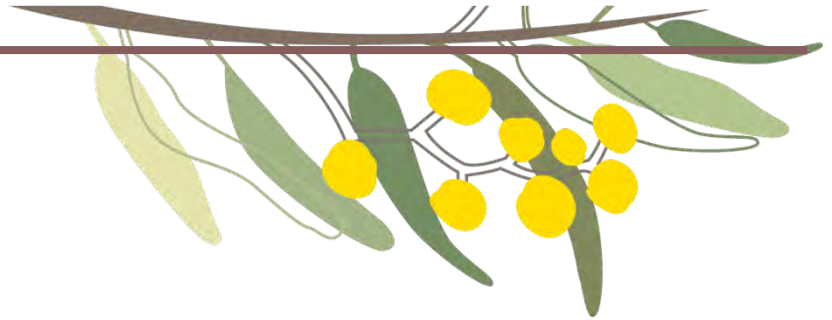




SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Minutes 15 December 2020

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These Minutes of the meeting held 17 November 2020 are confirmed as a true and correct record of proceedings without amendment. Confirmed on 15 December 2020 by the Presiding Member, Cr HR Thomson.

.....
Cr HR Thomson Presiding Member

15-Dec-20

ORDINARY MEETING OF COUNCIL MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Meeting opened at 4.50pm

1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

Cr Tim Brown declared a financial interest Item 10.1. A declaration of Interest form was completed.

Cr Thomson declared an impartiality to item 10.2.

Disclosure of Interest Form

The following disclosures are made in accordance with the Local Government Act 1995 and Local Government Administration Regulations 1996 (Amended 1999)

Name:

TIMOTHY JAMES BROWN

Meeting of: ORDINARY COUNCIL
(e.g. Ordinary Council, Bushfire Advisory Committee etc.)

held on: 15-10-20

1. Agenda Item No: 10-1

- Disclosure of Financial Interest
- Disclosure of Proximity Interest
- Disclosure of Interest Affecting Impartiality

Nature of Interest:

PAID FOR WORK ON VACANT ~~RE~~ BLOCK

SLASHING FOR FIRE BREAK

2. Agenda Item No. _____

- Disclosure of Financial Interest
- Disclosure of Proximity Interest
- Disclosure of Interest Affecting Impartiality

Nature of Interest:

I acknowledge that the abovementioned disclosures will be recorded directly into the minutes of the appropriate meeting.



Signature

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**Present:**

Cr HR Thomson	Shire President	Cr M Trimming	
Cr D Douglas	Deputy Shire President	Cr S Jefferies	
Cr P Morrell		Stephen Gash	Chief Executive Officer
Cr T Brown		Sue Dowson	Deputy CEO

Apologies:

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

Shire President & CEO met with Fletchers Sheep feedlot Young's Rd Friday 11th Dec 2020 regarding the progress of the planning and construction.

8. CONFIRMATION OF COUNCIL MEETING MINUTES:**8.1. ORDINARY MEETING OF COUNCIL HELD – 17/11/2020****COUNCIL DECISION**

Moved Cr Morrell seconded Cr Trimming

That the Minutes of the Ordinary Meeting of Council held 17 November 2020 be confirmed as a true and correct record of proceedings without amendment.

CARRIED 6/0**9. CONFIRMATION OF OTHER MEETING MINUTES:**

Nil

10. OFFICER'S REPORTS

10.1. LOT 158 PROSSER ROAD – OVERSIZE OUTBUILDING PRIOR TO A DWELLING

PROPERTY DETAILS			
Assessment No:	A540	Owner:	Michelle Dyer
Corresp. No:	BA599	Date Received:	8 th December 2020
Lot/Location No:	158		
Street Name:	Prosser Road	Suburb:	Woodanilling

PURPOSE:	
Description of Proposed Use:	Oversize Outbuilding (storage)
Nature of any existing buildings and or/use:	Vacant Land
Zoning:	Local Rural
Zoning Use Code:	Local Rural
Heritage Listed:	N/A
Setback variation required:	N/A
Attachments: Yes	Locality Plan, Site Plan and shed plans.
Policy Applicable:	Attached

BRIEF SUMMARY

An application has been received by Council for an oversized outbuilding to be constructed on a vacant Local Rural zoned lot prior to the approval for a single dwelling at the site. The site is generally cleared and is 6.8 acres in area. The proposal meets the setback requirements for a Local Rural zone. The application does not meet all the Policy requirements for this zone however in assessing the application, it is the officer's recommendation that this application be approved with conditions.

BACKGROUND/COMMENT

The proposed outbuilding is to have a cumulative area of 144m² (12x 12). It is not unusual in regional areas and indeed larger Peri Urban properties adjacent to metropolitan areas to establish lockup outbuildings with the provision for carports for the storage of maintenance equipment.

It is also not unusual for Local Governments to introduce policies that recognise regional variations regarding outbuildings that recognise the need for an area greater than is provided for in Local Planning Policies.

STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005

Town Planning Scheme No.1. - The Town Planning Scheme enable the Local Government to adopt specific Policies in relation to various matters within the Local Government Area. The following is an excerpt from the Scheme with specific note should be made to clause 2.3.2:

2.3.2. *A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.*

POLICY IMPLICATIONS

Local Planning Policy 2. –Sheds/Outbuildings. This policy requires that an outbuilding is not to exceed 72m² in area and is to have a maximum height of 4.2m. The policy also stipulates that an outbuilding is not to be constructed on a vacant Local Rural zoned lot without the prior approval for a dwelling. This policy was first adopted in 2005 with subsequent amendments in July 2008, October 2011, December 2011 and finally in September 2017. The policy is now well out of date and does not respond to the changing requirements of the Local Rural zone within the Shire of Woodanilling. As a function of any review of the Town Planning Scheme, Policy updates will also be proposed to better address required regional variations.

The proposal before Council does not meet the requirements of the TPS Policy 2 - Sheds/Outbuildings being both an oversized outbuilding (144m²) prior to approval for a dwelling however in this instance and recognising the intent of the building for storage and maintenance of the property, a variation should be granted in this instance.

FINANCIAL IMPLICATIONS

The appropriate Planning Application Fee has been paid.

STRATEGIC IMPLICATIONS

There are no current or relevant strategies relating to this application.

CONSULTATION/COMMUNICATION

Consultation is not required regarding this application.

RISK MANAGEMENT

Insignificant 1: Low (1)

VOTING REQUIREMENTS

Simple Majority

Declared a financial interest Cr Tim Brown left the meeting at 4.56pm completed declaration.

OFFICER'S RECOMMENDATION – ITEM 10.1 LOT 158 PROSSER ROAD – OVERSIZE OUTBUILDING PRIOR TO A DWELLING

Moved Cr Douglas seconded Cr Jefferies

That Planning Consent be granted for an oversized outbuilding prior to a dwelling at Lot 158 Prosser Road Woodanilling subject to the following conditions:

- 1) That the development be consistent with the development application dated 8th December 2020.
- 2) The outbuilding being setback in accordance with the site plan dated 8th December 2020 with setbacks marked in red.
- 3) The outbuilding being constructed in non-reflective material that does not adversely affect the amenity of the area; and
- 4) The outbuilding not being used for Human Habitation at any time.

Advice Notes:

- A building licence is required prior to the commencement of the construction of this building: and
- A Statutory Declaration is to be submitted, endorsed by all registered owners of the property and witnessed by an appropriate witness stating that the outbuilding is not to be used for Human Habitation at any time.

