



SHIRE OF GNOWANGERUP
BORDEN GNOWANGERUP ONGERUP

MINUTES

ORDINARY MEETING OF COUNCIL

25th October 2023
Commencing at 3:30pm

Council Chambers
Yougenup Road, Gnowangerup WA 6335

COUNCIL'S VISION

Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity



Shire of Gnowangerup

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Gnowangerup will be held on Wednesday 25th October 2023, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm.

Signed: _____



David Nicholson
CHIEF EXECUTIVE OFFICER

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that:

- (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and*
- (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.*

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.



DISCLAIMER

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

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

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

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Gnowangerup during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Gnowangerup.

The Shire of Gnowangerup advises that anyone who has any application lodged with the Shire of Gnowangerup shall obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Gnowangerup in respect of the application.

These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed:  _____

David Nicholson
CHIEF EXECUTIVE OFFICER



DECLARATION OF INTEREST FORM

To: Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
GNOWANGERUP WA 6335

I,(1) _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on (2) _____

Agenda Item(3) _____

The **type** of Interest I wish to declare is (4).

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to the Code of Conduct for Council Members, Committee Members & Candidates

The **nature** of my interest is (5) _____

The **extent** of my interest is (6) _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

Signed

Date

Notes:

1. Insert your name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 & 5.69 of the Act)..

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)

A Member, who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting that will be attended by the Member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a) Preside at the part of the Meeting, relating to the matter or;
- b) Participate in or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor, or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995, but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. **If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
 - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
 - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

INTERESTS AFFECTING IMPARTIALITY

DEFINITION:

- a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- b) includes an interest arising from kinship, friendship or membership of an association.

A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest.

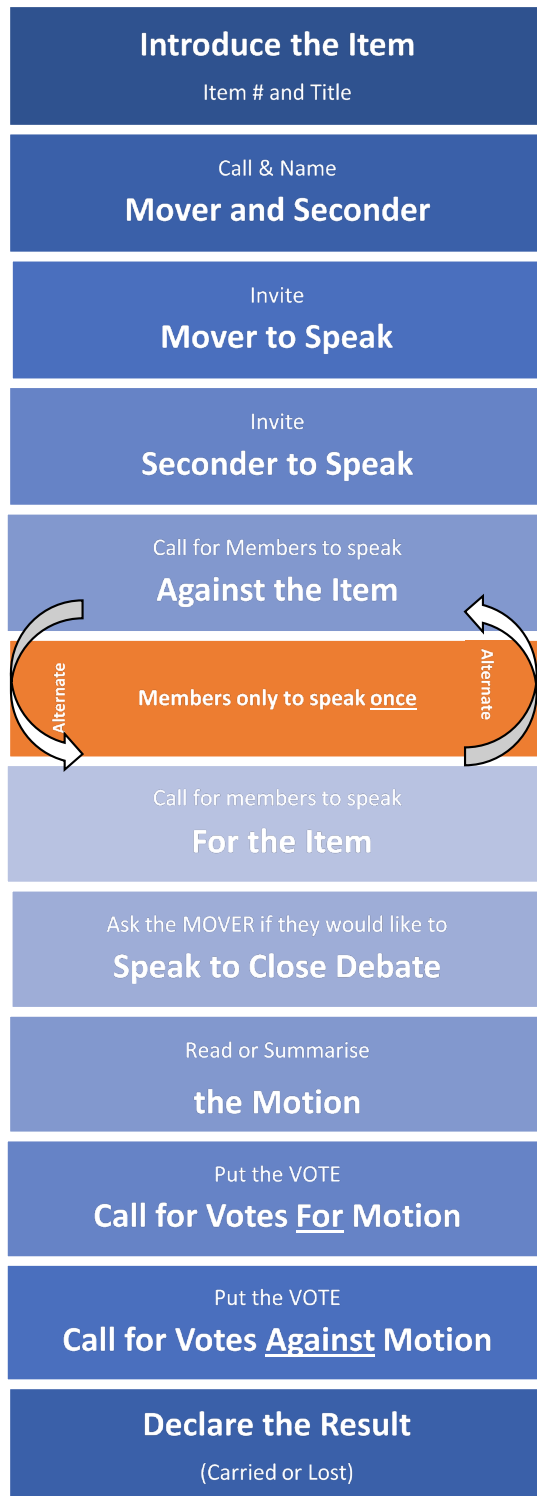
- (a) in a written notice given to the Chief Executive Officer before the meeting; or
- (b) at the meeting, immediately before the matter is discussed.

IMPACT OF AN IMPARTIALITY DISCLOSURE

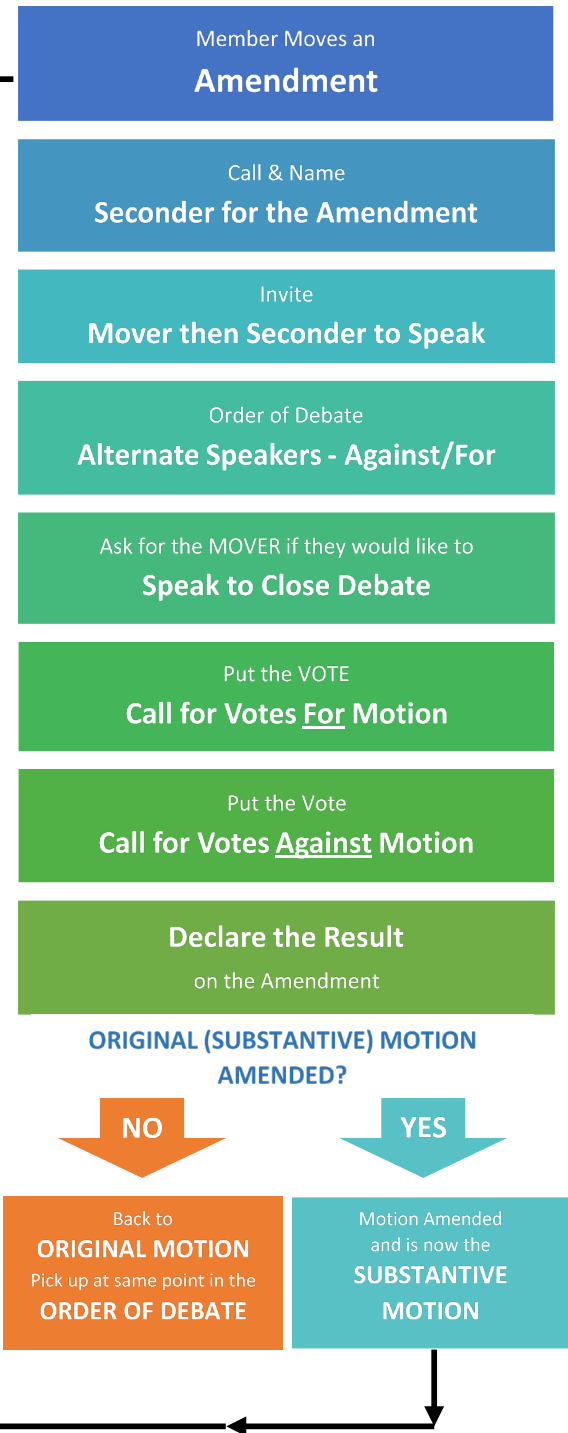
There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

Process of Motions

ORIGINAL MOTION

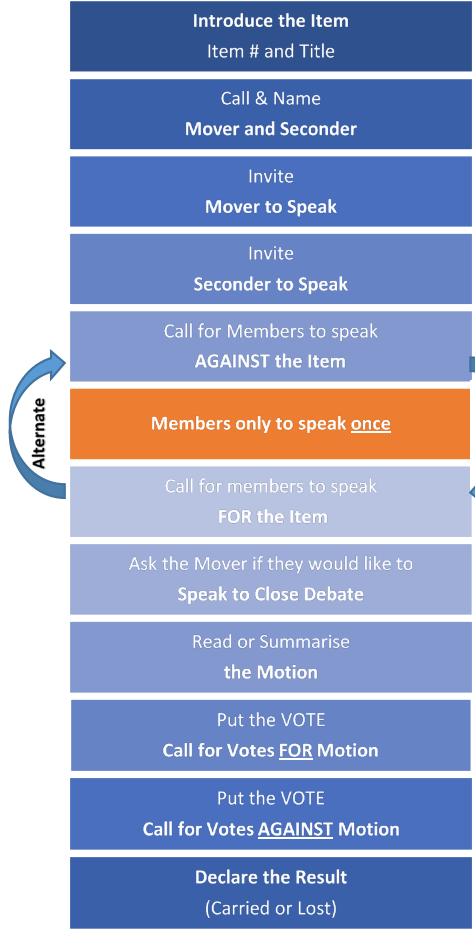


AMENDMENT



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Secunder. The Minor amendment must be minuted.

Substantive Motion

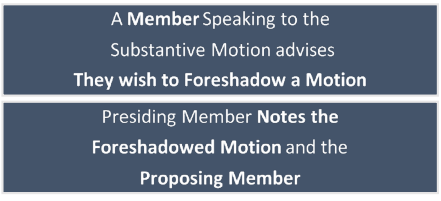


Alternate

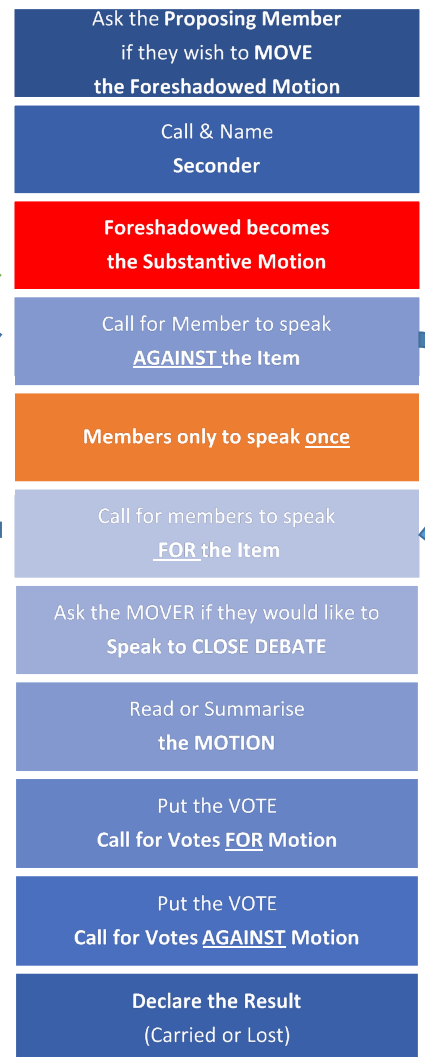
During Debate of Substantive Motion

Debate of the Substantive Motion continues

E.g. If the substantive motion is lost then I wish to foreshadow an alternative motion



Foreshadowed Motion



Alternate

Alternate

Substantive Motion LOST

CARRIED

Foreshadowed Motion Lapses

Note:

1. Deferring an item wording:
 - “Deferred for consideration at on..... and resubmitting to Council.
2. “Laying an item on the table” is similar to “deferring” but used when item will be re-considered later in the same meeting.
3. Questions can be asked at any time, BUT cannot be debated.

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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Cr Kate O'Keeffe welcomed Councillors, staff and visitors and opened the meeting at 3.31pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3.1 ATTENDANCE

3.1 ATTENDANCE

Cr Kate O'Keeffe	Shire President
Cr Rebecca O'Meehan	Deputy Shire President
Cr Greg Stewart JP	
Cr Mick Creagh	
Cr Rebecca Kiddle	
Cr Lex Martin	
Cr Peter Callaghan	

David Nicholson	Chief Executive Officer
Chiara Galbraith	Deputy Chief Executive Officer
Barry Gibbs	Acting Executive Manager of Infrastructure and Waste
Bobbie Van Rensburg	Executive Assistant
Anita Finn	Senior Governance Risk Officer
Llew Withers	Environment Health Officer

3.2 APOLOGIES

Cr Elect Robbie Minter

3.3 APPROVED LEAVE OF ABSENCE

NIL

4. APPLICATION FOR LEAVE OF ABSENCE

NIL

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

NIL

6. PUBLIC QUESTION TIME

NIL

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Cr Greg Stewart Item 11.4 Impartiality
Cr Rebecca Kiddle Item 11.4 Indirect Financial
CEO David Nicholson Item 12.11 Financial

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

NIL

8.2 DEPUTATIONS

NIL

8.3 PRESENTATIONS

NIL

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 27th SEPTEMBER 2023

COUNCIL RESOLUTION

MOVED: Cr Michael Creagh

SECONDED: Cr Rebecca O'Meehan

1023.67 That the minutes of the Ordinary Council Meeting held on 27TH September be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED 7/0

**For: Cr Greg Stewart, Cr Rebecca Kiddle, Cr Rebecca O'Meehan, Cr Lex Martin,
Cr Peter Callaghan, Cr Kate O'Keeffe, Cr Michael Creagh.**

Against: NIL

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 25th October 2023

Councillors: Various

G Stewart:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 28th September 2023 Art Exhibition Gnowangerup
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop
- 13th October 2023 GDSchool Sports Awards

P Callaghan:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 28th September 2023 Art Exhibition Gnowangerup
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop
- 12th October 2023 NSPNR AGM

R O’Meehan:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 7th October 2023 Ongerup Hotel opening.
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop
- 12th October 2023 NSPNR AGM
- 17th October 2023 Borden Pavilion Committee Meeting

L Martin:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 28th September 2023 Art Exhibition Gnowangerup
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop

B Kiddle:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop

K O’Keeffe:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 28th September 2023 Art Exhibition Gnowangerup

M Creagh:

- 27th September 2023 Information Briefing and Ordinary Meeting of Council
- 27th September 2023 Citizenship Ceremony
- 7th October 2023 Ongerup Hotel opening
- 11th October 2023 CEO Review Committee
- 11th October 2023 Councillor & Executives Workshop
- 20 October 2023 Ongerup Pre-Harvest Community Breakfast

11. REPORTS FOR DECISION

11.1 AUDIT AND CEO REVIEW COMMITTEE MEMBERS AND WALGA GREAT SOUTHERN ZONE REGION DELEGATES

Location:	N/A
Proponent:	N/A
Date of Report:	26 September 2023
Business Unit:	Strategy & Governance
Responsible Officer:	David Nicholson - Chief Executive Officer
Author:	Anita Finn – Governance Casual Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Term of Reference Audit Committee
- Term of Reference CEO Review Committee

PURPOSE OF THE REPORT

To appoint members to the Audit Committee, CEO Review Committee & Delegates to the WALGA Great Southern Zone Region for the period of 25 October 2023 until the Local Government Election 2025.

BACKGROUND

The tenure of members of Council Committees and WALGA Great Southern Zone Region expired on the date of the Local Government elections, 21 October 2023.

COMMENTS

Council Committees

In accordance with section 5.8 of the Local Government Act 1995, Council may convene committees of 3 or more persons, for the purpose of assisting the Council and to exercise powers and discharge of the duties of the local government that can be delegated to committees. In addition, Council may be compelled or may determine to convene a committee for the purpose of fulfilling obligations prescribed by other statutes relevant to the operations of a local government.

The committees of Council are required to be appointed by an absolute majority of Council.

AUDIT COMMITTEE	
Purpose	A committee appointed to assist Council in decision making on audit, finance and risk matters in accordance with the Local Government Act and any other relevant Acts or Regulations.
Membership	All Councillors
Meeting Frequency	At least quarterly every financial year.
Reporting	The Audit Committee has delegated authority and power under Delegation 1.1.1 to meet with the Local Governments

	Auditor at least once per year to examine the report of the Auditor and to determine if any matters raised by the report require action to be taken by the Shire and to ensure that appropriate action is taken in respect of those matters.
Responsible Officer	Deputy Chief Executive Officer
CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE	
Purpose	The CEO Review Committee is to annually review the CEO's performance in accordance with the appropriate provisions contained within the CEO's employment contract. In addition the committee is to review the key performance indicators to be met by the CEO, review the CEO remuneration package in accordance with the appropriate provisions within the CEO's employment contract and make recommendations to Council in relation to varying the contract as and when necessary.
Membership	All Councillors
Meeting Frequency	At least once a year
Reporting	The Committee reports as required to a subsequent Ordinary Meeting of Council. There is no delegated authority attached to this committee.
Responsible Officer	Deputy Chief Executive Officer

WALGA GREAT SOUTHERN ZONE REGION

The WA Local Government Association (WALGA) is an independent, member based, not-for-profit organisation representing and supporting the WA Local Government sector. WALGA advocates on behalf of WA's 139 Local Governments and negotiates service agreements for the sector. WALGA is not a government department or agency.

WALGA's Governance structure is comprised of the following bodies:

State Council

State Council is the decision-making representative body of WALGA, responsible for sector-wide policy making and strategic planning on behalf of Local Government. The members of the State Council include also Councillors elected as representatives amongst the delegates to the Zones of the country constituency which can be nominated by the Zone delegates

Zones

Zones are groups of geographically aligned Member Local Governments, responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters. The Chair and the Deputy Chair are nominated by the Zone delegates.

WALGA GREAT SOUTHERN ZONE REGION	
Required Councillors	Shire President + 1 Councillor + up to 2 Proxies
Meeting Frequency	Quarterly
Responsible Officer	Chief Executive Officer

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil.

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

- *Section 5.8 Establishment of committees*
- *Section 5.9 Committees, types of*
- *Section 5.10 Committee members, appointment of*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Financial reimbursement of mileage for Councillor attendance is payable and included in the 2023/24 Budget.

STRATEGIC IMPLICATIONS

Alignment with our Strategic Community Plan.

A strategically focused Council Strategy

Provide clear strategic direction to the administration

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Leadership
Description	Risk of ineffective strategic leadership of Council
Residual Risk	Low
Consequence Rating	Low
Likelihood Rating	Unlikely

VOTING REQUIREMENTS

Absolute Majority.

COUNCIL RESOLUTION

Moved: Cr Alexander Martin

Seconded: Cr Peter Callaghan

1023.68 That Council Appoints:

1. In accordance with section 5.10 of the Local Government Act 1995 and the committees Terms of Reference, appoints the following members to
 - a) Audit Committee
Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart, Cr Robbie Minitier
 - b) CEO Review Committee
Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart, Cr Robbie Minitier
2. Appoints Councillors Cr Kate O'Keeffe & Cr Rebecca O'Meehan as Council delegates to the *WALGA GREAT SOUTHERN ZONE REGION*, and Councillors Cr Lex Martin & Cr Peter Callaghan as Proxy delegates.

CARRIED BY ABSOLUTE MAJORITY: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

Heart of the Stirlings



SHIRE OF GNOWANGERUP

AUDIT COMMITTEE

TERMS OF REFERENCE

11 July 2018

Objectives of the Audit Committee

The primary objective of the audit committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finances and resources. The committee will ensure openness in the local government's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the local government's financial accounting systems and compliance with legislation.

The committee is to facilitate:

- the enhancement of the credibility and objectivity of external financial reporting;
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- the provision of an effective means of communication between the external auditor, the CEO and the Council.

Powers of the Audit Committee

The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

The committee is a formally appointed committee of council and is responsible to that body. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in management processes or procedures.

Membership

The committee will consist of all elected members of Council. All members shall have full voting rights.

The CEO and employees are not members of the committee.

The CEO and senior staff attend meetings to provide advice and guidance to the committee.

The Presiding Member and Deputy Presiding Member must be elected in accordance with section 5.12 and Schedule 2.3 of the Act.

Meetings

The committee shall meet at least quarterly.

Additional meetings shall be convened at the discretion of the Presiding Member.

Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council and must be moved by the Presiding Member, or in his/her absence the Deputy Presiding Member, or in both their absences, any other member of the committee.

Functions of the Audit Committee

The functions of the committee, pursuant to Reg. 16 of the *Local Government (Audit) Regulations 1996* will be to:

- a) guide and assist the local government in carrying out its functions:
 - i. under Part 6 (Financial Management) of the Act; and
 - ii. relating to other audits and other matters related to financial management;
- b) guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 (Audit) of the Act;
- c) review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to:
 - i. report to the council the results of that review; and
 - ii. give a copy of the CEO's report to the council;
- d) monitor and advise the CEO when the CEO is carrying out functions in relation to a review under
 - i. regulation 17(1); and
 - ii. the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- e) support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- f) oversee the implementation of any action that the local government:
 - i. is required to take by section 7.12A(3) of the Act; and
 - ii. has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a) of the Act; and
 - iii. has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - iv. has accepted should be taken following receipt of a report of a review conducted under the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c);
- g) perform any other function conferred on the audit committee by these regulations or another written law.

11.2

GNOWANGERUP TOWN HALL CEILING REPAIRS – FUNDING

Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	25 October 2023
Business Unit:	Asset & Infrastructure
Officer:	Barry Gibbs - Acting Executive Manager Assets and Infrastructure
Disclosure of Interest:	Nil

PURPOSE OF THE REPORT

To allocate funding for the ceiling remove from the Gnowangerup Town Hall to make the building usable by the Community in preparation for the future renewal of the ceiling later.

BACKGROUND

The Shire of Gnowangerup Town Hall original ceiling has become unstable and could collapse onto the suspended ceiling causing major injury to people and property.

The hall has been closed since July 2023 waiting on quotations to undertake the work. After speaking to building regarding the replacement the best option is to remove the ceiling and make the site safe and usable by the public. The builders can then quote on install a ceiling that will showcase the roof trusses as the building was originally built.

COMMENTS

The Shire did contact several building companies but only had two commercial builders with public building experience submit quotations. The two builders are Wauters Building Company and Smith Constructions.

CONSULTATION

Matt Bowen - Building Surveyor
Damon Lukins – ex Works Manager

LEGAL AND STATUTORY REQUIREMENTS

NCC 2022 Volume One - Building Code of Australia Class 2 to 9 buildings

POLICY IMPLICATIONS

4.1 Purchasing Policy – supply of good and services – Over \$50,000 and up to \$250,000 (over 3 year period)

FINANCIAL IMPLICATIONS

The Shire has received nomination form for Phase 4 of the LRCI Program and would like to use some of this funding to proceed with the first stage of reopening the building for public use.

STRATEGIC IMPLICATIONS

INTEGRATED STRATEGIC PLAN

Community Priority

Our Infrastructure

3.2. We prepare and maintain our assets for current and future community use

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Risk: Not to allocate the funding as per the recommendation:

Primary Strategic Risk Category	Community disruption
Description	Failure to adequately prepare and respond to events that cause disruption to the local community. Potential outcome: Loss of community infrastructure
Residual Risk: (Low, Moderate, High, Extreme)	Moderate
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Moderate
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Likely

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council may wish to allocate additional funding from Phase 4 LCRI grant program to include the reinstatement of a new ceiling in the Gnowangerup Town Hall after detailed inspection and quotation are prepared.

CONCLUSION

The sooner the Shire can undertake the removal the unstable ceiling the chance of the ceiling collapsing and causing damage to the hall flooring is averted.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION:

Moved: Cr Rebecca Kiddle Seconded: Cr Michael Creagh

1023.69 That Council Authorises:

- 1. The allocation of funding from Phase 4 LCRI program for the removal of the Gnowangerup Town Hall ceiling up to the value of \$65,000**

CARRIED BY ABSOLUTE MAJORITY: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

11.3	REQUEST FOR TENDER RTF2023-6 - AGRN973 STORM DAMAGE
Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	5 October 2023
Business Unit:	Asset & Infrastructure
Officer:	Barry Gibbs - Acting Executive Manager Assets and Infrastructure
Disclosure of Interest:	Nil

ATTACHMENTS:

1. Tender Assessment – Confidential
2. Tender Evaluation – Confidential

PURPOSE OF THE REPORT

To consider the tender RFT2023-6 submissions for storm damage road repairs approved by Disaster Recovery Funding Arrangements Western Australia (DRFAWA) and to accept the submission that provides the best value to the Shire.

BACKGROUND

Between 20-21 June 2021 severe weather and associated flooding across the South Coastal District cause damage to a number of shire road assets. The Shire was successful in obtaining funding approval for 12 roads listed below:

- Corackerup Road.
- Coromup Road
- Foster Road
- Godfrey Road
- Hart Road
- Holden Road
- Borden Bremer Bay Road
- Mindarabin Road
- Moorse Dam Road
- O'Neil Road
- Oakdale Road
- Pandalup Road

COMMENTS

The Shire received seven (8) tender submission of which one was non-compliant. Most of the remaining tenders have experience in storm damage repairs and have previously undertaken work for the Shire.

The tender evaluation was based on:

Price and price structure (score lowest to highest)	40%
Past experience/performance working with contracts of similar nature (score 1-8)	30%
Past experience working in a Local Government environment (score 1-8)	30%

The following contractors have submitted a tender:

Contractors
Fulcher Contractors
WCP Civil
WS Richardson
AA Contractors
Riverhill
MC Civil
Linkup
Keilor

CONSULTATION

Damon Lukins – ex Works Manager

LEGAL AND STATUTORY REQUIREMENTS

Due to the estimated cost prior to tender for works exceeding \$250k the purchasing policy requirements the shire to proceed to tender, pursuant to r.11 of the *Local Government (Functions and General) Regulations 1996*.

POLICY IMPLICATIONS

4.1 Purchasing Policy – supply of good and services – Over \$50,000 and up to \$250,000 (over 3 year period)

4.9 Buy Local Policy – Regional Preference - The Maximum price reduction allowed is \$5,000.00 (\$100,000 x 5% = \$5,000). As the value of the preferred tenders exceeded the value of \$100,000 the policy will not apply.

Note: The Preferred contractor (Fulcher Contractors) are a family owned business with a large staff and contingent of trucks and earthmoving equipment operating from Mount Barker in the Great Southern of Western Australia to which the Policy would apply.

FINANCIAL IMPLICATIONS

Nil, if works are approved by DFES for storm damage repairs.

STRATEGIC IMPLICATIONS

INTEGRATED STRATEGIC PLAN

Our Infrastructure

Community Priority

3.2. We prepare and maintain our assets for current and future community use.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Risk in not accepting the officer's recommendation:

Primary Strategic Risk Category	Financial Sustainability
Description	Inability to maintain service and infrastructure levels for the Shire. Loose the Disaster Recovery Funding Arrangements Western Australia (DRFAWA) Increase in rates
Residual Risk: (Low, Moderate, High, Extreme)	Moderate
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Major
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Possible

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council may wish to withdraw the tender and undertake the work using the shire's day labour workforce, as part of the normal road maintenance program. This would increase compliance documentation to DFES from the Shire with limited benefit to the community.

CONCLUSION

The recommendation is to accept the tender from Fulcher Contractors for RFT2023-6 - Storm Damage Road Repairs.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION:

Moved: Cr Peter Callaghan

Seconded: Cr Rebecca Kiddle

1023.70 That Council Authorises:

- 2. The CEO to accept the tender from Fulcher Contractors for \$220,940.00 (gst excl) for the road reinstatement work based on RFT2023-6.**

CARRIED BY ABSOLUTE MAJORITY: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

Tender Assessment Matrix

SCORE	DESCRIPTION OF SCORE
Yes	Fully meets compliance criteria
No	Does not meet the compliance criteria
1	Inadequate or non appropriate offer, critical or disqualifying deficiencies, does not meet criterion, unacceptably high risk to Principal
2	Marginal offer, some deficiencies, partly meets criterion, high risk to Principal
3	Fair offer, few deficiencies, almost meets criterion, medium risk to Principal
4	Reasonable offer, no deficiencies, meets criterion, medium risk to Principal
5	Good offer, no deficiencies, meets criterion, low risk to Principal
6	Very good offer, exceeds criterion, low risk to Principal
7	Outstanding offer, greatly exceeds criterion, very low risk to Principal
8	Very outstanding offer, greatly exceeds criterion, no to Principal

Price and price structure (score lowest to highest)	40%
Past experience/performance working with contracts of similar nature (score 1-8)	30%
Past experience working in a Local Government environment (score 1-8)	30%

Cr Greg Stewart declared an *Impartiality interest in item 11.4 due to Family Relatives*.
Cr Rebecca Kiddle declared an indirect Financial interest in item 11.4 due to being employed at Auspan.

Cr Greg Stewart and Cr Rebecca Kiddle left the room at 3.41pm

11.4	PROPOSED NEW SHED ON No. 48 STUTLEY STREET, GNOWANGERUP
Location:	Lot 197 (No. 48) Stutley Street, Gnowangerup
Proponent:	Auspan Building Systems Pty Ltd on behalf of H Brown and C Chambers
Date of Report:	10 October 2023
Business Unit:	Strategy & Governance
Officer:	Phil Shephard, Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

Site Plans A101-A104
Auspan Planning Letter
Auspan Concept Drawings

PURPOSE OF THE REPORT

For Council to determine a development application which involves construction of a new 1344m² general purpose storage and machinery workshop shed for a rural contractor.

BACKGROUND

Nil.

COMMENTS

Proposal

The proposed new 64m long by 21m (+4m-wide awning) wide shed with 6m wall height will be constructed of steel frames with a concrete floor in part of the shed.

The shed will be clad with unspecified coloured colorbond metal sheeting. The Auspan Concept Drawings show the shed will have an open front section (40m-wide) and enclosed front section (24m-wide) with sliding doors facing Stutley Street. There will also be roller doors at either end of the shed facing Walsh Street and the rear of the lot (facing adjoining Lot 196 (No. 32) Stutley Street).

The Auspan Site Plans show the shed will be located with the following setbacks:

- 39m setback to Walsh Street;
- 40m setback to adjoining Lot 196 (No. 32) Stutley Street;
- 72m northern side setback;
- 48m southern side setback; and
- 30m-33m from the existing buildings (dwelling/outbuildings, watertank etc.).

Stormwater runoff is to be collected and stored in on-site tanks for reuse.

Subject Site

The lot is 2.0326 hectares and has been developed with a single dwelling and detached outbuilding, water tank (see image below).

The property is on the corner of Stutley Street and Walsh Street and has crossovers onto each road.



48 Stutley Street, Gnowangerup bordered in red (Image Landagte Map Viewer Plus)

Walsh and Stutley Streets are unsealed with open stormwater drains and are local roads under the management of the Shire of Gnowangerup. Stutley Street has restricted access to Yougenup Road so any oversized vehicles will be required to use Walsh Street which is part of the RAV network.

The Auspan Site Plans shows the existing gate access points onto Walsh and Stutley Streets will be maintained.

The property has access to water supply, electricity and telecommunications infrastructure.

The surrounding land to the west is used for extensive agriculture and the land to the south forms part of CBH grain receipt and storage facilities. The land to the north is used for variety of uses including undeveloped land, small rural pursuits etc. The adjoining lot to the east has been approved in the past for transport depot, restaurant, dwelling, trade supplies and tyre shop uses.

Zoning and Land Use

The lot is zoned 'General Agriculture' under the Shire's Local Planning Scheme No. 2 (LPS2). The proposal is covered by 2 land use classes being Industry – Rural and Storage under LPS2 which are defined as:

"industry – rural" means –

a) an industry handling, treating, processing or packing rural products; or

b) a workshop servicing plant or equipment used for rural purposes;

"storage" means premises used for the storage of goods, equipment, plant or materials;

Both uses are permissible within the General Agriculture zone under LPS2 with Industry-Rural a D discretionary use (meaning Council must grant development approval for the proposal to proceed) and Storage an A advertised discretionary use (which means Council must refer the proposal and consider any submissions received before considering granting/refusing development approval).

Matters to be Considered

The Scheme and *Planning and Development (Local Planning Schemes) Regulations 2015* requires the Council have due regard to the 30 matters mentioned in determining whether to approve/refuse the development application. In this instance, not all matters affect the proposal, and those relevant ones are discussed in the table below.

Matter to be Considered	Comment
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;	<p>The objective for land in the General Agriculture zone under LPS2 (cl.4.2) is:</p> <p><i>To provide for a range of rural uses which are compatible with the capability of the land and retain the rural character and amenity of the locality.</i></p> <p>Whilst this property is within the Gnowangerup townsite and considerably smaller in size at 2 hectares compared to the majority of General Agriculture zoned land within the Shire, the proposal is for rural uses and similar sized sheds have been approved on General Agriculture lots within the Shire in the past.</p> <p>Given the small rural lot size, the proposed shed will dominate the built form on the property and is significantly larger than the 680m² shed on adjoining Lot 196 (to the east).</p>

Matter to be Considered	Comment
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	<p>The proposal involves permissible uses within the zone and LPS2 requirements to refer the proposal were completed.</p> <p>The proposal therefore meets the requirements of orderly and proper planning.</p>
(e) any policy of the Commission;	<p><i>State Planning Policy 2.5 - Rural Planning</i></p> <p>The proposal is considered to be consistent with Part 5.5 Regional variation, economic opportunities and regional developments of the SPP as it will assist support land uses associated with primary production, within the rural zone.</p>
(fa) any local planning strategy for this Scheme endorsed by the Commission;	<p>The lot is in area shown for potential rural residential, tourist accommodation and home enterprises in the future (see image below).</p> <p>The objective for the area is to provide for appropriate development and associated zoning/land use controls recognising the existing uses, lot sizes and configuration.</p> <div data-bbox="735 1184 1357 1486" data-label="Image"> </div> <p>The Strategy recognises the previous transport depot uses on Lot 196 Stutley Street (next door) and recommends if the area is included in the Rural Residential zone in the future, the permissibility of the transport depot be retained as an Additional Use to the underlying zone.</p>
(g) any local planning policy for the Scheme area;	See Policy Implication part of the report.
m) the compatibility of the development with its setting including the relationship of the development to	The proposed shed is similar in size and dimensions to other approved sheds on farming lots within the Shire.

Matter to be Considered	Comment
<p>development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;</p>	<p>The shed is larger in floor area than any existing shed in the local area. The shed on adjoining Lot 196 has similar wall heights.</p> <p>The shed is much larger in bulk and scale to other sheds in the local area and will be prominent on the site when viewed from surrounding roads.</p>
<p>(n) the amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;</p>	<p>The proposal was referred to the adjoining/nearby landowners in Walsh and Stutley Streets with an opportunity to provide submissions for Council to consider.</p> <p>The submission received supported the proposal and the lack of any objections indicate that the surrounding landowners do not oppose the development proceeding.</p> <p>The proposed outbuildings is not expected to adversely impact on the amenity or the pleasantness or attractiveness of the locality.</p> <p>The proposal is not considered to impact negatively on the future use or development opportunities on the adjoining land.</p> <p>The proposal is not expected to create any adverse environmental or social impacts on the amenity in the area.</p>
<p>(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;</p>	<p>The shed will not adversely impact on the natural environment or any water resource as the land is already cleared and stormwater runoff from the shed will be collected and stored in tanks for reuse.</p>
<p>(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;</p>	<p>No landscaping is required in the Development Table for uses in the General Agriculture zone. The Council can, if it considers it necessary, require some landscaping to be undertaken as a condition of development.</p> <p>No clearing is required.</p>
<p>(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush</p>	<p>Part of the land and site of the shed is designated bushfire prone by Department of Fire and Emergency Service mapping (see attached Site Plan A104).</p>

Matter to be Considered	Comment
<p>fire, soil erosion, land degradation or any other risk;</p>	<p>Under WAPC Planning Bulletin 111/2016, the proposal is also considered exempt for the following reasons:</p> <ul style="list-style-type: none"> • It does not result in the intensification of the land use); • It does not increase the number of residents/employees on-site; • Will not be occupied by residents/employees for any considerable amount of time; and • Does not result in an increase to the bushfire threat.
<p>(s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;</p>	<p>The proposal does not propose any changes to the existing access/egress points.</p> <p>Walsh and Stutley Streets are unsealed with open stormwater drains and are local roads under the management of the Shire of Gnowangerup. The proposal will not significantly increase the amount of traffic in the area and no upgrading of the roads is considered necessary.</p> <p>Stutley Street has restricted access to Yougenup Road so any oversize vehicles will be required to use Walsh Street which is part of the RAV network).</p> <p>There are adequate areas available on-site for loading/unloading, manoeuvring and parking of vehicles.</p>
<p>(y) any submissions received on the application;</p>	<p>The proposal was referred to the adjoining/nearby landowners in Walsh and Stutley Streets with an opportunity to provide comments, whether supportive or not. The referral advised “If no submission is received, Council will assume that you have no objection to the proposal proceeding.”</p> <p>At the close of the submission period, 1</p>

Matter to be Considered	Comment
	<p>submission was received from the adjoining landowner of No. 201 Walsh Street to the north that advised <i>“We do not object and are in full support of the above mentioned Development Application.”</i></p> <p>The submission received supported the proposal and the lack of any objections indicate that the surrounding landowners do not oppose the development proceeding.</p>

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Adjoining/nearby landowners in Walsh and Stutley Streets.

LEGAL AND STATUTORY REQUIREMENTS

Shire of Gnowangerup Local Planning Scheme No. 2

The application is required to be determined in accordance with the requirements of Local Planning Scheme No. 2 which is an operative local planning scheme under the *Planning and Development Act 2005*.

