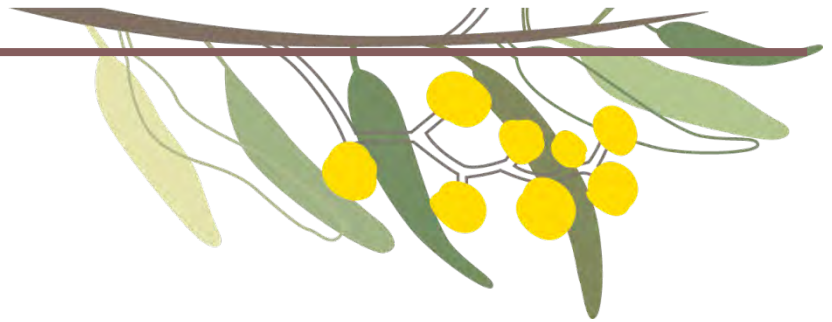


SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Agenda 27 July 2021

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Woodanilling will be held on 27 July 2021 in the Council Chambers, 3316 Robinson Road, Woodanilling commencing at 4.00p.m.

STEPHEN GASH
CHIEF EXECUTIVE OFFICER

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ORDINARY MEETING OF COUNCIL AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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".

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

Present:

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

Apologies:

Cr H Thomson	Shire President
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3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. PETITIONS / DEPUTATIONS / PRESENTATIONS

6. APPLICATIONS FOR LEAVE OF ABSENCE

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

8. CONFIRMATION OF COUNCIL MEETING MINUTES:

8.1. ORDINARY MEETING OF COUNCIL HELD – 29/06/2021

COUNCIL DECISION

That the Minutes of the Ordinary Meeting of Council held 29 June 2021 be confirmed as a true and correct record of proceedings without amendment.

9. CONFIRMATION OF OTHER MEETING MINUTES:

Nil

10. OFFICER'S REPORTS

10.1.ACKNOWLEDGEMENT OF 2021/22 FIREBREAK NOTICE

Proponent	Shire of Woodanilling
Owner	
Location/Address	3316 Robinson Road Woodanilling
Author of Report	Sue Dowson, Deputy CEO
Date of Meeting	27 th July 2021
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	ADM0038
Attachments	Under separate cover Fire Break Notice 2021/22

BRIEF SUMMARY

To adopt the 2021/22 Fire Break Notice and allow for distribution with the 2021/22 Rate notices.

BACKGROUND/COMMENT

Annually the Woodanilling Fire Break Notice is reviewed by the CESM, CBFCO and the Deputy CEO for any required changes before printing for distribution. There were significant changes made this year:-

- Removal of the Harvest Ban Hotline from the front page and increased size of the SMS and WhatsApp, also noting that the Harvest Ban phone service is no longer available.
- Local Rural Zone changes, same wording as in old FBN but highlighted that Variations need to be applied for in the local Rural Section.
 - 2.0 Local Rural Zone
 - 2.0.1 Stay the same
 - 2.0.2 All Land in the Local Rural Zone is to be maintained in a '**Hazard Reduced State**'. If for any reason this **CAN NOT** be complied with a **VARIATION MUST BE APPLIED FOR** as stated within this notice.
 - 2.0.3 Stay the same
 - 2.0.4 Stay the same

In the Variations:-

- Changes to the 2nd paragraph – **Delete**: This application must be signed by the FCO for the area in which the land is situated to signify agreement to the variation. **Remove**: 1st January 2014 provision in the last paragraph.

So Variations will now read:-

If it is considered impractical for any reason to comply with any provision in this Notice, you must make written application detailing your proposed alternative fire prevention measures to the Council or its Duly Authorised Officer by **no later than the 1st October each year**.

If the Council or its Duly Authorised Officer does not grant permission, you must comply with the requirements of this notice.

A request for a Variation to the Fire Break Notice for areas of Non-Arable Land is considered acceptable, however the landholder must demonstrate that they have taken every possible action to clear the said land. Variations will remain in place until either the property changes ownership or the variation is cancelled by the Council or its Duly Authorised Officer.

So Definitions:-

Non Arable Land – Land that is not capable of producing crops, unsuitable for farming, unsuitable to be ploughed or tilled. Includes rocky outcrops, densely treed areas or creek lines.

STATUTORY/LEGAL IMPLICATIONS

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION/COMMUNICATION

CESM, CBFCO and Deputy CEO

RISK MANAGEMENT**VOTING REQUIREMENTS**

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.1 ACKNOWLEDGEMENT OF THE 2021/22 FIREBREAK NOTICE

That Council acknowledges the changes to the 2021/22 Firebreak Notice and recommends distribution to the Community with the 2021/22 Rate Notices.

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

Nil

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 29/07/2021**

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

15.2.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/06/2021 – 30/06/2021

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 June 2021

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

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KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 JUNE 2021

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE	
Members of Council	Members of Council, civic reception, functions, public relations, electoral requirements and administration.
Administration	
GENERAL PURPOSE FUNDING	
Rates	Rates, General Purpose Government Grants, Interest on Investments.
General Purpose Revenue	
LAW, ORDER, PUBLIC SAFETY	
Fire Prevention	Supervision of various by-laws, fire prevention and animal control.
Animal Control	
Other	
HEALTH	
Preventative Services	Food Control, meat inspection, water testing and health inspection services.
Community Health	
Other	
EDUCATION AND WELFARE	
Disability Access & Inclusion	Well aged housing and services for youth and aged.
Care of Senior Citizens	
HOUSING	
Staff Housing	Provision and maintenance of staff housing.
COMMUNITY AMENITIES	
Sanitation	Refuse site, cemetery and public conveniences.
Stormwater Drainage	
Town Planning	
Protection of Environment	
Other	
RECREATION AND CULTURE	
Public Halls	Maintenance of halls, parks, gardens and ovals. Library and heritage.
Swimming areas	
Libraries	
Other	
TRANSPORT	
Road Construction	Road construction and maintenance, footpaths and traffic signs.
Road Maintenance	
Road Plant Purchases	
Transport Licensing Agency	
ECONOMIC SERVICES	
Rural Services	Area promotion, pest control and building control.
Tourism	
Building Control	
Other	
OTHER PROPERTY AND SERVICES	
Private Works	Private works, public works overheads and plant operation.
Public Works Overheads	
Plant Operating Costs	
Stock Control	
Salaries and Wages	