CARRIED 5/0

Cr Tim Brown returned to the meeting at 4.58pm

LOT 156 PROSSER ROAD WOODANILLING

Shire of Woodanilling

Minutes of Ordinary Meeting

15 December 2020

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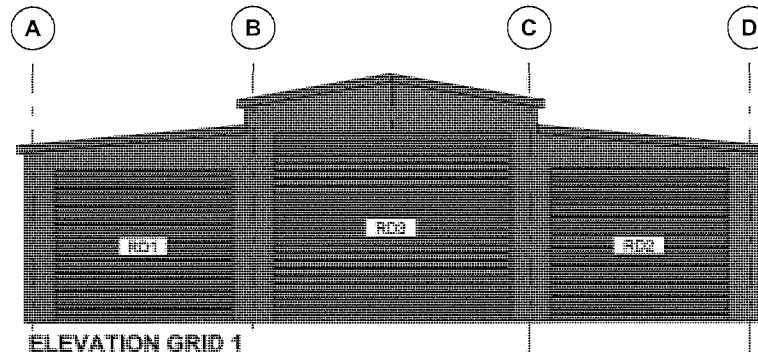






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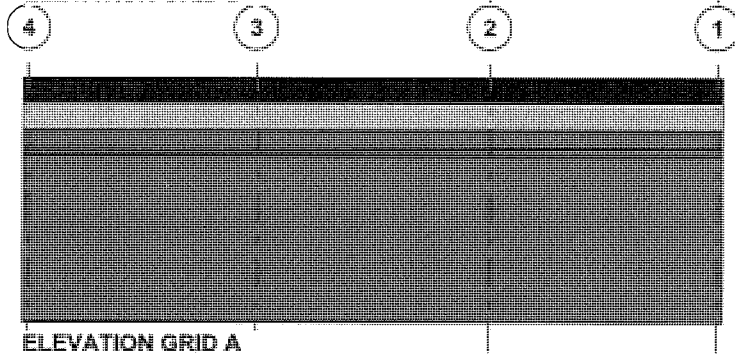
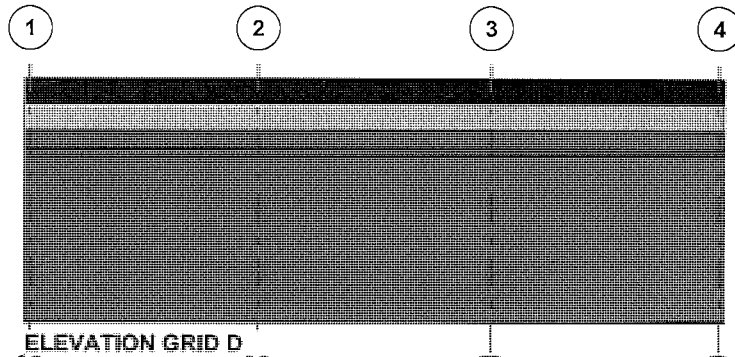
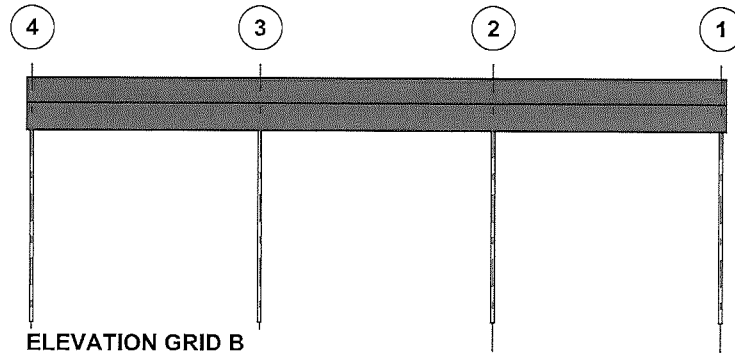
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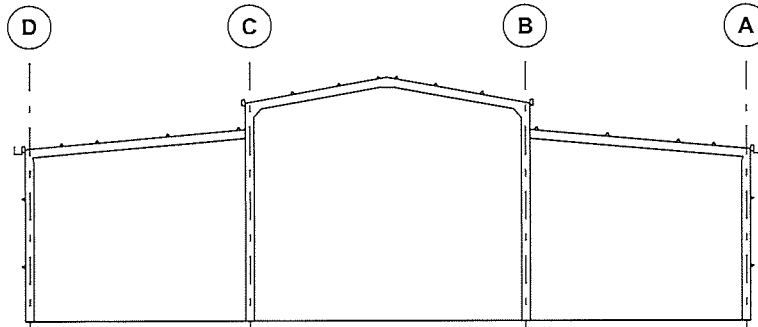


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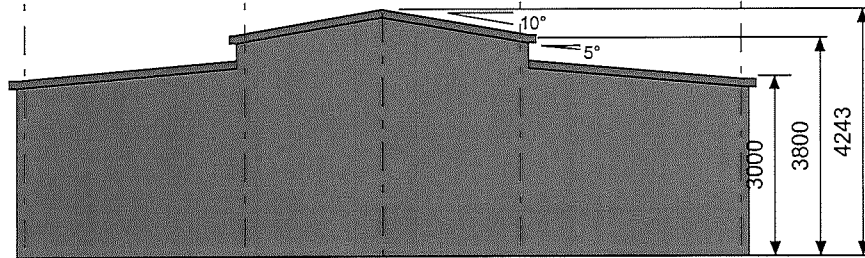
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SECTION GRID 2, 3

WALL "X" BRACING IS
REQUIRED IN ANY 2
OPEN BAYS ON GRIDS B
OR C.