POLICY IMPLICATIONS

The Local Government has an adopted Local Planning Policy No. 2 - Outbuildings that applies to the development of outbuildings within the Shire.

The objectives of this Policy are to:

- a) To provide clear guidelines for the development of outbuildings in the Residential, Town Centre, Rural Residential and General Agriculture zones; and
- b) To achieve a balance between providing for the various legitimate needs for outbuildings, and minimising any adverse impacts outbuildings have on neighbours, the streetscape, the amenity of the neighbourhood or locality and of the Shire as a whole.

The outbuildings do not comply with some of the requirements in the Policy Table 1 and requires Council approval to proceed.

Zoning	General Agriculture	Comment
Max wall height	N/A	Nil.
Max ridge height	N/A	Nil.
Max floor area (aggregate)	N/A	Nil.
Special requirements	<p>Outbuildings are required to be setback in accordance with the following:</p> <ul style="list-style-type: none"> i. Front/Rear – 20m ii. Side – 10m. 	Setbacks achieved.

Zoning	General Agriculture	Comment
	Planning approval is not required for outbuildings on General Agriculture zoned land unless: <ul style="list-style-type: none"> <li data-bbox="444 373 964 499">i. The proposed outbuilding does not comply with the setback requirements listed above; and/or <li data-bbox="444 533 964 611">ii. The lot does not have frontage to a constructed public road; and/or <li data-bbox="444 644 964 814">i) The lot, area or closely associated building/s are listed on the Municipal Inventory or State Register of Heritage Places. 	

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Compliance
Consequence Rating	Insignificant
Likelihood Rating	Rare (1)
Acceptance Rating	Low (1)
Risk Acceptance Criteria	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

The development application fee has been paid as set out in the Shire's Fees and Charges.

STRATEGIC IMPLICATIONS

Our Economy

2.1 Support Business and business growth across the shire

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available, which are discussed below:

1 Not approve the proposal

The Council can refuse the application. If this option was chosen, the proposed shed could not be constructed, and the Council would have to provide reasons for the refusal.

2 Approve the proposal

The Council can choose to approve the proposal, in whole or part, and with or without conditions. If this option was chosen, the proposed shed could proceed to be constructed.

3 Defer the proposal

The Council can choose to defer the matter for a period of time and seek additional information from the proponents, if deemed necessary to complete the assessment, before proceeding to make a decision.

This is a discretionary decision, and the applicant has a right to request a review of any decision and/or condition made by the Local Government to the State Administrative Tribunal if aggrieved by the decision and/or any condition.

CONCLUSION

The proposed shed, whilst large in size, is consistent with the use and development of General Agriculture zoned land and given the lack of any objections received deemed acceptable to the adjoining/nearby landowners. It is recommended the proposal be approved subject to conditions.

VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION

Moved: Cr Peter Callaghan

Seconded: Cr Michael Creagh

1023.71 That Council:

- 1) Grants development approval for the proposed Industry-Rural and Storage uses and new 64m long by 21m (+4m-wide awning) wide with 6m wall height shed for general purpose storage and machinery workshop at No. 48 (Lot 197) Stutley Street, Gnowangerup subject to the following conditions:**
 - a) The development to be fully implemented in accordance with the stamped approved plans/details unless a variation has been approved in writing by the Chief Executive Officer.**
 - b) The shed to be clad with suitably coloured metal sheeting to the satisfaction of the Shire of Gnowangerup.**
 - c) No changes are permitted to vehicular access/egress points onto Walsh Street or Stutley Street unless approved by the Shire of Gnowangerup.**

- d) All stormwater runoff from the outbuildings being controlled, retained and stored for reuse on-site and/or disposed of off-site to the satisfaction of the Shire of Gnowangerup. No discharge onto the adjoining properties is permitted.

Advice Notes:

- ***A Building Permit from the local government must be obtained prior to the commencement of any construction work.***
- ***Oversize vehicles are restricted to Walsh Street.***
- ***This development approval does not permit any commercial or industrial activities on-site. The approval is restricted to the use of the occupiers of the dwelling only.***
- ***The proposal has been deemed exempt from the State Planning Policy 3.7 for bushfire prone land. The building may still require construction measures to be incorporated that meet AS3959 Construction of buildings in bushfire-prone areas as determined at Building Permit stage.***

- 2) Thanked the submitter for their submission and advise them of the outcome of the application.

UNANIMOUSLY CARRIED 5/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh.

Against: NIL

Cr Greg Stewart and Cr Rebecca Kiddle returned to the room at 3.44pm



(1 of 4)

Property Information

Landgate
48 STUTLEY ST, GNOWANGERUP

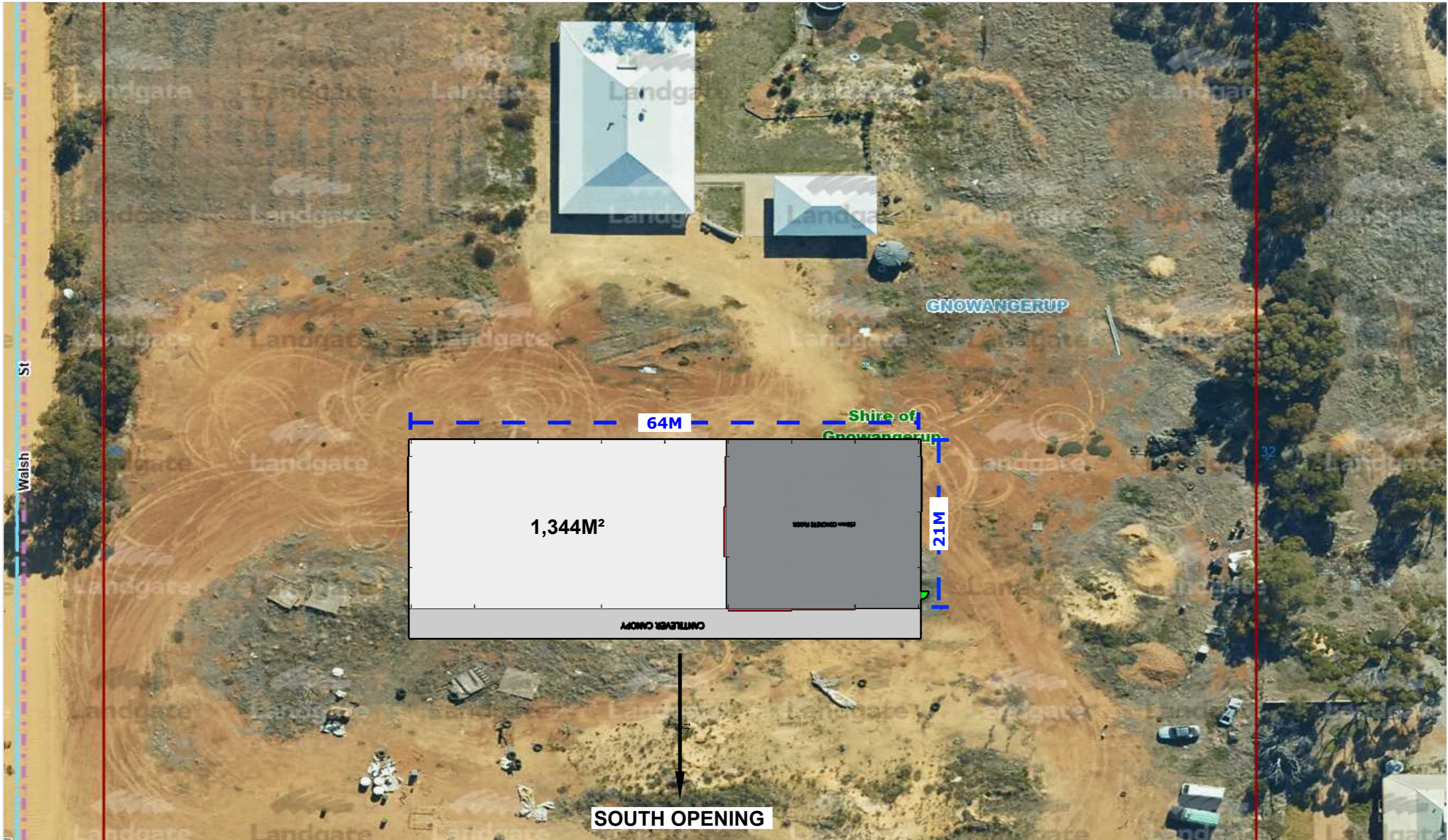
Lot on Plan P224130 197
 Land ID Number 1895171
 Area 2.0236 ha
 Local Government GNOWANGERUP

[Products Available](#)

[Zoom to](#)











Shire of Gnowangerup,
28 Yougenup Road,
Gnowangerup WA, 6335

Attn: Planning Department

To Whom it May Concern,

Please see attached Development Application on behalf of Harrison Mitchell Brown & Cassidy Louisa Chambers, for the proposed construction of a General-Purpose Shed & Workshop, with a Cantilever Canopy, located at 48 Stutley Street, Gnowangerup WA, 6335, to complement their primary production business.

The proposed development will be sited at least 50 metres from any natural creek line and over the minimum setbacks from any neighbouring boundary, with access via Stutley Street and Walsh Road, on the South and West side of the lot. Constructed to be 64m long, 21 wide and 6m in height to the gutter and a 4m wide Cantilever Canopy, made from fabricated structural steel, with colorbond trimdek cladding to the roof and walls, and industrial tapered gutters for the capturing and control of stormwater, which will be directed into an existing rainwater tank on the property.

This shed will be used purely as a General-Purpose Storage & Machinery/Workshop Facility associated with agriculture. The south side of the shed (64m long) is designed to be open front to the western end and enclosed to the eastern end. The northern side of the shed is fully enclosed with 2 personnel doors. The two remaining sides (Western & Eastern sides of the shed) are also enclosed with two roller doors and one Personnel door to the East.

This development does not affect the amount of employment on this property, nor the amount of vehicle traffic coming to or from the property. This is an agriculture contractor business and does not have set working hours like a commercial business would. The area of the development does not require any clearing of vegetation and will not pose any threats to nearby vegetation either.

We look forward to a prompt approval for this development, and please insist that you contact us should you have any questions or require any clarification.

Kind regards,

Tenisca Bushell


Project Admin | Auspan Group


0448 347 911

 1300 271 220


 sales@auspangroup.com.au

AUSPANGROUP.COM.AU

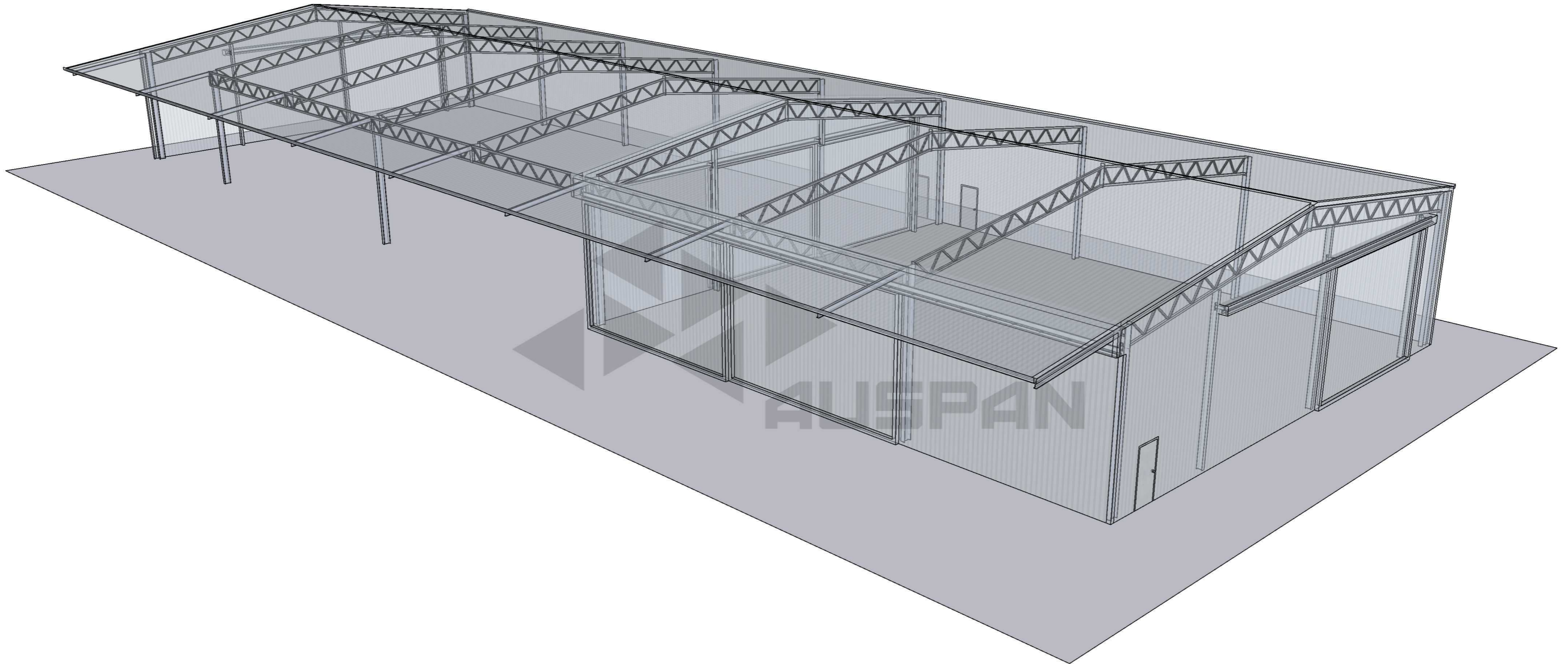
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Unconfirmed Public Minutes

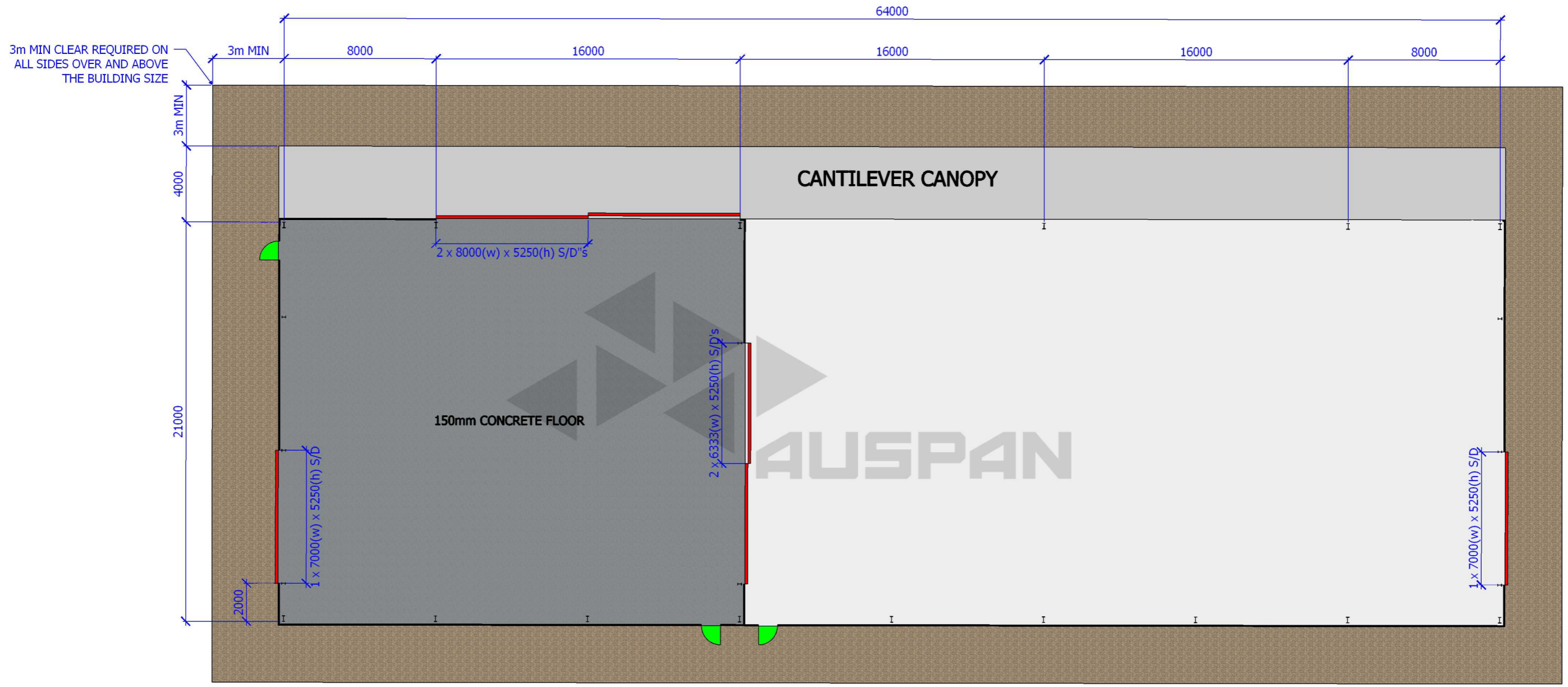
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Milpara, WA 6330
Ordinary Meeting of Council 25th October 2023

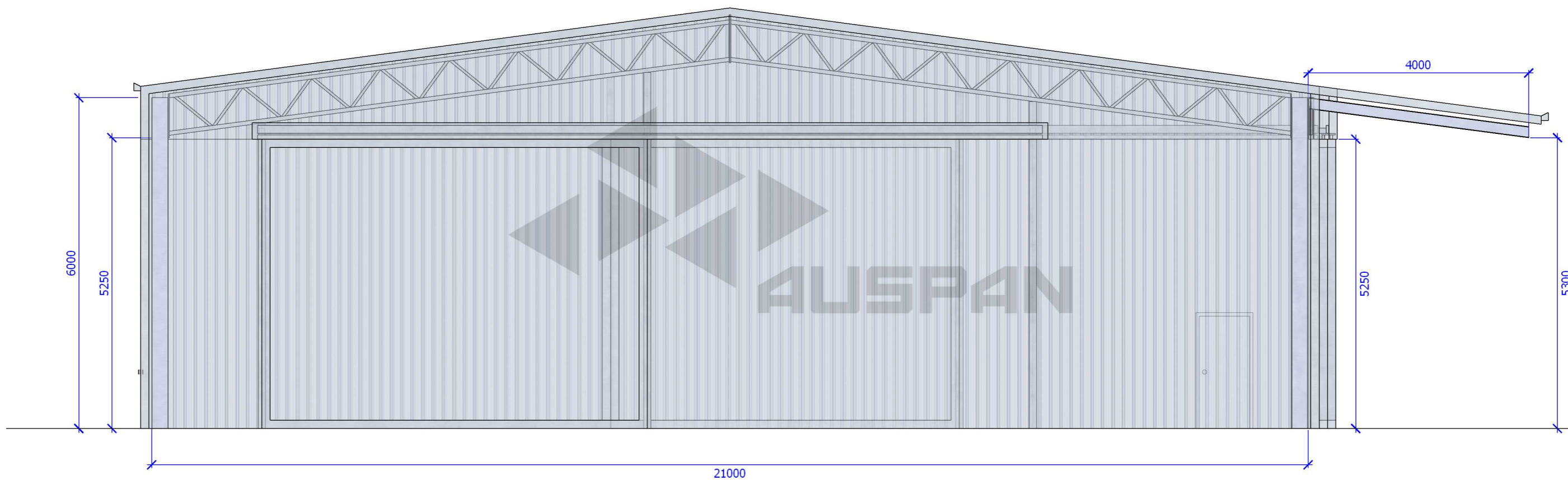
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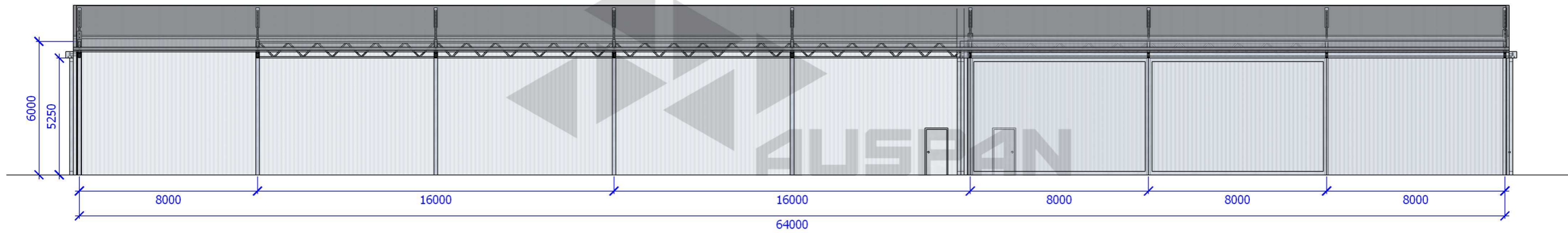
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Toodyay, WA 6566
Page 36

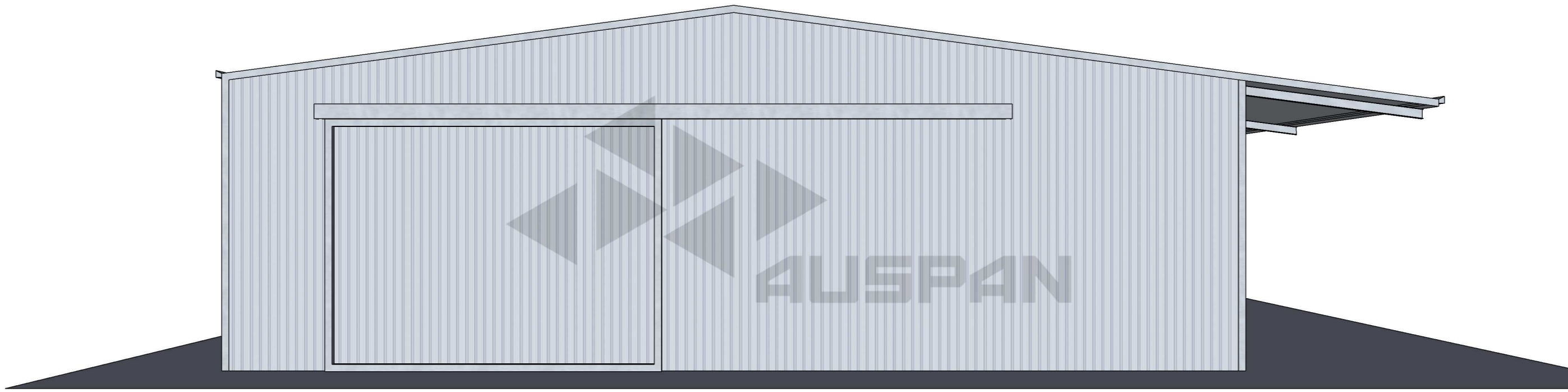


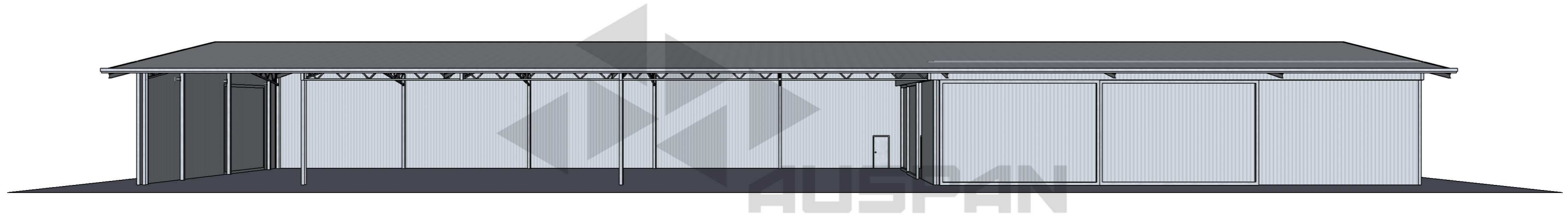


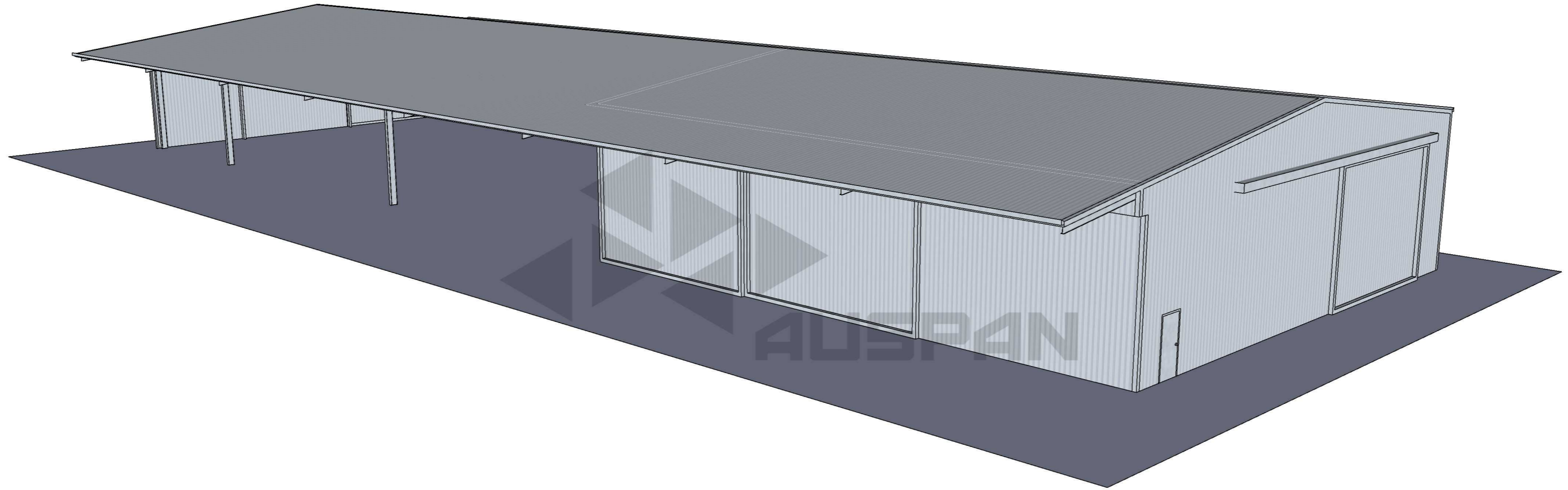












11.5	QUARTERLY REVIEW OF CORPORATE BUSINESS PLAN
Location:	N/A
Proponent:	N/A
Date of Report:	25 October 2023
Business Unit:	Strategy and Governance
Officer:	Chiara Galbraith Deputy CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- Quarterly Corporate Business Plan Review for 4th Quarter 2022/2023

PURPOSE OF THE REPORT

For Council to note the Quarterly Corporate Business Plan (CBP) Review. (i.e. the progress of the actions/projects in the existing CBP).

BACKGROUND

Council adopted its Integrated Strategic Plan (Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025) in July 2021. In accordance with section 5.56 of the local Government Act 1995

COMMENTS

The attached report was included in Council Workshop 11 October 2023. This report confirms that the Shire is making satisfactory progress towards its Integrated Planning and Reporting (IP&R) commitments.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENT

LG Act 1995 s5.56:

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996:

19C. Strategic community plans, requirements for (Act s. 5.56)

- (3) A local government is to review the current strategic community plan for its district at least once every 4 years.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil. All actions/projects have been budgeted for or will be budgeted for in future years.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2021-2031

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

RISK DESCRIPTION:

Risk of ineffective strategic leadership of Council. This includes the relationship between Council and the CEO.

Strategic Risk Category	Leadership
Consequence Rating	Major
Likelihood Rating	Possible
Residual Risk	High

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The attached CBP update is a simple way to report to Council on the progress of the CBP actions. The adoption of this progress report reinforces Council’s commitment to meaningful strategic planning and provides a sound basis for continual improvement within the Shire.

VOTING REQUIREMENTS

Absolute majority

COUNCIL RESOLUTION

Moved: Cr Rebecca O'Meehan

Seconded: Cr Rebecca Kiddle

1023.72 That Council:

- 1. Notes and approves the achievements against the actions in the attached Quarterly Corporate Business Plan (CBP) Review for the period ending 30th September 2023**
- 2. Directs the CEO to publish the attached report on the Shire's web page.**

CARRIED BY ABSOLUTE MAJORITY: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

CORPORATE BUSINESS PLAN - Quarterly update Q4 2022-23 (19/10/2023)

Status Traffic Light: Not Commenced In Progress Completed

1. Our Community

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
1.1 Identify and deliver opportunities for the young people across the Shire	1.1.1 Engage with young people to determine programs and support that provide employment and activities for young people		Ongoing			CDC		<p>The CDC has engaged with Youth Affairs Council of WA and attended sessions focused on youth.</p> <p>The CEO has discussed indigenous youth disengagement with an Aboriginal Elder.</p> <p>A Gnowangerup Skate Park stage one business plan is being prepared by the CC & CEO for Council consideration, to present at Workshop on 13/09/2023.</p> <p>An initiative to start a Youth Council was Discussed, CDC to check on Planning and Engage with other YC to create a GNP YC</p>
1.2 Facilitate and advocate for the provision of quality health services, health facilities and programs	1.2.1 Advocate for and support mental health and social support services with a focus on vulnerable families		Ongoing			CDC		R U OK Day 14th September at the depot and Shire Ante Room
	1.2.2 Improve access and inclusion for disabled people by delivering the actions detailed in the Shire Disability Access and Inclusion Plan		Ongoing			CDC		<p>Disability Access and Inclusion Plan is being actioned and is the subject of a separate report to Council. Chalets are being installed with Disability access. Depot to Investigate Shire door Disability access. The annual report has been designed to improve readability</p>

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
1.3 Strengthen the sense of place, culture and belonging through inclusive community partnerships	1.3.1 Partner with local community and business groups to strengthen the relationship and communication between our three communities		Ongoing			CDC		<p>The CEO continues to meet the community at Ongerup and Borden.</p> <p>Meetings held with Gnowangerup Mens Shed to discuss community issues.</p> <p>The CEO is on the Board of GDHSC.</p> <p>Planning for the business leaders Forum to be held on 3 November 2023 is well advanced.</p>
	1.3.2 Partner with local Noongars to record their history, build trust and to identify opportunities for engagement and employment		Ongoing			CDC		<p>Meeting and Consultation in Borden regarding access to Culturally Sensitive Sites and Cultural Burning.</p> <p>Outdoors Great Southern is finalising Trail signage.</p>
1.4 Support local volunteers	1.4.1 Partner with community groups to support and deliver community events and workshops		Ongoing			CDC		<p>Community grants promoted as part of developing the 2023/24 budget. Survey to be sent to Volunteers to establish</p>

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
1.4 Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience	and deliver community events and workshops							whether they feel supported and how better we can support them.
	1.4.2 Develop a database of community resources and skills to support community development	✓				CDC		A Welcome to Gnowangerup Booklet has been developed and updated
1.5 Support emergency services planning, risk mitigation, response and recovery	1.5.1 Work with the LEMC to continually improve emergency response planning and delivery	Ongoing				FEO		CESM Commenced Sept 2023. Partnering with Jerramungup for the position of Bushfire Risk Mitigation Coordinator. LEMC Meeting held August 2023

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
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2. Our Economy

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
2.1 Support businesses and business growth across the Shire	2.1.1 Support local business groups to assist in business development and job growth within the Shire	Ongoing				CEO		<p>The CEO continues to engage with the business community.</p> <p>Building the Chalets at the caravan park is nearing completion</p> <p>Discussions have occurred with Ongerup Tyres about the availability of commercial property in Ongerup. Business Leaders Forum to be held 3 November 2023</p>
	2.1.2 Work with relevant state agencies to release the industrial lots in Quinn St	√	√			CEO		Completed
2.2 Coordinated planning and promotion of our Shire to visitors and tourists	2.2.1 Partner with GS Treasures and GSCORE/Outdoors Gt Southern and local business to develop tourism opportuniti	Ongoing				CEO		CEO working with GSO on increasing exposure for inland Shires
	2.2.2 Investigate tourism branding and promotion opportunities	Ongoing				CDC		The Shire is an active participant with GST and is currently in proactive discussions with.
	2.2.3 Plan and deliver an extension to the Gnowangerup Heritage Trail	√	√			CDC		Trial signage to be completed in December CDC to take photos
	2.2.4 Investigate the opportunity of attracting a major event, festival or attraction to the Shire	√				CDC		A Business Leaders forum is planned for November 2023

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
2.3 Local businesses and the Shire have access to diverse skills, and appropriate services	2.3.1 Advocate for improved communications infrastructure.	Ongoing				DCEO		NBN provided Elected Members with a briefing in April and discussions are progressing. The CEO also had a meeting with Field Services Group to discuss grant opportunities
	2.3.2 Work with relevant stakeholders to attract small business and trades to the Shire	Ongoing				CEO		A Business Leaders forum is planned for November 2023

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
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3 Our Infrastructure

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
3.1 Parks, gardens, streetscapes, recreational and social spaces are safe and encourage active and healthy lifestyles	3.1.1 Identify opportunities to improve streetscaping in all 3 towns in a manner that is consistent and reflects our heritage	√				EMIA		The grant funded street scape projects in Borden and Ongerup have been completed. New Garden Staff are being appointed
3.2 We prepare and maintain our assets and infrastructure for current and future community use	3.2.1 Conduct the statutory review of the Local Planning Scheme to promote community and economic development	√	√			TP		Development of the Local Planning Scheme is progressing. TP provided update at Council Workshop in October 2023
	3.2.2 Develop and implement a comprehensive Asset Management framework to ensure a strategic approach to infrastructure planning, maintenance, and enhancement	√	√			AWMC		New Asset Management Plans adopted by Council in July 2021. Multiple systems identified and require consolidation.

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
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4. Our Natural Environment

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
4.1 A high standard of environmental health and waste services	4.1.1. Investigate opportunities to improve shire waste services and facilities	√	√			AWMC		Investigating a more efficient use of the tips - Opening Hours are being evaluated
	4.1.2 Develop and adopt a compliant Public Health Plan and progressively deliver agreed actions	√				DCEO		Completed
4.2 Conservation of our natural environment	4.2.1 Partner with relevant agencies and local stakeholders such as the NSPNR to preserve and/or enhance the natural environment	Ongoing				CEO		Recent Budget Adoption. New Garden staff to be part of this initiative - ongoing funding to NSPNR
	4.2.2 Deliver water conservation projects for the Drought Communities Relief program	√	√			CEO		Completed

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
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5 Our Organisation

Community Priority	Actions	21/22	22/23	23/24	24/25	Responsible	Status	Quarterly Update
5.1 Investment in the skills and capabilities of our staff and leaders	5.1.1 Continue representation on relevant Boards, Committees and working groups to influence positive local and regional outcomes	Ongoing				CEO		The Shire continues to influence outcomes through WALGA Zone and GSRRG and presented at the GSDC Board meeting 11 May 2023. The CEO has assumed the role of Chair for VROC and will be endeavouring to reinvigorate this group. The CEO is no on the Board of EOHS
	5.1.2 Organise professional development opportunities and mentoring support to develop the capability of staff and Councillors	Ongoing				CEO		The 2023/24 budget includes allowance for staff and elected member development
5.2 Shire communication is consistent, engaging, and inclusive	5.2.1 Develop and implement a simple Engagement Toolkit to assist with community engagement	√				CDC		Toolkit Developed
5.3 Forward planning and implementation of relevant plans to achieve strategic priorities	5.3.1 Deliver the scheduled reviews of the Shire Integrated Planning Framework. Review and update statutory requirements such as local laws and record keeping plan	√	√	√	√	DCEO		The CEOs KPIs include a minor SCP update in 2023.
	5.3.2 Conduct a review of the ITC Strategy and integrate with the Business Continuity Plan	√				DCEO		This is a CEO KPI for completion by December 2023

11.6	ADMINISTRATION OFFICE CHRISTMAS CLOSURE
Location:	N/A
Proponent:	N/A
Date of Report:	3rd October 2023
Business Unit:	Strategy and Governance
Responsible Officer:	David Nicholson Chief Executive Officer
Author:	Bobbie Van Rensburg- Executive Assistant
Disclosure of Interest:	Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

To seek Council's endorsement for the closing of the Shire Administration Office during the Christmas and New Year break from 2:00pm on Friday 22 December 2023 and to reopen on Wednesday 3 January 2024.

BACKGROUND

Previously, Council has authorised the closure of the Shire Administration office during the Christmas and New Year period.

COMMENTS

Christmas Day and Boxing Day public holiday fall on Monday 25 December 2023 and Tuesday 26 December 2023, meaning that staff would return to work on Wednesday, 27 December 2023 for 3 days. New Years day falls on Monday 1st January 2024

Over the past year it has been recognised that on many occasions Council staff have gone above and beyond what has been required of them. As the CEO I would like to provide Council staff with the extra day off. This would mean staff would return to work on Wednesday 3 January 2024.

