Services Act and/or other mechanism's must:</i> a) <i>establish a clear framework to enable transfer of Bush Fire Brigades to the State Government if a Local Government decides to do so;</i>	State Council Resolution That the following Advocacy Position on Management of Bush Fire Brigades be endorsed. <i>Management of Bush Fire Brigades</i> 1. <i>Bush Fire Brigade volunteers play a critical role in helping to protect their local communities. Local knowledge and skills are integral to bushfire management in Western Australia.</i> 2. <i>Future management and funding of volunteer Bush Fire Brigades must:</i> a) <i>Recognise the changing risk environment, including work health and safety requirements, and the increasing intensity and frequency of bushfires;</i> b) <i>Take account of the differing circumstances of Bush Fire Brigade units and regional variations in bush firefighting approaches; and</i> c) <i>Be adequately and equitably resourced through the Emergency Services Levy.</i> 3. <i>The State Government, through the Consolidated Emergency Services Act and/or other mechanism's must:</i>	November 2022	Nicole Matthews Executive Manager Policy nmatthews@walga.asn.au 9213 2039

		<p>b) Consult on the process, timeline, and implications for transfer of responsibility for Bush Fire Brigades in accordance with 3(a) through the establishment of a working group comprising representatives of Local Government, Bush Fire Brigades, the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Fire and Emergency Services (DFES);</p> <p>c) Provide for mandatory and minimum training requirements and recognition of competency and prior learning for Bush Fire Brigade volunteers, supported by <u>locally delivered</u> fit-for-purpose and universally accessible training program, designed in consultation with Bush Fire Brigade representatives, Local Government and LGIS, and managed by DFES; and</p> <p>d) Develop a co-designed suite of relevant management guidelines and materials to assist in the management of Bush Fire Brigades.</p> <p>4. The State Government to consider the most appropriate operational model for State Government management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.</p>	<p>a) Establish a clear framework to enable transfer of Bush Fire Brigades to the State Government if a Local Government decides to do;</p> <p>b) Consult on the process, timeline, and implications for transfer of responsibility for Bush Fire Brigades in accordance with 3(a) through the establishment of a working group comprising representatives of Local Government, Bush Fire Brigades, the Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Fire and Emergency Services (DFES);</p> <p>c) Provide for mandatory and minimum training requirements and recognition of competency and prior learning for Bush Fire Brigade volunteers, supported by <u>locally delivered</u> fit-for-purpose and universally accessible training program, designed in consultation with Bush Fire Brigade representatives, Local Government and LGIS, and managed by DFES; and</p> <p>d) Develop a co-designed suite of relevant management guidelines and materials to assist in the management of Bush Fire Brigades.</p> <p>4. <u>As a matter of priority within the emergency services Acts review, the State Government to consider the most appropriate operational model for management of Bush Fire Brigades, which may include the establishment of an independent Rural Fire Service, as recommended in the 2016 Ferguson Report.</u></p> <p><u>RESOLUTION 377.7/2022</u> <u>CARRIED</u></p> <p><u>COMPLETE</u></p>		
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Grt Eastern C	2022, 27 June Zone Agenda Item 8.4 Office of Auditor General	That the Great Eastern Country Zone request WALGA to advocate to the Office of the Auditor General (OAG) that: 1. The OAG should be responsible for any additional costs incurred and not the individual Local Governments when a contract auditor cannot complete their contract. 2. The OAG should consider removing the duplicity in the current audit process and look to provide a more efficient service.	Correspondence has been sent to the OAG as per the resolution. Advocacy is continuing with the OAG on this issue.	November 2022	Tony Brown Executive Director, Member Services 9213 2051 tbrown@walga.asn.au
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Zone Comment

The Executive Officer was requested to check on the accuracy of the Zone Resolution relating to Item 5.2 “Proposed advocacy position on management of Bush Fire Brigades”.

RESOLUTION

Moved: Shire of Yilgarn
 Seconded: Shire of Tammin

That the Great Eastern Country Zone, WALGA Status Report for November 2022 be noted.
CARRIED

12.4 Review of WALGA State Council Agenda’s – Matters for Decision

12.4.1 State Council Agenda Items – (7 December 2022)

Background

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

The full State Council Agenda can be found via link:
[20221207_State_Council_Agenda \(walga.asn.au\)](https://www.walga.asn.au/20221207_State_Council_Agenda)

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

Matters for Decision

5.1 2022 Annual General Meeting Resolutions

RECOMMENDATION

That:

- the following resolutions from the 2022 WALGA Annual General Meeting be endorsed for action:

3.8 Review of the Rating Methodology used by the Valuer-General
Advocate for a full review of the rating methodology used by the Valuer-General to value all land in the State of Western Australia.

3.10 Reform of the Cat Act 2011
That the WA Local Government sector requests the WA State Government prioritise reforms to the Cat Act 2011, in accordance with the Statutory Review undertaken and tabled in the State Parliament on 27 November 2019.

- the following resolutions from the 2022 WALGA Annual General Meeting be referred to the relevant Policy Team for further work to be undertaken:

3.1 Road Traffic Issues
That WALGA advocate on behalf of the local government sector to the State Government and in particular, Main Roads, to increase importance and weight given to local knowledge and input regarding road traffic issues including requests for speed reduction, intersection treatments and overall preventative and traffic safety measures.

3.2 Car Parking and Traffic Congestion Around Schools

That WALGA engages with the State Government on behalf of Local Government to review issues associated with car parking and traffic congestion around school sites including but not limited to:

- 1. Reviewing car parking standards for schools;***
- 2. Ensuring sufficient land is set aside for the provision of parking on school sites;***
- 3. Reviewing the co-location of schools to avoid issues being exacerbated;***
- 4. Restricting school access from major roads;***
- 5. Developing plans to enable schools to manage school traffic;***
- 6. Develop programs to educate drivers; and***
- 7. Develop options and implement initiatives to encourage alternative modes of transport to school.***

3.3 Proposal for Regional Road Maintenance Contracts with Main Roads WA

That WALGA assist Local Governments and work with the Hon Minister Rita Saffioti to introduce a similar program that is currently in play in Queensland and introduce a sole invitee Program for Local Governments to engage in a Road Maintenance Performance Contract with Main Roads WA.

3.4 Northern Australia Beef Roads Program

That WALGA work with the Hon Madeleine King MP Minister for Resources and Minister for Northern Australia to make Beef Road Funding available to all Australian Local Governments north and south or establish a Southern Australia Beef Road Funding Program to allow for equitable support across Australia's beef and agriculture industries.

3.5 3D House Printing Building Compliance

That WALGA requests:

- 1. Assistance from Minister for Industry and Science The Hon Ed Husic MP, Minister for Housing and Homelessness, Small Business The Hon Julie Collins MP, Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP to work with Ministers from all State and Territory Governments who have Building and Construction in their portfolios, to collaborate and to consider removing impediments within the National Construction Code Series and associated Australian Standards, that dissuade industry from adopting 3D printing as a building method.***
- 2. That the Government provide instruments to incentivise private industry to develop 3D printing and include this as an acceptable building practice.***

3.6 South West Native Title Settlement

That WALGA advocate to the State Government that Local Governments be provided with the full list of potential land to be requested for transfer as part of the South West Native Title Settlement and that a minimum of three months be provided for Council to provide feedback.

3.7 Land Offset Compensation to Local Governments

That WALGA advocate to the State Government that the Developer requiring land offsets should be required to provide the offsets within the Local Government where the clearing occurs and where this is not possible, the Developer requiring land offsets within another Local Government be required to pay a fee to the Local Government for the loss of rates and ongoing maintenance of infrastructure to the Land.

3.12.1 Abandoned Shopping Trolleys

That this meeting supports the recent petition to be tabled in the Legislative Council, Parliament of Western Australia, "Removal and Abandonment of Shopping Trolleys 22-0017" calling on the State Government to implement

stringent and uniform shopping trolley containment laws for the whole state of Western Australia.

3. the following resolutions from the 2022 WALGA Annual General Meeting be noted:

3.11 WALGA Best Practice Governance Review – Principles

That:

1. *The update on the Best Practice Governance Review project be noted, and*
2. *The principles to inform WALGA’s future governance model, as follows and as per the attached Principles document, be endorsed:*
 - a. *Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities, and economies.*
 - b. *Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders.*
 - c. *Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs, and services.*

3.12.2 Mandatory Superannuation for Elected Members in Band 1 and 2 Councils

That this meeting supports requesting WALGA to advocate for the Local Government reforms to include mandatory superannuation for elected members of Band 1 and Band 2 Councils and supports the optional payment of superannuation for Band 3 and 4 Councils.

5.2 Elected Member Superannuation

RECOMMENDATION

That WALGA:

1. **advocates for superannuation to be required to be paid to Elected Members of Local Governments in Salaries and Allowances Tribunal (SAT) Band 1 and Band 2; and**
2. **supports the position that superannuation payments to Elected Members of Local Governments in SAT Band 3 and Band 4 should be optional and determined by Council.**

5.3 Biosecurity Advocacy Position

RECOMMENDATION

That State Council endorse replacing Advocacy Position 4.5 Post Border Biosecurity with a new Biosecurity Advocacy Position as follows:

4.5 Biosecurity

Western Australia’s economy, environment and the community are facing increasing challenges posed by already established and new pests, weeds, and diseases.

Local Government has a significant role in biosecurity management, as land managers and regulators, and therefore has an interest in ensuring that Western Australia’s biosecurity system, including control of declared pests, is effective and appropriately resourced.

WALGA considers significant changes to the operation of the State’s biosecurity system, including the Biosecurity and Agriculture Management Act 2007, are required to ensure these risks can be managed now and into the future.

To be effective the Western Australian biosecurity system must:

1. *Take a transparent approach to the notion of ‘shared responsibility’ by ensuing that:*

- a) *The respective roles and responsibilities of Commonwealth, State and Local Government, industry, landholders, community groups and individuals are agreed and clearly articulated; and*
- b) *There is improved pest management on State Government managed land and a formalised structure for State Government agencies with responsibilities for biosecurity management to work together and coordinate their activities.*
2. *Be underpinned by a strategic framework, developed in collaboration with stakeholders, that:*
 - a) *Establishes priorities for biosecurity threats in geographically defined regions, sets measurable targets and guides investment in biosecurity activities; and*
 - b) *Is regularly evaluated and reported on.*
3. *Have a greater focus on environmental biosecurity, through the increased recognition and management of pest species that have significant ecological impacts.*
4. *Be adequately, sustainably, and equitably funded:*
 - a) *The appropriateness and effectiveness of the Declared Pest Rate (DPR) and Recognised Biosecurity Group (RBG) model as key mechanisms for the management of widespread and established declared pests should be reviewed and alternate mechanisms considered;*
 - b) *Increased and more equitable distribution of funding for every step in the biosecurity continuum and adequate resourcing for all stakeholders, including Local Government; and*
 - c) *The provision of funding for declared pest management in metropolitan areas.*
5. *Ensure that the criteria and process for listing of declared pests is evidence-based, timely and transparent.*
6. *Have an increased emphasis on compliance through education and enforcement activity, to ensure land managers are aware of their legislative responsibilities and are supported to implement biosecurity actions.*
7. *Facilitate the use of new technologies, strategic monitoring, and the establishment of data management systems to inform biosecurity investment decisions and support adaptive management.*
8. *Improve the community's understanding, awareness, and action in relation to biosecurity to assist with threat surveillance and timely response to incursions.*

5.4 Submission on Environmental Regulation Reform: A Strategic Review of Regulatory Delivery and Fees for Industry Regulation

RECOMMENDATION

That the submission on Environmental Regulation Reform: A Strategic Review of Regulatory Delivery and Fees for Industry Regulation be endorsed.

5.5 Updated Aboriginal Cultural Heritage Advocacy Position

RECOMMENDATION

That State Council endorse the following updated Advocacy Position on Aboriginal Cultural Heritage:

3.1.3 Aboriginal Cultural Heritage Act 2021 and South West Native Title Settlement

WALGA acknowledges Noongar people as the traditional owners of the South West Region. Local Government is supportive of conserving and protecting the State's Aboriginal cultural heritage.

WALGA supports the introduction of the Aboriginal Cultural Heritage Act 2021 which will provide a modern framework for the recognition, protection, conservation, and preservation of Aboriginal cultural heritage and recognises the fundamental importance of Aboriginal cultural heritage to Aboriginal people. The State Government must ensure that:

- 1. The legislation balances the need to protect Aboriginal cultural heritage with the requirement for Local Government to undertake activities in a timely and affordable manner;**
- 2. The implementation and ongoing operation of the legislative system for the protection of Aboriginal cultural heritage is adequately resourced to ensure that all parties have the capacity, capability, and resources to discharge their statutory obligations;**
- 3. Support is provided to Local Governments to ensure that they have the resources, capacity, and capability to comply with a complex legislative framework; and**
- 4. Local Governments have the ability to deliver essential infrastructure works and emergency activities efficiently and effectively in order to maintain public safety.**

5.6 Review of Coastal Planning Policy Position

RECOMMENDATION

That State Council endorse replacing Advocacy Position 6.8 Coastal Planning with a new Coastal Planning Advocacy Position as follows:

6.8 Coastal Planning

WALGA calls for:

- 1. Equitable legislative, regulatory and policy changes that preserve public coastal access for current and future generations.**
- 2. The provision of sustainable and adequate long-term funding for Local Governments to manage the impacts of coastal erosion and inundation.**

Items for Noting/Information

- 6.1 WALGA Best Practice Governance Review Update
- 6.2 2022-23 October Federal Budget
- 6.3 Supporting the Trajectory for Low Energy Buildings – Release of 7 Star Homes Cost Investigation
- 6.4 WALGA October 2022 Quarterly Economic Briefing
- 6.5 WALGA Submission on Phase Two of the Aboriginal Cultural Heritage Act 2021 Co-design Process
- 6.6 Report Municipal Waste Advisory Council (MWAC)

RESOLUTION

Moved: Shire of Dowerin

Seconded: Shire of Narembeen

That the Great Eastern Country Zone

- 1. Supports Matters for Decision, items 5.1 to 5.6 as listed above in the December 2022 State Council Agenda, and**
- 2. Notes all Matters for Noting and Organisational Reports as listed in the December 2022 State Council Agenda.**

CARRIED

12.5 WALGA President's Report

The WALGA President's Report was attached to the Agenda.

RESOLUTION

Moved: Shire of Tammin

Seconded: Shire of Yilgarn

That the Great Eastern Country Zone notes the WALGA President's Report.

CARRIED

13. Emerging Issues

13.1 Firearm Use of State Barrier Fence Reserve

Cr Mark Crees, Shire of Westonia informed the meeting of recent correspondence from the Department of Primary Industries and Regional Development (DPIRD) to the Eastern Wheatbelt Biosecurity Group (EWBG) informing of the discontinuance of the use of firearms by Licensed Pest Management Technicians (LPMTs) on the State Barrier Fence (SBF).

The Department informed that the rationale for this decision is due to the heightened risk to those permitted access to the vicinity of the SBF such as mining companies, state government agencies and utilities. The management of wild dogs will now rely upon the use of poisons and traps.

The EWBG provided additional advice to the Zone that, in response to a question as to whether firearms would be permitted for animal welfare purposes (i.e., animals ensnared in traps or caught on the fence) to which an informal email response confirmed that this would be permitted. The Zone agreed that the contradictory messaging from DPIRD requires clarification.

Zone delegates raised additional matters for discussion including the lack of consultation with biosecurity groups on this change in policy; the necessity of firearms for the protection of LPMTs; clarification on the issuing of permits for access to the SBF reserve.

RESOLUTION

Moved: Shire of Westonia

Seconded: Shire of Bruce Rock

That WALGA correspond with the Department of Primary Industries and Regional Development and inform the Zone on feedback on concerns raised including:

- 1. The use of firearms is an important and necessary and efficient control measure in the management of wild dogs;**
- 2. That firearm use in some circumstances is a warranted for reasons personal protection of Licensed Pest Management Technicians; and**
- 3. Clarity be sought on the DPIRD policies associated with issuing permits for access to the State Barrier Fence Reserve.**

CARRIED

13.2 Significant Finding in Audit Report Management Letter

CEO Shire of Tammin Joanne Soderlund informed of recent advice from the auditor appointed by the Office of the Auditor General, that the Shire is to receive a significant finding in the management letter for a failure to revalue infrastructure assets in 2021/22. Further information to be provided by the Shire to assist with following action.

RESOLUTION**Moved: Shire of Tammin****Seconded: Shire of Dowerin**

That the Shire of Tammin provide WALGA Executive Officer with the detail of concerns regarding significant finding in relation to revaluation of infrastructure assets to enable correspondence with the Office of the Auditor General on this issue.

CARRIED**14. Date, Time, and Place of Next Meetings**

The next Great Eastern Country Zone meeting will be held on Monday, 13 February 2023 commencing at 9.30am. This meeting will be hosted by the Shire of Kellerberrin.

The following is the 2023 Zone meeting schedule:

Zone Meeting Dates 2023

Zone Meeting Dates Monday	Day & Time	Host Council
13 February 2023	Monday 9.30am	Kellerberrin
17 April 2023	Monday 9.30am	Merredin
19 June 2023	Monday 9.30am	Kellerberrin
21 August 2023	Monday 9.30am	Merredin
20 November 2023	Monday 9.30am	Kellerberrin

15. Closure

There being no further business the Chair declared the meeting closed at 1.24pm.

Attachment 1

Best Practice Governance Review

Consultation Presentation

WALGGA





Acknowledgement of Traditional Owners

WALGA's work regularly takes us across the State and as such we would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia.

We pay our respects to their Elders, past and present.

Pictured left: Artwork by Jade Dolman, a young Whadjuk/Ballardong Nyoongar, Eastern Arrernte, Irish woman from Perth.

Opportunity

The Best Practice Governance Review presents an opportunity to improve WALGA's governance model to:

- Deliver strong, clear, focused, and consistent **policy positions** on strategic matters of the most importance to Local Governments in WA
- Drive **advocacy outcomes and impact** on behalf of Local Government in WA and the communities they serve
- Embed **agility and responsiveness**, ensuring member concerns are heard, respected and represented in a timely, efficient and effective manner



Drivers

Corporate Strategy

The Corporate Strategy identified governance model as key opportunity for improvement

Member Feedback

Feedback from members highlighted concerns with current arrangements

Legislative Reform

Local Government legislative reform – WALGA to no longer be constituted under the Local Government Act 1995

State IR Review

State IR Review – opportunity to be a registered organisation

Misalignment

Misalignment between key governance documents

Steering Committee

Appointed by State Council in March 2022:

President Cr Karen Chappel

WALGA President

Cr Paul Kelly

WALGA Deputy President

President Cr Phil Blight

State Councillor, Country

Mayor Carol Adams OAM

State Councillor, Metro

President Cr David Menzel

Shire of Wyndham East Kimberley

Mayor Albert Jacob

City of Joondalup

Andrew Sharpe

City of Albany Chief Executive Officer

David MacLennan

City of Vincent Chief Executive Officer

Nick Sloan

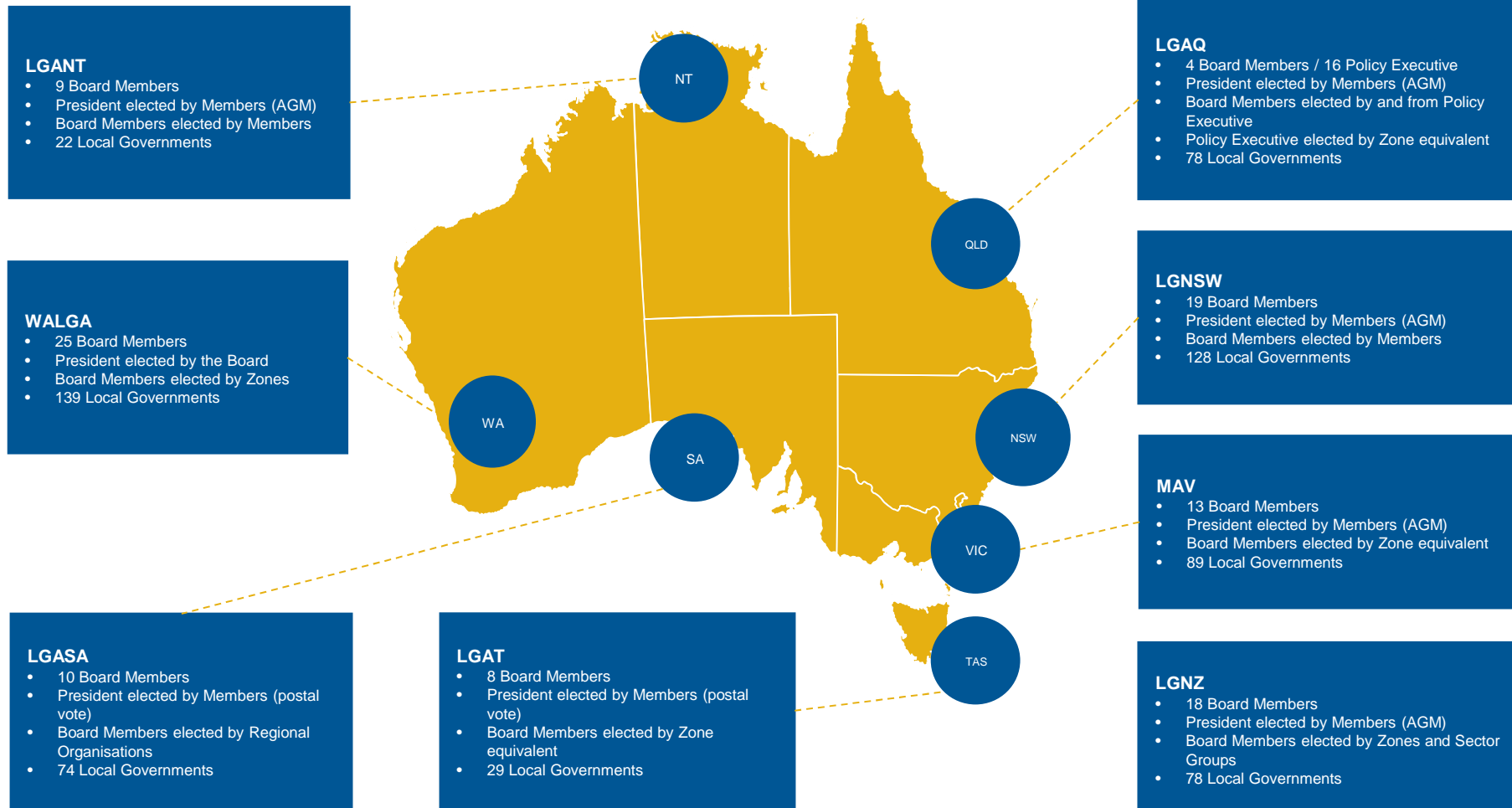
WALGA Chief Executive Officer

Background Work



Summary: Jurisdictional equivalents to WALGA

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



Summary: Governance structure analysis

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

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

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

Governance Principles
















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

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

Options and Current Model






Options and Current Model

Option 1	Option 2	Option 3	Option 4	Option 5
<p>Two tier model, existing Zones</p> <div data-bbox="157 578 547 778">  <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="157 821 547 921">  <p>Policy Council (25 members) 24 members plus President</p> </div> <hr/> <div data-bbox="157 1006 547 1120">  <p>Zones (5 metro, 12 country)</p> </div>	<p>Board, Regional Bodies</p> <div data-bbox="616 578 1006 778">  <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="616 821 1006 921">  <p>Regional Bodies (4 metro, 4 country)</p> </div> <hr/> <div data-bbox="616 1006 1006 1120">  <p>Policy Teams / Forums / Committees</p> </div>	<p>Board, Amalgamated Zones</p> <div data-bbox="1067 578 1457 778">  <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p> </div> <hr/> <div data-bbox="1067 821 1457 921">  <p>Zones (6 metro, 6 country)</p> </div> <hr/> <div data-bbox="1067 1006 1457 1120">  <p>Policy Teams / Forums / Committees</p> </div>	<p>Member elected Board, Regional Groups</p> <div data-bbox="1531 578 1921 778">  <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="1531 821 1921 921">  <p>Policy Teams / Forums / Committees</p> </div> <hr/> <div data-bbox="1531 1006 1921 1120">  <p>Regional Groups</p> </div>	<p>Current Model</p> <div data-bbox="1989 578 2379 778">  <p>State Council (25 members) 24 State Councillors 1 President</p> </div> <hr/> <div data-bbox="1989 821 2379 921">  <p>Zones (5 metro, 12 country)</p> </div> <hr/> <div data-bbox="1989 1006 2379 1120">  <p>Policy Teams / Forums / Committees</p> </div>




Option 1 – Two Tier Model, Existing Zones

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

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




Option 2 – Board, Regional Bodies

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

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




Option 3 – Board, Amalgamated Zones

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

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

Option 4 – Member Elected Board, Regional Groups

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
















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

Option 5 – Current Model

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

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

Options and Current Model

Option 1	Option 2	Option 3	Option 4	Option 5
<p>Two tier model, existing Zones</p> <div data-bbox="157 578 547 778">  <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="157 821 547 921">  <p>Policy Council (25 members) 24 members plus President</p> </div> <hr/> <div data-bbox="157 1006 547 1120">  <p>Zones (5 metro, 12 country)</p> </div>	<p>Board, Regional Bodies</p> <div data-bbox="616 578 1006 778">  <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="616 821 1006 921">  <p>Regional Bodies (4 metro, 4 country)</p> </div> <hr/> <div data-bbox="616 1006 1006 1120">  <p>Policy Teams / Forums / Committees</p> </div>	<p>Board, Amalgamated Zones</p> <div data-bbox="1075 578 1465 778">  <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p> </div> <hr/> <div data-bbox="1075 821 1465 921">  <p>Zones (6 metro, 6 country)</p> </div> <hr/> <div data-bbox="1075 1006 1465 1120">  <p>Policy Teams / Forums / Committees</p> </div>	<p>Member elected Board, Regional Groups</p> <div data-bbox="1533 578 1923 778">  <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p> </div> <hr/> <div data-bbox="1533 821 1923 921">  <p>Policy Teams / Forums / Committees</p> </div> <hr/> <div data-bbox="1533 1006 1923 1120">  <p>Regional Groups</p> </div>	<p>Current Model</p> <div data-bbox="1992 578 2382 778">  <p>State Council (25 members) 24 State Councillors 1 President</p> </div> <hr/> <div data-bbox="1992 821 2382 921">  <p>Zones (5 metro, 12 country)</p> </div> <hr/> <div data-bbox="1992 1006 2382 1120">  <p>Policy Teams / Forums / Committees</p> </div>

Consultation, Next Steps and Timeline



Consultation Process and Next Steps

Consultation Process

Council Position

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

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

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

Supplementary Market Research

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

Workshops and Forums

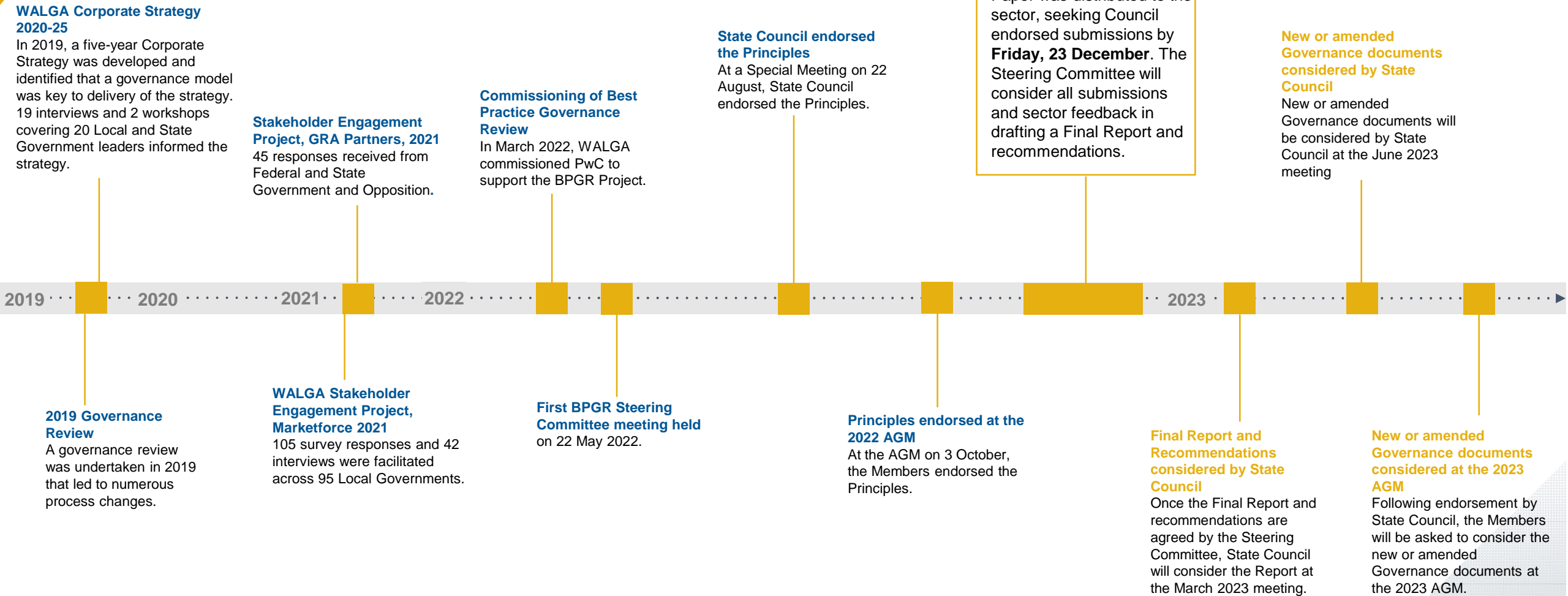
Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

Next Steps

Timetable

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

Timeline





Thank you

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



Total Fire Bans & Harvest and Vehicle Movement Bans

Attachment 2

Regulation and Compliance Branch

Department of Fire & Emergency Services





DFES incident photographer
Sean Blocksidge

Total Fire Bans

- Total Fire Bans (TFB) are declared on days when fires are most likely to threaten lives and property
- Forecast extreme weather or widespread fires impacting firefighting resources form part of the decision-making process to determine if a total fire ban should be declared
- DFES State Operations determine when and where a TFB will be declared
- Under the new AFDRS a Fire Behaviour Index of 50 will be the new trigger for TFBs across the State



DFES Incident
Photographer
Sean Blocksidge

Why is it important to understand TFB rules?

- A bushfire during extreme weather conditions can have devastating effects
- Communities are left dealing with the aftermath for years to come
- Educating the community about TFB rules reduces the risk of fires starting when weather conditions mean they will be difficult (or impossible) to control
- Most people who breach a TFB claim they weren't aware of the rules
- Understanding the risks makes for better decision making!

Total Fire Bans - *the law*

Section 22B(2) of the *Bush Fires Act 1954*

The general public are banned from lighting a fire or carrying out an activity that causes or is likely to cause a fire (in the open air) when a total fire ban has been declared

Section 22B(2) *Bush Fires Act 1954* - Penalties

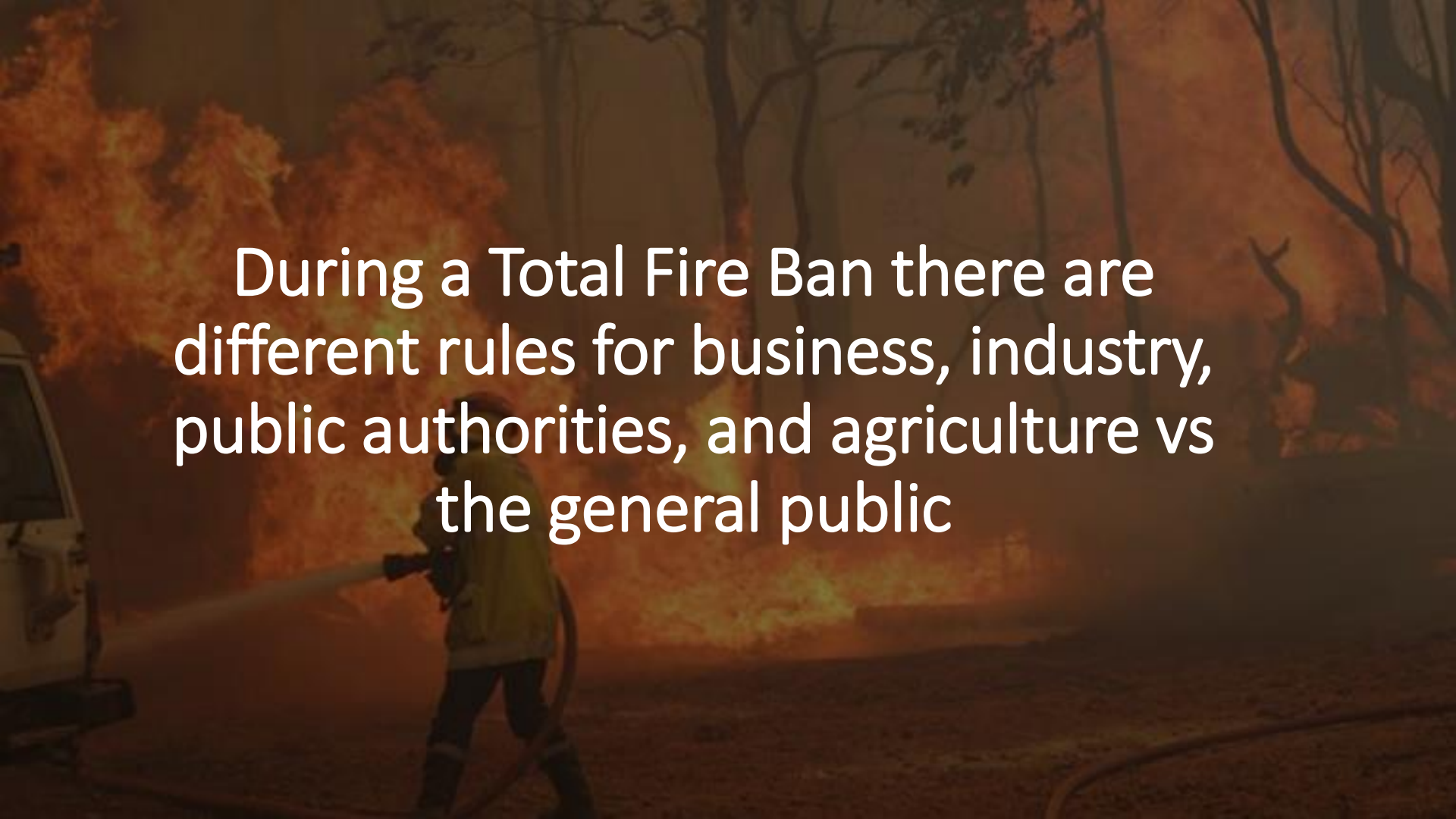
Serious Breaches - \$25,000 fine and/or jail term of 12 months

Applies to anyone who breaches a TFB - member of public, or as a result of business activity


\$1000 infringement introduced in 2018 - issued on the spot or at a later date

Legal action can be undertaken by DFES, Local Government, DBCA or Police





During a Total Fire Ban there are different rules for business, industry, public authorities, and agriculture vs the general public



What the public can not do during a TFB

- Light a fire including a campfire, wood fueled BBQ, pizza oven
- Burn garden refuse
- Drive a vehicle off-road over paddocks or bushland or over any land which contains vegetation
- Hot work (welding or grinding) in an area that is *not fully enclosed by a building or structure*
- Mow the lawn, use a slasher, whipper snipper operated by an *internal combustion engine*

.....

What can business, industry & public authorities do during a TFB?

AS LONG AS REGULATIONS ARE COMPLIED WITH, THEY CAN CONTINUE TO CARRY OUT THE FOLLOWING:

- Hot work (welding & grinding)
- Road work (grading and bituminising)
- Drive off-road over vegetation
- Earth moving, land clearing on land with vegetation
- Mow lawns as part of a business
- Use wood fueled cooking appliances or cook with an open flame as part of a catering business, including pizza ovens
- Blasting
- Gas flaring
- Use fireworks (exemption required)
- Rail grinding (exemption required)
- Power restoration (exemption required)





What agricultural activities can continue during a TFB?

- Agricultural activities can continue during a TFB in relation to *off-road activity* i.e. harvesting, slashing, using a generator, clearing land, driving vehicles over paddocks
- Once a Harvest and Vehicle Movement Ban (HVMB) is issued by the local government under regulation 24C of the *Bush Fires Regulations 1954* during a TFB, ***off-road agricultural activity is banned*** for the period specified in the notice
- *****Note: work occurring on land which is clear of vegetation is not impacted by a HVMB or a TFB i.e. generators can be used on cleared areas***



Photo by Senior Firefighter
Walmsley

NUMBER OF TOTAL FIRE BAN DECLARATIONS PER FIRE SEASON						
LOCAL GOVERNMENT	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Shire of Merredin	2	4	2	13	12	7
Shire of Yilgarn	2	6	4	13	14	12
Shire of Kellerberrin	2	4	2	13	12	7
Shire of Bruce Rock	2	4	2	13	12	7
Shire of Wyalkatchem	2	1	2	14	14	7
Shire of Narembeen	1	4	2	13	12	7
Mount Marshall	1	5	4	12	12	10
Shire of Greater Geraldton	6	3	14	19	20	42
City of Swan	4	0	5	18	22	24
Shire of Gingin	4	0	5	18	22	25
Shire of Esperance	4	3	8	13	7	5

Snapshot of Total Fire Ban declarations for different local government areas within Great Eastern Country Zone (and comparison to others (green rows)).

