



**ORDINARY COUNCIL MEETING
14 December 2021**

**AGENDA
ATTACHMENTS**

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ATTACHMENT – AGENDA ITEM 6.1
Ordinary Council Meeting Minutes 16
November 2021



COUNCIL CALENDAR

Date	Time	Meeting
14 December 2021	4.00pm	Ordinary Council Meeting
15 February 2022	4.00pm	Ordinary Council Meeting

16 November 2021 MEETING PROGRAM

1.00pm	Strategic Community Plan Councillor Workshop
3.00pm	Councillor Discussion Forum
4.00pm	Ordinary Council Meeting

MEETING GUESTS

Nil

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MINUTES

Shire of Narembeen Ordinary Council Meeting Tuesday 16 November 2021, commencing at 4.00pm

1.0 Opening & Welcome

Presiding Person, Cr Kellie Mortimore welcomed everyone to the meeting and declared the meeting open at 4.01pm

2.0 Attendance & Apologies

Attendance

Councillors

Cr Kellie Mortimore	Shire President, Presiding Person
Cr Scott Stirrat	Deputy Shire President
Cr Chris Bray	Member
Cr Trevor Cole	Member
Cr Michael Currie	Member
Cr Holly Cusack	Member
Cr Warren Milner	Member

Officers

Mr David Blurton	Chief Executive Officer
Ms Tamara Clarkson	Executive Manager Corporate Services
Ms Salma Khan	Corporate Services Officer (Minute taker)
Mrs Sheree Thomas	Economic Development Officer

Apologies

Nil

Approved leave of absence

Nil

3.0 Declarations of Interest

D Blurton declared a financial interest in item 8.3.2 as it relates to his contract of employment.

4.0 Announcements

4.1 Application for leave of absence

Nil

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Tuesday 19 October 2021.

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 19 October 2021 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7286/21

MOTION - Moved Cr. W Milner

Seconded Cr. M Currie

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 19 October 2021 be confirmed as a true and accurate record of the proceedings.

CARRIED 8/0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 19 October 2021.

6.2 Receive Minutes – Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting

6.2.1 Receive minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting held on Monday 1 November 2021.

RECOMMENDATION

That the minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting held on Monday 1 November 2021 be received and the following action be endorsed:

That Council approve the following grant applications applied for through the Ramelius Resources and Shire of Narembeen Community Benefit Fund:

Club/Group	Project/Event	Amount	Full/Partial Funding
Mt Walker Sports Club	Roll on 2022 Ruckus	\$1,500	Full
Narembeen Bowling Club	Australia Day Men's Four's	\$2,500	Full
Narembeen Community Resource Centre	Community Christmas Pool Party	\$2,800	Partial
Narembeen Community Resource Centre	Main Street Festival	\$5,750	Partial
Narembeen Swimming Club	Wylas Timing System	\$7,410	Partial
TOTAL		\$19,960	

COUNCIL RESOLUTION

MIN 7287/21 MOTION - Moved Cr. M Currie

Seconded Cr. A Hardham

That the minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting held on Monday 1 November 2021 be received and the following action be endorsed:

That Council approve the following grant applications applied for through the Ramelius Resources and Shire of Narembeen Community Benefit Fund:

Club/Group	Project/Event	Amount	Full/Partial Funding
<i>Mt Walker Sports Club</i>	<i>Roll on 2022 Ruckus</i>	<i>\$1,500</i>	<i>Full</i>
<i>Narembeen Bowling Club</i>	<i>Australia Day Men's Four's</i>	<i>\$2,500</i>	<i>Full</i>
<i>Narembeen Community Resource Centre</i>	<i>Community Christmas Pool Party</i>	<i>\$2,800</i>	<i>Partial</i>
<i>Narembeen Community Resource Centre</i>	<i>Main Street Festival</i>	<i>\$5,750</i>	<i>Partial</i>
<i>Narembeen Swimming Club</i>	<i>Wylas Timing System</i>	<i>\$7,410</i>	<i>Partial</i>
TOTAL		\$19,960	

CARRIED 8/0

7.0 Status Report

RECOMMENDATION:

That the Status Report for November 2021 be received.

COUNCIL RESOLUTION

MIN 7288/21 MOTION - Moved Cr. W Milner

Seconded Cr. C Bray

That the Status Report for November 2021 be received.

CARRIED 8/0

8.0 Reports

8.1 Chief Executive Officer

**AGENDA ITEM: 8.1.1 Proposed subdivision/ boundary realignment – Lot 3119,
Lot 278 & Lot 2165 Hyden Mount Walker Road, Mount Walker**

Subject:	Proposed subdivision/ boundary realignment – Lot 3119, Lot 278 & Lot 2165 Hyden Mount Walker Road, Mount Walker
Applicant:	CLE Town Planning & Design
File Ref:	ADM550
Disclosure of Interest:	Town Planning Innovations
Author:	Liz Bushby, Town Planning Innovations
Date:	4 November 2021
Attachments:	Planning Approval Letter

PURPOSE

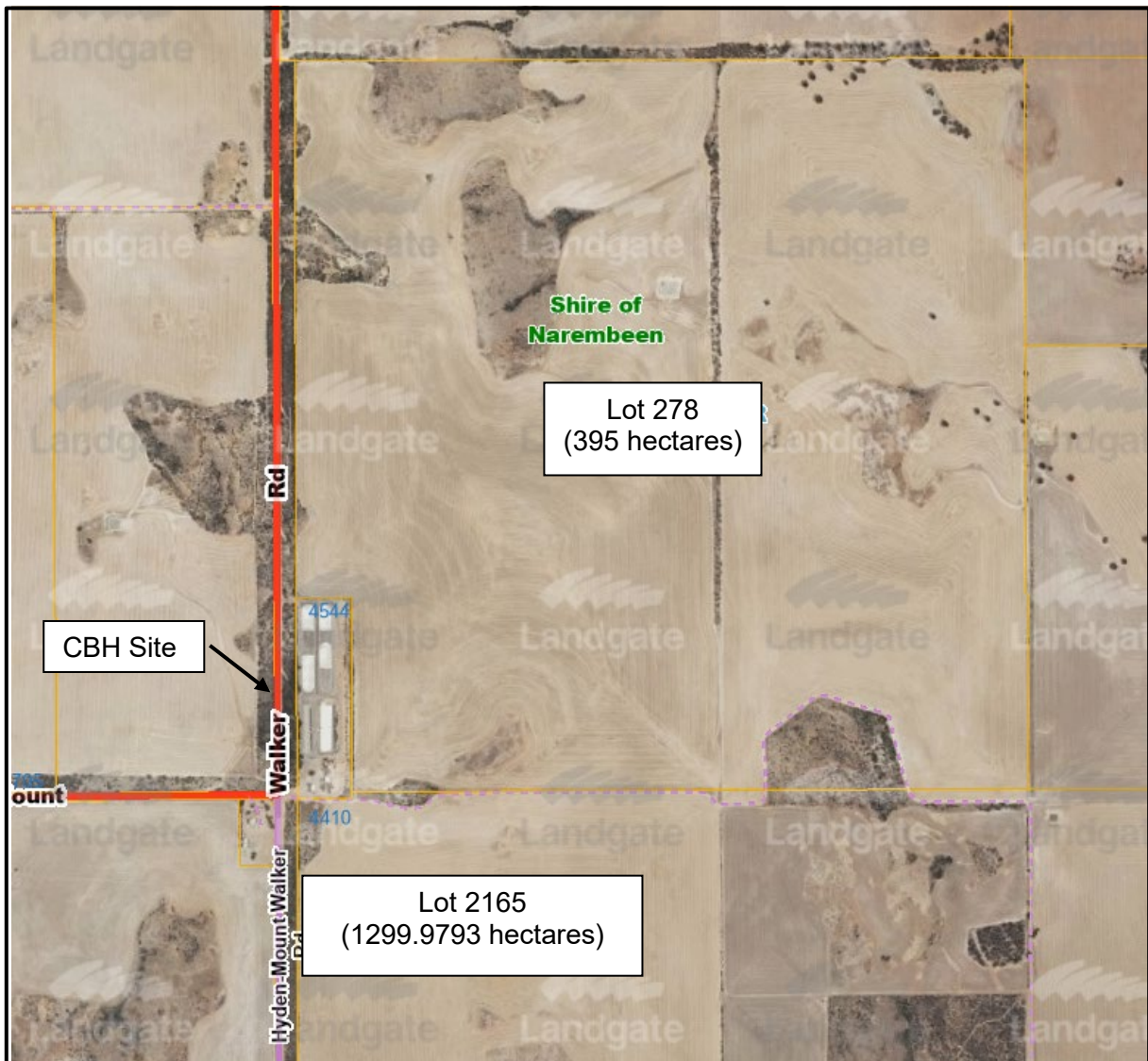
Council to consider a subdivision application proposing to amalgamate a portion of Lot 278 and Lot 2165 with existing Lot 3119. Cooperative Bulk Handling Limited (CBH) owns and has established a Rural Industry on Lot 3119 Hyden Mount Walker Road, Mount Walker.

CBH has a temporary planning approval from the Shire for emergency storage (bulkheads) on a portion of adjacent Lot 278 Hyden Mount Walker Road, Mount Walker.

BACKGROUND

Lot 3119 has an approximate area of 8.3 hectares and contains existing bulkheads. In 2019, Council granted approval for a sample hut and weigh bridge to be developed on Lot 3119.

An aerial showing the existing CBH Mount Walker facility and adjacent Lots 278 & 2165 is included below for context.



Aerial Plan

In July 2021, Council considered a preliminary report on CBH's intentions to pursue emergency storage on adjacent Lot 278. Council resolved to grant the Shire Chief Executive Officer with delegated authority to determine any formal application.

The Shire granted temporary planning approval for a bulkhead on part of Lot 278 on the 7 September 2021 – Attachment 1.

The approved site plan showing the bulkhead on Lot 278 is included over page for ease of reference.

THE DRAWING AND THE EXISTING CONDITIONS THEREON SHALL BE CONSIDERED AS A PART OF THE CONTRACT DOCUMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL INFORMATION AND DATA PROVIDED HEREON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES AND AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES AND AUTHORITIES.



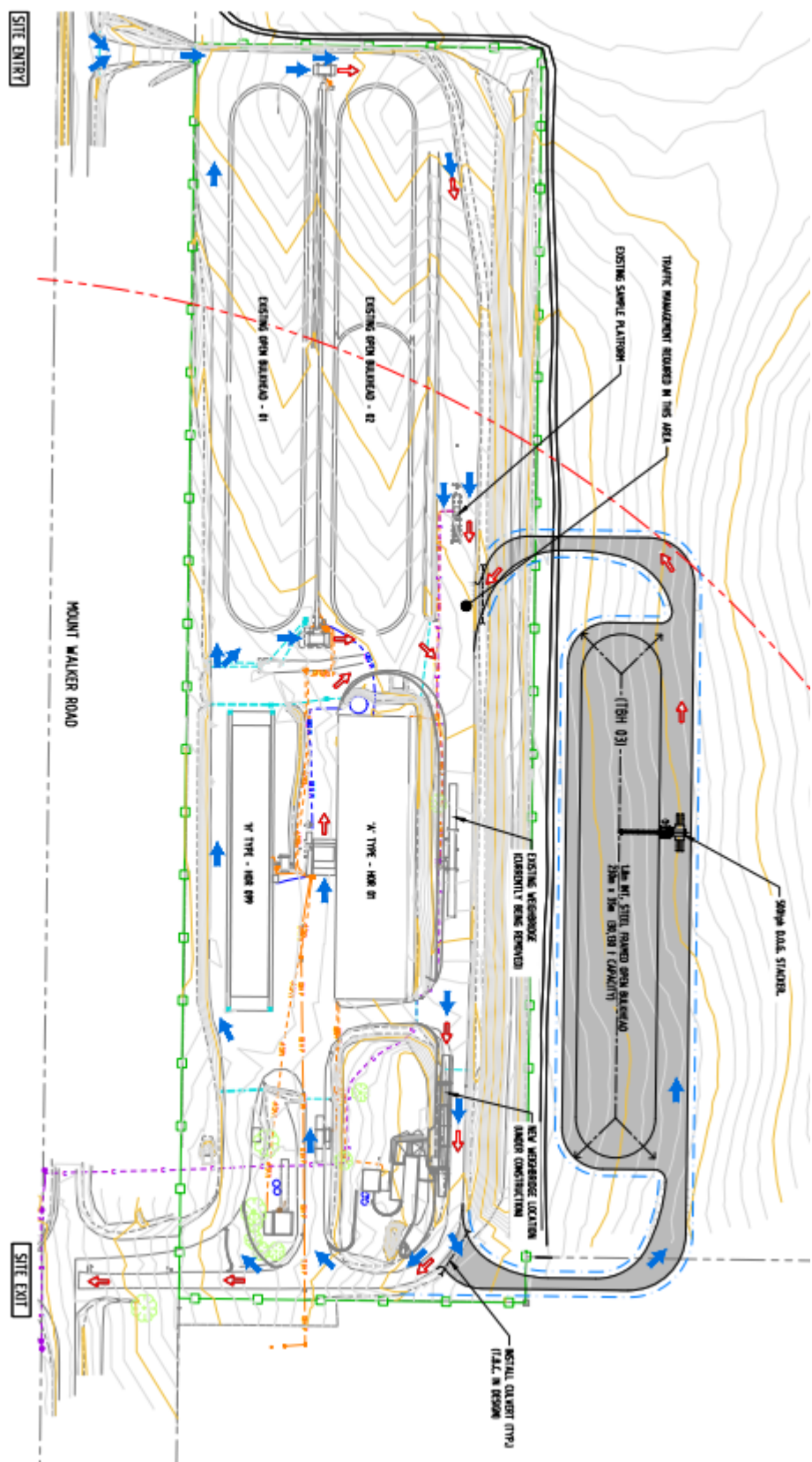
CBH GROUP
 2nd ST. GEORGE'S TOWN
 P.O. BOX 1000
 ST. GEORGE'S, VI
 TEL: (868) 422-1234

NO.	DESCRIPTION	DATE	BY	FOR
1	ISSUED FOR PERMITTING	15/05/2024	AL	CBH GROUP

NO.	DESCRIPTION	DATE	BY	FOR
2	ISSUED FOR CONSTRUCTION	15/05/2024	AL	CBH GROUP

NO.	DESCRIPTION	DATE	BY	FOR
3	ISSUED FOR AS-BUILT	15/05/2024	AL	CBH GROUP

DATE: 15/05/2024
 DRAWN BY: AL
 CHECKED BY: [Signature]
 PROJECT NO: 1000000000



COMMENT

- Zoning**

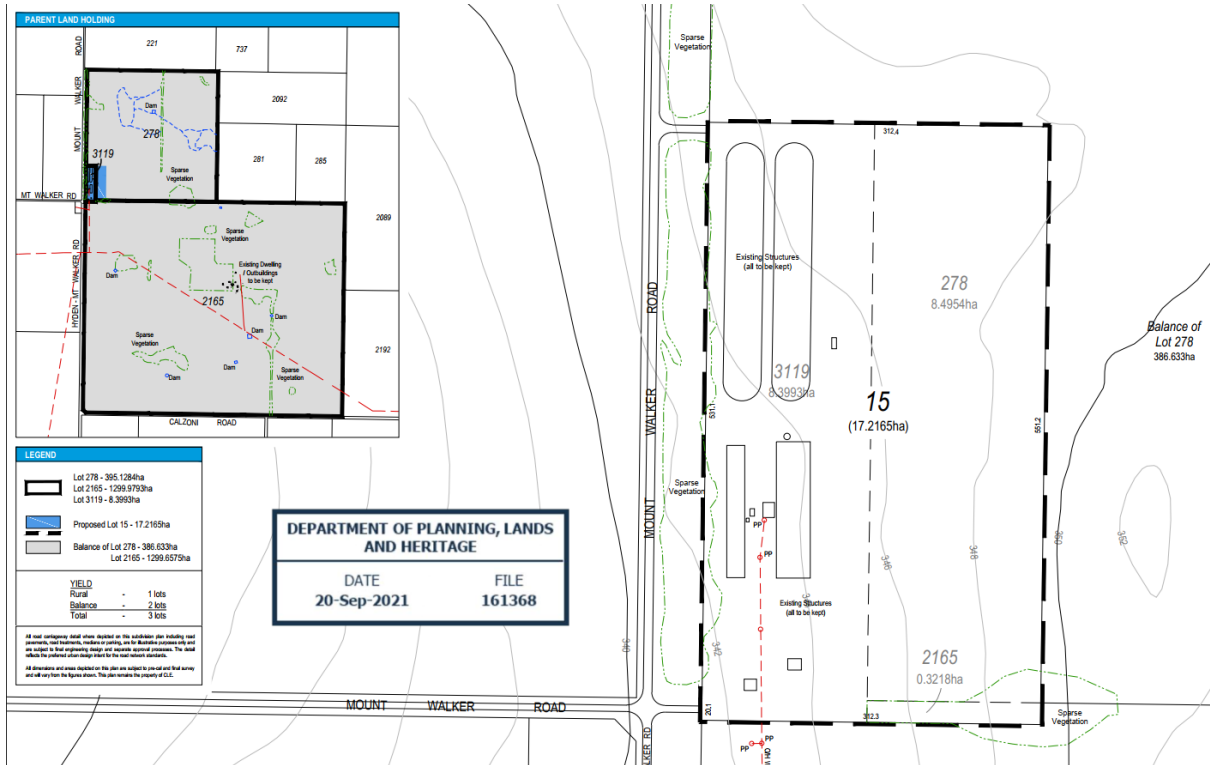
Lot 278 is zoned 'Farming' under the Shire of Narembeen Local Planning Scheme No 2 ('the Scheme').

The objectives of the Farming zone include:

- to ensure the continuation of broad-hectare farming as the principal land use in the District and encourage where appropriate the retention and expansion of agricultural activities; and
- to consider non-rural uses where they can be shown to be of benefit to the District and not detrimental to the natural resources or the environment.

- Description of proposed subdivision**

A subdivision application has been lodged to the Western Australian Planning Commission (WAPC) seeking approval to realign the boundaries between Lot 3119, Lot 278 and Lot 2165.



The application will result in the area of Lot 3119 being increased from 8.39 hectares to 17.21 hectares. The increase will be achieved by reducing the area of Lot 278 by 8.4954 hectares and reducing the area of Lot 2165 by 0.3218 hectares.

Information was lodged to explain the application as summarised below:

- a) CBH is reviewing, rationalising, and expanding its network of existing grain handling facilities across Western Australia. CBH is focusing on capital enhancement of its top 100 receival sites, where over 90% of the grain is received, stored, and handled for distribution.
- b) This application is part of CBH's network strategy to acquire additional land to expand specific grain storage facilities across the State. Parts of Lot 278 and 2165 will be amalgamated with the existing CBH site in Mount Walker.
- c) The application is consistent with the principles of the WAPC DC 3.4 Policy – Subdivision of Rural land. The balance areas of Lots 278 and 2615 will still be sizeable after the subdivision, and they can continue to be used for extensive agriculture.
- d) The application is the first step in securing land tenure certainty for CBH. In the future CBH will seek approval for a more permanent use.

The WAPC has referred the application to the Shire for a recommendation and comment. TPI recommends that the Shire support the proposal.

The WAPC is the determining authority for all subdivision applications.

CONSULTATION

The Western Australian Planning Commission has referred the application to Western Power, the Water Corporation, the Department of Water and Environmental Regulation, the Department of Mines, Industry, Regulation and Safety, the Department of Biodiversity, Conservation and Attractions (and the Shire).

STATUTORY IMPLICATIONS

Shire of Narembeen Town Planning Scheme No 2 –

Explained in the body of this report.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations (TPI) for planning advice.

POLICY IMPLICATIONS

There is no applicable Local Planning Policy. The Western Australian Planning Commission has a State Development Control Policy 3.4 on Subdivision of Rural land.

The application is essentially a boundary alignment which is consistent with Policy 3.4 which allows for realignment of lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses.

STRATEGIC PLAN REFERENCE

Not Applicable.

RELATED PARTY TRANSACTIONS

Not applicable.

OFFICER RECOMMENDATION

That Council support the subdivision application (WAPC Ref: 161368) to realign the boundaries between Lots 3119, Lot 278 and Lot 2165 Hyden Mount Walker Road, Mount Walker.

COUNCIL RESOLUTION

MIN 7289/21 MOTION Moved Cr. S Stirrat

Seconded Cr. T Cole

That Council support the subdivision application (WAPC Ref: 161368) to realign the boundaries between Lots 3119, Lot 278 and Lot 2165 Hyden Mount Walker Road, Mount Walker.

CARRIED 8/0

AGENDA ITEM: 8.1.2 – Policy Review – Administrative Policies

Subject:	Policy Review
Applicant:	NA
File Ref:	ADM541
Disclosure of Interest:	Nil
Author:	David Blurton, Chief Executive Officer
Date:	4 November 2021
Attachments:	Nil

PURPOSE

To review several Council policies of an administrative nature.

BACKGROUND

The Council has a significant number of policies covering a range of issues which require periodical review.

CONSULTATION

Executive Manager Corporate Services

As per the Councils Strategic Policy framework document, the Council may consider a consultation process with the broader community when it considers new policies or significant changes to existing policies. Given the policy changes recommended in this report are not considered significant and the need for a new policy has been identified by external auditors, staff do not consider it necessary to consult with the community in this instance.

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 2.7 Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

[Section 2.7 amended: No. 17 of 2009 s. 4.]