Staff will be required to take a total of 3 days accrued leave. If a staff member has no accrued leave, the time off would be leave without pay.

If approved, the closure would be advertised in the three Local Newsletters, Shire of Gnowangerup Website and the administration answering machine.

CONSULTATION

Raised with Councillors at the Councillor and Executive Workshop on the 11 October 2023.

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

IMPACT ON CAPACITY

No work or service delivery would take place between Christmas and New Year. Emergency contacts will be advised in notices and on the Shire's answering machine.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council can decline to close the Shire Administration office during Christmas and New Year. The office will need to be staffed by two people.

CONCLUSION

It is not often that Council has the opportunity to reward staff and it is therefore proposed that Council endorses the closing of the Council administration office during the Christmas and New Year break. One benefit of endorsing the closing is a one-off significant reduction in the Shire's leave liability. There are fewer customers during this period, and therefore the community is not adversely affected.

VOTING REQUIREMENTS

Simple majority

COUNCIL RESOLUTION:

Moved: Cr Rebecca Kiddle Seconded: Cr Michael Creagh

1023.73 That Council:

Endorses the closure of the Shire Administration Office from 2:00pm on Friday 22 December 2023 to reopen on Wednesday 3 January 2024.

UNANIMOUSLY CARRIED 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL



Shire Office Christmas Closure Dates

Item 7



December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	PH	25	PH	26	27	28
					29	30
31						

January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	PH					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

11.7	COUNCIL MEETING DATES 2024
Location:	N/A
Proponent:	N/A
Date of Report:	25 October 2023
Business Unit:	Strategy and Governance
Responsible Officer:	David Nicholson - Chief Executive Officer
Author:	Bobbie Van Rensburg - Executive Assistant
Disclosure of Interest:	Nil

ATTACHMENTS

- Council Meeting Calendar 2024

PURPOSE OF THE REPORT

To consider the dates for Ordinary Council meetings to be held in 2024.

BACKGROUND

Historically Council's Ordinary meetings are generally held on the fourth Wednesday of the month, excluding January, commencing at 3:30pm at the Council Chambers, 28 Yougenup Road, Gnowangerup WA 6335.

Exceptions are:

- February meeting: scheduled for the third Wednesday in February
- December meeting: scheduled for the second Wednesday in December

COMMENTS

It is the Officer's recommendation that Ordinary Council meetings be held on the last Wednesday of the month in accordance with the following dates:

Wednesday 28 February 2024
Wednesday 27 March 2024
Wednesday 24 April 2024
Wednesday 29 May 2024
Wednesday 26 June 2024
Wednesday 31 July 2024
Wednesday 28 August 2024
Wednesday 25 September 2024
Wednesday 30 October 2024
Wednesday 27 November 2024
Wednesday 11 December 2024

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil.

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Administration) Regulations 1996

Regulation 12 Publication of meeting details (Act s. 5.25(1)(g))

(1) *In this regulation —*

***meeting details**, for a meeting, means the date and time when, and the place where, the meeting is to be held.*

(2) *The CEO must publish on the local government’s official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —*

a) ordinary council meetings;

b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

(3) *Any change to the meeting details for a meeting referred to in subregulation (2) must be published on the local government’s official website as soon as practicable after the change is made.*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Nil.

CONCLUSION

Nil.

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Michael Creagh Seconded: Cr Rebecca Kiddle

1023.74 That Council:

1. Sets the Ordinary Council Meeting Dates for 2024 as follows:

**Wednesday 28 February 2024
Wednesday 27 March 2024
Wednesday 24 April 2024
Wednesday 29 May 2024
Wednesday 26 June 2024
Wednesday 31 July 2024
Wednesday 28 August 2024
Wednesday 25 September 2024
Wednesday 30 October 2024
Wednesday 27 November 2024
Wednesday 11 December 2024**

2. Directs the CEO to publish the meeting details on the Shire's website.

UNANIMOUSLY CARRIED 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

2024 Calendar for Council Meetings.

 Councillor and Executive Workshop
 Public Holiday

 Information Briefing Session & Ordinary Meeting of Council

School Holidays

January							February							March							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6					1	2	3							1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	
28	29	30	31	Citizenship Ceremony			25	26	27	28	29			24	25	26	27	28	29	30	
														31							
April							May							June							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6				1	2	3	4								1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	
														30							
July							August							September							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
28	29	30	31				25	26	27	28	29	30	31	29	30						
October							November							December							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
		1	2	3	4	5						1	2	1	2	3	4	5	6	7	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					

11.8	LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING MINUTES
Proponent:	N/A
Date of Report:	15 October 2023
Business Unit:	Corporate and Community Services
Officer:	Anrie van Zyl – HE & Emergency Management Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Unconfirmed Minutes for the Ordinary LEMC meeting held on the 7th September 2023.

PURPOSE OF THE REPORT

For Council to receive and note the minutes of the LEMC meeting held on the 7th September 2023.

BACKGROUND

The Shire of Gnowangerup LEMC meets on a quarterly basis and minutes of the meeting are provided to Council for its information.

COMMENTS

Nil

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

It is a requirement under Section 38 of the *Emergency Management Act 2005* that all Local Governments establish a local emergency management committee for the local government's district.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2021 – 2031

Theme: Our Community

Community Priority 1.5: Support emergency services planning risk mitigation, response and recovery.

Action 1.5.1: Work with the LEMC to continually improve emergency response planning and delivery

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

LEMC is a committee of Council and Council is required to receive and note the unconfirmed minutes from the meeting held on the 7th September 2023.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

Moved: Cr Rebecca O'Meehan

Seconded: Cr Rebecca Kiddle

1023.75 That Council

Receives and notes the unconfirmed minutes of the Local Emergency Management Committee (LEMC) meeting held on the 7th September 2023.

UNANIMOUSLY CARRIED 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL



SHIRE OF GNOWANGERUP

BORDEN GNOWANGERUP ONGERUP

SHIRE OF GNOWANGERUP

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING MINUTES

THURSDAY 7TH SEPTEMBER 2023 COMMENCED AT 4:30PM

SHIRE OF GNOWANGERUP COUNCIL CHAMBERS – YOUGENUP ROAD GNOWANGERUP

1. OPENING

The Chair, Fiona Gaze, declared the meeting open at 04:30pm and welcomed everyone to the second LEMC meeting of 2023.

2. ACKNOWLEDGEMENT OF COUNTRY

“I would like to begin by acknowledging the Traditional Custodians of the land on which we meet today, and pay my respect to their Elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander people here today.”

3. ATTENDANCE

Cr Fiona Gaze	Shire of Gnowangerup Shire President (Chair)
Cr Lex Martin	Shire of Gnowangerup Councillor & Deputy Recovery Coordinator
David Nicholson	Shire of Gnowangerup Chief Executive Officer
Barry Gibbs	Shire of Gnowangerup Acting Manager of Works
Anrie van Zyl	Shire of Gnowangerup HR & Emergency Management Officer (Agenda and Minutes Officer)
Tom Grieve	OIC, Gnowangerup Police
Derek Jones	District Officer, Department of Fire and Emergency Services
Jody Pollard	District Emergency Services Officer, Great Southern – Department of Communities
Lindsey Barker	Senior Ranger, Department of Biodiversity, Conservation and Attractions (DBCA)
Andrew Brooker	Community Paramedic, St John Ambulance

4. APOLOGIES

Chiara Galbraith	Shire of Gnowangerup Deputy Chief Executive Officer
Ian Bailey	Principal, Gnowangerup District High School
Deborah Greenwood	Principal, Borden Primary School
Robby Minitier	Aboriginal Representative

Ivanna Flanigan	Clinical Nurse Manager, WA Country Health Service Great Southern, Gnowangerup Health Services
Llew Withers	Shire of Gnowangerup EHO
Robyn Crabbe	Chair, Gnowangerup St John Ambulance Sub-Centre
Michaelia Rooney	Gnowangerup SES Unit

5. CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Local Emergency Management Committee meeting held on **Thursday the 2nd March 2023** be confirmed as a true and accurate record of proceedings.

Moved: Andrew Brooker

Seconded: Cr Lex Martin
Carried

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1. Bushfire Management Plan – Update

- Update will be provided by Derek Jones under Members Report section.

6.2. LEMC Exercises for 2023/24

- Could use the recent 5.6 magnitude earthquake that occurred in Gnowangerup on the 6th August 2023 as an actual exercise. Get all the key players like the SES, WA Police, etc. together and do a review on what went well in the day/or what could have been done better.
- Anrie to arrange a special meeting for the review to take place within the next couple weeks.
- Extend invites to Western Power, Telstra, DWER, as some of their infrastructure may have been impacted by the earthquake.
- Second exercise to be planned for March 2024 on the purpose of the LEMC; discuss roles and responsibilities and what the LEMC wants/needs to achieve by having these quarterly meetings.

6.3. Bushfire Volunteer Training 2023/24 season

- No further training has taken place since the departure of the Shire's CESM in November last year.
- Have been looking at potential dates for a Rural Fire Awareness training session – late October or early November. The newly appointed CESM are able to deliver the training and will give the Shire a bit of flexibility with holding these session.
- Derek Jones is happy to facilitate Fire Control Officer (FCO) training sessions. If the Shire doesn't have the numbers for a session, there are a possibility that our FCOs can undertake the required training with one of the other local governments.
- Department of Parks and Wildlife will be having a waterbomber refill training session soon and that is usually something the SES attends.
- All new depot staff to also attend the Rural Fire Awareness training sessions.

7. EMERGENCY CONTACTS UPDATE

Attached – Please advise if changes are required.

8. CORRESPONDENCE

INWARDS:

- 8.1. Amendments to suite of State Emergency Management Documents circulated to all LEMC members on the 31st May 2023.
- 8.2. LEMC Annual Report Survey 2023 submitted to District Emergency Management Advisor – South West on the 18th June 2023.

- 8.3. Aboriginal Cultural Heritage Education session for Emergency Management Activities circulated to all LEMC on the 18th June 2023.
- 8.4. LEMC and DEMC Review Focus Group Consultation circulated to all LEMC members.
- 8.5. Bushfire Operations Committee - July 2023 Communique circulated to the LEMC members on the 10th August 2023.
- 8.6. Community Recovery study into the 2019-2020 bushfires received in the 3rd August 2023 - Study attached
- 8.7. Disaster Ready Fund - Grants Webinar for Local Government.

OUTWARDS

- 8.8. 2nd March 2023 LEMC Meeting Minutes circulated to all members on the 13th April 2023.
- 8.9. Letter of invitation to join the Gnowangerup LEMC sent to principals of Ongerup and Borden Primary Schools on the 10th August 2023

9. GENERAL BUSINESS

9.1. Shire of Gnowangerup Local Emergency Welfare Plan

- Jody Pollard introduced herself to everyone in attendance.
- She discussed the review of the community welfare plans.
- Should have a first draft ready around October.
- The Department of Communities are also having audits on all the evacuation centres. There are over 400 evacuation centres across the state and 18 within the Great Southern. Photos and details of centres are being taken and added to records. This needs to be done over the next couple of months and will organise with the Shire for potential dates.

9.2. LEMA – Major Review due June 2024

- The Local Emergency Management Arrangement and Recovery Plan are due for a major review.
- Anrie is hoping to work closely with the new CESM to get a first draft ready by March 2024 and have it ready for tabling and adoption by June 2024.

9.3. Disaster Ready Fund – Possible Projects (see attachments from Round 1 projects)

- Generators for the three Sporting Complexes.
- Water tanker – the Shire doesn't own one and could be a valuable resource to have during bushfires.
- Community resilience preparedness & awareness events. Making communities aware of potential risks and how to prepare their properties and what to do when something like an earthquake impacts their property.
- Would be a valuable event to ascertain who the vulnerable are within our communities and who may require assistance during an emergency.
- Could have sessions for each town within the Shire.
- Derek Jones have a burn plan for areas around all three towns and this could be used as catalyst to inform the communities how to act and prepare for such an emergency.
- If people are prepared and have the knowledge and tools to act, that automatically increases their resilience.
- Derek, Shane (new CESM) and Anrie can work on a plan for these information sessions.

9.4. Amendment to the Restricted Burning Period End Date

- Bushfire Advisory Committee (BFAC) voted back in May 2023, and supported by the Gnowangerup Shire Council, to have the end date of restricted burn period to be amended from 30 May each year to the 30th April each year.
- The proposed end date will be more inline with the other 7 neighbouring local governments.
- A consultation process was undertaken with the neighbouring local governments as well as the Department of Biodiversity, Conservation and Attractions. All were in support of the date amendment.
- A recommendation was sent to the FES Commissioner about two weeks ago to have the date changed and expecting to be informed within the next couple of weeks on the outcome of his decision.
- The date change will mean that FCO's will be issuing less permits to burn as are currently the case with an end date of 30 May.
- A fire season can easily be extended if required due to unfavourable conditions, like was done this year.

9.5. Recovery Coordinator Nomination

- With the resignation of Geoff Carbery, the position of Recovery Coordinator has become vacant. It is a requirement under the *Emergency Management Act 2005* that a Recovery Coordinator is appointed by LEMC.

NOMINATION:

Recovery Coordinator Position

- Chiara Galbraith

Nominated: David Nicholson

Seconded: Barry Gibbs
Carried

9.6. Appointment of CESM

- Went through an extensive recruitment process that required 3 sets of interviews.
- The person that was finally appointed is highly qualified and will be commencing his new position on the 26th September 2023.

9.7. "Find my Farm" Project

- During emergencies, especially fires, we have experienced in many of the reported incidents that someone would phone up and say that there is a fire at for instance "Jim's place" and provide a farm name without a specific address. This makes it very hard to locate the property and direct the brigades to the correct location.
- The aim of this project is to build a register/database to connect a farm name with property owner name and rural address with each other. This will simplify the process of locating the address and directing emergency services.
- Tom Grieve explained the use of the "Emergency Plus" App.
- The app uses a mobile phone's GPS functionality and what3words, so callers can provide emergency call-takers with their location information as determined by their smart phone. With what3words available within the Emergency+ app, Triple Zero (000) callers can confirm their exact location quickly and accurately.
- The Shire could do a promotion of the Emergency Plus App to make people aware of its features.

Emergency Plus

National Triple Zero Awareness Work Group

4.0★
2.18K reviews

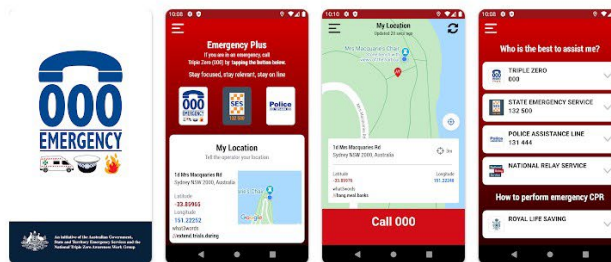
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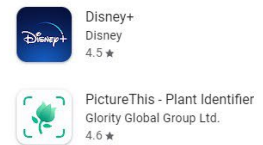
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App support

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9.8. Local Government Local Grant Scheme Application – Update

- The Shire was successful in obtaining funding this year for a new fire shed for the Ongerup Bushfire Brigade. The new shed will be located at the Ongerup Sporting Complex.
- The SES was also successful in obtaining funds for a shed extension at the Gnowangerup SES building in Bell Street.

9.9. Crime in Gnowangerup

- The area above the Gnowangerup Sporting Complex seems to be targeted lately.
- The Gnowangerup Pistol Club has been broken into and someone tried to access the roller shutter doors at the airport.
- CCTV cameras could be the solution to the problem. There is a camera at the Gnowangerup Tip, but due to the camera facing North, the number plates of vehicles going west aren't being picked up.

10. REPORTS FROM MEMBERS:

Jody Pollard - District Emergency Services Officer, Great Southern - Department of Communities

- The Department of Communities have started a change in Management process, looking at the current structure and ensuring the department have the resources to provide more operational bodies on the ground.
- As part of the process there will be a title change to the District Emergency Services Officer position.
- There is a recruitment process running until the end of December and will hopefully have an update by the next LEMC meeting.
- Trailers with equipment are also being upgraded. Jody has a trailer down in Albany and another one is in Katanning and could be deployed quickly should the need arise.
- The Department offers training to local governments on how to open and run an evac centre until the Department of Communities can take over. Training takes about 3.5 hours. Shire should consider refresher training for staff.

Andrew Brooker - Community Paramedic, St John Ambulance

- Business as usual for St John Ambulance
- Have a few new members joining and they will commence their training next week.

- A question was raised about the Bluff Knoll incident where 4 young men were rescued off the mountain and the number of resources that was required for this incident.
- For this incident it was 3 ambulances plus the community paramedic. Unnecessary incidents like this takes away valuable resources that may be required elsewhere.
- Tom Grieve suggested the Shire investigate the possible investment of purchasing a drone. Drones could be very useful in land searches - determining location, number of patients, etc. Tom also explained the legal and technical requirements for flying a drone.
- The Gnowangerup Police has submitted a business case in obtaining one for their station.
- In the past 18 months, WA Police responded to 20 incidents within the National Park. This takes a huge toll on local volunteers. The ideal would be to have a drone and a mobile mast. Having these pieces of equipment in hand will take considerable stress off volunteers during incidents like this.

Barry Gibbs – Shire of Gnowangerup Acting Manager of Works

- Nil

Tom Grieve - OIC, Gnowangerup Police

- Trent is down in Albany completing his training in land search.
- Currently just two policemen in town and will be joined by a third on Monday.
- Out of the 20 incidents mentioned earlier, only 1 ended in a sudden death (suicide) and in all the other, everyone including volunteers returned safely.
- Statistics shows that September & October are usually the busy months for WA Police and are ready to respond if required.

Lindsey Barker - Senior Ranger, Department of Biodiversity, Conservation and Attractions (DBCA)

- Alex Knowles has left and a new ranger has now been appointed as the 2nd ranger at the park, commencing October.

David Nicholson – Shire of Gnowangerup Chief Executive Officer

- Nil

Cr Lex Martin - Shire of Gnowangerup Councillor & Deputy Recovery Coordinator

- Nil

Derek Jones - District Officer, Department of Fire and Emergency Services

- Adam Smith has been replaced by Charlotte Powis as the new District Emergency Management Advisor – Great Southern.
- High season fleet vehicles have been booked again for the upcoming fire season.
- The heavy appliance that in the past went to Needilup, has now been assigned to Boxwood as they have the numbers to man the truck and is happy to assist the Shire of Gnowangerup should the need arise.
- Unmanaged Crown Land (UCLs) – DFES is responsible for blocks in towns. The Shire assisted in clearing some of those.
- There are still blocks to be burnt and the plan was to do it during April/May, but it was too wet and will try and do it in about 6 months' time.
- Gnowangerup is keen to do some burning on the Western side of town, but there are some cultural issues that need to be addressed first.
- Borden is on track, but some work around the school oval and around Elders are still required.
- DFES has moved into pre-season exercising and getting ready for the upcoming fire season.

- Planning a desktop exercise with the Shire's FCOs before the BFAC meeting in October. The desktop exercise will be more about the management side of an incident, like how to close the roads, how to contact the Police, etc.
- The season outlook is for a warmer and dryer spring. The system to impact WA is the prediction of a positive Indian Ocean Dipole (The Indian Ocean Dipole (IOD) is defined by the difference in sea surface temperature between two areas (or poles, hence a dipole) – a western pole in the Arabian Sea (western Indian Ocean) and an eastern pole in the eastern Indian Ocean south of Indonesia).
- It typically brings reduced rainfall and an increase in temperatures through winter and spring.
- Public warnings of incidents remain one of the focus points for DFES. The plan is to train some volunteers on how to plot the blocks that appear in Emergency WA that prompts anyone driving through that zone to receive an emergency warning text.
- Emergency WA website continues to be upgraded, still a work in progress.
- Aboriginal Cultural Heritage Act – even though it has been repealed and reverted back to the 1972 Act, careful planning is required when planning burns exc. The Shire is across their responsibility and will ensure that that an extra tier of planning is added when it comes to mitigation works.

LEMC Meetings – Plantagenet, Cranbrook & Gnowangerup

7th September

1. Region is focussing efforts on preparations for season ahead.
 - Series of regional exercises for upskilling staff;
 - Offers out to LG BFBs for desktop exercise ahead of season;
 - Community engagement sessions; and
 - Training
2. Season forecast to be drier and longer than recent years.
 - Some parts of south coast have received ample rain so wet in parts.
 - Seeing spring troughs with associated change in weather making an appearance already.
3. Public Warnings – continue to be systemic focus.
 - Requires a warning zone to be mapped.
 - Staff can assist.
 - Emergency WA website continues to be upgraded.
 - COVID Safety APP – recommended.
4. ICV – is available to assist at larger jobs.
 - Request through RDC 1800 314 644
 - 1 Hour lead time + travel = 30 min set up.
5. ACH - Update

11. CLOSING

Anrie, on behalf of the Shire's LEMC thanked Cr Fiona Gaze for chairing and donating her time to the LEMC the past 4 years and wishing her a well-deserved retirement.

Cr Fiona Gaze declared the meeting closed at 17:50pm.

12. DATE OF NEXT MEETING

Next meeting will take place on Thursday the 7th December 2023 at 4:30pm.

Contact List – Local Emergency Management Arrangements

Name	Position	Organisation	Contact No.	Mobile	Fax	Email	Postal Address
Fiona Gaze	Shire President	Shire of Gnowangerup	9827 3523	0428 273 526	9827 3526	crfgaze@gnowangerup.wa.gov.au	Po Box 112 GNOWANGERUP WA 6335
David Nicholson	CEO	Shire of Gnowangerup	9827 1007	0436 108 676		David.nicholson@gnowangerup.wa.gov.au	28 Yougenup Road GNOWANGERUP WA 6335
Chiara Galbraith	Deputy CEO/Recovery Coordinator	Shire of Gnowangerup	9827 1007	0474 491 904		Chiara.galbraith@gnowangerup.wa.gov.au	28 Yougenup Road GNOWANGERUP WA 6335
Greg Stewart	Deputy Shire President	Shire of Gnowangerup		0428 271 838		gstew@live.com.au	PO Box 243 GNOWANGERUP WA 6335
Lex Martin	Councillor & Deputy Recovery coordinator	Shire of Gnowangerup		0417 969 944		Lex.martin@hotmail.com	PO Box 14 GNOWANGERUP WA 6335
TBC	Manager of Works	Shire of Gnowangerup	9827 1338	0439 791 925	9827 1377		28 Yougenup Road, GNOWANGERUP WA 6335
Barry Gibbs	Asset and Waste Management Coordinator	Shire of Gnowangerup	9827 1338	0490 034 157	9827 1377	Barry.gibbs@gnowangerup.wa.gov.au	28 Yougenup Road, GNOWANGERUP WA 6335
Anrie van Zyl	HR & Emergency Management Officer (LEMC Admin Officer)	Shire of Gnowangerup	9827 1007	0499 515 733	9827 1377	Anrie.vanzyl@gnowangerup.wa.gov.au	28 Yougenup Road, GNOWANGERUP WA 6335
Charlotte Powis	District Emergency Management Advisor	DFES Great Southern Region	9845 5007	0429 104 007	9841 6719	charlotte.powis@dfes.wa.gov.au	5 Hercules Crescent, ALBANY 6330
Derek Jones	District Officer Rural	DFES - Great Southern Region	9845 5005	0439 384 954	9842 1476	derek.jones@dfes.wa.gov.au	5 Hercules Crescent, ALBANY 6330
Shane Harris	CESM	Shire of Gnowangerup		0499 899 189		Shane.harris@dfes.wa.gov.au	28 Yougenup Road, GNOWANGERUP WA 6335
Ivanna Flanigan	Clinical Nurse Manager – Gnowangerup Hospital	WA Country Health Services Great Southern	9827 2222		9827 2272	Ivanna.Flanigan@health.wa.gov.au gs.ces@health.wa.gov.au	Yougenup Road, GNOWANGERUP WA 6335
Ken Jones	Manager Infrastructure and Support Services	WA Country Health Services		0429 110 937		ken.jones@health.wa.gov.au	84 Collie Street, Albany WA 6330
Deborah Greenwood	Principal	Borden Primary School	9828 1031		9828 1030	Deborah.Greenwood@education.wa.edu.au	Borden PS, Stone Street BORDEN 6338
Donna Jarvinen	Principal	Ongerup Primary School	9828 3200	0409 070 191	9828 2135	Donna.Jarvinen@education.wa.edu.au	Po Box 64, ONGERUP WA 6336
Ian Bailey	Principal	Gnowangerup District High School	9827 2100	0427 801 076	9827 1453	Ian.Bailey@education.wa.edu.au	28 Yougenup Road GNOWANGERUP WA 6335
Darren Baum	Chief Bush Fire Control Officer	Gnowangerup Bushfire Brigade		0427 471 015		darren@aidinville.com	Po Box 28 ONGERUP WA 6336

Wayne Pech	Fire Weather Officer	Gnowangerup Bushfire Brigade		0428 428 124		director@northstirlingdowns.com.au	28 Yougenup Road, Gnowangerup WA 6335
Tom Grieve	OIC GNP Police Station	Gnowangerup Police Station	9827 2800	0436 845 161	9827 1438	Gnowangerup.Police.Station@police.wa.gov.au tom.grieve@police.wa.gov.au	3 Corbett Street, Gnowangerup WA 6335
Toni Meila	Regional Manager, Great Southern	St John Ambulance WA	9334 1330	0427 369 443		Toni.Melia@stjohnwa.com.au	PO Box 424 ALBANY WA 6330
Andrew Brooker	Paramedic Great Southern	St John Ambulance WA Community		0417 127 889 Radio Call Sign: GTS52		andrew.brooker@stjohnambulance.com.au	Po Box 2 JERRAMUNGUP WA 6337
Travis Hawkins	Chairperson	Gnowangerup St John Ambulance		0427 716 895		gnowangerup.chair@stjohnwa.com.au	20 Corbett Street, Gnowangerup WA 6335
Michaelia Rooney	SES Unit Manager Gnowangerup	SES Gnowangerup	9827 1330	0410 264 686	9827 1061	gnowangerup_ses@hotmail.com.au	Bell Street Gnowangerup WA 6335
Jodie Pollard	District Emergency Services Officer	Department of Communities – Great Southern	9841 0744	TBC	9842 1356	jodie.pollard@communities.wa.gov.au	25 Duke Street, ALBANY WA 6330
Vince Hilder	Department of Biodiversity, Conservation and Attractions	Department of Biodiversity, Conservation and Attractions		0479 200 858		Vince.hilder@dbca.wa.gov.au	120 Albany Highway ALBANY WA 6330
Lindsay Barker	Senior Park Ranger Stirling Range National Park	Department of Biodiversity, Conservation and Attractions		0497 136 339		Lindsay.baker@dbca.wa.gov.au	120 Albany Highway ALBANY WA 6330
Vivienne Gardiner	Regional Road Safety Advisor	WALGA RoadWise Program		0418 904 081		vgardiner@walga.asn.au	2-6 Kelly Street, Albany WA 6432
Stewart Walker	Pharmacist	Gnowangerup Pharmacy	98 27 1046			gnowangeruppharmacy@gmail.com	Yougenup Road, Gnowangerup
Wole Oluyede	Medical Practitioner	Gnowangerup Medical Practice		0437 912 176		ooyede@yahoo.com	McDonald Street, Gnowangerup

COMMUNITY RECOVERY STUDY: RECOVERY FROM THE 2019-2020 BUSHFIRES



Report for Emergency
Recovery Victoria



Contents

Community Recovery study: Recovery from the 2019-2020 bushfires

March 2023

Acknowledgements:

The University of Melbourne research team gratefully acknowledges the generosity of the research participants in sharing their time and experiences, and the support provided by community organisations and local governments for this study.

We would also like to acknowledge the enormous effort of Emergency Recovery Victoria staff involved in the governance, design and implementation of the study, in particular Dan Borg and Yvette Clarke.

Bushfire Recovery Victoria (BRV) was initially established to coordinate recovery from the 2019-2020 Victorian Bushfires, and later transitioned to Emergency Recovery Victoria as a permanent recovery coordination agency. While part of this project was undertaken before this transition, we refer to the agency as Emergency Recovery Victoria in this report.

We acknowledge the Traditional Owners of Country throughout eastern and northeastern Victoria and bordering areas of New South Wales. We recognise First Peoples continuing connection to lands, waters and community. We pay our respects to Elders past and present who carry the memories, traditions, cultures and aspirations of First Peoples, and who forge the path ahead for emerging leaders

Suggested citation:

Gallagher, H.C, Brady, K., Molyneaux, R., O'Donnell, M.L, Glenister, K., Harms, L., Leppold, C., Gibbs, L. (2023) Community Recovery study: Recovery from the 2019-2020 bushfires. Report for Emergency Recovery Victoria. University of Melbourne.

Report design by Gemma Tarpey-Brown and Alana Pirrone.

In partnership with



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Executive summary

Between November 2019 and February 2020, Victoria experienced a series of intense and devastating bushfires, while fires burned simultaneously across other States and Territories of Australia. This period of time is commonly referred to as 'Black Summer'.

Bushfire Recovery Victoria was initially established to coordinate recovery from the 2019-20 bushfires, and later transitioned to Emergency Recovery Victoria as a permanent recovery coordination agency.

Emergency Recovery Victoria engaged the University of Melbourne to undertake research to help better understand individual recovery progress, community perceptions of recovery progress, community satisfaction and interaction with recovery services and to identify ongoing recovery priorities. A survey was conducted in the second half of 2022 in bushfire affected communities, with 989 participants responding.

This report presents preliminary, descriptive findings of the data collected. Key findings from this initial analysis include:

Multiple disasters

Most participants have been exposed to multiple disasters. This is an important preliminary finding as there is other research (from Australia and internationally) that indicates that experiencing multiple disasters may increase risk factors for poor mental and physical health and low overall wellbeing. This is an important consideration when designing services and supports.

Satisfaction with recovery

Most participants tended to rate satisfaction with their own recovery and those in their household as higher than others in their community.

COVID-19

A large number of participants indicated that COVID-19 and the subsequent restrictions negatively impacted their recovery. Factors that were linked to negative perceived impacts of COVID-19 on recovery included experiences of financial stress, bushfire related property damage, having resided longer in the community and being younger.

Life satisfaction

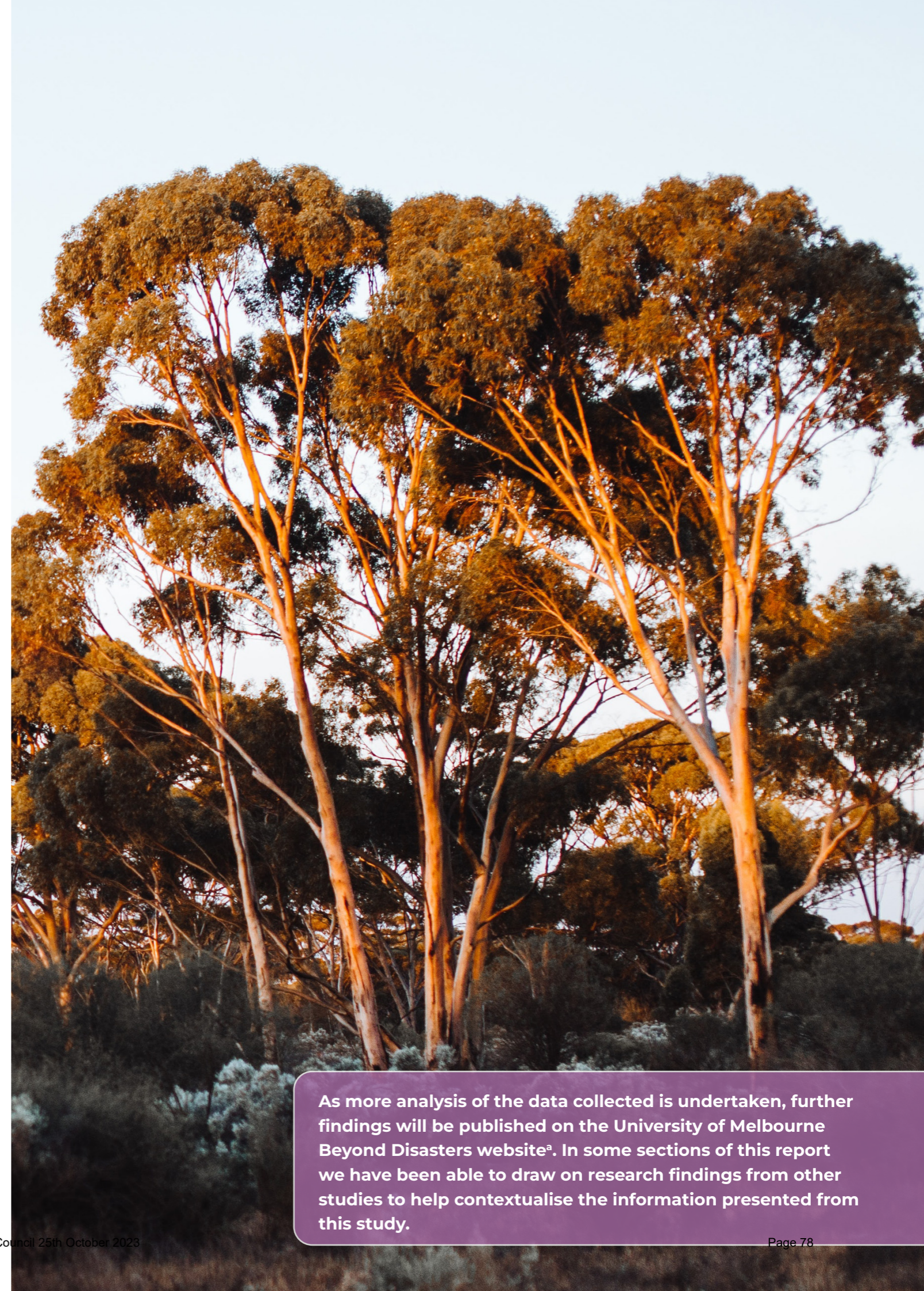
Most participants reported that their life satisfaction was lower than how satisfied they recalled being before the bushfires and lower than how satisfied they anticipated they would be in the future.

Mental health

Three years after Black Summer a substantial proportion of those surveyed reported mental health symptoms. Specifically, about one quarter of respondents reported mental health impacts at a high or very high level.

Access to supports

Participants identified a range of supports as beneficial to their recovery. These included practical supports, community events and services that were simple to access. Challenges relating to accessing services included issues with red tape, understanding which supports were available, eligibility requirements, having to retell information multiple times and service capacity.



As more analysis of the data collected is undertaken, further findings will be published on the University of Melbourne Beyond Disasters website^a. In some sections of this report we have been able to draw on research findings from other studies to help contextualise the information presented from this study.

Background

Between November 2019 and February 2020, Victoria experienced a series of intense and devastating bushfires, while fires burned simultaneously across other States and Territories of Australia. This period of time is commonly referred to as 'Black Summer'.

The 2019-20 Victorian bushfires burned more than 1.5 million hectares of public and private land. The fires directly caused the loss of five lives, more than 300 homes and nearly 7000 head of stock¹². The locations of more than 1000 registered Aboriginal heritage places were affected³. The fires also had devastating and long-lasting impacts for wildlife, native vegetation and ecosystems^{4,5}. The economic impacts of these fires was significant for affected households, communities and the state^b.

Aims of the program

In 2021, Emergency Recovery Victoria commissioned the University of Melbourne to undertake research into how people in bushfire affected communities were recovering.

The aims of the study were to:

- Understand individual recovery progress.
- Understand community perceptions of recovery progress.
- Understand community satisfaction and interaction with recovery services.
- To identify ongoing recovery needs and priorities.

Three groups were formed to support the study:

- Project management team, comprised of researchers from the University of Melbourne and members of the Recovery and Strategy team from Emergency Recovery Victoria.
- Project control group, comprised of regional and central office staff from Emergency Recovery Victoria.
- Scientific advisory group comprised of researchers with expertise in public health, community recovery, mental health, rural and regional health, equity and multiple disasters from the University of Melbourne and Phoenix Australia.

The findings in this report represent an initial, descriptive analysis of the data. As more analysis is undertaken, further findings will be published on the University of Melbourne Beyond Disasters website^a. In some sections of this report we have been able to draw on research findings from other studies to help contextualise the information presented from this study.

Methods

The research team collected the data for the study through a survey^c between August – November 2022. The survey instrument was developed in partnership with Emergency Recovery Victoria.

The research team worked with a reputable data collection company^d to send invitations to participate in the study to households across the East Gippsland, Alpine and Towong Shires in Victoria and a small section of the Snowy Valleys Shire in New South Wales. The distribution of the surveys was arranged so that more invitations were sent to locations within these local government areas that had been directly fire affected. The study invitations and reminders were sent to addresses in these areas randomly, using a large property address database commonly used in research^e. During the initial mail out to 7500 addresses, there were some reports of disrupted mail service. As a result of this, a further 7,500 invitations were sent to additional addresses in these areas^f.