To find out a regions historic TFB declarations visit:
www.dfes.wa.gov.au/documents/TFB-Declarations-2015-2021.pdf

Business, industry & public authorities *online notification* during a total fire ban

Regulations require that business, industry, and public authorities notify DFES and the local government during a TFB *before the work starts* i.e. clearing vegetation, welding, grinding

Both DFES and the local government area (LGA) i.e. Shire, Town, City have access to review the information

An email address is nominated by each LGA and DFES region to receive the notifications

The notification means that during a TFB LGAs and DFES have visibility of *who is doing what work and where* in their region during a TFB

A screenshot of the 'tickit' website interface. The top navigation bar includes 'Home', 'Statutes', 'Events', 'Tasks', 'Reports', and 'Documents'. Below the navigation bar, there is a search bar and a 'New Features | Support' link. The main content area displays a notification form titled 'NOTIFICATION FOR UNDERTAKING EXCEPTED ACTIVITY'. The form includes fields for 'Company Name', 'Australian Business Number (ABN)', and 'Trading Name', each with a red asterisk indicating a required field. The form is set against a light blue background with a white border.

Online notification statistics – Number of online notifications received for the Great Eastern Country Zone 2021-22

- Since the introduction of the online notification system in November 2019 a total of **11,025** notifications have been received through the online form across the state during declared total fire bans.

Great Eastern Country Zone TFB online notifications 2021-22	
Activity during a total fire ban	Total
Hot Work Activity	18
Road Work Activity	11
Off-road Activity	11
Working under DFES issued Exemption Notice	8
Off-road Activity and Working under DFES issued Exemption	7
Hot Work Activity and Off-road Activity	5
Hot Work Activity and Blasting Activity	3
Blasting Activity	2
Hot Work Activity, Off-road Activity, and Working under DFES issued Exemption	1
Hot Work Activity and Road Work Activity	1
Hot Work Activity, Blasting Activity, and Off-road Activity	1
Grand Total	68

TOTAL FIRE BAN

Current Fire Bans

TFB Prescribed Activity
Notification Form

Bushfire overview

Prepare for a bushfire

During a bushfire

Recovering from a bushfire

Bushfire Centre of Excellence

Bushfire prone areas

Total fire ban

Planned burning

Rural and farm fire

At Risk Communities Program

What is a TFB?

Penalties

FAQs

Exemptions

Notification form

Has a ban been declared?

Resources

Where can I find out more about TFBs?

DFES Total Fire Ban web page
www.dfes.wa.gov.au/site/bushfire/totalfirebans.html



Link to
Emergency
WA



Link to TFB
online
notification
form for
business &
industry



TFB
frequently
asked
questions



TFB
exemption
information



Information
on how to
check if a
TFB has
been
declared



TFB fact
sheets
(business
and
industry)

How to find out if a total fire ban has been declared.

- www.emergency.wa.gov.au/#totalfirebans
- www.emergency.wa.gov.au/#cap-rss

A photograph of a tractor on fire in a field. The tractor is on the left side of the frame, and a large fire is engulfing its rear and side. The background shows a field and a dark sky. The text is overlaid on the image.

Harvest and Vehicle Movement Bans (HVMB)

Bush Fires Regulations 1954
r.24C and r.38A

There are two types of HVMBs and they have different rules and different penalties.

Both types of bans are issued by a Local Government's Bush Fire Control Officer.

HVMB Type 1: During a total fire ban
Bush Fires Regulations 1954
r.24C

When can a ban be issued by the local government under r.24C?

- A *TFB* has been declared and the Bush Fire Control Officer (BFCO) is satisfied the use or operation of the engine, vehicle, plant, equipment or machinery operated by an internal combustion engine being operated *off-road* is likely to cause or contribute to the spread of a bush fire.
- When a TFB is declared the BFCO must impose a ban under r.24C when the Fire Behaviour Index (FBI) *is or exceeds 40*.
- During the hottest/highest risk period for the day and/or while the FBI is 40 or above.
- The period of the ban must be specified in the notice and must be published via radio broadcast and if practical in writing.



What is considered *off-road* under r.24C?

- **ACTIVITY:** Using anything operated by an internal combustion engine on land where there is *bush, crop pasture or stubble*.
- **OFF-ROAD:** land which contains vegetation (alive or dead).



Examples of *off-road activities* **BANNED** where a r.24C HVMB is issued

- Harvesting
- Electricity service providers if the ***work is not considered urgent*** and involves *off-road activity*.
- Mining exploration on land not cleared of vegetation
- Drill rigs operated on land not cleared of vegetation
- Generators operated on land not cleared of vegetation
- Clearing land of vegetation including clearing as part of road work activities
- Driving over paddocks which contain vegetation
- Tree lopping services (unless classed as urgent work by an essential service provider)
- Slashing road verges
- Lawn mowing by lawn mowing businesses



What is NOT considered off-road under the regulations?

- Operating equipment with an internal combustion engine on land where there is **no vegetation** is NOT considered *off-road* under the total fire ban legislation or under r.24C (HVMB).
- The images depicted are activities that *are* allowed as the land being worked on does not contain vegetation.
- These activities are **not impacted by a total fire ban or a HVMB during a TFB** as the areas are not considered *off-road* under the TFB legislation.



Quick Note on *Road Work*

- While road work (*grading and bituminising*) is allowed during a total fire ban and cannot be banned when a HVMB is issued during a TFB, the *grading and bituminising equipment* must have a 5m radius clear from flammable material to operate.
- If the road work site/activity does not allow for a 5m radius, the work *cannot* be carried out during a TFB.
- The grading activity depicted here would not be allowed during a TFB.
- Clearing of land (vegetation) as part of road construction would fall under *off-road activity* and *would be banned* by a HVMB.





Penalties, breaching a HVMB under r.24C

If someone breaches a HVMB under r.24C, the Total Fire Ban penalties apply.

HVMB Type 2:
Banning the use of
engines, vehicles,
plant or machinery
during the *limited
burning times* r.38A



When can the local government Bush Fire Control Officer issue a ban under r.38A?

- This HVMB is issued during the restricted and prohibited burning times (RPBT) and where no total fire ban has been declared.
- The BFCO issues the ban when they need to regulate the use of engines, vehicles, plant or machinery *because they are of the opinion there is a risk their use may cause a bushfire or be conducive to the spread of a bushfire.*
- The ban is usually issued for the hottest/highest risk part of the day. The time-frame for the ban must be specified in the notice and in any radio announcement and/or written publication of the ban.
- There is no legislative requirement to issue a ban under r.38A where the FBI exceeds 40, however BFCOs may elect to do so.

Penalties, breaching a HVMB under r.38A

- *Court process \$5,000 fine*
- *Infringement \$250*





**Thank you
for your
time,
questions?**

For assistance & more information:

DFES Regulation and Compliance Branch

Tanya Ramponi

Acting Manager Regulation and Compliance

Email: tanya.ramponi@dfes.wa.gov.au | Phone: 9395 9359 Mobile: 0419 627 438

Regulation and Compliance Branch Team Email: regulation.compliance@dfes.wa.gov.au

Regulation and Compliance Branch Team Line: 08 9395 9911



Australian Government



mainroads
WESTERN AUSTRALIA

BUILDING OUR FUTURE

Attachment 3

Main Roads Report Great Eastern Country Zone

November 2022

Current Works

Road	Between	SLK Range	Activity	Main Roads Contact	Contractor	Contractor Contact
Great Eastern Hwy	Merredin	254.17 – 258.28	Pavement Repairs	Aziz Mohamed	Downer	Chris Hann
Works are due for completion by 15 December 2022.						
Great Eastern Hwy	Walgoolan Bridge	290.66 - 293.50	Bridge Replacement	Dileep Pokharel / Bronwyn Roberts	Highway Construction	Michael Healy
	Moorine Rock Bridge	339.66 – 340.86	Bridge Widening			
<p>Walgoolan Bridge:</p> <ul style="list-style-type: none"> • Vegetation clearing complete and side track installed. • Embankment works are within 600mm of final level and are due for competition in December 2022/January 2023. • Installation of piles, TeeRoff beams and deck cast on site due to commence in December 2022 and be completed in June 2023. • Bridge works are still awaiting approval from ARC to install temporary works. • Roadworks due to be completed in Mar 2023. <p>Moorine Rock Bridge:</p> <ul style="list-style-type: none"> • Bridge works will commence 1 December 2022. <p>All works are due for completion in June 2023.</p>						
Great Eastern Hwy	Coates Gully	58.5 – 65.4	Bridge replacement with culvert	Vincent Vercreaeije	Decmil Southern	Phil Pabedinskas
Works are due for completion in February 2023.						

Wheatbelt Maintenance Transition

48 staff members were welcomed to the Wheatbelt Region as part of the State Government's commitment to create 660 new permanent, local, Western Australian jobs (490 Regional and 170 Metropolitan) by transitioning road maintenance and some minor capital works back in-house, to Main Roads.

The transition was celebrated with a small breakfast event, attended by the Minister for Transport, Hon Rita Saffioti MLA, Director General Transport Peter Woronzow and a number of Main Roads staff.

The 48 staff members will be based in Northam and Narrogin and be responsible for the delivery of routine maintenance and some minor road work improvements.

Media coverage:

- Media statement > [First tranche of in-house road maintenance delivery begins today](#)
- GWN's news coverage > [GovNews](#)
- ABC's radio coverage and talk-back segments > [GovNews](#), [GovNews - talkback 1](#), [GovNews - talkback 2](#), [GovNews - talkback 3](#)
- Premier's Facebook page > [Mark McGowan | West Perth WA | Facebook](#)
- Minister's Facebook post > [Rita Saffioti MLA | Facebook](#)



Australian Government



mainroads
WESTERN AUSTRALIA

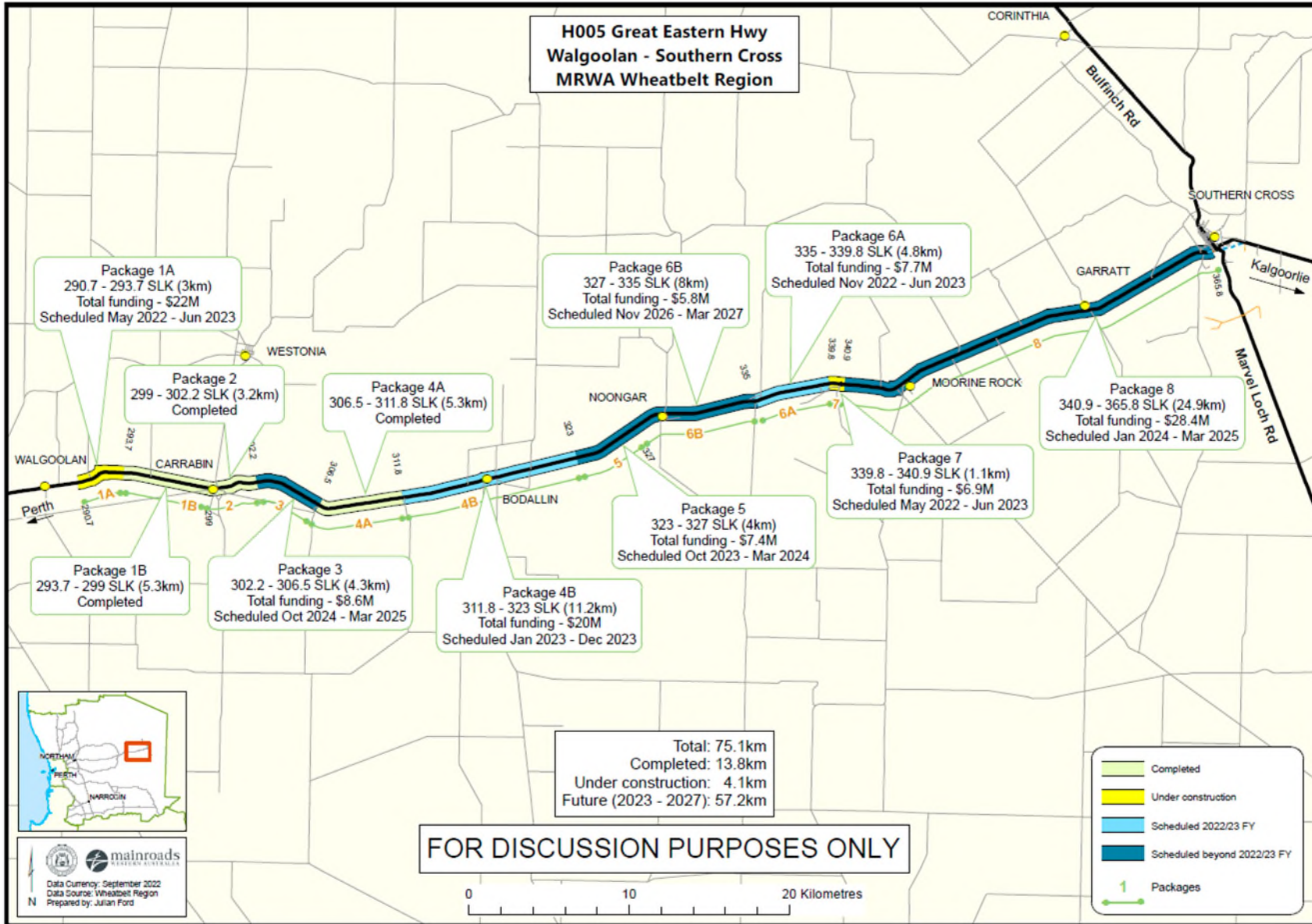
BUILDING OUR FUTURE

Attachment 3

Main Roads Report Great Eastern Hwy Upgrades

November 2022

Great Eastern Hwy - Walgoolan Southern Cross (SLK 290 – SLK 365.8)



- Packages 1AA – 2km roadworks complete.
- Package 1A and 7 - Widening overlay and seal 6km and replace Bridges 629 & 630A – Works commenced in May 22 and anticipated to complete June 23.

Walgoolan Bridge

- Side track and vegetation clearing complete
- Embankment works - December 2022/January 2023
- Installation of piles, TeeRoff beams and deck cast on site - December 2022 – June 2023
- Roadworks due to be complete Mar 2023

Moorine Rock Bridge

- Vegetation clearing complete
- Embankment works - Dec 2022
- Bridge widening and roadworks – Jan – June 2023 (lane closures and speed reduction)

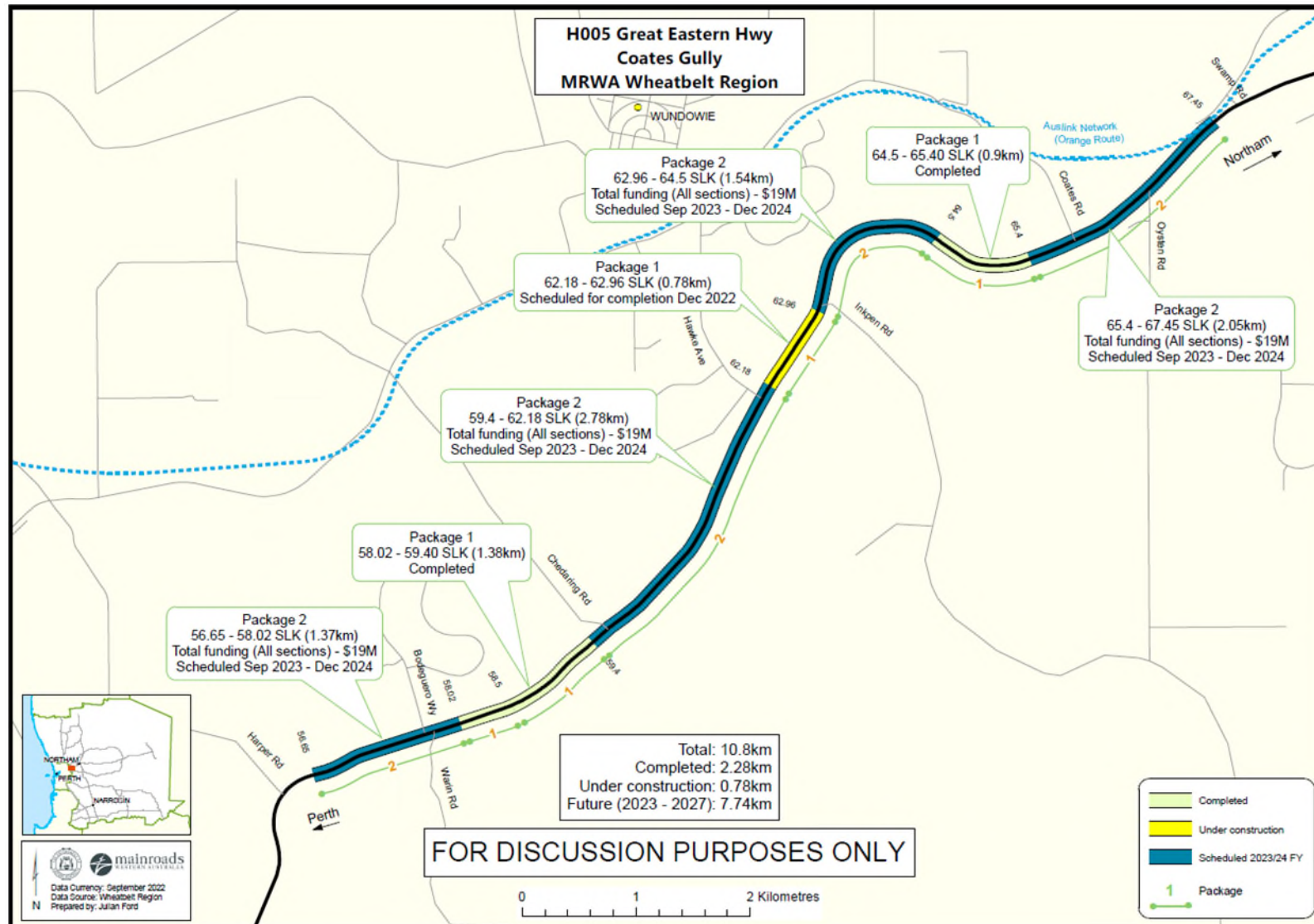
- Package 4B and 5 – (widening, overlay and seal 15km) – Tender advertised, expecting contract award in Jan 2023 and construction to commence Mar 23 to May 24.
 - Upgrade of 15 kilometres between Stephen Road and 2 kilometres West of Noongar South Road in the Shire of Yilgarn
 - Minor upgrade of intersections at Penton Road, Ivey Road, Blyth Road, Bodallin South Road and Bodallin North Road
 - Bodallin townsite upgrades
 - New 2-kilometre east-bound passing lane between Bodallin and Moorine Rock
 - A new west-bound rest area between Bodallin and Moorine Rock
- Package 3, 6A, 6B and 8 – (widening, overlay and seal 45km) - design complete, minor land and services relocation in progress, delivery scheduled for 23/24 onwards.
 - Covalent Lithium - Parker Range Road intersection with Great Eastern Highway - Upgrade design is currently in progress. The intersection upgrade falls within the Package 8 and delivery scheduled in Jan 2024 onwards.
 - Package 6A - design complete, delivery scheduled in 22/23 and 23/24.

Great Eastern Hwy - Coates Gully Replace Bridge Replacements 605, 606 & 607 (SLK 58 – SLK 66)

- Br 605 and 607 – Works complete.
- Bridge 606 – Construction commenced early Oct after winter suspension and schedule to complete by Jan 23.

Great Eastern Hwy - Coates Gully Stage 2 Roadworks (SLK 56.3 – SLK 68)

- Services relocation designs and environmental approvals are in progress. Construction in 23/24.



Goldfields-Esperance Region

Realignment, reconstruction, widening and overlay of GEH in the following sections.

Great Eastern Highway - Ghooli Stage 1 - SLK 378.38 to 395.00

- The design has been completed and environmental and heritage approvals have been obtained. The section has been tendered and contract awarded. Works are expected to commence in late October 2022.

Great Eastern Highway - Ghooli Stage 2 - SLK 367.30 to 378.38

- The detailed design and environmental approvals are underway. Heritage approval has been obtained. Works on this section are expected to commence in mid 2023.

Great Eastern Highway - Karalee Section - SLK 395.00 to 414.50

- The detailed design, environmental and heritage approvals are underway. The section is expected to be tendered in February 2024 with works commencing in July 2024.

Great Eastern Highway – Mt Palmer Section - SLK 414.50 to 432.00

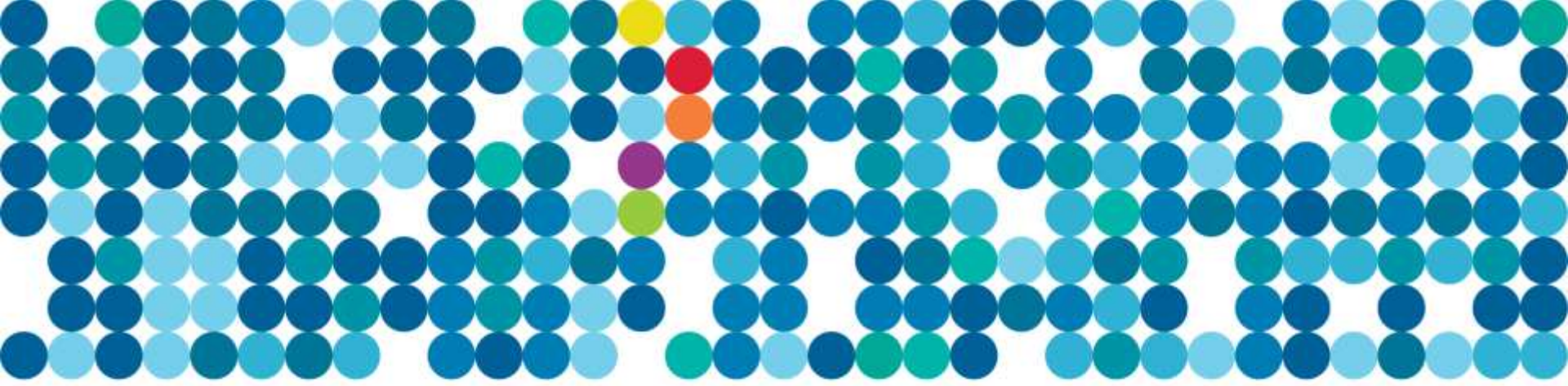
- The detailed design, environmental and heritage approvals are underway. The section is expected to be tendered in February 2025 with works commencing in July 2025.

Great Eastern Highway - Boondi Section - SLK 432.00 to 456.12

- The design scope for consultants is currently being completed. Environmental and heritage approvals are currently being arranged. The section is expected to be tendered in February 2027 with works commencing in July 2027.

Great Eastern Highway - Benari Section - SLK 497.92 to 511.50

- The design scope for consultants is currently being completed. Environmental and heritage approvals are currently being arranged. The section is expected to be tendered in February 2026 with works commencing in July 2026.



Great Eastern Country Zone Meeting

Rebecca Bowler- Manager- Customer & Stakeholder

Goldfields & Agricultural Region

0409 293 618

28 November 2022

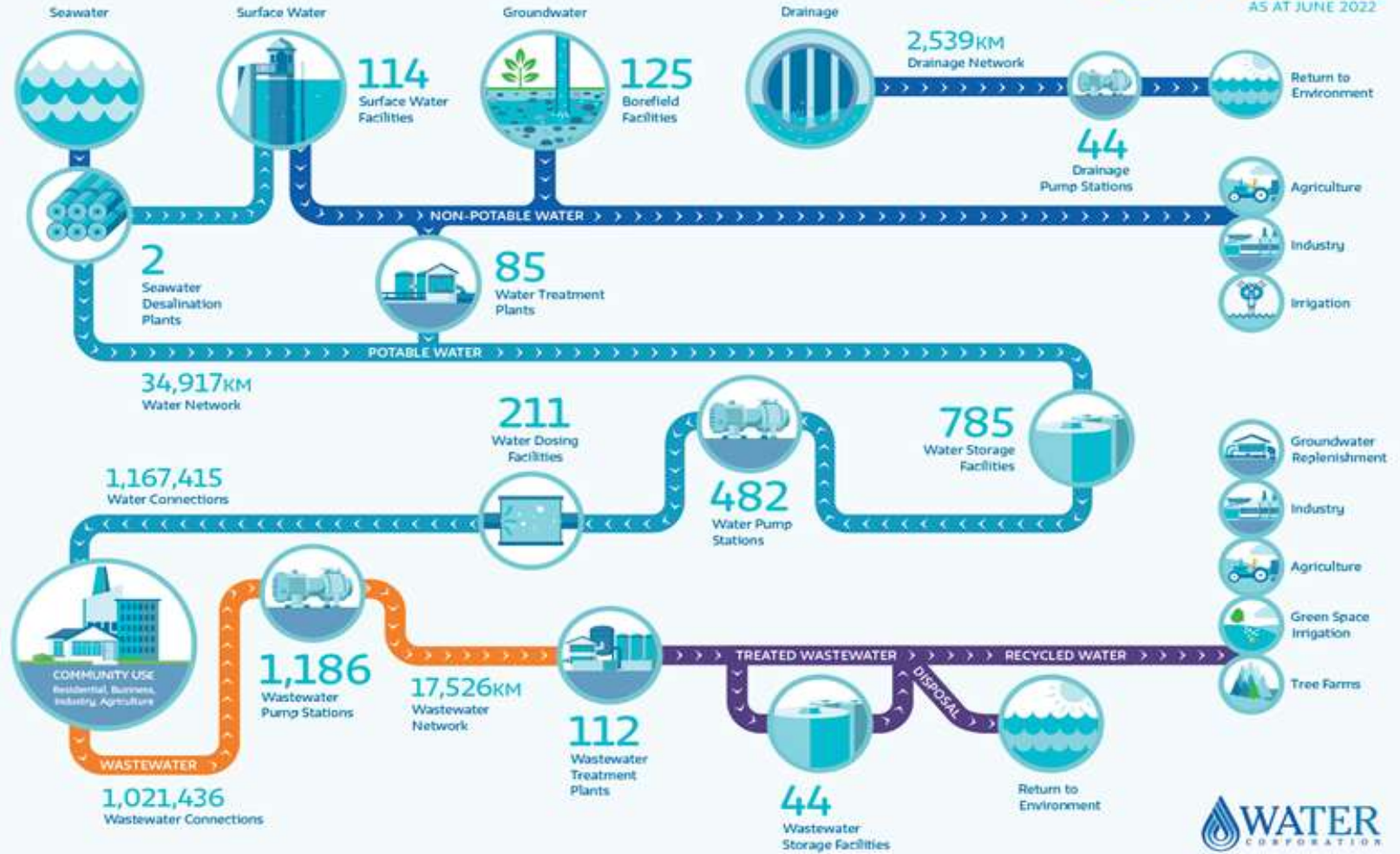
Attachment 4

Think climate change.
Be waterwise.



Our Assets

AS AT JUNE 2022



Farmlands

- \$35 million already committed across GAR & MW region- improve water supply ~65km
- 7/10 stages complete, 8th stage underway
 - Minnivale (136m- 2 locations)
 - Kellerberrin (300m- 3 sites)
 - Nungarin (2830m- 7 sites)
 - Perenjori Bowgada Farmlands- Morowa (7500m- 2 sites)
- 2 more stages to be delivered by end of 2025
- 5 year rolling renewal program established
- 3756km network expected to reach end of life between now and 2030



KN7- Trayning



LD3- Bruce Rock



Dowerin

Think climate
Be waterwise



Shire of Yilgarn

- Dedari 32 ML roofed ground level water tank is now operational
 - \$23mill
 - Old reservoir converted to sump for offline maintenance of new tank
- National Trust- ACM remediation of pump station building required
- Marvel Loch- replacement of current tank- 200kL elevated water tank- build due to commence in 2024
 - additional strategic capacity/water quality investigations are being investigated



Shire of Merredin

- 42 ML tank in commissioning phase and now operational
 - \$31mill improved water quality and contingency
- Main conduit upgrade completed
 - Hughes Road reserve- 3.6km length
 - Landowners & occupiers consulted
- Water Resource Recovery Facility (WRRF) planning/design has commenced, working with the Shire of Merredin



Shire of Wyalkatchem



- Water Resource Recovery Facility (WRRF) construction completed
 - New pump station, contact tanks, chlorination facility, access road upgrade
 - Awaiting Western Power power dome installation
 - Genset in place in the meantime



Visual Connect

- Customers in Perth assisting with fault assessment
 - 2019/2020= 8,850 work orders attended and no fault determined
 - Up to 25% of work orders could be avoided or resolved at more appropriate time
- Link sent to customer turns their phone into our “eyes/camera/GPS”
- Roll out to whole of business expected in coming 12- 24 months

7



Sometimes it can be hard for customers to describe what they're seeing and exactly where they are. Visual Connect takes away this issue as customers live stream their experience for our operators.



Seeing the size and scope of leaks like this one helps our operators determine the best course of action.



Lauren Jones using Visual Connect to see what customers are seeing

ink climate change.
waterwise.





Looking forward

- Investment in current infrastructure- upgrade & optimisation of what we have- GAWS
- Investigation of surrounds for future sources
- Alternate source investigations- new space for WC
 - AA Dams, redundant asset transfer
- New infrastructure, new assets (proponent investment will be crucial)
- Inflation - 20% higher costs - pressure on capital program
- Net Zero targets= Flat Rocks Wind Farm Stage 2 by 2026/27 (30km out of Kojonup)- ¼ of WC energy needs inc. all desalination plants



Welcome to our Thrive2035 Strategic Plan.

Our purpose is to manage water services sustainably to make WA a great place to live and invest.

Our vision is for our people, our communities and our state to thrive.

Today – a need for change



Climate change



Increasing community expectations



Price and cost pressure



Technological progress



Demand for future ready workforce

Onward – we're taking action

- Create positive environmental impact as our climate changes
- Build meaningful relationships to understand customer needs
- Invest to secure our digital and physical assets and infrastructure
- Identify opportunities to scale our capabilities to develop new projects and customers
- Drive efficiency to finance our vision and free up resources for our key priorities
- Inspire and enable our organisation by building capabilities and improving processes

Six goals to drive us forward



What will success look like?

- Net zero carbon footprint
- Universal water access
- Meaningful relationships with customers and community
- Strong relationships with Aboriginal peoples
- Water services partner of choice for state development
- Reduction in total recurring expenditure
- Engaged employees and effective leadership

Major Consumers Framework (MCF) Principles



The Corporation has legislated powers to agree charges and terms with customers instead of regulated charges set by Government.

The agreements we enter into with large water consumers mainly in regional areas aim to **recover the cost** of providing the service at their location, ensure the **risk of stranded assets are managed** and ensure they **support efficient water use**.

The cost based pricing **provides commercial pricing signals** to assist them in the evaluation of alternate water supply solutions or reduce demand where possible

The framework and modelling is **applied consistently** for all customers meeting the MCF criteria and provides clear transparent fair and equitable pricing

Major Consumers Framework (MCF)



The Major Consumers Framework (MCF) is a government endorsed pricing methodology for commercial customers, which can include Local Governments. The two main types of consumers under the MCF

Regional Major Consumers > 49 kL/day or > \$2M Present Value (PV) Service Cost

- Term of a Major Consumer Agreement is a customer nominated 10 to 15 years
- Charges have two main components:

Capacity charge is based on the cost of supplying the nominated peak day demand (from source to location) using depreciation and a return on capital method (5.1%)

Water consumption charge per kiloliter that recovers the operating and maintenance cost of supplying the water to the customer's location. Penalty charges apply for water used above the daily entitlement.

Note: MCF is applicable relative to location i.e. for developments >30kL/day= Kambalda or >20kL/day= Norseman.

Mining Customers Up to 49 kL/day

- Simply described as a short term By-law service
- Standard Agreement is 15-years
- Charges have two main components

Capacity charge covers headworks charge based on state-wide Standard Infrastructure Charge regardless of location or scheme cost

Water consumption charge per kiloliter regulated charge for water consumption up to the daily entitlement. Penalty charges apply for water used above the daily entitlement.



Questions
0409 293 618

MINUTES
WESTONIA/YILGARN
LOCAL EMERGENCY MANAGEMENT COMMITTEE
23 ANTARES STREET, SOUTHERN CROSS
THURSDAY, 24th NOVEMBER 2022 at 7 pm

Herein are the minutes of the meeting of the Westonia/Yilgarn Local Emergency Management Committee held on **Thursday, 24th November 2022**,

1 Declaration of Opening

The Chair opened the meeting at 7 pm

2 Record of Attendance & Apologies

2.1 Attendance

In Person

Cr Bryan Close – Shire of Yilgarn, St Johns – Chair
Nic Warren – Shire of Yilgarn
Adam Simmons – WAPOL Southern Cross
Mel Allen – St Joseph’s Catholic Primary School
Aleksandra Mutavdzic – Moorine Rock Primary School

Via Zoom

Andrew Barrie – Southern Cross District Hospital
Jo Spadaccini – Department of Communities

2.2 Apologies

Cr Wayne Della Bosca – Shire of Yilgarn
Jo Drayton – Holyoake
Bill Price – Shire of Westonia
Cr Damon Geier – Shire of Westonia
Karen Tabner – Southern Cross District High School
Steph Smylie – Southern Cross General Practice
Blake Ashurst – WAPOL Southern Cross
Jeremy Willis – DFES
Ron Burro – Yilgarn Volunteer Bush Fire Brigade
Tony Dal Busco – Yilgarn Volunteer Fire Rescue
Scott Rastall – St Johns

3 Confirmation of Previous Minutes

3.1 Confirmation of Minutes

Moved: M Allen, Seconded J Spadaccini

That the minutes for the Local Emergency Management Committee meeting held on the 24 March 2022 are true and correct.

Carried

MINUTES
WESTONIA/YILGARN
LOCAL EMERGENCY MANAGEMENT COMMITTEE
23 ANTARES STREET, SOUTHERN CROSS
THURSDAY, 24th NOVEMBER 2022 at 7 pm

4 Business Arising from Previous Meeting

Nil

5 Reports

- 5.1 Local Emergency Coordinator – WAPOL – Adam Simmons
- Generally slow and steady at the moment;
 - A few issues with stolen mine plant and vehicles;
 - Drugs on the road is an issue, is a focus of local police with drug and alcohol screening on the highway;
 - Few road crashes, wished to thanks St Johns for their assistance;
 - Staffing is on the radar, with 1 member down, 1 on light duties, and 1 due for transfer, however still covering. Vacancies are currently being advertised but difficult to attract.
- 5.2 Southern Cross District Hospital – Andrew Barrie
- Reducing COVID protocols, masks only in clinical areas, encouraging mask use elsewhere.
 - Vaccine requirement removed but still encouraged;
 - 3 FTE down and some on leave for Christmas period, though with agency staff and locals there will be sufficient coverage;
 - Treating COVID now as business as usual;
 - Good interactions with RFDS
 - Raised issue of back up options for when aerodrome is closed for bad weather or maintenance;
- 5.3 DFES Area Officer
- Nil
- 5.4 St. John Ambulance Representative – Bryan Close
- Lots of jobs on at the moment;
 - Volunteers are doing a great job and stepping up when needed;
 - No major incidents;
 - Installing defibs throughout the Yilgarn area, discussing locations with Shire;
 - Westonia volunteers assisting.
- 5.5 Southern Cross General Practice
- Report tabled as attached.
- 5.6 Shire of Westonia
- Nil

MINUTES
WESTONIA/YILGARN
LOCAL EMERGENCY MANAGEMENT COMMITTEE
23 ANTARES STREET, SOUTHERN CROSS
THURSDAY, 24th NOVEMBER 2022 at 7 pm

- 5.7 Shire of Yilgarn
- Returning to normal operations regarding Covid, but still keeping sneeze screens and sanitiser available.
 - Vaccine mandates removed;
 - Prepared in the event of further restrictions;
 - As Chief Bush Fire Control Officer not present, on his behalf, there is a real concern regarding fire risk throughout the district, due to high volume and late rainfall and protective burns not being as effective due to late drying, there is a high fuel load. Community need to be vigilant.
- 5.8 Mining Companies
- Nil
- 5.9 School Principals
- Mel Allen – St Josephs
- Will have some staffing changes next year;
 - Bush fire plan to be finalised in next few weeks.
- Aleksandra Mutavdzic – Moorine Rock Primary School
- Had 4 principles this year, currently no principal for next year;
 - 2 staff leaving at end of year
 - Currently recruiting;
 - Covid, back to normal, though staff still have covid leave available;
 - Encouraging mask wearing but not required;
 - Bush Fire Plan submitted.
- 5.10 Covid - 19 Recovery Coordinator
- Nil
- 5.11 Department of Communities
- Report tabled as attachment
- 5.12 DFES -DEMA
- Nil

6 General Business

6.1 Exercise

- N Warren raised discussions held with A Barrie regarding holding an exercise. A Barrie advised he was happy to run with it and start planning, such that a proposal could be tabled at the February LEMC meeting.