Section 5.41 Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day to day operations of the local government; and

- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Council has adopted a Strategic Policy Framework which guides the format, content, nature and review date for each policy. The Strategic Policy Framework also differentiates between Council Policies, Executive Policies and Procedures/Manuals.

It is considered good corporate governance to review policies as they fall due and to consider if any new policies should be added in line with legislative changes.

RISK MANAGEMENT IMPLICATIONS

Council not reviewing its policies within nominated timeframes – Low risk.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

Goal Area 2. Internal and External relationships actively grow our Shire population and positive financial position.

VOTING REQUIREMENTS

Simple Majority

COMMENT

The following comment is provided relative to each policy.

4.1.1 Media Releases – rescind this policy. Detail to be captured within the proposed new Council Policy – Media.

4.1.2 Permission to use explosives – it is recommended that this Policy be rescinded as neither the Council nor the CEO are the legislative body responsible for approval of storage or use of explosives. The use of explosives is strictly controlled by the Department of Mines and Petroleum under Dangerous Goods Safety Act 2004 *and* Dangerous Goods Safety (Explosives) Regulations 2007.

4.1.3 Legal Advice – this policy is not considered necessary as seeking legal advice for operational matters is a part of the normal course of business. The Council provides an annual budget allocation for consultants which includes expenditure on legal advice.

4.1.4 Legal representation – recommend adoption with only minor changes including new policy format.

4.1.5 Media Articles – rescind this policy. Staff contribute content for the Fencepost every week to update the community on events, opportunities, and projects.

4.1.8 – Freeman – Guidelines for Appointment - recommend adoption with only minor changes including new policy format.

4.1.9 – Flag Flown - recommend adoption with only minor changes including new policy format.

4.1.15 – Shire of Narembeen Logo – it is recommended that this policy be rescinded it reflects normal administrative procedure.

4.1.16 – Australia Day Celebrations – it is recommended that this policy be rescinded and combined with 4.1.17 and 4.1.18 to create a Significant Community Events Policy.

4.1.17 – Thank a Volunteer celebration – it is recommended that this policy be rescinded and combined with 4.1.16 and 4.1.18 to create a Significant Community Events Policy.

4.1.18 – ANZAC Day ceremonies – it is recommended that this policy be rescinded and combined with 4.1.16 and 4.1.17 to create a Significant Community Events Policy.

4.1.19 – Narembeen District High School – Academic Award - recommend adoption with only minor changes including new policy format.

4.1.20 – Circus Visits - recommend adoption with only minor changes including new policy format.

4.1.22 – Permission to consume alcohol on Council property – recommend rescission as this policy is a delegation to the CEO which is reviewed annually as part of the Delegated Authority process.

4.1.23 – Social Media Promotion – suggest combining with 4.1.1. to create new policy.

One new policy is recommended for adoption based on recommendations from Financial Management Systems Audit undertaken in March 2021.

- Fraud Prevention Policy

OFFICER RECOMMENDATION

That Council.

1. Rescind policies
 - 4.1.1 Media releases
 - 4.1.2 Permission to use explosives
 - 4.1.3 Legal Advice
 - 4.1.5 Media Articles
 - 4.1.15 Shire of Narembreen logo usage and approval
 - 4.1.16 Australia Day Celebrations
 - 4.1.17 Thank a Volunteer Day
 - 4.1.18 ANZAC Day
 - 4.1.22 Alcohol on Council property
 - 4.1.23 Social Media Promotion

2. Adopt the following policies with amendments as identified:
 - 4.1.4 Legal representation
 - 4.1.8 Freeman – guidelines for appointment
 - 4.1.9 Flying of Flags
 - 4.1.19 Narembreen District High School – Academic Award
 - 4.1.20 Circus visits
 - New - Fraud Prevention
 - New - Media
 - New - Significant Community Events

COUNCIL RESOLUTION

MIN 7290/21 **MOTION** - Moved Cr. W Milner Seconded Cr. C Bray

CARRIED 8/0

That Council.

1. *Rescind policies*
 - 4.1.1 *Media releases*
 - 4.1.2 *Permission to use explosives*
 - 4.1.3 *Legal Advice*
 - 4.1.5 *Media Articles*
 - 4.1.15 *Shire of Narembreen logo usage and approval*
 - 4.1.16 *Australia Day Celebrations*
 - 4.1.17 *Thank a Volunteer Day*
 - 4.1.18 *ANZAC Day*
 - 4.1.22 *Alcohol on Council property*
 - 4.1.23 *Social Media Promotion*
 - 4.1.20 *Circus Visits*

2. *Adopt the following policies with amendments as identified:*
 - 4.1.4 *Legal representation*
 - 4.1.8 *Freeman – guidelines for appointment*
 - 4.1.9 *Flying of Flags*
 - 4.1.19 *Narembreen District High School – Academic Award*
 - New - Fraud Prevention*
 - New - Media*
 - New - Significant Community Events*

Reason for the change – Council determined that the Council Policy – Circus Visits is no longer relevant.

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 - Council Representation on Committee and Working Groups

Subject:	Council Representation on Committee and Working Groups
Applicant:	NA
File Ref:	ADM146
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	18 October 2021
Attachments:	Nil

PURPOSE

Council to consider appointing representatives to committees and working groups following the 2021 Local Government Election.

BACKGROUND

Council review the representation on committee and working groups every two years.

Having Council representation on Council and Community Working Groups provides for effective community consultation and advocacy.

The 2019 – 2021 representation is included below.

Committee/Working Group	New Representatives	Proxy
Audit Committee	All Councillors	
Cemetery (Established under the Cemeteries Act)	All Councillors	
Cemetery Working Group	CEO Cr Mortimore Christine Padfield Stephen Padfield Nola Parsons	
Central Agcare	Cr Hardham	Cr Cole
Community Shed	Cr Lines	Cr Milner
Development Assessment Panel- Wheatbelt-Shire of Naremben (Established under the Town Planning and Development Act)	Cr Cole Cr Wright	Cr Mortimore Cr DeLuis
Eastern Wheatbelt Biosecurity Group	Cr Stirrat	Cr Cole
Eastern Wheatbelt Declared Animal Group	Cr Stirrat	Cr Cole
Go Naremben	Cr Cole	Cr Lines
Great Eastern Country Zone WALGA – Delegates	Cr Cole Cr Mortimore	Cr Wright
Historical Society	Cr Mortimore	Cr Hardham
Recreation Working Group (Formerly Hockey/Tennis Turf Working Group)	Cr Stirrat Cr Mortimore Stephen Padfield	

	Cr Gina DeLuis	
Local Emergency Management Committee	Cr Lines- Chair	Cr DeLuis
Local Skeleton Weed Advisory	Cr Wright	Cr Cole
Narembeen Aged Homes Management Committee	Cr DeLuis	Cr Mortimore
Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade (established under the Bushfires Act)	CEO Cr Stirrat Murray Dixon	
Plant & Works Working Group	Cr Mortimore Cr Wright Cr Stirrat	Cr Milner
Rural Water Council	Cr Lines	Cr Milner
Roe Regional Organisation of Councils (RoeROC)	Cr Cole Cr Mortimore	Cr Wright
Roe Sub Group RRG	Cr Cole CEO	Cr Wright
Roe Tourism	Bevan Thomas	Cr Hardham
School P & C	Cr Hardham	
St John Ambulance	Cr Mortimore	Cr Milner
Wheatbelt South Regional Road Group	Cr Cole CEO	Cr Wright
Main Street Project Working Group	Cr Hardham Cr Milner	

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 5.8 – Establishment of committees

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

* Absolute majority required

Section 5.10 – Committee members, appointment of

(1) A committee is to have as its members —

(a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and

(b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

(2) At any given time, each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member

in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

(3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

(5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish — (a) to be a member of the committee; or (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

Local Government Act Section 5.11 – Deputy committee members

5.11A. Deputy committee members

(1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

(3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence, or other cause.

(4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member. [Section 5.11A inserted by No. 17 of 2009 s. 20.]

5.11. Committee membership, tenure of

(1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be or
- (b) the person resigns from membership of the committee; or
- (c) the committee is disbanded; or (d) the next ordinary elections day, whichever happens first.

(2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —

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

Bush Fires Act 1954

67. Advisory committees (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

(2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

Shire of Narembeen Standing Orders Local Law 2020.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

4.2.17 – Members Sitting Fees and Travel Expenses

4.2.18 – Presidents Representation of Council Great Eastern Zone WALGA

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Corporate Business Plan 2020/21 – 2023/24

Goal Area 2. Internal and external relationships actively grow our Shire population and positive financial position.

Goal Area 3. We contribute to a healthy community.

VOTING REQUIREMENTS

Absolute Majority

COMMENT

Audit and Risk Management Committee

This committee meets at least twice a year and is held before an Ordinary Meeting of Council. The purpose of this committee is to oversee risk management, internal control, legislative compliance, and external audit processes. This includes acceptance of the auditors statements and management reports.

To fulfil its functions under regulation 16(c) of the *Local Government (Audit) Regulations 1996*, the Audit and Risk Management Committee is to report direct to Council.

Historically, all members of Council sit on this committee.

Cemetery

The conditions set out in the Cemeteries Act 1986 are captured within the Cemeteries Local Law.

There are no records showing when this committee last met, therefore it is proposed to remove this committee from the list.

Cemetery Working Group

As the cemetery upgrade is complete, it is proposed to disband this working group.

Central Agcare Representative

There are no records showing when this committee last met, therefore it is proposed to remove this committee from the list.

Community Shed Representative

The community shed incorporates both the Men's Shed and the community space for Arts and Crafts.

Development Assessment Panel - Wheatbelt

As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.

Each Development Assessment Panel comprises five (5) members – three (3) specialist members, including the presiding member and two local government members.

Development Assessment Panels (DAP's) were introduced on 1 July 2011 to determine development applications that met prescribed criteria.

Representation of local interests is a key aspect of the DAPs system. Under *regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011* (the Regulations), Council are requested to nominate as soon as possible following the elections, four elected council members to sit as DAP members for the Shire of Narembeen.

Note training is required.

WALGA Great Eastern Country Zone

The Zone meeting provides for Council input on local government issues at a regional level. The representation of this committee is the Shire President and Deputy. A proxy is required.

Eastern Wheatbelt Biosecurity Group Representative

The objects of the association are to limit the impacts of pest animals and pest plant species within Eastern Wheatbelt communities by initiating, promoting and fostering the control of pests on all classes of land in the area, and encouraging landholders, land managers and other persons to adopt sound pest management practices on all classes of land throughout the area.

Eastern Wheatbelt Declared Animal Group Representative

There are no records showing when this committee last met, therefore it is proposed to remove this committee from the list.

Go Narembeen Representative

Go Narembeen is Narembeen's Progress Association.

Historical Society Representative

The Narembeen Historical Society works to preserve, collect, research and interpret historical information and items.

Recreation Working Group Representative

To provide advice and guidance on sport and recreation relevant to Shire of Narembeen while representing the community's needs and aspirations in line with the Sport and Recreation Plan.

Local Emergency Management Advisory Committee (LEMAC)

The purpose of the LEMAC is to provide advice and assist in the establishment, development, review and testing of local emergency management arrangements and to carry out emergency management activities as directed by State Emergency Management Committee or prescribed by regulations.

This group meets quarterly.

Skeleton Weed Local Action Group

The Local Action Group assists its members in meeting all lawful obligations under the *Biosecurity and Agriculture Management Act 2007* and associated Regulations 2011, by identifying and treating the invasive weed, Skeleton Weed.

Narembeen Aged Homes Management Committee Representative

Narembeen Aged Homes Inc provides housing and support services to the elderly in Narembeen.

Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade

Advise Council on all matters relating to bushfire control including the management of bush fire brigades and coordination of prevention, preparation, and response strategies.

This group meets quarterly.

Plant Replacement Advisory Committee

Together with staff representatives, discuss and make recommendations to Council for plant required by the Shire of Narembeen.

Rural Water Council Representative

There are no records showing when this committee last met, therefore it is proposed to remove this committee from the list.

Roe Regional Organisation of Councils (RoeROC) Representative

RoeROC is a group of four regional councils consisting of Narembeen, Corrigin, Kondinin and Kulin. The group share health services and management of the Waste Management facility in Bendering.

The representation of this committee is the Shire President and Deputy. A proxy is required.

Roe Sub Group Regional Road Group Representative

Sub group of the Wheatbelt South Regional Road Group focussed specifically on roads within the region.

Roe Tourism

Roe Tourism is a not for profit incorporated community tourism group incorporating six Shires of the Roe district – Corrigin, Kulin, Kondinin, Lake Grace, Narembeen and Bruce Rock. Roe Tourism is a tourism marketing body for the well-recognised Pathways to Wave Rock self-drive route, which includes the iconic and internally recognised Wave Rock.

School P&C Representative

Representation on the P&C continues to strengthen our relationship with the school.

St John Ambulance Representative

St John volunteers provide first aid services, training, and equipment for our local community.

Wheatbelt South Regional Road Group Representative

The Shire President has historically represented Shire on this group with a focus on our regional road network.

Main Street Project Working Group

Council representative will work with Shire staff to progress this project.

OFFICER RECOMMENDATION

That Council:

1. Disband Cemetery Working Group
2. Appoint the following Councillors to the committees and working groups as below

Committee/Working Group	Representatives	Proxy
Audit and Risk Management Committee	All Councillors	
Central Agcare		
Community Shed		
Development Assessment Panel - Wheatbelt		
Eastern Wheatbelt Biosecurity Group		
Go Narembeen		
Great Eastern Country Zone WALGA	Cr Mortimore Cr Stirrat	
Historical Society		
Recreation Working Group		
Local Emergency Management Committee		
Local Skeleton Weed Advisory		
Narembeen Aged Homes Management Committee		

Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade	CEO Murray Dixon	
Plant Replacement Advisory Committee		
Roe Regional Organisation of Councils (RoeROC)	Cr Mortimore Cr Stirrat	
Roe Sub Group RRG		
Roe Tourism		
School P & C		
St John Ambulance		
Wheatbelt South Regional Road Group		
Main Street Project Working Group		

COUNCIL RESOLUTION

MIN 7291/21

MOTION – Moved Cr. M Currie

Seconded Cr. W Milner

That Council:

1. Disband Cemetery Working Group
2. Appoint the following Councillors to the committees and working groups as below

<i>Committee/Working Group</i>	<i>Representatives</i>	<i>Proxy</i>
<i>Audit and Risk Management Committee</i>	<i>All Councillors</i>	
<i>Central Agcare</i>	<i>Cr Hardham</i>	<i>Cr Currie</i>
<i>Community Shed</i>	<i>Cr Milner</i>	<i>Cr Bray</i>
<i>Development Assessment Panel - Wheatbelt</i>	<i>Cr Cusack Cr Stirrat</i>	<i>Cr Milner Cr Bray</i>
<i>Eastern Wheatbelt Biosecurity Group</i>	<i>Cr Stirrat</i>	<i>Cr Cole</i>
<i>Go Narembeen</i>	<i>Cr Currie</i>	<i>Cr Hardham</i>
<i>Great Eastern Country Zone WALGA</i>	<i>Cr Mortimore Cr Stirrat</i>	<i>Cr Milner</i>
<i>Historical Society</i>	<i>Cr Bray</i>	<i>Cr Mortimore</i>
<i>Recreation Working Group</i>	<i>Cr Stirrat Cr Mortimore</i>	<i>Cr Currie</i>
<i>Local Emergency Management Committee</i>	<i>Cr Mortimore</i>	<i>Cr Bray</i>
<i>Local Skeleton Weed Advisory</i>	<i>Cr Currie</i>	<i>Cr Cole</i>
<i>Narembeen Aged Homes Management Committee</i>	<i>Cr Hardham</i>	<i>Cr Cusack</i>
<i>Narembeen Bushfire Advisory Committee/Volunteer Fire Brigade</i>	<i>CEO Murray Dixon Cr Cole</i>	<i>Cr Stirrat</i>
<i>Plant Replacement Advisory Committee</i>	<i>Cr Currie Cr Mortimore Cr Milner</i>	<i>Cr Cole</i>
<i>Roe Regional Organisation of Councils (RoeROC)</i>	<i>Cr Mortimore Cr Stirrat</i>	<i>Cr Milner</i>

<i>Roe Sub Group RRG</i>	<i>Cr Stirrat</i>	<i>Cr Cusack</i>
<i>Roe Tourism</i>	<i>Cr Hardham</i>	<i>Cr Bray</i>
<i>School P & C</i>	<i>Cr Cusack</i>	<i>Cr Currie</i>
<i>St John Ambulance</i>	<i>Cr Mortimore</i>	<i>Cr Milner</i>
<i>Wheatbelt South Regional Road Group</i>	<i>Cr Stirrat</i>	<i>Cr Cusack</i>
<i>Main Street Project Working Group</i>	<i>Cr Hardham</i> <i>Cr Milner</i>	<i>Cr Bray</i>
<i>Rural Water Council</i>	<i>Cr Bray</i>	<i>Cr Cusack</i>
<i>Shire of Narembeen and Ramelius Resources Community Benefit Fund</i>	<i>Cr Mortimore</i>	<i>Cr Stirrat</i>

**CARRIED 8/0
BY ABSOLUTE MAJORITY**

Reason for Change – Council consider representation on the Rural Water Council important and request the inclusion of the Shire of Narembeen and Ramelius Resources Community Benefit Fund to ensure it is captured moving forward.

AGENDA ITEM: 8.2.2 - December 2021 and 2022 Council Meeting dates

Subject:	December 2021 and 2022 Council Meeting Dates
Applicant:	Shire of Narembeen
File Ref:	ADM195
Disclosure of Interest:	Nil
Author:	Tamara Clarkson, Executive Manager Corporate Services
Date:	1 November 2021
Attachments:	Nil

PURPOSE

To consider the Ordinary Council meeting dates for December 2021 and 2022.

BACKGROUND

Council is required to consider and adopt the Ordinary Council meeting dates including venue, time and place and the advertising of this information by way of local public notice.

Council resolved at the February 2021 meeting to hold Ordinary Council meetings on the third Tuesday of the month.

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 5.25. Regulations about council and committee meetings and committees

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
 - g) the giving of public notice of the date and agenda for council or committee meetings

Local Government (Administration) Regulations 1996

Regulation 12. Public notice of council or committee meetings — s. 5.25(1)(g)

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the 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, are to be held in the next 12 months.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy 4.2.13 - Meetings – When held

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

Goal 3. We contribute to a healthy community.

3.1 We can provide leadership and networks to our local community groups to help them achieve their goals, identify common priorities and to provide opportunities for active participation in our community.

VOTING REQUIREMENTS

Simple majority

COMMENT

The December 2021 meeting is scheduled for 21 December 2021. It is proposed to change the date to Tuesday 14 December 2021 at 4.00pm.

This allows for the minutes to be finalised before the end of the year and any outstanding issues to be followed up before the Christmas shut down. This will also allow staff to take leave during the first week of school holidays in the week leading up to Christmas.

The suggested dates for 2022 are:

15 February 2022
15 March 2022
19 April 2022
17 May 2022
21 June 2022
19 July 2022
16 August 2022
20 September 2022
18 October 2022
15 November 2022
13 December 2022*

*it is proposed to hold the December meeting one week earlier to allow for finalisation of the minutes and respond to issues.

OFFICER RECOMMENDATION

That Council:

1. Hold the December 2021 meeting on Tuesday 14 December at 4.00pm and directs the Chief Executive Officer to give public notice of the date, time and place.
2. Resolves to hold its Ordinary Council Meetings for 2022 on the third Tuesday of every month, with meetings commencing at 4.00pm to be held in the Council Chambers, 1 Longhurst Street, Narembeen, except for January.
3. Directs the Chief Executive Officer to give local public notice of the date, time and place of the 2022 Ordinary Council Meetings.
4. Amends the current Policy 4.2.13 – Meetings When Held to reflect the updated meeting day and start time of 4.00pm.

COUNCIL RESOLUTION

MIN 7292/21

MOTION - Moved Cr. C Bray

Seconded Cr. A Hardham

That Council:

1. *Hold the December 2021 meeting on Tuesday 14 December at 4.00pm and directs the Chief Executive Officer to give public notice of the date, time and place.*
2. *Resolves to hold its Ordinary Council Meetings for 2022 on the third Tuesday of every month, with meetings commencing at 4.00pm to be held in the Council Chambers, 1 Longhurst Street, Narembeen, except for January.*
3. *Hold the December 2022 meeting on Tuesday 13 December at 4.00pm.*
4. *Directs the Chief Executive Officer to give local public notice of the date, time and place of the 2022 Ordinary Council Meetings.*
5. *Amends the current Policy 4.2.13 – Meetings When Held to reflect the updated meeting day and start time of 4.00pm.*

CARRIED 8/0

Reason for change – to provide clarification regarding December 2022 meeting date.

AGENDA ITEM: 8.2.3 - Financial Report period ending 31 October 2021

Subject:	Financial Report October 2021
Applicant:	Shire of Narembeen
File Ref:	NA
Disclosure of Interest:	Nil
Author:	Teresa Cousins, Senior Finance Officer
Date:	4 November 2021
Attachments:	October 2021 Financial Report

PURPOSE

The monthly statement of Financial Activity discloses the Shires financial activities for the period ending 31 October 2021.

BACKGROUND

The monthly financial report is presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two months after the end of the month to which the statement relates. The Statement of Financial Activity Report summarises the Shire's financial activities.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

- Minor Compliance risk considered low.
Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring
- Financial Impact risk considered moderate.
Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry.