Participants who were randomly selected and received the invitation in the mail were also offered a \$20 gift voucher for a completed survey as a gesture of thanks for their time.

A total of 989 people participated in the study.

The survey was open to people aged 18 and older. One participant per selected household was invited to complete the survey^g.

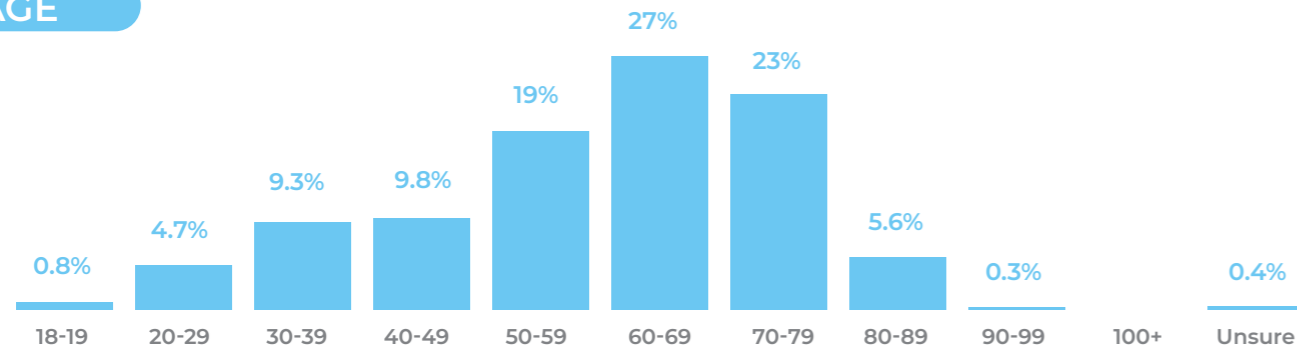
Most of the questions participants were asked were multiple choice questions or asked respondents to rank their levels of agreement or disagreement on different issues. People who participated in the online version were also able to provide more information through open-ended questions and a small number of additional questions^h.

Participants were offered the option to participate in the survey in languages other than English. No respondents requested this option.

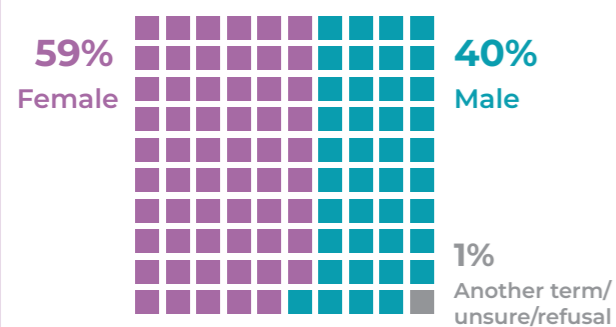
This study received ethics approval through the University of Melbourne Human Research Ethics Committeeⁱ.

Who took part in the study?

AGE



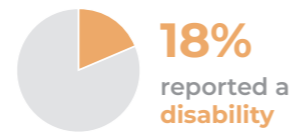
GENDER



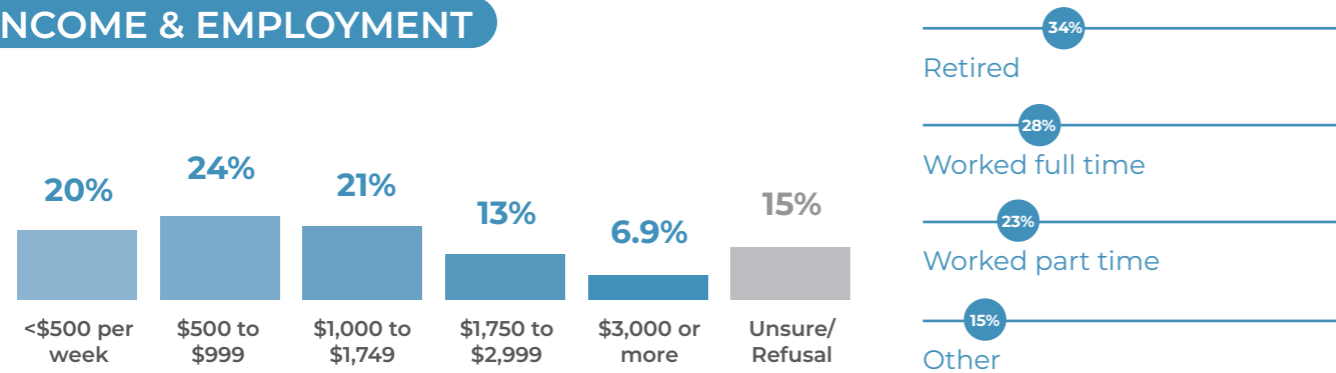
BACKGROUND



DISABILITY



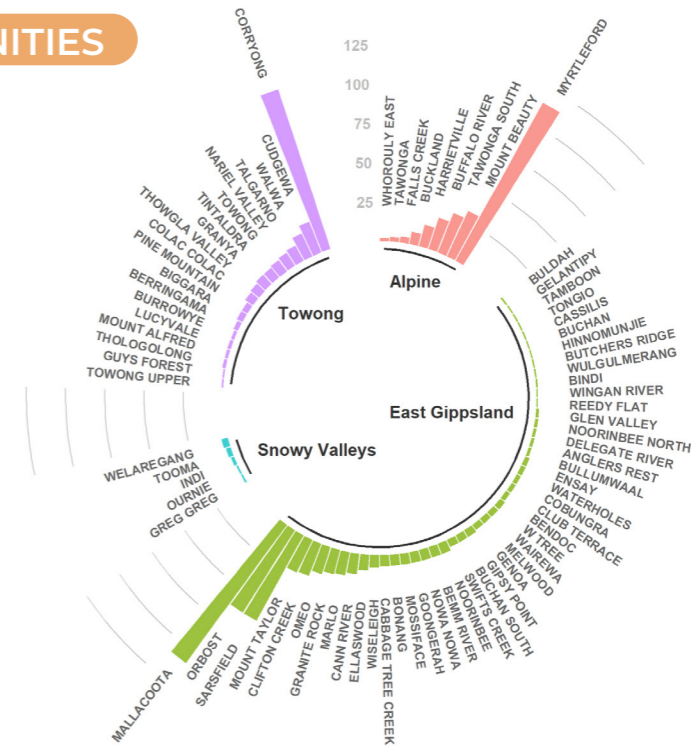
INCOME & EMPLOYMENT



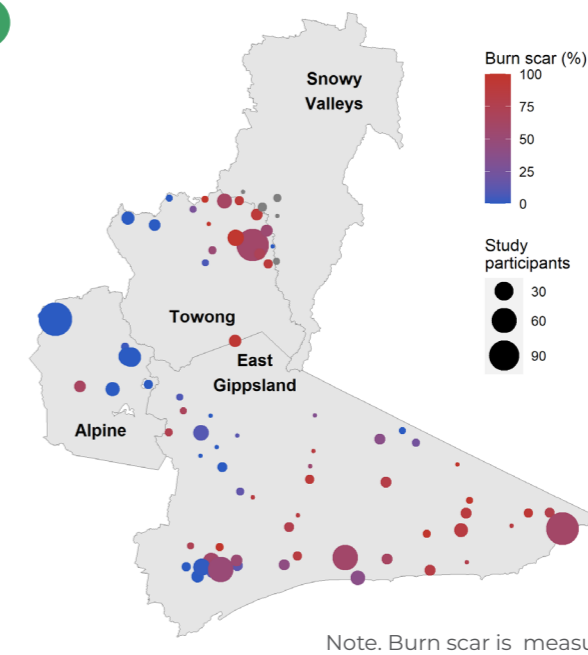
SEXUALITY



STUDY COMMUNITIES



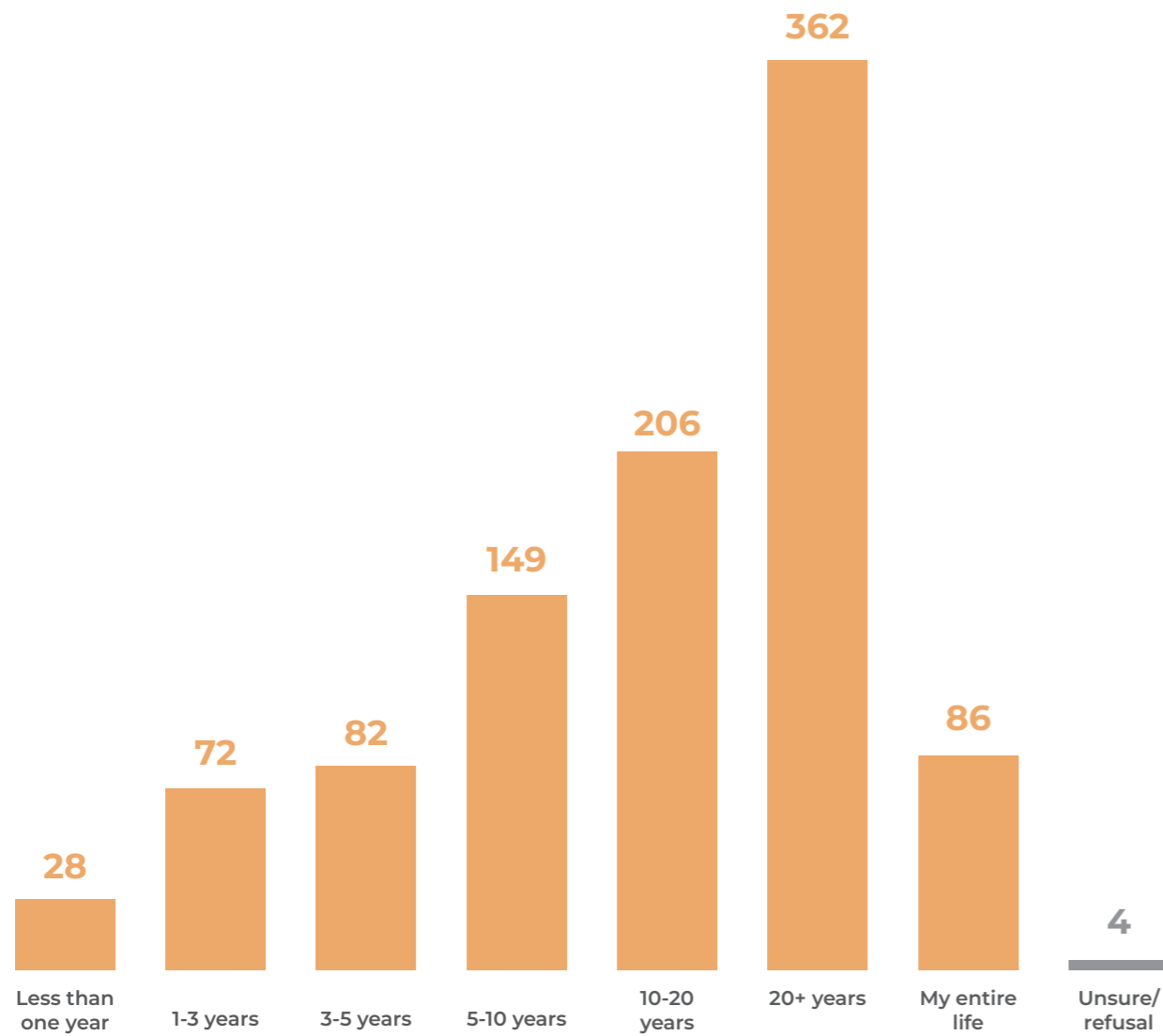
STUDY LOCATIONS



Note. The survey sample is a combination of higher service utilisation areas directly affected by the fires, and lower service utilisation areas in adjoining areas, with an emphasis on the former. This design was intended to balance fine-grained insight into areas directly affected, with the ability to generalise findings to the region as a whole.

Changes to housing

How long participants have lived in local community



Key stats



118

participants had **lost their home** or it was uninhabitable

103

participants had **housing damage**

429

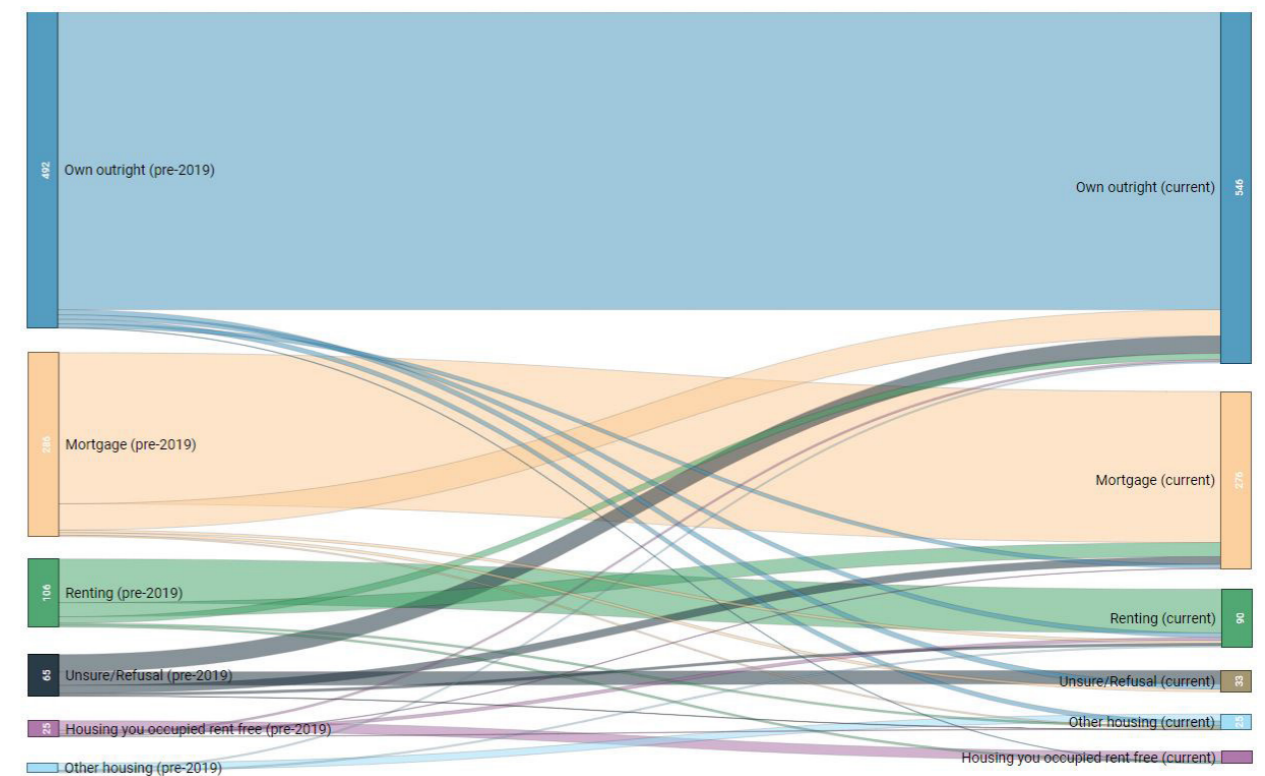
participants' homes were **at risk**

339

participants had **no risk** to their home

Housing changes from 2019 to present

This diagram shows shifts in housing situation from immediately before the fires (left side) to the present (right side)

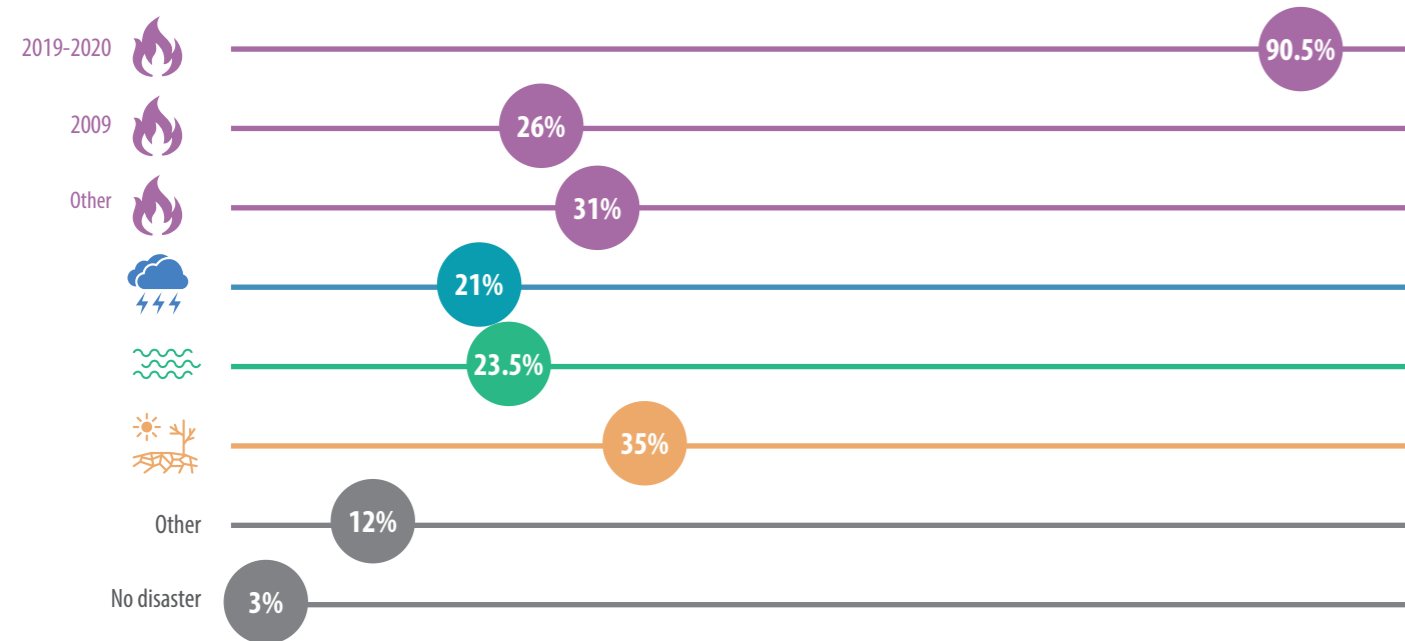


More information on charts

What other disasters had participants experienced?

There was a substantial overlap across many different types of disasters experienced by participants.

Of particular note was the proportion of those surveyed who had experienced both drought and Black Summer bushfires (36% of the sample).

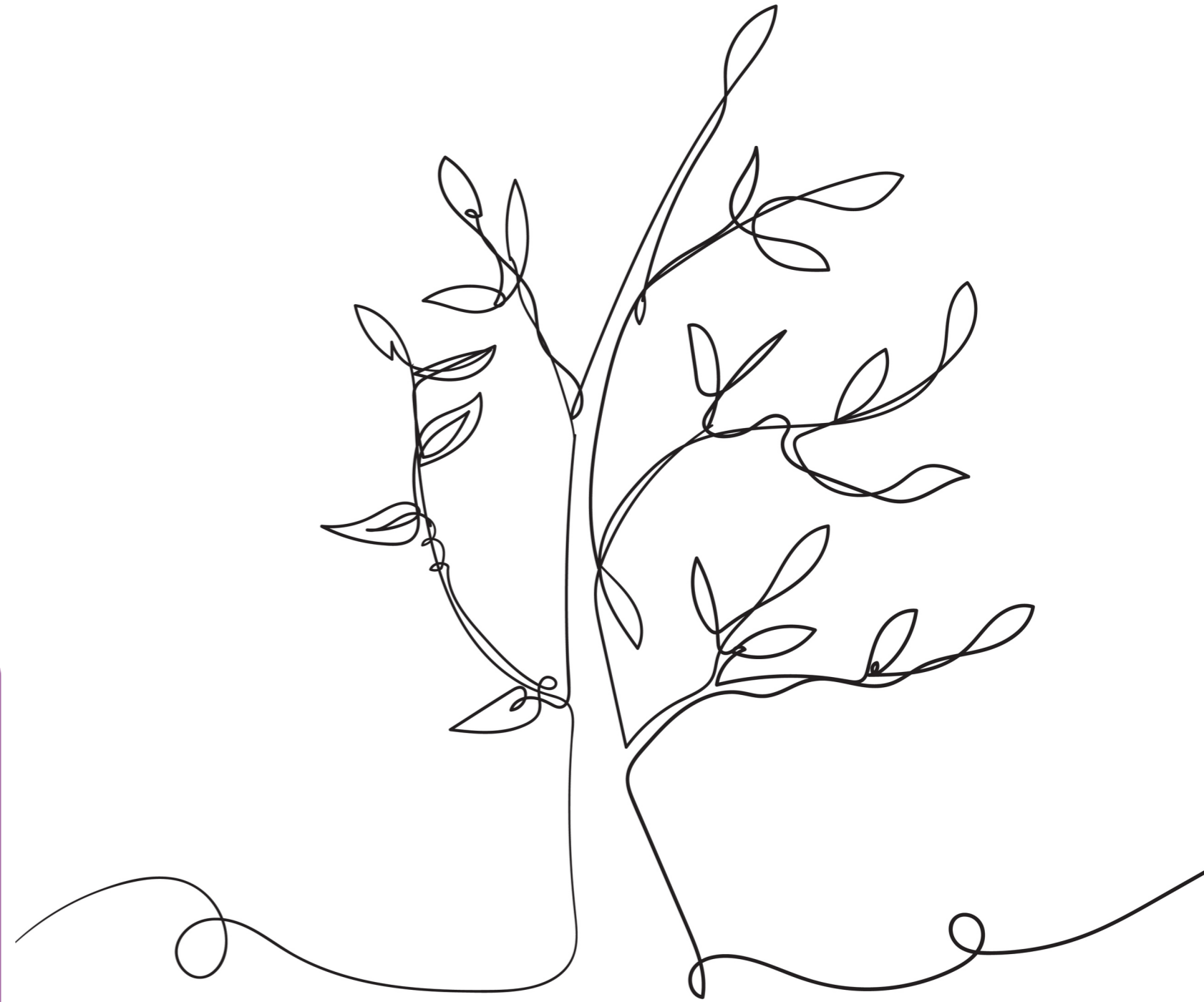


WHAT DO WE KNOW FROM OTHER RESEARCH?

Increasingly, communities in Australia and globally are affected by multiple or compounding disaster events. Historically the impacts of disasters have been researched as single events so not as much is known about how experiencing more than one disaster affects people compared to the impacts of single disasters. There is a small but growing body of research looking at the ways experiencing multiple disasters can affect people.

Compared to experiencing a single disaster, exposure to multiple disasters has been linked with higher rates of mental health disorders, and there is some indication that the mental health impacts from previous disruptions can be 'reactivated' following a subsequent disaster event. Experiencing multiple disasters can also have a negative impact on people's wellbeing, coping resources and physical health⁸.

There is also some research that finds that while hope and optimism are linked to resilience in people coping with the impacts of multiple disasters, coping resources can be worn down over multiple disasters⁹.



What were the mental health impacts of experiencing disaster?

In this study, psychological distress was measured using the Kessler-10 scale, a well-known and widely used measure of general mental health.

Three years after Black Summer a substantial proportion of those surveyed reported mental health symptoms. Specifically approximately one quarter reported mental health impacts ranging from mild to severe.

These results provide an indication of people's level of psychological distress. Higher levels of psychological distress can be associated with an increased likelihood of a mental health condition, such as an anxiety or mood disorder, being present. The majority of people who participated in this study had lower levels of psychological distress and were likely to be well. Approximately 8% of the study group reported psychological distress at a severe level that could be indicative of a mental health condition.

While formal diagnosis would require assessment by a clinician, this measure can identify people with clinically significant symptoms who may require further assessment or treatment.

It is also important to recognise that while most people affected by a disaster will not develop a diagnosable mental health condition¹¹⁻¹³ there is evidence indicating that many people experience mental health related symptoms which can be disruptive.

These include sleep disturbance, low moods, concentration and memory difficulties, changes to social behaviour and physical symptoms.

It is common for people to experience stress following a disaster. However, when this stress is prolonged, ability to cope and function day to day can be impaired, and can contribute to more serious mental health concerns. This is especially the case when people are impacted by multiple disasters and multiple stressors.

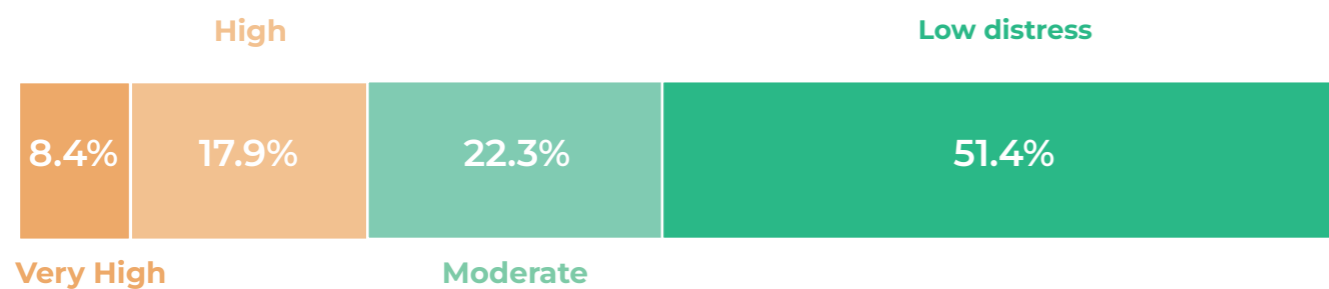
WHAT DO WE KNOW FROM OTHER RESEARCH?

There is a large body of existing research examining the mental health outcomes of people affected by disasters in Australia and internationally. While it is common for people to feel distressed after experiencing a disaster, most people do not go on to develop a serious mental health disorder such as post-traumatic stress disorder (PTSD). There are a range of known factors that influence the mental health outcomes of disaster affected people. These are sometimes referred to as 'risk' and 'protective' factors.

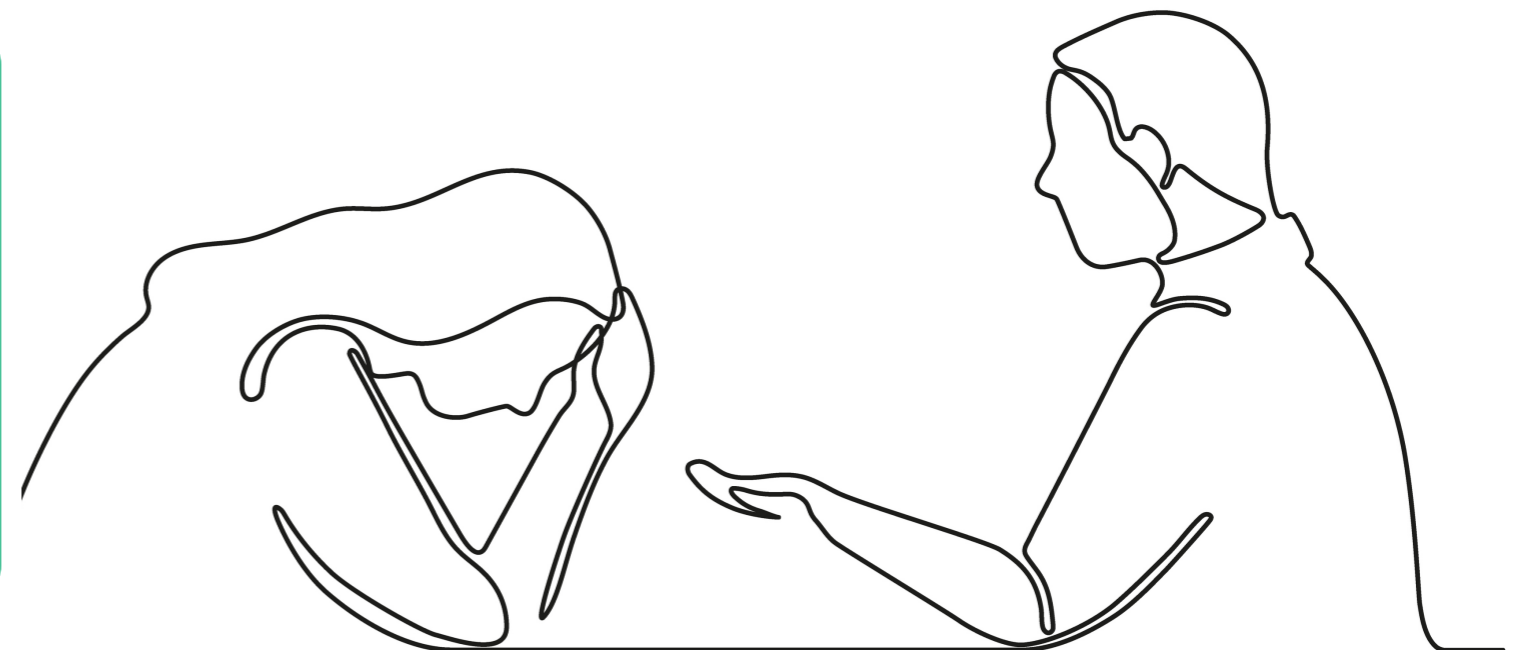
Known risk factors include proximity to the disaster, having a pre-existing mental health condition, lower socio-economic status and ethnic minority group status, those of female gender, and certain age groups (specifically children and young people, and adults of middle age), experiencing other major life stressors and experiencing financial stress¹⁰.

Known protective factors include: positive social connections, having a higher sense of control, optimism, self-efficacy and perceived support, having a sense of reconciliation and acceptance¹⁰.

PSYCHOLOGICAL DISTRESS



These scores were calculated using the same methods as used by the Australian Bureau of Statistics, and recent Victorian Population Health Surveys [Low (K10 < 16), Moderate (K10 16–21), High (K10 22–29), Very high (K10 30+)]. See ABS information paper 4817.0.55.001."

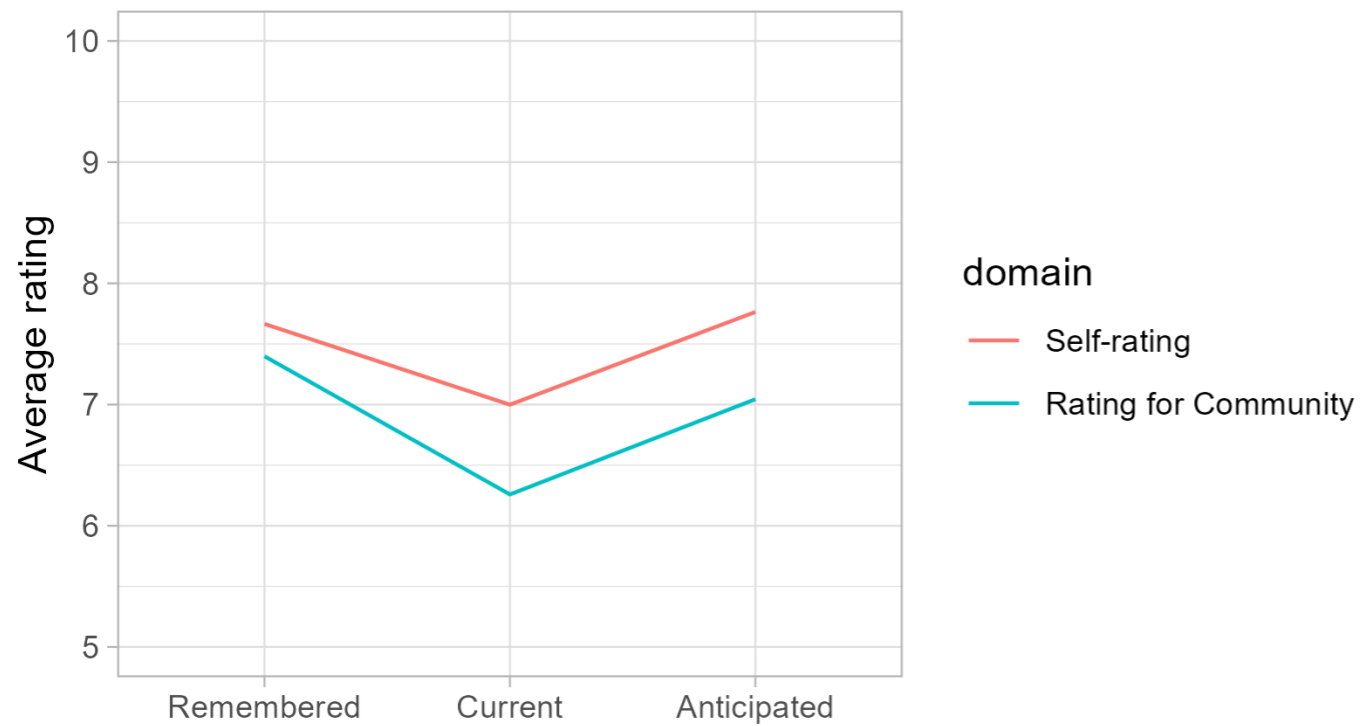


How did participants rate their life satisfaction?

On average, most study participants considered that **their life satisfaction** was currently lower than how satisfied they recalled being before the bushfires and how satisfied they anticipated they would be in the future. This indicates that while many participants considered the present to be a difficult time, on average they were optimistic about their future!

Similarly, when participants were asked about **their community**, they thought levels of satisfaction had been better in the past and would be better in the future than they currently were.

Satisfaction Ratings: Self vs Community



How satisfied were participants with recovery?

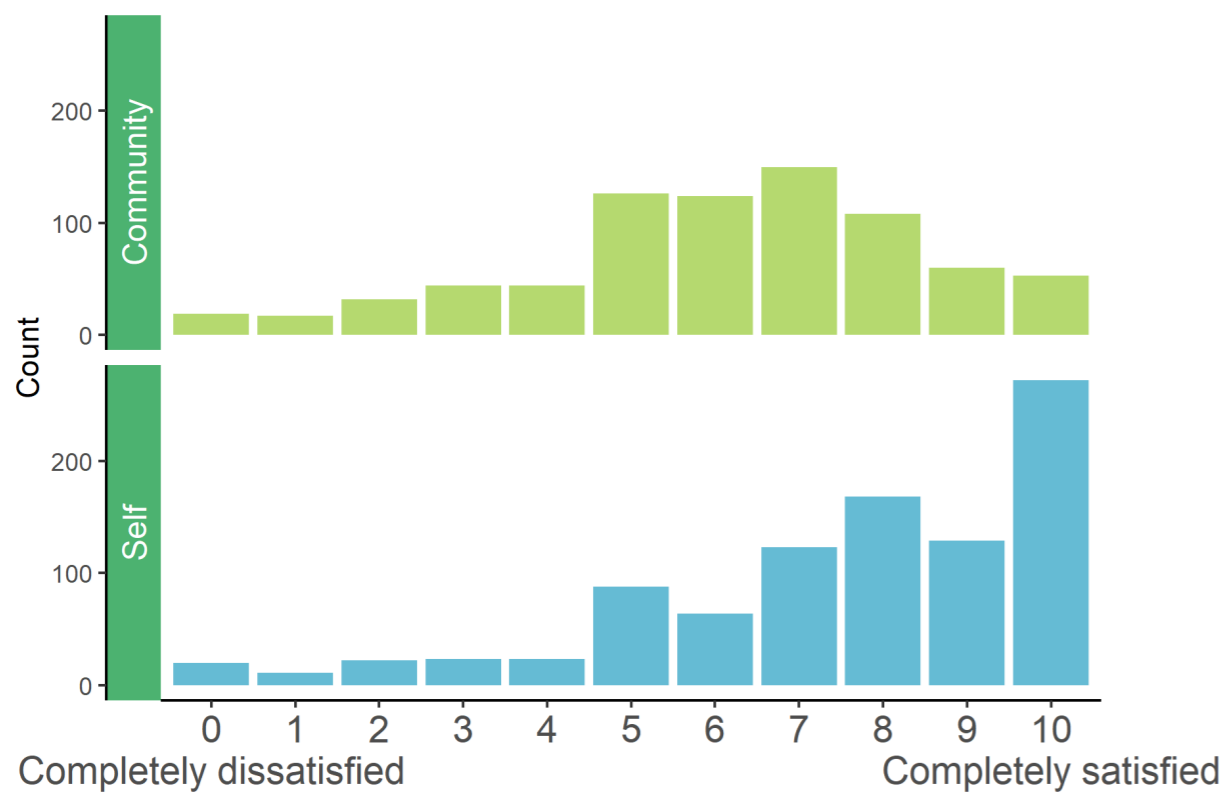
Participants were asked to rate how satisfied they were with recovery, and also how satisfied they thought members of their household and community were with recovery.

On average, participants rated their own satisfaction with recovery as high, and similar to the rest of their household.