MINUTES
WESTONIA/YILGARN
LOCAL EMERGENCY MANAGEMENT COMMITTEE
23 ANTARES STREET, SOUTHERN CROSS
THURSDAY, 24th NOVEMBER 2022 at 7 pm

7 Next Meeting

Scheduled to be on Thursday 23rd February 2022 although this may be varied dependant on circumstances.

8 Closure of Meeting

The Chair closed the meeting at 7:20pm.

9 Attachments

- Southern Cross General Practice written report
- Department of Communities written report.

Westonia Yilgarn LEMC Meeting – Southern Cross General Practice Report, Thursday 24/11/2022

At the GP it is pretty much business as usual as it has been throughout the pandemic. We have complied, and adjusted accordingly, to all COVID-19 legislations as the government has rolled them out. Masks were still required for all healthcare settings where care is delivered face-to-face until recently. Legislation that has supported WA's COVID-19 emergency response has ended as of Friday 4th November 2022. This means that government powers relating to public health measures – such as mandatory mask wearing in certain settings, proof of vaccination, mandatory vaccination, and visitor restrictions – has ended. Individual healthcare facilities can adopt their own infection control processes that can be managed by in-house policies and practices, in the same way as other respiratory illnesses are managed. As such, SXGP will continue to enforce masks for all face-to-face appointments until the community is notified otherwise. We find this a necessary precaution considering we are a small GP with just the one doctor and nurse, and the only GP for at least an hour's travel. We provide masks to patrons who do not have access to any.

We had a good uptake of influenza vaccinations this season, in part due to the government providing free vaccines, and assisted by hospital visitation requirements.

Due to a decline in the number of pop-up clinics in town, and an increased number of inquiries - predominantly from our immunocompromised populace who are eligible for 4th and 5th doses – the GP has ordered another round of Pfizer. We are holding clinics on Tuesday and Thursday for the first two weeks of December to provide this service.

I do not have exact numbers of community vaccinations at this point, but can provide on request if required.

The GP has successfully hired an additional receptionist, Lily Rowe, who was a quick study and is already confidently working solo days. The community has responded well to Lily, with several patrons remembering her from her time at the Pharmacy. She fits well into our GP family.

All at the GP would like to kindly thank The Shire of Yilgarn for the generator for our building. We no longer have to worry about needing to close the GP during clinic hours due to the inability to access our systems, or the possible loss of vaccine stock during extended power outages. We are deeply grateful and appreciate the addition very much.

Thank you 😊



District Emergency Services Officer – Wheatbelt Update: October 2022 (update)

Jo Spadaccini will be on extended leave from 17th August 2022 (hopefully returning in November). Jo Reimers will be acting in the role and can be contacted on **0432 831 196** or via email joanne.reimers@communitieswa.gov.au

In the event of an emergency please call the All Hazards - State On-Call Coordinator on **0418 943 853**. Meetings, exercise details or information request can be emailed to emergencyservices@communities.wa.gov.au.

Name Change

Our Directorate has been changed from the Emergency Services Unit to Emergency Relief and Support. Our responsibilities and contact details remain the same.

Living with COVID

As we move into the 'Living With COVID' space and adjust our responses in line with the changing directions, I would like to thank the Local Governments in the Wheatbelt for their support in assisting with the provision of welfare support to their communities. Including picking up orders from the local store and delivering them as I have not been able to deliver them myself.

From 14 October 2022, the COVID mandatory isolation requirements will be removed. This change was agreed to at a National Cabinet meeting and more information will be made available prior to this date.

From 4 November 2022, Department of Communities are no longer involved with 13 COVID [13 26843].

Emergency Welfare Support Training and Exercises

Planning for the provision of training for Local Government as well as support agencies and groups is underway. The type and method of training is being revised to ensure it can be presented within COVID protocols while remaining effective.

If you would like to have Evac Centres training provided to you staff or would like Communities participation in an exercise or training, please have no hesitation in contacting us.

Please email joanne.reimers@communities.wa.gov.au and joanne.spadaccini@communitites.wa.gov.au.

Changes to LG and community contacts

A copy of your relevant district LEWP will be send out to your LG contacts this month requesting that you verify you contact details, the details of you evacuation centres and any other contact information in you shire. The details that require your review will be highlighted in yellow. If you could please ensure these are reviewed and responded to at your earliest possible convenience.

If there are any changes to the contact numbers or details from those listed on the LEWP, could you please advise any changes to joanne.reimers@communities.wa.gov.au

LG Activation Tubs

Communities will be following up with each LG in October 2022, to ensure everyone has their activation / good to go tubs ready in the event of an activation as confirming numbers of current LG staff who have completed Evacuation Centre training.



Evacuation Centre Audits

Over the next 6 to 12 months, we will be completing audits on evacuation centres that are listed in the LEWP. We will try to plan them to coincide with the LEMCs or they may occur as part of a regional trip. Once we have dates, I will be in touch to confirm dates and times.

If you would like any further information, please call my mobile 0429 102 614 / 0432 831 196 or email joanne.reimers@communities.wa.gov.au.

Jo Reimers
A/ District Emergency Services Officer - Wheatbelt
Department of Communities - Emergency Services Unit



WEROC Inc. Annual General Meeting

MINUTES

Monday 21 November 2022

Bruce Rock Shire Council Chambers
Johnson Street, Bruce Rock

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405 E rebekah@150square.com.au

M 0428 871 202

CONTENTS

1. OPENING AND ANNOUNCEMENTS.....	3
2. RECORD OF ATTENDANCE AND APOLOGIES.....	3
2.1 Attendance.....	3
2.2 Apologies.....	3
2.3 Guests.....	3
3. DECLARATIONS OF INTEREST.....	3
4. MINUTES OF MEETINGS.....	3
4.1 Minutes of the WEROC Inc. Annual General Meeting held 22 November 2021.....	3
5. CHAIRS REPORT.....	4
6. TREASURERS REPORT.....	5
7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2021 TO 30 JUNE 2022.....	6
8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2021-2022.....	6
9. APPOINTMENT OF AN AUDITOR FOR THE 2022-23 FINANCIAL YEAR.....	6
10. ELECTION OF OFFICE BEARERS.....	7
10.1 Election of Chair.....	8
10.2 Election of Deputy Chair.....	8
10.3 Election of Secretary/Treasurer.....	8
10.4 Election of Board Members.....	8
11. SPECIAL BUSINESS.....	9
12. GENERAL BUSINESS.....	9
13. CLOSURE.....	9

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

Minutes of the Annual General Meeting held on Monday 21 November 2022.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Emily Ryan as Chair of WEROC Inc. welcomed Members of the Board and opened the meeting at 9.27am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Emily Ryan

Ms. Glenice Batchelor

Ms. Lisa Clack

Mr. Tony Crooks

Mr. Mark Crees proxy and voting delegate for Ms. Karin Day

Mr. Raymond Griffiths

Mr. Mark McKenzie

Mr. Darren Mollenoyux

Mr. Bill Price

Ms. Joanne Soderlund

Mr. Nic Warren, proxy and voting delegate for Mr. Wayne Della Bosca

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Ms. Karin Day

Mr. Wayne Della Bosca

Mr. Bryan Close

2.3 Guests

Cr. Rebecca Waye, Shire of Bruce Rock

3. DECLARATIONS OF INTEREST

NIL

4. MINUTES OF MEETINGS

4.1 Minutes of the WEROC Inc. Annual General Meeting held 22 November 2021

Attachment 1: Minutes of the WEROC Inc. Annual General Meeting held 22 November 2021

The Minutes of the WEROC Inc. Annual General Meeting held on Monday 22 November 2021 have been previously circulated and are provided again as an attachment to the meeting agenda.

Recommendation:

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 22 November 2021 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Mark McKenzie

Seconded: Mr. Darren Mollenoyux

That the Minutes of the WEROC Inc. Annual General Meeting held on Monday 22 November 2021 be confirmed as a true and correct record.

CARRIED

5. CHAIRS REPORT

Author: Ms. Emily Ryan, Chair

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Chair's report for the 2021-22 financial year is presented.

As Chairperson of WEROC Inc., I am pleased to present this report for 2022.

For our collective communities, 2022 has been a year of moving forward, learning to live with a global pandemic, and making adjustments where applicable. This year, WEROC has also experienced these same challenges as our Shires have come together with a common vision and purpose - to support the growth and development of the Eastern Wheatbelt.

2022 has seen us continuing to work on our Strategic Plan commitments, and adjusting things, as needed, due to COVID concerns in the first quarter of the year. After some delays, the Customer Service Excellent Program was undertaken across the WEROC Local Governments in June, and we were thrilled with the feedback from participants. The Wheatbelt Medical Student Immersion Program was also able to go ahead in a virtual format. We look forward to working with stakeholders and welcoming back medical students to the area for the 2023 Immersion Program, hopefully in its original format.

We were also able to complete the WEROC Inc. Strategic Waste Management Plan and Landfill Consolidation Report. This report is integral for the sustainability of our region. The implementation of the priority recommendations will be a key focus for us in the next 12 months. Additionally, we continue to be involved in regional tourism marketing campaigns, and we are currently working on an expanded service offering for the Central Wheatbelt Visitors Centre.

Barriers to workforce participation, attraction and retention continue to be an ongoing issue in the Wheatbelt area and further afield. WEROC will continue working in collaboration with NEWROC, RDA Wheatbelt and the Wheatbelt Business Network on addressing these issues moving forward. It is proving to be a challenging task, but one we are determined to make headway with - for the benefit of all stakeholders.

I'd like to thank each member of our group, representing Tammin, Kellerberrin, Bruce Rock, Merredin, Westonia and Yilgarn, for their input, work and passion for the Wheatbelt. Our meetings have been collaborative, cohesive and enjoyable to be a part of. This is due not only to our CEOs and Elected Members, but also because of the professionalism, dedication and

organisation of our Executive Officer - Rebekah Burges. Her expertise has ensured our group has continued to move forward with purpose. Thank you, Rebekah, for your support and guidance.

As you can see highlighted in the Annual Report, we have made a range of accomplishments against our Strategic Priority areas and I look forward to working with the group into 2023 as we continue to push for the Eastern Wheatbelt area to grow and prosper.

Recommendation:

That the Chair's Report for the 2021-22 financial year be received.

RESOLUTION:

Moved: Ms. Glenice Batchelor

Seconded: Mr. Mark McKenzie

That the Chair's Report for the 2021-22 financial year be received.

CARRIED

6. TREASURERS REPORT

Author: Rebekah Burges, Executive Officer and Secretary/Treasurer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: Nil

Voting Requirement: Simple Majority

Executive Officer Comment:

The Treasurers report for the 2021-22 financial year is presented.

As per the audited financial report for WEROC Inc. for the period 1 July 2021 to 30 June 2022, I can report the following:

The **opening balance** of the WEROC account held with Westpac Bank on 1 July 2021 was \$190,684.49.

Total revenue for the year was \$72,000

The only **source of income** for WEROC Inc. for the 2021-22 financial year was the annual financial contributions paid by Member Councils.

Total expenses for the year were \$96,755.90

Major expense items included:

- Consultants Fees \$57,496.19
- Executive Officer - Professional Services \$30,477.33
- WEROC insurance \$5,583.38

The **closing cash balance** of the WEROC Inc. account on 30 June 2022 was \$164,322.88.

The current signatories to the WEROC Inc. accounts are Mr. Raymond Griffiths (Board Member), Ms. Emily Ryan (Chair) and Ms. Rebekah Burges (Executive Officer and Secretary/Treasurer).

Recommendation:

That the Treasurer's Report for the 2021-22 financial year be received.

RESOLUTION:

Moved: Ms. Glenice Batchelor

Seconded: Mr. Raymond Griffiths

That the Treasurer's Report for the 2021-22 financial year be received.

CARRIED

7. ACCEPTANCE OF THE AUDITED FINANCIAL REPORT FOR THE PERIOD 1 JULY 2021 TO 30 JUNE 2022

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2022
Attachments: *Attachment 2: 2022 Audited Financial Statements*
Attachment 3: 2022 Management Letter
Voting Requirement: Simple Majority
Executive Officer Comment:

The audited financial report and management letter for the period 1 July 2021 to 30 June 2022 are presented.

Recommendation:

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted.

RESOLUTION: **Moved:** Ms. Glenice Batchelor **Seconded:** Mr. Mark McKenzie

That:

- 1) The final audited financial report be accepted; and
- 2) The management letter be noted

CARRIED

8. ACCEPTANCE OF THE WEROC INC. ANNUAL REPORT 2021-2022

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2022
Attachments: *Attachment 4: Draft WEROC Inc. Annual Report 2021-22*
Voting Requirement: Simple Majority
Executive Officer Comment:

The Draft WEROC Inc. Annual Report for the 2021-22 financial year is provided as an attachment. The Annual Report highlights the key activities and achievements of WEROC Inc. over the 2021-22 financial year.

Recommendation:

That the Draft Annual Report of WEROC Inc. for the 2021-22 financial year be accepted.

RESOLUTION: **Moved:** Ms. Glenice Batchelor **Seconded:** Ms. Lisa Clack

That the Draft Annual Report of WEROC Inc. for the 2021-22 financial year be accepted.

CARRIED

9. APPOINTMENT OF AN AUDITOR FOR THE 2022-23 FINANCIAL YEAR

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose

Date: 1 November 2022
Attachments: Nil
Financial Implications: The cost of the audit for 2022-23 will be \$950 +GST
Consultation: Audit Partners Australia
Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 23. Appointment of Auditor, that:

“WEROC will at each Annual General Meeting, appoint an Auditor for a period of one year, who is not a Member of WEROC. The Auditor will be eligible for reappointment by WEROC and WEROC Board has the power to fill any temporary vacancy in the office of Auditor”.

Executive Officer Comment:

Audit Partners Australia (APA) completed the financial audits for WEROC Inc. for the 2019-2020, 2020-21 and 2021-22 financial years. The cost for these audits has remained consistent at \$850 +GST and incidentals. APA have advised that if they are reappointed as auditor for the 2022-23 financial year the cost will increase to \$950 + GST and disbursements.

The Executive Officer believes that APA provide an efficient and thorough auditing service and based on comparative quotes received in years prior to their appointment, also believes that they are the most economical option for WEROC Inc.

Recommendation:

That Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2022 to 30 June 2023.

RESOLUTION: **Moved:** Mr. Bill Price **Seconded:** Mr. Mark McKenzie

That:

- 1) Audit Partners Australia be reappointed to undertake the financial audit for WEROC Inc. for the period 1 July 2022 to 30 June 2023; and
- 2) The Executive officer seek additional quotes for the 2023-24 financial audit.

CARRIED

10. ELECTION OF COMMITTEE MEMBERS

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2022
Attachments: Nil
Voting Requirement: Simple Majority

Background:

The WEROC Inc. Constitution states under Rule 14.1 Elections at Annual General Meeting, that:

- a) Elections for Chair, Deputy Chair, Secretary/Treasurer and Board members will take place at the Annual General Meeting of WEROC where the Chair will declare all positions vacant.
- b) The Chair and Deputy Chair must be from a different Local Government.

- c) Subject to Rule 14.2, a Board Member's term will be from his or her election at an annual general meeting until the election at the next annual general meeting after his or her election, but he or she is eligible for re-election to membership of the Board.

10.1 Election of Chair

Ms. Emily Ryan vacated the Chair.

Mr. Raymond Griffiths, as Chair of the WEROC Inc. CEO Committee, invited nominations from the floor for the election of Chair to WEROC Inc. until the next Annual General Meeting.

Ms. Glenice Batchelor nominated Ms. Emily Ryan for the position of Chair to WEROC Inc. Mr. Mark McKenzie seconded the nomination.

Ms. Emily Ryan accepted the nomination. There being no further nominations Ms. Emily Ryan was elected unopposed for the position of Chair of WEROC Inc.

10.2 Election of Deputy Chair

Mr. Raymond Griffiths invited nominations from the floor for the election of a Deputy Chair until the next Annual General Meeting.

Ms. Emily Ryan nominated Mr. Mark McKenzie for the position of Deputy Chair to WEROC Inc. Ms. Glenice Batchelor seconded the nomination.

Mr. Mark McKenzie accepted the nomination. There being no further nominations Mr. Mark McKenzie was elected unopposed for the position of Deputy Chair of WEROC Inc.

10.3 Election of Secretary/Treasurer

The election of a Secretary/Treasurer is a formality as the WEROC Inc. Constitution states under Rule 16.2 that:

"The Executive Officer will act as Secretary/Treasurer of WEROC and non-voting member of the Board".

Recommendation:

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

RESOLUTION: **Moved:** Ms. Glenice Batchelor **Seconded:** Ms. Emily Ryan

That the WEROC Inc. Executive Officer be appointed as Secretary/Treasurer until the next Annual General Meeting.

CARRIED

10.4 Election of Office Bearers

RESOLUTION: **Moved:** Mr. Bill Price **Seconded:** Mr. Darren Mollenoyux

That all nominations for WEROC Inc. Officer Bearers for 2022-23 be accepted.

CARRIED

Ms. Emily Ryan took the Chair.

10.5 Election of Board Members

Rule 14.1 of the WEROC Inc. Constitution stipulates that the election of Board Members will take place at each Annual General Meeting and that a Board Members term will be from his or her election at an annual general meeting until the election at the next annual general meeting.

The appointment of the Board is a formality and should mirror the nominated representatives from each of the six Member Local Governments, who are appointed for a term of two years in accordance with Rule 6 of the WEROC Inc. Constitution.

Local Government	Nominated Representatives	Term Commencing	Term Expiring
Shire of Bruce Rock	Mr. Darren Mollenoyux (CEO)	30 October 2021	30 October 2023
	Mr. Tony Crooks (Deputy President)	30 October 2021	30 October 2023
	Proxies		
	Mr. Stephen Strange (Shire President) Mr. Alan O'Toole (Deputy CEO)		
Shire of Kellerberrin	Mr. Raymond Griffiths (CEO)	30 October 2021	30 October 2023
	Ms. Emily Ryan (Deputy President)	30 October 2021	30 October 2023
	Proxy Mr. Scott O'Neill (Shire President)		
Shire of Merredin	Ms. Lisa Clack (CEO)	1 November 2021	30 October 2023
	Mr. Mark McKenzie (Shire President)	30 October 2021	30 October 2023
Shire of Tammin	Ms. Joanne Soderlund (CEO)	30 October 2021	30 October 2023
	Ms. Glenice Batchelor (Shire President)	30 October 2021	30 October 2023
	Proxy Ms. Tanya Nicholls (Deputy President)		
Shire of Westonia	Mr. Bill Price (CEO)	1 March 2022	30 October 2023
	Ms. Karin Day (President)	30 October 2021	30 October 2023
	Proxy Mr. Mark Crees (Deputy President)		
Shire of Yilgarn	Mr. Wayne Della Bosca (Shire President)	30 October 2021	30 October 2023
	Mr. Bryan Close (Deputy President)	30 October 2021	30 October 2023
	Proxy/Observer Mr. Nic Warren (CEO)		

Recommendation:

That those Members as nominated by their respective Local Government be appointed to the WEROC Inc. Board until the next Annual General Meeting.

RESOLUTION:

Moved: Ms. Lisa Clack

Seconded: Mr. Mark McKenzie

That:

- 1) Mr. Rod Forsythe will replace Mr. Scott O'Neill as proxy for Shire of Kellerberrin
- 2) Mr. Mark Crees will replace Ms. Karin Day as representative for the Shire of Westonia
- 3) All other Members as nominated by their respective Local Government will be appointed to the WEROC Inc. Board until the next Annual General Meeting.

CARRIED

11. SPECIAL BUSINESS

Nil

12. GENERAL BUSINESS

Nil

13. CLOSURE

There being no further business the Chair declared the meeting closed at 9.37am.

DECLARATION

These minutes were confirmed by the WEROC Inc. Board at the meeting held _____

Signed _____

Person presiding at the meeting at which these minutes were confirmed



WEROC Inc. Board Meeting MINUTES

Monday 21 November 2022

Bruce Rock Shire Council Chambers
Johnson Street, Bruce Rock

WEROC Inc. | Incorporating the Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia and Yilgarn

A PO Box 5, MECKERING WA 6405

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CONTENTS

1.	OPENING AND ANNOUNCEMENTS.....	3
2.	RECORD OF ATTENDANCE AND APOLOGIES.....	3
2.1	Attendance.....	3
2.2	Apologies.....	3
2.3	Guests.....	3
3.	DECLARATIONS OF INTEREST	3
4.	PRESENTATIONS	4
4.1	Mr. Darren Mollenoyux, Shire of Bruce Rock, 10.00am	4
5.	MINUTES OF MEETINGS	4
5.1	Minutes of the WEROC Inc. Board Meeting held on Monday 5 September 2022.....	4
5.2	Minutes of the WEROC Inc. Committee Meeting held on Thursday 13 October 2022	4
5.3	Business Arising – Status Report as of 1 November 2022.....	5
6.	WEROC INC. FINANCE	7
6.1	WEROC Inc. Financial Report as of 31 October 2022	7
6.2	Income & Expenditure.....	9
7.	MATTERS FOR DECISION	10
7.1	Regional Preferred Provider Panels	10
7.2	Wheatbelt Workforce & Housing Discussion Paper	11
7.3	WEROC Inc. Strategic Waste Management Plan	13
7.4	WEROC Inc. Revised Strategic Plan.....	14
7.5	Marketing & Promotion of the Golden Pipeline Heritage Trail	17
8.	EMERGING ISSUES.....	18
8.1	State Barrier Fence.....	18
9.	OTHER MATTERS (FOR NOTING)	19
9.1	Wheatbelt Medical Student Immersion Program 2023	19
10.	FUTURE MEETINGS	19
11.	CLOSURE	19

WEROC Inc.

Wheatbelt East Regional Organisation of Councils Inc.

Shires of Bruce Rock, Kellerberrin, Merredin, Tammin, Westonia, Yilgarn

Minutes of the Board Meeting held in the Bruce Rock Shire Council Chambers on Monday 21 November 2022.

MINUTES

1. OPENING AND ANNOUNCEMENTS

Ms. Emily Ryan as the newly reappointed Chair of WEROC Inc., welcomed Members of the Board and opened the meeting at 9.38am.

2. RECORD OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Ms. Emily Ryan (Chair)

Mr. Mark McKenzie (Deputy Chair)

Ms. Glenice Batchelor

Ms. Lisa Clack

Mr. Mark Crees

Mr. Tony Crooks

Mr. Raymond Griffiths

Mr. Darren Mollenoyux

Mr. Bill Price

Ms. Joanne Soderlund

Mr. Nic Warren, proxy and voting delegate for Mr. Wayne Della Bosca

Ms. Rebekah Burges, Executive Officer

2.2 Apologies

Mr. Wayne Della Bosca

Mr. Bryan Close

2.3 Guests

Cr. Stephen Strange, President Shire of Bruce Rock

Cr. Rebecca Waye, Councillor Shire of Bruce Rock

3. DECLARATIONS OF INTEREST

Name	Initiative	Disclosure
Ms. Glenice Batchelor	Items relating to Wheatbelt Natural Resource Management and tourism/marketing initiatives.	Ms. Batchelor has previously declared a possible conflict of interest in relation to tourism discussions given that she operates a tourism business in the Shire of Tammin

		and in relation to the presentation and discussions regarding Wheatbelt NRM given her position as a Director on the Board of Perth NRM.
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4. PRESENTATIONS

4.1 Mr. Darren Mollenoyux, Shire of Bruce Rock, 10.00am

Mr. Darren Mollenoyux will provide a brief update on current projects and initiatives of the Shire of Bruce Rock.

Comments from the meeting:

- Main street revitalization: In 2018/19 the Shire of Bruce Rock through community engagement, identified a desire to revamp the main street. Various projects over the past couple of years have been completed including the installation of an electronic noticeboard and parklets on the main street. Future projects will include a new playground, pump track, BBQ area, upgrade of the machinery museum and a road realignment.
- Other major projects in recent years have included the upgrade of Remembrance Park and Amphitheatre, caravan park upgrades, works at the Recreation Centre (bowling green replacement, beer garden drainage and landscaping, carpark upgrade and new electronic scoreboard) and water capacity improvements.
- The construction of a new supermarket has been a major focus for the Shire since the previous grocery store was destroyed by arson in 2020. In June 2022 Devlyn was awarded the construction tender and work started on the build in October 2022.

5. MINUTES OF MEETINGS

5.1 Minutes of the WEROC Inc. Board Meeting held on Monday 5 September 2022

Minutes of the WEROC Inc. Board Meeting held in Tammin on Monday 5 September 2022 have previously been circulated.

Recommendation:

That the Minutes of the WEROC Inc. Meeting held in Tammin on Monday 5 September 2022 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Mark McKenzie

Seconded: Ms. Glenice Batchelor

That the Minutes of the WEROC Inc. Meeting held in Tammin on Monday 5 September 2022 be confirmed as a true and correct record.

CARRIED

5.2 Minutes of the WEROC Inc. Committee Meeting held on Thursday 13 October 2022

Attachment 1: *Minutes of the WEROC Inc. CEO Committee Meeting 13102022*

Minutes of the WEROC Inc. CEO Committee Meeting held in Kellerberrin on Thursday 13 October 2022 are provided as Attachment 1.

Recommendation:

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Kellerberrin on Thursday 13 October 2022 be confirmed as a true and correct record.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Mr. Bill Price

That the Minutes of the WEROC Inc. CEO Committee Meeting held in Kellerberrin on Thursday 13 October 2022 be confirmed as a true and correct record.

CARRIED

5.3 Business Arising – Status Report as of 1 November 2022

Actions Arising from the WEROC Inc. Board Meeting held on 5 September 2022.

Agenda Item	Action(s)	Status
4.4 Presentation by Mr Rik Soderlund, CEO Wheatbelt Business Network	<ul style="list-style-type: none"> Refer the proposal for regional preferred supplier panels to the WEROC Inc. CEO Committee for further consideration Invite Mr. Soderlund to the next meeting of the WEROC Inc. Board to discuss the outcome of the CEO Committee deliberations 	<p>The WEROC CEO Committee met in Kelleberrin on Thursday 13 October 2022. Refer to Agenda item 7.1 for further information.</p> <p>Mr. Soderlund has not been invited to this meeting because WEROC Shire’s are canvassing their local businesses for interest in the preferred provider panels, before making any decisions on this matter.</p>
7.3 Strategic Waste Management Plan (SWMP)	<ul style="list-style-type: none"> Refer the discussion around priority recommendations arising from the SWMP to the WEROC CEO Committee Subsequent to the CEO meeting, identify funding opportunities to progress priority actions 	<p>The WEROC CEO Committee met in Kelleberrin on Thursday 13 October 2022. Refer to Agenda item 7.3 for further information</p>
7.4 Strategic Projects Status Report	<p>Amend the WEROC Strategic Plan to include the following actions:</p> <ul style="list-style-type: none"> Inter-council resource sharing Regional preferred supplier panels Wheatbelt Medical Student Immersion Program 	<p>The Strategic Plan has been revised and is presented for endorsement. Refer to Agenda item 7.4</p>
7.5 Discussion and decisions arising from the presentation by Wheatbelt NRM	<ul style="list-style-type: none"> Advise Wheatbelt NRM that WEROC are supportive of their proposal for a Corella Coordinator and will consider a financial contribution upon further advice regarding their discussions with CBH Contact WALGA to seek additional information on the Corella Management initiatives in the South-West 	<p>The Executive Officer wrote to Wheatbelt NRM on 8 September advising WEROC’s position on their corella management proposal. A response was received on 19 September advising that “Dr. O’Callaghan is refining the proposal and will be in touch in the near future”. No further correspondence has been received.</p> <p>The Executive Officer spoke with a representative from WALGA in early October regarding their involvement in corella management in the south-west. WALGA advised that they administered a coordinator position</p>

		on behalf of south-west Councils in 2015. The position was funded by State and Local Government. The program ceased after the initial funding period, and they have not been able to secure funding to reinstate the program. The greatest issue they encountered was that Corella's move and the non-participating neighboring Council's did not take action so the Corellas just came back.
7.6 Discussion and decisions arising from the presentation by Ms. Kylie Whitehead and Mr. Robert McCafferty	Advise Ms. Whitehead that WEROC are happy to provide in-principal letters of support for grant funding applications upon receipt of a request and accompanying information from the Kellerberrin Men's Shed for each application.	<p>On 12 September the Executive Officer advised Ms. Whitehead via email that WEROC are happy to provide letters of support to the Kellerberrin Men's Shed for any grant funding applications, but rather than a generic letter of support, WEROC would like to receive information on each application and provide a letter tailored to the specific grant.</p> <p>On 19 October Ms. Whitehead replied that the dates for the event have been changed to September 2023 (originally planned for April/May 2023) and the program is now going to be 29 days long. Ms. Whitehead advised that they will keep WEROC informed as things evolve and should they need support from our Member Councils they will come back to us.</p>

Actions Arising from the WEROC Inc. CEO Committee Meeting held on 13 October 2022.

Agenda Item	Action(s)	Status
6.1 Strategic Waste Management Plan	The Executive Officer to prepare a position description and funding model, to be distributed to WEROC CEOs for comment prior to being tabled at the November meeting of the WEROC Inc. Board.	The Executive Officer prepared a draft position description and initial comments on a possible funding model which was distributed to WEROC CEOs for comment, via email, on Friday 21 October 2022. It was requested that feedback be provided by 4 November. Further detail is provided under Agenda item 7.3
6.2 Wheatbelt Business Network	<ul style="list-style-type: none"> The Executive Officer to prepare a brief on what a preferred supplier panel is and what is being proposed 	The Executive Officer prepared a brief which was circulated to WEROC CEOs on Tuesday 25 October 2022. It was requested that Shire's forward this on to local trades and have responses by

Procurement Proposal	<p>in terms of establishing a regional panel</p> <ul style="list-style-type: none"> Each Council to send the brief to their local trades to get an indication of interest in applying to be part of a regional panel 	14 November 2022. Further detail is provided under Agenda item 7.1
6.3 Local Government Resource Sharing	WEROC Councils will investigate opportunities for inter-council training and development for critical roles.	The Executive Officer provided information on a proposal from LG Professionals Australia for a Local Government Skills Sharing Program, which might align well with this new area of focus under the WEROC Strategic Plan. The matter was discussed and it was determined that no formal agreement or structure is required, and that Councils will discuss resource sharing and skills development as opportunities arise.
6.5 Wheatbelt Workforce & Housing Discussion Paper	WEROC to provide support to CEACA in progressing with a worker housing solution for the Eastern Wheatbelt.	The Executive Officer met with the CEACA Operations Manager and Executive Officer, along with the NEWROC Executive Officer, via videoconference on Monday 24 October 2022. Further detail is provided under Agenda item 7.2

Recommendation:

That the status reports as of 1 November 2022 be received.

Comments from meeting:

- It was requested that the Executive Officer contact Wheatbelt NRM to get an update on what is happening with their proposal for a regional corella management coordinator.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Joanne Soderlund

That the status reports as of 1 November 2022 be received.

CARRIED

6. WEROC INC. FINANCE

6.1 WEROC Inc. Financial Report as of 31 October 2022

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: Nil

Voting Requirement: Simple Majority

WEROC Inc. Board Meeting Monday 21 November 2022 - Minutes

At the WEROC Inc. Board Meeting held on 2 May 2022 the budget for the financial year commencing 1 July 2022 and ending 30 June 2023 was adopted. The approved Budget for 2022-23 is used as the basis for the financial report.

An explanation for each of the notations on the financial report is provided below.

Note 1	Annual Financial contributions paid by Member Local Governments.
Note 2	GST received
Note 3	GST Refund for Q4 BAS 2021-22.
Note 4	Executive Officer services for the months of June to September 2022
Note 5	Executive Officer travel to Board and other meetings.
Note 6	Monthly subscription fee for Xero accounting software.
Note 7	Payment to Audit Partners Australia for completing the audit of WEROC finances for the 2021-22 financial year.
Note 8	Payments to ASK Waste Management for the WEROC Strategic Waste Management Plan and the Customer Service Institute of Australia for the customer service excellence workshops.
Note 9	Payment to PWD for .au domain name registration.
Note 10	Payments to Local Community Insurance Services for insurances for WEROC Inc. including workers compensation, Cyber insurance, Public and Products Liability, Associations and Officials Liability and Personal Accident – Volunteer Workers.
Note 11	GST paid
Note 12	Payment to the Australian Tax Office for Q1 BAS 2022-23

WEROC Inc.
ABN 28 416 957 824
1 July 2022 to 30 June 2023

	Budget 2022/2023	Actual to 31/10/2022	Notes	
INCOME				
0501	General Subscriptions	\$72,000.00	\$72,000.00	1
504.01	Consultancy & Project Reserve	\$0.00	\$0.00	
0575	Interest received	\$0.00	\$0.00	
584	Other Income	\$0.00	\$0.00	
	GST Output Tax	\$7,200.00	\$7,200.00	2
	GST Refunds	\$7,927.78	\$3,039.00	3
	Total Receipts	\$87,127.78	\$82,239.00	
EXPENSES				
1545	Bank Fees & Charges	\$0.00	\$0.00	
1661.01	WEROC Inc. Executive Services	\$34,501.50	\$10,255.90	4
1661.02	Executive Officer Travel and Accommodation	\$1,560.00	\$248.18	5

1661.03	WEROC Executive Officer Recruitment	\$0.00	\$0.00	
1687	WEROC Financial Services Accounting	\$1,000.00	\$272.72	6
1687.03	WEROC Financial Services Audit	\$1,000.00	\$931.00	7
1585	WEROC Consultant Expenses	\$60,000.00	\$10,477.99	8
1850	WEROC Management of WEROC App & Website	\$360.00	\$55.00	9
1801	WEROC Meeting Expenses	\$500.00	\$0.00	
1851	WEROC Insurance	\$6,000.00	\$5,938.52	10
1852	WEROC Legal Expenses	\$2,000.00	\$0.00	
1853	WEROC Incorporation Expenses	\$0.00	\$0.00	
1930	WEROC Sundry	\$300.00	\$0.00	
3384	GST Input Tax	\$10,722.15	\$2,513.66	11
	ATO Payments	\$3,668.70	\$5,399.00	12
Total Payments		\$121,612.35	\$36,091.97	
Net Position		-\$34,484.57	\$46,147.03	
OPENING CASH 1 July		\$168,194.70	\$164,322.88	
CASH BALANCE		\$133,710.13	\$210,496.91	

Recommendation:

That the WEROC Inc. financial report for the period 1 July to 31 October 2022, be received.

Comments from the meeting:

- Ms. Glenice Batchelor questioned whether there is an opportunity to attract grant funding for projects to bolster the income generated through Member contributions.
- It was agreed that if Members identify potential funding opportunities for WEROC they can be raised out of session and taken to the Board for discussion/approval.

RESOLUTION:

Moved: Ms. Glenice Batchelor

Seconded: Mr. Bill Price

That the WEROC Inc. financial report for the period 1 July to 31 October 2022, be received.

CARRIED

6.2 Income & Expenditure

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: Nil

Voting Requirement: Simple Majority

A summary of income and expenditure for the period 1 August to 31 October 2022 is provided below.

Date	Description	Credit	Debit	Running Balance
	Opening Balance	\$161,624.59		

WEROC Inc. Board Meeting Monday 21 November 2022 - Minutes

02 Aug 2022	150 Square Pty Ltd	\$0.00	\$3,238.00	\$158,386.59
02 Aug 2022	ATO	\$3,039.00	\$0.00	\$161,425.59
05 Aug 2022	Shire of Merredin	\$13,200.00	\$0.00	\$174,625.59
05 Aug 2022	ASK Waste Management	\$0.00	\$4,977.50	\$169,648.09
11 Aug 2022	Shire of Yilgarn	\$13,200.00	\$0.00	\$182,848.09
11 Aug 2022	Shire of Westonia	\$13,200.00	\$0.00	\$196,048.09
11 Aug 2022	Shire of Kellerberrin	\$13,200.00	\$0.00	\$209,248.09
12 Aug 2022	Shire of Bruce Rock	\$13,200.00	\$0.00	\$222,448.09
26 Aug 2022	Local Community Insurance Services	\$0.00	\$5,332.49	\$217,115.60
06 Sep 2022	Audit Partners Australia	\$0.00	\$1,024.10	\$216,091.50
08 Sep 2022	PWD Australia	\$0.00	\$60.50	\$216,031.00
09 Sep 2022	Shire of Tammin	\$13,200.00	\$0.00	\$229,231.00
19 Sep 2022	150 Square Pty Ltd	\$0.00	\$2,869.50	\$226,361.50
19 Sep 2022	150 Square Pty Ltd	\$0.00	\$2,662.50	\$223,699.00
05 Oct 2022	Local Community Insurance Services	\$0.00	\$895.59	\$222,803.41
05 Oct 2022	ASK Waste Management	\$0.00	\$3,850.00	\$218,953.41
05 Oct 2022	ATO	\$0.00	\$5,399.00	\$213,554.41
05 Oct 2022	150 Square Pty Ltd	\$0.00	\$3,084.50	\$210,469.91
Total Westpac Community Solution One		\$82,239.00	\$33,393.68	\$210,469.91
Closing Balance		\$210,469.91		

Recommendation:

That the WEROC Inc. summary of income and expenditure for the period 1 August to 31 October 2022 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August to 31 October 2022 totalling \$82,239 be approved.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Glenice Batchelor

That the WEROC Inc. summary of income and expenditure for the period 1 August to 31 October 2022 be received.