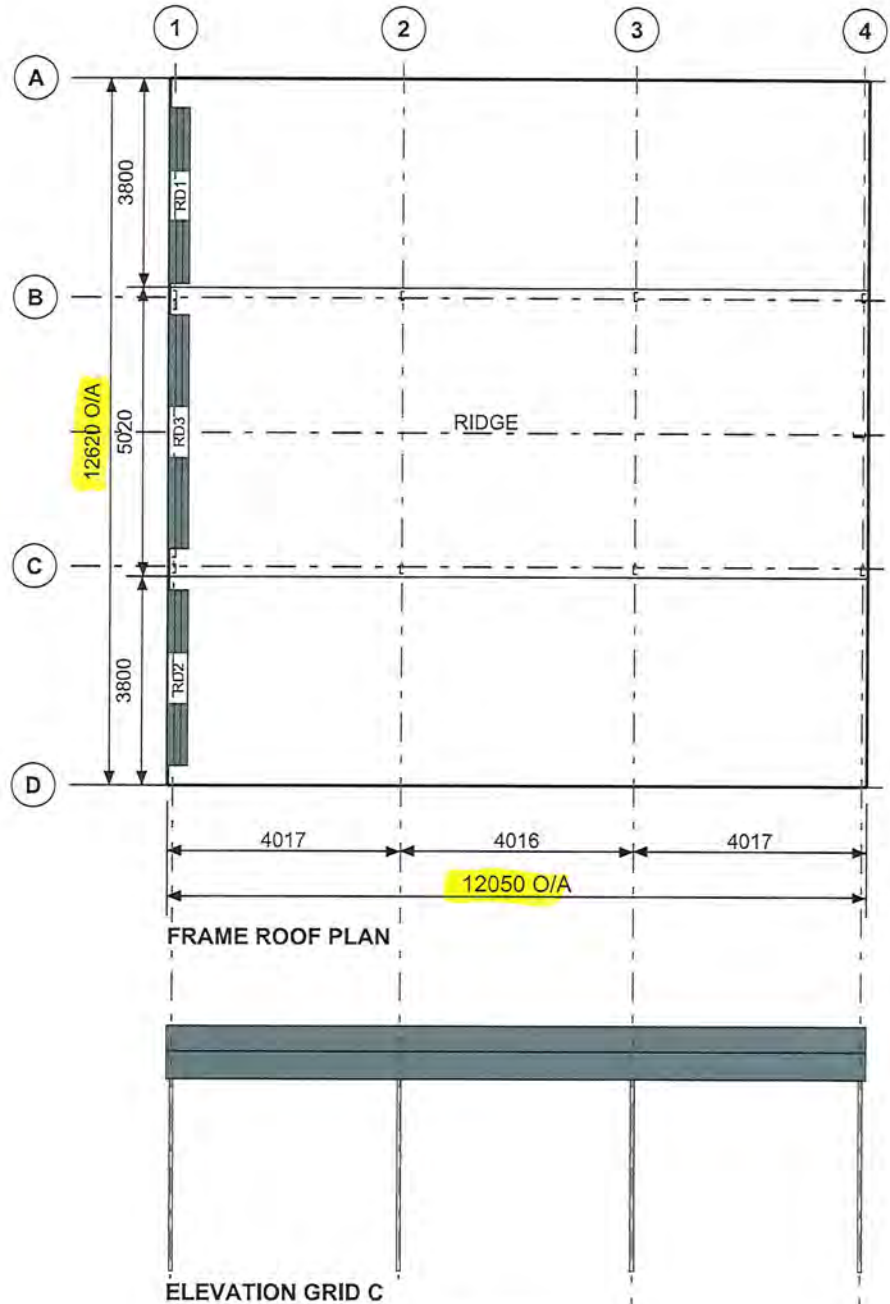


ELEVATION GRID 4

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Cont. on page 3



15 December 2020
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CLADDING			
ITEM	PROFILE (min)	FINISH	COLOUR
ROOF	TRIMDEK 0.42 BMT	CB	PE
WALLS	TRIMDEK 0.35 BMT	CB	PE
CORNERS	-	CB	PE
BARGE	-	CB	PE
GUTTER	SHEERLINE	CB	PE
DOWNPIPE	90x90	PV	WT

0.35bmt=0.40tct; 0.42bmt=0.47tct; 0.48bmt=0.53tct

ACCESSORY SCHEDULE & LEGEND		
QTY	MARK	DESCRIPTION
1	RD1	CSI Rollmasta, R.D, Residential "R1R", 2550 high x 3050 wide Clear Opening C/B
1	RD2	CSI Rollmasta, R.D, Residential "R1R", 2575 high x 3050 wide Clear Opening C/B
1	RD3	B&D, Firmadoor, R.D, Indust. "R2F", W/Lock, 3190 high x 4060 wide Clr. Open. C/B

Cont. on page 2

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

WIND DESIGN			
IMPORTANCE LEVEL	REGION	TERRAIN	Ms
2	A	2	1.0

CLIENT
Michelle Dyer

SITE
tbc
WOODANILLING WA 6316

BUILDING
SUNDOWN DELUXE
5020 SPAN x 3800 EAVE x 12050 LONG
PLUS 3800 ANNEXE AND 3800 ANNEXE

TITLE
GENERAL ARRANGEMENT

SCALE A4 SHEET 1:125	DRAWING NUMBER C2CWA01-4916	REV A	PAGE 1/4
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Local Planning Policy No 2

Sheds / Outbuildings

Policy Area

This Policy applies to the whole Shire.

Objective

In order to clarify the interpretation and application of Scheme provisions in relation to the development of sheds (outbuildings) and to maintain the character of the Shire and to ensure an adequate standard of residential accommodation.

Background

Town Planning Scheme No 1 does not specifically define or list outbuildings as a separate use of land.

Within 'residential' areas outbuildings when developed in conjunction with a house are governed by the provisions of the Residential Design Codes (2015) and are defined as an enclosed non-habitable structure that is detached from any dwelling.

Carports and garages which abut or are attached to a dwelling are not included in this Policy.

Clause 8.2 (b)(iv) of the Scheme nominates the acceptable standards for outbuildings are a maximum area of 72 m² with a maximum height of 4.2m.

Clause 5.4.3 of the R Codes requires that outbuildings do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

Within 'rural' areas outbuildings are normally considered as being ancillary to the main use of the property. Such uses defined within the Scheme include,

Use Class	Regional Rural	Local Rural
Agriculture - extensive	P	P
Agriculture - intensive	D	D
Industry - rural	D	A
Rural home business	D	A
Rural pursuit	P	D

Setback from lot boundaries *		
All boundaries	20m	
Front and rear		10m
Side		5m

Clause 5.5 of the Scheme allows Council to consider variations to the setbacks from boundaries.

Policy Statement

1. Outbuildings will not require Planning Approval from Council in the Residential and Local Rural Zones provided that:

- A dwelling already exists on the lot subject to the application;
- The aggregate of all outbuildings does not exceed 72 m² in size;
- The outbuilding does not exceed 4.2m in height;
- All buildings are setback from lot boundaries in accordance with the R Codes and BCA requirements; and
- The outbuilding in the Residential Zone is placed behind the main residential building line. The building line means the setback of the existing dwelling even where this is greater than prescribed in the Scheme.

2. Outbuildings in the Regional Rural Zone do not require a Planning Approval provided that they are to be setback more than 20m from any lot boundaries; unless a reduced setback is approved by Council. This includes farm buildings and sheds provided that they are not being used for commercial or industrial uses as defined or classified by the Scheme;
3. Outbuildings in the Commercial and Industrial Zones require a Planning Approval;
4. Outbuildings will not be approved on vacant land within the Residential Zone.
5. Outbuildings are not to be used for human habitation at any time.
6. Council in considering any application for an outbuilding will have specific regard to the proposed use and location of the outbuilding and how this might impact on the surrounding properties. It may require any such applications to be advertised and may (if it approves any such application) impose conditions relating to:-
 - The provision of landscaping;
 - In the Residential and Local Rural Zones the use of non-reflective natural colours which blend with the natural landscape;
 - The site being so ordered and maintained as not to prejudicially affect the amenity of the locality by reason of appearance
 - Ensuring that the outbuilding shall only be used for purposes incidental to the residential or rural use of the property.

Adoption

Adopted by Council at its meeting of 20 December 2005

Amended by Council at its meeting of 15 July 2008

Amended by Council at its meeting of 18 October 2011

Amended by Council at its meeting of 20 December 2011

Amended by Council at its meeting of 19 September 2017

10.2. AUSTRALIA DAY COMMUNITY CITIZENSHIP AWARDS

Proponent	Various
Owner	
Location/Address	
Author of Report	Sue Dowson, Deputy CEO
Date of Meeting	15 December 2020
Previous Reports	
Disclosure of any Interest	
File Reference	4.1.9
Attachments	Confidential nominations under separate cover

BRIEF SUMMARY

To consider nominations for the Australia Day Community Citizenship and Sports Star Awards

The Awards are:

- Community Citizen of the Year (Youth)
- Community Citizen of the Year (Senior)
- Active Citizenship (Group or Event)
- Shire of Woodanilling Sports Star of the Year (Under 25)
- Shire of Woodanilling Sports Star of the Year (Over 25)
- Long Service Award

BACKGROUND/COMMENT

Nominations closed on December 5 2020 and all nominations received will be tabled at the December Council meeting.

The Australia Day Council requires that all names are to be submitted by 16 December 2020 to enable the certificates to be ready for presentation on Australia Day.

The nomination form link was included on staff emails, on the Shire Website and Facebook page, the October Wongi and nomination forms were placed at the local store, Tavern and Shire office.

Nomination forms were also emailed to councillors.

STATUTORY/LEGAL IMPLICATIONS

Local Government Act 1995:

S.5.23. Meetings generally open to public

1. (1) Subject to subsection (2), the following are to be open to members of the public;

(a) All council meetings; and

(b) All meetings of any committee to which a local government power or duty has been delegated.

2. (2) If a meeting is being held by a council or by a committee referred to in subsection (1) (b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part or the part if the meeting deals with any of the following –

(b) the personal affairs of any person;

POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

As the Awards remain confidential until presentations, no consultation has occurred.