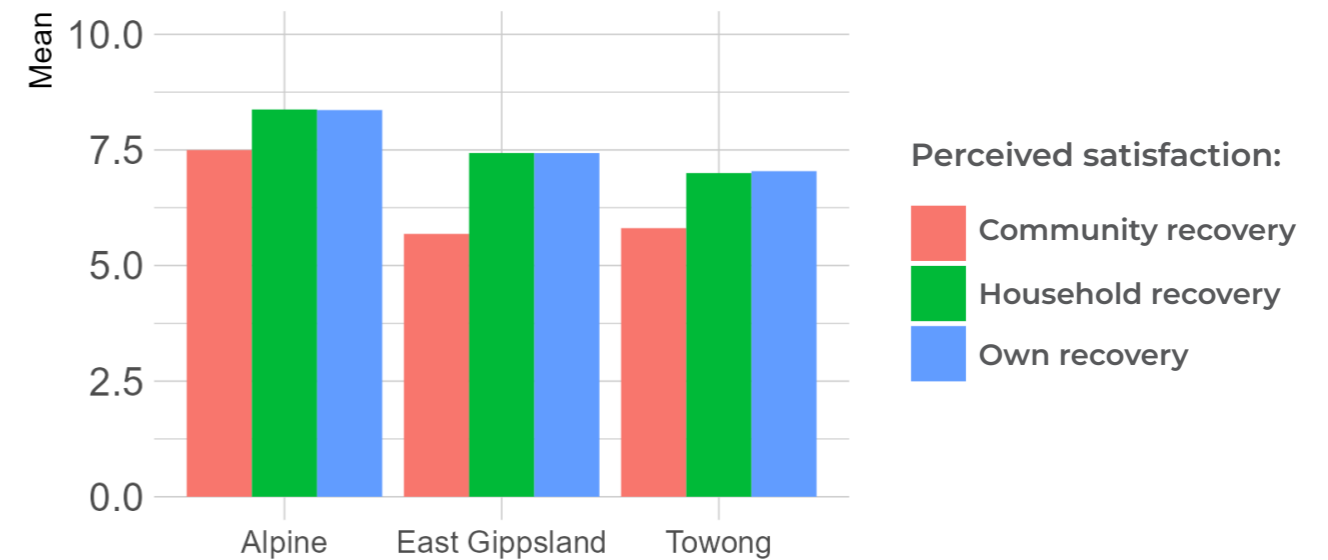
Factors that were linked to participants rating their satisfaction with recovery to be lower included experiences of financial stress, exposure to multiple disasters, experiencing bushfire related property damage, having resided longer in the community, and being younger.

Most participants considered that their community's general level of satisfaction with recovery was lower than their own.

Satisfaction with Recovery: Self vs Community Ratings

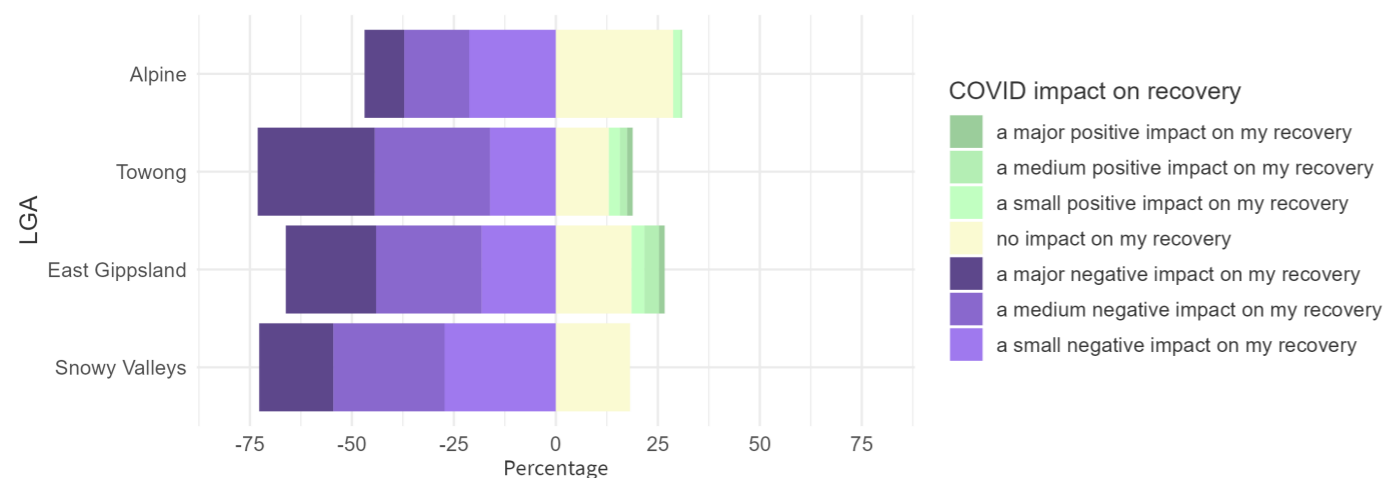


Satisfaction with Recovery by LGA



How did participants think that COVID-19 affected their recovery?

Self-reported impact of COVID on recovery



Many respondents identified that COVID-19 and the associated lockdowns presented significant challenges for recovery from the 2019-2020 bushfires.

On average, participants described COVID-19 as having a negative impact on their recovery. Participants who reported more substantial COVID-19 impacts were more likely to report lower satisfaction with recovery.

Factors that were linked to negative perceived impacts of COVID-19 on recovery included experiences of financial stress, bushfire related property damage, having resided longer in the community and being younger.

In their open-ended responses, participants identified a range of ways that COVID-19 had negatively impacted their recovery. These included severely hampered service access, not being able to draw on natural sources of support such as friends, family and social engagements, staffing issues for building and health services, dramatic increases in housing prices in regional areas, isolation being a fertile ground for rumination, increased division and tensions in communities regarding vaccination and a sense that the urgency of need related to the bushfires was diminished because the pandemic took precedence.

“ COVID put bushfire **recovery on the backburner** to some extent.”

“ ...not being able to get **together as a community** and process the events because of COVID”

“ Initially there was a **disconnect from peer and community support** due to the pandemic. It felt like a massive and **very isolating slap in the face.**”

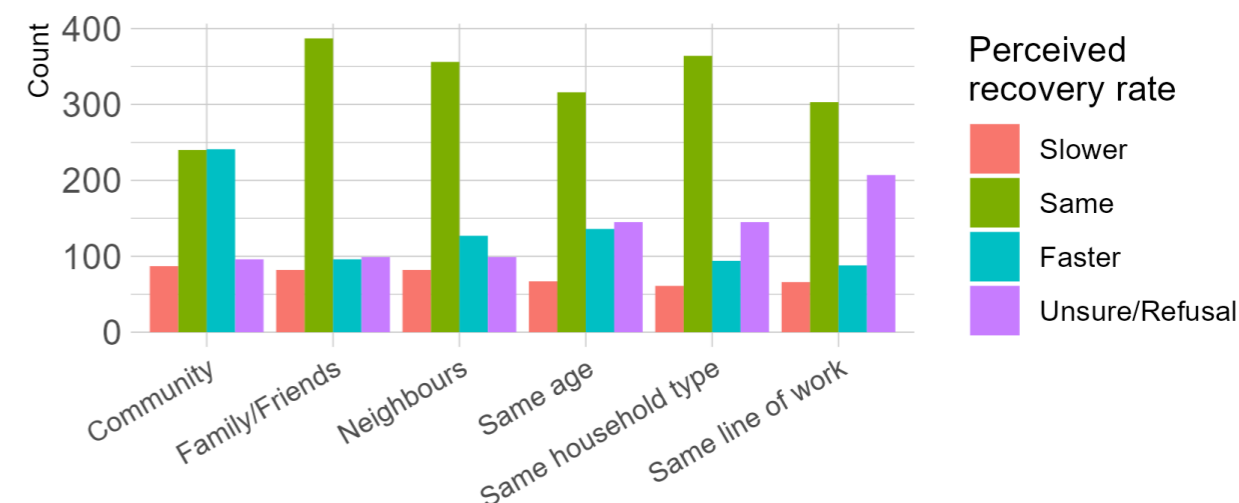
“ Insurance **claim difficulties** and **prolonged claim management** with significant stress to finally negotiate and receive a payout given the inability of insurance supplied Melbourne based contractors to undertake works within COVID restrictions”

“ As we were working on (bushfire) recovery **COVID-19 pandemic hit** and shut down our business again causing huge losses.”

How did participants compare their recovery to others?

Comparing the Speed of Recovery

Self versus others



Comparing oneself to...

The survey included a set of questions asking participants to compare the pace of their own recovery against others, including the community at large, friends and family, neighbours, people with the same household situation, people of the same age, and people in the same line of work. These questions assess social comparison¹⁴ - a natural human tendency to judge one's own circumstances in comparison against others^m.

Overwhelmingly, participants considered that they were recovering either at a similar or faster rate compared to others. This is a common pattern under conditions of threat¹⁶. However, there was a substantial subgroup of participants who rated themselves as recovering more slowly. This pattern was important; for example, the correlation between social comparison and satisfaction with one's own recovery was strong. People were more satisfied with their recovery overall if they saw themselves as recovering relatively more quickly than the community as a wholeⁿ.

WHAT DO WE KNOW FROM OTHER RESEARCH?

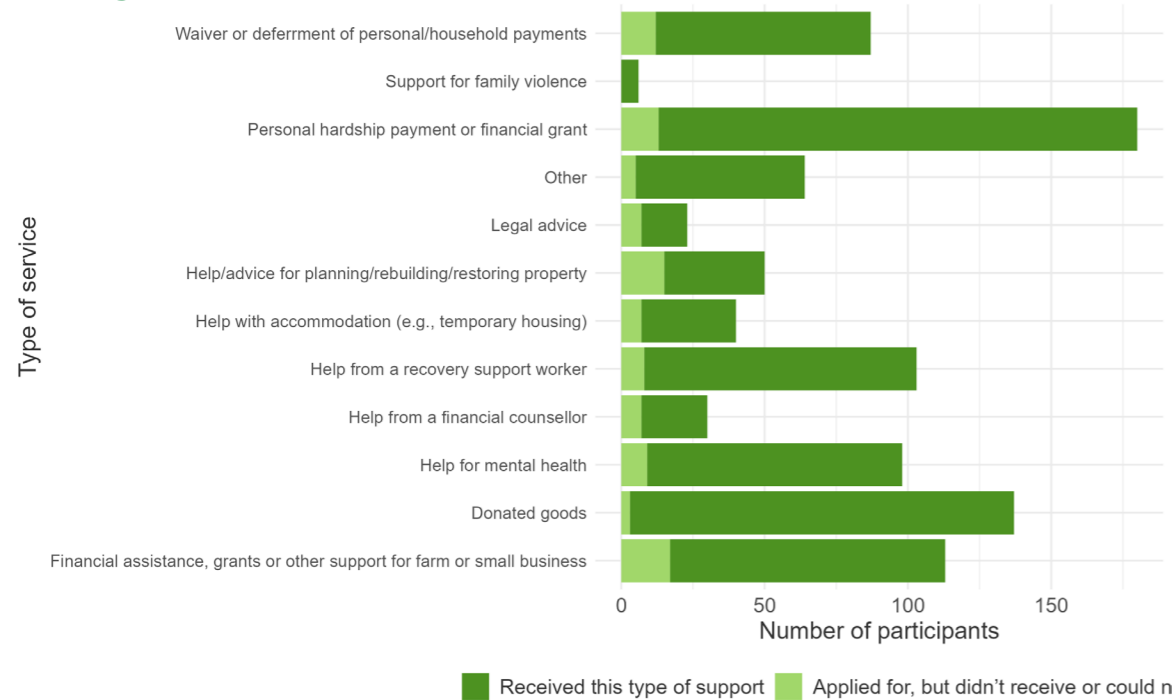
Social comparison is an important phenomenon to consider because **there is no yardstick for recovery**; instead, many people base their self-evaluation on those immediately around them. As such, even individuals who have made a lot of progress may see themselves as lagging behind others. And even individuals who face a lot of challenges may see themselves as better-off than others. Rating oneself as generally better-off than others (downward comparison) may be protective in the short term, but may not be better in the long-term. Rating oneself as worse-off than others (upward social comparison) may be deflating, but could also be a pathway to self-improvement for some.

What supports did participants access?

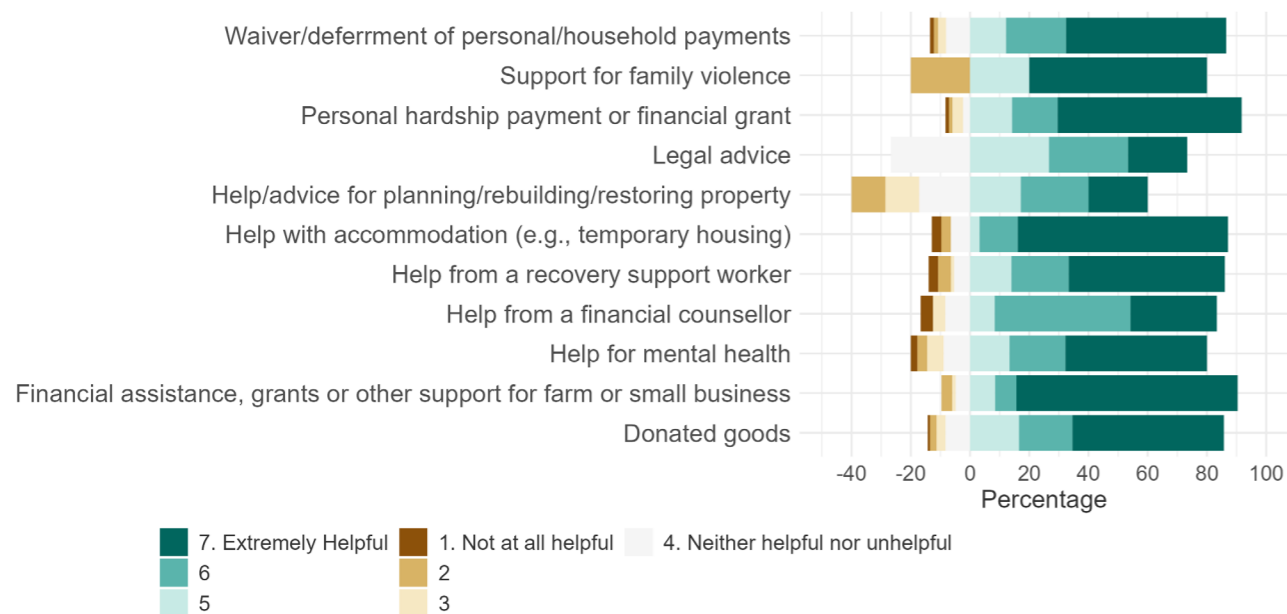
We asked participants which services they accessed and how helpful they considered them to be.

Please note that the number of people who accessed different services varied widely, with about a quarter of participants (~25%) accessing at least one type of service.

Accessing services



(Non-)Helpfulness of Services



A range of practical supports were frequently identified by participants as being beneficial. Supports identified included financial assistance, fencing, donations of food and water, debris removal and support to feed and manage stock. Other forms of practical support included extensions to tax deadlines, energy bill refunds and grants for businesses.

“ The grant money has helped enormously to pay for so many things.”

Some participants highlighted that the manner in which the support was offered was important for it to feel beneficial. This included simple processes to access assistance, kindness and empathy and options that supported autonomy.

“ They were generous and easily accessed and we were not made to feel like beggars, cap in hand. They just wanted to help and were empathetic to your situation.”

“ Anything that allows individuals to make their own choices.”

Forms of assistance that helped ease the burden of system navigation were highly regarded by a number of participants. This included case managers, services that supported referral processes, insurance agents and other assistance to complete grant and financial aid applications.

Some participants noted that it was supportive to know that others wanted to help. This included people from outside the area volunteering, local people banding together, people who tried to advocate for them and a general sense that others understood and wanted to help.

“ The local state member of parliament did all that he could to assist and to get things happening.”

“ It gave one a feeling of having all of Australia feeling your pain and helping any way they could.”

Community driven recovery processes were identified by some participants as positive aspects of assistance and support. This included both respondents who were directly involved in recovery processes, such as community recovery committees but also people who felt comforted by the knowledge this work was being done.

“ Being part of the recovery committee – feeling that I was doing something.”

Community events and other opportunities that allowed participants to get together, connect with others and have an opportunity to talk were identified by a number of participants as being important.

“ Where you could just forget everything that has happened yet talk about what and where and how those in the same position were going.”

One of the most common difficulties identified by participants regarding accessing support was knowing which services were available and identifying how to access them. Participants spoke of the time burdens and frustrations of finding the support they needed.

“ Working out where to go to access help and resources. You’d think this would be shouted from the rooftops.”

Participants spoke of their frustrations with red tape, unnecessarily complicated processes and disappointment at the lack of clarity regarding eligibility criteria for some supports.

“ ...the difficulty negotiating the bureaucracy and their seemingly unrelated and convoluted requirements.”

“ The process wasn’t simple or easy, there were many different payments and it was hard to find what I was eligible for.”

Additionally, participants spoke of frustration that even when they had identified what support was available there could be service capacity restrictions that meant they were not able to access support.

A number of participants noted that in addition to the burden of ‘red tape’ in applying for assistance, there was a significant time burden associated with applying for support. This was difficult to manage, especially at a time where there was so much to do.

“ Just hard to recover and be chasing things up at the same time. So the chasing for assistance was left on the back burner because we were so busy fixing the damage instead.”

“ The whole process. All the requirements for assistance depend on the survivor making dozens of phone calls daily. A better process would be to use a system that reverses that.”

Some participants noted that in addition to the time burden, issues relating to telecommunications and internet made accessing non-local supports more difficult. Examples given included having to drive significant distances to get phone coverage to call services or to access service points.

“ Driving 30km to make a phone call...”

A common issue raised by participants in relation to accessing support was having to retell their story repeatedly. Participants noted that this was a point of stress, both because they had to repeatedly recount traumatic or stressful experiences, and also because it led to frustrations regarding service coordination.

“ Having to repeat our experience time and time again. Reliving the trauma so frequently before you have the opportunity to process and digest and develop some coping tools was a terrible, terrible thing.”

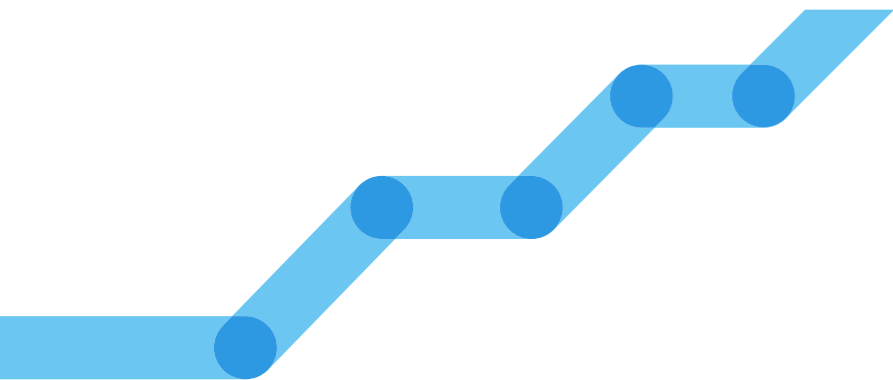
Some participants spoke of difficulty accessing support because of feelings of shame, guilt and embarrassment of having to ask for help, especially where they were made to feel as though their eligibility for support was in question.

“ My pride was dented that I felt I needed help and felt inadequate to cope with things, financial and emotional.”

A point of significant frustration for a number of participants was related to a perceived sense of injustice. This was mostly related to feeling as though others had received supports that they should not have been entitled to.

“ People that did not suffer nearly as much as I did got hand over fist in financial support.”

What did participants identify as priorities for recovery?



Participants were asked to rate the importance of a range of issues related to ongoing recovery in their community. Overall, participants rated many issues as at least somewhat important. The table to the right shows those issues rated as 'Extremely Important'.

Priorities for Community Recovery, by LGA

Percentage of respondents who see issue as "Extremely important" (N = 989)

ISSUE	TOTAL	LOCAL GOVERNMENT AREAS			
		ALPINE	EAST GIPPSLAND	SNOWY VALLEYS	TOWONG
People and Wellbeing					
Adequate access to local health services	77.5%	73.9%	74.7%	100.0%	86.1%
Support for those facing family violence	68.9%	65.0%	68.0%	100.0%	72.6%
Appropriate health services for different needs	66.8%	55.8%	66.0%	90.9%	78.5%
Adequate access to local mental health services	65.9%	57.1%	66.0%	81.8%	73.5%
Supports for children and young people	58.8%	46.5%	58.3%	100.0%	70.4%
Support for financial hardship or legal issues	50.2%	42.5%	49.8%	81.8%	56.5%
Local events and activities	39.9%	26.1%	41.7%	63.6%	49.3%
Housing					
Quick and easy rebuilding	69.2%	54.9%	73.7%	90.9%	71.3%
Temporary accommodation while rebuilding	66.5%	56.2%	69.6%	90.9%	68.6%
Support for rebuilding	62.5%	51.8%	65.2%	81.8%	65.0%
Affordable local housing	60.6%	56.6%	62.5%	72.7%	59.2%
Environment					
Managing waterways and catchments	58.9%	57.1%	56.7%	63.6%	65.5%
Restoring and protecting the environment	55.2%	53.5%	54.7%	54.5%	57.8%
Supporting land owners to manage environment	53.4%	49.6%	49.0%	72.7%	65.9%
Restoring access to parks, forests, and catchments	45.1%	37.6%	45.8%	45.5%	49.3%
Business and Economy					
Job opportunities in the local area	50.2%	46.0%	48.4%	72.7%	57.8%
Services for local businesses	49.8%	43.8%	48.8%	72.7%	57.4%
Attracting skilled workers	47.7%	45.6%	44.1%	72.7%	57.4%
Supporting local industries	46.1%	38.9%	45.7%	72.7%	53.8%
Education and training opportunities	42.8%	39.4%	41.1%	63.6%	48.9%
Infrastructure					
Improving mobile and internet access	76.1%	67.3%	75.7%	100.0%	84.8%
Restoring public utilities	73.7%	65.0%	72.5%	90.9%	83.9%
Restoring roads, bridges and transport	73.7%	66.4%	74.1%	100.0%	78.0%

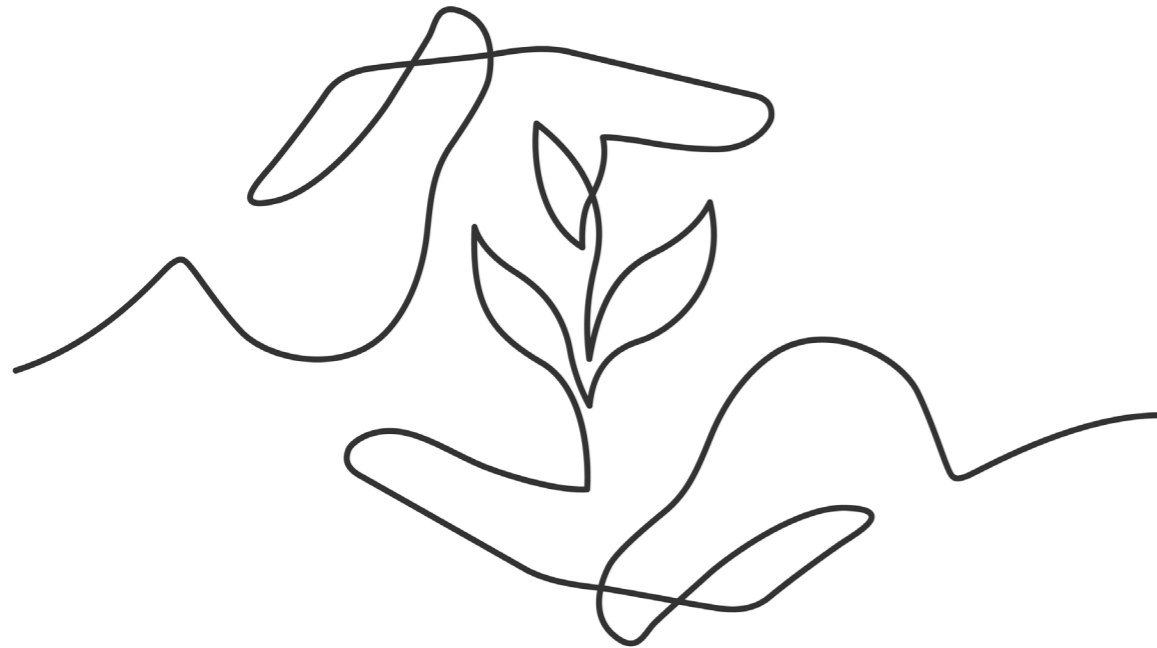
Study limitations

This study surveyed people living in communities in Victoria (and bordering areas in New South Wales) affected by the 2019-2020 'Black Summer' bushfires.

Invitations and reminders were sent to postal addresses in affected areas, as drawn randomly from a database of postal addresses. This method of recruitment favours people that remained living in these communities. People who were affected by the 2019-2020 bushfires but had moved outside the study area were not sent invitations to participate. In some areas there were reports of disrupted mail service which may have inhibited participation in some communities. These factors may partially limit the representativeness of the study sample to the population as a whole.

Special care was taken to gain a random sample that was representative of the wider population. Nevertheless, the survey was limited in some respects.

The findings presented in this report are preliminary. As further analysis is undertaken, results will be published on the University of Melbourne Beyond Disasters website^a.



Endnotes

^a<https://mbspgh.unimelb.edu.au/centres-institutes/centre-for-health-equity/research-group/beyond-disasters>

^bIn May 2020, the Insurance Council of Australia estimated that there was approximately \$2.3 billion in damage claims for the 2019-2020 bushfires and attributed approximately 8% of these to Victoria⁶. Calculations undertaken by the Victorian government estimate that the bushfires cost the state around \$2.1 billion resulting from economic impacts relating to sectors including tourism, accommodation, food services, transportation. It is important to note that these estimated losses not include broader costs relating to the environment, health and wellbeing⁶. Economic modelling from previous disasters such as the 2009 Black Saturday bushfires estimated that the social costs of disasters, including impacts to health, education and community networks could be more than 50% of the tangible impacts calculated⁷.

^cThe survey instrument was available as a paper or online version

^dThe Social Research Centre <https://srcentre.com.au/>

^eThe G-NAF, or Geocoded National Address File <https://geoscape.com.au/data/g-naf/>

^fThere was an opportunity for people who had not received an invitation through random selection to self-nominate to participate in the study. A total of five respondents participated through self-nomination. This option was advertised through community publications, posters and local social media networks. Additionally, a link was made available for people to register their interest in the study, though a high number of suspicious email addresses were registered so a decision was made by the project management team to not proceed with sending the survey to this list. Participants who self-nominated were not offered a gift card.

^gWe encouraged households to choose based on the last adult in the house to have a birthday to try and increase randomness in sampling, but this was not compulsory

^hThese questions were reduced in the paper version of the survey due to considerations of length of the printed document.

ⁱUniversity of Melbourne Human Ethics reference 2022-23373-33203-9.

^jThese numbers relate to bushfire related events from the last five years. It is highly likely that participants responded to this question only in relation to the 2019-2020 bushfires.

^kA shortened version of PCL-5 scale was used to measure probable rates of post traumatic stress disorder (PTSD). The PTSD results are not presented in this report as analysis is still being undertaken.

^lIt's important to note that the way participants recollect past satisfaction may be influenced by their current state of mind.

^mand a small area in New South Wales

Participant demographics by LGA

Sample characteristics, by LGA (% of participants)

Demographics

CHARACTERISTIC	N	ALPINE, N = 226 ¹	EAST GIPPSLAND, N = 524 ¹	SNOWY VALLEYS, N = 11 ¹	TOWONG, N = 223 ¹
Q29. Which of the following age groups do you belong to?	984				
18-19 years	4 (1.8%)	2 (0.4%)	0 (0%)	2 (0.9%)	
20-29 years	12 (5.3%)	22 (4.2%)	0 (0%)	12 (5.4%)	
30-39 years	30 (13%)	51 (9.7%)	1 (9.1%)	10 (4.5%)	
40-49 years	21 (9.3%)	53 (10%)	0 (0%)	23 (10%)	
50-59 years	45 (20%)	91 (17%)	3 (27%)	51 (23%)	
60-69 years	49 (22%)	155 (30%)	2 (18%)	63 (28%)	
70-79 years	48 (21%)	118 (23%)	4 (36%)	50 (22%)	
80-89 years	15 (6.6%)	28 (5.3%)	1 (9.1%)	11 (4.9%)	
90-99 years	0 (0%)	2 (0.4%)	0 (0%)	1 (0.4%)	
100 years and over	0 (0%)	0 (0%)	0 (0%)	0 (0%)	
Unsure/Refusal	2 (0.9%)	2 (0.4%)	0 (0%)	0 (0%)	
Q30. How do you describe your gender?	984				
Female	134 (59%)	306 (58%)	7 (64%)	135 (61%)	
Male	89 (39%)	213 (41%)	4 (36%)	85 (38%)	
Another term	2 (0.9%)	1 (0.2%)	0 (0%)	1 (0.4%)	
Unsure/refusal	1 (0.4%)	4 (0.8%)	0 (0%)	2 (0.9%)	
Q36. Before tax or other deductions, what is your annual household income?	984				
Less than \$500 per week	34 (15%)	115 (22%)	0 (0%)	44 (20%)	
\$500 to \$999 per week	65 (29%)	125 (24%)	0 (0%)	52 (23%)	
\$1,000 to \$1,749 per week	37 (16%)	128 (24%)	3 (27%)	38 (17%)	
\$1,750 to \$2,999 per week	42 (19%)	56 (11%)	4 (36%)	25 (11%)	
\$3,000 or more per week	23 (10%)	29 (5.5%)	1 (9.1%)	15 (6.7%)	
Unsure/Refusal	25 (11%)	71 (14%)	3 (27%)	49 (22%)	
Q33. Are you of Aboriginal or Torres Strait Islander origin?	984				
Indigenous	3 (1.3%)	10 (1.9%)	0 (0%)	4 (1.8%)	
Not_indigenous	217 (96%)	496 (95%)	11 (100%)	210 (94%)	
Unsure/refusal	6 (2.7%)	18 (3.4%)	0 (0%)	9 (4.0%)	

¹ n (%)

Sample characteristics, by LGA (% of participants) continued

Demographics

CHARACTERISTIC	N	ALPINE, N = 226 ¹	EAST GIPPSLAND, N = 524 ¹	SNOWY VALLEYS, N = 11 ¹	TOWONG, N = 223 ¹
Q41. What is the highest level of school you have completed?	984				
Did not go to school	0 (0%)	0 (0%)	0 (0%)	1 (0.4%)	
Primary school	2 (0.9%)	0 (0%)	0 (0%)	0 (0%)	
Year 7 to Year 9	7 (3.1%)	33 (6.3%)	1 (9.1%)	19 (8.5%)	
Year 10	17 (7.5%)	46 (8.8%)	2 (18%)	25 (11%)	
Year 11	21 (9.3%)	28 (5.3%)	0 (0%)	21 (9.4%)	
Year 12	24 (11%)	65 (12%)	0 (0%)	27 (12%)	
Trade / apprenticeship	10 (4.4%)	36 (6.9%)	0 (0%)	13 (5.8%)	
Other TAFE / Technical Certificate	18 (8.0%)	49 (9.4%)	2 (18%)	22 (9.9%)	
Diploma	34 (15%)	70 (13%)	3 (27%)	31 (14%)	
Post-Graduate Degree	29 (13%)	83 (16%)	2 (18%)	26 (12%)	
Bachelor degree	35 (15%)	61 (12%)	1 (9.1%)	19 (8.5%)	
Graduate Diploma or Graduate Certificate	20 (8.8%)	35 (6.7%)	0 (0%)	16 (7.2%)	
Unsure/Refusal	9 (4.0%)	18 (3.4%)	0 (0%)	3 (1.3%)	
Q34. Do you speak a language other than English at home?	984				
No, English only	205 (91%)	503 (96%)	11 (100%)	215 (96%)	
Unsure/Refusal	21 (9.3%)	21 (4.0%)	0 (0%)	8 (3.6%)	
Q31. Regarding your sexual orientation, which of the following options best describes how you think of yourself?	984				
Straight or heterosexual	206 (91%)	479 (91%)	11 (100%)	207 (93%)	
Gay or Lesbian	2 (0.9%)	5 (1.0%)	0 (0%)	1 (0.4%)	
Bisexual	7 (3.1%)	8 (1.5%)	0 (0%)	3 (1.3%)	
Another term	4 (1.8%)	7 (1.3%)	0 (0%)	2 (0.9%)	
Unsure/Refusal	7 (3.1%)	25 (4.8%)	0 (0%)	10 (4.5%)	

¹ n (%)

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Disaster Ready Fund Round One

Feedback for applicants

Program Overview

The Disaster Ready Fund (DRF) is the Australian Government's flagship disaster resilience and risk reduction initiative. The DRF aims to help communities protect themselves against the devastating impacts of disasters by investing in important disaster resilience and risk reductions projects across Australia. From 2023-24, the DRF will provide up to \$200 million per financial year over five years – up to \$1 billion in total.

Specific objectives for Round One, 2023-24 of the DRF were:

1. increase the understanding of natural hazard disaster impacts, as a first step towards reducing disaster impacts in the future;
2. increase the resilience, adaptive capacity and/or preparedness of governments, community service organisations and affected communities to minimise the potential impact of natural hazards and avert disasters; and
3. reduce the exposure to risk, harm and/or severity of a natural hazard's impacts, including reducing the recovery burden for governments and vulnerable and/or affected communities.

The DRF replaces the Emergency Response Fund, which terminates on 30 June 2023, and will complement recovery funding available under the Disaster Recovery Funding Arrangements.

Assessment Process

Applications were assessed via a robust and transparent process managed by the National Emergency Management Agency (NEMA), in accordance with the published program [Guidelines](#).

Key steps in the process were as follows:

- NEMA undertook an initial eligibility check against requirements outlined in the Guidelines, and sought advice from relevant Commonwealth agencies on overlap with, or duplication of, other Australian Government-funded projects. Any concerns were referred to the Program Delegate for final decision. Ineligible applications did not proceed to assessment.
- Eligible applications were then provided to an Assessment Panel for scoring. The Panel, chaired by NEMA, comprised independent experts and a probity adviser drawn from the Australian Government and private sector.
- In assessing applications, the Panel considered the merits of each application against the three selection criteria:
 1. Criteria 1. Project Details (weighted 40 per cent – i.e. scored out of 0 to 40)
 2. Criteria 2. The likelihood of project success (weighted 30 per cent – i.e. scored out of 0 to 30)
 3. Criteria 3. Alignment with existing plans and strategies (weighted 30 per cent – i.e. scored out of 0 to 30)
- This included specific consideration of:
 - how well the project delivers against the DRF's objectives;

- whether the project provides value with relevant money, including but not limited to whether the project will prevent or mitigate the degree of impacts relating to cascading and systemic risks.
- the extent to which the project aligns with the intent of the National Disaster Risk Reduction Framework's (NDRRF);
- the relative priority of the project for the Applicant (i.e. the ranking applied to the project by the state or territory government);
- whether the project can commence quickly and is of tangible benefit to the community
- the extent to which Applicants have consulted with, and have buy-in from, affected community stakeholders including relevant local government/s and First Nations communities; and
- any national interest, financial, legal, regulatory, governance or other issue or risk that is identified during any due diligence processes conducted in respect of the project
- The Panel also considered:
 - advice from relevant Commonwealth agencies
 - baseline funding allocations in accordance with section 7.1 of the Guidelines, and
 - equity with respect to the types of projects and the appropriateness of the geographic and thematic split of projects, in acknowledgement of the program's national scope and its overall objectives in accordance with section 10.3 of the Guidelines.
- This culminated in each application receiving an overall rating in accordance with the published rating matrix.

Rating Title	Description
Highly Suitable Score of 80 or above, out of 100 overall.	An excellent quality application addressing each of the selection criteria comprehensively. The case is clearly articulated with well-defined objectives and a strong data driven evidence base. Reliable and convincing evidence has been provided. Some risks may be present, but are minor and can be managed.
Suitable Score of 50 or above, up to less than 80 overall.	A satisfactory quality response with data and analysis that is reliable and relevant, addressing key information in the selection criteria. Logical reasons that indicate why the project will have a positive impact for identified communities. Some risks may be present, but are moderate and can be managed.
Not Recommended Score of less than 50 overall.	An unsatisfactory response with uncertainty as to the project's feasibility, including inadequate links to the DRF's Objectives and value for money considerations. May contain risks that prevent the project from succeeding.

- The Deputy Coordinator-General (by delegation from the Coordinator-General) endorsed funding recommendations to the responsible Minister, based on advice from the Assessment Panel. The responsible Minister for the DRF is Senator the Hon Murray Watt, Minister for Emergency Management.

- The Minister accepted the Panel's recommendations in full.