That the Accounts Paid by WEROC Inc. for the period 1 August to 31 October 2022 totalling \$82,239 be approved.

CARRIED

7. MATTERS FOR DECISION

7.1 Regional Preferred Provider Panels

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022
Attachments: Attachment 2: Preferred Supplier Panel Overview
Consultation: NA
Financial Implications: NA
Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 5 September 2022, Mr. Rik Soderlund, CEO of the Wheatbelt Business Network presented a proposal for the creation of WEROC preferred supplier panels. Mr. Soderlund advised that WEROC would be able to determine the parameters for the preferred supplier panels and WBN will assist in discussions around thresholds and key industries to be included.

Members determined that further discussion was warranted and resolved to refer the matter to the WEROC Inc. CEO Committee for further consideration.

Executive Officer Comment:

The WEROC CEO Committee met in Kellerberrin on Thursday 13 October 2022. Discussion was held around the establishment of preferred provider panels that would be available to all WEROC Local Governments for future sourcing requirements. It was agreed that the idea has merit, but concern was raised over the potential lack of interest from local businesses. The Executive Officer was asked to prepare a brief detailing what a preferred supplier panel is and what is being proposed in terms of establishing regional panels, which would then be sent out by each Shire to their local businesses to gauge interest in being part of a regional preferred supplier panel.

Recommendation:

That, based on the feedback provided by local businesses, the Board consider if there is merit in progressing with the establishment of regional preferred supplier panels.

Comments from the meeting:

- Feedback received by Member Local Governments suggests that there is limited interest and, in some cases, reluctance from local businesses to be part of a regional preferred supplier panel.
- Mr. Darren Mollenoyux suggested that for this concept to gain traction, it would be beneficial for the Wheatbelt Business Network to go out and talk to businesses about preferred supplier panels and how they stand to benefit from this model.

RESOLUTION: **Moved:** Mr. Tony Crooks **Seconded:** Ms. Glenice Batchelor

That a request be made to the Wheatbelt Business Network to approach local businesses with the concept of regional preferred supplier panels before WEROC consider this matter again.

CARRIED

7.2 Wheatbelt Workforce & Housing Discussion Paper

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2022
Attachments: Attachment 3: Wheatbelt Workforce & Housing Discussion Paper
Consultation: NEWROC, CEACA
Financial Implications: NA

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 5 September 2022 the Executive Officer advised that based on ongoing discussion and further investigation, the working group looking into the feasibility of a DAMA for the Wheatbelt, had determined that a DAMA was not a suitable solution for our region at this time and that the barriers to workforce participation, attraction and retention (particularly housing) and facilitating access to information on the existing migration pathways be the focus for action.

Executive Officer Comment:

The WEROC Executive Officer in collaboration with the NEWROC Executive Officer and RDA Wheatbelt prepared a Wheatbelt Workforce Discussion Paper to summarise the information arising from the DAMA survey and additional workforce information for the Wheatbelt (provided as Attachment 3). The draft paper was presented for consideration at the WEROC CEO Committee meeting held on 13 October 2022. Recommendations of the paper relating to housing were discussed and it was resolved that WEROC should provide support to CEACA in progressing with a worker housing solution for the Eastern Wheatbelt.

The Executive Officer met, via videoconference, with the Operations Manager, Ms. Jo Trachy and Executive Officer, Mr. Richard Marshall of CEACA and the Executive Officer of NEWROC, Ms. Caroline Robinson, on Monday 24 October to discuss CEACA’s position on worker accommodation and their willingness/ability to assist in developing a worker housing solution. A summary of the discussion is provided below:

- Mr. Marshall advised that worker accommodation was on CEACA’s radar and that their Chair met with Cole Thurley, Chief of Staff to the Minister for Regional Development earlier this year to discuss the potential to provide worker housing in addition to independent living units. CEACA were referred on to the Wheatbelt Development Commission (WDC) to discuss the matter further.
- The Chair of CEACA recently met with WDC. Mr. Marshall indicated that they were not yet privy to the outcome of this meeting, but they are aware that WDC are already doing some work in this space.
- Mr. Marshall indicated that CEACA being a registered charity may present some challenges for them in delving into the worker accommodation space. They feel confident that they can demonstrate the demand but getting funding and building the right framework might be difficult.
- Ms. Robinson advised that some of the NEWROC Member Councils had successfully negotiated with CBH to use their seasonal worker accommodation for temporary workers (i.e., contractors) and tourists during the portion of the year it sits empty.
- NEWROC have also investigated the potential of providing businesses access to self-supporting loans through Local Government to enable them to build their own worker housing.

Discussions between the parties are ongoing. One concept that is being explored is the idea of hosting a housing summit similar to that of the Inland Growth Housing Summit organised by RDA Riverina in 2021 [Inland Growth Summit Housing 2021 — Regional Development Australia - Riverina NSW \(rdariverina.org.au\)](https://rdariverina.org.au).

Recommendation:

That the Board:

- 1) Endorse the recommendation of the WEROC Inc. CEO Committee that “*WEROC provide support to CEACA in progressing with a worker housing solution for the Eastern Wheatbelt*”; and
- 2) Consider if any further action (e.g., progression of the housing summit concept) is warranted at this time.

Comments from the meeting:

- The Australian Government’s recently announced, “Growing Regions Program”, which is replacing the former Building Better Regions Fund, may present an opportunity to fund a housing project.

- The Great Eastern Country Zone are hosting a one-day conference in early 2023. Housing (worker and GROH housing) would be an ideal topic of discussion in this forum.
- Given that the Wheatbelt Development Commission (WDC) are already undertaking work to address housing shortages in the region, it is important to understand what they are doing and how we can support this. A formal letter to the WDC Board requesting information may be appropriate.

RESOLUTION:

Moved: Mr. Darren Mollenoyux

Seconded: Ms. Joanne Soderlund

That:

- 1) The recommendation of the WEROC Inc. CEO Committee that “*WEROC provide support to CEACA in progressing with a worker housing solution for the Eastern Wheatbelt*” is endorsed; and
- 2) The Executive Officer to write to Mr. James McGovern, Executive Officer of the Great Eastern Country Zone (GECZ), and request that GROH and worker housing be on the agenda for the GECZ conference in early 2023.

CARRIED

7.3 WEROC Inc. Strategic Waste Management Plan

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: *Attachment 4: WEROC Strategic Waste Management Plan Final*
Attachment 5: WEROC Landfill Consolidation Report Final
Attachment 6: Job & Person Specification Regional Waste Coordinator

Consultation: WEROC Inc. CEOs

Financial Implications: To be determined

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board meeting held in Tammin on 5 September 2022, the final draft Strategic Waste Management Plan (SWMP) was presented for discussion. Mr. Giles Perryman, Director ASK Waste Management, who joined the meeting via videoconference, emphasised the importance of waste data collection and recommended that this should be a high priority for WEROC Shires. Mr. Perryman also strongly recommended that the Shire’s consider co-funding a regional waste coordinator. The Board resolved to refer the matter to the WEROC CEO Committee for further consideration.

Executive Officer Comment:

At the WEROC CEO Committee meeting on Thursday 13 October 2022, the recommendation regarding a regional waste coordinator was generally supported. It was however, requested that a position description that clearly defined the scope of the role and a possible funding model be presented for consideration before moving forward.

On 21 October 2022 the Executive Officer circulated via email, a draft job and person specification for the regional waste coordinator position, to WEROC CEOs for comment. The email also asked that consideration be given to the appropriateness of a per capita funding model, where the position should be based, what the basis of employment would be (e.g., contractor or employee), if there is a need for a regional waste sub-committee to be formed and who the position would report to. It was requested that feedback be provided by Friday 4 November 2022.

The following responses were received:

Shire of Bruce Rock

- Overall happy with the scope of the position and supportive of a per-capita funding model.
- Having the position based centrally to the ROC makes the most sense so Merredin is probably best placed to host the role.
- A contract similar to the WEROC Executive Officer position as opposed to an employee of WEROC is most suitable.
- The idea of a regional waste sub-committee has merit and should probably consist of one CEO, one Councillor and one or two Environmental Health Officers.
- The position should report to the WEROC CEO to provide some separation from the host organisation and eliminate any perceived conflict of interest.

Shire of Yilgarn

- Happy with the job scope.
- With regards to funding model, the Waste Consolidation report indicates significant work associated with transitioning (or closing) the rural landfill sites within Yilgarn. It may complicate the funding model if we divert away from population, however, if there is push-back from other Shire's, Yilgarn is happy to consider a larger portion.

Recommendation:

That the Board

- 1) Adopt the WEROC Strategic Waste Management Plan and Landfill Consolidation Report
- 2) Endorse the recommendation of the WEROC Inc. CEO Committee that *“WEROC Inc. progress in engaging a regional waste coordinator to implement the recommendations of the Strategic Waste Management Report and to facilitate improved waste data collection, subject to a position description and funding model being approved by the WEROC Inc. Board”*
- 3) Endorse the WEROC Regional Waste Coordinator job and person specification; and
- 4) Consider and discuss the proposed per-capita funding model

Comments from the meeting:

- Ms. Lisa Clack requested that this matter be laid on the table until the next meeting.
- The Shire of Merredin is supportive of the Plan overall and of engaging a regional coordinator but feel that the position description and funding model need more work. In particular, there is concern that the scope of the position is too broad, and elements may need to be reassigned to other staff or sub-contracted. There is also a concern that a per-capita funding model would be disadvantageous for Merredin in the short-term.
- The Shire of Merredin will come back to the group at the next meeting with a more formal position and with alternative funding models to consider.

RESOLUTION: **Moved:** Mr. Tony Crooks **Seconded:** Ms. Joanne Soderlund

That:

- 1) The WEROC Strategic Waste Management Plan and Landfill Consolidation Report be adopted; and
- 2) Recommendations 2 to 4 be held over until the next meeting.

CARRIED

7.4 WEROC Inc. Revised Strategic Plan

Author: Rebekah Burges, Executive Officer
Disclosure of Interest: No interest to disclose
Date: 1 November 2022

Attachments: Attachment 7: WEROC Inc. Strategic Plan (Revised October 2022)

Consultation: WEROC Inc. Board

Financial Implications: Nil

Voting Requirement: Simple Majority

Background:

At the WEROC Inc. Board Meeting held on 5 September 2022, under Agenda item 7.4, the Board discussed progress against the priorities of the WEROC Inc. Strategic Plan and determined to make the following amendments:

- Add “investigate inter-council resource sharing” as an action under inter-council cooperation.
- Add “investigate the feasibility of establishing regional panels of preferred suppliers” as an action under strengthening our economy through local business development.
- Add “continue to support the Wheatbelt Medical Student Immersion Program” as an action under sustainability.

Executive Officer Comment:

The requested additions to the Strategic Plan have been made. The Strategic Plan has also been updated to include the most recent statistical information. The Executive Officer is also recommending some additional revisions to reflect that some actions have already been completed or investigated and deemed not to be suitable. A summary of the revisions is provided below:

	ORIGINAL	REVISED
Priority 1.	Sustainability	
Objective	<i>Progress toward using resources in a socially and economically sustainable way to protect the natural environment and adapt to a changing climate</i>	<i>A socially, economically, and environmentally sustainable region</i>
Actions	<ul style="list-style-type: none"> • Complete the WEROC Strategic Waste Management Plan and Landfill Rationalization Study • Identify opportunities to support local sustainability initiatives including the ‘Drought Resilience Adoption and Innovation Hub’ in Merredin • Monitor the Regional Climate Alliance Program pilot and apply for future funding opportunities as they arise 	<ul style="list-style-type: none"> • Implement the WEROC Strategic Waste Management Plan and Landfill Rationalization Study • Identify opportunities to support local sustainability initiatives including drought resilience programs • Monitor the Regional Climate Alliance Program pilot and apply for future funding opportunities as they arise • Continue to support the annual Wheatbelt Medical Student Immersion Program
Priority 2.	Tourism Product Development	
Objective	<i>Increase the WEROC regional visitor economy</i>	<i>No change</i>
Actions	<ul style="list-style-type: none"> • Implement priority actions arising from the 2021 WEROC Tourism Product Audit. 	<i>No change</i>

- Continue to work with the Central Wheatbelt Visitors Centre and other regional tourism groups on cooperative marketing initiatives.
- Investigate the potential to establish a destination development officer as a dedicated tourism resource across the WEROC Local Government

Priority 3. Strengthening our economy through local business development

Objective	<i>Sustained economic recovery post COVID-19</i>	<i>Sustained economic growth</i>
Actions	<ul style="list-style-type: none"> • Facilitate the delivery of the Customer Service Institute of Australia’s, Customer Service Excellence Program. • Lend support to initiatives of regional chambers of commerce and the Wheatbelt Business Network 	<ul style="list-style-type: none"> • Lend support to initiatives of regional chambers of commerce and the Wheatbelt Business Network • Investigate the feasibility of establishing regional panels of preferred suppliers

Priority 4. Digital Connectivity

Objective	<i>High-capacity telecommunications network and linkages that support digital access and connectivity</i>	<i>No change</i>
Actions	<ul style="list-style-type: none"> • Establish partnerships to collaboratively address deficiencies in digital connectivity and capacity • Liaise with key stakeholders including the Wheatbelt Development Commission, NEWROC and ROEROC • Work with telcos to target improvements in fixed and mobile connectivity • Support existing initiatives that aim to improve digital connectivity across the WEROC region 	<i>No change</i>

Priority 5. Inter-council cooperation

Objective	<i>Achieve greater efficiency and cost savings for WEROC Member Councils through resource sharing</i>	<i>No Change</i>
Actions	<ul style="list-style-type: none"> • Develop a suite of record keeping policies aligned to the new Standard for Records Management. • Develop a Regional Public Health Plan that links to local Public Health Plans • Investigate the feasibility of establishing a workplace health and safety advisor position to support 	<ul style="list-style-type: none"> • Develop a suite of record keeping policies aligned to the new Standard for Records Management. • Develop a Regional Public Health Plan that links to local Public Health Plans • Investigate the feasibility of establishing a regional waste coordinator position to support

WEROC Local Governments in meeting compliance with the Work Health and Safety Act 2020

WEROC Local Governments in implementing the WEROC Strategic Waste Management Plan

- Investigate a designated area migration agreement (DAMA) for the Eastern Wheatbelt.
- Support the development of a worker accommodation solution for the Eastern Wheatbelt
- Investigate opportunities for inter-council training and development for critical roles

Recommendation:

That the WEROC Inc. Strategic Plan revised October 2022, be adopted.

Comments from the meeting:

- Ms. Glenice Batchelor requested that the action under sustainability relating to monitoring the Regional Climate Alliance Program pilot be amended with the addition of “and drought management programs”...

RESOLUTION: **Moved:** Mr. Darren Mollenoyux **Seconded:** Mr. Mark McKenzie

That the WEROC Inc. Strategic Plan revised October 2022, with the requested amendment, be adopted.

CARRIED

7.5 Marketing & Promotion of the Golden Pipeline Heritage Trail

Author: Rebekah Burges, Executive Officer

Disclosure of Interest: No interest to disclose

Date: 1 November 2022

Attachments: *Attachment 8. Central Wheatbelt Self-Drive Ad in the AGO Holiday Planner 2023*
 Attachment 9. Eastern Wheatbelt Visitors Guide Advertisement
 Attachment 10. Wheatbelt Co-Op Digital Activity Report

Voting Requirement: Simple Majority

Background:

On Thursday 15 September 2022, the Executive Officer sent an email to Board Members requesting support of WEROC placing a full-page advertisement in the Eastern Wheatbelt Visitors Guide and a half page advertisement in the Australia’s Golden Outback Holiday Planner for 2023. The cost of the advertisements would be \$1,325 and \$675 respectively. This is in addition to the \$3,000 already committed to cooperative marketing activities in the 2022-23 financial year.

The advertisements promote the Golden Pipeline Heritage Trail, which incorporates all WEROC Shires with the exception of Bruce Rock. The National Trust who manage the trail no longer promote it because there are several sites closed to the public due to needing repair.

Executive Officer Comment:

The response to the email of 15 September was mixed. The Shire’s of Kellerberrin, Merredin and Yilgarn were supportive of WEROC covering the cost of these advertisements, Westonia was not supportive, Bruce Rock are not covered by the trail and therefore deferred to other Members for a decision and the Shire of Tammin did not provide a response.

The Executive Officer contacted Ms. Robyn McCarthy, Manager Central Wheatbelt Visitors Centre and queried if the trail would still be promoted if WEROC did not cover the cost of the advertisements. Ms. McCarthy advised that without WEROC's financial support the trail would no longer be promoted. Taking this in to consideration and given that half of the Members were supportive of the continued promotion of the trail, and the deadline for a decision was imminent, the Executive Officer advised that WEROC would cover the cost of the advertisements on this occasion.

Recommendation:

That the Board discuss whether the promotion of the Golden Pipeline Heritage Trail is something WEROC should continue in future.

Comments from the meeting:

- Ms. Glenice Batchelor recommended that an approach be made to the National Trust to see if there is an opportunity for a partnership with WEROC to "reboot" the Golden Pipeline Heritage Trail. This could involve an application to Lotterywest or other grant funding bodies to enable some of the closed sites to be repaired.
- The Shire of Cunderdin do not currently contribute toward the cost of advertising the Golden Pipeline Heritage Trail. An approach to the Shire for a co-contribution might be warranted given that points of interest in Cunderdin and Meckering are included in the advertising paid for by WEROC.

RESOLUTION: **Moved:** Mr. Mark McKenzie **Seconded:** Mr. Raymond Griffiths

That WEROC Inc. will continue to support the promotion of the Golden Pipeline Heritage Trail.

CARRIED

8. EMERGING ISSUES

8.1 State Barrier Fence

Mr. Mark Crees raised the recent changes to the management of wild dogs along the State Barrier Fence as an emerging issue:

- The State Barrier Fence is a state asset set within a 20-metre reserve managed by the Department of Primary Industries and Regional Development (DPIRD).
- The State Barrier Fence plays an important role in supporting efforts to control wild dogs using a combination of measures including poisons, traps, and firearms.
- A letter from the Director General of DPIRD recently advised that firearms are no longer permitted to be used for the control of wild dogs because they present an occupational health and safety risk to the mining activity in the area.
- This change will impact greatly on the ability to control wild dogs and will have flow on impacts to both agriculture and tourism.
- It was requested that a letter be sent to the Director General of DPIRD asking for clarity on why this change was implemented and to highlight the concerns this raises for those trying to control the wild dogs.
- It was recommended that the Executive Officer contact Ms. Lisa O'Neil, Executive Officer of the Eastern Wheatbelt Biosecurity Group to understand their position on the matter and ensure any correspondence from WEROC to the Department, is congruent.

RESOLUTION: **Moved:** Mr. Mark Crees **Seconded:** Mr. Mark McKenzie

That WEROC Inc. write to the Director General of the Department of Primary Industries and Regional Development regarding the recently announced change to wild dog control measures along the State Barrier Fence.

9. OTHER MATTERS (FOR NOTING)

9.1 Wheatbelt Medical Student Immersion Program 2023

On Monday 14 November 2022, the Executive officer participated in a planning group meeting for the Wheatbelt Medical Student Immersion Program for 2023. It is intended that the program revert to the physical placement model and take place during the week of Tuesday 14 to Friday 17 March 2023. The University will keep the option of a virtual placement open to students who are unable to travel.

Rural Health West will be travelling out to the region to meet with Shires in late November and early December to talk through the itineraries from previous years and to start discussions around what the 2023 schedule might look like for each Shire.

Curtin University will be hosting their student visit at the same time as Notre Dame but will not be visiting any WEROC Shires. Curtin students will travel to Moora, Dalwallinu, Wongan Hills, Corrigin, Cunderdin and Kondinin.

10. FUTURE MEETINGS

At the last meeting of the WEROC Inc. Board it was requested that meetings in 2023 not be held on a Monday and that, when possible, they be aligned with the WALGA Zone meeting to limit travel and time out of the office for Members.

The Executive Officer wrote to Mr. James McGovern, Executive Officer of the Great Eastern Country Zone (GECZ) in late September, requesting the proposed Zone meeting dates for 2023. Mr. McGovern advised via return email that the GECZ will consider the 2023 schedule of meetings at its next meeting taking place on Monday 28 November, after which time he can provide the dates.

Given that the GECZ meeting dates are not yet known, the Executive Officer requests that the 2023 schedule of meetings for WEROC Inc. be circulated post 28 November and endorsed via email.

11. CLOSURE

There being no further business the Chair closed the meeting at 11.13am.

DECLARATION

These minutes were confirmed by the WEROC Inc. Board at the meeting held _____

Signed _____

Person presiding at the meeting at which these minutes were confirmed

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

President, Cr Crees advised having attended the following meetings:

Deputy President, Cr Della Bosca advised having attended the following meetings:

Councillor Day advised having attended the following meetings:

Councillor Geier advised having attended the following meetings:

Councillor Huxtable advised having attended the following meetings:

Councillor Corsini advised having attended the following meetings:

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 **22nd December 2022**.

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

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 **22nd December 2022**.

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



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 **22nd December 2022**.

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

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer  CEO 

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 June be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of 30th November 2022 The credit card statements currently show: -

CEO November 2022 \$3,189.95 associated with the purchase Monthly Subscriptions 2Vnet - Exchange Online (Plan1), Microsoft Office365 Business Standard Recurring, Cloud Anti Spam Recurring – 104951, Microsoft Office365 Business Standard Recurring 15/9, Microsoft 365 Business Std NCE Monthly, Vehicle Licenses -WT139, Members - Receptions & Refreshments expense, 3x 300GB Internet Activ8me Sonic Speed Pack, Swift Enduro 4G Security Box Solar Package, DCEO Laptop, Wessy Markets - Santa Dash Prizes, Office Works - Sit Stand Desk & Drop Box

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 2022/2023 Annual Budget.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That November 2022 accounts submitted to today's meeting on Municipal vouchers numbered from 4020 to 4025, and D/Debits from EFT5863 to EFT5909 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$517,783.22 be passed for payment.

List of Accounts Due & Submitted to Council November 2022/2023

Chq/EFT	Date	Name	Description	Amount	Bank	Type
B/S	01/11/2022	WESTNET - WESTNET INTERNET PROVIDER FEE	INTEREST RECEIVED	-66.00	1	FEE
4020	01/11/2022	Water Corporation	Water use and Charges	-98319.60	1	CSH
EFT5863	01/11/2022	Winc Australia Pty Ltd	Stationery Supplies	-177.32	1	CSH
EFT5864	01/11/2022	Westonia Progress Association Inc.	Q1 MOU Contribution	-18641.16	1	CSH
EFT5865	01/11/2022	Ron Bateman & Co	Air Hose Fittings - P24	-42.72	1	CSH
EFT5866	01/11/2022	Two Dogs Home Hardware	Dynamic Lifter, Spray Paint & Toilet Seat	-260.90	1	CSH
EFT5867	01/11/2022	GEF Great Eastern Freightliners	Freight - Pool Chemicals	-270.35	1	CSH
EFT5868	01/11/2022	Centek Constructions	Pool Ladies Toilet Block & Oil Decking etc	-5954.30	1	CSH
EFT5869	01/11/2022	Hutton and Northey Sales	Paint	-90.75	1	CSH
EFT5870	01/11/2022	Crystal Printing Solutions Pty Ltd	C/Park Invoice Books	-1279.00	1	CSH
EFT5871	01/11/2022	Eastern Districts Panel Beaters	Replace Windscreen P17	-791.35	1	CSH
EFT5872	01/11/2022	Wheatbelt Uniforms Signs & Safety	Trip Hazard Tape	-137.50	1	CSH
EFT5873	01/11/2022	Eastern Wheatbelt Biosecurity Group Inc.	EWBG Annual Membership	-110.00	1	CSH
EFT5874	01/11/2022	Ancor Electrical	HWS Thermostat	-165.00	1	CSH
EFT5875	01/11/2022	Graham L & Diane Jones	Globes & General Parts - P24, P6 & P2	-416.00	1	CSH
EFT5876	01/11/2022	Merredin Steel Supplies	RHS Tube - Tin Shacks	-638.16	1	CSH
EFT5877	01/11/2022	(A)POD Pty Ltd t/a Donovan Payne Architects	Pool Development State 2 (Final) & Stage 3 (part)	-30030.00	1	CSH
EFT5878	01/11/2022	Speedee Mobile Flooring	Carpet - 42Jasper & 11Quartz	-2100.00	1	CSH
EFT5879	01/11/2022	AUSPAN Group	Bowling Green Stadium project	-161733.00	1	CSH
EFT5880	01/11/2022	Northstar Asset Pty Ltd T/as Artistralia Pty Ltd	Movie Screenings	-368.50	1	CSH
EFT5881	01/11/2022	LG Professionals Australia WA	Conference Expenses	-1850.00	1	CSH
B/S	03/11/2022	FEE - BANK FEES	BANK FEES	-311.98	1	FEE
PAYROLL	07/11/2022	PAYROLL	Payroll Liability FE 6/11/2022	-35181.07	1	CSH
DD3586.1	06/11/2022	Aware Super - Accumulation	Payroll deductions	-5028.94	1	CSH
DD3586.2	06/11/2022	BT Panorama Super	Superannuation contributions	-380.68	1	CSH
DD3586.3	06/11/2022	C-Bus	Superannuation contributions	-1082.56	1	CSH
DD3586.4	06/11/2022	MLC Masterkey	Superannuation contributions	-257.68	1	CSH
DD3586.5	06/11/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-249.82	1	CSH
DD3586.6	06/11/2022	Rest Industry Super	Superannuation contributions	-85.72	1	CSH
DD3586.7	06/11/2022	AUSTRALIANSUPER	Superannuation contributions	-252.43	1	CSH
DD3586.8	06/11/2022	MLC Navigator Retirement Plan	Superannuation contributions	-81.08	1	CSH

DD3586.9	06/11/2022	HESTA	Superannuation contributions	-138.85	1	CSH
EFT5882	08/11/2022	Services Australia Child Support	Payroll deductions	-96.16	1	CSH
BPAY	16/11/2022	Bankwest Corporate Mastercard	MBAM Managed Endpoint WS Recurring plus monthly Subs from 15/10/22 - 14/11/22	-3189.95	1	CSH
4023	16/11/2022	Water Corporation	Water Use & Service Charges	-13109.11	1	CSH
4024	16/11/2022	Synergy	Power Usage & Supply Charges	-6137.28	1	CSH
4025	16/11/2022	HI-LO CONSTRUCTION	Colourbond Fence	-13589.40	1	CSH
DD3546.1	16/11/2022	TELSTRA CORPORATION LIMITED	Telephone Usage & Service Charges	-1205.92	1	CSH
EFT5883	16/11/2022	JASMINE L GEIER	Reimbursement	-167.11	1	CSH
EFT5884	16/11/2022	Avon Waste	Waste Removal	-1777.27	1	CSH
EFT5885	16/11/2022	AVN Northam Pty Ltd trading as Merredin Toyota	Service WT111	-531.40	1	CSH
EFT5886	16/11/2022	Copier Support	Photocopier meter read	-700.03	1	CSH
EFT5887	16/11/2022	Toll Transport Pty Ltd	Freight	-223.28	1	CSH
EFT5888	16/11/2022	Ron Bateman & Co	Standpipe Parts	-735.98	1	CSH
EFT5889	16/11/2022	Two Dogs Home Hardware	Cement	-1293.72	1	CSH
EFT5890	16/11/2022	Westonia Tavern	Council Meeting Dinner	-857.00	1	CSH
EFT5891	16/11/2022	Merredin Refrigeration & Air Conditioning	Fridge-Skope-New	-5532.89	1	CSH
EFT5892	16/11/2022	Liberty Oil rural Pty Ltd	Diesel & ULP	-20151.95	1	CSH
EFT5893	16/11/2022	Merredin Carr Care	Office Generator Exhaust	-26.04	1	CSH
EFT5894	16/11/2022	Great Southern Fuel Supplies	OIL	-1571.44	1	CSH
EFT5895	16/11/2022	Westonia Community Cooperative Limited	Catering, Newspapers, cleaning, sundry items	-936.50	1	CSH
EFT5896	16/11/2022	Marketforce	Advertising	-318.10	1	CSH
EFT5897	16/11/2022	Mech Tech Diesel Services Pty Ltd	Various Plant Services	-13245.77	1	CSH
EFT5898	16/11/2022	Australia Post	Postage	-153.62	1	CSH
EFT5899	16/11/2022	Ramsay Construction Pty Ltd	EHO - Build Surveyor Services	-1430.00	1	CSH
EFT5900	16/11/2022	Ancor Electrical	supply & install ceiling fan	-990.55	1	CSH
EFT5901	16/11/2022	Crown Perth a.f.t Burswood Property Trust	LG Pro Conference	-3312.30	1	CSH
EFT5902	16/11/2022	Australian Community Media (Rural Press Pty Limited)	Advertising Wheatbelt Comm Directory	-680.00	1	CSH
EFT5903	16/11/2022	Trans-plus	Hire Roller	-1375.00	1	CSH
EFT5904	16/11/2022	McWilliam Clan Pty Ltd t/a D & T McWilliam	Water Cart Hire	-5214.00	1	CSH
EFT5905	16/11/2022	CORSIGN WA PTY LTD	Traffic Cones	-1650.00	1	CSH
EFT5906	16/11/2022	Repco	Small Plant Parts	-51.27	1	CSH
EFT5907	16/11/2022	Muka Tyre Mart	Tyre & tube	-430.00	1	CSH
EFT5908	16/11/2022	Powerhouse Midland	Lawn Mower	-949.00	1	CSH

PAYROLL	21/11/2022	PAYROLL	Payroll Liability FE 20/11/2022	-35057.89	1	CSH
DD3596.1	20/11/2022	Aware Super - Accumulation	Payroll deductions	-5268.16	1	CSH
DD3596.2	20/11/2022	BT Panorama Super	Superannuation contributions	-194.58	1	CSH
DD3596.3	20/11/2022	C-Bus	Superannuation contributions	-899.33	1	CSH
DD3596.4	20/11/2022	MLC Masterkey	Superannuation contributions	-246.68	1	CSH
DD3596.5	20/11/2022	Colonial Mutual Superannuation Pty Ltd	Superannuation contributions	-333.04	1	CSH
DD3596.6	20/11/2022	Rest Industry Super	Superannuation contributions	-79.05	1	CSH
DD3596.7	20/11/2022	AUSTRALIANSUPER	Superannuation contributions	-252.43	1	CSH
DD3596.8	20/11/2022	MLC Navigator Retirement Plan	Superannuation contributions	-164.21	1	CSH
DD3596.9	20/11/2022	HESTA	Superannuation contributions	-88.73	1	CSH
EFT5909	22/11/2022	Services Australia Child Support	Payroll deductions	-96.16	1	CSH
B/S	25/11/2022	2VNET - 2VNET MONTHLY MAINTENANCE FEE	2VNET MONTHLY MAINTENANCE FEE	-578.95	1	FEE
B/S	30/11/2022	TPORT - DEPT TRANSPORT LICENSING	DEPT TRANSPORT LICENSING	-6399.55	1	FEE



-517783.22

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 4020 to 4025, and D/Debits from EFT5863 to EFT5909 Inclusive of Department for Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$517,783.22 submitted to each member of the Council on Thursday 22 December 2022, 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 – NOVEMBER 2022

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity
Signature:	Officer  CEO 

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 30th November 2022 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 2022/2023 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 30th November 2022 and note any material variances greater than \$10,000 or 15%.

SHIRE OF WESTONIA
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2022

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

TABLE OF CONTENTS

Statement of Financial Activity by Nature or Type	2
Note 1 Statement of Financial Activity Information	3
Note 2 Cash and Financial Assets	4
Note 3 Capital Acquisitions	5
Note 4 Disposal of Assets	6
Note 5 Reserve Accounts	7
Statement of Financial Activity by Program	8
Note 6 Variations	9
Note 7 Council Fin Pos Cat Data	23

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,039,095	2,039,095	1,781,691	(257,404)	(12.62%)	
Revenue from operating activities							
Rates		1,111,900	1,111,900	1,112,041	141	0.01%	
Operating grants, subsidies and contributions		2,544,350	899,420	2,411,579	1,512,159	168.13%	▲
Fees and charges		1,046,050	495,955	564,301	68,346	13.78%	
Interest earnings		15,900	5,255	3,463	(1,792)	(34.10%)	
Other revenue		352,500	82,975	18,267	(64,708)	(77.98%)	▼
Profit on disposal of assets		156,007	16,125	19,053	2,928	18.16%	
		5,226,707	2,611,630	4,128,704	1,517,074	58.09%	
Expenditure from operating activities							
Employee costs		(1,198,050)	(455,309)	(436,427)	18,882	4.15%	
Materials and contracts		(729,900)	(394,557)	(446,707)	(52,150)	(13.22%)	
Utility charges		(529,250)	(271,485)	(258,036)	13,449	4.95%	
Depreciation on non-current assets		(1,716,000)	(756,025)	(779,744)	(23,719)	(3.14%)	
Insurance expenses		(170,700)	(107,830)	(134,693)	(26,863)	(24.91%)	▼
Other expenditure		(46,600)	(21,200)	(3,701)	17,499	82.54%	▲
		(4,390,500)	(2,006,406)	(2,059,308)	(52,902)	2.64%	
Non-cash amounts excluded from operating activities	1(a)	1,559,993	739,900	760,691	20,791	2.81%	
Amount attributable to operating activities		2,396,200	1,345,124	2,830,087	1,484,963	110.40%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		705,650	395,428	219,022	(176,406)	(44.61%)	▼
Proceeds from disposal of assets		445,000	445,000	40,000	(405,000)	(91.01%)	▼
Payments for property, plant and equipment and infrastructure		(3,698,340)	(1,000,963)	(990,706)	10,257	1.02%	
Amount attributable to investing activities		(2,547,690)	(160,535)	(731,684)	(571,149)	355.78%	
Financing Activities							
Transfer from reserves		90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves		(551,250)	(551,250)	0	551,250	100.00%	▲
Amount attributable to financing activities		(461,250)	(461,250)	0	461,250	(100.00%)	
Closing funding surplus / (deficit)	1(c)	1,426,355	2,762,434	3,880,094	1,117,660	(40.46%)	▲

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(156,007)	(16,125)	(19,053)
Add: Depreciation on assets		1,716,000	756,025	779,744
Total non-cash items excluded from operating activities		1,559,993	739,900	760,691

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

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

	Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 30 November 2022
Adjustments to net current assets			
Less: Reserves - restricted cash	(3,742,157)	(3,742,157)	(3,742,157)
Add: Provisions employee related provisions		235,422	235,422
Total adjustments to net current assets	(3,742,157)	(3,506,735)	(3,506,735)

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

Current assets			
Cash and cash equivalents	2	5,442,456	6,047,274
Rates receivables		14,768	128,667
Receivables		313,364	219,624
Other current assets		19,458	19,308
Less: Current liabilities			
Payables		(266,198)	263,717
Provisions		(235,422)	(235,422)
Less: Total adjustments to net current assets	1(b)	(3,506,735)	(3,506,735)
Closing funding surplus / (deficit)		0	2,936,432

CURRENT AND NON-CURRENT CLASSIFICATION

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
PETTY CASH and FLOATS	Cash and cash equivalents	870		870			NIL	On Hand
MUNICIPAL BANK ACCOUNT	Cash and cash equivalents	2,304,246		2,304,246		BankWest	Variable	Cheque Acc.
RESERVE FUND	Cash and cash equivalents	0	3,742,158	3,742,158		BankWest	Variable	Term Deposit
TRUST FUND CASH AT BANK	Cash and cash equivalents	0		0	41,522	BankWest	Variable	Cheque Acc.
Total		2,305,116	3,742,158	6,047,274	41,522			
Comprising								
Cash and cash equivalents		2,305,116	3,742,158	6,047,274	41,522			
		2,305,116	3,742,158	6,047,274	41,522			

KEY INFORMATION

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

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

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

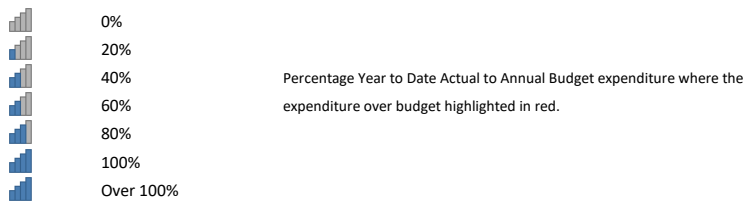
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Corporate MasterCard	Transaction Summary	Total Amount	Institution	Interest Rate	Period End Date
		\$			
Card # **** *693					
Price, Arthur W	Monthly Subscriptions 2Vnet - Exchange Online (Plan1)	36.30	Bankwest	17.99%	30-Nov-22
	Microsoft Office365 Business Standard Recurring	86.59			
	Cloud Anti Spam Recurring - 104951	50.00			
	Microsoft Office365 Business Standard Recurring 15/9 -	264.99			
	Microsoft 365 Business Std NCE Monthly	227.04			
	Vehicle Licenses -WT139	18.50			
	Members - Receptions & Refreshments expense	195.30			
	3x 300GB Internet Activ8me Sonic Speed Pack	434.15			
	Swift Enduro 4G Security Box Solar Package	756.45			
	Office Works - DCEO Laptop	997.00			
	Wessy Markets - Santa Dash Prizes	165.95			
	Office Works - Sit Stand Desk	598.00			
	Drop Box	184.67			
		4,014.94			

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	990,000	315,770	455,095	139,325
Furniture and equipment	197,000	50,575	40,616	(9,959)
Plant and equipment	677,000	0	123,882	123,882
Infrastructure - roads	1,764,340	634,618	362,602	(272,016)
Infrastructure - footpaths	70,000	0	8,510	8,510
Payments for Capital Acquisitions	3,698,340	1,000,963	990,706	(10,257)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	705,650	395,428	0	(395,428)
Other (disposals & C/Fwd)	445,000	445,000	40,000	(405,000)
Cash backed reserves				
Reserve -Plant	(90,000)		0	0
Contribution - operations	2,637,690	160,535	950,706	790,171
Capital funding total	3,698,340	1,000,963	990,706	(10,257)

Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the e.