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

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	7,300	153	(7,147)	(97.90%)	
General purpose funding - general rates	6	772,376	772,376	770,057	(2,319)	(0.30%)	
General purpose funding - other		398,469	398,469	859,079	460,610	115.59%	▲
Law, order and public safety		58,309	58,309	42,255	(16,054)	(27.53%)	▼
Health		800	800	0	(800)	(100.00%)	
Education and welfare		92,500	92,500	129,986	37,486	40.53%	▲
Housing		17,200	17,200	23,551	6,351	36.92%	
Community amenities		36,800	36,800	31,046	(5,754)	(15.64%)	
Recreation and culture		1,800	1,800	4,141	2,341	130.06%	
Transport		322,962	322,962	247,973	(74,989)	(23.22%)	▼
Economic services		53,500	53,500	53,986	486	0.91%	
Other property and services		57,593	57,593	72,354	14,761	25.63%	▲
		1,819,609	1,819,609	2,234,581	414,972		
Expenditure from operating activities							
Governance		(136,313)	(136,313)	(210,741)	(74,428)	(54.60%)	▼
General purpose funding		(4,820)	(4,820)	(19,228)	(14,408)	(298.92%)	▼
Law, order and public safety		(92,000)	(92,000)	(139,920)	(47,920)	(52.09%)	▼
Health		(38,737)	(38,737)	(37,904)	833	2.15%	
Education and welfare		(44,100)	(44,100)	(41,062)	3,038	6.89%	
Housing		(68,000)	(68,000)	(51,954)	16,046	23.60%	▲
Community amenities		(93,526)	(93,526)	(251,024)	(157,498)	(168.40%)	▼
Recreation and culture		(155,000)	(155,000)	(201,442)	(46,442)	(29.96%)	▼
Transport		(1,762,711)	(1,762,711)	(1,565,493)	197,218	11.19%	▲
Economic services		(65,000)	(65,000)	(98,404)	(33,404)	(51.39%)	▼
Other property and services		(21,700)	(21,700)	(220,248)	(198,548)	(914.97%)	▼
		(2,481,907)	(2,481,907)	(2,837,422)	(355,515)		
Non-cash amounts excluded from operating activities	1(a)	817,345	817,345	836,620	19,275	2.36%	
Amount attributable to operating activities		155,047	155,047	233,779	78,732		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	576,353	339,640	(236,713)	(41.07%)	▼
Proceeds from disposal of assets	7	100,000	100,000	0	(100,000)	(100.00%)	▼
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(1,360,800)	(259,331)	1,101,469	80.94%	▲
Amount attributable to investing activities		(684,447)	(684,447)	80,309	764,756		
Financing Activities							
Transfer from reserves	9	389,000	389,000	0	(389,000)	(100.00%)	▼
Transfer to reserves	9	(220,000)	(220,000)	(220,160)	(160)	(0.07%)	
Amount attributable to financing activities		169,000	169,000	(220,160)	(389,160)		
Closing funding surplus / (deficit)	1(c)	721	721	459,702			

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 JUNE 2021

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 JUNE 2021**

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	772,376	770,057	(2,319)	(0.30%)	
Operating grants, subsidies and contributions	11	590,443	590,443	1,104,868	514,425	87.13%	▲
Fees and charges		390,030	390,030	355,443	(34,587)	(8.87%)	
Interest earnings		5,200	5,200	0	(5,200)	(100.00%)	
Other revenue		600	600	(553)	(1,153)	(192.17%)	
Profit on disposal of assets	7	60,960	60,960	0	(60,960)	(100.00%)	▼
		1,819,609	1,819,609	2,234,583	414,974		
Expenditure from operating activities							
Employee costs		(1,078,324)	(1,078,324)	(1,074,548)	3,776	0.35%	
Materials and contracts		(263,000)	(263,000)	(614,280)	(351,280)	(133.57%)	▼
Utility charges		(95,912)	(95,912)	(95,040)	872	0.91%	
Depreciation on non-current assets		(878,305)	(878,305)	(836,620)	41,685	4.75%	
Insurance expenses		(91,366)	(91,366)	(81,174)	10,192	11.16%	▲
Other expenditure		(75,000)	(75,000)	(135,760)	(60,760)	(81.01%)	▼
		(2,481,907)	(2,481,907)	(2,837,422)	(355,515)		
Non-cash amounts excluded from operating activities	1(a)	817,345	817,345	836,620	19,275	2.36%	
Amount attributable to operating activities		155,047	155,047	233,781	78,734		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	576,353	339,640	(236,713)	(41.07%)	▼
Proceeds from disposal of assets	7	100,000	100,000	0	(100,000)	(100.00%)	▼
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(1,360,800)	(259,331)	1,101,469	80.94%	▲
Amount attributable to investing activities		(684,447)	(684,447)	80,309	764,756		
Financing Activities							
Transfer from reserves	9	389,000	389,000	0	(389,000)	(100.00%)	▼
Payments for principal portion of lease liabilities		0	0	0	0	0.00%	
Transfer to reserves	9	(220,000)	(220,000)	(220,160)	(160)	(0.07%)	
Amount attributable to financing activities		169,000	169,000	(220,160)	(389,160)		
Closing funding surplus / (deficit)	1(c)	721	721	459,702	458,981		

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 JUNE 2021

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 15 July 2021

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 JUNE 2021**

**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)	(60,960)	0
Add: Depreciation on assets		878,305	878,305	836,620
Total non-cash items excluded from operating activities		817,345	817,345	836,620

(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 June 2020	Year to Date 30 June 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(628,751)	(628,751)	(848,911)
Total adjustments to net current assets		(628,751)	(628,751)	(848,911)

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

Current assets				
Cash and cash equivalents	2	1,248,273	1,248,273	1,664,396
Rates receivables	3	62,125	62,125	73,235
Receivables	3	116,023	116,023	49,646
Other current assets	4	9,571	9,571	9,571
Less: Current liabilities				
Payables	5	(224,651)	(224,651)	(218,413)
Contract liabilities	10	(69,286)	(69,286)	(122,160)
Provisions	10	(147,531)	(147,531)	(147,531)
Less: Total adjustments to net current assets	1(b)	(628,751)	(628,751)	(848,911)
Closing funding surplus / (deficit)		365,773	365,773	459,702

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 JUNE 2021**

**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	815,034	0	815,034		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	848,912	848,912		NAB	0.10%	NA
Trust - Cash at Bank	Cash and cash equivalents	0	0	0	0	NAB	0.00%	NA
Total		815,484	848,912	1,664,396	0			
Comprising								
Cash and cash equivalents		815,484	848,912	1,664,396	0			
		815,484	848,912	1,664,396	0			