Corporate Business Plan 2020/21 – 2023/24

Goal Area 1. Focus upon local economic drivers to retain and grow existing businesses, employment and to attract new industry

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council's closing position at 31 October 2021 amounts to \$3,602,073 with current assets of \$8,441,539 and \$2,813,325 in reserve funds

The figures contained as at 30 June 2021, will not be finalised until the annual report and an audit is completed.

OFFICER RECOMMENDATION

That Council receive the Shire of Narembreen's Financial Report for the month of October 2021.

COUNCIL RESOLUTION

MIN 7293/21 MOTION - Moved Cr. M Currie

Seconded Cr. W Milner

That Council receive the Shire of Narembreen's Financial Report for the month of October 2021.

CARRIED 8/0

AGENDA ITEM: 8.2.4 - Schedule of Accounts for October 2021

Subject:	Schedule of Accounts for October 2021
Applicant:	NA
File Ref:	NA
Disclosure of Interest:	Nil
Author:	Kathryn Conopo – Administration Officer
Date:	5 November 2021
Attachments:	Creditors Payment List - October 2021, Credit Card Payments List 14 September – 13 October 2021

PURPOSE

For Council to review the payments made by the Shire of Narembeen in October 2021.

BACKGROUND

The Shire's schedule of accounts is to be provided to council each month pursuant to *the "Local Government (Financial Management) Regulation 1996."*

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg. 13 List of Accounts

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared;
 - a. The payee's name;
 - b. The amount of the payment;
 - c. The date of the payments; and
 - d. Sufficient information to identify the transaction.

3. A list prepared under sub regulation (1) or (2) is to be –
 - a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
 - b. Recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2017-2027

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

2.1 Our organisation model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of October 2021 is attached to this report and the total amount paid from the municipal fund is as follows:

Municipal Account: \$ 718,602.44
Trust Account: \$ 3,240.00

OFFICER RECOMMENDATION

That Council:

1. Receive the Creditors Payment List for October 2021
2. Receive the Credit Card Payment List for 14 September – 13 October 2021

COUNCIL RESOLUTION

MIN 7294/21 MOTION - Moved Cr. A Hardham Seconded Cr. C Bray

That Council:

3. *Receive the Creditors Payment List for October 2021*
4. *Receive the Credit Card Payment List for 14 September – 13 October 2021*

CARRIED 8 /0

RECOMMENDATION

That Council close the meeting to public, under Section 5.23 (2) (e)(ii) and (xx) of the *Local Government Act 1995*, so that it can discuss Item 8.3.1 which relates to a matter of commercial value and Item 8.3.2 which relates to a staff matter.

COUNCIL RESOLUTION

MIN 7295/21 MOTION - Moved Cr. A Hardham Seconded Cr. C Bray

That Council close the meeting to public, under Section 5.23 (b) of the Local Government Act 1995, so that it can discuss Item 8.3.1 which relates to a contractual matter.

CARRIED 8/0

9.0 Urgent business as permitted by Council

Nil

10.0 Councillor's Reports

Cr K Mortimore

Attended

- CEO Review
- Community Benefit Fund meeting
- Fencepost AGM
- St John meeting
- Community Wellbeing Plan meeting
- Opening of new Remembrance Park in Bruce Rock
- Historical Society meeting
- St Johns Service Dinner
- Webinar on Local Government Reform

Cr S Stirrat

Attended

- RAV Meeting

Cr H Cusack

Attended

- Nil

Cr T Cole

Attended

- Backhoe Delivery at Depot

Cr C Bray

Attended

- Mens Shed – Woodwork project
- Community Wellbeing Plan meeting
- Backhoe Delivery at Depot

Cr A Hardham

Attended

- School Board
- Community Wellbeing Plan meeting
- Main Street Activation meeting

Cr M Currie

Attended

- Skeleton Weed AGM
- Go Naremben meeting

Cr W Milner

Attended

- Roe Roc Meeting – Kondinin
- Glass crusher – Resolved to sell as it's not being used anymore

11.0 Date, time & place of next meeting

Tuesday 14 December 2021, 4.00pm at the Shire of Narembeen Council Chambers.

12.0 Closure

There being no further business the Chair declared the meeting closed at 5.38pm.

13.0 Certification of Meeting Minutes

I, Cr Kellie Mortimore, Shire President certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 16 November 2021, as show on pages 1 to 38 are confirmed as a true and correct record of the meeting.

Cr Kellie Mortimore
SHIRE PRESIDENT

Date

ATTACHMENT – AGENDA ITEM 7.0
Status Report

SHIRE OF NAREMBEEN - STATUS REPORT
For November 2021 Council Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6826/19	18-Apr-19	ADM541	Strategic Policy Framework	That Council: 1. Adopt the Council Policy – Strategic Policy Framework as per the attachment. 2. Direct the CEO to undertake a review of all Council Policies over the next 12 months, to align them with the Strategic Policy Framework.	1. Strategic Policy Framework complete and available online. 2. Polices continue to be reviewed and updated.	Ongoing	EMCS
7083/20	19-Aug-20	ADM547	Narembeen RAV Rating & Conditions Review	That Council:- 1. Form a RAV Working Group to assist with undertaking a review of all Shire RAV rated roads and the conditions that are applied to these roads. 2. Approve that the RAV working Group will be made up of the following members Cr S Stirrat, Cr R Cole, Cr A Wright, CEO and the Works Manager. 3. Approve that SMEC be engaged to assist in engineering advice and a route assessment submission for all changes required to the RAV network. 4. Requests that the working group prepare a report for Council consideration to be presented no later than the October 2020 Ordinary Council Meeting. 5. Request that Policy 10.1.20 Approving Restricted Access Vehicles (RAV) On Shire Approved Low Volume Roads be reviewed by the working group with a view to the policy being revoked and or updated.	Advice received from Main Roads Department that modifications to RAV Network are complete. Corrigin-Narembeen Rd and Yawlerin Creek Road require full assessment to increase from 4 to 7 - Feb 2021. Staff and Cr Stirrat met with Main Roads Department on 28/10/21 to discuss process and outcomes of the review.	Ongoing	CEO/WM
7178/21	17-Feb-21	ADM583	Wadderin Environmental Reports	That Council:- 1. Receive the Preliminary Site Investigation & Targeted Remediation & Validation document and Ongoing Site Management Plan (OSMP) prepared by Western Environmental for the Wadderin Wildlife Reserve. 2. Arrange a meeting with WaterCorp and Western Environmental to finalise the Ongoing Site Management Plan and to clarify any concerns with the reports.	Onsite meeting held 26/2/21. Additional asbestos identified requiring clean-up. Awaiting Asbestos management to be modified and signed off by Water Corp. (August 21) Sept 21 - Updated Asbestos Management Plan reviewed by staff. Document to be sent to DWER to allow re-classification of the site and facilitate hand over.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7188/21	16-Mar-21	P1091/P1019	Proposed Outbuildings - Lot 14 (No 36) and Lot 15 (No 38) Thomas St, Narembeen	That Council:- 1. Note that the application for outbuildings on Lots 14 and 15 Thomas Street, Narembeen has been advertised for public comment as they entail variations to the 'Deemed to Comply' requirements of State Planning Policy 3.1 - Residential Design Codes. Advertising closed on the 7 March 2021 and one supportive submission has been received. 2. Note that the outbuildings meet the alternative Design Principle 5.4.3 P3 of the Residential Design Codes as 'it does not detract from the streetscape or the visual amenity of residents of neighbouring properties' and approve the Outbuilding subject to conditions. 3. Instruct staff to investigate the development of a Local Planning Policy to guide future development of outbuildings.	Point 3 - Contract Planning Staff to develop draft policy for Council consideration. Delayed due to legislative changes expected in July. Council discussion at Forum in November 2021. Policy currently being drafted.	Ongoing	CEO
7236/21	15-Jun-21	ADM478	Roe Dam Correspondence	That Council: 1. Receive the letter from the Minster for Water dated 13 May 2021 responding to issues raised by the Council at the Roe Dam site. 2. Form a working group comprising Cr. R DeLuis and Cr. S Stirrat, the CEO and Works Manager to further consider the issues identified at Roe Dam in consultation with Water Corporation and other stakeholders as identified by Council. 3. Receive a report to summarise the options developed as part of the working groups consultation with stakeholders.	Feb 2021 - meeting held with Water Corporation. Further meetings to be arranged at a convenient time for all parties. Oct 2021 - discussion with DWER who have advised that a bank will be installed closer to the dam.	Ongoing	CEO
7244/21	21-Jul-21	ADM550	Preliminary Report - Proposed Rural Industry (Temporary Emergency Bulkhead) on Lot 278 Hyden Mount Walker Road, Mount Walker	That Council: 1. Note that CBH has advised of an intention to lodge a future development application seeking a temporary two year approval for an emergency storage bulkhead application (Rural Industry) on Lot 278 Hyden Mount Walker Road, Mount Walker. 2. Pursuant to Clause 82(1) and 82(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine any formal application lodged for the proposed temporary CBH development on Lot 278.	Correspondence received from WAPC. Commission will determine application within 90 days from the date of lodgement.	Ongoing	CEO
7253/21	17-Aug-21	ADM123	Review of Speed Zones	That Council request the Department of Main Roads to: 1. Replace the current 80km/hr speed zone on the Narembeen-Kondinin Road with a 60km/hr zone and introduce a new 80km/hr or 90km/hr zone further south on the Narembeen-Kondinin Road. 2. Relocate the current unrestricted speed zone north past the intersection of Fricker Road/ Narembeen-Merredin Road. 3. Change the current 80km/hr speed zone to 60km/hr and introduce a new 80 or 90km/ hr zone on Mt Walker Road.	Correspondence sent Sept 2021.	Ongoing	CEO
7269/21	16-Sep-21	ADM491	Reserve 35856 and Lot 303 Fricker Road	That Council, in accordance with Schedule 1 of the Recycled Water Supply Agreement with Water Corporation: 1. Surrender Lot 303 Fricker Road to the Crown under Section 152 of the Planning and Development Act 2005 at nil cost on the condition that proposed Lot 101 is vested to the Council for the purposes of water supply. 2. Support the realignment of the boundary of proposed Lot 102 Fricker Road (Reserve 35856) to allow Shire staff legal access to proposed Lot 101 Fricker Road. 3. Support the amalgamation of proposed Lot 103 Fricker Road into Reserve 35856 to be vested to the Water Corporation for the purposes of wastewater treatment.	Letter sent to Department of Heritage & Lands - 24/9/21 cc. Water Corporation	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7287/21	16-Nov-21	ADM681	Ramelius Resources & Shire of Narembeen Community Benefit Fund	<p>That the minutes of the Ramelius Resources and Shire of Narembeen Community Benefit Fund Advisory Committee Meeting held on Monday 1 November 2021 be received and the following action be endorsed:</p> <p>That Council approve the following grant applications applied for through the Ramelius Resources and Shire of Narembeen Community Benefit Fund:</p> <p>Mt Walker Sports Club - Roll on 2022 Ruckus \$1,500 Full Narembeen Bowling Club - Australia Day Men's Four's \$2,500 Full Narembeen Community Resource Centre Community - Christmas Pool Party \$2,800 Partial Narembeen Community Resource Centre - Main Street Festival \$5,750 Partial Narembeen Swimming Club - Wylas Timing System \$7,410 Partial TOTAL \$19,960</p>	<p>Successful grant recipients advised.</p> <p>Grant process in progress.</p>	Completed.	CEO
7289/21	16-Nov-21	ADM550	Proposed Subdivision/Boundary Realignment - Lot 3119, Lot 278 & Lot 2165 Hyden Mount Walker Road, Mount Walker	That Council support the subdivision application (WAPC Ref: 161368) to realign the boundaries between Lots 3119, Lot 278 and Lot 2165 Hyden Mount Walker Road, Mount Walker.	Refer 7244/21	Completed.	CEO
7290/21	16-Nov-21	ADM541	Policy Review - Administrative Policies	<p>That Council:</p> <ol style="list-style-type: none"> 1. Rescind policies <ol style="list-style-type: none"> 4.1.1 Media releases 4.1.2 Permission to use explosives 4.1.3 Legal Advice 4.1.5 Media Articles 4.1.15 Shire of Narembeen logo usage and approval 4.1.16 Australia Day Celebrations 4.1.17 Thank a Volunteer Day 4.1.18 ANZAC Day 4.1.22 Alcohol on Council property 4.1.23 Social Media Promotion 4.1.20 Circus Visits 2. Adopt the following policies with amendments as identified: <ol style="list-style-type: none"> 4.1.4 Legal representation 4.1.8 Freeman – guidelines for appointment 4.1.9 Flying of Flags 4.1.19 Narembeen District High School – Academic Award <p>New - Fraud Prevention New - Media New - Significant Community Events Reason for the change – Council determined that the Council Policy – Circus Visits is no longer relevant.</p>	Policy Manual updated	Completed.	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7292/21	16-Nov-21	ADM195	December 2021 and 2022 Council Meeting Dates	That Council: 1. Hold the December 2021 meeting on Tuesday 14 December at 4.00pm and directs the Chief Executive Officer to give public notice of the date, time and place. 2. Resolves to hold its Ordinary Council Meetings for 2022 on the third Tuesday of every month, with meetings commencing at 4.00pm to be held in the Council Chambers, 1 Longhurst Street, Narembeen, except for January. 3. Hold the December 2022 meeting on Tuesday 14 December at 4.00pm. 4. Directs the Chief Executive Officer to give local public notice of the date, time and place of the 2022 Ordinary Council Meetings. 5. Amends the current Policy 4.2.13 – Meetings When Held to reflect the updated meeting day and start time of 4.00pm.	Advertised in Fence Post and Website		EMCS
7292/21	16-Nov-21	ADM	Housing Strategy	That Council authorise the Chief Executive Officer to: 1. Dispose of 10 A and B Ada Street, 16 Hilton Way and 26 Thomas Street by way of sale in line with requirements of the Local Government Act 1995, and 2. Form a working group consisting of Councillors Cusack, Hardham and Milner to consider long term strategy for housing.	Initial process commenced and Working Group has met.	Ongoing	EMCS

ATTACHMENT – AGENDA ITEM 8.2.1
Local Government Reform Draft Submission

Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
1.1 Early Intervention Powers		
<ul style="list-style-type: none"> • The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> ○ Suspend or dismiss councils ○ Appoint Commissioners ○ Suspend or, order remedial action (such as training) for individual councillors. • The Act also provides the Director General with the power to: <ul style="list-style-type: none"> ○ Conduct Authorised Inquiries ○ Refer allegations of serious or recurrent breaches to the State Administrative Tribunal ○ Commence prosecution for an offence under the Act. • Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government. • The Panel Report, City of Perth Inquiry, and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight. 	<ul style="list-style-type: none"> • It is proposed to establish a Chief Inspector of Local Government (the Inspector), supported by an Office of the Local Government Inspector (the Inspectorate). • The Inspector would receive minor and serious complaints about elected members. • The Inspector would oversee complaints relating to local government CEOs. • Local Governments would still be responsible for dealing with minor behavioural complaints. • The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified. • The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation. • The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism. • The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations. • The Inspector would be supported by a panel of Local Government Monitors (see item 1.2). • The existing Local Government Standards Panel would be replaced with a new Conduct Panel (see item 1.3). 	<p>Support.</p> <p>Concerns regarding the workload for a Chief Inspector and time delays that may occur.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> • Penalties for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4). • These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6). 	
1.2 Local Government Monitors		
<ul style="list-style-type: none"> • There are currently no legislative powers for the provision of monitors/ temporary advisors. • The DLGSC provides support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases. 	<ul style="list-style-type: none"> • A panel of Local Government Monitors would be established. • Monitors could be appointed by the Inspector to go into a local government and try to resolve problems. • The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence. • Monitors would be qualified specialists, such as: <ul style="list-style-type: none"> ○ Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators ○ Dispute resolution experts - to address the breakdown of professional working relationships ○ Certified Practicing Accountants and other financial specialists - to assist with financial management and reporting issues ○ Governance specialists and lawyers - to assist councils resolve legal issues ○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction. • Only the Inspector would have the power to appoint Monitors. • Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose. 	<p>Support. This should be extended to strengthen advice received from the Department as it is an area of deficiency now and advice can rarely be relied upon.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>Monitor Case Study 1 – Financial Management</p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local government to rectify the error, and issue corrections to impacted ratepayers.</p> <p>Monitor Case Study 2 – Dispute Resolution</p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council’s code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.</p>	
1.3 Conduct Panel		
<ul style="list-style-type: none"> The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and 	<ul style="list-style-type: none"> The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel. The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel. 	<p>Support. The Standards Panel has not been effective.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<p>benchmarks about acceptable standards of behaviour.</p> <ul style="list-style-type: none"> • Currently, the Panel makes findings about alleged breaches based on written submissions. • The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed. 	<ul style="list-style-type: none"> • The Inspector would provide evidence to the Conduct Panel for adjudication. • The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months, with an appeal mechanism. • For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts. • Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision. 	
1.4 Review of Penalties		
<ul style="list-style-type: none"> • There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act. 	<ul style="list-style-type: none"> • Penalties for breaching the Local Government Act are proposed to be strengthened. • It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion. • Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address). • It is proposed that a councillor who is suspended multiple times may become disqualified from office. • Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances. 	<p>Support.</p>
1.5 Rapid Red Card Resolutions		
<ul style="list-style-type: none"> • Currently, local governments have different local laws and standing orders that govern 	<ul style="list-style-type: none"> • It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published 	<p>A consistent approach is supported.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<p>the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws.</p> <ul style="list-style-type: none"> • Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings. • Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings. 	<p>recordings of all meetings would also become standard (item 3.1).</p> <ul style="list-style-type: none"> • It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> ○ Require the Presiding Member to issue a clear first warning ○ If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions ○ If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting. • Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector. • Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector. 	
<h3>1.6 Vexatious Complaint Referrals</h3>		
<ul style="list-style-type: none"> • No current provisions. • The Act already provides a requirement for Public Question Time at council meetings. 	<ul style="list-style-type: none"> • Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner. 	<p>Support, substantial resources can be wasted on vexatious complainants.</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person's query. It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person's complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious. 	
1.7 Minor Other Reforms		
<ul style="list-style-type: none"> Other minor reforms are being considered to enhance the oversight of local government. Ministerial Circulars have traditionally been used to provide guidance to the local government sector. 	<ul style="list-style-type: none"> Potential other reforms to strengthen guidance for local governments are being considered. For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed. It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations. 	Support.

Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.1 Resource Sharing		
<ul style="list-style-type: none"> The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs. Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing. 	<ul style="list-style-type: none"> Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees. Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1. 	<p>Support. This will formalise existing occurrences of resource sharing.</p>
2.2 Standardisation of Crossovers		
<ul style="list-style-type: none"> Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are inconsistent between local government areas, often with very minor differences. This can create confusion and complexity for homeowners and small businesses in the construction sector. 	<ul style="list-style-type: none"> It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on local roads. A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this. The DLGSC will work with the sector to develop standardised design and construction standards. 	<p>Support. This will enable staff to provide a better level of service and reduce frustrations by residents.</p>
2.3 Introduce Innovation Provisions		
<ul style="list-style-type: none"> The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket). 	<ul style="list-style-type: none"> New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> Short-term trials and pilot projects Urgent responses to emergencies. 	<p>Support. This again, formalises a changing landscape.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.4 Streamline Local Laws		
<ul style="list-style-type: none"> Local laws are required to be reviewed every eight years. The review of local laws (especially when they are standard) has been identified as a burden for the sector. Inconsistency between local laws is frustrating for residents and business stakeholders. 	<ul style="list-style-type: none"> It is proposed that local laws would only need to be reviewed by the local government every 15 years. Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer applicable. Local governments adopting Model Local Laws will have reduced advertising requirements. 	<p>Support. Not only are reviews a burden but they consume significant resources of staff time for a process that could be simplified.</p>
2.5 Simplifying Approvals for Small Business and Community Events		
<ul style="list-style-type: none"> Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities. 	<ul style="list-style-type: none"> Proposed reforms would introduce greater consistency for approvals for: <ul style="list-style-type: none"> alfresco and outdoor dining minor small business signage rules running community events. 	<p>Agree with concept however some flexibility should be retained for local circumstances.</p>
2.6 Standardised Meeting Procedures, Including Public Question Time		
<ul style="list-style-type: none"> Local governments currently prepare individual standing order local laws. The <i>Local Government Act 1995</i> and regulations require local governments to allocate time at meetings for questions from the public. Inconsistency among the meeting procedures between local governments is a common source of complaints. 	<ul style="list-style-type: none"> To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State. Regulations would introduce standard requirements for public question time, and the procedures for meetings generally. Members of the public across all local governments would have the same opportunities to address council and ask questions. 	<p>Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.7 Regional Subsidiaries		
<ul style="list-style-type: none"> • Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC. • These initiatives typically have to be managed by a lead local government. • In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>. • So far, no Regional Subsidiary has been formed. 	<ul style="list-style-type: none"> • Work is continuing to consider how Regional Subsidiaries can be best established to: <ul style="list-style-type: none"> ○ Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments ○ Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds ○ Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk ○ Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments. 	<p>Agree with review of the 2017 legislation that is clearly not working.</p>

Theme 3: Greater Transparency & Accountability

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
3.1 Recordings and Live-Streaming of All Council Meetings		
<ul style="list-style-type: none"> • Currently, local governments are only required to make written minutes of meetings. • While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings. • Complaints relating to behaviours and decisions at meetings constitute a large proportion of complaints about local governments. • Local governments are divided into bands with the largest falling in bands 1 and 2, and smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors¹ such as: <ul style="list-style-type: none"> ○ Growth and development ○ Strategic planning issues ○ Demands and diversity of services provided to the community ○ Total expenditure ○ Population ○ Staffing levels. 	<ul style="list-style-type: none"> • It is proposed that all local governments will be required to record meetings. • Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. • Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment. • Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. • Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings. • Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used. • Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings. • All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving. 	<p>Disagree on the grounds of:</p> <ul style="list-style-type: none"> • Cost to implement / manage • Potentially a tool for further divide Councils who are factional, disruptive, or dysfunctional • Potential legal issues and repercussions

¹ See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
3.2 Recording All Votes in Council Minutes		
<ul style="list-style-type: none"> A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting. The existing provision does not mandate transparency. 	<ul style="list-style-type: none"> To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber. Regulations would prescribe how votes are to be consistently minuted. 	<p>Disagree. This may give rise to Councillors being harassed on social media or other forums for voting a particular way.</p>
3.3 Clearer Guidance for Meeting Items that may be Confidential		
<ul style="list-style-type: none"> The Act currently provides broad definitions of what type of matters may be discussed as a confidential item. There is limited potential for review of issues managed as confidential items under the current legislation. 	<ul style="list-style-type: none"> Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances. It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public. Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector. All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC. 	<p>Support as there is ambiguity in the existing confidential circumstances.</p> <p>Disagree with the confidential recordings to be submitted to DLGSC because of legal concerns.</p> <p>Potential to create major issue</p>
3.4 Additional Online Registers		
<ul style="list-style-type: none"> Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online. Consistent online publication of information can substitute for certain material in annual reports. 	<ul style="list-style-type: none"> It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included. <p>The following new registers, each updated quarterly, are proposed:</p>	<p>Disagree this information can be accessed under Freedom of Information.</p> <p>This will create additional administrative burden for Councils</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> • Consistency in online reporting across the sector will provide ratepayers with better information. • These registers supplement the simplification of financial statements in Theme 6. 	<ul style="list-style-type: none"> ○ Lease Register to capture information about the leases the local government is party to (either as lessor or lessee) ○ Community Grants Register to outline all grants and funding provided by the local government ○ Interests Disclosure Register which collates all disclosures made by elected members about their interests related to matters considered by council ○ Applicant Contribution Register accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking ○ Contracts Register that discloses all contracts above \$100,000. 	
3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published		
<ul style="list-style-type: none"> • It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually. • The Model Standards for CEO recruitment and selection, performance review and termination require that a local government must review the performance of the CEO against contractual performance criteria. • Additional performance criteria can be used for performance review by agreement between both parties. 	<ul style="list-style-type: none"> • To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> ○ Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period) ○ The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period) ○ The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs). 	<p>Support.</p>

Theme 4: Stronger Local Democracy and Community Engagement

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
4.1 Community and Stakeholder Engagement Charters		
<ul style="list-style-type: none"> • There is currently no requirement for local governments to have a specific engagement charter or policy. • Many local governments have introduced charters or policies for how they will engage with their community. • Other States have introduced a specific requirement for engagement charters. 	<ul style="list-style-type: none"> • It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community. • A model Charter would be published to assist local governments who wish to adopt a standard form. 	<p>Support model charter.</p>
4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)		
<ul style="list-style-type: none"> • Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers. • These surveys provide valuable data on the performance of local governments. 	<ul style="list-style-type: none"> • It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey. • Results would be required to be reported publicly at a council meeting and published on the local government's website. • All local governments would be required to publish a response to the results. 	<p>Not applicable</p>
4.3 Introduction of Preferential Voting		
<ul style="list-style-type: none"> • The current voting method for local government elections is first past the post. • The existing first-past-the-post does not allow for electors to express more than one preference. • The candidate with the most votes wins, even if that candidate does not have a majority. • Preferential voting better captures the precise intentions of voters and as a result 	<ul style="list-style-type: none"> • Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections. • In preferential voting, voters number candidates in order of their preferences. • Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect. • All other states use a form of preferential voting for local government. 	<p>Disagree. Will fractionise Councils rather than have independent elected members.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>may be regarded as a fairer and more representative system. Voters have more specific choice.</p>		
<p>4.4 Public Vote to Elect the Mayor and President</p>		
<ul style="list-style-type: none"> • The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> ○ by the electors of the district through a public vote; or ○ by the council as a resolution at a council meeting. 	<ul style="list-style-type: none"> • Mayors and Presidents of all local governments perform an important public leadership role within their local communities. • Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4. • Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system. • A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham. 	<p>Disagree. Election of President should be based on competency and experience rather than popularity alone. It works for the Federal Government!!</p> <p>Election of a President who is not experienced will create additional work load for staff.</p> <p>Potentially may reduce team cohesion between the Council.</p>
<p>4.5 Tiered Limits on the Number of Councillors</p>		
<ul style="list-style-type: none"> • The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister. • The Panel Report recommended electoral reforms to improve representativeness. 	<ul style="list-style-type: none"> • It is proposed to limit the number of councillors based on the population of the entire local government. • Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers. • The Local Government Panel Report proposed: <ul style="list-style-type: none"> ○ For a population of up to 5,000 – five councillors (including the President) ○ population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President) ○ population of above 75,000 – nine to fifteen councillors (including Mayor). 	<p>Five Councillors may provide challenging to reach quorum during periods of seeding and harvest.</p> <p>This will also contribute to volunteer fatigue.</p> <p>Preference is seven councillors.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
4.6 No Wards for Small Councils (Band 3 and 4 Councils only)		
<ul style="list-style-type: none"> • A local government can make an application to be divided into wards, with councillors elected to those wards. • Only about 10% of band 3 and 4 local governments currently have wards. 	<ul style="list-style-type: none"> • It is proposed that the use of wards for councils in bands 3 and 4 is abolished. • Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election. • In smaller local governments, the population of wards can be very small. • These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes. • There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards. 	<p>Support. Councillors are elected to represent the district as a whole.</p>
4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility		
<ul style="list-style-type: none"> • A person with a lease in a local government district is eligible to nominate as a candidate in that district. • A person with a lease in a local government district is eligible to apply to vote in that district. • The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors. 	<ul style="list-style-type: none"> • Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council. • The City of Perth Inquiry Report identified sham leases as an issue. • Electoral rules are proposed to be strengthened: <ul style="list-style-type: none"> ○ A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council. ○ Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address. ○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council. 	<p>Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> • The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases. • The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors. 	
4.8 Reform of Candidate Profiles		
<ul style="list-style-type: none"> • Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words. 	<ul style="list-style-type: none"> • Further work will be undertaken to evaluate how longer candidate profiles could be accommodated. • Longer candidate profiles would provide more information to electors, potentially through publishing profiles online. • It is important to have sufficient information available to assist electors make informed decisions when casting their vote. 	Support.
4.9 Minor Other Electoral Reforms		
<ul style="list-style-type: none"> • Other minor reforms are proposed to improve local government elections. 	<ul style="list-style-type: none"> • Minor other electoral reforms are proposed to include: <ul style="list-style-type: none"> ○ The introduction of standard processes for vote recounts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required) ○ The introduction of more specific rules concerning local government council candidates' use of electoral rolls. 	Support.

Theme 5: Clear Roles and Responsibilities

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
5.1 Introduce Principles in the Act		
<ul style="list-style-type: none"> The Act does not currently outline specific principles. The Act contains a short “Content and Intent” section only. The Panel Report recommended greater articulation of principles 	<ul style="list-style-type: none"> It is proposed to include new principles in the Act, including: <ul style="list-style-type: none"> The recognition of Aboriginal Western Australians Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal) Community Engagement Financial Management. 	<p>More information required.</p>
5.2 Greater Role Clarity		
<ul style="list-style-type: none"> The Act provides for the role of council, councillor, mayor or president and CEO. The role of the council is to: <ul style="list-style-type: none"> govern the local government’s affairs be responsible for the performance of the local government’s functions. 	<ul style="list-style-type: none"> The Local Government Act Review Panel recommended that roles and responsibilities of elected members and senior staff be better defined in law. It is proposed that these roles and responsibilities are further defined in the legislation. These proposed roles will be open to further consultation and input. These roles would be further strengthened through Council Communications Agreements (see item 5.3). 	<p>Support.</p>
	<p>5.2.1 - Mayor or President Role</p> <ul style="list-style-type: none"> It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President. While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council 	<p>This does not help define distinction between CEO and Mayor:</p> <p>‘Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.’</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> ○ Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act ○ Developing and maintaining professional working relationships between councillors and the CEO ○ Performing civic and ceremonial duties on behalf of the local government ○ Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government. 	
	<p>5.2.2 - Council Role</p> <ul style="list-style-type: none"> ● It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President. ● While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> ○ Making significant decisions and determining policies through democratic deliberation at council meetings ○ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council ○ Providing a safe working environment for the CEO; ○ Providing strategic direction to the CEO; ○ Monitoring and reviewing the performance of the local government. 	Support.
	<p>5.2.3 - Elected Member (Councillor) Role</p> <ul style="list-style-type: none"> ● It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors. 	Support.

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> ○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward) ○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council ○ Applying relevant law and policy in contributing to the decision-making of the council ○ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions ○ Communicating the decisions and resolutions of council to stakeholders and the public ○ Developing and maintaining professional working relationships with all other councillors and the CEO ○ Maintaining and developing their knowledge and skills relevant to local government ○ Facilitating public engagement with local government. • It is proposed that elected members should not be able to use their title (e.g. "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are performing their role in their official capacity. 	
	<p>5.2.4 - CEO Role</p> <ul style="list-style-type: none"> • The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council. 	<p>Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> • To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: <ul style="list-style-type: none"> ○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions ○ Facilitating the implementation of council decisions ○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council ○ Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council ○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3) ○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council ○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council. 	
5.3 Council Communication Agreements		
<ul style="list-style-type: none"> • The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions. 	<ul style="list-style-type: none"> • In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided. • It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO. 	<p style="color: red;">Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> The availability of information is sometimes a source of conflict within local governments. 	<ul style="list-style-type: none"> These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided. A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election. 	
5.4 Local Governments May Pay Superannuation Contributions for Elected Members		
<ul style="list-style-type: none"> Elected members are eligible to receive sitting fees or an annual allowance. Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund. Councils should be reflective and representative of the people living within the district. Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils. 	<ul style="list-style-type: none"> It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances. Superannuation is widely recognised as an important entitlement to provide long term financial security. Other states have already moved to allow councils to make superannuation contributions for councillors. Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people. Providing superannuation to councillors recognises that the commitment to elected office can reduce a person’s opportunity to undertake employment and earn superannuation contributions. 	<p>Disagree. Not opposed however it should be consistent across the sector.</p>
5.5 Local Governments May Establish Education Allowances		
<ul style="list-style-type: none"> Local government elected members must complete mandatory training. There is no specific allowance for undertaking further education. 	<ul style="list-style-type: none"> Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council. Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each 	<p>Support. Shire has existing policy in place.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>councillor. Councils may also decide not to make this entitlement available to elected members.</p> <ul style="list-style-type: none"> Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government. Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors. 	
5.6 Standardised Election Caretaker period		
<ul style="list-style-type: none"> There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures. This is commonly a point of public confusion. 	<ul style="list-style-type: none"> A statewide caretaker period for local governments is proposed. All local governments across the State would have the same clearly defined election period, during which: <ul style="list-style-type: none"> Councils do not make major decisions with criteria to be developed defining 'major' Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities. There are consistent election conduct rules for all candidates. 	Support.
5.7 Remove WALGA from the Act		
<ul style="list-style-type: none"> The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>. The Local Government Panel Report and the Select Committee Report included this recommendation. 	<ul style="list-style-type: none"> The Local Government Panel Report recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>. Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity. 	Support.

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
5.8 CEO Recruitment		
<ul style="list-style-type: none"> Recent amendments introduced provisions to standardise CEO recruitment. The recruitment of a CEO is a very important decision by a local government. 	<ul style="list-style-type: none"> It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels. Councils will be able to select an independent person from the approved list. Councils will still be able to appoint people outside of the panel with the approval of the Inspector. 	<p>Agree, however disagree that inspectors need to approve the independent person if they are not on the approved list.</p>

Theme 6: Improved Financial Management and Reporting

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.1 Model Financial Statements and Tiered Financial Reporting		
<ul style="list-style-type: none"> The financial statements published in the Annual Report is the main financial reporting currently published by local governments. Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity. The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local governments, or that is a duplicate of other published information. 	<ul style="list-style-type: none"> The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government. It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects. Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments. The Office of the Auditor General has identified opportunities to improve financial reporting, to make statements clearer, and reduce unnecessary complexity. Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments. It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4. Online Registers, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments. 	<p>Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> • Simpler Strategic and Financial Planning (item 6.2) would also improve the budgeting process. 	
6.2 Simplify Strategic and Financial Planning		
<ul style="list-style-type: none"> • Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations. • There is also the Integrated Planning and Reporting (IPR) framework. • While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments. 	<ul style="list-style-type: none"> • Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making. • The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public. • In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers. • Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments. • It is proposed that the plans that are required are: <ul style="list-style-type: none"> ○ Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC ○ Simplified Asset Management Plans to consistently forecast costs of maintaining the local government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape ○ Simplified Long Term Financial Plans will outline any long term financial management and sustainability 	<p>Strong support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years</p> <ul style="list-style-type: none"> ○ A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years) ○ The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments. 	
6.3 Rates and Revenue Policy		
<ul style="list-style-type: none"> • Local governments are not required to have a rates and revenue policy. • Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for the repair of infrastructure. 	<ul style="list-style-type: none"> • The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure. • A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services. • The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs. • A template would be published for use or adaption by all local governments. 	<p>Support.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> The Local Government Panel Report included this recommendation. 	
6.4 Monthly Reporting of Credit Card Statements		
<ul style="list-style-type: none"> No legislative requirement. Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds. 	<ul style="list-style-type: none"> The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis. This provides oversight of incidental local government spending. 	<p>Support. All payments are required to be tabled at present in any case.</p>
6.5 Amended Financial Ratios		
<ul style="list-style-type: none"> Local governments are required to report seven ratios in their annual financial statements. These are reported on the MyCouncil website. These ratios are intended to provide an indication of the financial health of every local government. 	<ul style="list-style-type: none"> Financial ratios will be reviewed in detail, building on work already underway by the DLGSC. The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful. 	<p>Agree. Ratios are only partially useful though. Year to year anomalies can lead to misleading financial results.</p>
6.6 Audit Committees		
<ul style="list-style-type: none"> Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members. The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act. The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management. 	<ul style="list-style-type: none"> To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government. Audit Committees would also need to consider proactive risk management. To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees. The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson. 	<p>Disagree. Attracting an independent chair or even member is nearly impossible for level 3 or 4 councils.</p> <p>An independent chair won't be as invested as a councillor.</p> <p>See value in one independent member.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.7 Building Upgrade Finance		
<ul style="list-style-type: none"> The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements. This is not currently provided for under the Act. The Local Government Panel Report included this recommendation. 	<ul style="list-style-type: none"> Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures. This would allow local governments to lend funds to improve buildings within their district. Limits and checks and balances would be established to ensure that financial risks are proactively managed. 	<p>Disagree. This is the role of a bank.</p>
6.8 Cost of Waste Service to be Specified on Rates Notices		
<ul style="list-style-type: none"> No requirement for separation of waste changes on rates notice. Disclosure will increase ratepayer awareness of waste costs. The Review Panel Report included this recommendation. 	<ul style="list-style-type: none"> It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service). This would provide transparency and awareness of costs for ratepayers. 	<p>Support.</p>

**ATTACHMENT – AGENDA ITEM 8.2.1
WALGA Submission – LG Reform**

Local Government Reform - Summary of Proposed Reforms

WALGA Advocacy Positions and Recommendations

November 2021

About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,220 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

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Local Government Act Review Process

WALGA through consultation with the Local Government Sector endorsed sector advocacy positions relating to Local Government Act amendments in March 2019 and December 2020. These advocacy positions were developed considering (but not limited to);

- The Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The City of Perth Inquiry Report (mid 2020)
- The State Parliament's Select Committee Report into Local Government (late 2020)

In December 2020, WALGA endorsed the following principles for any review of the Local Government Act.

Local Government Reform – WALGA Principles

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
 - i. Economic development
 - ii. Environmental protection, and
 - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2, and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
1.1 Early Intervention Powers		
<ul style="list-style-type: none"> • The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> ○ Suspend or dismiss councils ○ Appoint Commissioners ○ Suspend or, order remedial action (such as training) for individual councillors. • The Act also provides the Director General with the power to: <ul style="list-style-type: none"> ○ Conduct Authorised Inquiries ○ Refer allegations of serious or recurrent breaches to the State Administrative Tribunal ○ Commence prosecution for an offence under the Act. • Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government. • The Panel Report, City of Perth Inquiry, and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight. 	<ul style="list-style-type: none"> • It is proposed to establish a Chief Inspector of Local Government (the Inspector), supported by an Office of the Local Government Inspector (the Inspectorate). • The Inspector would receive minor and serious complaints about elected members. • The Inspector would oversee complaints relating to local government CEOs. • Local Governments would still be responsible for dealing with minor behavioural complaints. • The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified. • The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation. • The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism. • The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations. • The Inspector would be supported by a panel of Local Government Monitors (see item 	<p><u>Current Local Government Position</u></p> <p>Items 1.1, 1.2 and 1.3 generally align with WALGA Advocacy Position 2.6.8 - ‘Establish Office of Independent Assessor’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> 1. <i>Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.</i> 2. <i>Remove the CEO from being involved in processing complaints.</i> 3. <i>That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.</i> 4. <i>An external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.</i> <p>Comment</p> <p>The Local Government sector is in favour of early intervention and a swift response to potentially disruptive or dysfunctional behaviours. The Proposed Reforms state ‘<i>Local Governments would still be responsible for dealing with minor behavioural complaints</i>’ and therefore do not go as far as the Sector’s recent request for an external</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>1.2).</p> <ul style="list-style-type: none"> The existing Local Government Standards Panel would be replaced with a new Conduct Panel (see item 1.3). Penalties for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4). These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6). 	<p>oversight model for the independent assessment of local level complaints (State Council Res: 264.5/2021 – September 2021). However this will be mitigated with the Inspector able to respond to a Local Government having unresolved matters by appointing a monitor to assist the Local Government.</p> <p>It is expected the Local Government Inspector would be funded by the State Government, however it is noted that the cost of the Local Government Monitors and the Conduct Panel would be borne by the Local Government concerned.</p> <p>Recommendation</p> <ol style="list-style-type: none"> Support the proposed reforms as they align with the sectors position on external oversight and support. Request the Minister to explore alternate mechanisms for resolving local level complaints.
1.2 Local Government Monitors		
<ul style="list-style-type: none"> There are currently no legislative powers for the provision of monitors/ temporary advisors. The DLGSC provides support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases. 	<ul style="list-style-type: none"> A panel of Local Government Monitors would be established. Monitors could be appointed by the Inspector to go into a local government and try to resolve problems. The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence. Monitors would be qualified specialists, such 	As above

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>as:</p> <ul style="list-style-type: none"> ○ Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators ○ Dispute resolution experts - to address the breakdown of professional working relationships ○ Certified Practising Accountants and other financial specialists - to assist with financial management and reporting issues ○ Governance specialists and lawyers - to assist councils resolve legal issues ○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction. <ul style="list-style-type: none"> ● Only the Inspector would have the power to appoint Monitors. ● Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose. <p>Monitor Case Study 1 – Financial Management</p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local government to rectify the error, and issue corrections to impacted ratepayers.</p>	

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>Monitor Case Study 2 – Dispute Resolution</p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council’s code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.</p>	
1.3 Conduct Panel		
<ul style="list-style-type: none"> • The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable standards of behaviour. • Currently, the Panel makes findings about alleged breaches based on written submissions. • The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed. 	<ul style="list-style-type: none"> • The Standards Panel is proposed to be replaced with a new Local Government Conduct Panel. • The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel. • The Inspector would provide evidence to the Conduct Panel for adjudication. • The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for 	As above

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>up to three months, with an appeal mechanism.</p> <ul style="list-style-type: none"> For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts. Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision. 	
1.4 Review of Penalties		
<ul style="list-style-type: none"> There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act. 	<ul style="list-style-type: none"> Penalties for breaching the Local Government Act are proposed to be strengthened. It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion. Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address). It is proposed that a councillor who is suspended multiple times may become disqualified from office. Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances. 	<p><u>Current Local Government Position</u></p> <p>Items 1.4 and 1.5 <u>expand upon</u> Advocacy Position 2.6.9 - 'Stand Down Proposal'</p> <p><i>WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:</i></p> <ol style="list-style-type: none"> <i>That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and</i> <i>That activities associated with the term 'disruptive behaviour', presented as reason to</i>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p><i>stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.</i></p> <p>Comment The Local Government sector has long-standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent application of the power given to Presiding Members.</p> <p>Recommendation</p> <p>Supported</p>
1.5 Rapid Red Card Resolutions		
<ul style="list-style-type: none"> • Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws. • Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings. • Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings. 	<ul style="list-style-type: none"> • It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1). • It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> ○ Require the Presiding Member to issue a clear first warning ○ If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions ○ If the person continues to be disruptive, the 	<p>As above</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>Presiding Member can instruct that they leave the meeting.</p> <ul style="list-style-type: none"> Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector. Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector. 	
1.6 Vexatious Complaint Referrals		
<ul style="list-style-type: none"> No current provisions. The Act already provides a requirement for Public Question Time at council meetings. 	<ul style="list-style-type: none"> Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner. Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person’s query. It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person’s complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious. 	<p><u>Current Local Government Position</u> Item 1.6 <u>expands upon</u> Advocacy Position 2.6.11 – ‘Vexatious complainants in relation to FOI applications’ <i>WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of:</i></p> <ol style="list-style-type: none"> <i>Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD);</i> <i>Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and</i> <i>Modernisation to address the use of electronic communications and information.</i> <p>Comment The Act has been expanded significantly in recent</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p>years to permit an increased level of public involvement, scrutiny and access to information relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government.</p> <p>Recommendation</p> <p>Supported</p>
1.7 Minor Other Reforms		