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings				
08104 L&B- Rooms at School	50,000	50,000	136,031	86,031
11204 L&B -Kiosk/Ablution Redevelop	90,000	24,000	68,793	44,793
11303 L& B - Bowling Green Stadium	525,000	229,270	250,271	21,001
11309 Bowling Green Redevelopment	255,000	0	0	-
12218 Depot Shed - CAPITAL	40,000	0	0	-
13216 Old Club Hotel Museum Project	30,000	12,500	0	(12,500)
	990,000	315,770	455,095	139,325
Furniture & Equipment				
07702 F&E - Other Health	10,000	10,000	14,098	4,098
08203 Purchase Furniture & Equipmer	10,000	4,165	0	(4,165)
09232 F& E - Other Housing	5,000	2,080	0	(2,080)
11103 F&E -Chair of Stadium	20,000	8,330	19,497	11,167
11205 F&Et - Swimming Pools	50,000	0	0	-
11503 F&E - Libraries	2,000	1,000	419	(581)
11603 F&E - Walgoolan Wagon	10,000	5,000	2,004	(2,996)
13606 L&B - Wolfram Street Shed & Fi	60,000	20,000	1,978	(18,022)
14514 F&E Administration	30,000	0	2,620	2,620
	197,000	50,575	40,616	(9,959)
Plant & Equipment				
12302 Purchase Plant & Equipment - F	125,000	0	38,099	38,099
12305 Side Tipper & Dolly - CAPITAL	330,000	0	0	-
14213 Construction Supervisor Vehicle	122,000	0	0	-
14520 CEO Vehicle - CAPITAL	100,000	0	85,783	85,783
	677,000	0	123,882	123,882
Infrastructure-roads				
12101 Roads Construction Council	868,500	363,658	177,524	(186,134)
12103 MRWA Project Construction	570,840	148,710	101,463	(47,247)
12104 Roads to Recovery Constructior	325,000	122,250	83,615	(38,635)
	1,764,340	634,618	362,602	(272,016)
Infrastructure-footpaths				
12108 Footpath Construction	70,000	0	8,510	8,510
	70,000	0	8,510	8,510
	3,698,340	1,000,963	990,706	759,399

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
	Sales of 42 Jasper	45,200	85,000	39,776	0	0	0	0	0
	Plant and equipment								
	Transport								
	GTE Sidetippers	32,156	90,000	57,844	0	0	0	0	0
	Toyota Prado	68,485	70,000	1,515	0	0	0	0	0
	Canter	21,852	40,000	18,148	0	20,947	40,000	19,053	0
	Other property and services								
	Toyota LandCruiser - OWT	93,858	120,000	26,142	0	0	0	0	0
	Toyota Rav 4 - 02WT	27,418	40,000	12,582	0	0	0	0	0
		288,969	445,000	156,007	0	20,947	40,000	19,053	0

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserve -Long Service Leave	109,095	1,000	0	0	0	0	0	110,095	109,095
Reserve -Plant	1,002,357	20,000	0	0	0	(90,000)	0	932,357	1,002,357
Reserve -Building	1,093,858	5,000	0	260,000	0	0	0	1,358,858	1,093,858
Reserve -Communication/Information T	68,826	250	0	0	0	0	0	69,076	68,826
Reserve -Community Development	575,502	1,500	0	0	0	0	0	577,002	575,502
Reserve -Waste Management	122,031	500	0	0	0	0	0	122,531	122,031
Reserve -Swimming Pool Redevelopme	403,248	8,000	0	50,000	0	0	0	461,248	403,248
Reserve -Roadworks	367,240	5,000	0	200,000	0	0	0	572,240	367,240
	3,742,157	41,250	0	510,000	0	(90,000)	0	4,203,407	3,742,157

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	2,039,095	2,039,095	1,781,691	(257,404)	(12.62%)	▼
Revenue from operating activities							
Governance		1,150	475	0	(475)	(100.00%)	
General purpose funding - general rates	6	1,490,150	1,298,955	2,635,637	1,336,682	102.90%	▲
Law, order and public safety		49,400	26,620	29,593	2,973	11.17%	
Health		53,300	39,705	46,484	6,779	17.07%	
Education and welfare		52,000	35,500	83,143	47,643	134.20%	▲
Housing		309,500	87,540	80,539	(7,001)	(8.00%)	▼
Community amenities		12,000	11,410	11,041	(369)	(3.24%)	
Recreation and culture		1,971,700	542,610	579,310	36,700	6.76%	
Transport		212,607	530,428	166,285	(364,143)	(68.65%)	
Economic services		600,700	288,330	299,482	11,152	3.87%	
Other property and services		474,200	145,485	197,190	51,705	35.54%	▲
		5,226,707	3,007,058	4,128,704	1,121,646		
Expenditure from operating activities							
Governance		(315,300)	(170,050)	(148,903)	21,147	12.44%	▲
General purpose funding		(41,500)	(14,318)	(12,402)	1,916	13.38%	
Law, order and public safety		(77,600)	(41,360)	(39,076)	2,284	5.52%	
Health		(130,900)	(48,515)	(31,482)	17,033	35.11%	▲
Education and welfare		(46,000)	(29,990)	(27,265)	2,725	9.09%	
Housing		(181,100)	(89,005)	(84,566)	4,439	4.99%	
Community amenities		(103,950)	(43,265)	(42,854)	411	0.95%	
Recreation and culture		(834,850)	(345,653)	(367,359)	(21,706)	(6.28%)	▼
Transport		(1,683,000)	(728,821)	(697,339)	31,482	4.32%	
Economic services		(1,035,100)	(455,790)	(389,307)	66,483	14.59%	▲
Other property and services		58,800	(39,639)	(218,752)	(179,113)	(451.86%)	▼
		(4,390,500)	(2,006,406)	(2,059,307)	(52,901)		
Non-cash amounts excluded from operating activities	1(a)	1,559,993	739,900	760,691	20,791	2.81%	
Amount attributable to operating activities		2,396,200	1,740,552	2,830,088	1,089,536		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	705,650	395,428	219,022	(176,406)	(44.61%)	▼
Proceeds from disposal of assets	7	445,000	445,000	40,000	(405,000)	(91.01%)	▼
Payments for property, plant and equipment and infrastructure	8	(3,698,340)	(1,000,963)	(990,706)	10,257	1.02%	
		(2,547,690)	(160,535)	(731,684)	(571,149)		
Amount attributable to investing activities		(2,547,690)	(160,535)	(731,684)	(571,149)		
Financing Activities							
Transfer from reserves	9	90,000	90,000	0	(90,000)	(100.00%)	▼
Transfer to reserves	9	(551,250)	(551,250)	0	551,250	100.00%	▲
		(461,250)	(461,250)	0	461,250		
Amount attributable to financing activities		(461,250)	(461,250)	0	461,250		
Closing funding surplus / (deficit)	1(c)	1,426,355	3,157,862	3,880,095	722,233	22.87%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 year is \$10,000 or 15.00% whichever is the greater.

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2022

NOTE 6
EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2022-23 year is \$10,000 or 15.00% whichever is the greater.

	Timing Variance
	Material Variance

Schedule 03 General Purpose Funding

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Rates Income								
Operating Expense								
03	03100	ABC Costs- Rate Revenue	32,000	10,668	9,927	(741)	(7)%	
03	03101	Rate Notice Stationery expense	500	210	81	(129)	(62)%	
03	03102	Rates Recovery - Legal Expenses	1,500	625	0	(625)	(100)%	
03	03103	Valuation Expenses and Title Searches Exp	4,000	1,665	243	(1,422)	(85)%	
03	03107	Rates Written-off	500	0	5	5		
			38,500	13,168	10,257	(2,911)		
Operating Income								
03	03104	General Rates Levied	(1,107,200)	(1,107,200)	(1,107,205)	(5)	0%	
03	03105	Ex-Gratia Rates Received	(4,700)	(4,700)	(4,836)	(136)	3%	
03	03106	Penalty Interest Raised on Rates	(2,800)	(2,800)	(1,992)	808	(29)%	
03	03109	Instalment Interest Received	(2,000)	(2,000)	(1,470)	530	(26)%	
03	03110	Rates Administration Fee Received	(1,000)	(1,000)	(624)	376	(38)%	
03	03112	Other Revenue	(500)	(500)	(400)	100	(20)%	
			(1,118,200)	(1,118,200)	(1,116,527)	1,673		
Other General Purpose Funding								
Operating Expense								
03	03210	Bank Fees Expense	3,000	1,150	1,840	690	60%	
			3,000	1,150	1,840	690		
Operating Income								
03	03201	Grants Commission Grant Received - Gen	(257,600)	(128,800)	(976,812)	(848,012)	658%	Includes 21/22 Pre-Payment
03	03202	Grants Commission Grant Received- Road	(103,000)	(51,500)	(542,218)	(490,718)	953%	Includes 21/22 Pre-Payment
03	03204	Interest Received	(11,100)	(455)	0	455	(100)%	
03	03205	Other General Purpose funding received	(250)	0	(0)	(0)		
			(371,950)	(180,755)	(1,519,030)	(1,338,275)		
TOTAL OPERATING EXPENDITURE			41,500	14,318	12,097	(2,221)		
TOTAL OPERATING INCOME			(1,490,150)	(1,298,955)	(2,635,557)	(1,336,602)		

Schedule 04 Governance

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Members Of Council								
Operating Expense								
04	04100	Members Travelling Expenses paid	1,000	415	0	(415)	(100)%	
04	04101	Members Conference Expenses	15,000	8,250	7,310	(941)	(11)%	
04	04102	Council Election Expenses	500	205	0	(205)	(100)%	
04	04103	President's Allowance paid	5,600	2,330	0	(2,330)	(100)%	
04	04104	Members Refreshments & Receptions Exp	16,000	6,665	3,611	(3,054)	(46)%	
04	04105	Members - Insurance	23,000	11,500	14,320	2,820	25%	
04	04106	Members - Subscriptions	70,250	57,435	55,958	(1,477)	(3)%	
04	04107	Members - Donation & Gifts	3,000	1,250	290	(960)	(77)%	
04	04108	Members Telephone Subsidy Paid	1,200	500	0	(500)	(100)%	
04	04109	Members Sitting Fees Paid	21,500	8,955	0	(8,955)	(100)%	
04	04110	Consultant Fees Expense	45,000	18,750	15,000	(3,750)	(20)%	
04	04111	Training Expenses of Members	3,000	1,250	0	(1,250)	(100)%	
04	04112	Maintenance - Council Chambers	3,200	1,325	854	(471)	(36)%	
04	04113	ABC Costs- Relating to Members	79,500	39,750	49,638	9,888	25%	
04	04114	Audit Fees expense	23,000	9,580	0	(9,580)	(100)%	
04	04118	Advertising	2,000	830	781	(49)	(6)%	
04	04120	Public Relations/ Promotions	2,500	1,040	239	(801)	(77)%	
04	04199	Depreciation - Members of Council	50	20	0	(20)	(100)%	
			315,300	170,050	147,999	(22,051)		
Operating Income								
04	04121	Contributions, Reimbursements	(1,000)	(415)	0	415	(100)%	
04	04122	Photocopying	(100)	(40)	0	40	(100)%	
04	04124	Sale of Electoral Rolls	(50)	(20)	0	20	(100)%	
			(1,150)	(475)	0	475		
TOTAL OPERATING EXPENDITURE			315,300	170,050	147,999	(22,051)		
TOTAL OPERATING INCOME			(1,150)	(475)	0	475		

Schedule 05 Law, Order & Public Safety

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Fire Prevention								
Operating Expense								
05	05100	ABC Costs- Fire Prevention	24,000	10,000	11,063	1,063	11%	
05	05101	Bush Fire Control Maintenance Plant & Ec	10,000	4,165	5,722	1,557	37%	
05	05102	Bush Fire Control Maintenance Land & Bu	1,500	625	0	(625)	(100)%	
05	05103	Bush Fire Control	1,000	415	30	(385)	(93)%	
05	05104	Bush Fire Control Insurance	15,500	15,500	16,554	1,054	7%	
05	05112	Bush Fire Clothing, Training & Accs.	7,200	3,000	0	(3,000)	(100)%	
05	05113	Utilities Communication & Power	5,000	2,080	1,266	(814)	(39)%	
05	05114	Other Goods & Services	1,000	415	0	(415)	(100)%	
05	05199	Depreciation - Fire Prevention	7,400	3,080	3,060	(20)	(1)%	
			72,600	39,280	37,696	(1,584)		
Operating Income								
05	05105	Income Relating to Fire Prevention	0	0	0	0		
05	05107	FESA Operating Grant	(31,000)	(15,500)	(17,927)	(2,427)	16%	
05	05108	Edna May MOU Emergency Services	(13,500)	(6,750)	(6,818)	(68)	1%	
05	05111	FESA ESL Admin Fee	(4,000)	(4,000)	(4,400)	(400)	10%	
			(48,500)	(26,250)	(29,145)	(2,895)		
Capital Expense								
05	5110	Purchase Plant Fire Prevention	0	0	0	0		
			0	0	0	0		
Animal Control								
Operating Expense								
05	05201	Animal Control - Ranger Expense	5,000	2,080	1,211	(869)	(42)%	
			5,000	2,080	1,211	(869)		
Operating Income								
05	05202	Fines and Penalties - Animal Control	(100)	(40)	0	40	(100)%	
05	05203	Dog Registration Fees	(750)	(310)	(395)	(85)	27%	
05	05301	Income Relating to Other Law	(50)	(20)	0	20	(100)%	
			(900)	(370)	(395)	(25)		
		TOTAL OPERATING EXPENDITURE	77,600	41,360	38,907	(2,453)		
		TOTAL OPERATING INCOME	(49,400)	(26,620)	(29,540)	(2,920)		
		TOTAL CAPITAL EXPENDITURE	0	0	0	0		

Schedule 07 Health

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Preventative Services - Administration & Inspections								
Operating Expense								
07	07400	ABC Costs- Preventative Services - Admin	16,000	6,665	4,964	(1,701)	(26)%	
07	07404	Analytical Expenses	400	165	360	195	118%	
07	07406	Contract - EHO Expense	6,500	2,705	2,675	(30)	(1)%	
			22,900	9,535	7,999	(1,536)		
Operating Income								
07	07401	Income Relating to Preventative Services	0	0	0	0		
07	07407	Reimbursement	0	0	0	0		
			0	0	0	0		
Preventative Services - Pest Control								
Operating Expense								
07	07500	Mosquito Control Preventative Services -	4,800	1,990	0	(1,990)	(100)%	
			4,800	1,990	0	(1,990)		
Preventative Services -Other								
Operating Expense								
07	07600	Ambulance Services - Other	2,600	1,080	89	(991)	(92)%	
07	07601	Medical Rooms & Dr Expense - Other	9,000	3,750	2,136	(1,614)	(43)%	Timing
08	08600	ABC Costs- Other Welfare	40,000	16,665	4,964	(11,701)	(70)%	Timing
			51,600	21,495	7,188	(14,307)		
Operating Income								
07	7602	Reimbursement WA County Health Servic	(3,300)	(1,375)	(571)	804	(58)%	
			(3,300)	(1,375)	(571)	804		
Other Health								
Operating Expense								
07	07700	Nurse Practitioner Clinic	50,000	14,830	12,252	(2,578)	(17)%	
07	07799	Depreciation - Health	1,600	665	855	190	29%	
			51,600	15,495	13,107	(2,388)		
Operating Income								
07	07701	WAPHA /Other Funding	(30,000)	(30,000)	(31,250)	(1,250)	4%	
07	07703	User Pay Fee Nurse Practitioner Services	(20,000)	(8,330)	(3,327)	5,003	(60)%	
			(50,000)	(38,330)	(34,577)	3,753		
Capital Expense								
07	07702	Purchase Furniture & Equipment - Other I	10,000	10,000	14,098	4,098	41%	
			10,000	10,000	14,098	4,098		
		TOTAL OPERATING EXPENDITURE	130,900	48,515	28,294	(20,221)		
		TOTAL OPERATING INCOME	(53,300)	(39,705)	(35,148)	4,557		
		TOTAL CAPITAL EXPENDITURE	10,000.00	10,000.00	14,098.40	4,098.40		

Schedule 08 Education & Welfare

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Pre-Schools								
Operating Expense								
08	08100	Expenses Relating to Schools	16,000	6,665	514	(6,151)	(92)%	Timing
08	08101	Westonia Primary School	12,800	12,800	18,346	5,546	43%	Additional Utility charges due to Lease
08	08199	Depreciation - School	9,200	6,900	7,134	234	3%	
			38,000	26,365	25,993	(372)		
Operating Income								
08	08103	Income Relating to Schools	(34,000)	(20,000)	(20,214)	(214)	1%	
08	08105	Reimbursements	(13,000)	(13,000)	(19,937)	(6,937)	53%	Unit Accommodation Charges
			(47,000)	(33,000)	(40,151)	(7,151)		
Capital Expense								
08	08104	Purchase Land & Buildings- Rooms at Schu	50,000	50,000	136,031	86,031	172%	Ancor & Brownley Plumbing Accounts Should have been Sundry creditors for 21/22FY
			50,000	50,000	136,031	86,031		
Other Education								
Capital Expense								
08	08203	Purchase Furniture & Equipment	10,000	4,165	0	(4,165)	(100)%	
			10,000	4,165	0	(4,165)		
Aged & Disabled - Senior Citizens								
Operating Expense								
08	08401	Seniors Activities	7,500	3,125	0	(3,125)	(100)%	
08	08402	Wheatbelt Agcare	500	500	500	0	0%	
			8,000	3,625	500	(3,125)		
Operating Income								
08	08403	Income Relating to Aged & Disabled - Sen	(5,000)	(2,500)	0	2,500	(100)%	
			(5,000)	(2,500)	0	2,500		
		TOTAL OPERATING EXPENDITURE	46,000	29,990	26,493	(3,497)		
		TOTAL OPERATING INCOME	(52,000)	(35,500)	(40,151)	(4,651)		
		TOTAL CAPITAL EXPENDITURE	60,000	54,165	136,031	81,866		

Schedule 09 Housing

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Staff Housing								
Operating Expense								
09	09100	Staff Housing - ABC Costs	24,000	10,000	5,054	(4,946)	(49)%	
09	09101	Maintenance 20 Diorite St -Rental	4,850	2,010	2,655	645	32%	
09	09102	Maintenance 11 Quartz St - CDO/Plant Op	18,800	7,815	2,481	(5,334)	(68)%	
09	09103	Maintenance 42 Jasper St -Plant Operator	3,000	3,000	16,800	13,800	460%	
09	09104	Maintenance 37 Diorite St - Swimming P	4,500	1,865	847	(1,018)	(55)%	
09	09105	Maintenance 7 Quartz St - Plant Operator	4,500	1,870	2,778	908	49%	
09	09107	Staff House Costs Allocated to Works	(55,000)	(18,915)	(18,241)	674	(4)%	
09	09108	Depreciation - Staff Housing	27,400	13,415	22,721	9,306	69%	
09	09109	Maintenance 13 Pyrite Street -Plant Oper	5,450	2,260	1,250	(1,010)	(45)%	
09	09201	Maintenance 4 Quartz St - Senior Finance	7,300	3,030	2,114	(916)	(30)%	
09	09211	Maintenance 301 Pyrite Street - CEO	12,300	5,115	1,442	(3,673)	(72)%	
			57,100	31,465	39,901	8,436		
Operating Income								
09	09121	Income 20 Diorite St -Rental	(10,000)	(4,165)	(4,500)	(335)	8%	
09	09122	Income 11 Quartz St - CDO/Plant Operato	(2,100)	(875)	(180)	695	(79)%	
09	09123	Income 42 Jasper St -Plant Operator	(2,100)	(875)	(880)	(5)	1%	
09	09124	Income 37 Diorite St - Swimming Pool M	(2,100)	(875)	(880)	(5)	1%	
09	09125	Income 7 Quartz St - Plant Operator	(2,100)	(875)	(880)	(5)	1%	
09	09129	Reimbursements	(3,000)	(1,250)	0	1,250	(100)%	
09	09130	Income 13 Pyrite Street -Plant Operator	(2,100)	(875)	(880)	(5)	1%	
09	09220	Income 4 Quartz St - Senior Finance	(2,100)	(875)	(880)	(5)	1%	
			(25,600)	(10,665)	(9,080)	1,585		
Other Housing								
Operating Expense								
09	09200	Other Housing - ABC Costs	24,000	10,000	0	(10,000)	(100)%	
09	09202	Maintenance 55 Wolfram St -Ramelius Re	800	330	946	616	187%	
09	09203	Maintenance - Lifestyle	19,500	8,085	7,840	(245)	(3)%	
09	09206	Maintenance Quartz Street Age Units	12,150	5,020	3,032	(1,988)	(40)%	
09	09208	Maintenance - 17 Pyrite Street JV Units	10,350	4,275	2,538	(1,737)	(41)%	
09	09212	Rental Lifestyle Village - Westonia Progre	18,100	7,540	4,524	(3,016)	(40)%	
09	09236	Depreciation Other Housing	39,100	22,290	26,666	4,376	20%	
			124,000	57,540	45,547	(11,993)		
Other Housing								
Operating Income								
09	09221	Income 55 Wolfram St -Ramelius Resourc	(20,000)	(9,955)	(9,476)	479	(5)%	
09	09222	Income - Lifestyle	(86,500)	(43,025)	(43,188)	(163)	0%	
09	09227	Income 17Pyrite St - JV Units	(11,000)	(4,575)	(5,780)	(1,205)	26%	
09	09231	Income - Ramelius Resources Lease Camp	(24,000)	(12,000)	(12,088)	(88)	1%	
09	09238	Income -Age Units Quartz Street	(17,600)	(7,320)	(5,270)	2,050	(28)%	
09	09298	Profit on Sale of Asset	(39,800)	0	0	0		
			(198,900)	(76,875)	(75,802)	1,073		
Capital Expense								
09	09127	Purchase - Staff Housing - Houses	0	0	0	0		
09	09232	Purchase Furniture & Equipment - Other I	5,000	2,080	0	(2,080)	(100)%	
			5,000	2,080	0	(2,080)		
Capital Income								
09	09237	Income -Sale of 42 Jasper St, Westonia - C	(85,000)	0	0	0		
			(85,000)	0	0	0		
		TOTAL OPERATING EXPENDITURE	181,100	89,005	85,448	(3,557)		
		TOTAL OPERATING INCOME	(224,500)	(87,540)	(82,322)	5,218		
		TOTAL CAPITAL INCOME	(85,000)	0	0	0		
		TOTAL CAPITAL EXPENDITURE	5,000	2,080	0	(2,080)		

Schedule 10 Community Amenities

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Sanitation - Household Refuse								
Operating Expense								
10	10100	ABC Costs- Household Refuse	24,000	10,000	7,446	(2,554)	(26)%	
10	10103	Domestic Refuse Collection	13,000	5,415	4,702	(713)	(13)%	
10	10105	Refuse Collection Public Bins	10,000	4,160	3,543	(617)	(15)%	
10	10106	Refuse Maintenance	22,000	9,155	8,333	(822)	(9)%	
10	10107	Waste Oil Recycling	500	205	0	(205)	(100)%	
10	10108	Drum-Muster	500	205	0	(205)	(100)%	
			70,000	29,140	24,024	(5,116)		
Operating Income								
10	10120	Income Relating to Sanitation - Household	(11,000)	(11,000)	(10,814)	186	(2)%	
10	10122	Drum-Muster	(500)	(205)	0	205	(100)%	
			(11,500)	(11,205)	(10,814)	391		
Other Community Amenities								
Operating Expense								
10	10704	Maintenance - Public Conveniences	6,500	2,700	2,457	(243)	(9)%	
10	10706	Maintenance - Grave Digging	8,000	3,325	5,582	2,257	68%	
10	10799	Depreciation - Community Services	19,450	8,100	8,090	(10)	(0)%	
			33,950	14,125	16,129	2,004		
Operating Income								
10	10701	Income Relating to Other Community Am	0	0	(227)	(227)		
10	10708	Cemetery Fees	(500)	(205)	0	205	(100)%	
			(500)	(205)	(227)	(22)		
TOTAL OPERATING EXPENDITURE			103,950	43,265	40,153	(3,112)		
TOTAL OPERATING INCOME			(12,000)	(11,410)	(11,041)	369		

Schedule 11 Recreation & Culture

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Public Halls & Civic Centres								
Operating Expense								
11	11100	ABC Costs- Public Halls & Civic Centres	79,500	33,125	37,228	4,103	12%	
11	11104	Maintenance - Public Halls	19,750	8,215	8,904	689	8%	
11	11105	Maintenance - Complex/ Gym	43,000	17,905	18,863	958	5%	
11	11106	Maintenance - Wanderers Stadium	20,200	8,405	8,869	464	6%	
11	11107	MOU Westonia Progress Payment	28,000	11,665	12,834	1,169	10%	
11	11199	Depreciation - Public Halls	69,500	28,955	28,341	(614)	(2)%	
			259,950	108,270	115,039	6,769		
Operating Income								
11	11110	Income Relating to Public Halls & Civic Ce	(200)	(80)	(100)	(20)	25%	
11	11111	Income Edna May MOU 33%	(17,500)	(17,500)	(12,636)	4,864	(28)%	
11	11112	Income Charges Stadium	(700)	(290)	0	290	(100)%	
11	11114	Income Edna May MOU WPA 67%	(28,000)	(28,000)	(25,654)	2,346	(8)%	
			(46,400)	(45,870)	(38,390)	7,481		
Capital Expense								
11	11103	Purchase Furniture & Equipment -Chair of	20,000	8,330	19,497	11,167	134%	
			20,000	8,330	19,497	11,167		
Swimming Pool								
Operating Expense								
11	11207	Maintenance Westonia Swimming Pool	31,000	12,900	15,290	2,390	19%	
11	11208	Chlorine Expenses	2,000	830	137	(693)	(84)%	
11	11209	Management Contract Charges	68,000	28,330	30,890	2,560	9%	
11	11210	Water Charges	7,000	2,915	1,471	(1,444)	(50)%	
11	11299	Depreciaton - Swimming Pool	62,700	26,120	25,782	(338)	(1)%	
			170,700	71,095	73,569	2,474		
Operating Income								
11	11203	Kiosk/Ablution Redevelopment - LotteryV	(300,000)	0	0	0		
11	11211	LRCIP - Round 3	(722,000)	(492,000)	(492,589)	(589)	0%	
			(1,022,000)	(492,000)	(492,589)	(589)		
Capital Expense								
11	11204	Purchase Land & Buildings -Kiosk/Ablutio	90,000	24,000	68,793	44,793	187%	
11	11205	Purchase Furniture & Equipment - Swimr	50,000	0	0	0		
			140,000	24,000	68,793	44,793		
Other Recreation & Sport								
Operating Expense								
11	11307	Maintenance - Playground, Tennis & Bow	251,500	113,108	114,473	1,365	1%	
11	11308	Maintenance - Recreation Oval	42,500	7,280	9,026	1,746	24%	
11	11399	Depreciation - Other Rec & Sport	43,900	18,290	14,924	(3,366)	(18)%	
			337,900	138,678	138,423	(255)		
Operating Income								
11	11302	Marquee Hire Charges	(1,000)	(415)	0	415	(100)%	
			(1,000)	(415)	0	415		
Capital Income								
11	11301	CSRFF - Fund	(85,000)	0	0	0		
11	11310	Bowling Green Redevelopment - LRCIP To	(722,000)	0	0	0		
11	11311	Income-Wanderers Bowling Club	(85,000)	0	0	0		
			(892,000)	0	0	0		
Capital Expense								
11	11303	Purchase Land & Buildings - Bowling Gree	525,000	229,270	250,271	21,001	9%	Timing
11	11304	Purchase Furniture & Equipment - Other I	0	0	0	0		
11	11309	Bowling Green Redevelopment - CAPITAL	255,000	0	0	0		
			780,000	229,270	250,271	21,001		
Television and Rebroadcasting								
Operating Expense								
11	11401	Maintenance - Television and Rebroadcas	1,000	415	373	(42)	(10)%	
11	11499	Depreciation - TV & Radio	4,200	1,750	2,261	511	29%	
			5,200	2,165	2,634	469		
Capital Expense								
11	11404	Purchase Furniture & Equipment - Televis	0	0	0	0		
			0	0	0	0		

Schedule 11 Recreation & Culture

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Other Recreation & Sport								
Operating Expense								
11	11504	Library Salaries	17,000	7,080	7,746	666	9%	
11	11505	Library Expenses	3,500	1,455	1,556	101	7%	
			20,500	8,535	9,302	767		
Operating Income								
11	11501	Income Relating to Libraries	(100)	(40)	0	40	(100)%	
11	11502	Fines & Penalties Charged	(100)	(40)	0	40	(100)%	
			(200)	(80)	0	80		
Capital Expense								
11	11503	Purchase Furniture & Equipment - Librari	2,000	1,000	419	(581)	(58)%	
			2,000	1,000	419	(581)		
Other Culture								
Operating Expense								
11	11605	Nature Reserve Management	40,000	16,665	2,470	(14,195)	(85)%	Timing
11	11606	Maintenance Walgoolan Gazebo	600	245	0	(245)	(100)%	
			40,600	16,910	2,470	(14,440)		
Operating Income								
11	11602	Income Charges History Books	(200)	(80)	(100)	(20)	25%	
11	11604	Ramelius Common Management - Incom	(10,000)	(4,165)	0	4,165	(100)%	
			(10,200)	(4,245)	(100)	4,145		
Capital Expense								
11	11603	Purchase Furniture & Equipment - Walgoolan	10,000	5,000	2,004	(2,996)	(59.9)%	
			10,000	5,000	2,004	(2,996)		
		TOTAL OPERATING EXPENDITURE	834,850	345,653	341,437	(4,216)		
		TOTAL OPERATING INCOME	(1,078,800)	(542,195)	(531,079)	11,116		
		TOTAL CAPITAL INCOME	(892,000)	0	0	0		
		TOTAL CAPITAL EXPENDITURE	952,000	267,600	340,984	73,384		

Schedule 12 Transport

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Streets Roads Bridges & Depot Construction								
Capital Expense								
12	12101	Roads Construction Council	868,500	363,658	177,524	(186,134)	(51)%	Timing
12	12103	MRWA Project Construction	570,840	148,710	101,463	(47,247)	(32)%	Timing
12	12104	Roads to Recovery Construction	325,000	122,250	83,615	(38,635)	(32)%	Timing
12	12108	Footpath Construction	70,000	0	8,510	8,510		
			1,834,340	634,618	371,112	(263,506)		
Streets Roads Bridges & Depot Maintenance								
Operating Expense								
12	12202	Power - Street Lighting	7,000	2,915	2,292	(623)	(21)%	
12	12203	Maintenance - GRM	635,000	278,116	213,234	(64,882)	(23)%	Timing
12	12204	Maintenance - Depot	19,500	8,110	16,141	8,031	99%	
12	12205	Maintenance - Footpaths	500	205	0	(205)	(100)%	
12	12206	Traffic Signs Maintenance	12,000	4,990	8,384	3,394	68%	
12	12208	Townsite Beautification	0	0	178	178		
12	12219	RRG Expenses	7,000	7,000	8,276	1,276	18%	
12	12299	Depreciation - Street, Roads, Bridges	987,000	421,245	426,010	4,765	1%	
			1,668,000	722,581	674,515	(48,066)		
Operating Income								
12	12211	Grant - MRWA Project	0	0	0	0		
12	12212	Grant - MRWA Direct	(135,000)	(135,000)	(147,231)	(12,231)	9%	Additional Funding Received
12	12213	Grant - MRWA Specific	(380,550)	(247,138)	(152,022)	95,116	(38)%	Timing
12	12216	Grant - Roads to Recovery	(325,000)	(148,250)	(67,000)	81,250	(55)%	Timing
			(840,550)	(530,388)	(366,253)	164,135		
Capital Expense								
12	12218	Depot Shed - CAPITAL	40,000.00	0.00	0.00	0.00		
			40,000.00	0.00	0.00	0.00		
Road Plant Purchase								
Operating Expense								
12	12359	Loss on Sale of Asset	0	0	0	0		
			0	0	0	0		
Operating Income								
12	12398	Profit on Sale of Asset	(77,507)	0	(19,053)	(19,053)		
			(77,507)	0	(19,053)	(19,053)		
Road Plant Purchase								
Capital Expense								
12	12302	Purchase Plant & Equipment - Road Plant	125,000	0	38,099	38,099		
12	14213	Construction Supervisor Vehicle - CAPITAL	122,000	0	0	0		
12	12305	Side Tipper & Dolly - CAPITAL	330,000	0	0	0		
			577,000	0	38,099	38,099		
Aerodromes								
Operating Expense								
12	12604	Airport Maintenance	15,000	6,240	805	(5,435)	(87)%	
			15,000	6,240	805	(5,435)		
Operating Income								
12	12601	Income Relating to Aerodromes	(100)	(40)	0	40	(100)%	
			(100)	(40)	0	40		
Capital Expense								
12	12605	Airport Land - CAPITAL	0	0	0	0		
			0	0	0	0		
TOTAL OPERATING EXPENDITURE			1,683,000	728,821	675,320	(53,501)		
TOTAL OPERATING INCOME			(918,157)	(530,428)	(385,306)	145,122		
TOTAL CAPITAL EXPENDITURE			2,451,340	634,618	409,211	(225,407)		

Schedule 13 Economic Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Rural Services								
Operating Expense								
13	13100	ABC Costs- Rural Services	79,500	33,125	28,967	(4,158)	(13)%	
13	13119	Project TBA	0	0	0	0		
13	13123	NRM Contract	8,000	3,330	0	(3,330)	(100)%	
13	13125	Noxious Weed Control	2,000	830	0	(830)	(100)%	
13	13126	Wild Dog Contribution	0	0	0	0		
			89,500	37,285	28,967	(8,318)		
Operating Income								
13	13105	Govt. Grant Funding	0	0	0	0		
			0	0	0	0		
Tourism & Area Promotion								
Operating Expense								
13	13200	Admin Allocations Tourism & Area Promo	48,000	20,000	12,409	(7,591)	(38)%	
13	13210	Area Promotion	12,000	5,000	1,881	(3,119)	(62)%	
13	13211	SUBS- CW Visitor Centre	4,500	1,875	0	(1,875)	(100)%	
13	13212	SUBS- Newtravel	6,400	2,665	6,575	3,910	147%	
13	13213	Maintenance Caravan Park	37,250	15,515	23,789	8,274	53%	
13	13214	Information Bay- Carrabin	11,050	4,595	429	(4,167)	(91)%	
13	13215	Old Club Hotel Museum -Maintenance	26,100	10,865	11,756	891	8%	
13	13299	Depreciation - Tourism & Area Promotion	29,000	12,080	12,792	712	6%	
			174,300	72,595	69,632	(2,963)		
Operating Income								
13	13201	Income Relating to Tourism & Area Promc	0	0	0	0		
13	13202	Caravan Site Charges	(35,000)	(26,250)	(26,492)	(242)	1%	
13	13203	Tent Site Charges	(300)	(125)	(109)	16	(13)%	
13	13204	Souvenir Sales	(200)	(80)	(613)	(533)	667%	
13	13221	Income - Old Club Hotel Museum Entry	0	0	(4,425)	(4,425)		
			(35,500)	(26,455)	(31,639)	(5,184)		
Capital Expense								
13	13216	Old Club Hotel Museum Project - CAPITAL	30,000	12,500	0	(12,500)	(100)%	
13	13217	Caravan Park - CAPITAL	0	0	0	0		
			30,000	12,500	0	(12,500)		
Building Control								
Operating Expense								
13	13301	Contract EH Services	8,000	3,330	3,025	(305)	(9)%	
			8,000	3,330	3,025	(305)		
Operating Income								
13	13303	Building Permit Charges	(1,500)	(625)	(1,330)	(705)	113%	
13	13304	Demolition Charges	(100)	(40)	(100)	(60)	150%	
13	13305	Commission BRB	(200)	(80)	0	80	(100)%	
13	13307	Planning Fee	0	0	0	0		
			(1,800)	(745)	(1,430)	(685)		
Community Development (CRC)								
Operating Expense								
13	13400	ABC Costs - Community Development	64,000	0	0	0		
13	13401	Programs / Activities	20,000	8,330	452	(7,878)	(95)%	
13	13402	Workers Compensation Premiums	10,000	4,165	0	(4,165)	(100)%	
13	13403	Superannuation	17,000	7,080	0	(7,080)	(100)%	
13	13404	Salaries	95,000	32,500	9,295	(23,205)	(71)%	Timing
13	13405	Community Events	20,000	8,330	4,234	(4,096)	(49)%	
13	13406	Grant Generated Expenditure	30,000	12,500	0	(12,500)	(100)%	Timing
13	13610	Building Maintenance	23,500	9,770	8,168	(1,602)	(16)%	
			279,500	82,675	22,149	(60,526)		
Operating Income								
13	13410	Grant Funding Opportunities	(50,000)	0	0	0		
13	13412	Income Relating to Westonia CRC Operati	0	0	(4,492)	(4,492)		
13	13411	DPIRD Grants Funding (CRC)	(107,200)	(53,600)	(25,464)	28,136	(52)%	Timing
			(157,200)	(53,600)	(29,956)	23,644		
Plant Nursery								
Operating Expense								
13	13502	Nursery Operating Costs	1,800	750	161	(589)	(79)%	
			1,800	750	161	(589)		
Operating Income								
13	13505	Tree Planter Hire	(500)	(205)	0	205	(100)%	
			(500)	(205)	0	205		