RISK MANAGEMENT

Insignificant (1)

VOTING REQUIREMENTS

Simple Majority

Cr Thomson declared an impartiality to this item.

Cr Jefferies left the meeting at 5.05pm and returned at 5.06pm.

OFFICER'S RECOMMENDATION – ITEM 10.2 CONFIDENTIAL AUSTRALIA DAY COMMUNITY CITIZENSHIP**AWARDS**

Moved Cr Morrell seconded Cr Jefferies

That Council consider the nominations for these awards in committee, pursuant to S.5.23 (2) (b) of the Local Government Act.

Youth Community Citizen of the Year Recognised as Sport Start of the Year Under 25 – James Shackley

Active Citizen award over 25 – Paul and Amanda Mader.

Active Citizen award under 25 – Frank, Leanne & William Mader.

Active Citizenship Award for a community group or event -Acknowledge the Woodanilling Community for the involvement in the Katanning Bushfire in Feb 2020

CARRIED 6/0

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

11.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 18/11/2020 – 11/12/2020

Great Southern Zone Meeting & AGM, RRG meeting 23/11/2020, GSRRAG 26/11/20 – Cr Douglas

Cr Douglas spoke on the RRG, a workshop is to take place early 2021 Cr Douglas and Cr Morrell to attend the workshop. Funding available for bridges Woodanilling are on top of all bridge inspections.

Regional Road Forum in Perth 11th Feb 2021, not enough truck bays.

New WANDRA through DFES – evidence required from work completed last claim period. Low cost shoulder improvement funding– Robinson Road could be eligible.

WALGA Zone meeting - presentation from DFES, telecommunication resilience.

GSRRAG meeting – Cr Douglas and Albany letter to the minister regarding the amount of money currently being offered to Regional Sports back to \$26million.

Active communities Katanning \$24mil.

Mitigation work around the town next application round – Boyerine, more work within Quartermaine and Treasure Rd.

12. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

13.1.COUNCILLORS AND /OR OFFICERS

14. ITEMS FOR DISCUSSION

Nil

15. INFORMATION ITEMS

15.1.ADOPTION OF INFORMATION REPORTS

RECOMMENDATION – INFORMATION REPORT 15/12/2020

Moved Cr Morrell seconded Cr Brown

That Council endorses the information contained in the following information reports.

CARRIED 6/0

15.2.WWLZ INFORMATION REPORT – FOR THE PERIOD – OCT 2020 – NOV 2020**GLOSSARY**

<i>NLP</i>	- <i>National Landcare Programme</i>
<i>SWCC</i>	- <i>South West Catchments Council</i>
<i>SCNRM</i>	- <i>South Coast Natural Resource Management</i>
<i>GWL</i>	- <i>Gondwana Link</i>
<i>GA</i>	- <i>Greening Australia</i>
<i>EOI</i>	- <i>Expression of Interest</i>

MANAGEMENT COMMITTEE MEETING

Last Meeting: 14th Oct

Next Meeting: To be confirmed

LANDCARE COORDINATION FUNDING 2020 / 2021

- SWCC Pollinator Project - \$55,500
- State NRM Community Grant – Wagin Lake Fauna Hotspot & Bird hide - \$19,271
- Kent LCDC – 20MT - \$4,225
- Kent LCDC – Fox Management - \$6766
- State NRM – Increasing community capacity for feral pig management in the WWLZ - \$27,372
- SWCC – Black Cockeroo Nesting Sites Round 2 - \$2642
- *State NRM – Boardwalk for bird hide – \$26,112 – NEW PROJECT*
- *Community Fauna Project - \$133,340 – NEW PROJECT*

STRATEGIC PLANNING

Nil

CATCHMENT/COMMUNITY DEVELOPMENT

Nil

COMPLETED EVENTS

- Wagin DHS social sciences class information session 11th August
- Wagin DHS Phoebe Phascogale incursion 26th August
- Woodanilling Primary School nightstalk 17th September
- Woody Primary School Phoebe Phascogale education incursion 18th Sept
- Feral Pig Trapping Field Day 27th Oct
- Broomehill Primary School Phoebe Phascogale 9th Nov

COMING EVENTS

Nil

CURRENT/ONGOING PROJECTS:**STATE NRM – REVITALISING RESERVES IN WAGIN - \$15,101**

- Reporting completed. Project Closed

SWCC – POLLINATOR PROJECT STAGE 2 \$218,000 (OVER 4 YEARS)

- Currently in discussion with farmers as to works preferred in 2021, ordering seedlings, reporting on end of year works.

SHIRE OF KENT – 20 MILLION TREES \$4225

- GA completed final monitoring, no more works to take place on site.

SHIRE OF KENT – FOX CONTROL

- Ongoing baiting continues – final baiting will be in Feb 2021

STATE NRM – WAGIN LAKE FAUNA HOTSPOT & BIRDHIDE

- Final signage has been erected, currently undertaking final reporting

STATE NRM – INCREASEING COMMUNITY CAPACITY FOR FERAL PIG MANAGEMENT IN WWLZ \$27,372

- Due to contact attendee's after harvest and determine desire for monitoring for trapping.
- On-going monitoring of population at Dohle's farm – due to harvest pigs have become

SWCC – BLACK COCAKTOO NESTING SITES REHABILITATION - \$2000

- One site located in Woodanilling needs follow up assessment.

STATE NRM – HELPING OUR WAGIN-WOODY COMMUNITY TO UNDERSTAND AND PROTECT OUR SPECIES - \$133,340

- Completing conditional requirements for contracting to commence.

STATE NRM – WAGIN LAKE FAUNA HOTSPOT STAGE 2 – BOARDWALK - \$26,112

- Completing conditional requirements for contracting to commence.

APPLICATION SUBMITTED

- State NRM Small Grant
Further works at Wagin Lake – boardwalk for bird hide when lake is full **SUCCESSFUL**
- State NRM Large Grant
Devolved grant for fencing and revegetation – focus on ecosystem function lack due to land clearing. **SUCCESSFUL**
- State NRM Large Grant
Applying for regenerative agriculture project using grazing management strategies to improve sustainability. - **UNSUCCESSFUL**
- Smart Farms Small Grants
Regenerative agriculture application similar to one listed above in the event it is not successful.
STILL PENDING

APPLICATIONS UNDERWAY

Nil

15.3.CESM INFORMATION REPORT – FOR THE PERIOD 01/10/2020**BRIEF SUMMARY**

- Day to day activities that arise
- Animal Welfare Funding - Animals Welfare Procedure in Emergencies approved.
- Fire Reports as required
- Meeting DFES re ESL
- Attended the BFAC
- Coordinated Water Bomber refill training Sunday 1 Nov. Cancelled due to weather cell. Cancelled seconded session due to weather cell again.
- Organised Chiefs / Deputies and CEOS Meeting re Bushfire Training and the need to make it 1 day for Farmer response Units and must be relevant.
- Ordered PPE and other equipment. Purchased Covid PPE (in storage).
- Ground Controller Training scheduled for 28 Jan
- Completed Fire Investigation Course Assessments x 5. Will complete practical 2 day in Perth next year.
- Attended the LEMC Meeting Nyabing
- Update LEMA and other lists.
- Meeting with Woodanilling and Kent to review full LEMA
- Regional Bushfire Exercise held in Katg with neighbouring shires
- Stand Katanning Show organised resources – Katanning Fire and how to Prepare your Property etc
- State Meeting regarding Section 33 Bushfire Act with Cornerstone Legal
- CESM Vehicle changeover completed
- Process Permits to Burn
- AVL Checks Monthly
- Catch ups with Sue re MAF and other items as required.
- Processing Insurance Claims for Damage to Volunteer Fire fighter Vehicles and Injury Reports to DFES and Shire. Completed
- UCL Budget for 2020 / 21 ongoing. With Sue and Derek Jones
- Attended weekly DFES Staff Meeting and State Briefings
- Attended 2 State Operational Meeting pre-fire season.
- Assisted with the HVMB notifications
- Supported a training Burn near the golf club showing lighting patterns.
- Coordinating Training program for the area and scheduling courses. BFF was held in Broomehill.
- Bushfire Training Package update DFES. Ongoing when time permits.
- Radio maintenance – ongoing
- Organised First Aid Training for Bushfire Volunteers before the end of season meeting.