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> Other minor reforms are being considered to enhance the oversight of local government. Ministerial Circulars have traditionally been used to provide guidance to the local government sector. 	<ul style="list-style-type: none"> Potential other reforms to strengthen guidance for local governments are being considered. For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed. It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations. 	<p><u>Current Local Government Position</u></p> <p>Item 1.7 aligns with Advocacy Position 2.6 - 'Support DLGSC as service provider / capacity builder'</p> <p><i>WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.</i></p> <p>Comment</p> <p>Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister's powers under Section 9.14A – 'Notice to prevent continuing contravention'</p> <p>Recommendation</p> <p>Supported</p>

Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.1 Resource Sharing		
<ul style="list-style-type: none"> The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs. Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing. 	<ul style="list-style-type: none"> Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees. Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1. 	<p><u>Current Local Government Position</u></p> <p>Item 2.1 aligns with Advocacy Position 2.6 – Local Government Legislation – ‘Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act’ and Advocacy Position 2.3.1 - ‘Regional Collaboration’.</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p>Comment</p> <p>The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time.</p> <p>Recommendation</p> <p>Supported</p>
2.2 Standardisation of Crossovers		
<ul style="list-style-type: none"> Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are inconsistent between local government areas, often with very minor differences. 	<ul style="list-style-type: none"> It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on 	<p><u>Current Local Government Position</u></p> <p>Comment</p> <p>WALGA developed the Template Crossover Guideline and Specification resource in 2017 and have been part of the Minister’s working group on</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> This can create confusion and complexity for homeowners and small businesses in the construction sector. 	<p>local roads.</p> <ul style="list-style-type: none"> A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this. The DLGSC will work with the sector to develop standardised design and construction standards. 	<p>red tape reduction that has been looking at standardisation of crossovers.</p> <p>Recommendation</p> <p>Supported</p>
<h3>2.3 Introduce Innovation Provisions</h3>		
<ul style="list-style-type: none"> The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket). 	<ul style="list-style-type: none"> New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> Short-term trials and pilot projects Urgent responses to emergencies. 	<p><u>Current Local Government Position</u></p> <p>There is currently no advocacy position in relation to Item 2.3.</p> <p>Comment</p> <p>It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes.</p> <p>Recommendation</p> <p>Supported</p>
<h3>2.4 Streamline Local Laws</h3>		
<ul style="list-style-type: none"> Local laws are required to be reviewed every eight years. The review of local laws (especially when they are standard) has been identified as a burden for the sector. Inconsistency between local laws is 	<ul style="list-style-type: none"> It is proposed that local laws would only need to be reviewed by the local government every 15 years. Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer 	<p><u>Current Local Government Position</u></p> <p>Items 2.4, 2.5 and 2.6 expand upon Advocacy Position 2.6.35 - 'Local law-making process should be simplified'.</p> <p><i>The Local Law making process should be simplified as follows:</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>frustrating for residents and business stakeholders.</p>	<p>applicable.</p> <ul style="list-style-type: none"> Local governments adopting Model Local Laws will have reduced advertising requirements. 	<ul style="list-style-type: none"> <i>The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</i> <i>Eliminate the requirement to consult on local laws when a model is used;</i> <i>Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</i> <i>Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament's Delegated Legislation Committee.</i> <p>Comment</p> <p>Proposed reforms meet the Sector's preference for simplified local law-making processes. Model local laws are supported, whilst recognising the models themselves will require review by State Government departments with the relevant head of power. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local laws but no review was completed. This model was superseded by individual local laws with added contemporary provisions. This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements.</p> <p>Recommendation</p> <p>Supported</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.5 Simplifying Approvals for Small Business and Community Events		
<ul style="list-style-type: none"> • Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities. 	<ul style="list-style-type: none"> • Proposed reforms would introduce greater consistency for approvals for: <ul style="list-style-type: none"> ○ alfresco and outdoor dining ○ minor small business signage rules ○ running community events. 	As above
2.6 Standardised Meeting Procedures, Including Public Question Time		
<ul style="list-style-type: none"> • Local governments currently prepare individual standing order local laws. • The <i>Local Government Act 1995</i> and regulations require local governments to allocate time at meetings for questions from the public. • Inconsistency among the meeting procedures between local governments is a common source of complaints. 	<ul style="list-style-type: none"> • To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State. • Regulations would introduce standard requirements for public question time, and the procedures for meetings generally. • Members of the public across all local governments would have the same opportunities to address council and ask questions. 	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
2.7 Regional Subsidiaries		
<ul style="list-style-type: none"> • Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC. • These initiatives typically have to be managed by a lead local government. • In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>. • So far, no Regional Subsidiary has been formed. 	<ul style="list-style-type: none"> • Work is continuing to consider how Regional Subsidiaries can be best established to: <ul style="list-style-type: none"> ○ Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments ○ Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds ○ Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk ○ Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments. 	<p><u>Current Local Government Position</u></p> <p>Item 2.7 aligns with Advocacy Position 2.3.1 - ‘Regional Collaboration’</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p>Comment</p> <p>Under the Regional Subsidiary model, two or more Local Governments are able to establish a regional subsidiary to undertake a shared service function on behalf of its constituent Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model’s governance structure is primarily representative, the model also allows independent and commercially focussed directors to be appointed to the board of management.</p> <p>A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>Recommendation</p> <p>Supported</p>

Theme 3: Greater Transparency & Accountability

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
3.1 Recordings and Live-Streaming of All Council Meetings		
<ul style="list-style-type: none"> • Currently, local governments are only required to make written minutes of meetings. • While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings. • Complaints relating to behaviours and decisions at meetings constitute a large proportion of complaints about local governments. • Local governments are divided into bands with the largest falling in bands 1 and 2, and 	<ul style="list-style-type: none"> • It is proposed that all local governments will be required to record meetings. • Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives. • Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment. • Band 1 and 2 local governments would be required to livestream meetings, and make 	<p><u>Current Local Government Position</u></p> <p>Item 3.1 <u>expands upon</u> Advocacy Position 2.6 – ‘Promote a size and scale compliance regime’ and Advocacy Position 2.6.31 - ‘Attendance at Council Meetings by Technology’</p> <p><i>A review of the ability of Elected Members to log into Council meetings should be undertaken.</i></p> <p>Comment</p> <p>Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors¹ such as:</p> <ul style="list-style-type: none"> ○ Growth and development ○ Strategic planning issues ○ Demands and diversity of services provided to the community ○ Total expenditure ○ Population ○ Staffing levels. 	<p>video recordings available as public archives.</p> <ul style="list-style-type: none"> • Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings. • Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used. • Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings. • All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving. 	<p>pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will only be problematic where technical capability such as reliable bandwidth impact the district.</p> <p>Recommendation</p> <p>Supported</p>

¹ See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
3.2 Recording All Votes in Council Minutes		
<ul style="list-style-type: none"> A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting. The existing provision does not mandate transparency. 	<ul style="list-style-type: none"> To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber. Regulations would prescribe how votes are to be consistently minuted. 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.2.</p> <p>Comment There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting.</p> <p>Recommendation</p> <p>Supported</p>
3.3 Clearer Guidance for Meeting Items that may be Confidential		
<ul style="list-style-type: none"> The Act currently provides broad definitions of what type of matters may be discussed as a confidential item. There is limited potential for review of issues managed as confidential items under the current legislation. 	<ul style="list-style-type: none"> Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances. It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public. Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector. All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC. 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.3.</p> <p>Comment Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on the basis that written and audio records can be readily accessed from a Local Government if required.</p> <p>Recommendation</p> <p>Supported</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
3.4 Additional Online Registers		
<ul style="list-style-type: none"> Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online. Consistent online publication of information can substitute for certain material in annual reports. Consistency in online reporting across the sector will provide ratepayers with better information. These registers supplement the simplification of financial statements in Theme 6. 	<ul style="list-style-type: none"> It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included. The following new registers, each updated quarterly, are proposed: <ul style="list-style-type: none"> Lease Register to capture information about the leases the local government is party to (either as lessor or lessee) Community Grants Register to outline all grants and funding provided by the local government Interests Disclosure Register which collates all disclosures made by elected members about their interests related to matters considered by council Applicant Contribution Register accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking Contracts Register that discloses all contracts above \$100,000. 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.4.</p> <p>Comment This proposal follows recent Act amendments that ensure a range of information is published on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment.</p> <p>Recommendation Supported</p>
3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published		
<ul style="list-style-type: none"> It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually. The Model Standards for CEO recruitment and selection, performance review and 	<ul style="list-style-type: none"> To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period) 	<p><u>Current Local Government Position</u> There is currently no advocacy position in relation to Item 3.5.</p> <p>Comment In principle, this proposal has some merit and would be particularly effective if all CEO KPIs</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>termination require that a local government must review the performance of the CEO against contractual performance criteria.</p> <ul style="list-style-type: none"> Additional performance criteria can be used for performance review by agreement between both parties. 	<ul style="list-style-type: none"> The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period) The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs). 	<p>consistently reflect Strategic Community Plans and Corporate Business Plans of Local Governments, together with KPIs reflective of the CEO's statutory functions under Section 5.41 of the Act. This approach would inform the community of the CEO's performance related to the strategic direction and operational function of the Local Government.</p> <p>In practice, the drafting of statutory provisions will require sensitive consideration of certain KPIs i.e. those relating to issues affecting the workplace or identified risk-based concerns, to reflect the way Audit Committees currently deal with some internal control, risk and legislative compliance issues confidentially. This approach will protect the interests of Local Governments and other parties associated with such KPIs. It would be prudent for exemptions to be provided, based on matters of confidentiality.</p> <p>The proposed reforms and recent Act amendments signal a clear intent to permit closer community involvement and scrutiny of Local Government. However, negative consequences are likely if Local Government Council's responsibility as the employing authority of the CEO became blurred due to perceived community entitlement to comment, question and influence KPIs and the performance review process.</p> <p>Additionally, the publication of CEO KPI's will elevate this employment position to a high degree of public scrutiny seldom evident in the public or private sector, if at all. It is worth investigating whether the proposed reforms</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>considered whether this factor could impact on the recruitment of CEO's, particularly from outside the Local Government sector.</p> <p>The results of performance reviews should be confidential information between the employer and employee and should not be published and should remain within the confidential human resource records of the organisation.</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature; 2. Do not support the results of performance reviews being published.

Theme 4: Stronger Local Democracy and Community Engagement

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
4.1 Community and Stakeholder Engagement Charters		
<ul style="list-style-type: none"> There is currently no requirement for local governments to have a specific engagement charter or policy. Many local governments have introduced charters or policies for how they will engage with their community. Other States have introduced a specific 	<ul style="list-style-type: none"> It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community. A model Charter would be published to assist 	<p><u>Current Local Government Position</u></p> <p>Items 4.1 and 4.2 generally align with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles'</p> <p><i>The Local Government sector supports:</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>requirement for engagement charters.</p>	<p>local governments who wish to adopt a standard form.</p>	<p>1. <i>Responsive, aspirational and innovative community engagement principles</i> 2. <i>Encapsulation of aims and principles in a community engagement policy, and</i> 3. <i>The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i></p> <p>Comment As indicted in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey.</p> <p>Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments.</p> <p>Recommendation</p> <p>Supported</p>
<p>4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)</p>		
<ul style="list-style-type: none"> • Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers. • These surveys provide valuable data on the performance of local governments. 	<ul style="list-style-type: none"> • It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey. • Results would be required to be reported publicly at a council meeting and published on 	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>the local government’s website.</p> <ul style="list-style-type: none"> All local governments would be required to publish a response to the results. 	
4.3 Introduction of Preferential Voting		
<ul style="list-style-type: none"> The current voting method for local government elections is first past the post. The existing first-past-the-post does not allow for electors to express more than one preference. The candidate with the most votes wins, even if that candidate does not have a majority. Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice. 	<ul style="list-style-type: none"> Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections. In preferential voting, voters number candidates in order of their preferences. Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect. All other states use a form of preferential voting for local government. 	<p><u>Current Local Government Position</u></p> <p>Item 4.3 <u>does not align</u> with Advocacy Position 2.5.1 – ‘First Past the Post voting system’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> Four year terms with a two year spill Greater participation in Local Government elections The option to hold elections through: <ul style="list-style-type: none"> Online voting Postal voting, and In-person voting Voting at Local Government elections to be voluntary The first past the post method of counting votes <p>Comment</p> <p>It should be noted that the sector’s advocacy against compulsory voting and “All in All out” 4 year terms has been successful and these items are not included in the reform proposals.</p> <p>The introduction of preferential voting will be a return to the system of voting prior to the <i>Local Government Act 1995</i>. The Local Government Advisory Board reported on voting systems in 2006 (<i>Local Government Structural Reform in Western Australia: Ensuring the Future Sustainability of Communities</i>) and provided the following comments in support of both first past</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>the post voting and preferential voting: <i>'Comments in support of retaining first past the post include:</i></p> <ul style="list-style-type: none"> • <i>Quick to count. Preferential voting is time consuming to count.</i> • <i>Easily understood.</i> • <i>Removes politics out of campaigning. Preferential will encourage alliances formed for the distribution of preferences and party politics into local government.</i> • <i>Preferential voting allows election rigging through alliances or 'dummy' candidates.</i> • <i>In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.'</i> <p><i>'Comments in support of replacing first past the post include:</i></p> <ul style="list-style-type: none"> • <i>Preferential voting is more democratic and removes an area of confusion.</i> • <i>Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</i> • <i>Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</i> • <i>FPP does not adequately reflect the wishes of electors when there are three candidates or more.</i> • <i>FPP is unsuitable when there is more than one vacancy.</i> • <i>Allows for a greater representation from a range of interest groups and prevents domination of elections by mainstream party politics.'</i> <p>The Sector supports first past the post voting for</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>its simplicity and fundamental apolitical nature, therefore the proposed reforms are not supported. Feedback is sought to ensure the advocacy position for first past the post elections remains the preferred option.</p> <p>Recommendation Not currently supported - Local Government feedback requested</p>
<p>4.4 Public Vote to Elect the Mayor and President</p>		
<ul style="list-style-type: none"> • The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> ○ by the electors of the district through a public vote; or ○ by the council as a resolution at a council meeting. 	<ul style="list-style-type: none"> • Mayors and Presidents of all local governments perform an important public leadership role within their local communities. • Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4. • Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system. • A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham. 	<p><u>Current Local Government Position</u></p> <p>Item 4.4 does not align with Advocacy Position 2.5.2 - 'Election of Mayors and Presidents be at the discretion of Local Government.'</p> <p><i>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</i></p> <p>Comment</p> <p>There are 43 Band 1 and 2 Local Governments with 22 popularly electing the Mayor or President: Band 1 - 15 Band 2 - 7</p> <p>The remaining 21 Local Governments have a Council-elected Mayor or President. The cited examples of the City of Rockingham and City of Stirling electors determining by referendum to change the process for electing the Mayor are examples of the current system working as</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>intended. There is no evidence of elector support for uniform direct election of Mayors.</p> <p>Recommendation</p> <p>Not currently supported - Local Government feedback requested</p>
4.5 Tiered Limits on the Number of Councillors		
<ul style="list-style-type: none"> • The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister. • The Panel Report recommended electoral reforms to improve representativeness. 	<ul style="list-style-type: none"> • It is proposed to limit the number of councillors based on the population of the entire local government. • Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers. • The Local Government Panel Report proposed: <ul style="list-style-type: none"> ○ For a population of up to 5,000 – five councillors (including the President) ○ population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President) ○ population of above 75,000 – nine to fifteen councillors (including Mayor). 	<p><u>Current Local Government Position</u></p> <p>Item 4.5 does not align with Advocacy Position 2.5.1 – ‘<i>Councils consist of between six and 15 (including the Mayor/President)</i>’</p> <p><i>Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)</i></p> <p>Comment</p> <p>The proposed reform to restrict Local Governments with populations under 5,000 to 5 Council Members does not reflect the varied communities of interest within this grouping. Some Local Governments are essentially regional centres such as the Shires of Katanning (9), Dandaragan (9), Merredin (9), Moora (9) and Northampton (9) (current Councillor numbers bracketed). Local Governments such as the Shire of Ngaanyatjarraku (9) manage substantial land areas, manage isolated communities such as the Shire of Meekatharra (7) and culturally diverse communities such as the Shire of Christmas Island (9). Some Local Governments with populations up to 5,000 warrant a greater</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>number of Councillors to effectively share the representative role that Council Members play within their communities.</p> <p>The additional proposed reforms in population categories over 5,000 generally reflect the current Councillor numbers.</p> <p>Recommendation</p> <p>Recommend 5 to 7 Council Members for populations up to 5,000 and support the remaining proposed reforms.</p>
4.6 No Wards for Small Councils (Band 3 and 4 Councils only)		
<ul style="list-style-type: none"> • A local government can make an application to be divided into wards, with councillors elected to those wards. • Only about 10% of band 3 and 4 local governments currently have wards. 	<ul style="list-style-type: none"> • It is proposed that the use of wards for councils in bands 3 and 4 is abolished. • Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election. • In smaller local governments, the population of wards can be very small. • These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes. • There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards. 	<p><u>Current Local Government Position</u></p> <p>There are no advocacy positions in relation to Items 4.6, 4.7, 4.8 or 4.9.</p> <p>Comment</p> <p>The proposed reform to discontinue wards in Band 3 and 4 Local Governments brings alignment with the majority and provides that affected Local Governments will no longer have to conduct 8 year ward reviews or make representation to the Local Government Advisory Board to revert to a no wards system.</p> <p>Remaining proposed reforms will improve and clarify election processes.</p> <p>Recommendation</p> <p>Supported</p>

4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility

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| <ul style="list-style-type: none">• A person with a lease in a local government district is eligible to nominate as a candidate in that district.• A person with a lease in a local government district is eligible to apply to vote in that district.• The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors. | <ul style="list-style-type: none">• Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.• The City of Perth Inquiry Report identified sham leases as an issue.• Electoral rules are proposed to be strengthened:<ul style="list-style-type: none">○ A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council.○ Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address.○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council.• The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases.• The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors. |
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As above

4.8 Reform of Candidate Profiles

<ul style="list-style-type: none"> • Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words. 	<ul style="list-style-type: none"> • Further work will be undertaken to evaluate how longer candidate profiles could be accommodated. • Longer candidate profiles would provide more information to electors, potentially through publishing profiles online. • It is important to have sufficient information available to assist electors make informed decisions when casting their vote. 	As above
4.9 Minor Other Electoral Reforms		
<ul style="list-style-type: none"> • Other minor reforms are proposed to improve local government elections. 	<ul style="list-style-type: none"> • Minor other electoral reforms are proposed to include: <ul style="list-style-type: none"> ○ The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required) ○ The introduction of more specific rules concerning local government council candidates' use of electoral rolls. 	As above

Theme 5: Clear Roles and Responsibilities

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
5.1 Introduce Principles in the Act		
<ul style="list-style-type: none"> • The Act does not currently outline specific principles. • The Act contains a short "Content and Intent" section only. • The Panel Report recommended greater articulation of principles 	<ul style="list-style-type: none"> • It is proposed to include new principles in the Act, including: <ul style="list-style-type: none"> ○ The recognition of Aboriginal Western Australians ○ Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal) 	<p><u>Current Local Government Position</u> Item 5.1 <u>generally aligns</u> with Advocacy Position 2.6 - Legislative Intent <i>Provide flexible, principles-based legislative framework.</i></p> <p>Recommendation</p> <p>Supported</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> ○ Community Engagement ○ Financial Management. 	
5.2 Greater Role Clarity		
<ul style="list-style-type: none"> • The Act provides for the role of council, councillor, mayor or president and CEO. • The role of the council is to: <ul style="list-style-type: none"> ○ govern the local government’s affairs ○ be responsible for the performance of the local government’s functions. 	<ul style="list-style-type: none"> • The Local Government Act Review Panel recommended that roles and responsibilities of elected members and senior staff be better defined in law. • It is proposed that these roles and responsibilities are further defined in the legislation. • These proposed roles will be open to further consultation and input. • These roles would be further strengthened through Council Communications Agreements (see item 5.3). 	<p><u>Current Local Government Position</u></p> <p>Item 5.2 aligns with Advocacy Position 2.6.36 - ‘Roles and Responsibilities’</p> <p><i>That clarification of roles and responsibilities for Mayors/ Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</i></p> <p>Recommendation</p> <p>Supported</p>
	<p>5.2.1 - Mayor or President Role</p> <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> ○ Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council ○ Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act ○ Developing and maintaining professional working relationships between councillors 	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>and the CEO</p> <ul style="list-style-type: none"> ○ Performing civic and ceremonial duties on behalf of the local government ○ Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government. 	
	<p>5.2.2 - Council Role</p> <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> ○ Making significant decisions and determining policies through democratic deliberation at council meetings ○ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council ○ Providing a safe working environment for the CEO; ○ Providing strategic direction to the CEO; ○ Monitoring and reviewing the performance of the local government. 	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>5.2.3 - Elected Member (Councillor) Role</p> <ul style="list-style-type: none"> • It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors. • While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> ○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward) ○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council ○ Applying relevant law and policy in contributing to the decision-making of the council ○ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions ○ Communicating the decisions and resolutions of council to stakeholders and the public ○ Developing and maintaining professional working relationships with all other councillors and the CEO ○ Maintaining and developing their knowledge and skills relevant to local government 	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> ○ Facilitating public engagement with local government. ● It is proposed that elected members should not be able to use their title (e.g. “Councillor”, “Mayor”, or “President”) and associated resources of their office (such as email address) unless they are performing their role in their official capacity. 	
	<p>5.2.4 - CEO Role</p> <ul style="list-style-type: none"> ● The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council. ● To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs. ● While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: <ul style="list-style-type: none"> ○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions ○ Facilitating the implementation of council decisions ○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council ○ Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council 	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> ○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3) ○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council ○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council. 	