Schedule 13 Economic Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Other Economic Services								
Operating Expense								
13	13600	ABC Costs to Other Economic Services	8,000	3,335	4,614	1,279	38%	
13	13611	Water Supply Standpipes	404,500	226,865	226,585	(280)	(0)%	
13	13613	Ramelius ResourceLease - Industrial Shed	0	0	0	0		
13	13614	St Lukes Church	0	0	52	52		
13	13616	Westonia CRC Contributions	0	0	0	0		
13	13699	Depreciation- Other Economic Services	69,500	28,955	29,682	727	3%	
			482,000	259,155	260,934	1,779		
Other Economic Services								
Operating Income								
13	13602	Community Bus Hire Charges	(1,000)	(415)	(543)	(128)	31%	
13	13603	Ramelius Resource Lease - Industrial Shec	(19,500)	(9,750)	(9,965)	(215)	2%	
13	13604	Police Licensing Commissions	(5,000)	(2,080)	(2,721)	(641)	31%	
13	13609	Standpipe Water Charges - per kL	(380,000)	(195,000)	(196,982)	(1,982)	1%	
13	13618	Reimbursements General	(200)	(80)	(49)	31	(39)%	
			(405,700)	(207,325)	(210,262)	(2,937)		
Capital Expense								
13	13606	Land & Buildings - Wolfram Street Shed &	60,000	20,000	1,978	(18,022)	(90)%	
			60,000	20,000	1,978	(18,022)		
		TOTAL OPERATING EXPENDITURE	1,035,100	455,790	384,868	(70,922)		
		TOTAL OPERATING INCOME	(600,700)	(288,330)	(273,287)	15,043		
		TOTAL CAPITAL EXPENDITURE	90,000	32,500	1,978	(30,522)		



Schedule 14 Other Property & Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Private Works								
Operating Expense								
14	14102	Private Works	25,000	20,000	19,645	(355)	(2)%	
			25,000	20,000	19,645	(355)		
Operating Income								
14	14100	Private Works Income	(25,000)	(25,000)	(38,428)	(13,428)	54%	Additional Private Works
			(25,000)	(25,000)	(38,428)	(13,428)		
Public Works Overheads								
Operating Expense								
14	14200	Administration Allocations to PWOH	265,000	110,411	118,163	7,752	7%	
14	14202	Sick Leave Expense	15,000	6,250	15,438	9,188	147%	
14	14203	Annual & Long Service Leave Expense	80,000	39,996	39,171	(825)	(2)%	
14	14204	Protective Clothing - Outside Staff	3,500	1,455	0	(1,455)	(100)%	
14	14205	Conference Expenses- Engineering	2,000	830	0	(830)	(100)%	
14	14206	Medical Examination Costs	1,000	415	0	(415)	(100)%	
14	14207	Public Works Overheads Allocated to Wor	(539,400)	(254,755)	(263,822)	(9,067)	4%	
14	14208	OSH Expenses	3,500	1,455	337	(1,118)	(77)%	
14	14211	Unallocated Wages	0	0	0	0		
14	14214	Eng. & Technical Support	10,000	4,165	399	(3,766)	(90)%	
14	14215	Staff Training	8,000	3,330	82	(3,248)	(98)%	
14	14216	Insurance on Works	17,000	17,000	16,365	(635)	(4)%	
14	14217	Supervision Costs	15,000	6,250	9,135	2,885	46%	
14	14218	Service Pay	6,400	2,665	2,040	(625)	(23)%	
14	14219	Superannuation Cost	75,000	31,250	39,884	8,634	28%	
14	14220	Allowances & Other Costs	30,000	14,694	14,678	(16)	(0)%	
14	14221	Fringe Benefits Tax - Works	8,000	3,330	0	(3,330)	(100)%	
			0	(11,259)	(8,130)	3,129		
Operating Income								
14	14201	Income Relating to Public Works Overhea	(7,000)	(2,915)	(2,838)	77	(3)%	
			(7,000)	(2,915)	(2,838)	77		
Plant Operation Costs								
Operating Expense								
14	14302	Insurance - Plant	17,000	7,080	11,309	4,229	60%	
14	14303	Fuel & Oils	230,000	95,835	101,176	5,341	6%	
14	14304	Tyres and Tubes	20,000	8,330	5,511	(2,819)	(34)%	
14	14305	Parts & Repairs	110,000	64,162	67,243	3,081	5%	
14	14306	Internal Repair Wages	45,500	18,955	8,379	(10,576)	(56)%	Timing
14	14307	Licences - Plant	8,000	8,000	6,070	(1,930)	(24)%	
14	14308	Depreciation - Plant	308,000	148,330	156,184	7,854	5%	
14	14309	Plant Operation Costs Allocated to Works	(778,500)	(279,504)	(231,774)	47,730	(17)%	Timing
14	14310	Blades & Tynes	10,000	4,165	0	(4,165)	(100)%	
14	14311	Consumable Items	20,000	8,330	1,897	(6,433)	(77)%	
14	14312	Expendable Tools	10,000	4,165	681	(3,484)	(84)%	
			0	87,848	126,675	38,827		
Stock Fuels & Oils								
Operating Expense								
14	14402	Purchase of Stock Materials	0	0	38,872	38,872		
			0	0	38,872	38,872		
Operating Income								
14	14404	Diesel Fuel Rebate	(35,000)	(14,580)	(12,617)	1,963	(13)%	
14	14405	Sale of Stock	(500)	(205)	0	205	(100)%	
14	14406	Sale of Fuel and Scrap	(2,000)	(830)	(18,504)	(17,674)	2,129%	Sale of Fuel
			(37,500)	(15,615)	(31,121)	(15,506)		
Administration								
Operating Expense								
14	14500	Expenses relating to Administration	522,000	181,500	165,676	(15,824)	(9)%	Timing
14	14501	Administration Office Maintenance	64,200	26,740	32,755	6,015	22%	
14	14502	Workers Compensation Premiums- Admin	24,000	24,000	26,016	2,016	8%	
14	14503	Office Equipment Maintenance - Admin	8,500	3,540	4,829	1,289	36%	
14	14504	Telecommunications - Admin	0	0	350	350		
14	14505	Travel & Accommodation - Admin	2,000	830	1,004	174	21%	

Schedule 14 Other Property & Services

Prog	COA	Description	Original Budget	YTD Budget	YTD Actual	Var. \$	Var. %	Comment
Administration								
Operating Expense - Continued								
14	14506	Legal Expenses Administration	5,000	2,080	0	(2,080)	(100)%	
14	14507	Training Expenses - Admin	7,500	3,125	173	(2,952)	(94)%	
14	14508	Printing & Stationery - Admin	10,000	4,165	2,139	(2,026)	(49)%	
14	14509	Fringe Benefits Tax - Admin	12,000	5,000	0	(5,000)	(100)%	
14	14510	Conference Expenses - Admin	4,000	1,665	6,335	4,670	280%	
14	14511	Staff Uniform - Admin	3,000	1,250	0	(1,250)	(100)%	
14	14515	Administration Costs Allocated to Progar	(823,500)	(343,125)	(248,188)	94,937	(28)%	Timing
14	14517	Postage & Freight	1,500	625	425	(200)	(32)%	
14	14521	IT/Accounting Programs	35,000	14,580	1,457	(13,123)	(90)%	Timing
14	14522	Advertising	3,000	1,250	2,044	794	63%	
14	14559	Admin Loss on Sale	0	0	0	0		
14	14599	Depreciation - Admin	38,000	15,830	15,242	(588)	(4)%	
			(83,800)	(56,945)	10,256	67,201		
Operating Income								
14	14525	Admin - Reimbursement	(1,000)	(415)	(3,166)	(2,751)	663%	
14	14512	Admin Re-Allocations	0	0	(4,500)	(4,500)		
14	14598	Profit on Sale of Asset - Admin	(38,700)	(16,125)	0	16,125	(100)%	Timing
			(39,700)	(16,540)	(7,666)	8,874		
Capital Expense								
14	14514	Purchase Furniture & Equipment Adminis	30,000	0	2,620	2,620		
14	14520	CEO Vehicle - CAPITAL	100,000	0	85,783	85,783		
			130,000	0	88,403	88,403		
Operating Expense								
14	14602	Gross Salaries & Wages	1,250,000	524,836	508,522	(16,314)	(3)%	Timing
14	14603	Less Sal & Wages Alloc to Works	(1,250,000)	(524,840)	(508,522)	16,318	(3)%	Timing
			0	(4)	0	4		
Unclassified								
Operating Income								
14	14701	Income Relating to Unclassified	(5,000)	(2,080)	0	2,080	(100)%	
14	14705	Marda Upgrade and Haulage Operation A	(200,000)	(83,335)	(77,117)	6,218	(7)%	
			(205,000)	(85,415)	(77,117)	440,495		
Unclassified								
Capital Expense								
14	14704	Land Development	30,000	12,500	3,315	(9,185)	(73)%	
			30,000	12,500	3,315	(9,185)		
Capital Income								
14	14799	Proceeds on Sale of Assets	(160,000)	0	0	0		
			(160,000)	0	0	0		
		TOTAL OPERATING EXPENDITURE	(58,800)	39,640	187,318	147,678		
		TOTAL OPERATING INCOME	(314,200)	(145,485)	(157,170)	420,512		
		TOTAL CAPITAL EXPENDITURE	160,000	12,500	91,718	79,218		
		TOTAL CAPITAL INCOME	(160,000)	0	0	0		

9.1.3 GST RECONCILIATION REPORT – NOVEMBER 2022

Responsible Officer:	Bill Price, CEO
Author:	Jasmine Geier, Deputy Chief Executive Officer
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer  CEO 

Purpose of the Report

- Executive Decision Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 30th November 2022 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 totalling **(\$2,501.00)** for the period ending 30th November 2022 adopted.

SHIRE OF WESTONIA
BAS EXTRACT - 30 November 2022



ABN:	87 507 505 958
Business Activity Statement:	Nov-22
Period/Year end:	2022/2023

Name	Jasmine Geier
Position	DCEO
Date	5/12/2022


Month	A	B	C	D	E	F	G
	GST						
	On Sales (collected) *1405000	On Purchases (paid) *1304000	Nett GST Payable / (Receivable)	Fuel Tax Credit *1144040.170	PAYG *1406010	FBT Instalment *1142210 & 1145090	Nett Payment /(Refund)
Jul-22	10,304.00	25,115.00	(14,811.00)	(2,306.00)	29,436.00	0.00	12,319.00
Aug-22	19,665.00	39,325.00	(19,660.00)	(2,625.00)	18,625.00		(3,660.00)
Sep-22	53,787.00	14,375.00	39,412.00	(2,684.00)	18,776.00		55,504.00
Oct-22	11,014.00	38,865.00	(27,851.00)	(2,354.00)	19,127.00		(11,078.00)
Nov-22	6,946.00	25,549.00	(18,603.00)	(2,648.00)	18,750.00		(2,501.00)
Dec-22			0.00				0.00
Jan-23			0.00				0.00
Feb-23			0.00				0.00
Mar-23			0.00				0.00
Apr-23			0.00				0.00
May-23			0.00				0.00
Jun-23			0.00				0.00
Total	101,716.00	143,229.00	(41,513.00)	(12,617.00)	104,714.00	0.00	50,584.00

A - B = C (Net GST)

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

9.1.4 RAC RECONNECT WA 22/23 GRANTS – WOLFRAM STREETSCAPE FUNDING AGREEMENT

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:		
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

- Executive Decision Legislative Requirement

This report seeks Council’s authority to sign and duly seal the successful RAC Reconnect WA 22/23 grant agreement for a range of streetscape upgrades for Wolfram Street.

Background

Council previously endorsed an application to the RAC’s Reconnect WA Initiative in 2022-23, providing up to \$1 million to co-fund projects and partner with local governments across WA.

Councils’ submission included a range of streetscape improvements including

- Corten Steel Seat & Shade Structures in front of the Old Miners Hall
- Refurbishment of little shop adjacent to COOP with new façade signage and mural.
- Murals on COOP windows
- Heritage streetlights
- Bike Rack

Insert picture here

Comment

RAC have advised that Council’s application was successful for the sum of \$ 64,422.10 and have enclosed a Funding agreement for signing.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

.Social – provide community facilities and promote social interaction.

Financial Implications

Council has a commitment of \$ 130,000 in the 2022/23 budget for Wolfram Street upgrades.

Voting Requirements


- Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That Council sign & duly seal the RAC Reconnect WA 22/23 grant agreement for a range of streetscape upgrades for Wolfram Street amounting to \$ 64,422.10.

9.1.5 CRC COMMITTEE FINANCIAL CONTRIBUTION

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	RC3.1.1
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

Executive Decision Legislative Requirement

This report is to advise Council of the Westonia CRC Committees Financial contribution towards Council projects.

Background

Council is aware that the Westonia CRC Committee have disbanded since the Council accepted responsibility for CRC operations from July 2022.

The Committee had excess funds and because of the winding up of incorporation have contributed the funds amounting to \$ 111,464.14 towards Council projects.

They have resolved that the following amounts be tied to the following programs

1. Medical Health & Wellbeing Initiatives - \$ 12,189.88
2. School Senior Centre Redevelopment Project - \$ 40,000.00
3. Improvements @ Oval to assist in Community Performances i.e. stage/ampitheatre, outside access to toilets, designated pathpays, PA system etc.\$ 53,000.00
4. Seniors Programs - \$ 3,249.31

There is a further @ \$ 15,000 in a term deposit which will also be transferred to the Council for a project within these parameters.

Comment

It is intended that these excess funds be transferred into the Community Development Reserve Fund until the projects are project ready in a particular financial year.

Statutory Environment

Nil

Policy Implications

Nil

Strategic Implications

Financial Implications

Additional funding income not allowed for in the 2022/23 financial budget that will be transferred to the Community Development reserve Fund at years end.



Voting Requirements



Simple Majority




Absolute Majority

OFFICER RECOMMENDATIONS

That Council accepts the funding allocations to designated projects as stipulated, received from the now disbanded Westonia CRC Committee.

9.1.6 WAPHA NURSE PRACTITIONER CONTRACT EXTENSION

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	H1.1.2
Disclosure of Interest:	Nil
Attachments:	Variation WAPHA Contract
Signature:	Officer CEO



Purpose of the Report

- Executive Decision Legislative Requirement

This report seeks Council's approval to accept, sign and duly seal an extension of term variation to the WA Primary Health Alliance (WAPHA) contract for the short-term provision of Nurse Practitioner Services from the Westonia Health Clinic, ending 30 June 2023.

Background

Council is aware of its existing short term contract with WA Primary Health Alliance (WAPHA) ending 31st December 2022 to provide a clinical Primary Health Nurse Practitioner (PHNP) service to support General Practice.

The service is intended support and increase the efficiency and effectiveness of nursing practitioner services for patients, particularly those at risk of poor health outcomes, and improve coordination of care to ensure patients receive the right care in the right place at the right time.

The role of the PHNP includes but is not limited to the following provide:

- Primary health care services based on the priority need of the Shire of Westonia and surrounding areas;
- Direct advanced clinical care within their scope of practice, and in partnership with General Practice and WA Country Health Service of health promotion and illness prevention; and
- Early detection care coordination and case management including a focus on self-management.

Comment

Council have been lobbying for an extension of the contract for a further 6 months so that a more permanent arrangement can be explored. WAPHA are pleased to advise that they will offer a 6-month contract extension ending 30 June 2023.

Council have received a draft amended contract for consideration.

Statutory Environment

Local Government Act 1995.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Social – provide community facilities and promote social interaction.

Financial Implications

This proposal will be a nil cost to Council as the WAPHA contract is intended to cover the cost of the services minus the usual administrative service the Council provides for Health Services.



Voting Requirements



Simple Majority



Absolute Majority


OFFICER RECOMMENDATIONS

That Council accept, sign and duly seal an extension of term variation to the WA Primary Health Alliance (WAPHA) contract for the short-term provision of Nurse Practitioner Services from the Westonia Health Clinic, ending 30 June 2023.

9.1.7 2023 COUNCIL MEETING DATES

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	A2.4.1
Disclosure of Interest:	Nil
Attachments:	Nil

Signature:	Officer	CEO
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Purpose of the Report

Executive Decision

Legislative Requirement

The purpose of this report is to set Council meeting dates for the 2023 calendar year and provide public notice as per *Regulation 12 of the Local Government (Administration) Regulations 1996*

Background

Regulation 12 of the Local Government (Administration) Regulations 1996 requires a local government to at least once a year give local public notice of the dates, time and place of:

- a) Ordinary Council meetings; and
- b) Committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public; that are to be held in the next twelve months.

Comment

Council's current policy on Council Meetings states that, "A Councillors forum will be held at 1.00pm before each Ordinary Council Meeting and Ordinary Meetings of Council will be held on the third Thursday of each month not including January, commencing at 3.30pm in the Shire of Westonia Council Chambers."

In accordance with the current policy ordinary meetings of Council are to be held in 2023 as follows:-

Ordinary Council meetings:

February	Thursday 16 th	March – Thursday 16 th
April	Thursday 27 th (4 th Thursday)	May – Thursday 18 th
June	Thursday 15 th	July – Thursday 20 th
August	Thursday 17 th	September–Thursday 21 st
October	Thursday 19 th	November–Thursday 16 th
December	Thursday 21 st	

with all meetings commencing at 3.30pm in the Council Chamber, Wolfram Street, Westonia.

The Audit Committee meetings is at this stage proposed for the following dates (or as required) :

April	Thursday 27 th (4 th Thursday)
August	Thursday 17 th
October	Thursday 19 th

There were several instances during the past couple of years with key personnel having commitments with children, that some meeting dates needed to be changed. i.e school holidays.

To try and avoid them this year, it is proposed to change the April meeting date to the 4th week to suit

Statutory Environment

Regulation 12 of the Local Government (Administration) Regulations.

Policy Implications

Council Policy 1.1

Strategic Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That the following meeting schedule for 2023 be advertised in accordance with the requirements of legislation:-

Ordinary Council meetings:

February	Thursday 16 th	March – Thursday 16 th
April	Thursday 27 th (4 th Thursday)	May – Thursday 18 th
June	Thursday 15 th	July – Thursday 20 th
August	Thursday 17 th	September–Thursday 21 st
October	Thursday 19 th	November–Thursday 16 th
December	Thursday 21 st	


with all meetings commencing at 3.30pm in the Council Chamber, Wolfram Street, Westonia.

The Audit Committee meetings is at this stage proposed for the following dates (or as required) :

April	Thursday 27 th (4 th Thursday)
August	Thursday 17 th
October	Thursday 20 th

9.1.8 WALGA GOVERNANCE REVIEW

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	A1.8.2
Disclosure of Interest:	Nil
Attachments:	WALGA Governance Review
Signature:	Officer CEO



Purpose of the Report

- Executive Decision Legislative Requirement

The purpose of this report is to seeks Council’s position on their preferred option for the future Governance Model of WALGA moving forward.

Background

The Best Practice Governance Review presents an opportunity to improve WALGA’s governance model to:

- Deliver strong, clear, focused, and consistent **policy positions** on strategic matters of the most importance to Local Governments in WA
- Drive **advocacy outcomes and impact** on behalf of Local Government in WA and the communities they serve
- Embed **agility and responsiveness**, ensuring member concerns are heard, respected and represented in a timely, efficient and effective manner.

Comment

The review has offered up 5 options for consideration being

- Option 1 – Two Tier Model, existing zones
- Option 2 – Board, Regional Bodies.
- Option 3 – Board, Amalgamated Zones.
- Option 4 – Member Elected Board, Regional Groups, and
- Option 5 – Current Model.

Attached is a paper with full explanations for Councillor consideration. Submissions are required by today 23rd December.

The general consensus being shared around of like minded rural Council’s is that the existing governance model being option 5 is preferred.

Statutory Environment

Nil

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

Nil



Voting Requirements



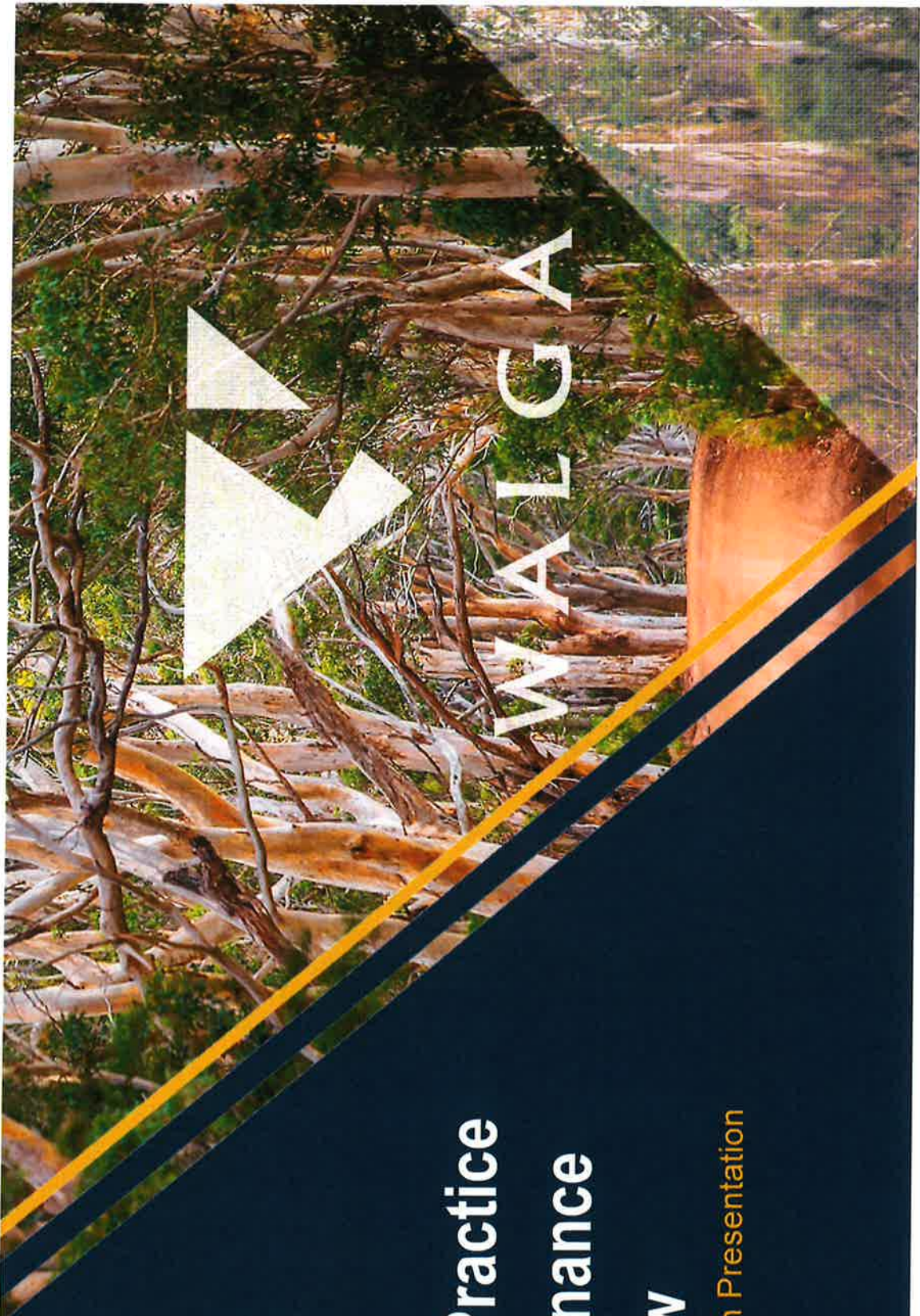
Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council's preferred option for the future Governance Model of WALGA be Option ???



Best Practice Governance Review

Consultation Presentation



Acknowledgement of Traditional Owners

WALGA's work regularly takes us across the State and as such we would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia.

We pay our respects to their Elders, past and present.

Pictured left: Artwork by Jade Dolman, a young Whadjuk/Ballardong Nyoongar, Eastern Arrernte, Irish woman from Perth.

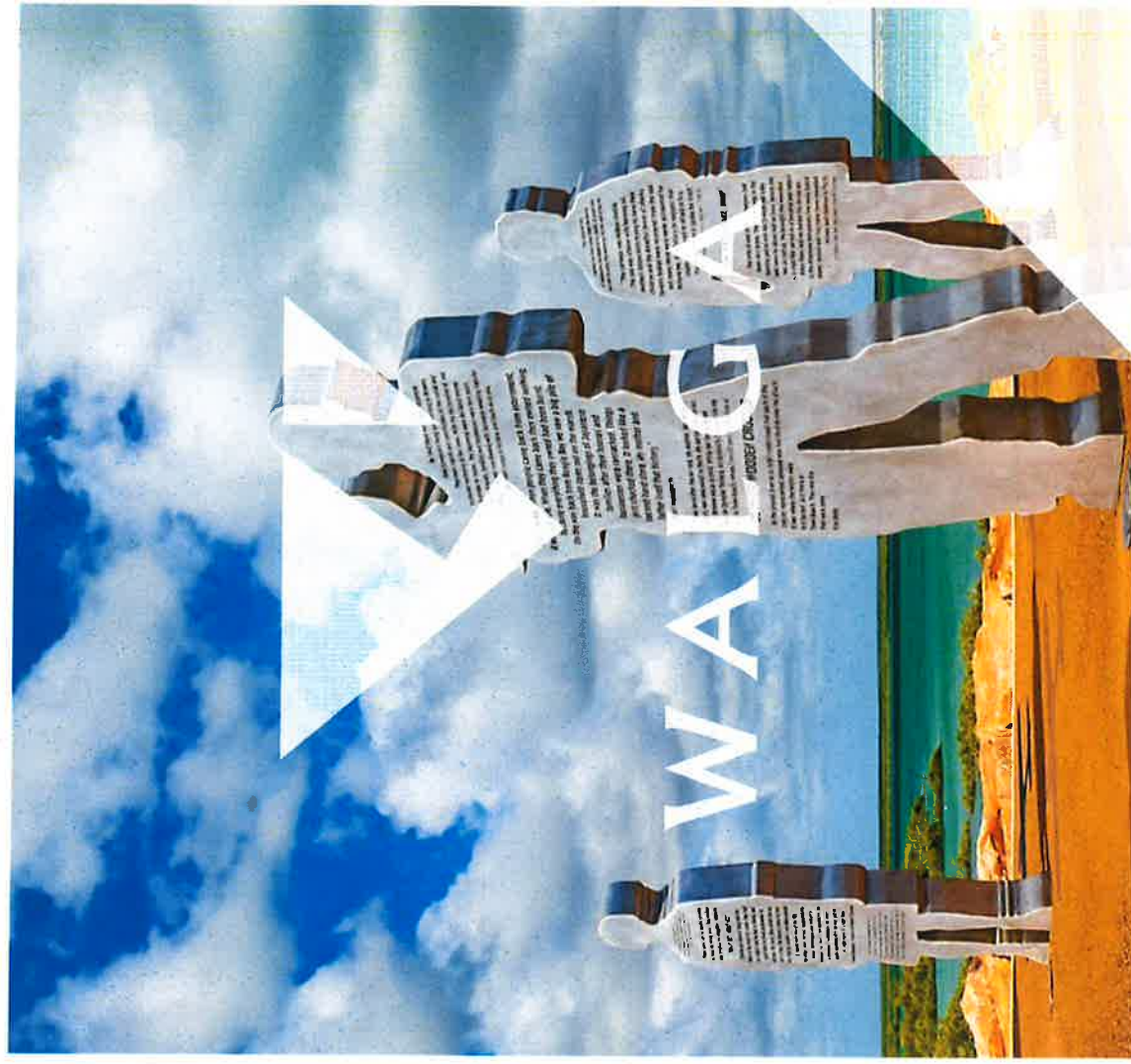




Opportunity

The Best Practice Governance Review presents an opportunity to improve WALGA's governance model to:

- Deliver strong, clear, focused, and consistent **policy positions** on strategic matters of the most importance to Local Governments in WA
- Drive **advocacy outcomes and impact** on behalf of Local Government in WA and the communities they serve
- Embed **agility and responsiveness**, ensuring member concerns are heard, respected and represented in a timely, efficient and effective manner





Drivers

Corporate Strategy

The Corporate Strategy identified governance model as key opportunity for improvement

Member Feedback

Feedback from members highlighted concerns with current arrangements

Legislative Reform

Local Government legislative reform – WALGA to no longer be constituted under the Local Government Act 1995

State IR Review

State IR Review – opportunity to be a registered organisation

Misalignment

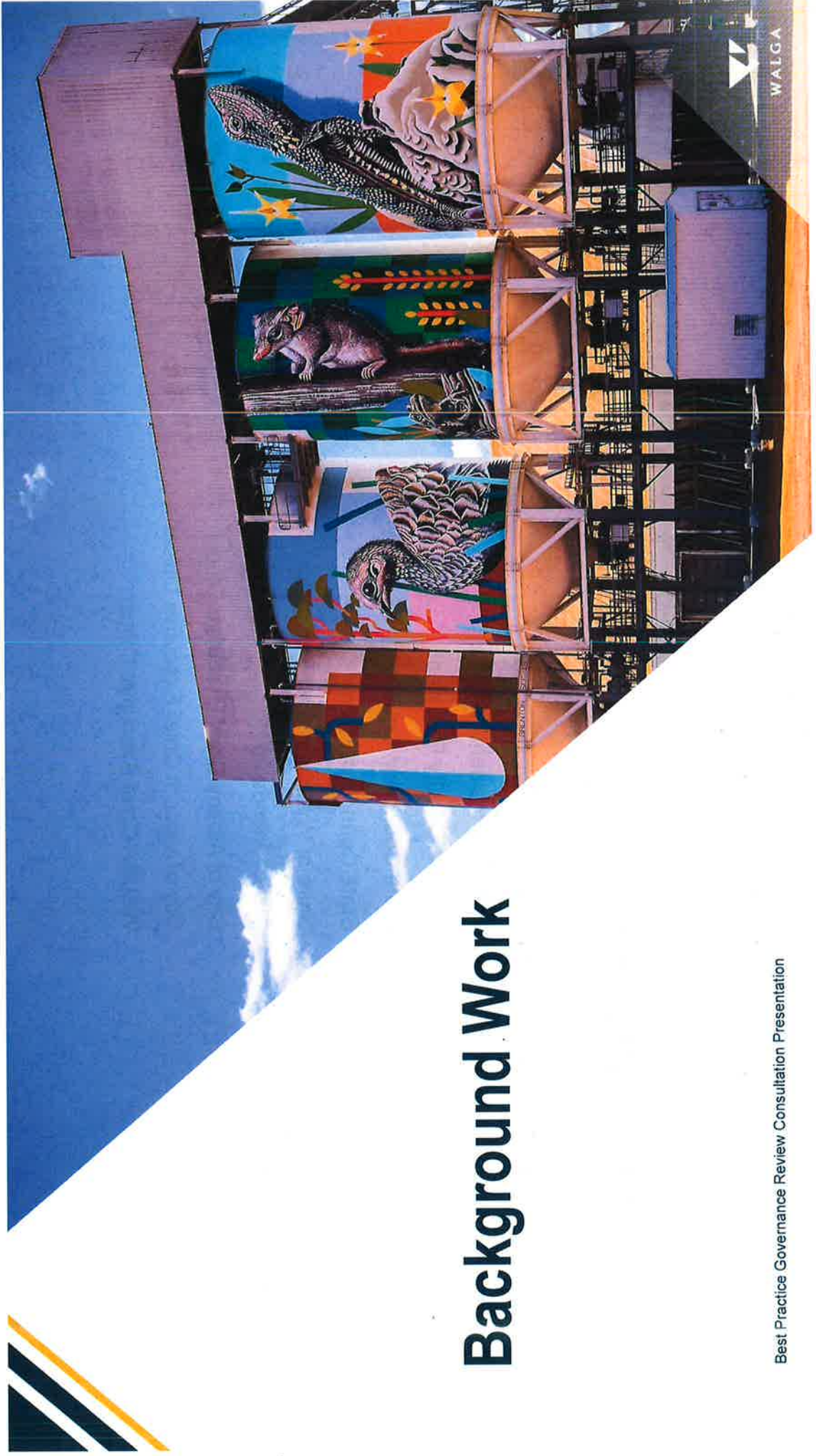
Misalignment between key governance documents



Steering Committee

Appointed by State Council in March 2022:

President Cr Karen Chappel	WALGA President
Cr Paul Kelly	WALGA Deputy President
President Cr Phil Blight	State Councillor, Country
Mayor Carol Adams OAM	State Councillor, Metro
President Cr David Menzel	Shire of Wyndham East Kimberley
Mayor Albert Jacob	City of Joondalup
Andrew Sharpe	City of Albany Chief Executive Officer
David MacLennan	City of Vincent Chief Executive Officer
Nick Sloan	WALGA Chief Executive Officer



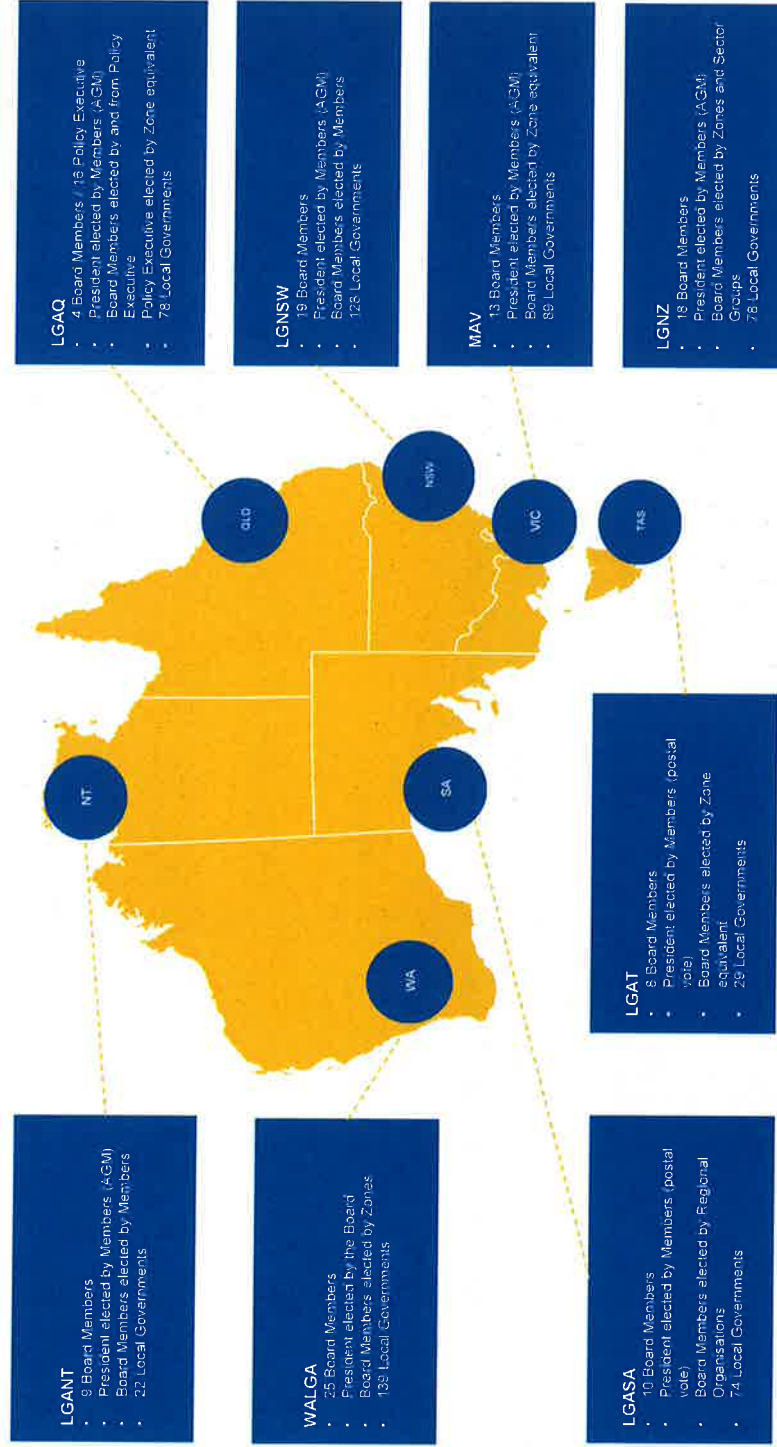
Background Work

Best Practice Governance Review Consultation Presentation



Summary: Jurisdictional equivalents to WALGA

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



Summary: Governance structure analysis

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

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

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



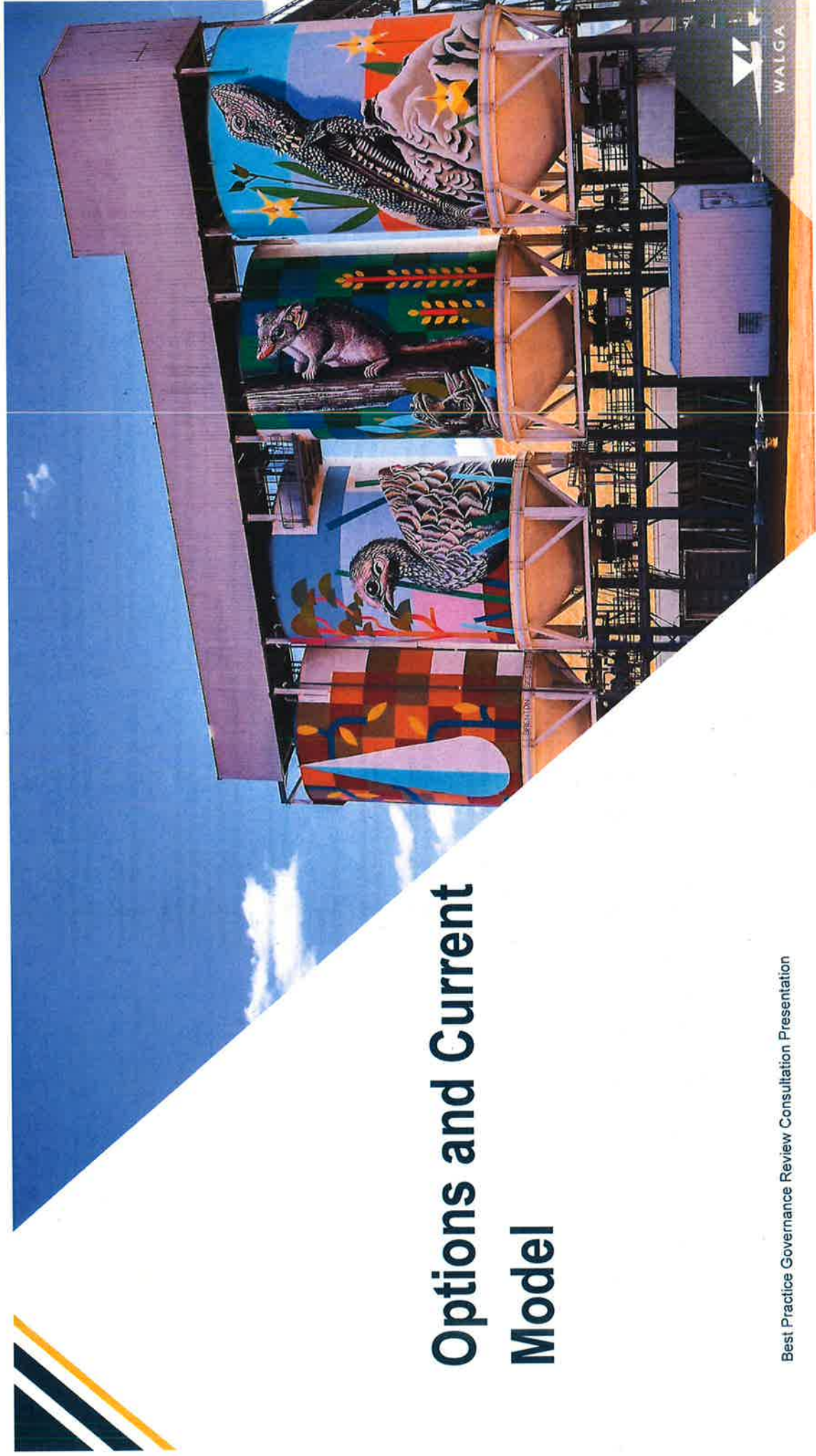
Governance Principles

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

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

Best Practice Governance Review Consultation Presentation

Options and Current Model








Options and Current Model




Option 1

Two tier model, existing Zones

 Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 Independents	 Policy Council (25 members) 24 members plus President	 Zones (5 metro, 12 country)
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Option 2

Board, Regional Bodies

 Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 Independents	 Regional Bodies (4 metro, 4 country)	 Policy Teams / Forums / Committees
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Option 3

Board, Amalgamated Zones

 Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 Independents	 Zones (6 metro, 6 country)	 Policy Teams / Forums / Committees
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Option 4

Member elected Board, Regional Groups

 Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 Independents	 Policy Teams / Forums / Committees	 Regional Groups
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Option 5

Current Model

 State Council (25 members) 24 State Councillors 1 President	 Zones (5 metro, 12 country)	 Policy Teams / Forums / Committees
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Option 1 – Two Tier Model, Existing Zones

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

Governance Body



Board

11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.