15.4.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/10/2020– 31/10/2020

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 November 2020

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

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**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES

GOVERNANCE

Members of Council
Administration

ACTIVITIES

Members of Council, civic reception, functions, public relations, electoral requirements and administration.

GENERAL PURPOSE FUNDING

Rates
General Purpose Revenue

Rates, General Purpose Government Grants, Interest on Investments.

LAW, ORDER, PUBLIC SAFETY

Fire Prevention
Animal Control
Other

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

HEALTH

Preventative Services
Community Health
Other

Food Control, meat inspection, water testing and health inspection services.

EDUCATION AND WELFARE

Disability Access & Inclusion
Care of Senior Citizens

Well aged housing and services for youth and aged.

HOUSING

Staff Housing

Provision and maintenance of staff housing.

COMMUNITY AMENITIES

Sanitation
Stormwater Drainage
Town Planning
Protection of Environment
Other

Refuse site, cemetery and public conveniences.

RECREATION AND CULTURE

Public Halls
Swimming areas
Libraries
Other

Maintenance of halls, parks, gardens and ovals. Library and heritage.

TRANSPORT

Road Construction
Road Maintenance
Road Plant Purchases
Transport Licensing Agency

Road construction and maintenance, footpaths and traffic signs.

ECONOMIC SERVICES

Rural Services
Tourism
Building Control
Other

Area promotion, pest control and building control.

OTHER PROPERTY AND SERVICES

Private Works
Public Works Overheads
Plant Operating Costs
Stock Control
Salaries and Wages

Private works, public works overheads and plant operation.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Governance		7,300	3,042	2	(3,040)	(99.93%)	
General purpose funding - general rates	6	772,376	321,823	770,514	448,691	139.42%	▲
General purpose funding - other		398,469	166,029	204,995	38,966	23.47%	▲
Law, order and public safety		58,309	24,295	59,266	34,971	143.94%	▲
Health		800	333	0	(333)	(100.00%)	
Education and welfare		92,500	38,542	64,078	25,536	66.25%	▲
Housing		17,200	7,167	9,383	2,216	30.92%	
Community amenities		36,800	15,333	24,380	9,047	59.00%	
Recreation and culture		1,800	750	1,193	443	59.07%	
Transport		322,962	134,568	61,404	(73,164)	(54.37%)	▼
Economic services		53,500	22,292	2,226	(20,066)	(90.01%)	▼
Other property and services		57,593	23,997	13,760	(10,237)	(42.66%)	▼
		1,819,609	758,171	1,211,201	453,030		
Expenditure from operating activities							
Governance		(136,313)	(56,797)	(340,122)	(283,325)	(498.84%)	▼
General purpose funding		(4,820)	(2,008)	(240)	1,768	88.05%	
Law, order and public safety		(92,000)	(38,333)	(42,408)	(4,075)	(10.63%)	
Health		(38,737)	(16,140)	(875)	15,265	94.58%	▲
Education and welfare		(44,100)	(18,375)	(6,459)	11,916	64.85%	▲
Housing		(68,000)	(28,333)	(18,124)	10,209	36.03%	▲
Community amenities		(93,526)	(38,969)	(42,810)	(3,841)	(9.86%)	
Recreation and culture		(155,000)	(64,583)	(41,958)	22,625	35.03%	▲
Transport		(1,762,711)	(734,463)	(358,318)	376,145	51.21%	▲
Economic services		(65,000)	(27,083)	(25,468)	1,615	5.96%	
Other property and services		(21,700)	(9,042)	8,844	17,886	197.81%	▲
		(2,481,907)	(1,034,126)	(867,940)	166,186		
Non-cash amounts excluded from operating activities	1(a)	817,345	340,560	0	(340,560)	(100.00%)	▼
Amount attributable to operating activities		155,047	64,605	343,261	278,656		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	240,147	0	(240,147)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(226,800)	(32,891)	193,909	85.50%	▲
Amount attributable to investing activities		(684,447)	21,680	(32,891)	(54,571)		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Transfer to reserves	9	(220,000)	(18,333)	(104)	18,229	99.43%	▲
Amount attributable to financing activities		169,000	14,083	(104)	(14,187)		
Closing funding surplus / (deficit)	1(c)	721	461,488	676,039			

KEY INFORMATION

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

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS**FOR THE PERIOD ENDED 30 NOVEMBER 2020****NATURE OR TYPE DESCRIPTIONS****REVENUE****RATES**

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES**EMPLOYEE COSTS**

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Rates	6	772,376	321,823	770,514	448,691	139.42%	▲
Operating grants, subsidies and contributions	11	590,443	246,018	270,803	24,785	10.07%	▲
Fees and charges		390,030	162,513	156,885	(5,628)	(3.46%)	
Interest earnings		5,200	2,167	1,172	(995)	(45.92%)	
Other revenue		600	250	11,827	11,577	4630.80%	▲
Profit on disposal of assets	7	60,960	25,400	0	(25,400)	(100.00%)	▼
		1,819,609	758,171	1,211,201	453,030		
Expenditure from operating activities							
Employee costs		(1,078,324)	(449,302)	(452,804)	(3,502)	(0.78%)	
Materials and contracts		(263,000)	(109,583)	(270,192)	(160,609)	(146.56%)	▼
Utility charges		(95,912)	(39,963)	(21,114)	18,849	47.17%	▲
Depreciation on non-current assets		(878,305)	(365,960)	0	365,960	100.00%	▲
Insurance expenses		(91,366)	(38,069)	(81,174)	(43,105)	(113.23%)	▼
Other expenditure		(75,000)	(31,250)	(42,656)	(11,406)	(36.50%)	▼
		(2,481,907)	(1,034,127)	(867,940)	166,187		
Non-cash amounts excluded from operating activities	1(a)	817,345	340,560	0	(340,560)	(100.00%)	▼
Amount attributable to operating activities		155,047	64,604	343,261	278,657		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	240,147	0	(240,147)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Proceeds from financial assets at amortised cost - self supporting loans	9	0	0	0	0	0.00%	
Payments for financial assets at amortised cost - self supporting loans	9	0	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(226,800)	(32,891)	193,909	85.50%	▲
Amount attributable to investing activities		(684,447)	21,680	(32,891)	(54,571)		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Transfer to reserves	9	(220,000)	(18,333)	(104)	18,229	99.43%	▲
Amount attributable to financing activities		169,000	14,083	(104)	(14,187)		
Closing funding surplus / (deficit)	1(c)	721	461,488	676,039	214,551		

KEY INFORMATION

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

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

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

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2020

BASIS OF PREPARATION

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 December 2020

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

GOODS AND SERVICES TAX

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

ROUNDING OFF FIGURES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	7	(60,960)	(25,400)	0
Add: Depreciation on assets		878,305	365,960	0
Total non-cash items excluded from operating activities		817,345	340,560	0

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

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

		Last Year Closing 30 June 2020	This Time Last Year 30 November 2019	Year to Date 30 November 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(628,751)	(628,266)	(628,875)
Add: Provisions - employee	10	0	0	0
Total adjustments to net current assets		(628,751)	(628,266)	(628,875)