Outcomes

Round One of the DRF was highly competitive with over 300 applications submitted and over \$460 million in Commonwealth funding requested.

The quality and number of applications meant that unfortunately not every project was able to be funded from the Round One pool of \$200 million.

On 7 June 2023, the Minister for Emergency Management announced 187 projects across Australia would share in \$200 million of Commonwealth funds under Round One.

This funding will support a variety of projects aimed at reducing disaster risk and improving the resilience of Australian communities against a range of natural hazards such as bushfires, floods and tropical cyclones, and includes:

- almost \$65 million of Commonwealth investment for 74 infrastructure projects;
- almost \$84 million of Commonwealth investment for 74 systemic risk reduction projects; and
- over \$51 million of Commonwealth investment for 39 projects that will deliver both infrastructure and systemic risk reduction outcomes.

A complete list of awarded projects is published on [NEMA's website](#).

Proponents who were unsuccessful in Round One may wish to consider re-applying in Round Two.

Overarching feedback

This feedback is provided to assist applicants and delivery partners to understand what, generally, comprised a strong application and the content of quality responses to the assessment criteria for Round One.

Successful applicants provided strong responses to the selection criteria and demonstrated their ability to meet the eligibility requirements outlined in the Guidelines.

Scores took into account the applicant's responses, any supporting documentation provided, and the project size, complexity and amount of funding sought (e.g. larger, more complex projects were generally expected to provide more detail against each of criterion).

Further detail about what constituted a strong response to each criterion is provided below.

Criterion 1 - Project details (40%)

When addressing this criterion, strong applications clearly described the project, including how it would reduce the level(s) of disaster risk (exposure or vulnerability), deliver lasting benefits and enable adaptation to future climate and disaster impacts, and avoid and manage the potential for maladaptation (including any potentially negative social, environmental or economic outcomes).

Characteristics of strong responses to this criterion included:

- well-defined and relevant project objectives (problem and solution), inputs (resources), outputs (activities) and outcomes (short, medium and long-term).
- a detailed outline and comparison of level(s) of exposure and vulnerability to natural hazards in the geographic area that the project relates to, both prior to and upon conclusion of the project.
- a clearly articulated and well-reasoned case that showed the potential impact of the project on the identified target area or group/s in terms of: (i) increased understanding of natural hazard

disaster impacts, (ii) increased resilience, adaptive capacity and/or preparedness, and/or (iii) reduced exposure to risk, harm and/or severity of a natural hazard's impacts.

- multiple sources of evidence (e.g. anecdotal reports combined with references to research data and/or expert advice) to support claims related to levels of disaster risk and expected project benefits.
- a strong commitment to maintain the project benefits beyond the duration of program funding, and a credible explanation of how they would do this.
- well-developed strategies for avoiding and managing potential maladaptation.

Criterion 2 - The likelihood of project success (30%)

When addressing this criterion, strong applications clearly demonstrated that the applicant team has the capacity, capability and resources to successfully deliver the project outcomes, including evidence of: capacity to complete the project in adherence with relevant industry and legislative standards; capability (including previous experience in undertaking similar scale projects) and confirmation of the ability to deliver the project within the agreed maximum three (3) year timeframe; and value for money.

Characteristics of strong responses to this criterion included:

- a track record that demonstrated experience successfully managing a project of a similar size and scope.
- a team (applicant and delivery partners) that possesses all the required skills and expertise to successfully achieve the target outcomes.
- assumptions that were relevant, clear and reasonably detailed.
- some risks, however none that weren't relatively minor and which couldn't be managed.
- a Project Logic (plan) that was feasible and likely to achieve the intended outcomes taking into account the project inputs, outputs, duration, assumptions and risks, with only minor weaknesses.
- a timeline/schedule for the project that provided a high level of confidence that the project could commence quickly and be completed within the project duration (3 years maximum).
- an indicative budget that was appropriate for the size and scope of the project; any concerns (e.g. excessive claims) or gaps were minor.
- a confirmed or in principle co-contribution of 50% (or strong case for a waiver).
- a clear description of how project funds would be used to deliver the project outcomes.

Criterion 3 - Alignment with existing plans and strategies (30%)

When addressing this criterion, strong applications clearly demonstrated how the project aligns with existing plans and strategies.

Characteristics of strong responses to this criterion included:

- a convincing explanation including key details regarding how and to what extent the project activities and intended outcome/s address one or more of the DRF's objectives.
- for projects with a place-based focus, a detailed description of stakeholder engagement activities that showed a reasonable breadth of consultation and support from relevant stakeholders such as local government and First Nations communities and how that support will be maintained throughout the project, together with at least one source of reliable evidence (e.g. endorsement from community group(s) or local council; outcomes from a

community survey; community contributions to the project such as cash or in kind contributions; collaboration with other organisations within the area; or community participation in the project).

- specific references to how the project is consistent with or supports relevant Commonwealth (e.g. National Disaster Risk Reduction Framework), state, territory or local government disaster risk reduction policies and/or risk assessments.
- reasons for seeking funds through the DRF and not other potentially more appropriate sources (e.g. other relevant Commonwealth, state and territory grant programs, partnerships, investors, etc.).

Individual feedback

Scores for individual projects have been provided to lead government agencies in each state and territory, as the applicants to the Commonwealth, to inform conversations with project partners. Applicants and partners should refer to the Rating Matrix and general feedback provided above when interpreting these scores.

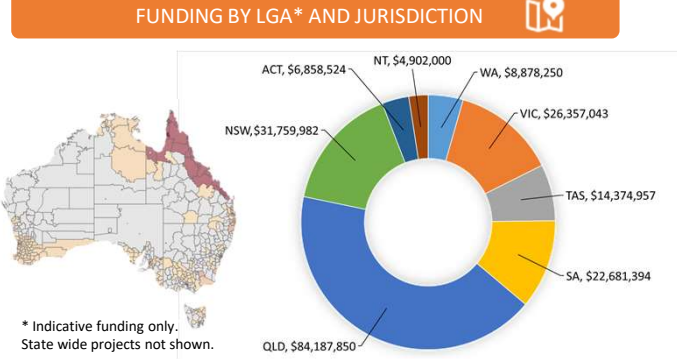


DISASTER READY FUND – UPDATE

R1 Funding Snapshot

DRF Round 1 Next Steps and Round 2 Planning

200 MILLION CTH INVESTMENT IN 187 DISASTER RISK REDUCTION (DRR) & RESILIENCE PROJECTS

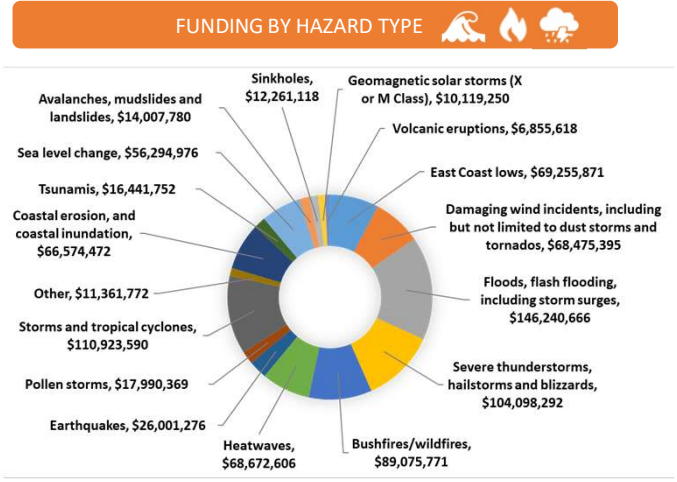


196 MILLION IN CO-CONTRIBUTIONS FROM STATES, TERRITORIES AND DELIVERY PARTNERS

~100 PROJECTS LED OR JOINTLY DELIVERED BY COUNCILS OR LOCAL GOVERNMENT ENTITIES

5 CO-CONTRIBUTION WAIVERS GRANTED TO REMOTE AND DISADVANTAGED COMMUNITIES

76 PROJECTS VALUED AT \$95 MILLION (CTH) IDENTIFIED AS BENEFITING FIRST NATIONS PEOPLES



- Next steps for Round 1 include finalising the audit and reporting requirements, and taking on feedback from stakeholders regarding Round 1 (what worked, what needs more work, opportunities for more effective identification of investments in areas of greatest need).
- Finalising negotiations to execute the Schedules, which will deliver funds to project proponents (with payments anticipated to commence from August 2023).
- Consultation with stakeholders to inform planning for Round Two of the DRF, including direct bilateral engagements with jurisdictions and other key stakeholders (some of which are already underway).
- Further information can be found on the NEMA website, or by emailing disaster.ready@nema.gov.au

	JAN 23	FEB 23	MAR 23	APR 23	MAY 23	JUN 23	JUL 23	AUG 23	SEP 23	OCT 23	NOV 23	DEC 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24	JUNE 24		
DRF Round 1	DRF opened 10 Jan – 6 March 2023		Application assessment period – March to April 2023		Outcomes announced June 2023		Funding agreements negotiated and finalised June to August 2023		Implementation plans submitted and endorsed from Sept to Dec 2023											
DRF Round 2						R2 - consultations commence June – inc Charitable, NFP, Philanthropic Group & R'table (Jul/Aug)			Consultation on high level parameters /guidelines- Sept/Oct		Guidelines approved		Applications open Jan to April 2024 (TBC)			Assessment process approved by Min – Jan 2024			Assessment May-July (TBC), with funding available from 1 July 2024	

Project Title	Location	Description	Cth Awarded Funding	Co-contribution (from jurisdiction or project delivery partner)	Total Project Cost
Protective Fire Suppression and Low-Impact Fuel Load Reduction	Busselton; Augusta-Margaret River	This project will help to protect important tourism and economic resources in areas prone to high fire risks by installing fire suppression systems and utilizing low-impact cool burning methods inspired by the knowledge of Aboriginal traditional custodians.	\$331,181	\$331,181	\$662,362
Firewise Demonstration Landscape Protection Project	Mundaring; Swan; Chittering; Denmark; Nannup; Armadale; Augusta-Margaret River; Kalamunda	This project will empower individuals and communities to create fire resilient landscapes that will protect properties and potentially save lives.	\$262,830	\$268,224	\$531,054
Digital Fire Danger Rating Signage	Waroona	This project will increase awareness and educate communities about potential fire danger by installing digital fire danger rating signs.	\$30,000	\$30,000	\$60,000
Upgrades to Boyup Brook Emergency Evacuation Centre	Boyup Brook	This project will support an upgrade to the Boyup Brook designated emergency evacuation centre, ensuring the centre is able to meet the needs of the both the local and surrounding communities during emergency events.	\$813,000	\$862,032	\$1,675,032

Enhancing Disaster Resilience and Climate Justice in Community Services	Edith Cowan University	This project focuses on creating and implementing tools and resources to assist the community services sector in Western Australia be more resilient to natural hazards and disasters.	\$892,362	\$907,511	\$1,799,873
Tilden Drive Bridge Improvements	Swan	This project will provide infrastructure along key access routes including Tilden Drive and the Tilden Drive Bridge that will be designed to be more resilient when impacted by natural hazards and disasters.	\$35,000	\$35,000	\$70,000
Virtual Reality Community Preparedness Strategy	Busselton; Boyup Brook; Augusta-Margaret River; Donnybrook-Ballingup; Bridgetown-Greenbushes; Manjimup; Nannup	This project will develop a virtual reality package that can simulate and highlight the risks and emotional, psychosocial impacts to community members who choose to "Stay and Defend" a property during bushfire. The project aims to significantly improve local resilience and preparedness for bushfires, build capability and strengthen local decision-making before a disaster.	\$50,000	\$53,883	\$103,883
Nabawa Recreation Centre Facility Redevelopment	Chapman Valley	This project will support the redevelopment of the Nabawa Recreation Centre Facility to ensure the community has access to suitable evacuation and welfare centre when faced with a natural disaster.	\$900,000	\$900,000	\$1,800,000

Family-Centred Disaster Resilience Gallery	Department of Fire and Emergency services	This project will establish a family-centred gallery experience that aligns with disaster resilience education principles, offering a reliable source of information about emergencies and disasters. The gallery experience at the Centre will serve as a valuable resource for promoting disaster preparedness and education in an engaging and accessible manner.	\$500,000	\$502,000	\$1,002,000
Airport Microgrid	Greater Geraldton	This project will integrate the Emergency Services Response sub-precinct of the Geraldton Airport Precinct into the renewable energy system microgrid that includes Uninterruptible Power Supply functionality.	\$2,000,000	\$2,221,367	\$4,221,367
Fire Behaviour Predictions and Advice	State-wide	This project will create a standardized set of interagency processes, approved models, tools, and workflows for the development and application of fire spread predictions within Western Australia. The aim is to establish a consistent and coordinated approach across multiple agencies involved in fire management.	\$52,550	\$54,234	\$106,784

Stormwater Drainage Design for the Township of Cranbrook	Cranbrook	This project will develop a Stormwater Drainage Design specifically for the township of Cranbrook that can effectively handle extreme storm runoff events, ensuring the safe and well-defined flow of water. By establishing robust stormwater drainage infrastructure, this can effectively manage both major and minor storm events in the township.	\$70,000	\$70,000	\$140,000
Drone Monitoring of At-Risk Coastal Areas Using Aboriginal Drone Operators	Rockingham; Dardanup; Mandurah; Harvey; Murray; Bunbury; Busselton; Capel; Waroona	This project will capture the intra-annual changes of the coastal terrain at the beach level to establish an effective risk management strategy that encompasses planning, development, and mitigation of extreme events along the coast. It will enable better decision-making and proactive measures to reduce the impact of coastal hazards.	\$125,690	\$168,000	\$293,690

<p>Upgrading Fire History Datasets Using Fire Severity Dynamics</p>	<p>Kondinin; Albany; Lake Grace; Perth; Boddington; Kwinana; Kojonup; Kellerberrin; Bridgetown-Greenbushes; Capel; Peppermint Grove; Boyup Brook; Kent; Mosman Park; Katanning; Wanneroo; Subiaco; Wandering; Armadale; Bruce Rock; Bayswater; Narembeen; Wickepin; Kulin; Mundaring; Claremont; Cockburn; Swan; Plantagenet; Brookton; Tammin; Manjimup; Goomalling; Donnybrook-Balingup; Belmont; Beverley; Cuballing; Chittering; South Perth; Stirling; Dardanup; Denmark; Mandurah; Nannup; Gosnells; Broomehill-Tambellup; Bassendean; Melville; Merredin; Victoria Park; Serpentine-Jarrahdale; Busselton; Wagin; Wyalkatchem; Murray; Kalamunda; Collie; Canning;</p>	<p>The project will upgrade current fuel hazard mapping, data and reporting systems to help inform bushfire response as well as planned mitigation activities.</p>	<p>\$1,285,000</p>	<p>\$1,294,000</p>	<p>\$2,579,000</p>
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	Waroona; Gnowangerup; Quairading; Ravensthorpe; West Arthur; Trayning; Harvey; Jerramungup; Vincent; Joondalup; Esperance; Pingelly; Fremantle; Cambridge; Gingin; Corrigin; Toodyay; Rockingham; East Fremantle; Cunderdin; Victoria Plains; Nungarin; Augusta- Margaret River; York; Narrogin; Cottesloe; Dowerin; Woodanilling; Northam; Dundas; Cranbrook; Dumbleyung; Williams				
Dumbleyung Emergency Evacuation Sites Power Back-Up Project	Dumbleyung	This project will establish fixed power generation back-up sources for two designated Evacuation Centres located within the Shire of Dumbleyung.	\$15,000	\$15,000	\$30,000

Cunderdin Evacuation Centre Upgrades	Shire of Cunderdin	This project will upgrade the Cunderdin Evacuation Centre into a fully functional and standalone emergency evacuation centre with its own power and water supply. This will increase the resilience and preparedness of the Shire of Cunderdin during a natural disaster.	\$82,750	\$82,750	\$165,500
South Caroling Bushfire Brigade Fire Water Supply	Quairading	This project will enable the installation of a fire water supply south of the town of Quairading at the South Caroling Bushfire Brigade. This will be available for use during any fires south of Quairading.	\$8,439	\$8,439	\$16,878
General Practice Emergency Response Team	State-wide	This project aims to define the role of general practice in the in the State Health Emergency Response Plan (SHERP). This will be achieved through consultation and co-design.	\$300,000	\$300,000	\$600,000
Strategic Safer Places – Eastern Torndirrup Peninsula	Albany	This project aims to identify appropriate sites known as Strategic Safer Places within The Torndirrup Peninsula. The objective is to provide a safe haven where individuals can seek refuge during emergencies when evacuation options have become limited.	\$65,100	\$65,100	\$130,200

Evacuation Centre Power Redundancy Project	Toodyay	This project will provide power redundancy to the Toodyay Recreation Centre to allow it to serve as the Local Government's primary evacuation centre during disasters.	\$77,384	\$77,384	\$154,769
First and Last	State-wide	This project will develop, test, evaluate and implement tools and processes that aid diverse community members with their personal and collective risks to climate and disaster events. By fostering a collaborative approach, the project aims to enhance community resilience and preparedness across the region.	\$628,150	\$646,050	\$1,274,200
City of Joondalup Bushfire Risk Reduction Project	Joondalup	This project will conduct comprehensive review of the City of Joondalup's Bushfire Risk Management Plan and implement strategies to mitigate the risk of bushfires, safeguarding the well-being and functioning of the local community, environment, and economy. Furthermore, the project will develop and deliver a Bushfire Community Education Program, aimed at raising awareness and educating the community about bushfire safety and preparedness. environment.	\$216,045	\$216,045	\$432,090

Non-crown Tenure, Public Land Bush Fire Mitigation	Toodyay	This project will carry out strategic activities aimed at remediation and preparation non-crown land areas that present a significant bushfire risk to assets and human life in The Shire of Toodyay.	\$137,769	\$137,770	\$275,539
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11.9	LIST OF AUGUST 2023 ACCOUNTS FOR PAYMENT AND AUTHORISATION
Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	15 October 2023
Business Unit:	Corporate and Community Services
Responsible Officer:	Chiara Galbraith – Deputy Chief Executive Officer
Author:	Anrie van Zyl – Human Resource & Emergency Management Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- List of Payments for September 2023.

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of September 2023.

BACKGROUND

Nil

COMMENTS

The List of Payments for August 2023 covering the period 01/09/2023 to 30/09/2023 is as follows:

FUND	AMOUNT
Municipal Fund	\$407,094.96
Credit Card	\$ 5232.81
TOTAL	\$412,327.77

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

Regulation 12 states that:

- (1) *A payment may only be made from the municipal fund or the trust fund —*
- (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*

POLICY IMPLICATIONS

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

FINANCIAL IMPLICATIONS

All payments are in line with the Adopted Budget or have been approved by Council as a Budget Amendment.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Financial Sustainability
Description	Inability to maintain service and infrastructure levels for the Shire.
Residual Risk: (Low, Moderate, High, Extreme)	Moderate
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Moderate
Likelihood: (Almost Certain, Likely, Possible, Unlikely,	Likely

Rare)	
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IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

That Council receive and approve the September 2023 List of Payments as per the Officer's Recommendation.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

Moved: Cr Rebecca Kiddle Seconded: Cr Rebecca O'Meehan

1023.76 That Council:

Receives and approves the payment of accounts for September 2023 consisting of:

EFT20281– EFT20381 totalling \$280,787.48;

Superannuation and Direct Deposits totalling \$126,307.48 ; and

Corporate Credit Card totalling \$5,232.81

UNANIMOUSLY CARRIED 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

BREAKDOWN OF CREDIT CARD EXPENDITURE

SP 166 RAILWAY P WEST LEEDERVILLE	PARKING FEES - DAVID NICHOLSON	01/09/2023	\$ 12.00
SP 166 RAILWAY P WEST LEEDERVILLE	PARKING FEES - CHIARA GALBRAITH	01/09/2023	\$ 12.00
COLES EXPRESS WEST PERTH	FUEL GN.001	02/09/2023	\$ 109.29
VIBE SUBIACO	FUEL GN.00	04/09/2023	\$ 105.50
RUOK LIMITED	SUPPLIES FOR PUBLIC EVENT	05/09/2023	\$ 147.44
STANDARDS AUSTRALIA	AUS/NZS 31000:2018 - RISK MANAGEMENT GUIDELINES	05/09/2023	\$ 135.16
BLUE DOG TRAINING	CONSTRUCTION WHITE CARD TRAINING	08/09/2023	\$ 79.00
ADINA PERTH	ACCOMMODATION FOR STAFF TRAINING	08/09/2023	\$ 492.24
VISTA PRINT AUSTRALIA	ANNUAL BUDGET COVERS	13/09/2023	\$ 54.98
KATANNING HARDWARE & GARDEN CENTRE	2 X ROSEMARY PLANTS - CONDOLENCES GIFTS	15/09/2023	\$ 30.60
JOHNS BAKERY & LUNCH BAR	SUPPLIES FOR PUBLIC EVENT - RUOK DAY	13/09/2023	\$ 15.00
JB'S QUALITY MEATS	SUPPLIES FOR PUBLIC EVENT - RUOK DAY	13/09/2023	\$ 66.55
CHATGPT	MONTHLY SUBSCRIPTION	19/09/2023	\$ 31.12
INTERNATIONAL TRANSACTION FEE	BANK FEE	19/09/2023	\$ 0.93
CROWN PERTH	WALGA CONVENTION - MEALS	20/09/2023	\$ 2,017.00
CROWN METROPOLITAN PERTH	WALGA CONVENTION - MEALS	20/09/2023	\$ 929.84
VIBE SUBIACO	FUEL GN.00	21/09/2023	\$ 88.69
DEPARTMENT OF TRANSPORT	SES TRUCK VEHICLE REGISTRATION	22/09/2023	\$ 84.25
YONGERGNOW AUSTRALIAN MALLEEFOWL CENTRE	CEO COFFEE WITH TOWN PLANNER	27/09/2023	\$ 12.00
OAKS PERTH HOTEL	ACCOMMODATION FOR STAFF	27/09/2023	\$ 382.48
INTERNATIONAL TRANSACTION FEE	BANK FEE	27/09/2023	\$ 11.47
AMPOL NEDLANDS	FUEL GN.001	28/09/2023	\$ 116.97
DEPARTMENT OF TRANSPORT	PLATE CHANGE GN.0044	29/09/2023	\$ 37.80
BANK FEES	BANK FEES	29/09/2023	\$ 8.00
K-MART	CHALET KITCHEN ITEMS	30/09/2023	\$ 264.50
K-MART	CREDIT ON ITEM PUCHASED FOR CHALETS	30/09/2023	\$ -12.00
			\$ 5,232.81

11.10 SEPTEMBER 2023 MONTHLY FINANCIAL STATEMENTS

Location:	Shire of Gnowangerup
Proponent:	N/A
Date of Report:	16 October 2023
Business Unit:	Corporate and Community Services
Officer:	Darren Long – Finance Consultant
Disclosure of Interest:	Nil

ATTACHMENTS

August Monthly Financial Statements for the period of 01/09/2023 to 30/09/2023 including:

- Statement of Financial Activity
- Report on Material Differences
- Comprehensive Income by Program and Nature & Type
- Statement of Cash Flows
- Current Assets and Liabilities

PURPOSE OF THE REPORT

For Council to receive the August Monthly Financial Statements for the period of 01/09/2023 to 30/09/2023.

BACKGROUND

Nil

COMMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

There are no Policy Implications at the time of writing this report.

FINANCIAL IMPLICATIONS

There are no Financial Implications at the time of writing this report.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Financial Sustainability
Description	Inability to maintain service and infrastructure levels for the Shire.
Residual Risk: (Low, Moderate, High, Extreme)	Moderate
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Moderate
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Likely

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The presentation of the Monthly Financial Statements is a legislative requirement that is presented as a standard item in the Ordinary Council Meeting (OCM) Agenda.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION:

Moved: Cr Peter Callaghan Seconded: Cr Rebecca Kiddle

1023.77: That Council:

Receives the Monthly Financial Statements for the month of September 2023.

UNANIMOUSLY CARRIED 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL



MONTHLY FINANCIAL REPORT

30 SEPTEMBER 2023

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SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	NOTES	2023-24 ANNUAL BUDGET	2023-24 YTD BUDGET	2023-24 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$	\$	\$
General Purpose Funding		(106,180)	(25,224)	(15,246)
Governance		(925,093)	(273,376)	(235,864)
Law, Order, Public Safety		(631,378)	(150,023)	(62,409)
Health		(364,760)	(74,488)	(59,792)
Education and Welfare		(27,627)	(6,106)	(6,813)
Housing		(50,406)	(13,247)	(3,161)
Community Amenities		(676,045)	(166,939)	(92,717)
Recreation and Culture		(1,802,689)	(433,232)	(197,539)
Transport		(3,790,249)	(905,908)	(418,836)
Economic Services		(123,557)	(24,570)	(22,371)
Other Property and Services		(854,457)	(241,284)	(146,063)
		(9,352,441)	(2,314,396)	(1,260,811)
REVENUE				
General Purpose Funding		4,506,584	4,459,197	4,445,476
Governance		0	0	0
Law, Order, Public Safety		203,824	25,057	21,384
Health		960	260	499
Education and Welfare		11,200	2,799	0
Housing		96,758	24,179	21,769
Community Amenities		320,704	294,279	295,214
Recreation and Culture		17,320	920	1,905
Transport		185,513	185,413	130
Economic Services		12,820	523	1,308
Other Property & Services		87,250	23,571	(21,250)
		5,442,933	5,016,197	4,766,435
	<i>Increase(Decrease)</i>	(3,909,508)	2,701,801	3,505,624
FINANCE COSTS				
General Purpose Funding		0	0	0
Housing		(4,246)	0	(2,198)
Recreation & Culture		(8,939)	0	0
Other Property & Services		(215)	(36)	(67)
Total Finance Costs		(13,400)	(36)	(2,265)
NON-OPERATING REVENUE				
Housing		0	0	0
Community Amenities		0	0	0
Recreation & Culture		0	0	0
Transport		1,031,422	0	0
Economic Services		455,416	0	0
Other Property & Services		0	0	0
Total Non-Operating Revenue		1,486,838	0	0
PROFIT/(LOSS) ON SALE OF ASSETS				
Transport Profit		0	0	0
Transport Loss		0	0	0
<i>Total Profit/(Loss)</i>		0	0	0
NET RESULT		(2,436,070)	2,701,765	3,503,360
Other Comprehensive Income				
Changes on revaluation of non-current assets		0	0	0
<i>Total Abnormal Items</i>		0	0	0
TOTAL COMPREHENSIVE INCOME		(2,436,070)	2,701,765	3,503,360

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	2023-24 ANNUAL BUDGET	2023-24 YTD BUDGET	2023-24 YTD ACTUAL
Expenses			
Employee Costs	(3,390,327)	(755,358)	(651,618)
Materials & Contracts	(2,548,503)	(529,036)	(411,165)
Utility Charges	(188,600)	(44,063)	(30,996)
Depreciation on Non-Current Assets	(2,508,163)	(626,790)	0
Interest Expenses	(13,400)	(2,252)	(2,265)
Insurance Expenses	(314,654)	(233,165)	(121,362)
Other Expenditure	(402,194)	(123,768)	(45,670)
	(9,365,841)	(2,314,432)	(1,263,076)
Revenue			
Rates	4,615,429	4,615,429	4,565,157
Operating Grants, Subsidies and Contributions	382,907	209,185	40,871
Fees and Charges	329,982	164,297	118,242
Service Charges	0	0	0
Interest Earnings	48,790	14,143	24,813
Other Revenue	65,825	13,143	17,352
	5,442,933	5,016,197	4,766,435
	(3,922,908)	2,701,765	3,503,360
Non-Operating Grants, Subsidies & Contributions	1,486,838	0	0
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0	0
Profit on Asset Disposals	0	0	0
Loss on Asset Disposals	0	0	0
	1,486,838	0	0
Net Result	(2,436,070)	2,701,765	3,503,360
Other Comprehensive Income			
Changes on revaluation of non-current assets	0	0	0
Total Other Comprehensive Income	0	0	0
TOTAL COMPREHENSIVE INCOME	(2,436,070)	2,701,765	3,503,360

SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT BY NATURE/TYPE
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	2023-24 ANNUAL BUDGET	2023-24 YTD BUDGET (a)	2023-24 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VARIANCE
OPERATING REVENUE	\$	\$	\$			
Exgratia Rates & Specified Area Rates	219,505	219,505	171,437	(48,068)	(22%)	▼
Operating Grants, Subsidies and Contributions	382,907	209,185	40,871	(168,313)	(80%)	▼
Fees and Charges	329,982	164,297	118,242	(46,056)	(28%)	▼
Interest Earnings	48,790	14,143	24,813	10,671	75%	▲
Other Revenue	65,825	13,143	17,352	Within Threshold	32%	
Profit on disposal of assets	0	0	0			
	1,047,009	620,273	372,715			
LESS OPERATING EXPENDITURE						
Employee Costs	(3,390,327)	(755,358)	(651,618)	103,740	(14%)	
Materials and Contracts	(2,548,503)	(529,036)	(411,165)	117,871	(22%)	
Utility Charges	(188,600)	(44,063)	(30,996)	13,068	(30%)	
Depreciation on Non-Current Assets	(2,508,163)	(626,790)	0	626,790	(100%)	
Interest Expenses	(13,400)	(2,252)	(2,265)	Within Threshold	Within Threshold	
Insurance Expenses	(314,654)	(233,165)	(121,362)	111,802	(48%)	
Loss on disposal of assets	0	0	0	Within Threshold	0%	
Other Expenditure	(402,194)	(123,768)	(45,670)	78,097	(63%)	
	(9,365,841)	(2,314,432)	(1,263,076)			
<i>Increase(Decrease)</i>	(8,318,832)	(1,694,159)	(890,360)			
ITEMS EXCLUDED FROM OPERATIONS						
Movement in Employee Benefits (Non-current)	78,798	0	65	Within Threshold	0%	
Movement in Deferred Pensioners (Non-current)	0	0	0	Within Threshold	0%	
Movement in SS Loan (Non-current)	0	0	0	Within Threshold	0%	
Movement in LG House Unit Trust	0	0	0	Within Threshold	0%	
Loss on the disposal of assets	0	0	0	Within Threshold	0%	
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%	
Depreciation Written Back	2,508,163	626,790	0	(626,790)	(100%)	▼
	2,586,961	626,790	65			
<i>Sub Total</i>	(5,731,871)	(1,067,369)	(890,295)			
INVESTING ACTIVITIES						
Purchase Buildings	(794,320)	(400,096)	(230,552)	169,544	(42%)	
Purchase Plant and Equipment	(1,533,000)	0	(80,287)	(80,287)	0%	
Purchase Furniture and Equipment	0	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,519,653)	0	(11,535)	(11,535)	0%	
Infrastructure Assets - Footpaths	0	0	0	Within Threshold	0%	
Infrastructure Assets - Aerodromes	0	0	(500)	Within Threshold	0%	
Infrastructure Assets - Drainage	0	0	0	Within Threshold	0%	
Infrastructure Assets - Sewerage	(20,000)	0	(67)	Within Threshold	0%	
Infrastructure Assets - Parks & Ovals	(70,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Solid Waste	0	0	0	Within Threshold	0%	
Infrastructure Assets - Other	(187,270)	(12,454)	(28,689)	(16,235)	(130%)	
Proceeds from Sale of Assets	364,000	0	57,136	57,136	0%	
Contributions for the Development of Assets	1,486,838	0	0	Within Threshold	0%	
Amount Attributable to Investing Activities	(2,273,405)	(412,550)	(294,494)			
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(95,949)	(19,653)	(19,653)	Within Threshold	Within Threshold	
Repayment of Debt - Finance Lease	(4,346)	(1,086)	(1,073)	Within Threshold	Within Threshold	
Self Supporting Loan Principal Income	14,817	0	0	Within Threshold	0%	
Transfer to Reserves	(352,000)	(1,499)	(9,425)	(7,925)	(529%)	
Transfer from Reserves	666,000	0	0	Within Threshold	0%	
	228,522	(22,238)	(30,151)			
Plus Rounding						
<i>Sub Total</i>	(7,776,754)	(1,502,157)	(1,214,940)			
FUNDING FROM						
Loans Raised	0	0	0	Within Threshold	0%	
Estimated Opening Surplus at 1 July	3,380,830	3,380,830	3,507,285	126,455	Within Threshold	
Amount Raised from General Rates	4,395,924	4,395,924	4,393,720	Within Threshold	Within Threshold	
	7,776,754	7,776,754	7,901,005			
NET SURPLUS/(DEFICIT)	0	6,274,597	6,686,064			

SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT BY PROGRAM
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	2023-24 ANNUAL BUDGET	2023-24 YTD BUDGET (a)	2023-24 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VARIANCE
OPERATING REVENUE						
General Purpose Funding	\$ 110,660	\$ 63,273	\$ 51,756	(11,516)	(18%)	▼
Governance	0	0	0	Within Threshold	0%	
Law, Order Public Safety	203,824	25,057	21,384	Within Threshold	(15%)	
Health	960	260	499	Within Threshold	92%	
Education and Welfare	11,200	2,799	0	Within Threshold	(100%)	
Housing	96,758	24,179	21,769	Within Threshold	Within Threshold	
Community Amenities	320,704	294,279	295,214	Within Threshold	Within Threshold	
Recreation and Culture	17,320	920	1,905	Within Threshold	107%	
Transport	185,513	185,413	130	(185,283)	(100%)	▼
Economic Services	12,820	523	1,308	Within Threshold	150%	
Other Property and Services	87,250	23,571	(21,250)	(44,820)	(190%)	▼
	1,047,009	620,273	372,715			
LESS OPERATING EXPENDITURE						
General Purpose Funding	(106,180)	(25,224)	(15,246)	Within Threshold	(40%)	
Governance	(925,093)	(273,376)	(235,864)	37,513	(14%)	
Law, Order, Public Safety	(631,378)	(150,023)	(62,409)	87,614	(58%)	
Health	(364,760)	(74,488)	(59,792)	14,696	(20%)	
Education and Welfare	(27,627)	(6,106)	(6,813)	Within Threshold	12%	
Housing	(54,652)	(13,247)	(5,358)	Within Threshold	(60%)	
Community Amenities	(676,045)	(166,939)	(92,717)	74,221	(44%)	
Recreation and Culture	(1,811,628)	(433,232)	(197,539)	235,693	(54%)	
Transport	(3,790,249)	(905,908)	(418,836)	487,071	(54%)	
Economic Services	(123,557)	(24,570)	(22,371)	Within Threshold	Within Threshold	
Other Property & Services	(854,672)	(241,320)	(146,130)	95,190	(39%)	
	(9,365,841)	(2,314,432)	(1,263,076)			
<i>Increase(Decrease)</i>	(8,318,832)	(1,694,159)	(890,360)			
ITEMS EXCLUDED FROM OPERATIONS						
Movement in Employee Benefits (Non-current)	78,798	0	65	Within Threshold	0%	
Loss on the disposal of assets		0	0	Within Threshold	0%	
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%	
Depreciation Written Back	2,508,163	626,790	0	(626,790)	(100%)	▼
	2,586,961	626,790	65			
<i>Sub Total</i>	(5,731,871)	(1,067,369)	(890,295)			
INVESTING ACTIVITIES						
Purchase Buildings	(794,320)	(400,096)	(230,552)	169,544	(42%)	
Purchase Plant and Equipment	(1,533,000)	0	(80,287)	(80,287)	0%	
Infrastructure Assets - Parks & Ovals	(70,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Other	(187,270)	(12,454)	(28,689)	(16,235)	130%	
Proceeds from Sale of Assets	364,000	0	57,136	57,136	0%	
Contributions for the Development of Assets	1,486,838	0	0	Within Threshold	0%	
Amount Attributable to Investing Activities	(2,273,405)	(412,550)	(294,494)			
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(95,949)	(19,653)	(19,653)	Within Threshold	Within Threshold	
Repayment of Debt - Finance Lease	(4,346)	(1,086)	(1,073)	Within Threshold	Within Threshold	
Self Supporting Loan Principal Income	14,817	0	0	Within Threshold	0%	
Transfer to Reserves	(352,000)	(1,499)	(9,425)	(7,925)	529%	
Transfer from Reserves	666,000	0	0	Within Threshold	0%	
	228,522	(22,238)	(30,151)			
Plus Rounding						
<i>Sub Total</i>	(7,776,754)	(1,502,157)	(1,214,940)			
FUNDING FROM						
Loans Raised	0	0	0	Within Threshold	0%	
Estimated Opening Surplus at 1 July	3,380,830	3,380,830	3,507,285	126,455	Within Threshold	
Amount Raised from General Rates	4,395,924	4,395,924	4,393,720	Within Threshold	Within Threshold	
	7,776,754	7,776,754	7,901,005			
NET SURPLUS/(DEFICIT)	0	6,274,597	6,686,064			

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	ACTUAL YTD	ACTUAL 30 JUNE 2023
Cash - Unrestricted	5,480,956	3,711,337
Cash - Restricted Reserves	2,678,894	2,723,218
Accounts Receivable - Rates	1,659,389	294,988
Accounts Receivable - Sundry	-10,568	103,883
GST Receivable	0	105,735
Inventories	14,013	29,144
Loans - Clubs	14,817	14,817
CURRENT ASSETS	9,837,500	6,983,122
LESS: CURRENT LIABILITIES		
Payables	(118,929)	(377,251)
ATO Liabilities	(15,832)	(79,983)
Contract Liabilities	(36,993)	(48,343)
Employee Provisions	(283,849)	(283,850)
Accrued Interest on Loans	(2,124)	(2,124)
Interest Bearing Loans	(76,297)	(95,949)
Lease Liabilities	(3,272)	(4,345)
CURRENT LIABILITIES	(537,296)	(891,845)
EXCLUSIONS		
Cash - Restricted Reserves	(2,678,894)	(2,669,469)
Interest Bearing Loans	76,297	95,949
Lease Liabilities	3,272	4,345
Less Self Supporting Loans	(14,817)	(14,817)
	(2,614,142)	(2,583,992)
Rounding	2	0
NET CURRENT POSITION - SURPLUS/(DEFICIT)	6,686,064	3,507,285

**SHIRE OF GNOWANGERUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2023**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Statement of Financial Activity' on page 3 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on this page will be reported below.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Gnowangerup, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Revenue						
Exgratia Rates & Specified Area Rates	219,505	171,437	(48,068)	-22%	TIMING	Ex-gratia rates issued but not yet paid by CBH.
Operating Grants & Contributions	209,185	40,871	(168,313)	-80%	PERMANENT/ TIMING	Increase in General Purpose Grant of \$21k and SES ESL Grant of \$2k. Bushfire Brigade ESL grant under budget by \$6k for reporting period.
Fees & Charges	164,297	118,242	(46,056)	-28%	PERMANENT/ TIMING	Increase in refuse collection charges of \$11k. Asbestos disposal charges under budget by \$13k and private works income fees under budget \$41k due to credit note to cancel invoice from last year raised in error.
Interest Earnings	14,143	24,813	10,671	75%	TIMING	Increase in interest earned due to higher surplus funds available for investments and higher interest rates.