Structure

Role

Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.



Policy Council

24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).

Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.



Zones




5 Metro, 12 Country.

Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.



Option 2 – Board, Regional Bodies

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

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



Option 3 – Board, Amalgamated Zones

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

Governance Body



Board

15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board (who will then be replaced by their Zone). The Board will appoint up to 2 independent, skills or constituency directors.

Structure

Country*:

- Wheatbelt South
 - Wheatbelt North
 - Mid West / Murchison / Gascoyne
 - Pilbara / Kimberley
 - South West / Great Southern
 - Goldfields / Esperance
- *indicative, re-drawing required*

Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.



Zones

- Metro/Peel:
- Central Metropolitan
 - East Metropolitan
 - North Metropolitan
 - South Metropolitan
 - South East Metropolitan
 - Peel



Policy Teams / Forums / Committees

Membership drawn from Board with some independent members:

Responsible for specific functions – such as policy development – as determined by the Board.





Option 4 – Member Elected Board, Regional Groups

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

Governance Body



Board

11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments), President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.

Structure

Role

Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.



Policy Teams / Forums / Committees

Membership drawn from Board with some independent members.

Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.



Regional Groups




Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.

Feed into policy development processes and undertake advocacy and projects as determined by the groups.



Option 5 – Current Model

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


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





Options and Current Model

Option 1

Two tier model, existing Zones


 **Board**
(11 members)
8 elected from Policy Council, incl. Board elected President
Up to 3 independents


 **Policy Council**
(25 members)
24 members plus President


 **Zones**
(5 metro, 12 country)

Option 2

Board, Regional Bodies


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


 **Regional Bodies**
(4 metro, 4 country)


 **Policy Teams / Forums / Committees**

Option 3

Board, Amalgamated Zones


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


 **Zones**
(6 metro, 6 country)


 **Policy Teams / Forums / Committees**

Option 4

Member elected Board, Regional Groups


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


 **Policy Teams / Forums / Committees**


 **Regional Groups**

Option 5

Current Model

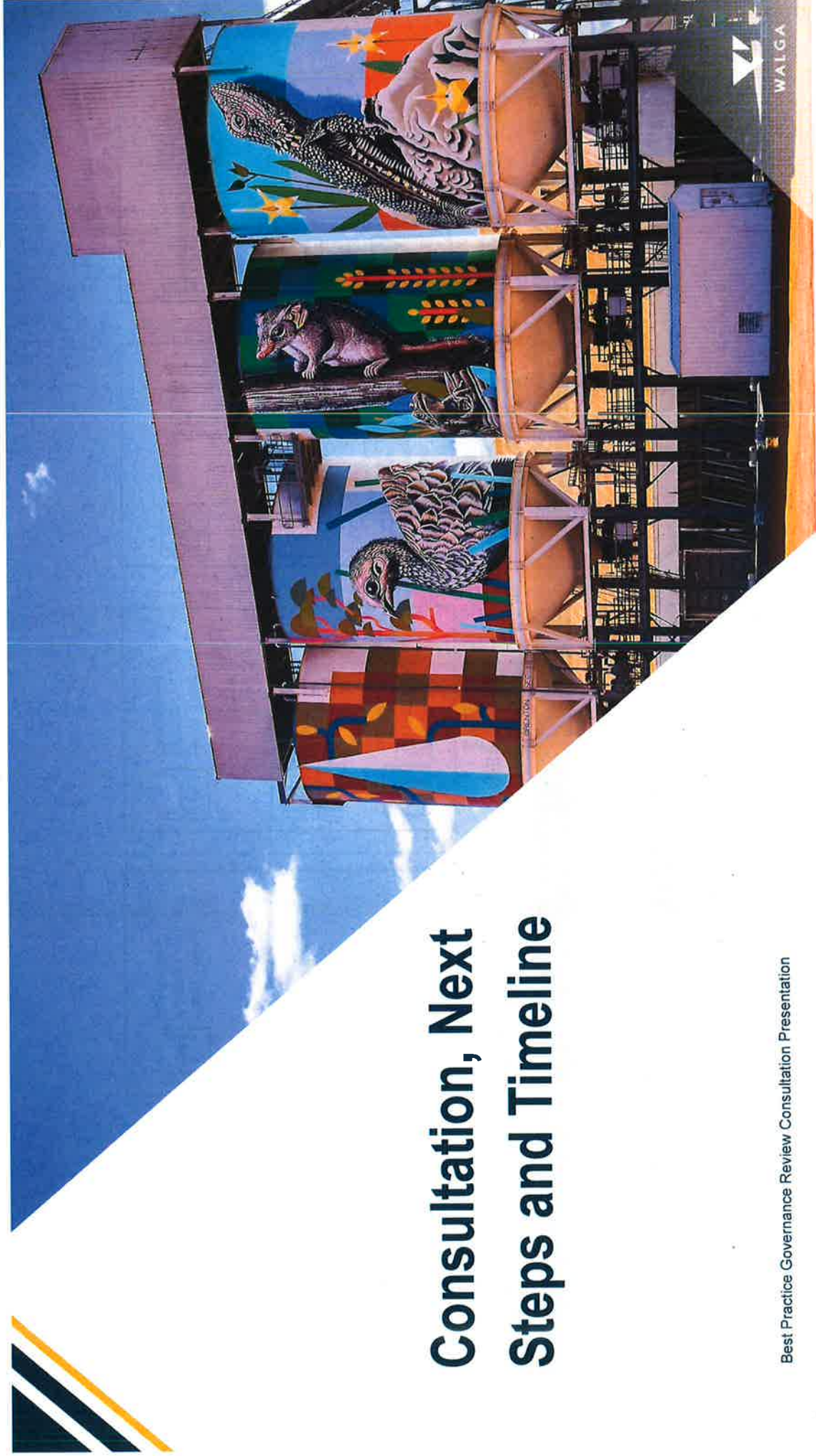
 **State Council**
(25 members)
24 State Councillors
1 President

 **Zones**
(5 metro, 12 country)

 **Policy Teams / Forums / Committees**

Consultation, Next Steps and Timeline

Best Practice Governance Review Consultation Presentation



Consultation Process and Next Steps

Consultation Process

Council Position

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

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

Submissions to WALGA are sought by 23 December 2022.

Supplementary Market Research

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

Workshops and Forums

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

Next Steps

Timetable

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



Timeline

WALGA Corporate Strategy 2020-25

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

Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

Commissioning of Best Practice Governance Review

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

State Council endorsed the Principles

At a Special Meeting on 22 August, State Council endorsed the Principles.

Sector Consultation

In October, a Consultation Paper was distributed to the sector, seeking Council endorsed submissions by Friday, 23 December. The Steering Committee will consider all submissions and sector feedback in drafting a Final Report and recommendations.

New or amended Governance documents considered by State Council
New or amended Governance documents will be considered by State Council at the June 2023 meeting

2019

2019 Governance Review

A governance review was undertaken in 2019 that led to numerous process changes.

2021

WALGA Stakeholder Engagement Project, Marketforce 2021

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

2022

First BPGR Steering Committee meeting held on 22 May 2022.

Principles endorsed at the 2022 AGM

At the AGM on 3 October, the Members endorsed the Principles.

2023

Final Report and Recommendations considered by State Council

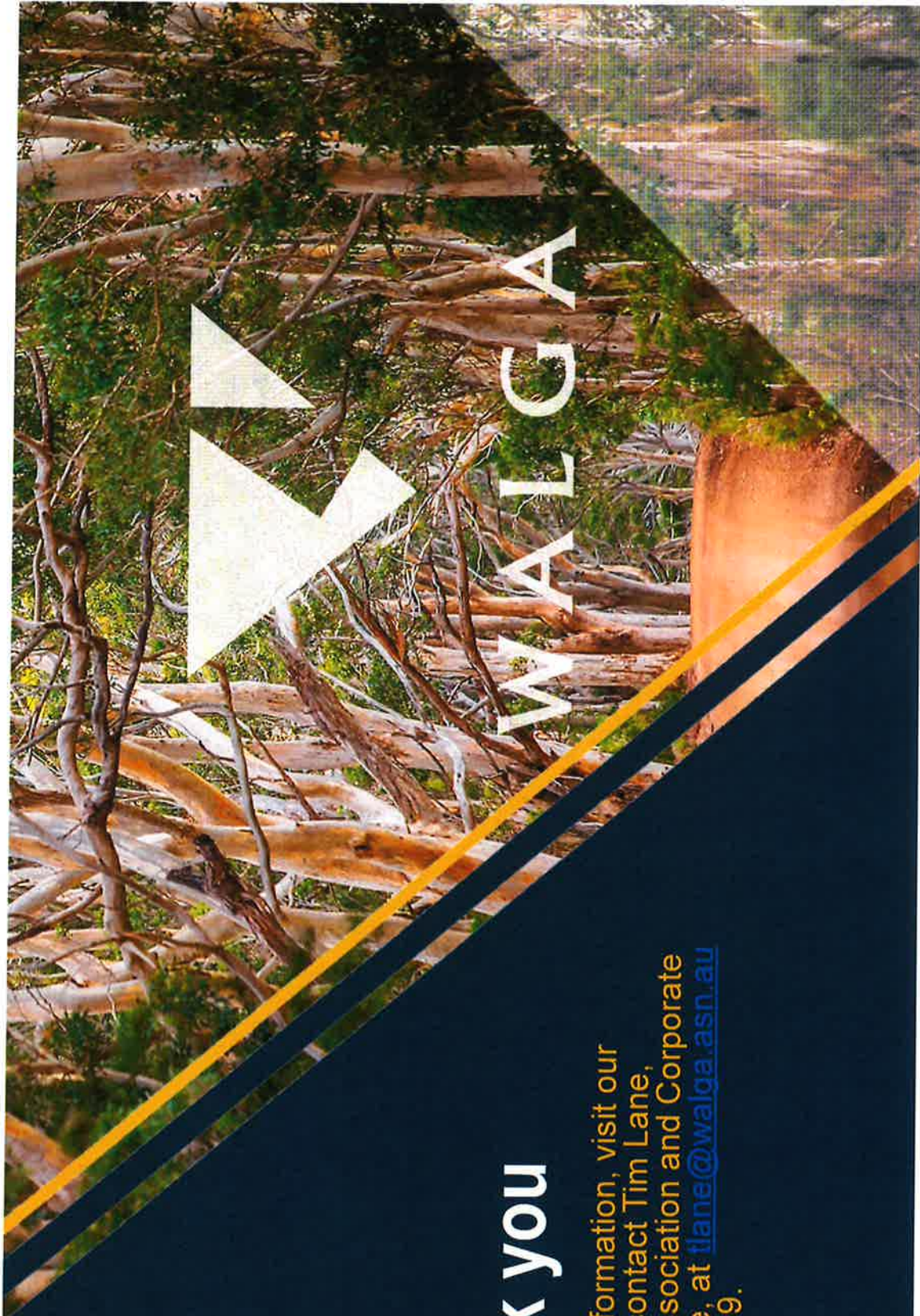
Once the Final Report and recommendations are agreed by the Steering Committee, State Council will consider the Report at the March 2023 meeting.

New or amended Governance documents considered at the 2023 AGM

Following endorsement by State Council, the Members will be asked to consider the new or amended Governance documents at the 2023 AGM.



WALGA




Thank you

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

9.2 COMMUNITY AND REGULATIONS

9.2.1 BUSH FIRE BRIGADES MINIMAL TRAINING REQUIREMENTS

Responsible Officer:	Bill Price, CEO
Author:	Bill Price, CEO
File Reference:	L1.1.1 FESA
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement

This report requests Council endorsement of the minimal training requirements for all volunteers registered under the Council's Bush Fire Brigades.



Background

Council would be aware of the new WHS legislation that has been introduced that effectively makes senior management personally responsible for their employees, contractors and in this case volunteers within the organisation.

I attended a Bush Fire Brigade forum on this subject that was facilitated by LGIS, WALGA and DFES and held at the City of Gosnell's on Monday 27th November 2022. Attached for Councillor information is a copy of the program presented by the guest speakers.

Major points taken from the meeting include

- Elected members are not considered officers of the organisation.
- That Council is required to make all efforts that are considered reasonably practicable to protect their volunteers.
- Effective and detailed documentation is key in defending any likely action.
- That minimal training standards for volunteers should be strongly encouraged.

DFES provide a Bush Fire Service Training Program that includes 3 levels of competency, depending on the role requirements of the volunteer. These being

1. BFS Bush Firefighter
2. BFS Advanced Firefighter
3. BFS Leadership

Attached is a copy of the details of each training program level for Councillor information.

Council recently recommended to retain direct management of its Bush Fire Brigades in its submission to the WALGA Bush Fire Brigade Management review, even though a significant number of Council's resolved that their preference to hand over management duties to DFES.



Comment

Whilst Council has a fairly robust system in Brigade control particularly with volunteer registration for each brigade there is a noticeable weakness in the training provided to the volunteers.

Due to the added responsibility for management to ensure the health & safety of its volunteers it is recommended that Council enforce a minimal training requirement for its volunteers to be eligible to be registered on the individual brigade and enter the fireground in the case of an incident.

This being the minimum BFS Bush Fire Fighter Course for all volunteers and the BFS Advanced Firefighter course for registered FCO's.

Four (4) days of training has been organised to be held onsite in Westonia between the 20th – 23rd March and it is encouraged that all volunteers without qualifications attend one or 2 of these days to meet minimum requirements.

 **Statutory Environment**

WHS Act 2021

Bush Fires Act 1954

 **Policy Implications**

 **Strategic Implications**

 **Financial Implications**

Nil

 **Voting Requirements**

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council set policy that all volunteers registered under Council's Bush Fire Brigades complete the BFS Bush Fire Fighter Course as a minimum training standard and that appointed Fire Control Officers (FCO's) be required to complete the stage 2 BFS Advanced firefighter Course.

Work Health And Safety Act CEO Briefing Bushfire Volunteers

Workplace health and safety laws have changed in Western Australia with the Workplace Health and Safety (WHS) Act 2020

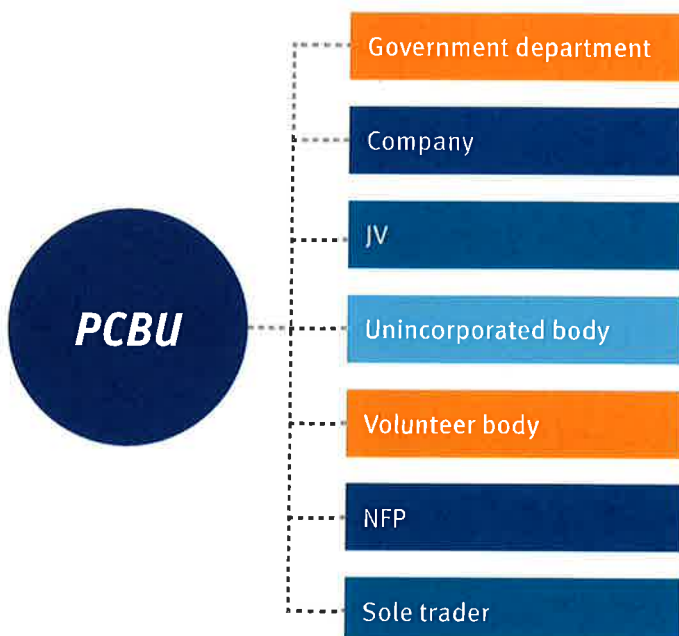


Photo courtesy of DFES Incident Photographer, Wade Ranson

What's changed for employers?

Within the new WHS Act the term employer has been replaced with "Person conducting a business or undertaking" or "PCBU". A Local Government is a PCBU.

PCBU captures the broader employing entities. These include:



PCBU's duties under WHS

The PCBU (*local government*) has a primary duty of care to ensure, as far as is reasonably practicable, that the health and safety of persons is not put at risk from work conducted as part of the business or undertaking.

The PCBU does this by, so far as is reasonably practicable, providing:

- a safe place of work;
- for safe systems of work;
- information, instruction, training and supervision on how to deal with hazards;
- for the monitoring of the health and safety of workers; and
- for the safe use of plant, substances and structures.

Duties of an officer

A local government CEO is an officer. An **officer** must have an understanding of the business or operations that they are responsible for and understand the WHS hazards and risks associated with the business or operations.

They must ensure that adequate resourcing is provided to manage the WHS hazards and risks and that the resources are being used correctly.

New WHS laws and volunteers

The new WHS Act has expanded the definition of a “worker”. A worker now includes paid and unpaid work, which includes volunteers.

Who is a volunteer?

A **volunteer** is a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses).

Within the new WHS Act a person is a **worker** if the person carries out work in any capacity for a PCBU. This includes all local government volunteers including the bushfire brigade.

We all have a role to play

In order for volunteers to work within the community, a number of groups and organisations provide financial, logistical and infrastructure support. With these groups working together, both the community and volunteers are better equipped to face future challenges, whilst ensuring all parties meet their duty of care and legislative obligations.



Community

The local community and not-for-profit groups provide support by working collaboratively alongside volunteers before, during and after emergencies. This ensures that everyone takes responsibility for building resilience within the community.

Local government

Local government bodies work actively within the community to support bush fire brigades and other volunteer groups. During emergency incidents, local governments help to facilitate response and recovery efforts.

State government

A number of state government departments assist communities and help them prevent, prepare for, respond to and recover from emergencies. These departments include the Department of Fire and Emergency Services, Parks and Wildlife Service, WA Police and Department of Communities.

Training for volunteers

All volunteers require proper work health and safety training as would any other worker in order to perform their duties without harm.

The level of training must be commensurate with the level of assessed risk associated with the tasks they perform and the environment in which they perform it in. All volunteers need to receive a health and safety induction when they commence work.

As a PCBU the local government and brigade need to work together to ensure that volunteers are adequately prepared to perform their tasks and activities in a safe and healthy manner.

LGIS has developed a set of guidelines that can be provided to bushfire volunteers to support or start the safety conversations, outlining the key hazards.

Protective equipment and clothing

The local government as the PCBU are required to provide bushfire volunteers with personal protective equipment (PPE) and clothing (PPC) to address known hazards and reduce the risk of injury. This should be done in collaboration with the relevant brigade, ensuring that appropriate training in the maintenance and use is provided including:

- how it should be worn and appropriately fitted;
- the conditions it should be kept in and how to look after it;
- when and how often it should be replaced; and
- appropriate cleaning and hygiene practices.

PPE and PPC MUST be worn by bushfire volunteers.

More information

If you would like more information about Work, Health and Safety legislation please contact:

Emma Horsefield – LGIS Safety Program Manager
0407 957932 or your Regional Risk Coordinator

The information in this document is general in nature and is not intended to be relied upon as advice regarding any individual situation and should not be relied upon as such. This information is based on sources we believe to be reliable but we make no representation or warranty as to its accuracy. Statements concerning legal matters should be understood to be general observations and should not be relied upon as legal advice, which we are not authorized to provide. All such matters should be reviewed with relevant qualified legal advisors. JLT Public Sector is a division of JLT Risk Solutions Pty Ltd (ABN 69 009 098 864 AFS Licence No: 226827) (JLT) and a business of Marsh McLennan.

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WHS & BUSHFIRE VOLUNTEERS

Who is an 'officer' within the Work Health and Safety Act?

LGIS has received legal clarification on whether the definition of an 'officer' within the *Work Health and Safety Act 2020* (WHS Act) could reasonably include people performing the following roles:

- Chief Bush Fire Control Officers (CBFCOs) and Deputy Chief Bush Fire Control Officers (DCBFCOs)
- Bush Fire Control Officers (BFCOs)
- Community Emergency Services Managers (CESMs)

Background

The WHS Act introduces a number of terms, duties, duty holders, and penalties – some of which are personal in nature. One of the most significant changes is the introduction of a class of duty holders known as 'officers' who have personal duties and liabilities.

Officers are those individuals within an organisation who make (or participate in) decisions that affect the whole or a substantial part of the organisation.

It's important to note that whether a person is a paid employee or a volunteer is inconsequential for the purpose of determining if they are an officer under the WHS Act.

Case study

Brett McKie v Munir Al-Husani & Kenoss Contractors Pty Ltd (in liq) [2015] ATCIC 1 (Al-Husani).

In this case, Mr Al-Husani was charged with breaching his duties as an officer of Kenoss Contractors Pty Ltd, under the provisions of the WHS Act 2011 (ACT), in relation to a fatal incident at a construction site.

In the decision, Industrial Magistrate Walker stated that the 'concept of an officer should be viewed through the prism of the organisation as a whole rather than a particular function in which the individual was engaged'.

The Magistrate identified several factors to assist in determining whether a person can reasonably be said to make or participate in making decisions that affect a whole or a substantial part of an organisation. These included whether Mr Al-Husani:

- had the ability to hire and fire employees
- had authority to 'sign off' on tenders

- could determine the corporate structure
- had involvement in, or developed, company policy or procedures 'as to the type of business to be pursued'

As the Magistrate found in this case that Mr Al-Husani could not and did not perform any of the above, he did not satisfy the definition of an 'officer' under the WHS Act.

What does this mean?

While Mr Al-Husani had responsibility for the management and delivery of several large-scale projects for the organisation, the Magistrate determined that this constituted 'operational responsibility', as opposed to organisation-wide, strategic responsibility.

Applying the factors identified by the Magistrate in Al-Husani to the bushfire roles in question, we arrive at the same conclusion. That is, none of those positions have the authority to make decisions such as those identified by the Magistrate in Al-Husani, in respect of the local government as a whole.

While each of the roles is no doubt critical to bush fire control activities of a local government, as these activities are only one part of the operations of a local government, it cannot reasonably be said that they make or participate in making decisions that affect the whole or a substantial part of the local government.

It's also important to note the fact that the word 'officer' appears in a position title is not determinative of the issue either.

Therefore, none of the above roles could reasonably be considered 'officers' of the local government for the purposes of the WHS Act, regardless of how the role is appointed and whether they are paid or voluntary.

WorkSafe have released an interpretive guideline, 'The health and safety duty of an officer,' which will also provide guidance.

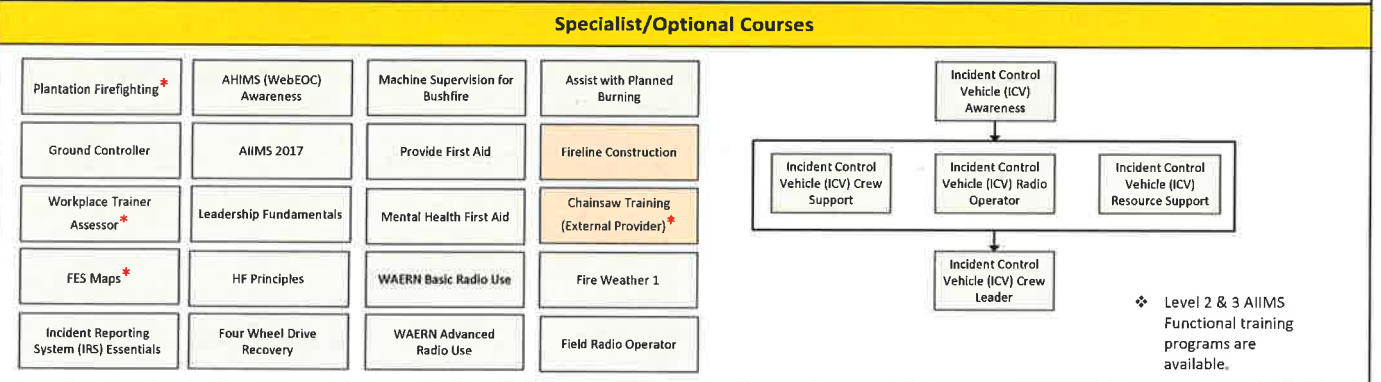
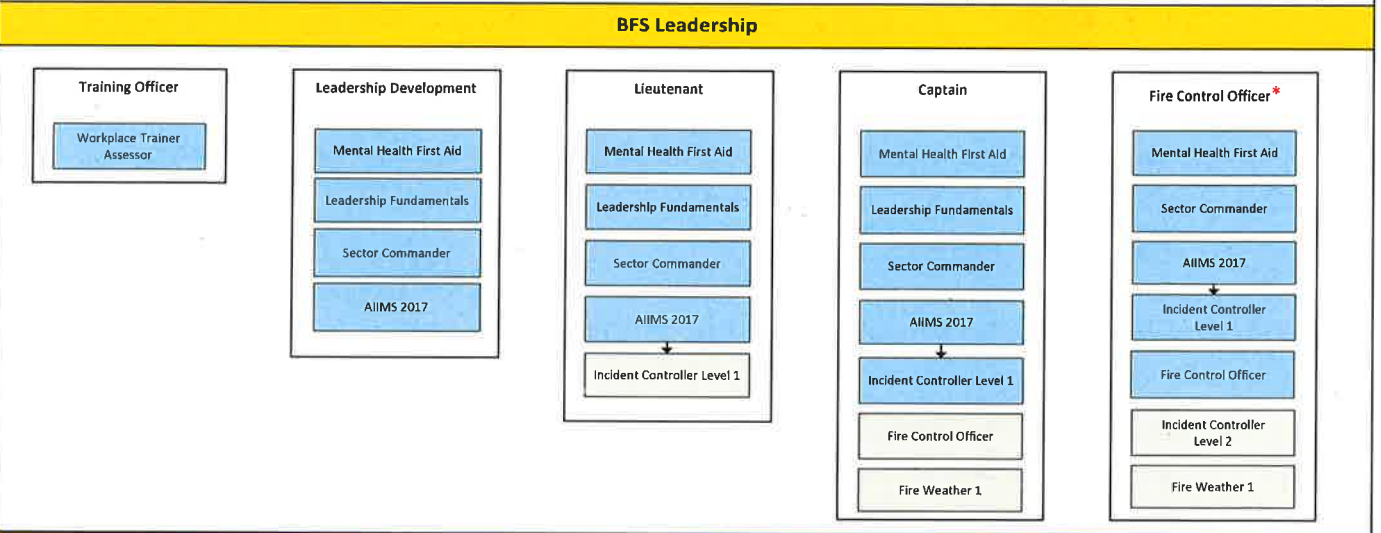
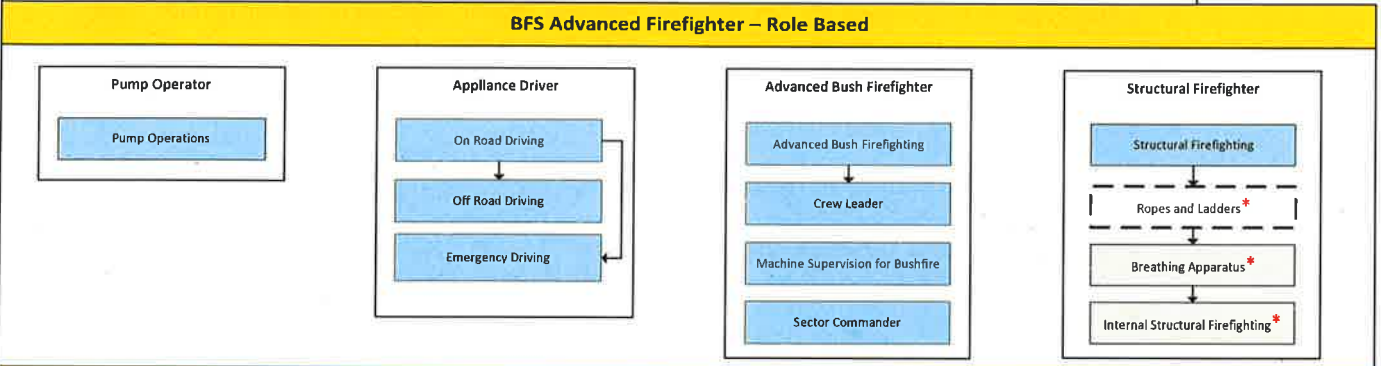
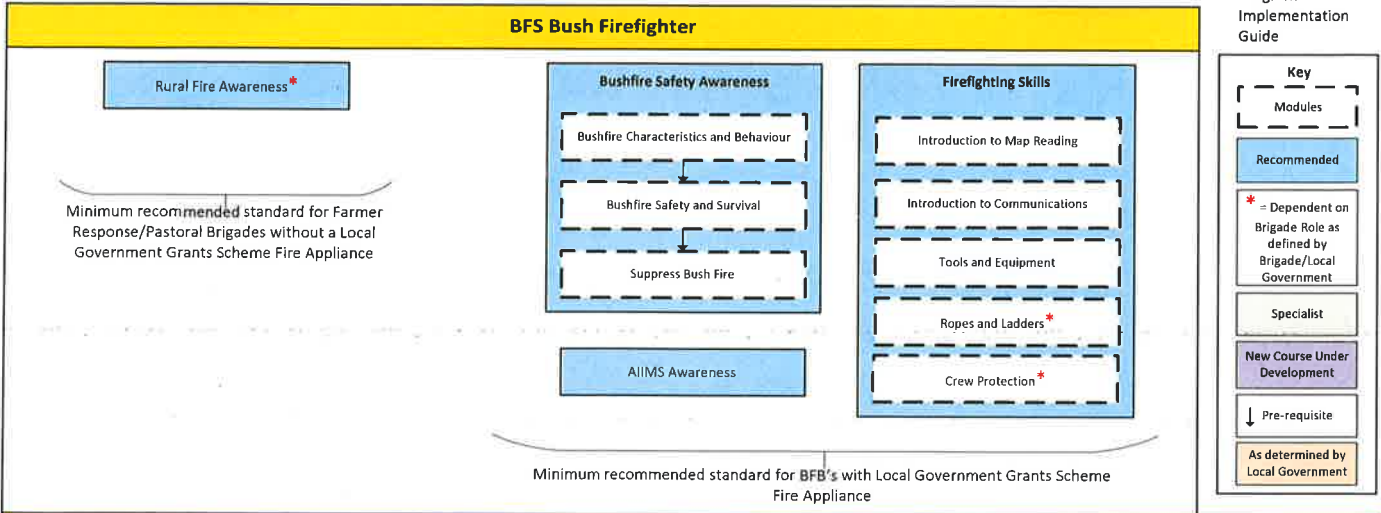
Further queries

Please contact LGIS on **08 9483 8888** or admin@lgiswv.com.au.

Bush Fire Service Training Program

Local Induction to be completed at Brigade/Local Government level, if no local Induction exists, the DFES Volunteer Firefighter Induction may be used.

❖ This diagram is to be read in conjunction with the Training Program Implementation Guide





Implementation Guide

Volunteer Bush Fire Service WA

Bush Firefighter Training Program



Training Programs Principles

Training Programs are a role-based training framework designed for progressive and safe training.

Training content is designed to be delivered in a flexible manner, either as a full course delivered over a weekend or, depending on the course, modularised and delivered over a timeframe that better suits the local environment.

A Training Program may include Training Streams related to specific response or capability roles, such as Pump Operator or Advanced Bush Firefighter. Within each Training Stream there are one or more required courses, which must be completed to complete that Training Stream. You may participate in more than one Training Stream simultaneously.

The Training Streams are designed to provide:

- **Ease of targeting brigade profile requirements**
Be easy for Brigades, Local Governments and DFES Regions to target brigade training needs
- **Flexibility**
Allow volunteers more flexibility in their training; and
- **Choice**
Be easy to understand and complete.

You are encouraged to complete the Bush Firefighter Training Program and the Advanced Bush Firefighting Training Stream prior to enrolling on any of the BFB Leadership Training Stream courses.

Training Programs Entry

You will automatically be enrolled on the Bush Firefighter Training Program, once you have completed a volunteer membership application and have a DFES volunteer number.

Training Prerequisites

DFES and the Association of Volunteer Bush Fire Brigades WA acknowledge that it is better that volunteers complete the courses in the specified order; however, course cancellations do happen and can affect a volunteer's attempts to complete a Training Program or Training Stream.

Volunteers can complete courses within specific Training Streams out of the specified order, unless otherwise illustrated in the Training Program with an arrow.

Completion Requirements

To complete the Bush Firefighter Training Program, you will need to complete all the courses listed on the Training Program.