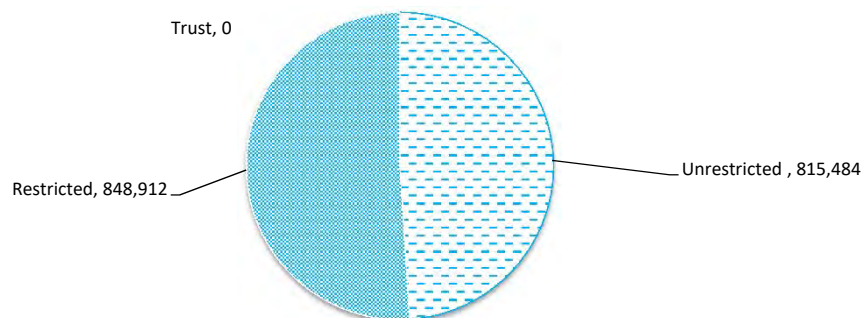
KEY INFORMATION

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 JUNE 2021**

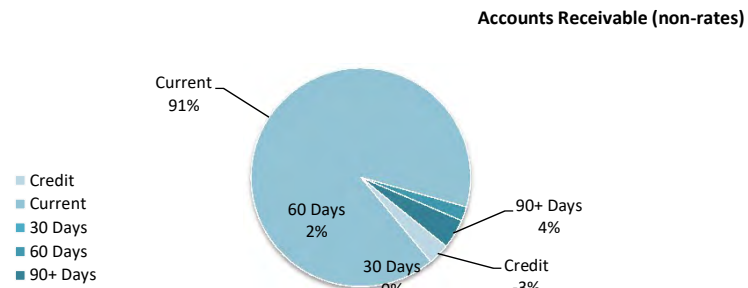
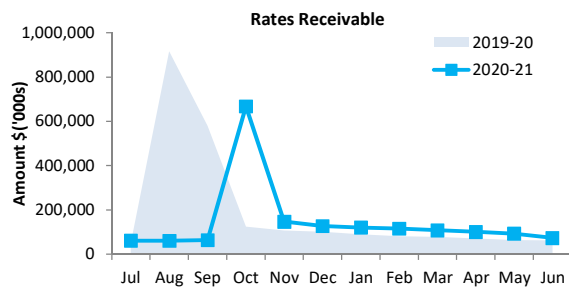
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 June 2020	30 Jun 2021
	\$	\$
Opening arrears previous years	52,210	62,125
Levied this year	771,494	770,057
Less - collections to date	(761,579)	(758,947)
Equals current outstanding	62,125	73,235
Net rates collectable	62,125	73,235
% Collected	92.5%	91.2%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(823)	23,387	0	547	1,125	24,236
Percentage	(3.4%)	96.5%	0%	2.3%	4.6%	
Balance per trial balance						
Sundry receivable						25,410
GST receivable						
Total receivables general outstanding						49,646
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.



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

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 30 June 2021
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

Inventory and Prepayment balances not adjusted for end of year

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 JUNE 2021**

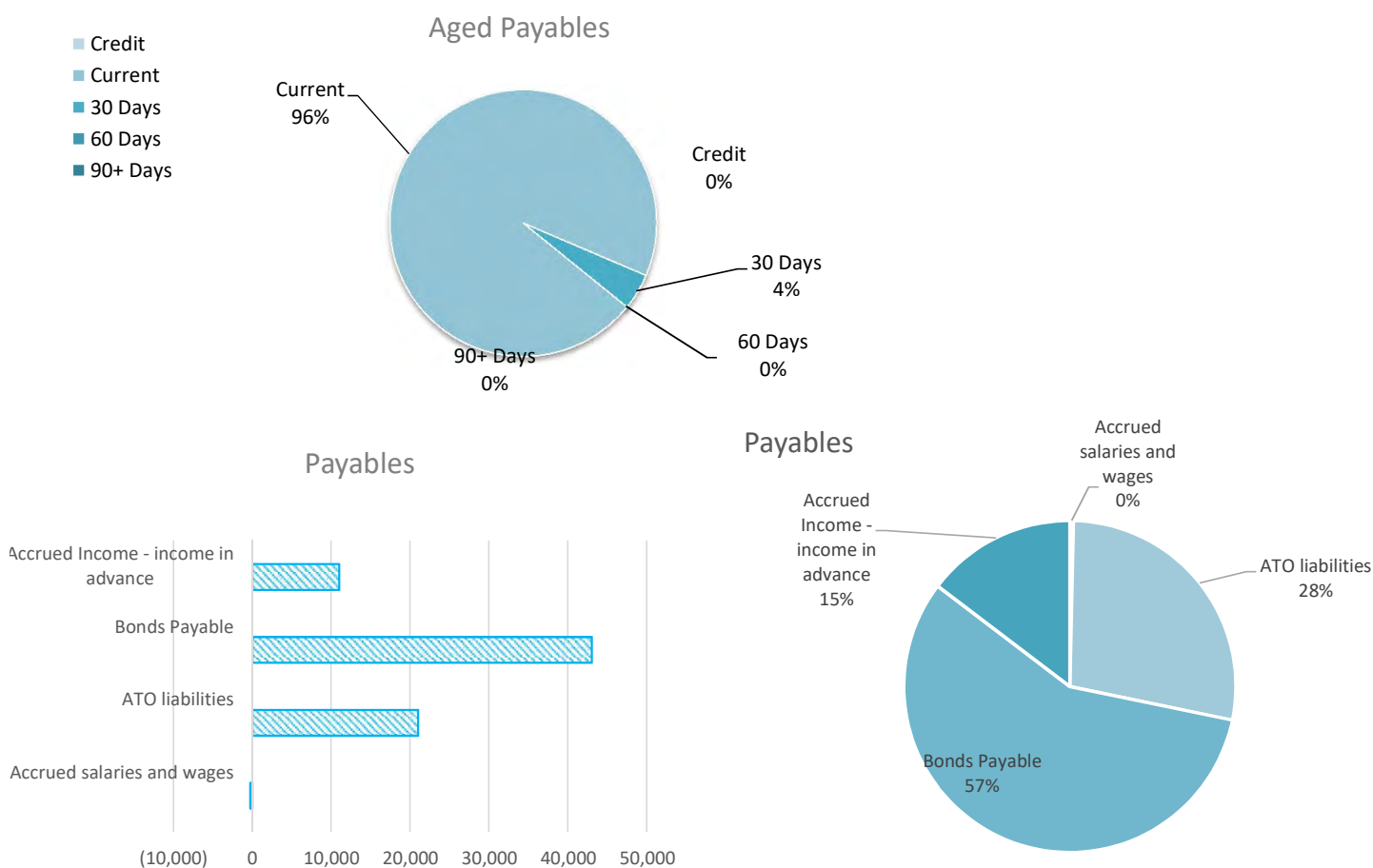
**OPERATING ACTIVITIES
NOTE 5
Payables**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	137,231	6,321	0	0	143,552
Percentage	0%	95.6%	4.4%	0%	0%	
Balance per trial balance						
Accrued salaries and wages						(263)
ATO liabilities						21,031
Bonds Payable						43,056
Accrued Income - income in advance						11,037
Total payables general outstanding						218,413