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

Current assets				
Cash and cash equivalents	2	1,248,273	1,330,658	1,475,353
Rates receivables	3	62,125	106,211	147,309
Receivables	3	116,023	58,708	23,911
Other current assets	4	9,571	18,904	9,571
Less: Current liabilities				
Payables	5	(224,651)	(70,685)	(137,670)
Contract liabilities	10	(69,286)	(157,556)	(66,050)
Provisions	10	(147,531)	(142,049)	(147,531)
Less: Total adjustments to net current assets	1(b)	(628,751)	(628,266)	(628,875)
Closing funding surplus / (deficit)		365,773	515,925	676,039

CURRENT AND NON-CURRENT CLASSIFICATION

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal - Cash at Bank	Cash and cash equivalents	846,028	0	846,028		NAB	0.10%	NA
Cash on hand - Floats and Petty Cash	Cash and cash equivalents	450	0	450		Cash	0.00%	NA
Reserve - Cash at Bank	Cash and cash equivalents	0	628,875	628,875		NAB	0.10%	NA
Trust - Cash at Bank	Cash and cash equivalents	0	0	0	0	NAB	0.00%	NA
Total		846,478	628,875	1,475,353	0			
Comprising								
Cash and cash equivalents		846,478	628,875	1,475,353	0			
		846,478	628,875	1,475,353	0			

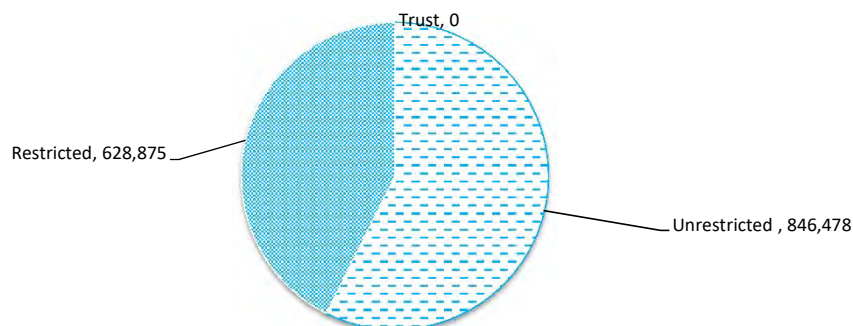
KEY INFORMATION

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

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

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

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

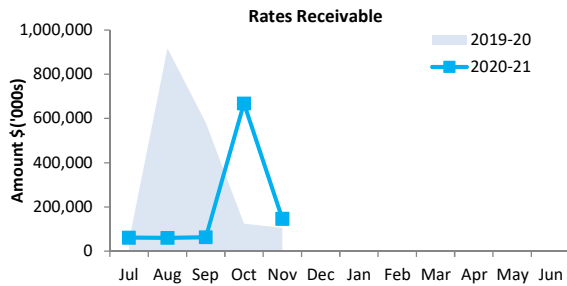
Rates receivable	30 Jun 2020	30 Nov 2020
	\$	\$
Opening arrears previous years	52,210	62,125
Levied this year	771,494	770,514
Less - collections to date	(761,579)	(685,330)
Equals current outstanding	62,125	147,309
Net rates collectable	62,125	147,309
% Collected	92.5%	82.3%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,418)	886	0	0	20,724	20,192
Percentage	(7.0%)	4.4%	0%	0%	102.6%	
Balance per trial balance						
Sundry receivable						3,719
GST receivable						
Total receivables general outstanding						23,911

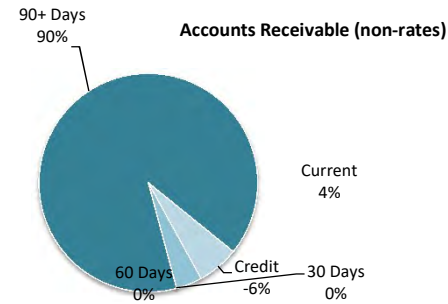
Amounts shown above include GST (where applicable)

KEY INFORMATION

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



- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 30 November 2020
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel and Materials	8,521	0	0	8,521
Prepayments				
Prepayments	1,050	0	0	1,050
Total other current assets	9,571	0	0	9,571
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

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

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

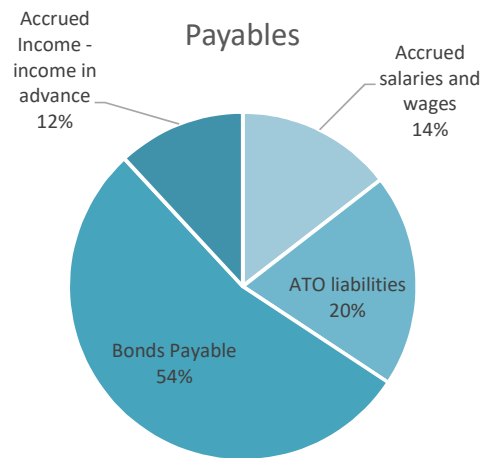
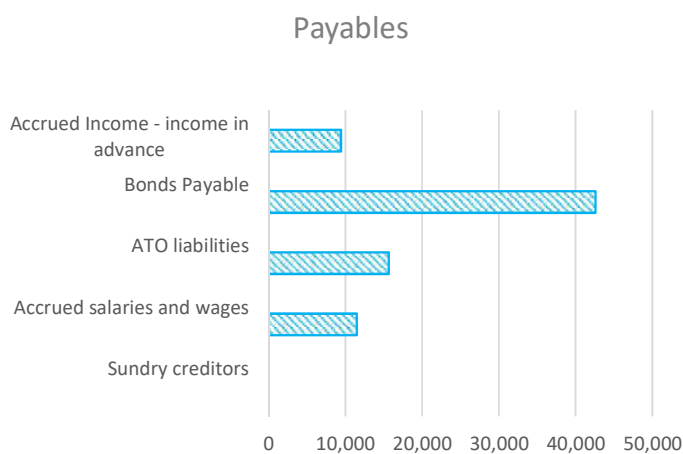
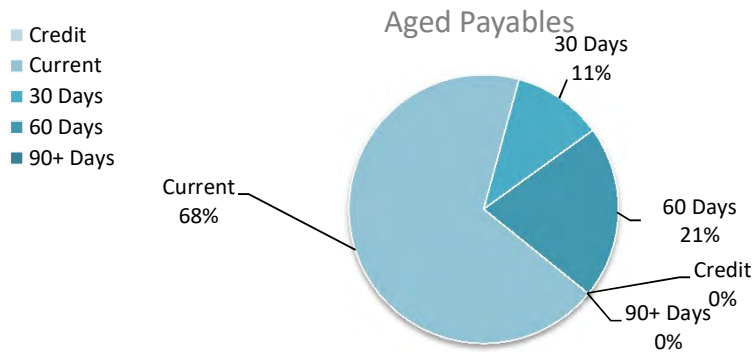
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	40,004	6,320	12,173		58,497
Percentage	0%	68.4%	10.8%	20.8%	0%	
Balance per trial balance						
Sundry creditors						
Accrued salaries and wages						11,488
ATO liabilities						15,660
Bonds Payable						42,611
Accrued Income - income in advance						9,414
Total payables general outstanding						137,670