5.3 Council Communication Agreements		
<ul style="list-style-type: none"> • The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions. • The availability of information is sometimes a source of conflict within local governments. 	<ul style="list-style-type: none"> • In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided. • It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO. • These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided. • A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election. 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 5.3.</p> <p>Comment</p> <p>The availability of information not already in the public domain to Councillors under Section 5.92 of the Act can become contentious in the absence of a clear statement in support of the function the Council Member is performing. This can place CEO's in the invidious position of ruling on the availability of a record of the Local Government, when it is also their function under Section 5.41(h) of the Act to <i>'ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law'</i>.</p> <p>Consistent availability of information motivates this proposed reform and it does not appear that</p>

		<p>individual Council Communication Agreements will be a means to that end. There is a better case for a uniform approach in the form of a regulated Agreement, in much the same way that the Communication Agreements between Ministers and agencies are based on provisions of the <i>Public Sector Management Act 1994</i>.</p> <p>Recommendation</p> <p>Support a consistent, regulated Communications Agreement.</p>
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5.4 Local Governments May Pay Superannuation Contributions for Elected Members

<ul style="list-style-type: none"> • Elected members are eligible to receive sitting fees or an annual allowance. • Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund. • Councils should be reflective and representative of the people living within the district. Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils. 	<ul style="list-style-type: none"> • It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances. • Superannuation is widely recognised as an important entitlement to provide long term financial security. • Other states have already moved to allow councils to make superannuation contributions for councillors. • Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people. • Providing superannuation to councillors recognises that the commitment to elected office can reduce a person’s opportunity to undertake employment and earn superannuation contributions. 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 5.4.</p> <p>Comment</p> <p>WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments varied. The proposed discretionary approach will permit Local Governments to exercise general competence powers to make their own determination on paying superannuation to Council Members.</p> <p>Recommendation</p> <p>Supported</p>
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5.5 Local Governments May Establish Education Allowances

- Local government elected members must complete mandatory training.
- There is no specific allowance for undertaking further education.

- Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council.
- Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members.
- Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government.
- Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors.

Current Local Government Position

Item 5.5 **generally aligns** with Advocacy Position 2.8 - Elected Member Training

Support Local Governments being required to establish an Elected Member Training Policy to encourage training and include budgetary provision of funding for Elected Members;

Comment

The proposal augments recent Act amendments that require Local Governments to adopt a professional development policy for Council Members. Many Local Governments now budget for training requirements that align with the policy statement.

Recommendation

Supported

5.6 Standardised Election Caretaker period

- There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures.
- This is commonly a point of public confusion.
- A statewide caretaker period for local governments is proposed.
- All local governments across the State would have the same clearly defined election period, during which:
 - Councils do not make major decisions with criteria to be developed defining 'major'
 - Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities.
 - There are consistent election conduct rules for all candidates.

Current Local Government Position

There is no advocacy position in relation to Item 5.6

Comment

WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no known instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions.

Recommendation

Supported

5.7 Remove WALGA from the Act		
<ul style="list-style-type: none"> The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>. The Local Government Panel Report and the Select Committee Report included this recommendation. 	<ul style="list-style-type: none"> The Local Government Panel Report recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>. Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 5.7.</p> <p>Comment WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector.</p> <p>Recommendation</p> <p>WALGA to undertake its due diligence on this proposal and advise the sector accordingly.</p>

5.8 CEO Recruitment		
<ul style="list-style-type: none"> Recent amendments introduced provisions to standardise CEO recruitment. The recruitment of a CEO is a very important decision by a local government. 	<ul style="list-style-type: none"> It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels. Councils will be able to select an independent person from the approved list. Councils will still be able to appoint people outside of the panel with the approval of the Inspector. 	<p><u>Current Local Government Position</u> There is no advocacy position in relation to Item 5.8.</p> <p>Comment The proposed reform augments the CEO Standards in relation to recruitment introduced in February 2021.</p> <p>Recommendation Supported</p>

Theme 6: Improved Financial Management and Reporting

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.1 Model Financial Statements and Tiered Financial Reporting		
<ul style="list-style-type: none"> The financial statements published in the Annual Report is the main financial reporting currently published by local governments. Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity. The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local governments, or that is a duplicate of other published information. 	<ul style="list-style-type: none"> The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government. It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects. Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments. The Office of the Auditor General has identified opportunities to improve financial 	<p><u>Current Local Government Position</u></p> <p>Items 6.1 and 6.2 generally align with Advocacy Position 2.6 – Support a size and scale compliance regime and Advocacy Position 2.6.24 – Financial Management and Procurement.</p> <p><i>The Local Government sector:</i></p> <ol style="list-style-type: none"> 1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General. 2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General.

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>reporting, to make statements clearer, and reduce unnecessary complexity.</p> <ul style="list-style-type: none"> • Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments. • It is proposed to establish standard templates for Annual Financial Statements for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4. • Online Registers, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments. • Simpler Strategic and Financial Planning (item 6.2) would also improve the budgeting process. 	<p>Comment</p> <p>The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996.</p> <p>Recommendation</p> <p>Supported</p>
6.2 Simplify Strategic and Financial Planning		
<ul style="list-style-type: none"> • Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations. • There is also the Integrated Planning and Reporting (IPR) framework. • While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments. 	<ul style="list-style-type: none"> • Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making. • The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public. • In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning 	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>and reporting clearer and simpler, providing greater transparency for ratepayers.</p> <ul style="list-style-type: none"> • Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments. • It is proposed that the plans that are required are: <ul style="list-style-type: none"> ○ Simplified Council Plans that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC ○ Simplified Asset Management Plans to consistently forecast costs of maintaining the local government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape ○ Simplified Long Term Financial Plans will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years ○ A new Rates and Revenue Policy (see item 6.3) that identifies the approximate value of rates that will need to be collected 	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)</p> <ul style="list-style-type: none"> ○ The use of simple, one-page Service Proposals and Project Proposals that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become Service Plans and Project Plans added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments. 	
6.3 Rates and Revenue Policy		
<ul style="list-style-type: none"> • Local governments are not required to have a rates and revenue policy. • Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for the repair of infrastructure. 	<ul style="list-style-type: none"> • The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure. • A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services. • The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs. • A template would be published for use or adaption by all local governments. • The Local Government Panel Report included this recommendation. 	<p><u>Current Local Government Position</u></p> <p>Item 6.3 generally aligns with Advocacy Position 2.1.6 - Rate Setting and WALGA's Rate Setting Policy Statement.</p> <p><i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness and capacity to pay.</i></p> <p>Recommendation</p> <p>Supported</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.4 Monthly Reporting of Credit Card Statements		
<ul style="list-style-type: none"> No legislative requirement. Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds. 	<ul style="list-style-type: none"> The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis. This provides oversight of incidental local government spending. 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 6.4.</p> <p>Comment This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of accounts paid.</p> <p>Recommendation</p> <p>Supported</p>
6.5 Amended Financial Ratios		
<ul style="list-style-type: none"> Local governments are required to report seven ratios in their annual financial statements. These are reported on the MyCouncil website. These ratios are intended to provide an indication of the financial health of every local government. 	<ul style="list-style-type: none"> Financial ratios will be reviewed in detail, building on work already underway by the DLGSC. The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful. 	<p><u>Current Local Government Position</u></p> <p>Item 6.5 <u>aligns</u> with Advocacy Position 2.6.25 - Review and reduce financial ratios.</p> <p><i>Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the following ratios:</i></p> <ol style="list-style-type: none"> Operating Surplus Ratio, Net Financial Liabilities Ratio, Debt Service Coverage Ratio, and Current Ratio. <p>Recommendation</p> <p>Supported</p>
6.6 Audit Committees		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members. The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act. The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management. 	<ul style="list-style-type: none"> To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government. Audit Committees would also need to consider proactive risk management. To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees. The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson. 	<p><u>Current Local Government Position</u></p> <p>Item 6.6 <u>does not align</u> with Advocacy Position 2.2.4 – Accountability and Audit <i>That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.</i></p> <p>Comment The Sector's view is well established, that the Council must maintain, and be seen by the community to have, majority involvement and investment in the purpose of an Audit Committee. There is sector support for some independent members on the Audit Committee, however not a majority.</p> <p>The dual effect of the proposed reform is to guarantee a place for a majority of independent persons on Audit Committees, with the additional requirement that an independent person Chair this Committee. Presently, not all Local Government Audit Committees are able to include an independent person. This may be for a variety of reasons not least of which is a lack of suitable, available candidates with the required qualification, skill and experience.</p> <p>It would be counter-productive if the proposed reforms led to the appointment of unsuitable independent persons to a skills-based role. The concept of Regional Audit Committees has apparent merit in this case but there is no detail regarding practicalities; for example, is the Regional Audit Committee intended to include the same independent persons who will meet</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>separately with each Local Government within the region?</p> <p>There is too little certainty that the imperative question of appropriate representation will be managed as a consequence of the proposed reforms for it to be supported.</p> <p>The proposal for the Audit Committees to also consider proactive risk management is supported.</p> <p>Recommendation</p> <ol style="list-style-type: none"> 1. Do not support majority independent members of the Audit Committee 2. Support Audit Committees of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.
6.7 Building Upgrade Finance		
<ul style="list-style-type: none"> • The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements. • This is not currently provided for under the Act. • The Local Government Panel Report included this recommendation. 	<ul style="list-style-type: none"> • Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures. • This would allow local governments to lend funds to improve buildings within their district. • Limits and checks and balances would be established to ensure that financial risks are proactively managed. 	<p><u>Current Local Government Position</u></p> <p>Item 6.7 aligns with Advocacy Position 2.6.26 - Building Upgrade Finance.</p> <p><i>The Local Government Act 1995 should be amended to enable a Building Upgrade Finance mechanism in Western Australia.</i></p> <p>Comment</p> <p>Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.</p> <p>Recommendation</p> <p>Supported</p>
<p>6.8 Cost of Waste Service to be Specified on Rates Notices</p>		
<ul style="list-style-type: none"> • No requirement for separation of waste charges on rates notice. • Disclosure will increase ratepayer awareness of waste costs. • The Review Panel Report included this recommendation. 	<ul style="list-style-type: none"> • It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service). • This would provide transparency and awareness of costs for ratepayers. 	<p><u>Current Local Government Position</u></p> <p>There is no advocacy position in relation to Item 6.8.</p> <p>Comment</p> <p>This proposed reform will require a relatively simple calculation,</p> <p>Recommendation</p> <p>Supported</p>

ATTACHMENT – AGENDA ITEM 8.2.2
Schedule of Accounts for November 2021

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
3011	BANKFEES - BANK FEES BANK FEES MERCHANT FEE		251.16
3011	BANKFEES - BANK FEES BANK FEES FOR NOVEMBER 2021		78.40
11100	Stephen Cummins NDHS - Academic Award 2021		300.00
EFT15069	Colestan Electrics Admin Office - replace 27 LED 40W battens		3,547.23
EFT15070	Dormakaba Australia Pty Ltd Admin - Diagnose and repair automatic entrance doors		1,627.56
EFT15071	GJ & WJ Wilson & Sons Stock pile 10000 m3 gravel		11,000.00
EFT15072	Hersey's Safety Pty Ltd Sunscreen with insect repellent		237.60
EFT15073	Initial Additional sanitary products/ services		5,234.79
EFT15074	P M Services Narembeen Waste Transfer Station Management Fees October 2021		2,592.00
EFT15075	Prestige Lock Service Salto KS System Subscription - annual		494.25
EFT15076	SMEC Australia PTY LTD RFO Q1/2021 Engineering and Technical Services - Progress claim 13		39,445.73
EFT15077	Team Digital CRC - Stationery for custom orders		114.00
EFT15078	The Workwear Group Pty Ltd Staff Uniform		48.00
EFT15079	Town Planning Innovations General Planning Services - October 2021		165.00
EFT15080	Western Power Networks Remove and replace poles - Latham and Longhurst st		32,912.00
EFT15081	A-Team Printing CRC - 500x Shire of NB - B4 Envelopes		818.40
EFT15082	AFGRI Equipment Australia Pty Ltd Depot - parts for plant maintenance		227.64
EFT15083	Accwest Pty Ltd Financial Consultancy		1,716.00
EFT15084	Active Games & Entertainment Deposit - CRC - Event equipment hire		1,125.00
EFT15085	Ampac Debt Recovery (WA) Pty Ltd AMPAC - Commission and costs - October 2021		410.41
EFT15086	Australian Services Union Payroll deductions		49.80
EFT15087	Boc Gases Depot - materials for workshop		51.17
EFT15088	It Vision Australia Pty Ltd Payroll consulting service		4,467.95
EFT15089	Narembeen Hardware And Ag Supplies Pty Ltd CRC - Materials - Children's Week Event		8.90
EFT15090	Narembeen Spraying Service Skeleton Weed - Fire Fighting Unit		2,750.00
EFT15091	Ness Gas Supplies 8 Cheetham Way - Supply and deliver gas bottle		160.00

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT15092	Repro a division of GPC Asia Pacific Pty Ltd Depot - parts for plant maintenance		1,472.00
EFT15093	Ron Bateman And Co Depot - parts for plant maintenance		712.55
EFT15094	Star Track Express Depot - delivery fees		35.11
EFT15095	T - Quip Depot - parts for plant maintenance		165.55
EFT15096	The Workwear Group Pty Ltd Staff Uniform - Works, Gardens, Cleaners		3,565.25
EFT15097	Trustee for J & S Baldwin Trust Depot - tyre repair		195.00
EFT15098	WALGA Council Election 2021 Advertising		2,970.00
EFT15099	Willway Plumbing and Gas Caravan Park - plumbing repairs		418.00
EFT15100	Building and Energy Department of Mines,industry regulation and safety BA21-08 MILANNA HOLDINGS BSL		624.38
EFT15101	Narembeen Shire Council BA21-09 - GILMORE BSL		10.00
EFT15102	CBUS Super Superannuation contributions		107.45
EFT15103	Alan Wright Councillor sitting and travel fee June to September 2021		560.00
EFT15104	Aust Post Postage charges - October 2021		203.43
EFT15105	Australian Services Union Payroll deductions		49.80
EFT15106	Avon Waste Rubbish Collection services - October 2021		14,555.28
EFT15107	Civic Legal Legal advice - HR matter		16,357.66
EFT15108	Clinicare PCY Narembeen Staff - flu vaccinations		29.95
EFT15109	Dr Peter & Lucy Lines Councillor sitting fees June - October 2021		560.00
EFT15110	EASTERN DISTRICTS PANEL BEATERS Plant maintenance - supply and RHR door belt mould		214.50
EFT15111	Irving Holdings WA Fuel purchases - October 2021		738.97
EFT15112	Liberty Oil Rural Pty Ltd Depot - fuel - 19000 litres shire depot		33,591.50
EFT15113	Materials Consultants Pty Ltd Geotech - Narembeen Kondinin Road SLK10.2-13.2 and 14-16		32,103.94
EFT15114	Narembeen Historical Society Insurance payment - Tourist Information Board - South Kumminin		472.90
EFT15115	P M Services Narembeen Waste Transfer Station Management Fees October/ November 2021		2,592.00
EFT15116	Qbit Trading Company Pty Ltd Admin - IT - 6monthly onsite health check		96.25
EFT15117	Regina Deluis Councillor sitting and travel fees June - August 2021		280.00

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT15118	Rhonda Cole Councillor sitting and travel fees June - October 2021		3,833.00
EFT15119	Ross McLoughlin Island and Power Pole Marking by Licensed Surveyor		1,320.00
EFT15120	Rural Water Council Of WA Inc Membership Subscription - 2021		300.00
EFT15121	State Wide Turf Supplies Town Oval - Supply and deliver fertiliser programe		23,210.00
EFT15122	The Lines Family Trust T/As Narembeen Medical Centre Pre employment medical		260.00
EFT15123	WA Contract Ranger Services Contract Ranger Services October and November 2021		1,075.25
EFT15124	WA Distributors Pty Ltd Cleaning supplies		563.45
EFT15125	Wheatbelt Liquid Waste Pump septic tanks at the shire depot		528.00
EFT15126	Willway Plumbing and Gas Apex Park - plumbing repairs		242.00
EFT15127	A-Team Printing CRC - 1x Driver Log Book - Duplicate - Airlie Transport		108.00
EFT15128	Australian Taxation Office FBT 2021-2022		1,081.28
EFT15129	Busselton City Construction Pty Ltd Maintenance - Gutter Cleaning Community Precinct		748.00
EFT15130	Combined Pest Control WA Pest Control Spraying of 21 Northmore Street		267.30
EFT15131	Copier Support Admin Office printing charges Spetember to November 2021		1,861.02
EFT15132	Keen Bros (WA) Pty Ltd CRC - courses - MC Truck Licence Course Nov 2021		12,950.00
EFT15133	Local Community Insurance Services CRC - Public and Products Liability Insurance - policy ATA035457PLB		687.50
EFT15134	Moore Australia (WA) Pty Ltd Training - GST Course - Finance Officer		825.00
EFT15135	Mt Walker Sports Club INC Community Benefit Grant - Roll on 2022 Rukus		1,500.00
EFT15136	NORTHBRIDGE ENTERPRISES UNIT TRUST Trading asBBC ENTERTAINMENT Entertainment Seniors Luncheon - Tue, 16 Nov Diamond & Minelli Show		2,090.00
EFT15137	Narembeen Engineering & Steel Depot - parts for workshop stock		165.70
EFT15138	Narembeen Hair and Beauty Catering - Seniors Luncheon 16 November 2021		3,016.00
EFT15139	Narembeen P & C Association Catering - November 2021 Council Meeting		610.00
EFT15140	Reality Landscapes RFT02/2021 - Upgrade Narembeen Apex Park - progress claim 2		132,180.00
EFT15141	Repcos a division of GPC Asia Pacific Pty Ltd Depot - tools for plant maintenance		239.20
EFT15142	Ross Diesel Service Depot - parts for palnt maintenance		2,732.32
EFT15143	Sheridans For Badges Name Badges for new Councillors		262.41

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT15144	Stephen Carrick Architects Professional Fees - Heritage Architectural Services - Narembeen Public Hall Restoration as per		30,022.00
EFT15145	Team Digital CRC - Epson GAMUTCANVAS Matte Paper		163.50
EFT15146	The Narembeen Cafe Catering - SCP workshop		246.00
EFT15147	WA Contract Ranger Services Contract Ranger Services November 2021		537.62
EFT15148	WA Distributors Pty Ltd 10kg Lollies for Santa Lollybags for Christmas Community Party		63.05
EFT15149	Wheatbelt Office and Business Machines CRC - Printing charges 15/10 - 8/11/2021		178.75
EFT15150	Willway Plumbing and Gas Narembeen Town Hall - Inspection of ground water connections		396.00
EFT15151	Wurth Australia Pty Ltd Depot - parts and materials for plant maintenance		453.26
EFT15152	York Community Resource Centre Inc. New Leader Program 2-day course - CRC Coordinator Attendance		870.00
DD11221.1	Synergy - Western Power Power Charges November 2021		3,133.48
DD11221.2	Synergy - Western Power Power Charges November 2021		532.39
DD11221.3	Synergy - Western Power Power Charges November 2021		591.53
DD11221.4	Synergy - Western Power Power Charges November 2021		873.67
DD11221.5	Telstra CRC - phone charges October 2021		241.01
DD11221.6	Commander Australia Pty Ltd Admin - phone system usage and service charges		68.51
DD11221.7	Power ICT Pty Ltd Admin - phone system - messages on hold service		75.90
DD11230.1	Australian Super Superannuation contributions		880.04
DD11230.2	Hostplus Superannuation contributions		1,272.71
DD11230.3	Aware Super Payroll deductions		9,052.52
DD11230.4	Laird SMSF Pty Ltd Superannuation contributions		618.31
DD11230.5	ANZ Smart Choice Super Superannuation contributions		385.49
DD11230.6	BT Super for Life Superannuation contributions		537.48
DD11230.7	Prime Superannuation Fund Superannuation contributions		190.27
DD11247.1	Australian Super Superannuation contributions		900.15
DD11247.2	Aware Super Superannuation contributions		9,384.77
DD11247.3	Hostplus Superannuation contributions		1,272.71
	Laird SMSF Pty Ltd		