**SHIRE OF GNOWANGERUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2023**

EXPLANATION OF MATERIAL VARIANCES

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For the Shire of Gnowangerup, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Operating Expenses						
Employee Costs	(755,358)	(651,618)	103,740	-14%	PERMANENT/ TIMING	Decrease in Employee costs of due to unfilled vacant positions (budgeted for) .
Materials & Contracts	(529,036)	(411,165)	117,871	-22%	PERMANENT/ TIMING	Fair value expenses under budget by \$22k, Road maintenance expenses under budget by \$8k, Fuels and oils expenses under budget by \$33k, IT support expenses under budget by \$11k, Work Health and Safety expenses under budget by \$12k.
Depreciation on Non-Current Assets	(626,790)	0	626,790	-100%	TIMING	Depreciation unable to be raised until audit is complete.
Other Expenses	(123,768)	(45,670)	78,097	-63%	TIMING	Conference expenses under budget by \$15k, Donations and grants under budget by \$22k, Strategy and Governance admin allocations under budget by \$32k. Housing reallocations over budget by \$16k.
Investing Activities						
Purchase Buildings	(400,096)	(230,552)	169,544	-42%	TIMING	Gnowangerup chalet construction expenses under budget for reporting period.
Purchase Plant and Equipment	0	(80,287)	(80,287)	0%	TIMING	Utility replacement GN0016 and vehicle replacement GN002 not carried forward into 2023-2024 budget.
Infrastructure Assets - Roads	0	(11,535)	(11,535)	0%	TIMING	LRCI road project commenced earlier than anticipated.
Infrastructure Assets - Other	(12,454)	(28,689)	(16,235)	-130%	TIMING	Within threshold.
Proceeds from Sale of Assets	0	57,136	57,136	0%	TIMING	Trade-in for GN0016 and GN002 not included in budget.
Financing Activities						
Repayment of Debt - Finance Lease	(1,086)	(1,073)	Within Threshold	Within Threshold	TIMING	Within threshold.

**SHIRE OF GNOWANGERUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2023**

EXPLANATION OF MATERIAL VARIANCES

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Statement of Financial Acitivity' on page 3 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on this page will be reported below.

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For the Shire of Gnowangerup, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

REPORTING AREA	YTD BUDGET	YTD ACTUAL	VARIANCE \$	VARIANCE %	TIMING / PERMANENT	EXPLANATION
Transfer to Reserves	(1,499)	(9,425)	(7,925)	-529%	TIMING	Interest earned on Reserve accounts transferred to Reserve.
<u>Surplus</u>						
Surplus Carried Forward	3,380,830	3,507,285	126,455	Within Threshold	PERMANENT	Year end adjustments resulted in higher surplus.

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 30 SEPTEMBER 2023

	Note	2022-23 ACTUAL \$	2023-24 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		3,748,041	5,480,956	1,732,915
Restricted Cash & Cash Equivalents		2,669,469	2,678,894	9,425
Trade and other receivables		424,624	1,648,821	1,224,197
Inventories		29,144	14,013	-15,131
Other assets		14,817	14,817	0
Total current assets		6,886,095	9,837,501	2,951,406
Non-current assets				
Trade and other receivables		124,579	124,579	-0
Self Supporting Loans		37,843	37,843	0
Other Financial Assets - WALGA Unit Trust		81,490	81,490	0
Land		1,101,537	1,101,537	0
Buildings		28,391,504	28,650,207	258,703
Plant & Equipment		3,819,363	3,842,513	23,150
Furniture & Equipment		48,486	48,486	-0
Infrastructure Assets - Roads		79,405,082	79,416,617	11,535
Infrastructure Assets - Footpaths		669,280	669,280	-0
Infrastructure Assets - Drainage		3,347,364	3,347,364	0
Infrastructure Assets - Parks & Ovals		5,407,932	5,407,932	0
Infrastructure Assets - Other		934,761	935,300	539
Infrastructure Assets - Sewerage		215,434	215,502	68
Infrastructure Assets - Airport		3,085,303	3,085,803	500
Infrastructure Assets - Solid Waste		299,310	299,310	-0
Right of Use Assets		3,095	3,095	-0
Total non-current assets		126,972,362	127,266,857	294,494
Total assets		133,858,457	137,104,357	3,245,900
Current liabilities				
Trade and other payables		362,275	137,328	224,947
Contract Liabilities		48,343	36,493	11,850
Interest-bearing loans and borrowings		95,950	76,297	19,653
Bonds and Deposits		58	58	0
Finance Lease Liability		4,345	3,272	1,073
Provisions		283,850	283,849	1
Total current liabilities		794,821	537,297	257,524
Non-current liabilities				
Interest-bearing loans and borrowings		423,639	423,639	0
Finance Lease Liability		4,855	4,855	0
Provisions		23,765	23,765	0
Total non-current liabilities		452,259	452,259	0
Total liabilities		1,247,080	989,556	257,524
Net assets		132,611,377	136,114,801	3,503,424
Equity				
Retained surplus		47,323,327	47,313,968	-9,359
Net Result		0	3,503,360	3,503,360
Reserve - asset revaluation		82,618,581	82,618,581	0
Reserve - Cash backed		2,669,469	2,678,894	9,425
Total equity		132,611,377	136,114,803	3,503,426

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF GNOWANGERUP
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDING 30 SEPTEMBER 2023**

RESERVES - CASH BACKED	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance
Leave	218,564	772	0	219,336	218,564	50,491	0	269,055
Plant & equipment	915,994	3,234	0	919,228	915,994	152,059	(566,000)	502,053
Ongerup effluent	68,859	243	0	69,102	68,859	10,155	0	79,014
Area Promotion	31,549	111	0	31,660	31,548	71	0	31,619
Aerodrome	91,059	321	0	91,380	91,059	205	0	91,264
Swimming Pool	416,490	1,470	0	417,960	416,490	56,936	0	473,426
Land Development	274,948	971	0	275,919	274,948	618	0	275,566
Computer Replacement	89,950	318	0	90,268	89,950	30,202	0	120,152
Waste Disposal	258,202	912	0	259,114	258,202	580	0	258,782
Future Funds	211,378	746	0	212,124	211,378	475	(100,000)	111,853
Liquid Waste Facility	32,757	116	0	32,873	32,757	74	0	32,831
COVID-19	9,715	34	0	9,749	9,715	22	0	9,737
Disaster Recovery Reserve	50,181	177	0	50,358	50,005	50,112	0	100,117
	2,669,646	9,425	0	2,679,071	2,669,469	352,000	(666,000)	2,355,469

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

YTD COMPARATIVES
PERIOD 02
30 SEPTEMBER 2023
 Budget Actual

G/L JOB

Proceeds Sale of Assets		Budget	Actual
40095	Sale of DCEO Vehicle GN001	\$0	\$0
40345	Sale of Pool Vehicle GN002	\$0	(\$23,500)
40115	Sale of Doctor Vehicle GN006	\$0	\$0
40385	Sale of Tip Truck GN.0014	\$0	\$0
40395	Sale of Tip Truck GN.0044	\$0	\$0
40285	Sale of Tip Truck (GN.007)	\$0	\$0
40294	Sale of Vibrating Roller GN051	\$0	\$0
40145	Sale of Utility (GN0028)	\$0	\$0
40275	Sale of Utility GN.010	\$0	\$0
40025	Sale of Utility GN.003	\$0	\$0
40085	Sale of Utility GN.0016	\$0	(\$33,636)
40035	Sale of Utility GN.0046	\$0	\$0
40555	Sale of Utility - GN372	\$0	\$0
40565	Sale of Grader GN.0021	\$0	\$0
PROCEEDS FROM SALE OF ASSETS		\$0	(\$57,136)
Written Down Value			
Written Down Value - Works Plant		\$0	\$0
Sub Total - WDV ON DISPOSAL OF ASSET		\$0	\$0
Total - GAIN/LOSS ON DISPOSAL OF ASSET		\$0	(\$57,136)
Total - OPERATING STATEMENT		\$0	(\$57,136)

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

YTD COMPARATIVES
PERIOD 02
30 SEPTEMBER 2023
 Budget Actual

G/L JOB

		Budget	Actual
RATES			
OPERATING EXPENDITURE			
01012	Administration Activity Costs	\$13,277	\$13,220
01032	Notice Printing & Stationary	\$4,000	\$903
01042	Advertising & Promotion	\$1,000	\$0
01052	Collection Costs	\$5,000	\$0
01062	Valuation Charges	\$159	\$118
01072	Search Costs	\$33	\$0
01082	Rates Written Off	\$0	\$13
Sub Total - GENERAL RATES OP EXP		\$23,469	\$14,254
OPERATING INCOME			
01003	Rates Income	(\$4,395,924)	(\$4,393,720)
01013	Ex Gratia Rates Contribution	(\$47,470)	\$0
01053	Admin Fee Rate Instalments	(\$120)	(\$3,240)
01043	Interest On Rates Instalments	(\$9,663)	(\$11,194)
01033	Non Payment Penalty	(\$2,700)	(\$3,483)
01023	Pensioner Deferred Rate Interest	\$0	\$0
01063	Rate Enquiries	(\$1,540)	(\$1,985)
01073	ESL Administration Fees	\$0	\$0
01083	Back Rates Raised	\$0	\$0
01113	Specified Area Rate - Grp	\$0	\$0
01143	Specified Area Rate - Borden	\$0	\$0
Sub Total - GENERAL RATES OP INC		(\$4,457,417)	(\$4,413,622)
Total - GENERAL RATES		(\$4,433,948)	(\$4,399,369)
OTHER GENERAL PURPOSE FUNDING			
OPERATING EXPENDITURE			
02042	Bank Fees	\$1,755	\$993
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP		\$1,755	\$993
OPERATING INCOME			
02003	WA Local Govt Grants Commission - General Purpose	\$0	\$0
02013	WA Local Govt Grants Commission - Untied Roads Grant	\$0	(\$21,718)
02033	Interest on Investments	(\$1,600)	(\$711)
02043	Interest on Reserve Fund	(\$180)	(\$9,425)
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC		(\$1,780)	(\$31,854)
Total - OTHER GENERAL PURPOSE FUNDING		(\$25)	(\$30,861)
Total - GENERAL PURPOSE FUNDING		(\$4,433,973)	(\$4,430,230)

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G/L JOB

		Budget	Actual
MEMBERS OF COUNCIL			
OPERATING EXPENDITURE			
03002	Strategy & Governance Unit Costs	\$8,834	\$10,874
03032	Members Travelling	\$333	\$0
03042	Conference Expenses	\$27,000	\$5,873
03052	Election Expenses	\$1,468	\$1,529
03062	Members Allowances	\$0	\$0
03072	Telecommunication Allowance	\$0	\$0
03082	Refreshments & Receptions	\$2,660	\$1,320
03102	Members Insurance	\$7,518	\$4,827
03112	Consultants Expenses	\$0	\$0
03122	Subscriptions	\$20,038	\$19,367
03132	Other Member Related Costs	\$525	\$0
03142	Donations & Grants	\$69,142	\$38,792
03152	Publications & Legislation	\$0	\$0
03162	Training Programs	\$0	\$0
03172	Project/Development Funds	\$1,360	\$0
03202	Administration Activity Costs	\$22,998	\$13,699
Sub Total - MEMBERS OF COUNCIL OP/EXP		\$161,875	\$96,280
OPERATING INCOME			
03003	Reimbursements	\$0	\$0
Sub Total - MEMBERS OF COUNCIL OP/INC		\$0	\$0
Total - MEMBERS OF COUNCIL		\$161,875	\$96,280
GOVERNANCE			
OPERATING EXPENDITURE			
04002	Strategy & Governance Costs	\$92,459	\$101,283
04032	Public Relations	\$1,000	\$0
04042	Shire Website	\$10,911	\$7,544
04052	Civic Receptions & Events	\$3,322	\$192
04062	Refreshments	\$240	\$157
04072	Minor Furniture & Equipment	\$300	\$0
04082	Legal Costs	\$2,499	\$0
04092	Audit Fees	\$0	\$0
04102	Advertising	\$700	\$994
04112	Minor Admin Expenses	\$70	\$2,398
Sub Total - GOVERNANCE - GENERAL OP/EXP		\$111,501	\$139,584
OPERATING INCOME			
04023	Grants Revenue	\$0	\$0
Sub Total - GOVERNANCE - GENERAL OP/INC		\$0	\$0
Total - GOVERNANCE - GENERAL		\$111,501	\$139,584
Total - GOVERNANCE		\$273,376	\$235,864

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LAW, ORDER AND PUBLIC SAFETY

FIRE PREVENTION

OPERATING EXPENDITURE

05032	Bushfire Insurance	\$39,015	\$19,154
05042	Advertising/Printing/Other Expenses	\$0	\$0
05062	Fire Vehicles - Operations	\$8,000	\$3,048
05092	Bushfire Depreciation	\$21,854	\$0
05102	Minor Plant & Equipment	\$0	\$0
05122	Base Operators Allowance	\$0	\$0
05152	Other Expenses	\$0	\$835
05162	Hazard Reductions/Mitigation Activity Expenses	\$0	(\$10,715)
05182	Gnp BFB Expenses	\$323	\$6,933
05192	Borden BFB Expenses	\$323	\$42
05202	Ongerup BFB Expenses	\$323	\$42
05212	Fire Break Inspection Costs	\$0	\$0
05222	Fire Fighting Expenses	\$0	\$0

Sub Total - FIRE PREVENTION OP/EXP

\$69,839 \$19,339

OPERATING INCOME

05003	DFES BFB Grant	(\$16,352)	(\$10,276)
05013	Other Grant Revenue	\$0	\$0
05023	Fines & Penalties	(\$375)	(\$200)

Sub Total - FIRE PREVENTION OP/INC

(\$16,727) (\$10,476)

Total - FIRE PREVENTION

\$53,112 \$8,863

ANIMAL CONTROL

OPERATING EXPENDITURE

06032	Ranger Services Expenses	\$12,244	\$9,427
06042	Other Animal Control Expenses	\$832	\$0
06072	Admin Allocations	\$13,073	\$10,938
06092	Animal Welfare in Emergencies	\$0	\$0

Sub Total - ANIMAL CONTROL OP/EXP

\$26,149 \$20,364

OPERATING INCOME

06003	Fines & Penalties	(\$30)	(\$1,571)
06013	Dog Registration Fees	(\$1,800)	(\$460)
06023	Dog Pound Fees	\$0	\$0

Sub Total - ANIMAL CONTROL OP/INC

(\$1,830) (\$2,031)

Total - ANIMAL CONTROL

\$24,319 \$18,333

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		Budget	Actual
OTHER LAW ORDER & PUBLIC SAFETY			
OPERATING EXPENDITURE			
07012	Corporate & Community Costs	\$10,651	\$9,636
07052	Emergency Vehicle Maintenance	\$2,265	\$469
07082	SES Emergency Building Operation	\$1,609	\$818
07092	Gnp SES Depreciation	\$10,753	\$0
07112	SES Expenditure	\$6,760	\$7,432
07132	SMS Register Expenses	\$440	\$2,426
07142	Kerbside Numbering	\$0	\$0
07152	Emergency Management Expenses	\$1,410	\$0
07182	SES Shed Building Maintenance	\$166	\$0
07192	CCTV Maintenance	\$375	\$1,924
07202	CESM Expenses Contribution	\$7,500	\$0
07212	BRMC Expenses	\$12,107	\$0
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP		\$54,035	\$22,706
OPERATING INCOME			
07003	Emergency Grant Income	(\$6,500)	(\$8,877)
07043	BRMC Grants, Subsidies & Contributions	\$0	\$0
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC		(\$6,500)	(\$8,877)
Total - OTHER LAW ORDER PUBLIC SAFETY		\$47,535	\$13,828
Total - LAW ORDER & PUBLIC SAFETY		\$124,966	\$41,024

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		Budget	Actual
HEALTH ADMINISTRATION & INSPECTION			
OPERATING EXPENDITURE			
11012	Infrastructure Unit Costs	\$1,480	\$1,608
11032	Analytical Costs	\$500	\$556
11042	Other Health Costs	\$5,025	\$764
11052	Health Costs - Contract Services	\$0	\$16,938
11082	Insurances	\$0	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP		\$7,005	\$19,866
OPERATING INCOME			
11003	Health Act Licences	(\$160)	(\$232)
11053	Hawker/Street Stall licence	\$0	\$0
Sub Total - HEALTH ADMIN & INSPECTION OP/INC		(\$160)	(\$232)
Total - HEALTH ADMIN & INSPECTION		\$6,845	\$19,634
PREVENTIVE SERVICES- PEST CONTROL			
OPERATING EXPENDITURE			
12032	Mosquito Control	\$0	\$2,060
Sub Total - PEST CONTROL OP/EXP		\$0	\$2,060
OPERATING INCOME			
Sub Total - PEST CONTROL OP/INC		\$0	\$0
Total - PEST CONTROL		\$0	\$2,060
PREVENTIVE SERVICES - OTHER			
OPERATING EXPENDITURE			
14002	Strategy & Governance Unit Costs	\$5,469	\$6,569
14032	25 McDonald St Building Maintenance	\$7,846	\$1,786
14052	Medical Centre Building Maintenance	\$2,497	\$817
14062	Medical Centre Building Operations	\$3,815	\$821
14112	Doctor Vehicle Expenses	\$1,624	\$2,239
14132	Surgery IT Costs	\$1,250	\$368
14152	Medical Equipment	\$0	\$267
14162	Other Surgery Costs	\$0	\$0
14182	Practice Incentive Costs	\$44,982	\$25,000
Sub Total - PREVENTIVE SRVS - OP/EXP		\$67,483	\$37,866
OPERATING INCOME			
14013	Reimbursements	(\$100)	(\$267)
Sub Total - PREVENTIVE SRVS - OP/INC		(\$100)	(\$267)
Total - PREVENTIVE SERVICES		\$67,383	\$37,599
Total - HEALTH		\$74,228	\$59,294

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		Budget	Actual
OTHER EDUCATION			
OPERATING EXPENDITURE			
16032	School Mowing Contract	\$933	\$2,968
16052	Corporate & Community Costs	\$265	\$271
Sub Total - OTHER EDUCATION OP/EXP		\$1,198	\$3,238
OPERATING INCOME			
16003	School Mowing Contract Income	(\$2,799)	\$0
Sub Total - OTHER EDUCATION OP/INC		(\$2,799)	\$0
Total - OTHER EDUCATION		(\$1,601)	\$3,238
CARE OF FAMILIES AND CHILDREN			
OPERATING EXPENDITURE			
17022	Old Kindy Building Maintenance	\$1,680	\$298
17082	Corporate & Community Costs	\$3,228	\$3,277
Sub Total - CARE OF FAMILIES AND CHILDREN OP/EXP		\$4,908	\$3,575
OPERATING INCOME			
17003	Rental Income - Family Centre	\$0	\$0
Sub Total - CARE OF FAMILIES AND CHILDREN OP/INC		\$0	\$0
Total - CARE OF FAMILIES AND CHILDREN		\$4,908	\$3,575
Total - EDUCATION & WELFARE		\$3,307	\$6,813

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		Budget	Actual
STAFF HOUSING			
OPERATING EXPENDITURE			
23152	2 CECIL STREET - BUILDING OPERATION	\$2,370	\$1,135
23162	2 CECIL STREET - BUILDING MAINTENANCE	\$3,854	\$0
23172	4 Grocock Street Building Maintenance	\$7,992	\$6,699
23182	4 Grocock Street Building Operation	\$2,720	\$1,931
23212	25 McDonald St Building Maintenance	\$4,918	\$0
23222	25 McDonald St Building Operation	\$2,928	\$1,786
23072	20 McDonald Street - Building Operation	\$3,550	\$1,426
23142	20 McDonald Street - Building Maintenance	\$5,577	\$753
23252	Lot 271A Quinn St - Building Maintenance	\$2,448	\$203
23262	LOT 271A QUINN STREET - BUILDING OPERATIONS	\$1,706	\$2,947
23272	Lot 271B Quinn St - Building Maintenance	\$5,614	\$114
23282	LOT 271B QUINN ST (FACING WHITEHEAD) - OPERATING	\$908	\$729
23292	28 QUINN STREET	\$413	\$0
23302	30 QUINN STREET	\$413	\$0
23312	Lot 271A Whitehead Road Building Maintenance	\$198	\$0
23322	Lot 271B Whitehead Road Building Maintenance	\$198	\$0
23232	Less Housing Allocation to Other Programs	(\$44,585)	(\$17,723)
Sub Total - STAFF HOUSING OP/EXP		\$1,222	\$0
OPERATING INCOME			
23043	Commonwealth Grants	\$0	\$0
Sub Total - STAFF HOUSING OP/INC		\$0	\$0
Total - STAFF HOUSING		\$1,222	\$0
HOUSING OTHER			
OPERATING EXPENDITURE			
23002	Housing Admin Costs	\$3,301	\$3,352
23012	Grocock Street Buildings Maintenance		
23102	Lot 61 Corbett St - Building operations	\$2,198	\$966
23112	Lot 61 Corbett St - Building Maintenance	\$481	\$0
23122	Lot 191 Corbett St - Building operations	\$2,268	\$1,040
23132	Lot 191 Corbett St - Building Maintenance	\$473	\$0
23242	Interest on Staff Housing & Well Aged Housing Loan 281	\$3,304	\$0
Sub Total - HOUSING OTHER OP/EXP		\$12,025	\$5,358
OPERATING INCOME			
23003	Other Housing Rental Income	(\$681)	\$0
23013	Reimbursements	(\$23,498)	(\$21,769)
Sub Total - HOUSING OTHER OP/INC		(\$24,179)	(\$21,769)
Total - HOUSING OTHER		(\$12,154)	(\$16,410)
Total - HOUSING		(\$10,932)	(\$16,410)

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		Budget	Actual
SANITATION - HOUSEHOLD REFUSE			
OPERATING EXPENDITURE			
24022	Refuse Collection	\$12,265	\$12,883
24032	Refuse Site Management		\$20,592
24032	TM02 Gnowangerup Refuse Site	\$12,317	
24032	TM03 Ongerup Refuse Site	\$8,297	
24032	TM04 Borden Refuse Site	\$4,768	
24052	Recycling Domestic & Commercial	\$12,886	\$13,312
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP		\$50,534	\$46,787
OPERATING INCOME			
24003	Refuse Collection Charges	(\$49,500)	(\$60,147)
24013	Waste Avoidance & Resource Recovery Fees	(\$132,600)	(\$132,000)
24063	Asbestos/Rubbish Disposal	(\$15,000)	(\$3,445)
24073	Recycling Income	(\$51,754)	(\$57,305)
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$248,854)	(\$252,919)
Total - SANITATION HOUSEHOLD REFUSE		(\$198,320)	(\$206,132)
SANITATION OTHER			
OPERATING EXPENDITURE			
25002	Drum Muster	\$5,367	\$19
25012	Refuse Collection From Streets Works Dept	\$8,955	\$5,557
25022	Oil Disposal (Wren Oil)	\$0	\$0
Sub Total - SANITATION OTHER OP/EXP		\$14,322	\$5,576
OPERATING INCOME			
25003	Drum Muster & Oil Collection	\$0	\$0
Sub Total - SANITATION OTHER OP/INC		\$0	\$0
Total - SANITATION OTHER		\$14,322	\$5,576
EFFLUENT DRAINAGE SYSTEM			
OPERATING EXPENDITURE			
26022	Septic Tank Cleaning	\$9,536	\$3,018
26032	Grease Trap Cleaning	\$3,041	\$1,239
26042	Ongerup Effluent Maintenance	\$7,888	\$668
26072	Ongerup Effluent operations	\$0	\$0
Sub Total - SEWERAGE OP/EXP		\$20,465	\$4,925
OPERATING INCOME			
26023	Septic Tank Cleaning	(\$5,500)	\$44
26033	Grease Trap Cleaning	(\$130)	(\$167)
26043	Ongerup Sewerage Specified Area Rate	(\$39,435)	(\$39,437)
26063	Septic Waste Receival - Gnp Ponds	\$0	\$1,185
Sub Total - SEWERAGE OP/INC		(\$45,065)	(\$38,375)
Total - SEWERAGE		(\$24,600)	(\$33,449)

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		Budget	Actual
PROTECTION OF THE ENVIRONMENT			
OPERATING EXPENDITURE			
28022	Other Environment Costs	\$180	\$225
28032	Yongergnow Eco Tourism Centre	\$21,295	\$4,416
28042	NSPNRG Contribution	\$1,410	\$202
Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP		\$22,885	\$4,843
OPERATING INCOME			
28003	Reimbursements	\$0	\$0
Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC		\$0	\$0
Total - PROTECTION OF THE ENVIRONMENT		\$22,885	\$4,843
TOWN PLANNING & REGIONAL DEVELOPMENT			
OPERATING EXPENDITURE			
29022	Town Planning Consultants	\$0	\$139
29032	Local Planning Scheme No. 3	\$0	\$0
29072	Land Development	\$2,210	\$2,623
29102	Town Planning Salaries	\$24,550	\$11,657
29112	Town Planning Insurances	\$2,433	\$1,926
29122	Town Planning Superannuation	\$3,648	\$1,257
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$32,842	\$17,602
OPERATING INCOME			
29023	Planning Applications/ Approval Fees	\$0	(\$1,452)
Sub Total - TOWN PLAN & REG DEV OP/INC		\$0	(\$1,452)
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		\$32,842	\$16,150
OTHER COMMUNITY AMENITIES			
OPERATING EXPENDITURE			
30002	Cemeteries Administration	\$1,821	\$1,849
30012	Cemeteries Maintenance	\$8,145	\$2,863
30022	Grave Digging	\$3,497	\$1,797
30032	Public Conveniences Building Maintenance		\$1,450
30032 CA01	Gnp Public Toilets Building Maint	\$0	
30032 CA02	Ongerup Public Toilets Building Maintenance	\$603	
30032 CA03	Borden Public Toilets Building Maintenance	\$1,049	
30032 CA04	Gnowangerup Cemetery Public Toilets Maintenance	\$0	
30042	Public Conveniences Building Operation		\$5,024
30042 CO01	Gnp Public Toilets Building Operation	\$5,564	
30042 CO02	Ongerup Public Toilets Building Operation	\$3,242	
30042 CO03	Borden Public Toilets Building Operation	\$1,909	
30042 CO04	Gnowangerup Cemetery Public Toilets Operation	\$60	
Sub Total - OTHER COMMUNITY AMENITIES OP/EXP		\$25,891	\$12,984
OPERATING INCOME			
30003	Cemetery Fees- Gnowangerup	(\$360)	(\$2,182)
30033	GRANT OF RIGHT OF BURIAL	\$0	(\$286)
Sub Total - OTHER COMMUNITY AMENITIES OP/INC		(\$360)	(\$2,468)
Total - OTHER COMMUNITY AMENITIES		\$25,531	\$10,516

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		YTD COMPARATIVES	
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		Budget	Actual
URBAN STORMWATER DRAINAGE			
OPERATING EXPENDITURE			
27002	Drainage Maintenance	\$0	\$0
Sub Total - URBAN STORMWATER DRAINAGE OP/EXP		\$0	\$0
Total - URBAN STORMWATER DRAINAGE		\$0	\$0
Total - COMMUNITY AMENITIES		(\$127,340)	(\$202,497)

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		Budget	Actual
PUBLIC HALL & CIVIC CENTRES			
OPERATING EXPENDITURE			
31012	Gnp Memorial Hall Building Maintenance	\$0	\$0
31022	Gnp Memorial Hall Building Operation	\$19,730	\$5,682
31052	Ongerup Hall Building Maintenance	\$1,408	\$25
31062	Ongerup Hall Building Operation	\$10,804	\$6,051
31092	Borden NSPNR Building Maintenance	\$153	\$151
31102	Borden NSPNR Building Operation	\$396	\$0
31152	Gnp Old Ambulance Building - Building Operation	\$231	\$8
31182	Ongerup CWA	\$283	\$8
31202	Yougenup Centre - Building Maintenance & Operation	\$12,492	\$2,644
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$45,496	\$14,569
OPERATING INCOME			
31003	Gnowangerup Memorial Hall	\$0	\$0
31023	Ongerup Hall	\$0	\$0
31043	Borden NSPNR Hire Income	\$0	\$0
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		\$0	(\$39)
Total - PUBLIC HALL & CIVIC CENTRES		\$45,496	\$14,530

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		Budget	Actual
OTHER RECREATION & SPORT			
OPERATING EXPENDITURE			
33012	Depreciation	\$16,049	\$0
33022	Gnowangerup Parks & Gardens		\$31,869
33022	PG01 Nobarach Community Park	\$4,829	
33022	PG02 Admin Office Gardens	\$1,743	
33022	PG03 Yougenup Centre/Library Gardens	\$1,609	
33022	PG04 Family Centre Gardens	\$949	
33022	PG05 ANZAC Park	\$2,766	
33022	PG06 Main Street Gardens	\$3,994	
33022	PG07 Porteous St Park	\$632	
33022	PG08 Varey Park	\$528	
33022	PG09 Town Entrance Surrounds	\$580	
33022	PG10 Gnp Town Parks & Gardens	\$23,562	
33032	Ongerup Parks & Gardens	\$15,123	\$18,012
33042	Borden Parks & Gardens	\$9,700	\$7,153
33052	Gnp Sporting Complex Grounds Maintenance	\$38,581	\$13,948
33062	Gnp Sporting Complex Building Maintenance	\$3,182	\$0
33072	Gnp Sporting Complex Building Operation	\$56,644	\$11,399
33082	Ongerup Sporting Complex Grounds Maintenance	\$5,578	\$3,618
33092	Ongerup Sporting Complex Building Maintenance	\$1,648	\$0
33102	Ongerup Sporting Complex Building Operation	\$12,616	\$3,292
33112	Borden Sporting Complex Grounds Maintenance	\$6,460	\$4,378
33122	Borden Sporting Complex Building Maintenance	\$395	\$0
33132	Borden Sporting Complex Building Operation	\$28,599	\$4,964
33222	Gnowangerup Bowling Club	\$6,121	\$1,726
33252	Old Borden Bowling Club	\$0	\$0
33232	Depreciation - Infrastructure	\$944	\$0
33282	Corporate & Community Unit Costs	\$4,966	\$3,728
33332	Pistol Club Building Operations	\$1,290	\$461
33422	Depreciation (Complex Buildings)	\$136	\$0
33432	Other Recreation Expenditure	\$130	\$360
33452	Nobarach Park - Building Maintenance	\$3,425	\$367
33352	Sports Complex Dam Maint	\$0	\$0
33532	Ongerup Bowls Club SSL Interest	\$102	\$0
Sub Total - OTHER RECREATION & SPORT OP/EXP		\$252,878	\$105,275
OPERATING INCOME		\$74,250	
33003	Other Sport and Rec Income	\$0	\$0
33053	VARIOUS REIMBURSEMENT	\$0	\$0
33113	Non-Operating Grants	\$0	\$0
Sub Total - OTHER RECREATION & SPORT OP/INC		\$0	\$0
Total - OTHER RECREATION & SPORT		\$252,878	\$105,275

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		Budget	Actual
SWIMMING POOL			
OPERATING EXPENDITURE			
32002	Strategy & Governance Unit Costs	\$1,900	\$616
32012	Administration Activity Costs	\$11,536	\$8,457
32032	Depreciation	\$0	\$0
32042	Gnowangerup Swimming Pool Staff Salaries	\$22,730	\$23,257
32052	Gnowangerup Swimming Pool Building Maintenance	\$3,098	\$0
32062	Gnowangerup Swimming Pool Building Operation	\$29,669	\$3,377
32072	Gnowangerup Swimming Pool Grounds Maintenance	\$3,669	\$1,924
32082	Gnowangerup Swimming Pool Chemicals	\$0	\$0
32092	Gnowangerup Swimming Pool Minor Equipment & Servicing	\$1,415	\$330
32102	30 Corbett St Building Maintenance	\$0	\$0
32142	Swimming Pool Insurances	\$3,937	\$1,948
32152	Swimming Pool Superannuation	\$3,637	\$4,113
32162	Swimming Pool Other Costs	\$279	\$307
Sub Total - SWIMMING POOL OP/EXP		\$81,868	\$44,329
OPERATING INCOME			
32003	Swimming Pool Entrance Fees	\$0	\$0
Sub Total - SWIMMING POOL OP/INC		\$0	\$0
Total - SWIMMING POOL		\$81,868	\$44,329
LIBRARIES			
OPERATING EXPENDITURE			
35002	Administration Activity Costs	\$14,047	\$11,771
35022	Gnowangerup Library Salaries	\$9,631	\$8,312
35042	Gnp Library Building Maintenance	\$166	\$0
35052	Gnp Library Building Operation	\$2,589	\$1,543
35072	Gnowangerup Library Book Exchange	\$337	\$0
35082	Ongerup Library Book Exchange	\$87	\$0
35092	Gnowangerup Library Minor Items	\$0	\$0
35102	Ongerup Library Minor Items	\$0	\$0
35112	Gnowangerup Library	\$5,357	\$4,669
35122	Ongerup Library	\$5,643	\$0
35142	Regional Library Costs	\$2,200	\$0
35192	Library Insurance Expenses	\$654	\$702
35202	Technology & Digital inclusion Expenses	\$0	\$0
Sub Total - LIBRARIES OP/EXP		\$40,712	\$26,998
OPERATING INCOME			
35013	Gnp Library Other	(\$920)	(\$1,866)
Sub Total - LIBRARIES OP/INC		(\$920)	(\$1,866)
Total - LIBRARIES		\$39,792	\$25,132

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OTHER CULTURE			
OPERATING EXPENDITURE			
37002	Corporate & Community Unit Costs	\$3,075	\$3,234
37032	Old Gnowangerup Police Station & Gaol Building Maintenance	\$0	\$0
37042	Old Gnowangerup Gaol Building Operation	\$771	\$534
37072	Ongerup Community Centre Building Maintenance	\$0	\$0
37082	Ongerup Community Centre Building Operation	\$2,393	\$740
37112	Gnp Historic Centre Building Maintenance	\$0	\$0
37122	Gnp Historic Centre Building Operation	\$954	\$453
37262	Ongerup Museum Building Maintenance	\$43	\$0
37132	Ongerup Museum Building Operation	\$2,577	\$818
37172	Aylmore Mineral Springs	\$0	\$0
37222	Heritage Strategy & Municipal Inventory	\$0	\$0
37322	Old Gnowangerup Star Building Operation	\$1,048	\$589
37332	Old Gnowangerup Star Building Maintenance	\$1,417	\$0
Sub Total - OTHER CULTURE OP/EXP		\$12,278	\$6,368
OPERATING INCOME			
37023	Reimbursements/ Donations	\$0	\$0
37043	Government Grants	\$0	\$0
Sub Total - OTHER CULTURE OP/INC		\$0	\$0
Total - OTHER CULTURE		\$12,278	\$6,368
Total - RECREATION AND CULTURE		\$432,312	\$195,634