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



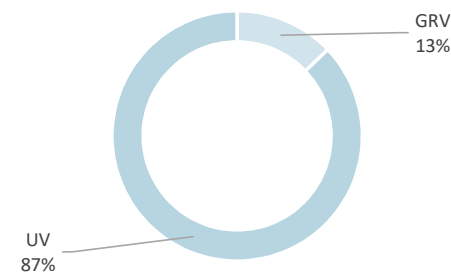
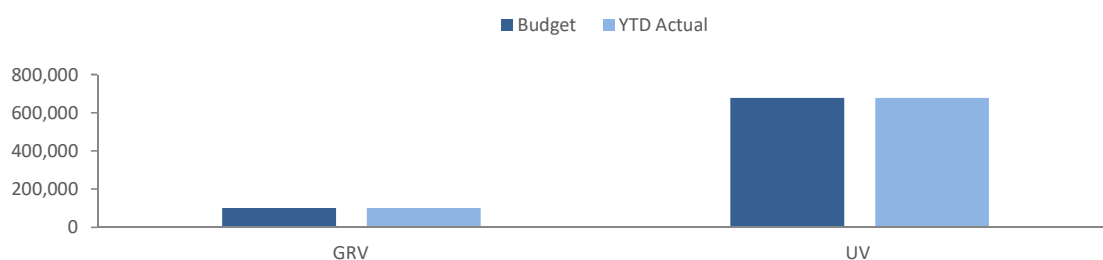
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV	0.1140	99	880,800	100,438			100,438	100,438			100,438
Unimproved value											
UV	0.0054	194	125,612,000	677,300			677,300	677,920		0	677,920
Sub-Total		293	126,492,800	777,738	0	0	777,738	778,358	0	0	778,358
Minimum payment	Minimum \$										
Gross rental value											
GRV	390	65		25,350			25,350	25,350		0	25,350
Unimproved value											
UV	390	20		7,800			7,800	7,800		0	7,800
Sub-total		85	0	33,150	0	0	33,150	33,150	0	0	33,150
Discount							(31,087)				(40,994)
Concession							(7,425)				0
Total general rates							772,376				770,514

KEY INFORMATION

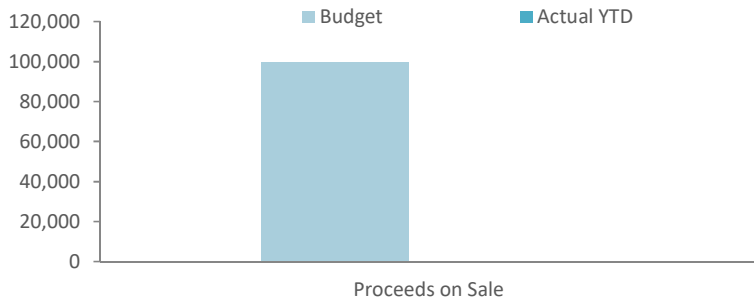
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	John Deere Grader 670D	39,040	100,000	60,960	0	0	0	0	0
		39,040	100,000	60,960	0	0	0	0	0



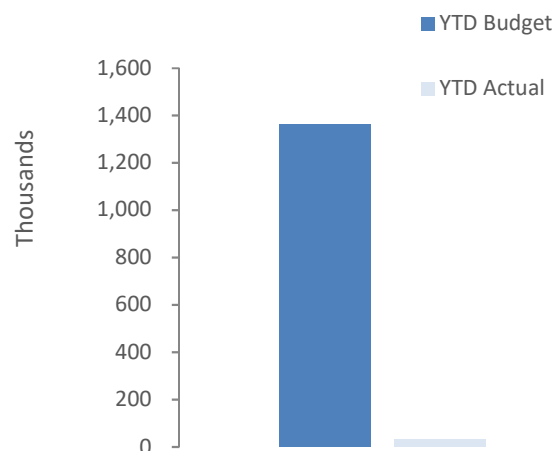
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Furniture and equipment	80,000	13,333	0	(13,333)
Plant and equipment	489,000	81,500	0	(81,500)
Infrastructure - roads	710,800	118,467	32,891	(85,576)
Infrastructure - drainage	61,000	10,167	0	(10,167)
Infrastructure - footpaths	20,000	3,333	0	(3,333)
Payments for Capital Acquisitions	1,360,800	226,800	32,891	(193,909)
Right of use assets	0	0	0	0
Total Capital Acquisitions	1,360,800	226,800	32,891	(193,909)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	576,353	240,147	0	(240,147)
Other (disposals & C/Fwd)	100,000	8,333	0	(8,333)
Cash backed reserves				
Plant replacement reserve	389,000	32,417	0	(32,417)
Contribution - operations	295,447	(54,097)	32,891	86,988
Capital funding total	1,360,800	226,800	32,891	(193,909)

SIGNIFICANT ACCOUNTING POLICIES

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

OPERATING ACTIVITIES

NOTE 9

CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant replacement reserve	448,772		89	220,000	0	(389,000)	0	279,772	448,861
Building reserve	42,073		8		0		0	42,073	42,081
Affordable housing reserve	102,264		20		0		0	102,264	102,284
Office equipment reserve	14,024		3		0		0	14,024	14,027
Road construction reserve	21,618		4		0		0	21,618	21,622
	628,751	0	104	220,000	0	(389,000)	0	459,751	628,875

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES**

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 30 November 2020
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	3,236	0	(3,236)	0
- non-operating	12	66,050	0	0	66,050
Total unspent grants, contributions and reimbursements		69,286	0	(3,236)	66,050
Provisions					
Annual leave		85,120	0	0	85,120
Long service leave		62,411	0	0	62,411
Total Provisions		147,531	0	0	147,531
Total other current assets		216,817	0	(3,236)	213,581
Amounts shown above include GST (where applicable)					

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

KEY INFORMATION

Provisions

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

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

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2020	Current Liability 30 Nov 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission Grants				0		397,869	165,779	198,435
Law, order, public safety								
ESL Grant				0		31,279	13,033	11,941
Education and welfare								
Well Aged Housing Grants				0		40,000	16,667	42,481
Transport								
RRG Direct Funding Grant				0		75,002	31,251	0
Other property and services								
Regional Traineeship Grant 2019	3,236	0	(3,236)	0		44,093	18,372	0
	3,236	0	(3,236)	0	0	588,243	245,101	252,856
Operating contributions								
Governance								
Legal Fees Recoverable				0		1,000	417	4,339
Housing								
Staff Housing Reimbursements				0		1,200	500	98
Other property and services								
FBT Reimbursements				0				660
Paid Parental Leave				0				6,031
Diesel Fuel Rebates				0				6,819
	0	0	0	0	0	2,200	917	17,947
TOTALS	3,236	0	(3,236)	0	0	590,443	246,018	270,803

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Nov 2020	Current Liability 30 Nov 2020	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Transport								
Grant - RRG Project	66,050			66,050	66,050	576,353	240,147	0
	0	0	0	0	0	0	0	0
TOTALS	66,050	0	0	66,050	66,050	576,353	240,147	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2020	Received	Paid	30 Nov 2020
	\$	\$	\$	\$
NIL	0	0	0	
	0	0	0	0

KEY INFORMATION

Trust fund (Year to date)				
1				
1				
1				
0				
0				
0				
	1	2	3	4

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2020**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - rates	448,691	139.42%	▲ Timing	
General purpose funding - other	38,966	23.47%	▲ Timing	
Law, order and public safety	34,971	143.94%	▲ Timing	
Education and welfare	25,536	66.25%	▲ Timing	
Transport	(73,164)	(54.37%)	▼ Timing	
Economic services	(20,066)	(90.01%)	▼ Timing	
Other property and services	(10,237)	(42.66%)	▼ Timing	
Expenditure from operating activities				
Governance	(283,325)	(498.84%)	▼ Timing	
Health	15,265	94.58%	▲ Timing	
Education and welfare	11,916	64.85%	▲ Timing	
Housing	10,209	36.03%	▲ Timing	
Recreation and culture	22,625	35.03%	▲ Timing	
Transport	376,145	51.21%	▲ Timing	
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(240,147)	(100.00%)	▼ Timing	
Payments for property, plant and equipment and infrastructure	193,909	85.50%	▲ Timing	
Financing activities				
Transfer from reserves	(32,417)	(100.00%)	▼ Timing	
Transfer to reserves	18,229	99.43%	▲ Timing	

15.5.SUNDRY DEBTORS OUTSTANDING – FOR THE PERIOD ENDING – 30/11/2020
SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