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 JUNE 2021**

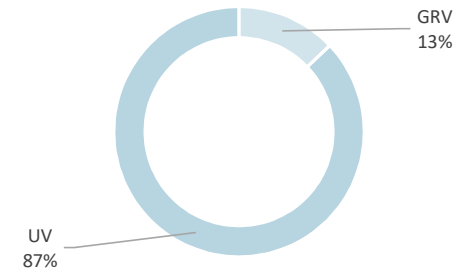
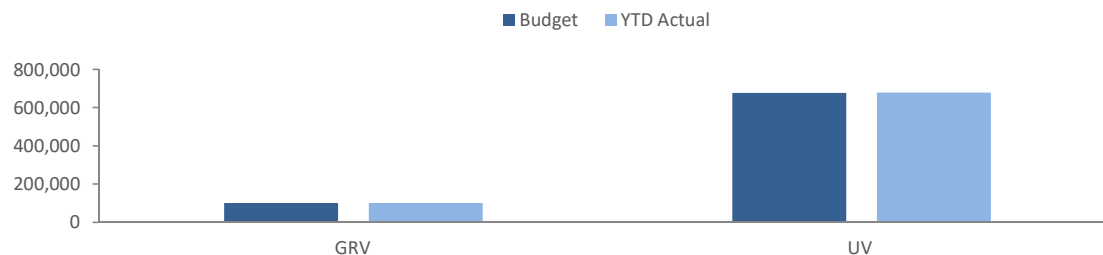
**OPERATING ACTIVITIES
NOTE 6
RATE REVENUE**

General rate revenue

RATE TYPE	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
				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV	0.1140	99	880,800	100,438			100,438	100,514			100,514
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	778,434	0	0	778,434
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)				(41,402)
Concession							(7,425)				(125)
Total general rates							772,376				770,057

KEY INFORMATION

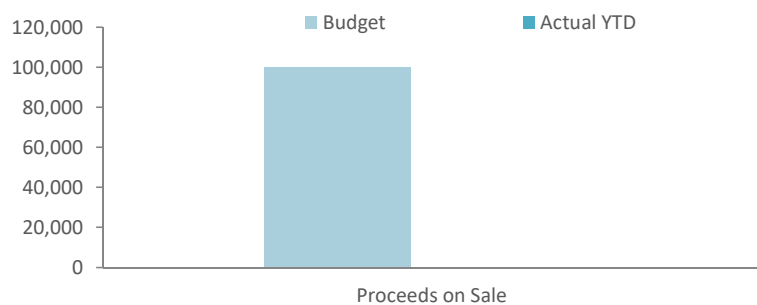
Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability 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 JUNE 2021**

**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



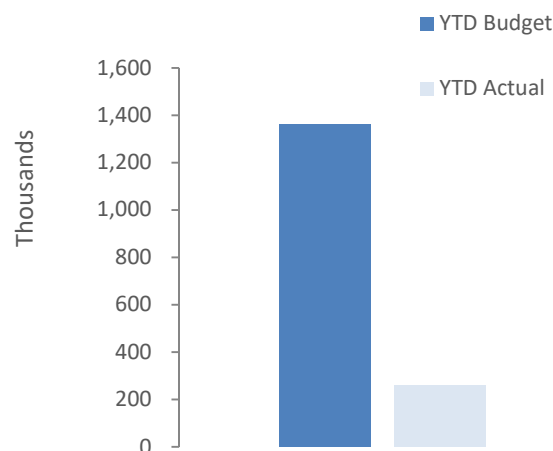
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2021

INVESTING ACTIVITIES NOTE 8 CAPITAL ACQUISITIONS

Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Furniture and equipment	80,000	80,000	248	(79,752)
Plant and equipment	489,000	489,000	0	(489,000)
Infrastructure - roads	710,800	710,800	259,083	(451,717)
Infrastructure - drainage	61,000	61,000	0	(61,000)
Infrastructure - footpaths	20,000	20,000	0	(20,000)
Payments for Capital Acquisitions	1,360,800	1,360,800	259,331	(1,101,469)
Right of use assets	0	0	0	0
Total Capital Acquisitions	1,360,800	1,360,800	259,331	(1,101,469)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	576,353	576,353	339,641	(236,712)
Other (disposals & C/Fwd)	100,000	100,000	0	(100,000)
Cash backed reserves				
Plant replacement reserve	389,000	389,000	0	(389,000)
Contribution - operations	295,447	295,447	(80,310)	(375,757)
Capital funding total	1,360,800	1,360,800	259,331	(1,101,469)

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 JUNE 2021**

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		115	220,000	220,000	(389,000)	0	279,772	668,887
Building reserve	42,073		10		0		0	42,073	42,083
Affordable housing reserve	102,264		26		0		0	102,264	102,290
Office equipment reserve	14,024		4		0		0	14,024	14,028
Road construction reserve	21,618		5		0		0	21,618	21,623
	628,751	0	160	220,000	220,000	(389,000)	0	459,751	848,911

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

**OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES**

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 30 June 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	3,236	8,086	(3,236)	8,086
- non-operating	12	66,050	387,664	(339,640)	114,074
Total unspent grants, contributions and reimbursements		69,286	395,750	(342,876)	122,160
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 liabilities		216,817	395,750	(342,876)	269,691
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
Please note that these figures may be adjusted/updated during the preparation of annual statements as reconciliation of grant income and project expenditure has not been fully completed.

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 JUNE 2021**

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 Jun 2021	Current Liability 30 Jun 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission Grants				0		397,869	397,869	848,223
Law, order, public safety								
DFES - Bushfire Brigade	0	8,086	0	8,086	8,086		0	
ESL Grant				0		31,279	31,279	27,823
Education and welfare								
Well Aged Housing Grants				0		40,000	40,000	76,904
Transport								
RRG Direct Funding Grant				0		75,002	75,002	76,543
Other property and services								
Regional Traineeship Grant 2019	3,236		(3,236)	0		44,093	44,093	39,669
	3,236	8,086	(3,236)	8,086	8,086	588,243	588,243	1,069,162
Operating contributions								
Governance								
Legal Fees Recoverable				0		1,000	1,000	4,339
Housing								
Staff Housing Reimbursements				0		1,200	1,200	583
Other property and services								
FBT Reimbursements				0				1,590
Paid Parental Leave								13,570
Diesel Fuel Rebates				0				15,624
	0	0	0	0	0	2,200	2,200	35,706
TOTALS	3,236	8,086	(3,236)	8,086	8,086	590,443	590,443	1,104,869

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

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Jun 2021	Current Liability 30 Jun 2021
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
General purpose funding					
LCRI	0	126,800	(110,712)	16,088	16,088
Transport					
Grant - RRG Project	66,050	58,667	(56,736)	67,981	67,981
LCRI	0	202,197	(172,192)	30,005	30,005
	66,050	387,664	(339,640)	114,074	114,074

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
576,353	576,353	339,641
576,353	576,353	339,641

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

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 1 July 2020	Amount Received	Amount Paid	Closing Balance 30 Jun 2021
	\$	\$	\$	\$
NIL	0	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 JUNE 2021