Training Programs Progress – Next Steps

Once you have completed the Bush Firefighter Training Program Training Program, you will be automatically enrolled on the Advanced Firefighter Training Program.

Associated Roles

When you have completed this Training Program, you will have the skills and competencies required to be present on the fire ground under supervision.

Recommended Timeframe

It is up to your Local Government to establish the requirements that apply to your brigade. DFES recommends that volunteers complete the Bush Firefighter Training Program in three (3) to eighteen (18) months.

Brigades/Local Governments may specify other rules and regulations around the timeframe to complete training, depending on your circumstance.

Recognition

Contact the Academy at academy@dfes.wa.gov.au for further details if you would like to enquire about the Recognition of Current Competencies (RCC) process. This process may be used to recognise your existing skills, knowledge and experience in a course.

Additional Approvals

Training course applications can be submitted via eAcademy or through your Local Government.

In addition to your Brigade Supervisor, applications need to be approved by:

- *The applicable Local Government manager for your Brigade (nominally your Local Government's Training Coordinator, Chief Bush Fire Control Officer or Community Emergency Services Manager).*

Training Program Changes/Review

The nominated Training Program Manager, in consultation with the Association of Volunteer Bush Fire Brigades WA, reviews this Training Program annually.

Changes to the Training Programs and Training Streams will be incorporated in the transition notes below. Enrolled students will be notified if action is required.

Current Training Program Contacts

The Training Program Owner is Superintendent Training, Bushfire Centre of Excellence.

Questions regarding this Training Program can be directed to the Training Program Manager, District Officer Training Delivery, Bushfire Centre of Excellence.

Training Program Consultation Stakeholder Groups

Major changes to this Training Program will only be finalised after documented consultation with the following stakeholder groups;

- *Association of Volunteer Bush Fire Brigades WA Executive Committee*
- *Volunteer BFB Training Advisory Group*
- *Training Programs Review Committee*

Transition Notes

Change	Date
All personnel who are in progress on or have completed VFF1 will be placed on the BFB Bush Firefighter Training Program.	July 2019

Amendment Table

Change	Date
Initial release	December 2018
Revision – eAcademy Support Team	August 2019
Update to reflect entry point	November 2019
Update - Change of order to Bushfire Safety Awareness Modules	February 2021
Update - Change to Training Program Owner and Manager	February 2021
Update as per IIR PW25/21	September 2021
Update as per IIR PW28/21, PW30/21, and PW32/22	February 2022



Implementation Guide

Volunteer Bush Fire Service WA

Advanced Firefighter – Role Based Training Program



Training Programs Principles

Training Programs is a role-based training framework designed for progressive and safe training.

Training content is designed to be delivered in a flexible manner, either as a full course delivered over a weekend or, depending on the course, modularised and delivered over a timeframe that better suits the local environment.

A Training Program may include Training Streams related to specific response roles or capability roles, such as Pump Operator or Advanced Bush Firefighter. Within each Training Stream there are one or more required courses, which must be completed to complete that Training Stream. You may participate in more than one Training Stream simultaneously.

The Training Streams are designed to provide:

- **Ease of targeting brigade profile requirements**
Be easy for Brigades, Local Governments and DFES Regions to target brigade training needs
- **Flexibility**
Allow volunteers more flexibility in their training; and
- **Choice**
Be easy to understand and complete.

You are encouraged to complete the Bush Firefighter Training Program and the Advanced Bush Firefighting Training Stream prior to enrolling on any of the Leadership Training Stream courses.

Training Programs Entry

You will automatically be enrolled on the Advanced Firefighter Training Program upon your completion of the Bush Firefighter Training Program.

Training Prerequisites

DFES and the Association of Volunteer Bush Fire Brigades WA acknowledge that it is better that volunteers complete the courses in the specified order; however, course cancellations do happen and can affect a volunteer's attempts to complete a Training Program or Training Stream.

Volunteers can complete courses within specific Training Streams out of the specified order, unless otherwise illustrated in the Training Program with an arrow.

Completion Requirements

To complete the Advanced Firefighter – Role Based Training Program, you will need to complete all the courses listed on the applicable Training Stream/s relevant to your role.

Training Programs Progress – Next Steps

You can apply for the Leadership Training Program upon your enrolment on the Advanced Firefighter Training Program.

Associated Roles

When you have completed this Training Program, you will have the skills and competencies required to be present on the fire ground with limited supervision.

Recommended Timeframe

It is up to your Local Government to establish the requirements that apply to your brigade. DFES recommends that volunteers complete each Training Stream within the Advanced Firefighter – Role Based Training Program in up to two (2) years.

Brigades/Local Governments may specify other rules and regulations around the timeframe to complete training, depending on your circumstance.

Recognition

Contact the Academy at academy@dfes.wa.gov.au for further details if you would like to enquire about the Recognition of Current Competencies (RCC) process. This process may be used to recognise your existing skills, knowledge and experience in a course.

Additional Approvals

Training Course applications can be submitted via eAcademy or through your Local Government.

In addition to your Brigade Supervisor, applications need to be approved by:

- *The applicable Local Government manager for your Brigade (nominally your Local Government's Training Coordinator, Chief Bush Fire Control Officer or Community Emergency Services Manager).*

Training Program Changes/Review

The nominated Training Program Manager, in consultation with the Association of Volunteer Bush Fire Brigades WA, reviews this Training Program annually.

Changes to the Training Programs and Training Streams will be incorporated in the transition notes below and enrolled students will be notified if action is required.

Current Training Program Contacts

The Training Program Owner is Superintendent Training, Bushfire Centre of Excellence.

Questions regarding this Training Program can be directed to the Training Program Manager – District Officer Training Delivery, Bushfire Centre of Excellence.

Training Program Consultation Stakeholder Groups

Major changes to this Training Program will only be finalised after documented consultation with the following stakeholder groups;

- *Association of Volunteer Bush Fire Brigades WA Executive Committee*
- *Volunteer BFB Training Advisory Group*
- *Training Programs Review Committee*

Transition Notes

Change	Date
All personnel who are progressing on or have VFF2 Pathway will be placed on the Advanced Firefighter Training Program.	July 2019
All personnel who are progressing on or have VFF3 Pathway will be placed on the Advanced Firefighter Training Program.	July 2019
All personnel who are progressing on or have VFF4 Pathway will be placed on the Advanced Firefighter Training Program.	July 2019
All personnel who are progressing on or have VFF5 Pathway will be placed on the Advanced Firefighter Training Program.	July 2019

Amendment Table

Change	Date
Initial release	December 2018
Revision – eAcademy Support Team	August 2019
Update – Change to Training Program Owner and Manager	February 2021
Update as per IIR PW25/21	September 2021
Update as per IIR PW28/21, PW30/21, and PW32/22	February 2022



Implementation Guide

Volunteer Bush Fire Service WA

Leadership Training Program



Training Program Principles

Training Programs are a role-based training framework designed for progressive and safe training.

A Training Program may include multiple Training Streams related to specific response or capability roles, such as Pump Operator or Advanced Bush Firefighter. Within each Training Stream there are one or more required courses, which must be completed to complete that Training Stream. You may participate in more than one Training Stream simultaneously.

These Training Streams are designed to provide:

- **Ease of targeting brigade profile requirements**
Be easy for Brigades, Local Governments and DFES Regions to target brigade training needs
- **Flexibility**
Allow volunteers more flexibility in their training; and
- **Choice**
Be easy to understand and complete.

Training content is designed to be delivered in a flexible manner, either as a full course delivered over a weekend or, depending on the course, modularised and delivered over a timeframe that better suits the local environment.

Training Program Entry

You must apply to be enrolled on the BFS Leadership Training Program. Approval from your Brigade Captain or Training Manager, and a relevant District Officer, Area Officer or Community Emergency Services Manager (DFES Staff) is required.

You will be notified via email when your Training Program application is approved and confirmed. The Training Program and associated Training Streams will then appear on your eAcademy record.

Training Prerequisites

You are encouraged to complete the Bush Firefighter Training Program and the Advanced Bush Firefighting Training Stream prior to enrolling on any of the BFB Leadership Training Stream courses.

DFES and the Association of Volunteer Bush Fire Brigades WA acknowledge that it is better that you complete training courses in the specified order; however, it is understood that course cancellations do happen and can affect your attempts to complete a Training Program or Training Stream.

You can complete courses within Training Streams out of the specified order, unless otherwise illustrated in the Training Program Diagram with an arrow.

Completion Requirements

To complete the Leadership Training Program, you will need to complete all the courses listed on the applicable Training Stream/s relevant to your role.

Associated Roles

When you have completed this training, you will have the skills and competencies required to perform the BFB Officer (Role Specific) role.

Recommended Timeframe

It is up to your Local Government to establish the requirements that apply to your brigade. DFES recommends that volunteers complete each Leadership Training Stream within three (3) years.

Brigades/Local Governments may specify other rules and regulations around the timeframe to complete training, depending on your particular circumstances.

Recognition

Contact the Academy at academy@dfes.wa.gov.au for further details if you would like to enquire about the Recognition of Current Competencies (RCC) process. This process may be used to recognise your existing skills, knowledge and experience in a course.

Additional Approvals

Training Program and Training Course applications can be submitted via eAcademy or through your Local Government.

In addition to your Brigade Supervisor, applications need to be approved by:

- *The applicable Local Government manager for your Brigade (nominally your Local Government's Training Coordinator, Chief Bush Fire Control Officer or Community Emergency Services Manager)*

Training Program Changes/Review

The nominated Training Program Manager, in consultation with the Association of Volunteer Bush Fire Brigades WA, reviews this Training Program annually.

Changes to the Training Program will be incorporated in the transition guide. Enrolled students will be notified if action is required.

Training Program Contacts

The Training Program Owner is Superintendent Training, Bushfire Centre of Excellence.

Questions regarding this Training Program can be directed to the Training Program Manager, District Officer Training Delivery, Bushfire Centre of Excellence.

Training Program Consultation Stakeholder Groups

Major changes to this Training Program will only be finalised after documented consultation with the following stakeholder groups;

- *Association of Volunteer Bush Fire Brigades WA Executive Committee*
- *Volunteer BFB Training and Advisory Group*
- *Training Program Review Committee*

Transition Notes

Change	Date
All personnel who are in progress on or have completed VFF6 Pathway will be placed on the Leadership Training Program.	July 2019

Amendment Table

Change	Date
Initial release	October 2018
Revision – eAcademy Support Team	August 2019
Corrections – eAcademy Support Team	November 2019
Update – Change to Training Program Owner and Manager	February 2021
Update as per IIR PW25/21	September 2021
Update as per IIR PW28/21, PW30/21, and PW32/22	February 2022



WHS and volunteer bushfire fighters forum

Jonathan Seth

Chief Executive Officer | LGIS



Welcome to Country

Robyn Collard



Cr Karen Chappel JP

President, WALGA



Commissioner Darren Kavanagh

WorkSafe



Questions
0429 474 479



Jonathan Wyatt

Partner, Kennedys





Local Governments and WHS Act
Jonathan Wyatt

28 November 2022

Kennedys

Terms used in this presentation

PCBU (section 5 WHS Act)

Person conducting a business or undertaking. A PCBU can be a local government.

A PCBU cannot be an elected member of a local government acting in that capacity.

Officer (section 4A WHS Act)

A person who makes, or participates in making decisions that affect the whole, or a substantial part of the business or undertaking of a public corporation is taken to be an officer of the public corporation for the purposes of the WHS Act. Officer does not mean a local government member.

Terms used in this presentation

Volunteer - Sections 4 and 7 of the WHS Act.

The WHS Act defines a “volunteer” as a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses). For the purposes of the WHS Act, a volunteer is a worker.

Introduction

Duties under the WHS Act

All PCBUs have a primary duty of care to ensure the health and safety of their workers while they are at work.

Under the WHS Act a volunteer is a person who works for an organisation without payment or financial reward.

A PCBU must provide the same protections to its volunteers as it does to its paid workers.

The primary duty of care requires PCBUs to ensure health and safety, so far as is reasonably practicable by eliminating risks to health and safety. If this not reasonably practicable, risks must be minimised so far as is reasonably practicable.

Reasonably practicable

In the context of the WHS Act the term “reasonably practicable” means that which is, or was at a particular time, reasonably able to be done to ensure health and safety, taking into account and weighing up all relevant matters including:

- (a) The likelihood of the hazard or the risk concerned occurring;
- (b) The degree of harm that might result from the hazard or the risk;
- (c) What the person concerned knows, or ought reasonably to know, about the hazard or risk, and ways of eliminating or minimising the risk;
- (d) The availability and suitability of ways to eliminate or minimise the risk; and
- (e) After assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways or eliminating or minimising the risk, including whether the cost is grossly disproportionate to the risk.

Reasonably practicable

Two elements to what is reasonably practicable:

A duty holder must first consider what can be done – that is what is possible in the circumstances for ensuring health and safety. They must then consider whether it is reasonable, in the circumstances to do all that is possible.

Reasonably Practicable

What is reasonably practicable is an objective test

This means that a duty holder must meet the standard behaviour expected of a reasonable person in the duty-holder's position and who is required to comply with the same duty.

Duties of Workers (Section 28 of the WHS Act)

While at work, a worker must:

- Take reasonable care for the worker's own health and safety; and
- Take reasonable care that the worker's acts or omissions do not adversely affect the health and safety of other persons; and
- Comply, do far as the worker is reasonably able, with any reasonable instruction that is being given by the person conducting the business or undertaking to allow the person to comply with the WHS Act; and
- Cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

Due Diligence obligations (section 27 of the WHS Act)

The WHS act imposes personal due diligence obligations upon officers.

The obligations are positive in nature, meaning that compliance requires proactive actions to be undertaken (and evidence of this must be able to be provided), with failure to do so resulting in an offence.

In a local government context, these obligations require an officer to:

- Acquire and maintain up to date knowledge of WHS matters;
- Obtain and maintain an understanding of the local government's operations and the associated hazards and risks;
- Ensure the local government has appropriate resources and processes available for use and are being used to eliminate risks or to mitigate risk so far as is reasonably practicable

Due Diligence obligations

- Ensure that the local government has appropriate processes for receiving and considering information regards incidents, hazards and risks and responding promptly to that information.
- Ensure that the local government has, and implements a process for complying with any duty or obligations it has under the WHS Act.

Elected members

- An elected member of council, acting in that capacity, is not an officer for the purpose of the WHS Act and therefore does not have due diligence duties under the WHS Act.

Penalties

- Industrial manslaughter. As per section 30A of the WHS Act, a PCBU commits industrial manslaughter if it, in breach of its duties, engages in conduct that causes the death of an individual, knowing that the conduct is likely to cause the death of, or serious harm to, an individual, and in disregard of that likelihood.
- Category 1: a person (officer, worker or other) or a PCBU has a health and safety duty, fails to comply with that duty, and that failure results in death or serious harm to an individual.
- Category 2: a person has a health and safety duty and fails to comply with that duty and exposes someone to risk of injury.
- Category 3: a person has a health and safety duty and fails to comply with that duty.

Penalties

• Industrial Man Slaughter

- *30A Industrial manslaughter - crime*

(1) *A person commits a crime (industrial manslaughter) if -*

- *(a) the person has a health and safety duty as a person conducting a business or undertaking; and*
- *(b) the person engages in conduct that causes the death of an individual; and*
- *(c) the conduct constitutes a failure to comply with the person's health and safety duty; and*
- *(d) the person engages in the conduct –*
 - *(i) knowing that the conduct is likely to cause the death of, or serious harm to, an individual; and*
 - *(ii) in disregard of that likelihood*

Penalties

- Industrial manslaughter
- Applies to those with a WHS duty where their conduct in failing to comply with that duty caused a death. Only PCBUs and their officers can be charged with industrial manslaughter. The prosecution must establish, beyond a reasonable doubt, that the person knew their conduct was likely to cause the death of, or serious harm to, an individual and they acted in disregard of that likelihood.

Penalties

- Industrial Manslaughter
- An officer of a person (the PCBU) commits a crime (industrial manslaughter) if
 - (a) The PCBU engages in conduct that causes the death of an individual; and
 - (b) The PCBU has a health and safety duty as a person conducting a business or undertaking; and
 - (c) The PCBU's conduct constitutes a failure to comply with PCBU's health and safety duty; and
 - (d) The PCBU's conduct
 - (i) Is attributable to any neglect on the part of the officer; or
 - (ii) Is engaged in with the officer's consent or connivance;

and

- (e) The officer engages in officer's conduct referred to in paragraph d(i) or (ii)
 - (i) knowing that the PCBU's conduct is likely to cause the death of, or serious harm to, an individual; and
 - (ii) in disregard of that likelihood.
- Penalty: imprisonment for 20 years and a fine of \$5,000,000

Penalties

- Industrial Manslaughter

- *Penalty for this subsection:*

- *(a) for an individual, imprisonment for 20 years and a fine of \$5,000,000;*

- *(b) for a body corporate, a fine of \$10 000 000*

(1) A person charged with a crime under subsection (1) may be convicted of a Category 1 offence, a Category 2 offence or a Category 3 offence

Penalties

- Industrial Manslaughter
- No convictions under the legislation in WA.
- *Conviction in Queensland: R v Brisbane Auto Recycling Pty Ltd [2020] QDC 113 under Queensland's WHS Act*
 - The Court determined that:
 - Brisbane Auto Recycling was to pay a fine of \$3 million;
 - The two workers were sentenced to 10 months imprisonment, but this was suspended for 20 months.

Barry Willis was strapping a load of tyres while two forklifts operated several metres away. One of the forklifts, driven by an unlicensed worker, reversed into him and crushed him against the tilt tray. Mr Willis died of his injuries.

The Court found the business didn't have any safety systems or traffic management plan for its worksite, despite several forklifts operating *"constantly in close proximity to workers and members of the public"* and *"didn't take proper steps to confirm the licence status or competency of its fork lift drivers."*

"The defendants knew of the potential consequences of the risk, which were catastrophic. Steps to lessen, minimise or remove the risk posed by mobile plant were available. Those steps were neither complex nor overly burdensome."

The judge stressed the director's offending wasn't momentary or **isolated**.

Penalties

- Category 1

- 31. Failure to comply with health and safety duty - Category 1
- (1) A person commits an offence (a Category 1 offence) if -
 - (a) the person has a health and safety duty as a PCBU; and
 - (b) the person fails to comply with that duty; and
 - (c) the failure causes the death of, or serious harm to, an individual.
- Penalty for this subsection:
 - (a) for an individual, imprisonment for 5 years and a fine of \$680 000;
 - (b) for a body corporate, a fine of \$3 500 000
- (2) A Person commits an offence (a Category 1 offence) if -
 - (a) the person has a health and safety duty otherwise than as a person conducting a business or undertaking; and
 - (b) the person fails to comply with that duty; and
 - (c) the failure causes the death of, or serious harm to, an individual.
-

Penalties

- Category 1

- *Applies to those with a WHS duty where their conduct in failing to comply with that duty caused serious harm to the person.*

Penalty:

- *Corporation: up to \$3,500,000*
- *Individual as PCBU or an officer: up to \$680,000 / 5 years jail*
- *Individual as worker: up to \$340,000 / 5 years jail.*

SafeWork NSW v Camden Council [2021]

- The Facts

- The Camden Council operates the Camden Bicentennial Equestrian Park (BEP).
- The site hosts major equestrian and community events.
- The Council delegated the ongoing management of the BEP to a Community Management Committee the Bicentennial Equestrian Park Committee.
- The Men's Shed is a volunteer organisation which provided maintenance services to BEP.
- On 3 July 2018 a male volunteer and a member of the men's shed, tried to move a 500m length of PVC irrigation pipe by towing it with a tractor. He was struck on the head while it was being towed suffering fatal injuries.

SafeWork NSW v Camden Council [2021]

- In 2015 the Council had commissioned an independent risk assessment of the BEP. There were recommendations to implement a competency based induction program, supplementary on going training for high risk volunteers and a procedure for the management of all plant and equipment, including risk assessment requirements and a process for dealing with donated plant and equipment. An action plan was developed but not implemented.
- The Council commissioned its internal audit team to review the operations of the BEP in 2016/17 and it identified a series of issues with respect to the safety of volunteers and the Men's Shed.

SafeWork NSW v Camden Council [2021]

- In 2018 the Men's Shed was approved by the BEP Committee to project manage certain works - despite the fact that the design plan contemplated an independent contractor being used.
- The project manager was self appointed and at no stage were his competency, skills or experience or those of any other volunteers of the Men's Shed assessed by the Committee and / or the Council's staff including its WHS officers.
- Prior to the commencement of the works, no risk assessment was carried out.
- The deceased was not qualified or trained to perform the work.

SafeWork NSW v Camden Council [2021]

- Camden Council entered a plea under section 32 of the WHS Act 2011 (NSW) (the Act) (category 2 offence) that it failed to comply with its health and safety duty under section 19(1) of the Act.
- The NSW District Court found the risk of the volunteer being struck by the pipe was foreseeable and that Camden Council failed to implement safety systems or conduct a risk assessment for the project.
- *"...as regards Men's Shed Volunteers there was a failure by management to establish adequate safety systems and procedures in the first place...Given the nature of the project, the risk arising from inadequately trained volunteers using heavy machinery to conduct an irrigation task using a 500m length of pipe for which they were not qualified in the absence of any risk assessment or other project safety documentation and without adequate supervision was obvious and foreseeable."*

SafeWork NSW v Camden Council [2021]

The NSW District Court identified a number of reasonable practicable steps which could have been taken by the Council to manage the hazards associated with the work, including:

- Ensuring that an adequate risk assessment was conducted for the work;
- Ensuring adequate recruitment procedures for volunteers;
- Ensuring the activities of volunteer groups such as the Men's Shed were being monitored by the Council's Work Health and Safety Officers;
- Ensuring there were clear lines of responsibility for WHS issues;
- Providing adequate information, instruction and training to volunteers involved in the Men's Shed about the nature of the work they could do; and
- Providing adequate supervision of volunteers engaged in the Men's Shed with respect to the work they did.

Safework NSW v Camden Council [2021]

- The Council was fined \$750,000

Penalties

- Category 2

- *Penalty :*
 - *Corporation:: up to \$1,800,000*
 - *Individual as a PCBU or as an officer: \$350,000*
 - *Individual (eg as a worker): \$170,000*

Penalties

- Category 3

- *Penalty:*

- *Corporation: \$570,000*

- *Individual as a PCBU or as an officer: up to \$120,000*

- *Individual (as a worker): up to \$55,000.*

Kennedys

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kennedyslaw.com

Morning Tea



Commissioner
Darren Klemm ASFM
Department of Fire and Emergency Services





FOR A SAFER STATE

LGIS Forum

Work Health and Safety and Volunteer Bush Fire Brigades







- FES Commissioner Darren Klemm AFSM

Working together for a safer State

Our people play an important role in making WA a safer place to live. Together with our emergency services volunteers, we are responsible for delivering emergency services in the largest jurisdiction in Australia, covering more than 2.5 million km², with a coastline of 10,200 km and a population of more than 2.7 million.

Our people in executive, technical and administrative roles support local governments in administering, training and funding the Bush Fire Service, Emergency Services Cadets and junior programs.



Service	BGUs*	Members
 Career Fire and Rescue Service (CFRS)	29	1,255
 Bush Fire Service (BFS)	565	18,997
 State Emergency Service (SES)	64	1,804
 Volunteer Fire and Emergency Services (VFES)	37	897
 Volunteer Fire and Rescue Service (VFRS)	94	2,177
 Marine Rescue Western Australia	39	1,513
Public Service Officers and Technicians	-	578
Total staff and volunteers	828	27,221

Work Health and Safety Act

- The *Work Health and Safety Act 2020* legislation commenced on 31 March 2022
- DFES and Local Governments have always had a 'duty of care' obligation for volunteers
- DFES welcomed the formalising of health and safety protections for volunteers in the WHS Act – it is the right thing to do

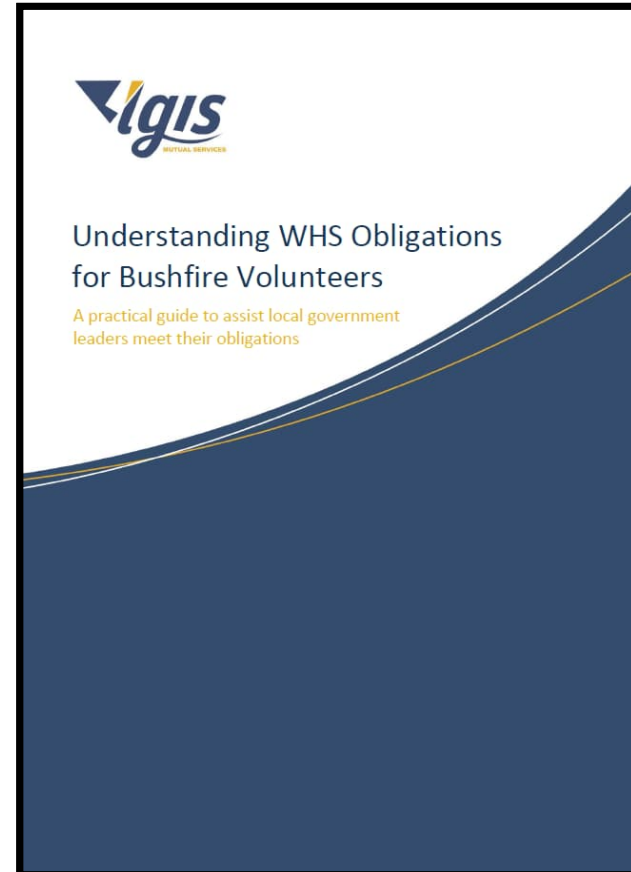


Work Health and Safety Act

Under the WHS Act, the primary duty of care that a PCBU must ensure so far as is reasonably practicable the health and safety of workers engaged by the PCBU.

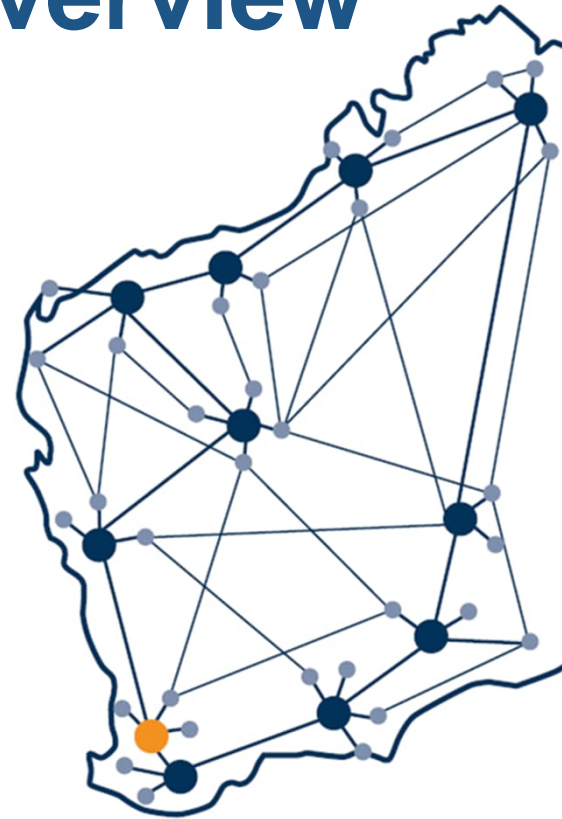
Fundamentals:

- Safe systems of work
- Safe plant and equipment (fire appliances)
- Information, instruction and supervision (Doctrine)
- Training
- Personal Protective Clothing



DFES Training Overview

- Extensive state-wide and regionally-based training program
- Significant regionally-based Trainer-Assessor network
- Recognises Local SME
- Bushfire Centre of Excellence and Hub and Spoke Delivery Model



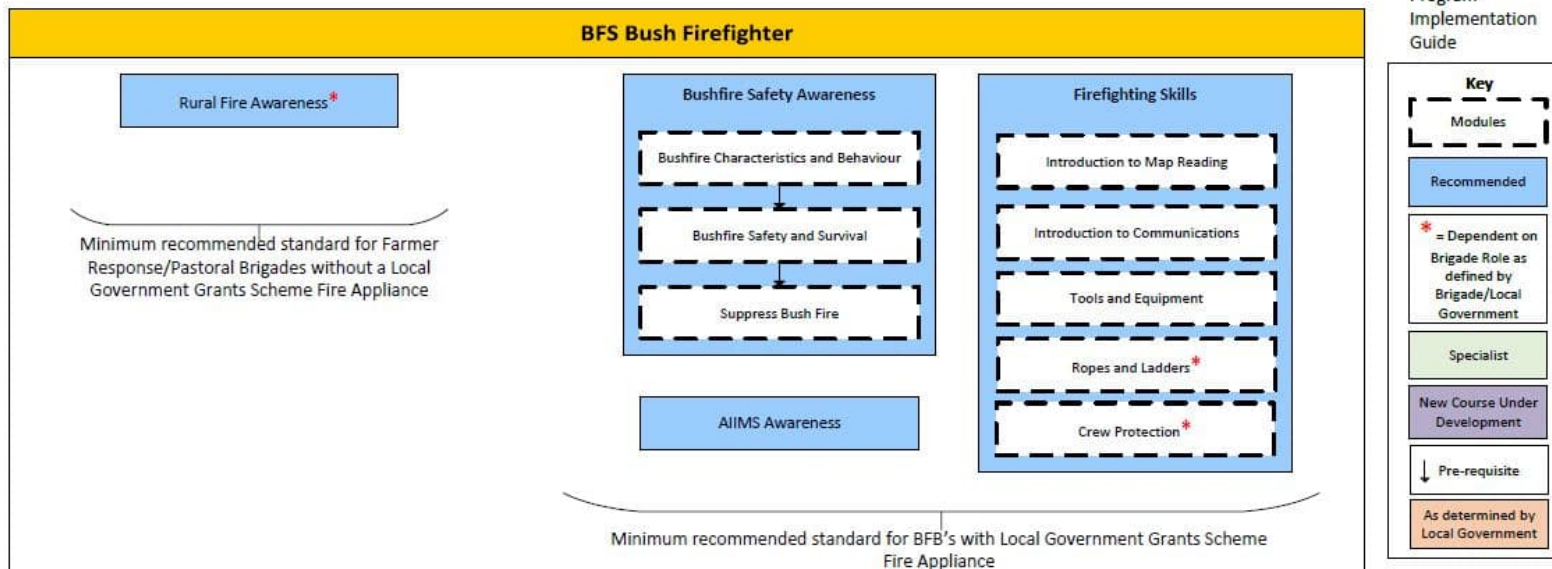
Recommended Minimum Training Standards



Bush Fire Service Training Program

Local induction to be completed at Brigade/Local Government level. If no local induction exists, the DFES Volunteer Firefighter Induction may be used.

❖ This diagram is to be read in conjunction with the Training Program Implementation Guide



Rural Fire Awareness Course

- Simplified, contextualised course focused on seasonal workforce and agricultural communities.
- One day course:
 - Bushfire behaviour
 - Bushfire safety
 - Overview of suppression strategies and tactics.
- Online in early 2023.



Bushfire Safety Awareness

- Updated content
- Modular format
- Two-day course:
 - Characteristics of fire
 - Operating safely on fire ground
 - Fire suppression considerations
- Face-to-face delivery



Firefighting Skills

- Updated content and modular format.
- Two-day course:
 - Safe operation of equipment on fire ground
 - Communication
 - Map Reading
 - Tools and Equipment
 - Ropes and Ladders
 - Crew Protection
- Face-to-face delivery



Key Messages

- DFES encourages LG to make contact with their regional DFES CESM, Area Officer or District Officer to seek support and assistance where required
- DFES Operational Doctrine (procedures) are available for LG to access which will assist with WHS protocols
- DFES training is available for LG volunteers to access via Bushfire Centre of Excellence



Questions
0429 474 479



Nick Sloan

CEO, WALGA





Local Government and WHS

- Advocating for the sector



Acknowledgement of Traditional Owners

WALGA's work regularly takes us across the State and as such we would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia.

We pay our respects to their Elders, past and present.

- Pictured left: Artwork by Jade Dolman, a young Whadjuk/Ballardong Nyoongar, Eastern Arrernte, Irish woman from Perth.



Bushfire Service

- 111 Local Governments Manage BFBs
- 563 BFBs
- +20,000 BFB Volunteers



• Key Advocacy To Date



- Advocacy Position Review
- Endorsed representative sector positions to support our sector vision



- Webinars for Local Government
- Disseminate information to the sector



Image Credit: Kalamunda VBFB Facebook

• Management of Bush Fire Brigades

- 89 Local Government submissions received
- Endorsed Advocacy Position at September State Council
 - Recognises important role of volunteers
 - Clear framework for the transfer of BFBs
 - Minimum and mandatory training requirements

• State Budget Submission 2023-24

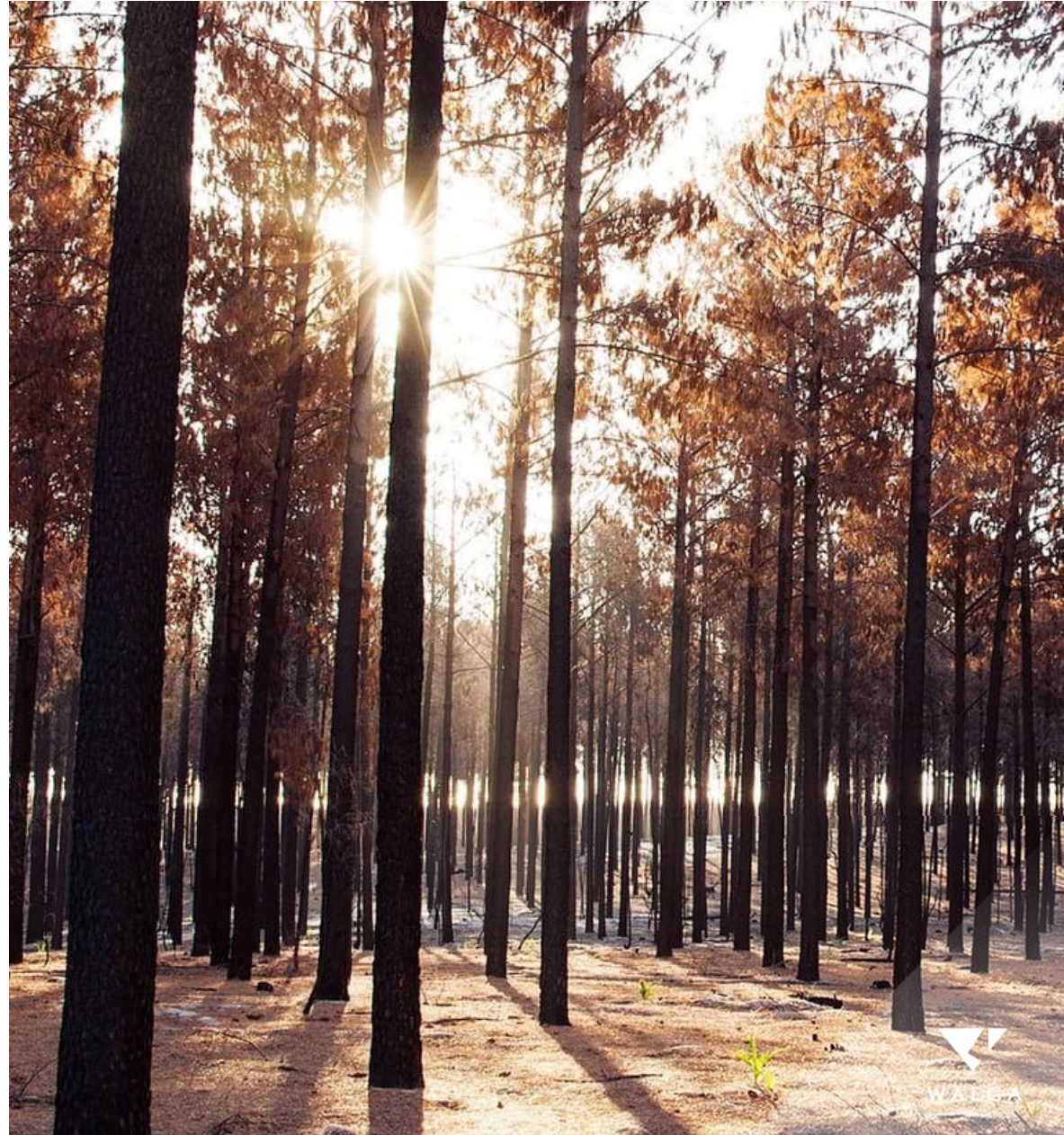


- Increase Local Government Grant Scheme Funding for emergency services
- Expand the Community Emergency Services Manager (CESM) Program
- Increase funding for the Mitigation Activity Fund (MAF) Grant Program
- Implement Key Legislative Reform Priorities



• Opportunities

- State Budget Submission
- Consolidation of Emergency Services Legislation
- Sustainable funding for emergency management
- DMIRS & LGIS



Panel Discussion

Jonathan Seth, LGIS

Nick Sloan, WALGA

Jonathan Wyatt, Kennedys

Questions 0429 474 479





WHS and volunteer bushfire fighters forum

9.3 WORKS AND SERVICE

Nil

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

Nil

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

11. DATE AND TIME OF NEXT MEETING

12. MEETING CLOSURE

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