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
DD11247.4	Laird SMSF Pty Ltd Superannuation contributions		618.31
DD11247.5	ANZ Smart Choice Super Superannuation contributions		384.08
DD11247.6	BT Super for Life Superannuation contributions		537.48
DD11247.7	Prime Superannuation Fund Superannuation contributions		190.92
DD11247.8	CBUS Super Superannuation contributions		82.63
DD11247.9	The Tudor Superannuation Fund Wogarl Pastoral Company Pty Ltd Superannuation contributions		168.00
DD11248.1	Synergy - Western Power Power Charges - November 2021		256.03
DD11248.2	Synergy - Western Power Power Charges - November 2021		1,186.55
DD11248.3	Synergy - Western Power Power Charges - November 2021		665.38
DD11248.4	Synergy - Western Power Power charges - November 2021		114.50
DD11248.5	Synergy - Western Power Power charges - November 2021		3,292.27
DD11248.6	Synergy - Western Power Power charges - November 2021		532.39
DD11248.7	Synergy - Western Power Power charges - November 2021		591.53
DD11248.8	Synergy - Western Power Power charges - November 2021		873.67
DD11248.9	Synergy - Western Power Power charges - November 2021		3,133.48
DD11249.1	Bankwest Credit Card payments 14 September - 13 October 2021		18,166.77
DD11249.2	Telstra Phone charges - November 2021		2,489.84
DD11249.3	Telstra CRC - phone charges		238.41
DD11249.4	Commander Australia Pty Ltd Admin - Usage and service charges		68.51
DD11249.5	Power ICT Pty Ltd Admin - messages on hold service		75.90
DD11249.6	HBF HBF - Health - Works Manager as per Contract of Employment		453.18
DD11249.7	HBF HBF - Health - EMCS as per Contract of Employment		159.45

SHIRE OF NAREMBEEN
Creditors Payments - November 2021

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
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REPORT TOTALS

Bank Code	Bank Name	TOTAL
MUNI	Municipal 5347926	511,755.91
TRUST	Trust 5347934	634.38
TOTAL		512,390.29



Credit Card Purchases 14 October - 12 November 2021

CEO

Date	Account Code	Store	Description	Amount
14/10/2021	4211150.000	Landgate	CEO - Certificate of Title	\$ 299.20
17/10/2021	PE114	BP	CEO - Fuel	\$ 75.17
22/10/2021	PE114	Corrigin Roadhouse	CEO - Fuel	\$ 59.66
28/10/2021	PE114	Narembeen Roadhouse	CEO - Fuel	\$ 77.54
1/11/2021	PE114	BP	CEO - Fuel	\$ 72.38
3/11/2021	111511020.242	Water Corporation	CEO - Lot 4 Longhurst St	\$ 29.43
7/11/2021	PE114	AMPOL	CEO - Fuel	\$ 81.10
8/11/2021	4211150.000	Blue Snap Monday	CEO - annual subscription online project management	\$ 435.60
11/11/2021	PE114	Narembeen Roadhouse	CEO - Fuel	\$ 64.98
TOTAL CEO CREDIT CARD PAYMENTS				\$ 1,195.06

EMCS

Date	Account Code	Store	Description	Amount
14/10/2021	111311220	Narembeen Hardware	EMCS - materials for Parks and Gardens	\$ 117.61
14/10/2021	14115000	Narembeen Workers Hotel	EMCS - refreshments - LG elections	\$ 509.00
14/10/2021	14115000	Narembeen Workers Hotel	EMCS - refreshments - Council	\$ 450.00
18/10/2021	142111500	Roses Only	EMCS - gift for payroll assistance	\$ 89.90
19/10/2021	114311010	Local Governments Professionals	EMCS - staff training	\$ 220.00
19/10/2021	114311010	Shire of Narembeen	EMCS - Works crew MDL renewal per EBA	\$ 44.05
20/10/2021	14115000	Dan Murphy's	EMCS - refreshments - Council	\$ 485.88
21/10/2021	PE1303	Puma	EMCS - fuel	\$ 74.71
22/10/2021	142111500	Water Corporation	EMCS - Repair service - meter damage by grader	\$ 297.45
26/10/2021	111211020	Water Corporation	EMCS - annual service charges - swimming pool	\$ 553.91
28/10/2021	113111020		EMCS - skeleton weed stationery (33.70)	\$ 366.65
	142111500	Officeworks	EMCS - Admin stationery	
30/10/2021	PE1303	Puma	EMCS - fuel	\$ 81.36
30/10/2021	PE1303	Magic Hand Car Wash	EMCS - car cleaning	\$ 85.00
2/11/2021	PE1303	Coles Express	EMCS - fuel	\$ 54.25

3/11/2021	114311010	Crown Perth	EMCS - accommodation - LG professionals conference	\$ 298.54
4/11/2021	114311010	Crown Metropol	EMCS - refreshments - LG professionals conference	\$ 34.41
5/11/2021	111211020	Narembeen Hardware	EMCS - materials - swimming pool	\$ 14.00
5/11/2021	142111500	Ikea	EMCS - office furniture	\$ 58.00
5/11/2021	142115000	Seek	EMCS - vacant position advertising - EDO	\$ 313.50
TOTAL EMCS CREDIT CARD PAYMENTS				\$ 4,148.22

WORKS

Date	Account Code	Store		Amount
15/10/2021	Pe130	Shire of Narembeen	Works - DoT - plate remake fee	\$ 42.40
18/10/2021	PE999	Breathalyser Sales	Works - breathalyser kits	\$ 119.90
27/10/2021	PE130	Shire of Narembeen	Works - DoT - plate change fee - retain plates	\$ 30.50
17/10/2021	PE130	Shire of Narembeen	Works - DoT - plate change fee - new backhoe	\$ 18.30
2/11/2021	PE999	Narembeen Hardware	Works - materials - Parks and Gardens	\$ 110.53
4/11/2021	PE999	Narembeen Hardware	Works - materials - Parks and Gardens	\$ 143.69
10/11/2021	PE999	Narembeen Hardware	Works - cleaning materials - Apex park BBQ	\$ 58.35
TOTAL WORKS CREDIT CARD PAYMENTS				\$ 523.67

Mechanic

Date	Account Code	Store		Amount
13/10/2021	PE1408	Narembeen Hardware	Mechanic - parts for revolving light repair	\$ 26.30
14/10/2021	PE1205	Bruce Rock Engineering	Mechanic - parts for plant repair	\$ 159.96
15/10/2021	PE130	McIntosh and Son	Mechanic - parts to repair lift ram	\$ 105.58
15/10/2021	PE182 PE999	Covs Parts	Mechanic - parts for plant maintenance Mechanic - parts for workshop stock	\$ 50.01
20/10/2021	PE1205	Bruce Rock Engineering	Mechanic - parts for plant maintenance	\$ 106.05
22/10/2021	PE999	Ebay	Mechanic - parts for Hinda trash pump repair	\$ 76.00
25/10/2021	PE1204	Narembeen Hardware	Mechanic - parts for plant repair	\$ 69.00
26/10/2021	PE130	McIntosh and Son	Mechanic - correct parts to repair lift ram	\$ 100.35
26/10/2021	PE999	Post Office	Mechanic - stationery	\$ 22.95
27/10/2021	PE130	McIntosh and Son	Mechanic - credit for incorrect parts supplied	-\$ 105.58
3/11/2021	PE999	Ebay	Mechanic - equipment for workshop	\$ 9.99
10/11/2021	2079	Narembeen IGA	Mechanic - equipment for plant repair	\$ 73.72
10/11/2021	112111800	Narembeen Hardware	Mechanic - equipment for roads works	\$ 104.40

TOTAL MECHANIC CREDIT CARD PAYMENTS **\$ 798.73**

Skeleton Weed

Date	Account Code	Store		Amount
14/10/2021	1311102	J&S Baldwin PL (Tyre Service)	Skeleton Weed - battery	\$ 150.00
18/10/2021	1311102	Narembeen Hardware	Skeleton Weed - materials	\$ 18.30
26/10/2021	1311102	Narembeen IGA	Skeleton Weed - stationery	\$ 12.45
26/10/2021	1311102	Duke of York Hotel	Skeleton Weed - conference - meal	\$ 42.00
27/10/2021	1311102	Albert Facey Motor Inn	Skeleton Weed - conference - accommodation	\$ 154.00
1/11/2021	1311102	Narembeen IGA	Skeleton Weed - batteries	\$ 5.50
1/11/2021	1311102	Narembeen IGA	Skeleton Weed - electrical	\$ 18.00
1/11/2021	1311102	Narembeen IGA	Skeleton Weed - credit for electrical purchase	-\$ 18.00
8/11/2021	1311102	Post Office Narembeen	Skeleton Weed - electrical cords	\$ 29.09
10/11/2021	1311102	J&S Baldwin PL (Tyre Service)	Skeleton Weed - replacement tyre	\$ 245.00
TOTAL SKELETON WEED CREDIT CARD PAYMENTS				\$ 656.34

CRC

Date	Account Code	Store		Amount
13/10/2021	11051650.231	Narembeen Hardware	CRC - Cleaning materials	\$ 12.40
20/10/2021	CRC7	Officeworks	CRC - materials - Children's Week event	\$ 73.00
26/10/2021	CRC7	Narembeen IGA	CRC - catering - Children's Week event	\$ 15.75
26/10/2021	CRC7	Narembeen IGA	CRC - catering - Children's Week event	\$ 78.05
27/10/2021	CRC7	Narembeen IGA	CRC - catering - Children's Week event	\$ 19.80
28/10/2021	115112100.288	Peterkin Paper	CRC - special paper	\$ 126.02
29/10/2021	CRC7	Narembeen IGA	CRC - catering - Children's Week event	\$ 15.75
29/10/2021	CRC7	Narembeen Hardware	CRC - materials - Children's Week Event (prize)	\$ 11.95
29/10/2021	CRC7	Majors Group	CRC - catering - Children's Week event	\$ 86.16
31/10/2021	CRC7	Kmart	CRC - materials - Children's Week event	\$ 58.00
31/10/2021	110511110.206	Sage Perth	CRC - accommodation - WALGA Workshop	\$ 182.00
2/11/2021	110511110.206	Holiday Inn	CRC - accommodation - WALGA Workshop	\$ 244.11
4/11/2021	110511110.206	Holiday Inn	CRC - accommodation - InDesign Workshop	\$ 358.80
8/11/2021	115112100.231	Shutterstock	CRC - image purchase	\$ 53.90
TOTAL CRC CREDIT CARD PAYMENTS				\$ 1,335.69

3/08/2021	142111500.287	Bankwest	Interest & Other Charges	\$ 14.44
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TOTAL CREDIT CARD PAYMENTS

\$ 8,672.15

**ATTACHMENT – AGENDA ITEM 8.2.3
Financial Report November 2021**

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2021

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

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These accounts are prepared with data available at the time of preparation.
As the accounts for FY21 are not yet audited, brought forward data from FY21 may change.

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method.

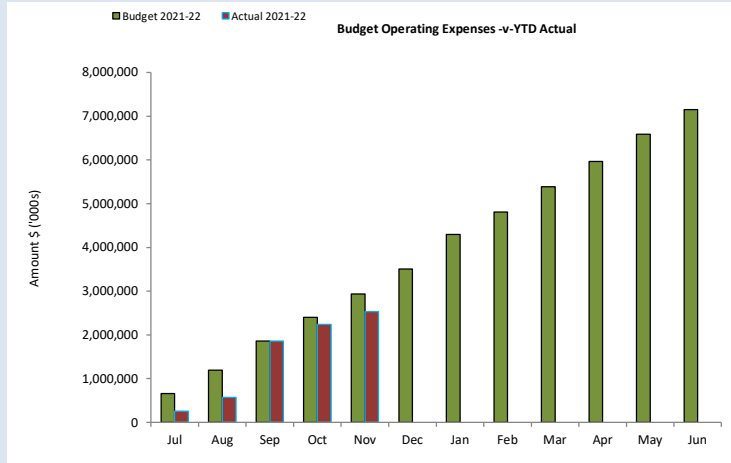
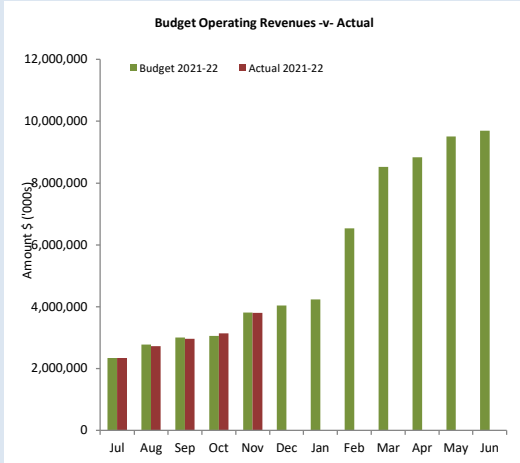
Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is

PROVISIONS

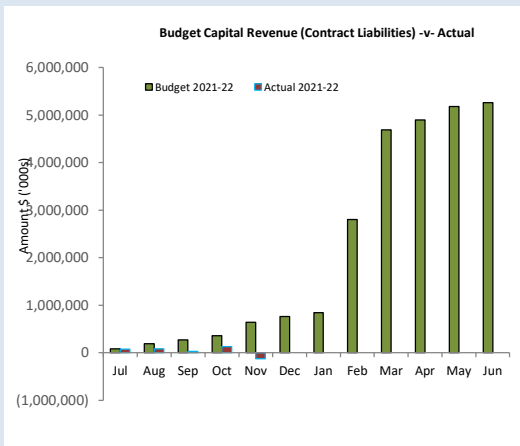
Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future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

INVENTORIES

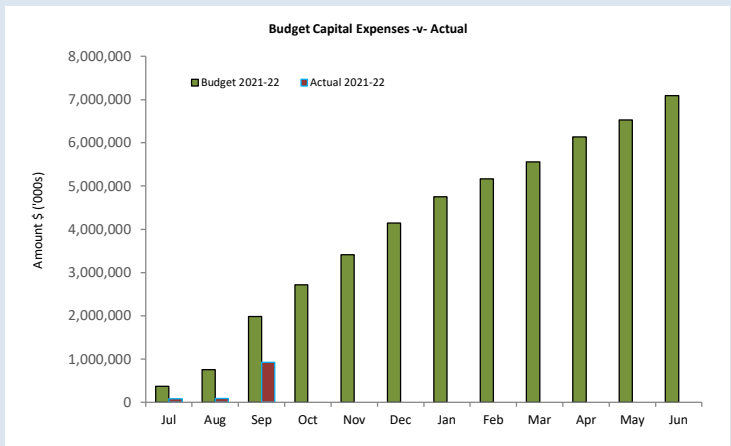
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



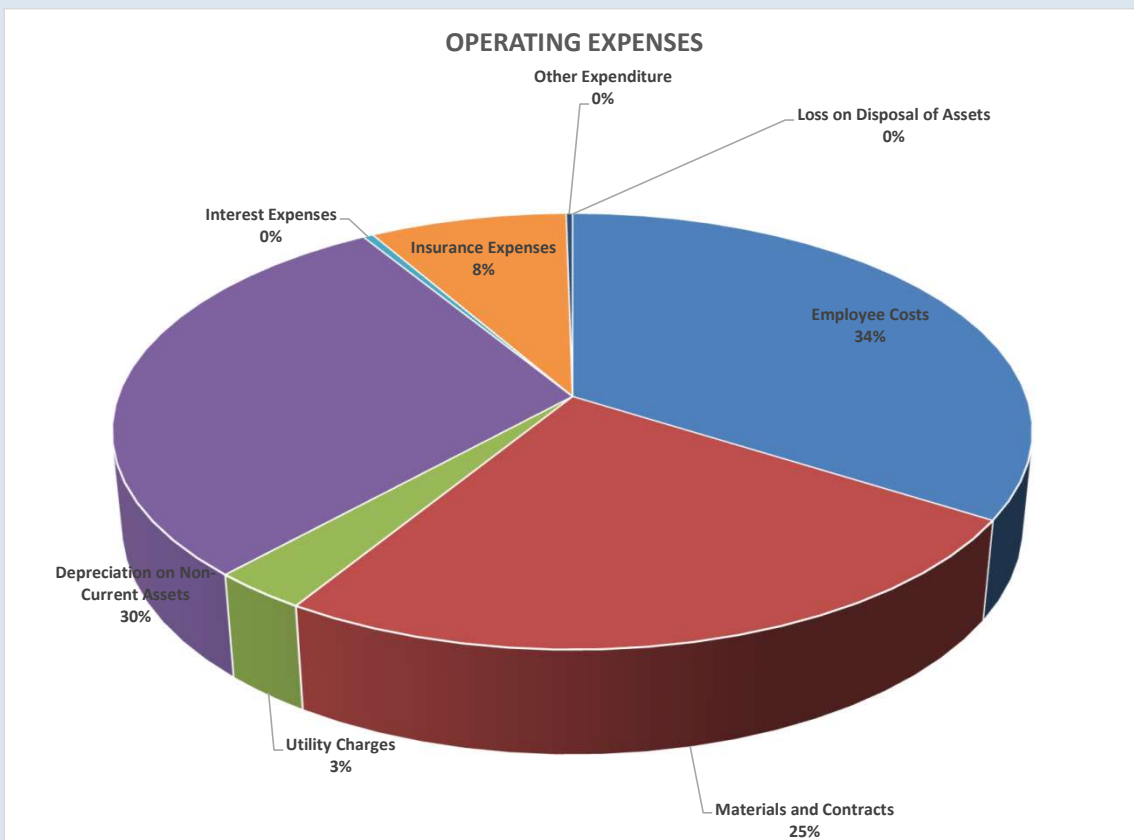
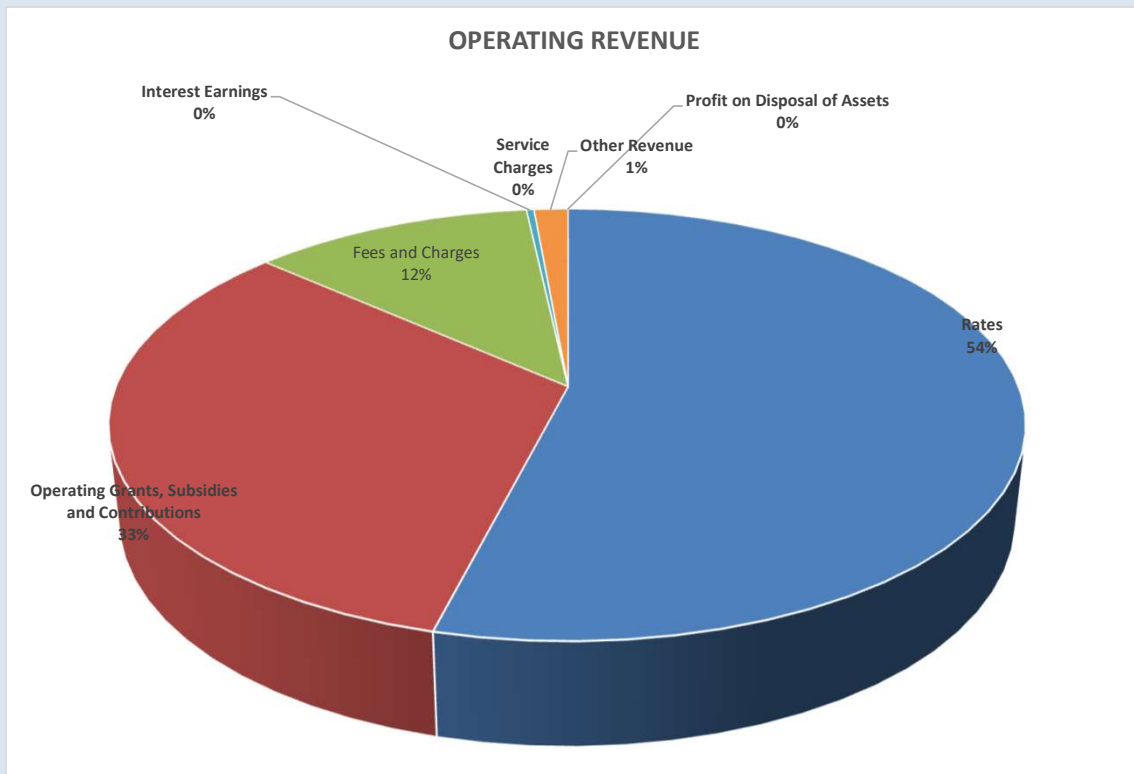
CAPITAL REVENUE



CAPITAL EXPENSES



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



STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Original Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
			\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1	2,363,237	2,363,237	2,363,237	2,430,461	67,224	3%	
Revenue from operating activities								
Governance		38,937	38,937	16,762	4,753	(12,009)	(72%)	
General Purpose Funding - All Rates		1,870,449	1,870,449	1,870,449	1,875,015	4,566	0%	
General Purpose Funding - Other		1,056,589	1,056,589	528,197	552,977	24,780	5%	
Law, Order and Public Safety		71,093	71,093	60,003	59,662	(341)	(1%)	
Health		12,691	12,691	0	1,930	1,930		
Housing		120,294	120,294	32,270	34,869	2,599	8%	
Community Amenities		341,604	341,604	210,237	264,084	53,847	26%	▲
Recreation and Culture		83,850	83,850	58,260	49,743	(8,517)	(15%)	
Transport		550,886	550,886	346,566	475,426	128,860	37%	▲
Economic Services		268,962	268,962	112,060	81,248	(30,812)	(27%)	▼
Other Property and Services		136,690	136,690	60,727	73,892	13,165	22%	▲
		4,552,045	4,552,045	3,295,531	3,473,601			
Expenditure from operating activities								
Governance		(231,829)	(231,829)	(210,078)	(317,079)	(107,001)	(51%)	▼
General Purpose Funding		(168,579)	(168,579)	(68,150)	(49,098)	19,052	28%	▲
Law, Order and Public Safety		(193,936)	(193,936)	(80,794)	(54,752)	26,042	32%	▲
Health		(184,767)	(184,767)	(70,307)	(52,784)	17,523	25%	▲
Housing		(226,672)	(226,672)	(73,550)	(59,362)	14,188	19%	▲
Community Amenities		(1,145,727)	(1,145,727)	(374,728)	(356,286)	18,442	5%	
Recreation and Culture		(1,402,106)	(1,402,106)	(539,886)	(428,105)	111,781	21%	▲
Transport		(2,970,183)	(2,970,183)	(1,237,727)	(1,024,702)	213,025	17%	▲
Economic Services		(509,424)	(509,424)	(212,891)	(170,605)	42,286	20%	▲
Other Property and Services		(111,775)	(111,775)	(67,426)	(21,340)	46,086	68%	▲
		(7,144,999)	(7,144,999)	(2,935,537)	(2,534,113)			
Operating activities excluded from budget								
Add back Depreciation		2,989,264	2,989,264	1,245,490	747,294	(498,196)	(40%)	▼
Adjust (Profit)/Loss on Asset Disposal		35,568	35,568	40,500	0	(40,500)	(100%)	▼
Non-cash amounts excluded from operating activities								
		3,024,832	3,024,832	1,285,990	747,294			
Amount attributable to operating activities		431,878	431,878	1,645,984	1,686,782			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	6	5,261,461	5,261,461	638,746	120,116	(518,630)	(81%)	▼
Proceeds from Disposal of Assets		721,664	721,664	0	82,351	82,351		▲
Capital Acquisitions	5	(7,587,854)	(7,587,854)	(2,311,243)	(926,215)	1,385,028	60%	▲
Amount attributable to investing activities		(1,604,729)	(1,604,729)	(1,672,497)	(723,748)			
Financing Activities								
Self-Supporting Loan Principal		15,264	15,264	5,671	5,671	0	0%	
Transfer from Reserves		0	0	0	0	0		
Repayment of Debentures		(86,671)	(86,671)	(40,921)	(40,921)	0	0%	
Transfer to Reserves		(1,118,979)	(1,118,979)	0	0	0		
Amount attributable to financing activities		(1,190,386)	(1,190,386)	(35,250)	(35,250)			
Closing Funding Surplus(Deficit)	1	0	0	2,301,474	3,358,245			

KEY INFORMATION

explanation of the reasons for the variance.

threshold. Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021/22 year is \$25,000 or 10% whichever is the greater.