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 - other	460,610	115.59%	▲ Permanent	Inclusion of initial FAGS grants for 21/22
Law, order and public safety	(16,054)	(27.53%)	▼ Permanent	
Education and welfare	37,486	40.53%	▲ Permanent	
Transport	(74,989)	(23.22%)	▼ Permanent	
Other property and services	14,761	25.63%	▲ Permanent	
Expenditure from operating activities				
Governance	(74,428)	(54.60%)	▼ Permanent	
General purpose funding	(14,408)	(298.92%)	▼ Permanent	
Law, order and public safety	(47,920)	(52.09%)	▼ Permanent	
Housing	16,046	23.60%	▲ Permanent	
Community amenities	(157,498)	(168.40%)	▼ Permanent	Items yet to be allocated to the Balance Sheet
Recreation and culture	(46,442)	(29.96%)	▼ Permanent	
Transport	197,218	11.19%	▲ Permanent	
Economic services	(33,404)	(51.39%)	▼ Permanent	
Other property and services	(198,548)	(914.97%)	▼ Permanent	Yet to finalise checks on POC and PWOH
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(236,713)	(41.07%)	▼ Permanent	Contract Liabilities
Proceeds from disposal of assets	(100,000)	(100.00%)	▼ Permanent	No Assets disposed in the 2020/2021 year
Financing activities				
Transfer from reserves	(389,000)	(100.00%)	▼ Permanent	No funds transferred from reserves in 2020/2021 year

15.3.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 30/06/2021

OUTSTANDING RATES	30/06/2021
Description	Balance
Rates	\$ 42,601.71
Legal charges	\$ 5,644.53
Penalty charges	\$ 11,513.98
Other Charges	\$ -
Instalment admin Fee	\$ 7.22
Instalment interest	\$ 17.50
Fire breaks	\$ 2,928.29
ESL Penalty	\$ 662.80
Sub total	\$ 63,376.03
Rubbish removal	\$ 2,889.53
Sub total	\$ 2,889.53
ESL	\$ 5,926.25
Sub total	\$ 5,926.25
Rates paid in advance	-\$ 10,936.97
Sub total	-\$ 10,936.97
Grand total	\$ 61,254.84

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

CLIENT #	DETAILS	AMOUNT
120	Standpipe Water Charges	\$39.38
118	Reimbursement of Costs	\$260.97
90614	Standpipe Water	\$10.50
165	Reimbursement of Costs	\$44.76
133	Standpipe Water	\$116.48
90519	Standpipe Water	\$107.00
47	Standpipe Water	\$15.41
21118	Standpipe Water	\$255.50
21010	Standpipe Water	\$275.00
	Total	\$1,125.01

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	CREDITS	TOTAL
\$23,386.70	\$547.07	\$1,125.01	(\$822.98)	\$24235.80

15.4.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD ENDING 30/06/2021

Transaction ID	Date	Name	Description	Amount
Municipal Account				
EFT Payments				
EFT5607	14/06/2021	Gerrard Hydraulics	parts	-910.58
EFT5608	14/06/2021	Major Motors	parts	-258.58
EFT5609	14/06/2021	Di Candilo Steel City	parts	-170.50
EFT5610	14/06/2021	Covs Parts	parts	-208.56
EFT5611	14/06/2021	QFH Multiparts	parts	-677.14
EFT5612	14/06/2021	Brenton Norrie	repairs to roller door	-2420.00
EFT5613	14/06/2021	Toll Transport	freight	-139.25
EFT5614	14/06/2021	Tutt Bryant Hire Pty Ltd	hire of equipment	-5967.50
EFT5615	14/06/2021	Katanning Districts Carpet Care	cleaning contract	-315.00
EFT5616	14/06/2021	Bob Waddell & Associates Pty Ltd	rates consulting	-1056.00
EFT5617	14/06/2021	Nelsons Drycleaning	drycleaning	-138.60
EFT5618	14/06/2021	Chefmaster Australia Pty Ltd	materials	-165.56
EFT5619	14/06/2021	St John Ambulance Western Australia Ltd	first aid kits	-454.68
EFT5620	14/06/2021	ATO	BAS-April 2021	-13952.00
EFT5621	14/06/2021	Shire of Woodanilling	shire rates	-104.83
EFT5622	14/06/2021	Synergy	25 Apr to 25 May 2021	-579.03
EFT5623	14/06/2021	Great Southern Fuel Supplies	bulk-diesel	-9166.39
EFT5624	14/06/2021	Beaurepaires Wagin	tyre repair	-1884.83
EFT5625	14/06/2021	Katanning Plant Hire	materials	-880.00
EFT5626	14/06/2021	Kleenheat Gas	yearly fee	-42.90
EFT5627	14/06/2021	Perth McIntosh & Son	parts	-445.78
EFT5628	14/06/2021	PCS	software support	-212.50
EFT5629	14/06/2021	Katanning McIntosh & Son	maintenance	-2440.05
EFT5630	14/06/2021	Landgate Valuation & Property Analytics	rates enquiries	-333.70
EFT5631	14/06/2021	Albany Best Office Systems	copier contract	-865.92
EFT5632	14/06/2021	Great Southern Waste Disposal	rubbish removal	-2614.04
EFT5633	14/06/2021	Staff Christmas Club	Payroll deductions	-594.00
EFT5634	14/06/2021	Ambrose Electrical Contracting	electrical tagging	-329.50
EFT5635	25/06/2021	Wagin Truck Centre	equipment	-44.50
EFT5636	25/06/2021	Woodanilling Men's Shed	construction of picnic table	-770.00
EFT5637	25/06/2021	Moore Australia Audit (WA)	financial templates	-1320.00
EFT5638	25/06/2021	Betta Roads	Polycom	-118800.00
EFT5639	25/06/2021	Australia Day Council of WA	Annual Subscription 21/22	-650.00
EFT5640	25/06/2021	Battery World Osborne Park	battery	-21.95
EFT5641	25/06/2021	ABA Security & Electrical	CCTV Installation	-17196.34
EFT5642	25/06/2021	Southern Stone & Wood	concrete works	-5775.00
EFT5643	25/06/2021	AFGRI Equipment	parts	-1573.28
EFT5644	25/06/2021	Toll Transport	freight	-363.33
EFT5645	25/06/2021	Katanning Districts Carpet Care	cleaning contract	-971.25
EFT5646	25/06/2021	Bob Waddell & Associates Pty Ltd	rates consulting	-726.00
EFT5647	25/06/2021	Campbell Management Services Pty Ltd	Bloom Festival 2021- Fee	-100.00
EFT5648	25/06/2021	Synergy	20 Apr- 17 June 2021	-2997.40
EFT5649	25/06/2021	Woodanilling Store	groceries	-284.00
EFT5650	25/06/2021	Cutting Edges Equipment Parts	parts	-2094.84
EFT5651	25/06/2021	Beaurepaires Wagin	tyre repairs	-1077.30
EFT5652	25/06/2021	David Gray & Co	parts	-166.38
EFT5653	25/06/2021	BTW Rural Supplies	equipment	-1290.00
EFT5654	25/06/2021	DFES	ESL 4th Quarter	-3133.20
EFT5655	25/06/2021	Katanning Hardware	hardware	-74.75
EFT5656	25/06/2021	Albany Best Office Systems	freight	-28.00
EFT5657	25/06/2021	Staff Christmas Club	Payroll deductions	-614.00