CLIENT #	DETAILS	AMOUNT
120	Standpipe Water Charges	\$39.38
504	Funding	\$5400.00
90614	Standpipe Water	\$10.50
168	Funding	\$14650.00
133	Standpipe Water	\$116.48
90519	Standpipe Water	\$107.00
47	Standpipe Water	\$15.41
21118	Standpipe Water	\$255.50
90415	Reimbursement of Costs	\$129.47
	Total	\$20,723.74

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	CREDITS	TOTAL
\$885.60	\$0.00	\$20,723.74	(\$1417.80)	\$20,191.54

15.6.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD 23/10/2020 – 11/11/2020

FOR THE PERIOD 30 NOVEMBER 2020

Transaction ID	Date	Name	Description	Amount
Municipal Account				
EFT Payments				
EFT5234	06/11/2020	Major Motors	parts	-26.72
EFT5235	06/11/2020	West Australian Newspaper	advertising	-180.00
EFT5236	06/11/2020	Dongolocking Plumbing & Gas	maintenance	-770.00
EFT5237	06/11/2020	Automotive Electrical & 4WD Accessories	parts	-249.82
EFT5238	06/11/2020	The Woodanilling Tavern	catering	-175.00
EFT5239	06/11/2020	McGuffie Transport	freight	-41.25
EFT5240	06/11/2020	Katanning Districts Carpet Care	cleaning contract	-525.00
EFT5241	06/11/2020	Kojonup BMC Embroidery	councillor shirts	-185.00
EFT5242	06/11/2020	Bob Waddell & Associates Pty Ltd	rates consulting	-396.00
EFT5243	06/11/2020	Southern Rural Fabrication	maintenance to standpipe	-1962.41
EFT5244	06/11/2020	Synergy	25 Sep to 24 Oct 2020	-1084.62
EFT5245	06/11/2020	WALGA	councillor training	-975.00
EFT5246	06/11/2020	Staff Lotto	Payroll deductions	-90.00
EFT5247	06/11/2020	Great Southern Fuel Supplies	BULK DIESEL	-9865.63
EFT5248	06/11/2020	PCS	software support	-212.50
EFT5249	06/11/2020	Emerald Garden	flowers for kahlia	-100.00
EFT5250	06/11/2020	Digga-West Earthparts WA	equipment	-270.60
EFT5251	06/11/2020	Grahams Small Motor Centre	parts	-48.00
EFT5252	06/11/2020	Blackwoods	parts	-313.37
EFT5253	06/11/2020	Katanning Hardware	hardware	-35.95
EFT5254	06/11/2020	Albany Best Office Systems	photocopier contract	-956.55
EFT5255	06/11/2020	Great Southern Waste Disposal	rubbish collection	-3570.65
EFT5256	06/11/2020	Staff Christmas Club	Payroll deductions	-494.00
EFT5257	13/11/2020	Woodanilling Men's Shed	maintenance	-478.00
EFT5258	13/11/2020	Di Candilo Steel City	parts	-1135.20
EFT5259	13/11/2020	QFH Multiparts	parts	-79.42
EFT5260	13/11/2020	Filters Plus WA	filters	-455.84
EFT5261	13/11/2020	Les Cooke Instrument Co Pty Ltd	fire weather meter	-561.00
EFT5262	13/11/2020	All Rubber TMH	rubber	-152.06
EFT5263	13/11/2020	Toll Transport	freight	-17.71
EFT5264	13/11/2020	Katanning Districts Carpet Care	cleaning contract	-525.00
EFT5265	13/11/2020	ATO	BAS August 2020	-6614.00
EFT5266	13/11/2020	Katanning Stock & Trading	hardware	-46.20
EFT5267	13/11/2020	Blights Auto Electrics	part	-19.95
EFT5268	13/11/2020	Staff Lotto	Payroll deductions	-45.00
EFT5269	13/11/2020	Beaupaires Wagin	tyre repair	-97.85
EFT5270	13/11/2020	Perth McIntosh & Son	parts	-932.77
EFT5271	13/11/2020	Emerald Garden	remembrance day wreath	-80.00
EFT5272	13/11/2020	Blackwoods	parts	-65.70
EFT5273	13/11/2020	Staff Christmas Club	Payroll deductions	-227.00
EFT5274	13/11/2020	E Fire & Safety	fire equipment service	-581.90
EFT Total Payments				- 34,642.67
Cheque Payments				
15332	06/11/2020	Katanning Reticulation & Pump Supplies	parts	-155.40
Total Cheque Payments				- 155.40
Direct Debit Payments				
DD3268.1	02/11/2020	Telstra	11 Oct to 10 Nov	-251.55
DD3292.1	01/11/2020	Westnet	monthly hosting	-124.99
DD3294.1	06/11/2020	Water Corporation	1 Sep 2020 to 31 Oct 2020	-384.62
DD3294.2	02/11/2020	Water Corporation	1 Sep 2020 to 31 Oct 2020	-669.50
DD3294.3	12/11/2020	Water Corporation	1 Sep 2020 to 31 Oct 2020	-3547.35

FOR THE PERIOD 30 NOVEMBER 2020

DD3301.1	02/11/2020	Water Corporation	1 Sep 2020 to 31 Oct 2020	-67.93
DD3310.1	04/11/2020	WA Super	Superannuation contributions	-634.31
DD3310.2	04/11/2020	Australian Superannuation	Superannuation contributions	-618.52
DD3310.3	04/11/2020	Hesta	Superannuation contributions	-449.51
DD3310.4	04/11/2020	MLC Navigator Retirement Plan	Superannuation contributions	-165.90
DD3310.5	04/11/2020	Colonial Select Personnel Super	Superannuation contributions	-93.90
DD3310.6	04/11/2020	REST	Superannuation contributions	-150.72
DD3310.7	04/11/2020	OnePath Custodians	Superannuation contributions	-80.99
DD3318.1	03/11/2020	NAB - Credit Card	card fee	-1141.51
DD3319.1	13/11/2020	Telstra	25 Oct to 24 Nov	-336.94
DD3319.2	02/11/2020	Water Corporation	Aug to Oct	-61.53
DD3332.1	02/11/2020	Water Corporation	1 Sep 2020 to 31 Oct 2020	-66.10
DD3334.1	11/11/2020	WA Super	Superannuation contributions	-634.31
DD3334.2	11/11/2020	Australian Superannuation	Superannuation contributions	-667.75
DD3334.3	11/11/2020	Hesta	Superannuation contributions	-449.51
DD3334.4	11/11/2020	MLC Navigator Retirement Plan	Superannuation contributions	-190.47
DD3334.5	11/11/2020	Colonial Select Personnel Super	Superannuation contributions	-93.90
DD3334.6	11/11/2020	REST	Superannuation contributions	-149.46
DD3334.7	11/11/2020	OnePath Custodians	Superannuation contributions	-125.40
DD3340.1	18/11/2020	WA Super	Superannuation contributions	-689.22
DD3340.2	18/11/2020	Australian Superannuation	Superannuation contributions	-719.64
DD3340.3	18/11/2020	Hesta	Superannuation contributions	-449.51
DD3340.4	18/11/2020	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3340.5	18/11/2020	Colonial Select Personnel Super	Superannuation contributions	-93.90
DD3340.6	18/11/2020	REST	Superannuation contributions	-149.46
DD3340.7	18/11/2020	OnePath Custodians	Superannuation contributions	-65.84
DD3343.1	24/11/2020	ClickSuper	transaction fee	-7.59
DD3343.2	20/11/2020	SkyMesh	internet contract	-125.00

Total Direct Debit Payments	-	15,878.42
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Municipal Account List of Payments Total	-	<u>50,676.49</u>
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16. CLOSURE OF MEETING

Meeting closed at 6.07 President wished all the staff a merry Christmas and a good years work and thanked the councillors for their support.