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

BY NATURE OR TYPE

	Ref Note	Original budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
			\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1	2,363,237	2,363,237	2,363,237	2,430,461	67,224	3%	
Revenue from operating activities								
Rates		1,870,449	1,870,449	1,870,449	1,875,015	4,566	0%	
Operating Grants, Subsidies and Contributions	6	1,930,587	1,930,587	1,005,153	1,131,806	126,653	13%	▲
Fees and Charges		570,098	570,098	331,700	406,568	74,868	23%	▲
Interest Earnings		43,059	43,059	20,785	10,954	(9,831)	(47%)	
Other Revenue		74,885	74,885	60,000	49,258	(10,743)	(18%)	
Profit on Disposal of Assets		62,968	62,968	7,444	0			
		4,552,045	4,552,045	3,295,531	3,473,601			
Expenditure from operating activities								
Employee Costs		(2,030,431)	(2,030,431)	(843,465)	(860,554)	(17,089)	(2%)	
Materials and Contracts		(1,474,803)	(1,474,803)	(479,219)	(629,679)	(150,460)	(31%)	▼
Utility Charges		(251,750)	(251,750)	(105,620)	(74,729)	30,891	29%	▲
Depreciation on Non-Current Assets		(2,989,264)	(2,989,264)	(1,245,490)	(747,294)	498,196	40%	▲
Interest Expenses		(44,108)	(44,108)	(21,309)	(10,515)	10,793	51%	
Insurance Expenses		(199,607)	(199,607)	(179,790)	(204,741)	(24,951)	(14%)	
Other Expenditure		(56,500)	(56,500)	(12,700)	(6,601)	6,099	48%	
Loss on Disposal of Assets		(98,536)	(98,536)	(47,944)	0			
		(7,144,999)	(7,144,999)	(2,935,537)	(2,534,113)			
Operating activities excluded from budget								
Add back Depreciation		2,989,264	2,989,264	1,245,490	747,294	(498,196)	(40%)	▼
Adjust (Profit)/Loss on Asset Disposal		35,568	35,568	40,500	0	(40,500)	(100%)	▼
Adjust Provisions and Accruals		0	0	0	0	0		
		3,024,832	3,024,832	1,285,990	747,294			
Non-cash amounts excluded from operating activities		431,878	431,878	1,645,984	1,686,781			
Amount attributable to operating activities								
Investing activities								
Non-operating grants, subsidies and contributions	6	5,261,461	5,261,461	638,746	120,116	(518,630)	(81%)	▼
Proceeds from Disposal of Assets		721,664	721,664	0	82,351	82,351		▲
Capital acquisitions	5	(7,587,854)	(7,587,854)	(2,311,243)	(926,215)	1,385,028	60%	▲
Amount attributable to investing activities		(1,604,729)	(1,604,729)	(1,672,497)	(723,748)			
Financing Activities								
Proceeds from New Debentures		0	0	0	0	0		
Self-Supporting Loan Principal		15,264	15,264	5,671	5,671			
Transfer from Reserves		0	0	0	0	0		
Repayment of Debentures		(86,671)	(86,671)	(40,921)	(40,921)	0	0%	
Transfer to Reserves		(1,118,979)	(1,118,979)	0	0	0		
Amount attributable to financing activities		(1,190,386)	(1,190,386)	(35,250)	(35,250)			
Closing Funding Surplus (Deficit)	1	0	0	2,301,475	3,358,244			

KEY INFORMATION

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

Refer to Note 2 for an explanation of the reasons for the variance.

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

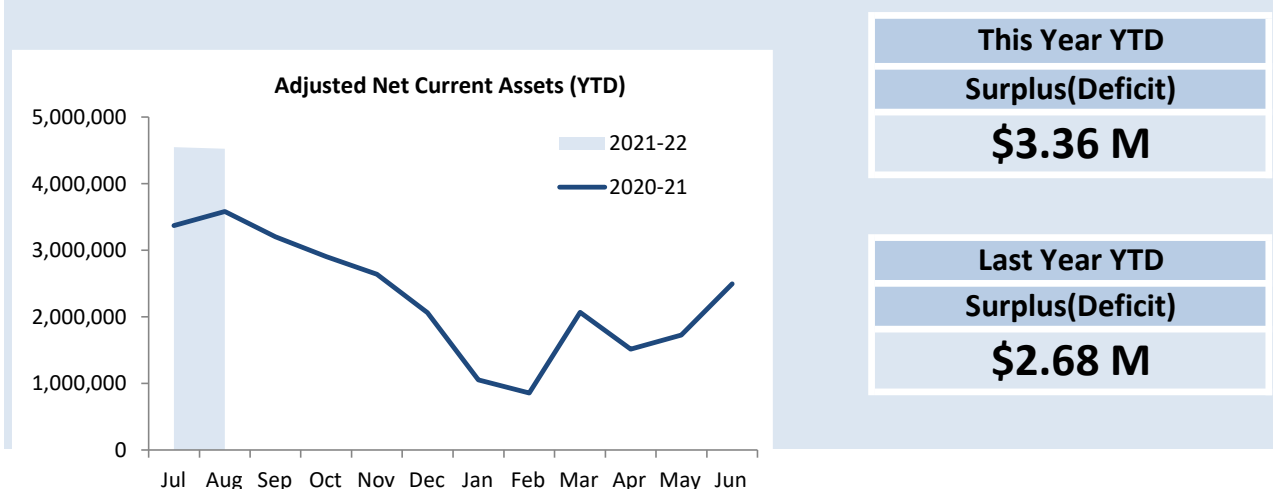
Adjusted Net Current Assets	Ref Note	Last Years		Year to Date
		Unaudited Closing 30 June 2021	This Time Last Year 30 Nov 2020	Actual 30 Nov 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	3,426,704	3,289,864	4,407,933
Cash Restricted	3	2,813,324	2,806,180	2,813,325
Receivables - Rates	4	109,967	301,648	398,692
Receivables - Other	4	28,392	135,763	221,844
Loans receivable		15,264	5,577	9,593
Interest / ATO Receivable		81,999	41,460	46,798
Inventories		13,371	8,324	13,372
Land held for resale - current		0	0	0
Contract Asset		0	0	0
		6,489,021	6,588,816	7,911,556
Less: Current Liabilities				
Payables		(292,113)	(397,397)	(115,375)
Provisions - employee		(309,959)	(329,178)	(309,959)
Long term borrowings		(86,671)	(39,944)	(45,750)
Contract Liability		(627,900)	(372,038)	(1,305,060)
		(1,316,643)	(1,138,557)	(1,776,143)
Unadjusted Net Current Assets		5,172,378	5,450,260	6,135,413
Adjustments and exclusions permitted by FM Reg 32				
Restricted cash	3	(2,813,324)	(2,806,180)	(2,813,325)
Less: Land held for resale		0	0	0
Less: Loans receivable		(15,264)	(5,577)	(9,593)
Add : Long Term Borrowings		86,671	39,944	45,750
Adjusted Net Current Assets		2,430,461	2,678,446	3,358,244

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021/22 year is \$25,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Community Amenities	53,847	26%	overbudget	Timing	CRC Revenue is \$40k higher than YTD budget due to grants and other operating income, additional rubbish collection charges are \$9k higher than YTD budget. These items will be monitored as possible extra revenue and adjusted with the Budget review if required.
Transport	128,860	37%	overbudget		incorrect classification of non operating grant. No variance to budget
Economic Services	(30,812)	(27%)	underbudget		caravan park fees over budget by \$13k, skeleton weed income underbudget by \$30k. Water charges yet to be levied
Expenditure from operating activities					
Governance	(107,001)	(51%)	overbudget	Timing	Over budget as Administration allocations not yet run. This will occur after end of year report finalised and spread cost to other departments
Law, Order and Public Safety	26,042	32%	underbudget	Timing	admin allocations and depreciation not yet run
Recreation and Culture	111,781	21%	underbudget		pool maint over \$5k, Community benefit fund under \$10k, gym maintenance over \$7k, parks and gardens over \$32k, rec centre maintenance \$14k under, depreciation and admin allocations underbudget
Transport	213,025	17%	underbudget	Timing	Road Maintenance expenditure is \$128k higher than YTD budget, this is due to budgets being spread over 12 months. This should even out as Capital road projects commence. Depreciation costs \$270k underbudget
Economic Services	42,286	20%	underbudget		Skeleton weed employee costs \$8k under, caravan park expense \$8k over, admin costs under budget
Other Property and Services	46,086	68%	underbudget		depreciation and admin cost under budget, fuel cost \$40k over, superannuation \$10k under budget, sick pay adjustment to former employees - will need budget amendment
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(518,630)	(81%)	underbudget	Timing	grant income brought to account when expenditure commences.
Proceeds from Disposal of Assets	82,351		overbudget	Timing	asset traded earlier than anticipated
Capital Acquisitions	1,385,028	60%	overbudget	Timing	Refer to Note 4 for variance explanations

KEY INFORMATION

Depreciation has been applied to the accounts as per the budget, once the Asset register is

Rates Receivable	30 June 2020	30 Nov 21
	\$	\$
Opening Arrears	72,051	109,967
Levied this year	1,701,354	1,877,223
Less Collections to date	(1,663,438)	(1,588,498)
Equals Current Outstanding	109,967	398,692
Net Rates Collectable	109,967	398,692
% Collected	97.77%	84.62%

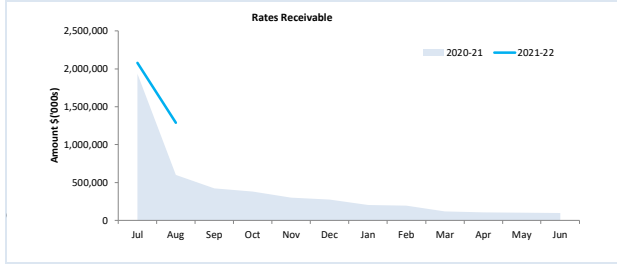
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	76,003	620	1,873	3,160	81,655
Percentage	93%	1%	2%	4%	
Balance per Trial Balance					
Sundry debtors	76,003	620	1,873	3,160	81,655
Total Receivables General Outstanding					81,655
Amounts shown above include GST (where applicable)					

KEY INFORMATION

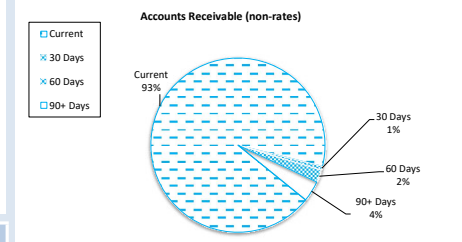
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Rates Received	Rates Due
85%	\$398,692



Debtors Due
\$81,655
Over 30 Days
7%
Over 90 Days
4%

**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS (CONTINUED)**

	Account Number	Original Budget	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Capital Expenditure							
Land							
Buildings Specialised							
Administration Office and Chambers Refurbishment - stage 1,2	2055	45,000	45,000	15,000	0	-15,000	scoping to commence early in new year
LRCI stage 1 - Town Hall upgrades	1704	157,269	157,269	78,635	20,775	-57,859	out for tender
LRCI stage 2 - Church Museum upgrades	2073	131,256	131,256	65,628	10,740	-54,888	out for tender
Narembeen Gym - Solar panels	2077	10,000	10,000	0	0	0	yet to commence
St Pauls Church - asbestos lining to the power/switchboards box, front gable and veranda lining	2089	7,000	7,000	7,000	0	-7,000	complete
LRCI Stage 3 Townhall upgrades	2093	200,000	200,000	0	0	0	Grant guidelines yet to be released
Caravan Park Amenities Upgrade	2063	20,000	20,000	20,000	3,435	-16,565	complete
Repalce asbestos fence (Numbats)	2088	7,000	7,000	7,000	0	-7,000	complete
		577,525	577,525	193,263	34,950	-134,747	
Building - Non Specialised							
2 new houses Cheetham Way	2045	500,000	500,000	0	0	0	yet to commence
		500,000	500,000	193,263	34,950	-134,747	
Furniture and Equipment							
Hardware Renewal and Plan Initiatives (Admin Server)	2043	25,000	25,000	0	0	0	yet to commence
new electronic payroll system	2096	45,000	45,000	0	0	0	project underway
		70,000	70,000	0	0	0	
Plant & Equipment							
Replacement Vehicle - CEO	2029	70,000	70,000	0	0	0	Vehicle ordered, waiting on delivery
Replacement Vehicle - EMCS	2054	45,000	45,000	45,000	0	-45,000	Vehicle ordered, waiting on delivery
Replacement Vehicle - Doctor	2056	45,000	45,000	45,000	0	-45,000	Vehicle ordered, waiting on delivery
Cat Backhoe	2066	173,840	173,840	173,840	175,320	1,480	plant item purchased
Water Tanker NBS868	2068	100,000	100,000	100,000	0	-100,000	out for tender
LRCI stage 3 - Electronic sign board	2094	50,000	50,000	0	0	0	yet to commence
Toyota Landcruiser - Skeleton Weed Vehicle NB7511	2041	70,000	70,000	0	0	0	yet to commence
Prime Mover NB7704	2086	300,000	300,000	0	0	0	out for tender
Howard Porter Side Tipper NB3937	2087	110,000	110,000	0	0	0	out for tender
Electronic fuel management system	2095	30,000	30,000	0	0	0	yet to commence
Replacement Vehicle - Mechanic	2064	45,000	45,000	0	0	0	yet to commence
		1,038,840	1,038,840	363,840	175,320	-188,520	
Infrastructure - Roads							
R2R - Soldiers road gravel resheet	2062	510,025	510,025	0	0	0	Project not commenced scheduled for May completion
RRG Funded - Narembeen South Road slk10.90-14.62 (4170005)	2079	561,735	561,735	236,395	190,388	-46,007	Project to commence start of October
WSFN - Narembeen-Kondinin Road slk10-13.2 widen to 10m and overlay	2080	830,000	830,000	0	7,021	7,021	Waiting for tender to be finalised
WSFN - Narembeen-Kondinin Road slk14-16 widen and overlay	2081	530,000	530,000	0	8,488	8,488	shire job will commence feb 22
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 clearing of vegetation for works incl traffic management	2082	110,000	110,000	0	0	0	Waiting for tender to be finalised
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 other preliminary work	2083	70,000	70,000	0	4,834	4,834	Waiting for tender to be finalised
WSFN - Narembeen-Kondinin Road SLK 1.4-26.6 project management, geotechnical, etc	2084	145,000	145,000	0	40,903	40,903	Waiting for tender to be finalised
WSFN - Merredin-Narembeen Road SLK 18.5-24.5 Survey design, drawings	2097	109,800	109,800	0	0	0	Advice from WSFN is that project will not proceed
Latham road improvements (C/F)	2015	822,281	822,281	622,281	133,623	-488,658	out for tender
Longhurst Street improvements - c/f	G136	90,000	90,000	90,000	4,987	-85,013	consider as part of tender
LRCI stage 3 - Seal Laneway Savage Street - Latham Road	2091	100,000	100,000	100,000	2,119	-97,881	consider as part of tender
		3,878,841	3,878,841	1,048,676	392,363	-656,313	
Other Infrastructure							
LRCI stage 2 - Walker lake Dual use path	1924	241,641	241,641	120,821	729	-120,092	to commence early 2022
Dual Use Footpath - Brown / Ada Street	2018	100,000	100,000	66,667	6,949	-59,718	to commence early 2022
LRCI stage 3 - Footpath Infrastructure	1430	143,684	143,684	0	3,964	3,964	Awaiting approval from LRCI on projects
LRCI stage 3 - Planning and improvements Churchill Street	2092	250,000	250,000	0	0	0	on projects
Drought Communities funding - Apex Park Precinct Upgrade	2061	541,361	541,361	225,565	270,580	45,015	Project nearing completion
Town Dam Fencing c/f	2070	30,000	30,000	30,000	0	-30,000	yet to commence
LRCI stage 1 - Main Street upgrades	2071	165,962	165,962	69,150	6,410	-62,740	Awaiting approval from LRCI on projects
LRCI stage 3 - Walker Lake exercise equipment	2090	50,000	50,000	0	0	0	Awaiting approval from LRCI on projects
		1,522,648	1,522,648	512,202	288,633	-223,570	
TOTALS		7,587,854	7,587,854	2,117,981	891,265	-1,203,150	

Grants and Contributions

	Current		YTD Budget	YTD Actual	Variance (Under)/Over
	Annual Budget	Budget			
Operating grants, subsidies and contributions					
General Purpose funding					
Financial Assistance Grant Operating (LG Grants Commission) - Income	631,479	631,479	315,738	429,369	113,631
Financial Assistance Grant Funding - Roads (LG Grants Com) - Income	373,110	373,110	186,554	106,060	(80,494)
	1,004,589	1,004,589	502,292	535,429	33,137
Law, order and public safety					
Emergency Services Levy (ESL) Contribution (DFES) - Income	4,000	4,000	1,665	0	(1,665)
Bush Fire Brigade Operating Grant (DFES) - Income	12,000	12,000	5,000	5,796	796
	16,000	16,000	6,665	5,796	(869)
Community Amenities					
CRC Grants and Contributions	159,000	159,000	66,250	82,879	16,629
	159,000	159,000	66,250	82,879	16,629
Recreation and Culture					
Rec & Sport - Other Income	25,000	25,000	10,415	0	(10,415)
Library - Income	1,500	1,500	625	0	(625)
Pool Operating Grant (Dept. of Finance) - Income	0	0	0	57	57
	26,500	26,500	11,040	57	(10,983)
Transport					
Direct Grant Funding (Main Roads) - Income	200,626	200,626	200,626	211,240	10,614
Road Maintenance Contributions	346,260	346,260	144,275	122,771	(21,504)
	546,886	546,886	344,901	334,011	(10,890)
Economic Services					
Grant Funding - Skeleton Weed Program (DAFWA) - Income	177,612	177,612	74,005	35,518	-38,487
	177,612	177,612	74,005	35,518	(38,487)
Operating grants, subsidies and contributions Total	1,930,587	1,930,587	1,005,153	993,691	(11,462)
Non-operating grants, subsidies and contributions					
Community Amenities					
Local Road and Community Infrastructure Funding Round 3	1,093,684	1,093,684	0	0	0
	1,093,684	1,093,684	0	0	0
Recreation and Culture					
Drought Communities Funding	710,964	710,964	0	0	0
	710,964	710,964	0	0	0
Transport					
Regional Road Group Funding (Main Roads) - Income	343,337	343,337	143,055	139,334	(3,721)
Roads to Recovery Funding (FDoT) - Income	510,025	510,025	127,506	0	(127,506)
Black Spot Funding - Income	636,663	636,663	265,275	88,117	(177,158)
Footpath grants	291,641	291,641	102,910	30,000	(72,910)
Wheatbelt Secondary Freight Network	1,675,147	1,675,147	0	0	0
	3,456,813	3,456,813	638,746	257,451	(381,295)
Non-operating grants, subsidies and contributions Total	5,261,461	5,261,461	638,746	257,451	(381,295)
Grand Total	7,192,048	7,192,048	1,643,899	1,251,142	(392,757)

KEY INFORMATION