EFT Total Payments

- 207,398.94

Cheque Payments

15338	25/06/2021	Petty Cash Recoup	petty cash	-228.30
15339	25/06/2021	Department of Transport	jetty license renewal	-42.95
Total Cheque Payments				- 271.25

Direct Debit Payments

DD3589.3	01/06/2021	Westnet	monthly hosting	-4.99
DD3601.1	13/06/2021	Telstra	25 May to 24 June	-321.94
DD3607.1	02/06/2021	Aware Super	Superannuation contributions	-726.34
DD3607.2	02/06/2021	Hesta	Superannuation contributions	-400.92
DD3607.3	02/06/2021	Australian Superannuation	Payroll deductions	-672.11
DD3607.4	02/06/2021	MLC Navigator Retirement Plan	Superannuation contributions	-206.43
DD3607.5	02/06/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3607.6	02/06/2021	REST	Superannuation contributions	-138.35
DD3607.7	02/06/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3614.1	04/06/2021	NAB - Credit Card	card fee	-435.07
DD3616.1	09/06/2021	Aware Super	Superannuation contributions	-724.45
DD3616.2	09/06/2021	Hesta	Superannuation contributions	-400.92
DD3616.3	09/06/2021	Australian Superannuation	Payroll deductions	-731.42
DD3616.4	09/06/2021	MLC Navigator Retirement Plan	Superannuation contributions	-206.43
DD3616.5	09/06/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3616.6	09/06/2021	REST	Superannuation contributions	-138.35
DD3616.7	09/06/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3636.1	16/06/2021	Aware Super	Superannuation contributions	-723.44
DD3636.2	16/06/2021	Hesta	Superannuation contributions	-400.92
DD3636.3	16/06/2021	Australian Superannuation	Payroll deductions	-725.24
DD3636.4	16/06/2021	MLC Navigator Retirement Plan	Superannuation contributions	-214.42
DD3636.5	16/06/2021	Colonial Select Personnel Super	Superannuation contributions	-99.96
DD3636.6	16/06/2021	REST	Superannuation contributions	-138.35
DD3636.7	16/06/2021	OnePath Custodians	Superannuation contributions	-117.56
DD3637.1	30/06/2021	Water Corporation	1 May 2021 to 30 June 2021	-587.08
DD3638.2	30/06/2021	Water Corporation	1 May 2021 to 30 June 2021	-517.77
DD3639.1	22/06/2021	ClickSuper	transaction fee	-8.03
DD3643.3	20/06/2021	SkyMesh	internet contract	-125.00
DD3643.4	30/06/2021	Telstra	11 June to 10 July 2021	-212.40
DD3648.1	23/06/2021	Aware Super	Superannuation contributions	-726.34
DD3648.2	23/06/2021	Hesta	Superannuation contributions	-400.92
DD3648.3	23/06/2021	Australian Superannuation	Payroll deductions	-738.83
DD3648.4	23/06/2021	MLC Navigator Retirement Plan	Superannuation contributions	-214.42
DD3648.5	23/06/2021	Colonial Select Personnel Super	Superannuation contributions	-99.96
DD3648.6	23/06/2021	REST	Superannuation contributions	-138.35
DD3648.7	23/06/2021	OnePath Custodians	Superannuation contributions	-97.19
DD3653.1	30/06/2021	Water Corporation	1 May 2021 to 30 June 2021	-44.18
DD3656.1	30/06/2021	Aware Super	Superannuation contributions	-795.28
DD3656.2	30/06/2021	Hesta	Superannuation contributions	-400.92
DD3656.3	30/06/2021	Australian Superannuation	Payroll deductions	-701.76
DD3656.4	30/06/2021	MLC Navigator Retirement Plan	Superannuation contributions	-214.42
DD3656.5	30/06/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3656.6	30/06/2021	REST	Superannuation contributions	-138.35
DD3656.7	30/06/2021	OnePath Custodians	Superannuation contributions	-79.42

Total Direct Debit Payments	- 14,214.38
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Municipal Account List of Payments Total	- 221,884.57
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15.5.WWLZ INFORMATION REPORT – FOR THE PERIOD – JUN 2021 – JUL 2021**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: 30th June

Next Meeting: AGM 11th August

LANDCARE COORDINATION FUNDING 2020 / 2021

- SWCC Pollinator Project - \$55,500
- Kent LCDC – Fox Management - \$6766
- State NRM – Increasing community capacity for feral pig management in the WWLZ - \$27,372
- State NRM – Boardwalk for bird hide – \$26,112
- Community Fauna Education Project - \$133,340

STRATEGIC PLANNING

- Revision of constitution to make quorum requirements correct – currently some issues around wording

NON-PROJECT COMMUNITY ACTIVITIES

- Working with Shire of Wagin to revegetate block of donated land. Coordinating with works crew to do site prep and seedlings are almost ready.
- Assisted Shire of Wagin with street tree selection and ordering for several locations around town.
- 1 request for insect species identification
- On-going monitoring of Woodanilling waterways for mosquito activity
- Request for funding to host an indigenous fire management activity/trial on private property location
- Following up with black cockatoo sightings and queries – coming up on nesting time
- Coordination of hire of tree planter has begun. No mechanic currently available to review the machine upon return to check for damage, I will attempt to undertake this action despite minimal mechanical knowledge.
- Ongoing action trying to complete dissolution of Wagin and Woodanilling LCDC's.
- Will be completing a training course later in July which will include snake handling. Providing I can manage the tasks, may be able to offer this service as currently no-one in Wagin or Woodanilling that can assist with snake removal.

COMPLETED EVENTS

- Wagin CRC nature in art school holiday program
- Woolorama

COMING EVENTS

- HOGGONE pig control workshop to be upcoming, looking at early September but date TBC. Some interest from landholders in Narrogin Shire to attend.

CURRENT/ONGOING PROJECTS:**SWCC – POLLINATOR PROJECT STAGE 2 \$218,000 (OVER 4 YEARS)**

- Seedlings almost ready, landholders have been directed to ensure site prep is done, pre-works site photo monitoring completed. June reporting just completed.

SHIRE OF KENT – FOX CONTROL

- Currently undertaking final reporting

STATE NRM – WAGIN LAKE BOARDWALK - \$26,112

- Date for work to commence will be late July/early August. Expectation of about a week to complete construction.

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

- Results of community consultation over the last 12 months had determined that landholders just do not have the capacity to undertake the required level of action to lure, pre-feed and trap pigs. The financial impact of pigs is not significant enough to warrant the time required to commit at this stage. The use of Hoggone baits is to be promoted as a final activity in the project, however this will still require a level of 'training' the pigs to be as successful as it can, so it is still an unknown if landholders will be able to spend the time required to do it effectively. The result of this project is a further funding application requesting funds to employ a contractor to do work over a several year period.

SWCC – BLACK COCAKTOO NESTING SITES REHABILITATION - \$2000

- Woodanilling site proved to be false record. No nesting sites in either Shires

STATE NRM – HELPING OUR WAGIN-WOODY COMMUNITY TO UNDERSTAND AND PROTECT OUR SPECIES - \$133,340 (OVER 3 YEARS)

- A number of locations have been identified for surveying. After July training, will undertake licencing for approval to do works and plan for spring 2021 and autumn 2022.
- 4 locations have committed for fencing and or revegetation for the 2021/2022 period, mapping and agreements have been sent.
- IN consultation with CRC to host an event which would include snake handling, possible funding through this project to subsidise.

APPLICATION SUBMITTED

- State NRM Small Grant
Bird Hide for Rushy Swamp in Woodanilling
- State NRM Large Grant
Contract management for pig control

APPLICATIONS UNDERWAY

16. CLOSURE OF MEETING



*Fire Break Notice
&
Bush Fire Information
2021/2022*

Action is required by landowners and occupiers
of ALL land in the Shire of Woodanilling



PLEASE READ COMPLETELY AND CAREFULLY

FIRST & FINAL NOTICE ♦ PENALTIES MAY APPLY

If In Doubt, Contact the Shire of Woodanilling
Or your Local Brigade

FOR EMERGENCIES DIAL 000

CONTACT THE SHIRE 9823 1506 TO BE NOTIFIED BY SMS AND WHATSAPP OF ANY HARVEST AND VEHICLE
MOVEMENT BANS AND WARNINGS. THE HARVEST BAN PHONE SERVICE IS NO LONGER AVAILABLE

ANY FIRE LIT DURING THE RESTRICTED AND PROHIBITED BURNING PERIOD 19TH SEPTEMBER TO 15TH APRIL (INCLUSIVE) WILL REQUIRE A PERMIT FROM YOUR LOCAL FCO AND/OR THE CHIEF BUSH FIRE CONTROL OFFICER.

Bush Fire Act 1954 (Section 33)

Pursuant to the power contained in Section 33 of the *Bush Fire Act, 1954* you are hereby required to observe all requirements of this Fire Break Notice. Please read carefully, these are your legal requirements.

During the period from **15 NOVEMBER TO 15 APRIL** inclusive you are required to have:-

1.0 REGIONAL RURAL ZONE – OCCUPIED PROPERTIES

- 1.0.1 Immediately surrounding all homesteads, buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 10 metres wide.
- 1.0.2 A mobile fire fighting unit on standby and available for fire fighting purposes during the period from 15 November to 15 April.
- 1.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

1.1 REGIONAL RURAL ZONE – ABSENTEE LANDHOLDERS

- 1.1.1 Immediately surrounding all buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 20 metres wide.
- 1.1.2 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.1.3 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

2.0 LOCAL RURAL ZONE

- 2.0.1 A 'Building Protection Zone' is required around all buildings to a minimum width of 20 metres.
- 2.0.2 All Land in the Local Rural Zone is to be maintained in a 'Hazard Reduced State'. If for any reason this **CAN NOT** be complied with, a VARIATION MUST BE APPLIED FOR as stated within this notice.
- 2.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 2.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

2.1 LOCAL RURAL ZONE – URBAN FARMLAND

- 2.1.1 When the land is classified as Urban Farm Land by the Shire, the provisions of the Regional Rural Zone – Occupied Properties and Regional Rural Zone – Absentee Landholders will apply.

3.0 RESIDENTIAL, COMMERCIAL, INDUSTRIAL ZONES

- 3.1 All land within these zones are to be maintained in a “Hazard Reduced State”.
- 3.2 If a dwelling is located on a lot, then in addition to 3.1 above, within a 10 metre radius of the dwelling you must:
- 3.2.1 Maintain dead grass at or below 50mm;
 - 3.2.2 Removal of all dead branches from live standing trees or shrubs up to a height of 1.5 metres above the ground;
 - 3.2.3 Removal of all dead trees or shrubs;
 - 3.2.4 Removal of all branches from trees or shrubs that overhang the dwelling; and
 - 3.2.5 1 metre clearance is required around all fire wood stacks/heaps.

4.0 ALL OTHER ZONES / RESERVES

- 4.1 For all other Zones and Reserves in the Shire, the Council will determine individual fire control requirements by means of a Fire Management Plan. This includes all reserves under its control via a Vesting or Management Order which may or may not be leased to other authorities, UCL (unallocated crown land), and reserves under the control of other authorities/bodies.

5.0 PLANTATIONS

- 5.1 A firebreak being a minimum of 15 metres width shall be constructed along the boundaries of separate ownership, and all formed public roads, or on such alternative locations as may be agreed between the Local Government authority and the plantation owner.
- 5.2 Internal fire breaks between compartments of up to 30 hectares must be a minimum of 6 metres wide and for compartments over 30 hectares, a minimum of 10 metres wide.
- 5.3 All fire breaks shall have a 5 metre trafficable surface with a minimum vertical clearance of 4 metres to allow access by fire fighting appliances.

VARIATIONS

If it is considered impractical for any reason to comply with any provision of this Notice, you may make written application detailing your proposed alternative fire prevention measures to the Council or its duly authorised officer, no later than 1 October each year.

If the Council or its duly authorised officer does not grant permission, you must comply with the requirements of this notice.

A request for a variation to the Fire Break Notice for areas of Non-Arable land is considered acceptable, however the landholder must demonstrate that they have taken every possible action to clear the said land. Variations will

remain in place until either the property changes ownership or the variation is cancelled by the Council or its Duly Authorised Officer.

PENALTIES THAT CAN BE IMPOSED

Failure to comply with this Notice	Up to \$5,000
Offences relating to lighting fires in open air	Up to \$3,000
Setting fire to the bush during prohibited burning times	Up to \$250,000 and 14 years imprisonment
Failure of occupier to extinguish bush fire	Up to \$10,000
Refusal to state name and abode or stating false name or abode	Up to \$1,000
Failure to produce permit to burn	Up to \$1,000

It is not necessary for Council to notify you or give you any prior warning that legal action may proceed for failing to comply with the requirements of this notice.

GUIDELINES FOR VEHICLE AND MACHINERY MOVEMENT BANS (INCLUDING BANS ON OPERATION OF INTERNAL COMBUSTION ENGINES)

The following definitions shall apply to the guidelines on the ban of vehicle and machinery movement and the operation of internal combustion engines under Regulation 38A and 38B of the *Bush Fires Regulations, 1954*.

To register for the Harvest and Vehicle Movement Ban SMS Service please contact the Shire 9823 1506

LANEWAY/ROADWAY (NON GAZETTED)

A laneway/roadway is defined as having a trafficable surface, free of all flammable material, a minimum of 4 metres wide. Overhanging vegetation is to be pruned so as not to come into contact with any part of a vehicle.

REGISTERED ON AND OFF LOADING AREA

Registered On and Off Loading Area is defined as an area free of flammable material, save live standing trees to a radius of 50 metres from the centre of the area.

Areas are to be registered on an annual basis and must be received no later than 1 October each year.

DEFINITIONS

For the purposes of this notice, the following definitions apply:

Absentee Landholder – Any landholder who resides outside the Shire of Woodanilling unless the owner resides in an adjacent brigade district or an employee resides on the property.

Plantation - Any area of trees planted for commercial purposes, other than a windbreak - within gazetted town sites exceeding 3 hectares and elsewhere exceeding 10 hectares.

Building Protection Zone – is a Low Fuel Zone immediately surrounding a building and is designed to minimise the likelihood of flame contact with buildings. All trees and branches which overhang a building are to be removed;

Boundary – Means the external perimeter boundary of land contained within the same ownership, irrespective of whether it contains one or more allotments.

Firebreak – Means ground from which all flammable material has been removed, which is trafficable and on which no flammable material is permitted to accumulate during the prohibited and restricted burning periods.

Flammable Material - Means trash, dead grass, rubbish, leaf litter, sticks, dead branches, or other hazardous material, but does not include live standing trees, shrubs and cultivated plants located in gardens.

Hazard Reduced State – The removal of all hazardous material from the land excluding living plants and trees. Dead grass to be maintained at or below a height of 150mm. 'Non-arable Land' to be maintained in a 'Hazard Reduced State' where possible.

Hazardous Material – Means any bush, plant, tree, vegetable, substance, object, thing or materials that may or is likely to catch fire and burn.

Lot - "lot" means a defined portion of land —

- (a) depicted on a plan or diagram available from, or deposited with, the Authority and for which a separate Crown Grant or certificate of title has been or can be issued; or
- (b) depicted on a diagram or plan of survey of a subdivision approved by the Commission; or
- (c) which is the whole of the land the subject of -
 - (i) a Crown Grant issued under the Land Act 1933; (ii) a certificate of title registered under the Transfer of Land Act 1893; (iii) a survey into a location or lot under section 27(2) of the Land Administration Act 1997 or a certificate of Crown land title the subject of such a survey; (iv) a part-lot shown on a diagram or plan of survey of a subdivision deposited with the Authority; or (v) a conveyance registered under the Registration of Deeds Act 1856 - but does not include a lot in relation to a strata scheme, a lot in relation to a survey-strata scheme, or a lot shown as common property on a survey-strata plan, as those terms are defined in the Strata Titles Act 1985.

Low Fuel Zone - Means the removal of dead trees, leaf litter and trash, the removal of dead branches to a height of 1.5 metres from live standing trees or shrubs, and the maintenance of dead grass at or below a height of 100mm. Contained within the Low Fuel Zone a minimum of 2.5 metres of the zone must be maintained as a Firebreak or as maintained gardens and/or lawns.

Mobile Fire Fighting Unit — A mobile fire fighting unit is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a fire fighting hose and pump capable of delivering water.

Non-arable Land — Land that is not capable of producing crops, unsuitable for farming, unsuitable to be ploughed or tilled. Includes rocky outcrops, densely treed areas or creek lines.

Harvest and Vehicle Movement Ban – A ban on the movement of all vehicles and machinery and the operation of internal combustion engines within the Shire or part of the Shire during a time as specified in a notice or broadcast (Regulation 38A & 38B of the *Bush Fire Regulations, 1954*) with the exception of the movement of vehicles and machinery on made gazetted roads and laneways.

Harvest Ban – A ban on the operation of all grain harvesting machines within a Shire or part of a Shire and during a time, as specified in a notice or broadcast (Regulation 38A of the *Bush Fire Regulations 1954*).

REGULATED ACTIVITIES DURING A VEHICLE AND MACHINERY MOVEMENT BAN

1. Loading and offloading of anything ancillary to the main use of the property is only permitted on sites which are approved and registered by Council on an **annual basis** and which are clear of all flammable material save live standing trees to a radius of at least 50 metres. A mobile fire fighting unit shall be in attendance at all times the site is in use during the ban period.
2. All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken in a mobile fire fighting unit.
3. All necessary carting of water for livestock provided that such a vehicle is accompanied by a mobile fire fighting unit.
4. Any variation to either the Harvest or Vehicle and Machinery Movement Ban conditions listed above must be approved by Council.
5. Approval must be sought on an individual basis, and may be subject to specific conditions. It should be noted that approval may not be granted.

**By order of the Woodanilling Shire Council,
CEO, Stephen Gash**

IMPORTANT NOTICE

TO ALL LANDOWNERS AND/OR OCCUPIERS IN THE SHIRE OF WOODANILLING

TO REPORT A FIRE

Call 000 - or contact any fire control officer as listed on the attached sheet or call the Shire of Woodanilling on 9823 1506

Provide the following information:

1. Your name and contact number;
2. Fire location (information such as landmarks, road names, your location and the direction of the smoke and estimated distance is helpful in establishing fire location);
3. If it is a private property, supply the property owner's name if known; and
4. Provide details of fire site access if known.

FIRE ATTENDANCE

All brigade members attending a fire must check the following:

- That any slip-on unit is bolted securely to the tray of the vehicle;
- That adequate protective clothing is being worn;
- That a plentiful supply of fresh drinking water is in the fire fighting unit; and
- That the fire incident controller is aware of your presence at the fire.

FIREBREAKS

All firebreaks and fire hazard reduction measures are to be completed for all areas within the Shire of Woodanilling by **15 NOVEMBER** and must be maintained at that standard until **15 APRIL**.

RESTRICTED BURNING PERIODS

19 SEPTEMBER TO 31 OCTOBER AND 15 FEBRUARY TO 15 APRIL (INCLUSIVE)

ANY FIRE LIT IS YOUR RESPONSIBILITY

Permits are required for all fires lit during the restricted burning times and must be obtained from your local fire control officer who will explain the conditions under which fires may be lit.

Dates may be changed by 14 days at a time by the CBFCO or Shire President.

PERMITS MUST BE OBTAINED FOR BURNING DURING RESTRICTED BURNING TIMES.

Harvesting on Christmas Day is prohibited throughout the Shire.

PROHIBITED BURNING PERIOD

1 NOVEMBER TO 14 FEBRUARY (INCLUSIVE)

Permits may be issued for protective burning only. Protective burning around buildings may be carried out right through the prohibited burning period, with a permit from your nearest Fire Control Officer and/or Chief Bush Fire Control Officer for burning between the following times:

Rural

6.00pm to 12 midnight

Woodanilling Town Site

6.00pm to 12 midnight

**NO CAMP FIRES ARE PERMITTED WITHIN THE SHIRE OF WOODANILLING
DURING THE RESTRICTED AND PROHIBITED BURNING PERIODS**

DRAFT