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STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE

		Budget	Actual
OPERATING EXPENDITURE			
39002	Depreciation - Roads	\$246,655	\$0
39012	Bridges - Pallinup Bridge	\$7,035	\$1,506
39022	Depreciation - Footpaths	\$3,722	\$0
39032	Depreciation - Other	\$9,159	\$0
39042	Gnp Depot Building Maintenance	\$2,593	\$3,813
39052	Gnp Depot Building Operation	\$6,741	\$3,582
39062	Ongerup Depot Building Maintenance	\$1,574	\$7,050
39072	Ongerup Depot Building Operation	\$926	\$501
39082	36 John St Building Maintenance	\$0	\$0
39102	Gravel Pit Reinstatements	\$1,037	\$0
39112	Road Maintenance	\$533,289	\$326,416
39122	Administration Department Costs allocated to Transport	\$9,061	\$0
39132	Roman/Asset Development	\$29,570	\$47,789
39142	Street Lighting	\$11,445	\$11,063
39182	Gnowangerup Depot General Maintenance	\$7,485	\$12,468
39202	WORKS DEPARTMENT COSTS	\$0	\$0
39242	Kerb Renewal	\$0	\$0
39252	Urban Drainage Renewals/Maintenance	\$787	\$0
39272	Laneway Maintenance	\$1,949	\$1,193
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP		\$873,030	\$415,381
OPERATING INCOME			
38013	Regional Road Group Grants	\$0	\$0
38023	Other Road Grants		
38033	Roads To Recovery Grants	\$0	\$0
39003	MRWA Road Preservation Grant	(\$185,413)	\$0
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$185,413)	\$0
Total - MTCE STREETS ROADS DEPOTS		\$687,617	\$415,381
ROAD PLANT			
OPERATING EXPENDITURE			
49999	PLANT SALES EXPENSES	\$0	\$0
Sub Total - ROAD PLANT OP/EXP		\$0	\$0
Total - ROAD PLANT		\$0	\$0
TRAFFIC CONTROL			
OPERATING EXPENDITURE			
Sub Total - TRAFFIC CONTROL OP/EXP		\$0	\$0
OPERATING INCOME			
42013	Sale of Plates	\$0	(\$130)
Sub Total - TRAFFIC CONTROL OP/INC		\$0	(\$130)
Total - TRAFFIC CONTROL		\$0	(\$130)

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		Budget	Actual
AERODROMES			
OPERATING EXPENDITURE			
43002	Gnowangerup Airstrip Maintenance	\$2,410	\$1,837
43012	Gnowangerup Airstrip Operations	\$30,468	\$2,535
Sub Total - AERODROMES OP/EXP		\$32,878	\$4,372
OPERATING INCOME			
43003	Gnowangerup Airstrip Income	\$0	\$0
Sub Total - AERODROMES OP/INC		\$0	\$0
Total - AERODROMES		\$32,878	\$4,372
Total - TRANSPORT		\$720,495	\$419,622

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		Budget	Actual
TOURISM AND AREA PROMOTION			
OPERATING EXPENDITURE			
46012	Strategy & Governance Unit Costs	\$7,652	\$9,152
46092	Gnowangerup Caravan Park - Operation Costs	\$1,688	\$196
46102	Gnowangerup Caravan Park Building Maintenance Costs	\$0	\$44
46122	Local Tourism Promotion	\$0	\$0
Sub Total - TOURISM & AREA PROMOTION OP/EXP		\$9,341	\$9,392
OPERATING INCOME			
46003	Grants & Subsidies	\$0	\$0
46013	Caravan Park Licences	\$0	(\$800)
Sub Total - TOURISM & AREA PROMOTION OP/INC		\$0	(\$800)
Total - TOURISM & AREA PROMOTION		\$9,341	\$8,592
BUILDING CONTROL			
OPERATING EXPENDITURE			
47012	Building Administration Allocations	\$960	\$977
47022	Building Services - Salaries	\$8,475	\$6,636
47032	Building Services - Superannuation	\$1,356	\$882
47042	Building Control Insurances	\$773	\$666
Sub Total - BUILDING CONTROL OP/EXP		\$11,564	\$9,162
BUILDING CONTROL OP/INC			
47003	Building Licences & Fees	(\$480)	(\$465)
47013	BRB & BCITF Commissions	(\$8)	(\$20)
Sub Total - BUILDING CONTROL OP/INC		(\$488)	(\$485)
Total - BUILDING CONTROL		\$11,076	\$8,677
ECONOMIC DEVELOPMENT			
OPERATING EXPENDITURE			
50002	Administration Allocations	\$669	\$778
50022	Community Capacity Building	\$0	\$0
50112	Banners and Banner Pole Maintenance	\$0	\$0
Sub Total - ECONOMIC DEVELOPMENT OP/EXP		\$669	\$778
OPERATING INCOME			
Sub Total - ECONOMIC DEVELOPMENT OP/INC		\$0	\$0
Total - ECONOMIC DEVELOPMENT		\$669	\$778

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		Budget	Actual
PUBLIC UTILITY SERVICES			
OPERATING EXPENDITURE			
51002	Standpipe Maintenance	\$0	\$654
51012	Gnowangerup Standpipe	\$1,778	\$982
51022	Ongerup Standpipe	\$323	\$0
51032	Borden Standpipe	\$65	\$0
51042	Formby Road Bore	\$514	\$1,176
51052	Highdenup Road Bore	\$316	\$229
51092	Toompup Bore	\$0	\$0
Sub Total - PUBLIC UTILITY SERVICES OP/EXP		\$2,995	\$3,040
OPERATING INCOME			
51003	Gnowangerup Standpipe Fees	(\$35)	\$0
51013	Ongerup Standpipe Fees	\$0	\$0
51033	Virginia Land Lease	\$0	\$0
51063	Exploration on Road Reserves & Reserves	\$0	\$0
51073	Standpipe Swipe Card	\$0	(\$23)
Sub Total - PUBLIC UTILITY SERVICES OP/INC		(\$35)	(\$23)
Total - PUBLIC UTILITY SERVICES		\$2,960	\$3,017
Total - ECONOMIC SERVICES		\$24,046	\$21,063

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		Budget	Actual
PRIVATE WORKS			
OPERATING EXPENDITURE			
53002	Private Works	\$4,678	\$6,942
53022	Motor Vehicle Licensing	\$8,591	\$7,823
Sub Total - PRIVATE WORKS OP/EXP		\$13,269	\$14,765
OPERATING INCOME			
53003	Private Works Income	(\$4,678)	\$36,410
Sub Total - PRIVATE WORKS OP/INC		(\$4,678)	\$36,410
Total - PRIVATE WORKS		\$8,591	\$51,176
PUBLIC WORKS OVERHEADS			
OPERATING EXPENDITURE			
57002	Annual Leave	\$33,172	\$24,044
57012	Long Service Leave	\$0	\$8,291
57022	Public Holidays	\$4,590	\$5,338
57032	Sick Leave	\$8,032	\$10,696
57042	Supervision & Administration	\$84,962	\$61,785
57052	General Duties	\$12,016	\$6,379
57062	Toolbox Meetings	\$2,889	\$2,580
57072	Strategy & Governance Unit Costs	\$2,017	\$2,656
57082	Superannuation	\$65,946	\$33,507
57092	Works Training/ Conferences	\$3,611	\$9,153
57102	Workers Compensation Insurance	\$43,400	\$20,968
57112	Job Costed Expenses	\$2,621	\$0
57122	Mobile Phones - Works	\$1,215	\$944
57132	EBA Uniforms & Licence Expenses	\$0	\$54
57142	Safety Clothing & Equipment	\$37	\$947
57152	Other Costs	\$11,376	\$6,000
57162	Insurance	\$11,516	\$10,674
57182	Administration Allocations	\$26,288	\$23,993
57192	Rostered Days Off	\$650	\$52
57202	Housing Rental	\$2,423	\$4,066
57252	LOT 271A QUINN STREET Housing ALLOCATIONS	\$4,154	\$3,150
57262	LOT 271B QUINN STREET HOUSING ALLOCATIONS	\$6,522	\$843
57272	Housing Expenses - Works Manager	\$0	\$0
57992	Less Recovered From Works	(\$327,437)	(\$198,828)
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$0	\$37,291
OPERATING INCOME			
57003	Reimbursements	\$0	\$0
Sub Total - PUBLIC WORKS O/HEADS OP/INC		\$0	\$0
Total - PUBLIC WORKS OVERHEADS		\$0	\$37,291

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		Budget	Actual
PLANT OPERATIONS COSTS			
OPERATING EXPENDITURE			
58002	Fleet Maintenance	\$45,414	\$25,538
58012	Insurance	\$35,748	\$17,580
58022	Fuels & oils	\$73,200	\$58,132
58032	Tyres	\$800	\$6,122
58042	Parts & Repairs	\$19,124	\$16,686
58052	Licences	\$14,000	\$12,083
58062	Blades & points	\$480	\$0
58072	Expendable Tools	\$8,750	\$2,289
58082	Depreciation - Plant	\$68,370	\$0
58092	Depreciation - Minor Plant	\$1,202	\$0
58112	2 CECIL STREET - BUILDING OPERATION	\$6,224	\$1,135
58132	Mechanic Utility Costs	\$2,124	\$3,059
58142	Housing - 2 Cecil Street	\$1,299	\$0
58162	Other Costs	\$1,811	\$575
58992	Less Recovered From Works	(\$278,547)	(\$171,911)
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$0	(\$28,714)
OPERATING INCOME			
58003	Reimbursements	(\$1,299)	\$0
58013	Fuel Rebates	(\$6,760)	(\$6,243)
Sub Total - PLANT OPERATIONS COSTS OP/INC		(\$8,059)	(\$6,243)
Total - PLANT OPERATIONS COSTS		(\$8,059)	(\$34,957)
MATERIALS AND STOCK			
OPERATING EXPENDITURE			
55032	Fuel & Oils Purchased	\$76,220	\$36,655
55042	Less Fuel & Oils Allocated	(\$76,220)	(\$51,785)
Sub Total - MATERIALS AND STOCK		\$0	\$0
Total - MATERIALS AND STOCK		\$0	\$0
SALARIES AND WAGES			
OPERATING EXPENDITURE			
54002	Gross Salaries & Wages	\$792,718	\$577,804
54012	Less Salaries Allocated	(\$792,718)	(\$577,804)
54022	Workers Compensation Payments	\$1,350	\$683
Sub Total - SALARIES AND WAGES OP/EXP		\$1,350	\$683
OPERATING INCOME			
54003	Workers Compensation Reimbursements	(\$1,350)	\$0
Sub Total - SALARIES AND WAGES OP/INC		(\$1,350)	\$0
Total - SALARIES AND WAGES		\$0	\$683

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		Budget	Actual
ADMINISTRATION			
OPERATING EXPENDITURE			
Administration activity units			
59022	IT Licence & Support Expenditure	\$69,706	\$52,293
59032	Accounting	\$11,200	\$7,087
59042	Admin Telephone Mail & Reception	\$3,749	\$2,199
59052	Office Supplies & Equipment	\$6,109	\$3,164
59062	Records Management Costs	\$2,875	\$1,201
59072	Occ Health & Safety	\$22,089	\$2,582
59082	Administration Office Building Maintenance	\$4,361	\$1,625
59092	Administration Office Building Operation	\$18,170	\$6,897
59102	Police Licensing	\$0	\$0
59112	DEPRECIATION - EQUIPMENT RIGHT OF USE	\$1,843	\$0
59992	Less Recovered From Activities	(\$97,157)	(\$77,047)
Governance & Strategy			
60282	Governance & Strategy Salaries	\$76,724	\$76,412
60002	Employee Leave	\$0	\$11,449
60012	Long Service Leave	\$0	\$0
60022	Superannuation	\$12,276	\$10,536
60032	Governance Training/ Conferences	\$0	\$306
60042	Workers Compensation	\$6,875	\$3,194
60052	Housing Rent Salary Sacrifice	\$2,399	\$0
60082	Vehicle Expenses (Inc FBT)	\$7,748	\$3,155
60102	4 Grocock Street Building Maintenance	\$10,713	\$8,631
60142	Insurances	\$7,096	\$3,558
60152	G&S Mobile Phone Expenses	\$275	\$153
60162	S&G Uniforms	\$0	\$0
60172	S&G Other Minor Expenses	\$2,470	\$983
60252	Resource Sharing Expenses	\$0	\$0
60292	Consulting Expenses	\$0	\$6,000
60992	Less Allocated To works	(\$75,822)	(\$99,825)
Corporate & Community			
61262	Corporate & Community Salaries	\$155,247	\$105,635
61002	Employee Leave	\$0	\$10,039
61012	Long Service Leave	\$0	\$0
61022	C&C Superannuation	\$24,840	\$21,926
61032	C&C Workers Compensation	\$7,346	\$8,530
61042	C&C Vehicle Costs	\$4,999	\$1,214
61062	C&C Mobile Phone Costs	\$200	\$158
61072	Corporate & Community Uniforms	\$0	\$992
61082	Corporate & Community Training Costs	\$0	\$5,900
61112	Corporate & Community Other Minor Costs	\$0	\$87
61122	Corporate & Community Insurance	\$8,184	\$5,892
61222	Rostered Days Off	\$12	\$62
61232	Housing 20 McDonald Street	\$11,278	\$2,179
61272	Human Resource Costs	\$6,747	\$1,022
61992	Less Allocated To Services	(\$93,433)	(\$68,628)
Sub Total - ADMINISTRATION OP/EXP		\$219,969	\$121,188
OPERATING INCOME - ADMINISTRATION			
59003	Licensing Services	(\$4,800)	(\$8,918)
60003	Reimbursements	(\$4,683)	\$0
Sub Total - ADMINISTRATION OP/INC		(\$9,483)	(\$8,918)
Total - ADMINISTRATION		\$210,486	\$112,270
UNCLASSIFIED			

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		Budget	Actual
OPERATING EXPENDITURE			
62022	Donations & Grants	\$5,000	\$0
62032	Insurance Claims	\$750	\$0
62042	Other Minor Expenses	\$0	(\$0)
62082	Toompup Dam Maintenance	\$427	\$0
62092	Old Airport Dam Maintenance	\$145	\$0
62102	Airport Dam Maintenance	\$410	\$0
62112	Magitup Dam Maintenance	\$0	\$0
62122	Bowling Club Dams Maintenance	\$0	\$0
62132	Interest on Loan #282	\$0	\$0
62142	Pistol Club Dam Maintenance	\$0	\$0
62152	Contribution to Mindarabin Water Tank Installation	\$0	\$0
62162	Stutley Dam & Pump Maintenance		
Sub Total - UNCLASSIFIED OP/EXP		\$6,732	\$0
OPERATING INCOME			
62003	Insurance Claims Reimbursed	\$0	\$0
62013	PROFIT CHANGE ON LOCAL GOVT HOUSE UNIT TRUST	\$0	\$0
62033	DCEP Grant	\$0	\$0
62053	UNCLASSIFIED / MISCELLANEOUS REVENUE	\$0	\$0
Sub Total - UNCLASSIFIED OP/INC		\$0	\$0
Total - UNCLASSIFIED		\$6,732	\$0
Total - OTHER PROPERTY AND SERVICES		\$217,749	\$166,463

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		Budget	Actual
TRANSFERS TO/FROM RESERVES			
EXPENDITURE			
95001	Transfers To Reserve Funds - (Inc Interest Earned)	\$1,499	\$9,425
Sub Total - TRANSFER TO OTHER COUNCIL FUNDS		\$1,499	\$9,425
INCOME			
95002	Transfer from Reserve Fund	\$0	\$0
Sub Total - TRANSFER FROM OTHER COUNCIL FUNDS		\$0	\$0
Total - FUND TRANSFER		\$1,499	\$9,425
000000 (Surplus) / Deficit - Carried Forward		(\$3,380,830)	(\$3,507,285)
Sub Total - SURPLUS C/FWD		(\$3,380,830)	(\$3,507,285)
Total - SURPLUS		(\$3,380,830)	(\$3,507,285)
LIABILITY LOANS - PRINCIPAL REPAYMENTS			
CAPITAL EXPENDITURE			
80004	Principal On Loans	\$19,653	\$19,653
80024	Finance Leases - Principal	\$1,086	\$1,073
Sub Total - LOAN REPAYMENTS		\$20,739	\$20,726
CAPITAL INCOME			
80015	Principal Repaid - Self Supporting Loans	\$0	\$0
Sub Total - LOANS RAISED		\$0	\$0
Total - NON CURRENT LIABILITIES		\$20,739	\$20,726
OPERATING ACTIVITIES EXCLUDED FROM BUDGET			
000000 Depreciation Written Back		(\$626,790)	\$0
000000 Book Value of Assets Sold Written Back		\$0	\$0
000000 Profit on Sale of Asset Written Back		\$0	\$0
000000 Loss on Sale of Asset Written Back		\$0	\$0
000000 Long Service Leave - Non Cash		\$0	\$0
000000 Movement in LG House Unit Trust		\$0	\$0
000000 Deferred Pensioner Rates		\$0	\$0
000000 SS Loan (Non-Current Movement)		\$0	\$0
Sub Total - OPERATING ACTIVITIES EXCLUDED		(\$626,790)	\$0
Total - OPERATING ACTIVITIES EXCLUDED		(\$626,790)	\$0

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		Budget	Actual
LAND AND BUILDINGS			
LAW ORDER AND PUBLIC SAFETY			
CAPITAL EXPENDITURE			
05044	Ongerup Fire Station Capital	\$0	\$0
07064	Emergency Services Storage	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
TOTAL - LAW ORDER AND PUBLIC SAFETY		\$0	\$0
LAND AND BUILDINGS			
HEALTH			
CAPITAL EXPENDITURE			
14024	32 McDonald Street - Building Capital	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
TOTAL - HEALTH		\$0	\$0
LAND AND BUILDINGS			
HOUSING			
CAPITAL EXPENDITURE			
23064	Quinn St Precinct Development Project	\$0	\$0
23094	25 McDonald Street Capital Expenditure	\$0	\$0
58004	2 Cecil Street	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
Total - HOUSING		\$0	\$0
LAND AND BUILDINGS			
RECREATION AND CULTURE			
CAPITAL EXPENDITURE			
32004	Swimming Pool Capital Expenditure	\$0	\$0
31024	Gnp Town Hall Capital	\$0	\$0
31014	Ongerup Town Hall Capital Expenditure	\$0	\$0
33604	Ongerup Sports Pavilion Capital	\$0	\$0
33414	Borden Pavilion Capital	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
Total - RECREATION AND CULTURE		\$0	\$0

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		Budget	Actual
	LAND AND BUILDINGS		
	TRANSPORT		
	CAPITAL EXPENDITURE		
39004	Gnowangerup Works Depot Capital	\$0	\$0
	Sub Total - CAPITAL WORKS	\$0	\$0
	Total - TRANSPORT	\$0	\$0
	LAND AND BUILDINGS		
	ECONOMIC SERVICES		
	CAPITAL EXPENDITURE		
46004	Gnowangerup Caravan Park Chalet Buildings	\$400,096	\$230,552
	Sub Total - CAPITAL WORKS	\$400,096	\$230,552
	Total - ECONOMIC SERVICES	\$400,096	\$230,552
	Total - LAND AND BUILDINGS	\$400,096	\$230,552

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		Budget	Actual
PLANT AND EQUIPMENT			
HEALTH			
CAPITAL EXPENDITURE			
14044	Doctors Vehicle	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
Total - HEALTH		\$0	\$0
PLANT AND EQUIPMENT			
TRANSPORT			
CAPITAL EXPENDITURE			
40634	Purchase Grader GN.0021	\$0	\$0
40364	Purchase Construction Tip Truck GN.007	\$0	\$0
40544	Purchase Tip Truck GN.0014	\$0	\$0
40554	Purchase Tip Truck GN.0044	\$0	\$0
40294	Purchase Vibrating Roller GN051	\$0	\$0
40084	Purchase of Utility (GN.010)	\$0	\$0
40354	Purchase of Utility GN.003	\$0	\$0
40374	Purchase of Utility GN.0016	\$0	\$43,747
40174	Purchase of Utility GN.0028	\$0	\$0
40034	Purchase of Utility GN.0046	\$0	\$0
40584	Purchase of Utility Maint Officer GN372	\$0	\$0
40674	Radio Equipment	\$0	\$0
40694	Portable Toilet	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$43,747
Total - TRANSPORT		\$0	\$43,747
PLANT AND EQUIPMENT			
OTHER PROPERTY & SERVICES			
CAPITAL EXPENDITURE			
40154	DCEO Vehicle GN001	\$0	\$0
40164	Pool Vehicle GN002	\$0	\$36,539
Sub Total - CAPITAL WORKS		\$0	\$36,539
Total - OTHER PROPERTY & SERVICES		\$0	\$36,539
Total - PLANT AND EQUIPMENT		\$0	\$80,287

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

YTD COMPARATIVES
PERIOD 02
30 SEPTEMBER 2023
 Budget Actual

G/L JOB

		Budget	Actual
ROAD INFRASTRUCTURE CAPITAL			
ROAD CONSTRUCTION			
38014	Roads To Recovery Projects		
38014	RR040 RTR - Corackerup Road	\$0	\$0
38014	RR060 RTR - Jones Road	\$0	\$0
38014	RR066 RTR - O'Neill Road	\$0	\$0
38014	RR103 RTR - Pinnacle Road	\$0	\$0
38004	Regional Road Group Projects		
38004	RG001 RRG - Kowbrup Road	\$0	\$0
38004	RG044 RRG - Buncle St	\$0	\$0
	Commonwealth Local Roads Community infrastructure Program		
38204	LRCIP - Road Project	\$0	\$11,535
	Municipal Road Construction Projects		
	Road Reseals		
38104	RS001 Seal - Kwobrup Road	\$0	\$0
38104	RS007 Chillinup Road Reseal	\$0	\$0
38104	RS019 Seal - Corbett Street	\$0	\$0
38104	RS033 Seal - Walsh Street	\$0	\$0
38104	RS035 Seal & Reconstruct - Eldridge Street	\$0	\$0
38094	Council Gravelsheet Road Program		
38094	GS079 Clear Hills Road Gravel Sheet	\$0	\$0
38094	GS131 Moores Dam Road Gravel Sheet	\$0	\$0
	Sub Total - CAPITAL WORKS	\$0	\$11,535
	Total - ROADS	\$0	\$11,535
	Total - INFRASTRUCTURE ASSETS ROADS	\$0	\$11,535

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

YTD COMPARATIVES
PERIOD 02
30 SEPTEMBER 2023
 Budget Actual

G/L JOB

		Budget	Actual
SEWERAGE			
26014	Ongerup Waste Water Ponds	\$0	\$67
Sub Total - CAPITAL WORKS		\$0	\$67
Total - COMMUNITY AMENITIES - SEWERAGE		\$0	\$67
Total - SEWERAGE ASSETS		\$0	\$67
PARKS & OVALS			
33154	Weir Park Improvements	\$0	\$0
33174	Nobarach Community Park Capital	\$0	\$0
Sub Total - CAPITAL WORKS		\$0	\$0
Total - PARKS & OVALS		\$0	\$0
Total - INFRASTRUCTURE ASSETS - PARKS & OVALS		\$0	\$0

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

YTD COMPARATIVES
PERIOD 02
30 SEPTEMBER 2023
 Budget Actual

G/L JOB

		Budget	Actual
INFRASTRUCTURE OTHER			
RECREATION & CULTURE			
33804	REC & CULTURE - OTHER INFRASTRUCTURE CAPITAL		
33804	CPK01 Ongerup Sports Complex - Car Park Improvements	\$0	\$539
	Sub Total - CAPITAL WORKS	\$0	\$539
	Total - RECREATION & CULTURE	\$0	\$539
INFRASTRUCTURE OTHER			
TRANSPORT			
38604	Footbridge - Park Road	\$0	\$0
	Sub Total - CAPITAL WORKS	\$0	\$0
	Total - TRANSPORT	\$0	\$0
INFRASTRUCTURE OTHER			
ECONOMIC SERVICES			
51114	Stutley Dam Capital Expenditure	\$12,454	\$28,151
	Sub Total - CAPITAL WORKS	\$12,454	\$28,151
	Total - ECONOMIC SERVICES	\$12,454	\$28,151
	Total - INFRASTRUCTURE ASSETS - OTHER	\$12,454	\$28,689
	GRAND TOTALS	(\$6,274,597)	(\$6,686,000)

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

	Income	Expenditure
Proceeds Sale of Assets		
of DCEO Vehicle GN001	(\$25,000)	\$0
of Pool Vehicle GN002	\$0	\$0
of Doctor Vehicle GN006	(\$25,000)	\$0
of Tip Truck GN.0014	(\$55,000)	\$0
of Tip Truck GN.0044	(\$55,000)	\$0
of Tip Truck (GN.007)	(\$20,000)	\$0
of Vibrating Roller GN051	(\$45,000)	\$0
of Utility (GN0028)	(\$20,000)	\$0
of Utility GN.010	(\$20,000)	\$0
of Utility GN.003	(\$17,000)	\$0
of Utility GN.0016	\$0	\$0
of Utility GN.0046	(\$20,000)	\$0
of Utility - GN372	(\$22,000)	\$0
of Grader GN.0021	(\$40,000)	\$0
PROCEEDS FROM SALE OF ASSETS	(\$364,000)	\$0
Written Down Value		
Written Down Value - Works Plant	\$0	\$364,000
Sub Total - WDV ON DISPOSAL OF ASSET	\$0	\$364,000
Total - GAIN/LOSS ON DISPOSAL OF ASSET	(\$364,000)	\$364,000
Total - OPERATING STATEMENT	(\$364,000)	\$364,000

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

RATES

OPERATING EXPENDITURE

Administration Activity Costs	\$0	\$53,130
Printing & Stationary	\$0	\$4,000
Advertising & Promotion	\$0	\$1,000
Electricity Costs	\$0	\$5,000
Telephone Charges	\$0	\$36,000
Repairs Costs	\$0	\$500
Assets Written Off	\$0	\$50

Total - GENERAL RATES OP EXP \$0 \$99,680

OPERATING INCOME

Operating Income	(\$4,395,924)	\$0
Ratepayers Rates Contribution	(\$47,470)	\$0
Ratepayers Fee Rate Instalments	(\$4,000)	\$0
Ratepayers Cost On Rates Instalments	(\$10,390)	\$0
Ratepayers Payment Penalty	(\$15,000)	\$0
Ratepayersationer Deferred Rate Interest	(\$800)	\$0
Enquiries	(\$7,000)	\$0
Administration Fees	(\$4,000)	\$0
Rates Raised	\$0	\$0
Unimproved Area Rate - Gnp	\$0	\$0
Unimproved Area Rate - Borden	\$0	\$0

Sub Total - GENERAL RATES OP INC (\$4,484,584) \$0

Total - GENERAL RATES (\$4,484,584) \$99,680

OTHER GENERAL PURPOSE FUNDING

OPERATING EXPENDITURE

Other Fees	\$0	\$6,500
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Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP \$0 \$6,500

OPERATING INCOME

Local Govt Grants Commission - General Purpose	\$0	\$0
Local Govt Grants Commission - Untied Roads Grant	\$0	\$0
Investment on Investments	(\$16,000)	\$0
Investment on Reserve Fund	(\$6,000)	\$0

Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC (\$22,000) \$0

Total - OTHER GENERAL PURPOSE FUNDING (\$22,000) \$6,500

Total - GENERAL PURPOSE FUNDING (\$4,506,584) \$106,180

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

MEMBERS OF COUNCIL

OPERATING EXPENDITURE

egy & Governance Unit Costs	\$0	\$35,352
bers Travelling	\$0	\$6,650
erence Expenses	\$0	\$27,000
ion Expenses	\$0	\$28,374
bers Allowances	\$0	\$98,265
ommunication Allowance	\$0	\$5,742
shments & Receptions	\$0	\$27,000
bers Insurance	\$0	\$9,552
ultants Expenses	\$0	\$6,500
riptions	\$0	\$20,358
r Member Related Costs	\$0	\$1,500
tions & Grants	\$0	\$69,142
cations & Legislation	\$0	\$500
ing Programs	\$0	\$10,000
ct/Development Funds	\$0	\$8,000
nistration Activity Costs	\$0	\$92,027

Sub Total - MEMBERS OF COUNCIL OP/EXP \$0 \$445,962

OPERATING INCOME

bursements	\$0	\$0
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Sub Total - MEMBERS OF COUNCIL OP/INC \$0 \$0

Total - MEMBERS OF COUNCIL \$0 \$445,962

GOVERNANCE

OPERATING EXPENDITURE

egy & Governance Costs	\$0	\$369,982
c Relations	\$0	\$8,000
: Website	\$0	\$11,683
: Receptions & Events	\$0	\$19,016
shments	\$0	\$2,000
r Furniture & Equipment	\$0	\$2,000
l Costs	\$0	\$10,000
: Fees	\$0	\$45,450
rtising	\$0	\$10,000
r Admin Expenses	\$0	\$1,000

Sub Total - GOVERNANCE - GENERAL OP/EXP \$0 \$479,131

OPERATING INCOME

ts Revenue	\$0	\$0
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Sub Total - GOVERNANCE - GENERAL OP/INC \$0 \$0

Total - GOVERNANCE - GENERAL \$0 \$479,131

Total - GOVERNANCE \$0 \$925,093

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

LAW, ORDER AND PUBLIC SAFETY

FIRE PREVENTION

OPERATING EXPENDITURE

fire Insurance	\$0	\$39,150
Printing/Printing/Other Expenses	\$0	\$3,900
Vehicles - Operations	\$0	\$8,000
fire Depreciation	\$0	\$87,450
Plant & Equipment	\$0	\$200
Operators Allowance	\$0	\$800
Travel Expenses	\$0	\$1,500
Work Reductions/Mitigation Activity Expenses	\$0	\$26,000
BFB Expenses	\$0	\$8,083
Other BFB Expenses	\$0	\$8,084
Group BFB Expenses	\$0	\$8,083
Break Inspection Costs	\$0	\$3,500
Fighting Expenses	\$0	\$1,925

Sub Total - FIRE PREVENTION OP/EXP \$0 \$196,675

OPERATING INCOME

State BFB Grant	(\$65,406)	\$0
Grant Revenue	(\$26,000)	\$0
Fines & Penalties	(\$1,500)	\$0

Sub Total - FIRE PREVENTION OP/INC (\$92,906) \$0

Total - FIRE PREVENTION (\$92,906) \$196,675

ANIMAL CONTROL

OPERATING EXPENDITURE

Professional Services Expenses	\$0	\$48,995
Animal Control Expenses	\$0	\$3,330
Animal Allocations	\$0	\$52,313
Animal Welfare in Emergencies	\$0	\$0

Sub Total - ANIMAL CONTROL OP/EXP \$0 \$104,638

OPERATING INCOME

Fines & Penalties	(\$1,000)	\$0
Registration Fees	(\$4,500)	\$0
Pound Fees	(\$250)	\$0

Sub Total - ANIMAL CONTROL OP/INC (\$5,750) \$0

Total - ANIMAL CONTROL (\$5,750) \$104,638

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

OTHER LAW ORDER & PUBLIC SAFETY

OPERATING EXPENDITURE

orate & Community Costs	\$0	\$42,620
gency Vehicle Maintenance	\$0	\$7,015
Emergency Building Operation	\$0	\$4,632
SES Depreciation	\$0	\$43,028
Expenditure	\$0	\$26,000
Register Expenses	\$0	\$11,000
side Numbering	\$0	\$250
gency Management Expenses	\$0	\$4,900
Shed Building Maintenance	\$0	\$664
V Maintenance	\$0	\$1,805
M Expenses Contribution	\$0	\$30,000
C Expenses	\$0	\$158,151

Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP/EXP

\$0 \$330,065

OPERATING INCOME

gency Grant Income	(\$26,000)	\$0
C Grants, Subsidies & Contributions	(\$79,168)	\$0

Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP /INC

(\$105,168) \$0

Total - OTHER LAW ORDER PUBLIC SAFETY

(\$105,168) \$330,065

Total - LAW ORDER & PUBLIC SAFETY

(\$203,824) \$631,378

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

HEALTH ADMINISTRATION & INSPECTION

OPERATING EXPENDITURE

structure Unit Costs	\$0	\$5,923
ntical Costs	\$0	\$1,000
r Health Costs	\$0	\$2,100
h Costs - Contract Services	\$0	\$75,000
ances	\$0	\$0

Sub Total - HEALTH ADMIN & INSPECTION OP/EXP \$0 \$84,023

OPERATING INCOME

h Act Licences	(\$800)	\$0
er/Street Stall licence	(\$60)	\$0

Sub Total - HEALTH ADMIN & INSPECTION OP/INC (\$860) \$0

Total - HEALTH ADMIN & INSPECTION (\$860) \$84,023

PREVENTIVE SERVICES- PEST CONTROL

OPERATING EXPENDITURE

quito Control	\$0	\$5,000
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Sub Total - PEST CONTROL OP/EXP \$0 \$5,000

OPERATING INCOME

Sub Total - PEST CONTROL OP/INC \$0 \$0

Total - PEST CONTROL \$0 \$5,000

PREVENTIVE SERVICES - OTHER

OPERATING EXPENDITURE

egy & Governance Unit Costs	\$0	\$21,885
cDonald St Building Maintenance	\$0	\$28,263
cal Centre Building Maintenance	\$0	\$18,511
cal Centre Building Operations	\$0	\$12,878
or Vehicle Expenses	\$0	\$6,500
ery IT Costs	\$0	\$5,000
cal Equipment	\$0	\$2,200
r Surgery Costs	\$0	\$500
ice Incentive Costs	\$0	\$180,000

Sub Total - PREVENTIVE SRVS - OP/EXP \$0 \$275,737

OPERATING INCOME

bursements	(\$100)	\$0
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Sub Total - PREVENTIVE SRVS - OP/INC (\$100) \$0

Total - PREVENTIVE SERVICES (\$100) \$275,737

Total - HEALTH (\$960) \$364,760

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

OTHER EDUCATION

OPERATING EXPENDITURE

of Mowing Contract	\$0	\$7,775
orate & Community Costs	\$0	\$1,061

Sub Total - OTHER EDUCATION OP/EXP	\$0	\$8,836
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OPERATING INCOME

of Mowing Contract Income	(\$11,200)	\$0
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Sub Total - OTHER EDUCATION OP/INC	(\$11,200)	\$0
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Total - OTHER EDUCATION	(\$11,200)	\$8,836
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CARE OF FAMILIES AND CHILDREN

OPERATING EXPENDITURE

Kindy Building Maintenance	\$0	\$5,874
orate & Community Costs	\$0	\$12,917

Sub Total - CARE OF FAMILIES AND CHILDREN OP/EXP	\$0	\$18,791
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OPERATING INCOME

al Income - Family Centre	\$0	\$0
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Sub Total - CARE OF FAMILIES AND CHILDREN OP/INC	\$0	\$0
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Total - CARE OF FAMILIES AND CHILDREN	\$0	\$18,791
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Total - EDUCATION & WELFARE	(\$11,200)	\$27,627
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Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

STAFF HOUSING

OPERATING EXPENDITURE

CIL STREET - BUILDING OPERATION	\$0	\$7,653
CIL STREET - BUILDING MAINTENANCE	\$0	\$18,200
cock Street Building Maintenance	\$0	\$20,665
cock Street Building Operation	\$0	\$8,908
cDonald St Building Maintenance	\$0	\$18,945
cDonald St Building Operation	\$0	\$9,318
cDonald Street - Building Operation	\$0	\$12,098
cDonald Street - Building Maintenance	\$0	\$15,530
71A Quinn St - Building Maintenance	\$0	\$3,298
271A QUINN STREET - BUILDING OPERATIONS	\$0	\$3,614
71B Quinn St - Building Maintenance	\$0	\$8,515
271B QUINN ST (FACING WHITEHEAD) - OPERATING	\$0	\$2,539
UINN STREET	\$0	\$1,413
UINN STREET	\$0	\$1,413
71A Whitehead Road Building Maintenance	\$0	\$2,295
71B Whitehead Road Building Maintenance	\$0	\$2,295
Housing Allocation to Other Programs	\$0	(\$129,283)

Sub Total - STAFF HOUSING OP/EXP

\$0 \$7,416

OPERATING INCOME

monwealth Grants	\$0	\$0
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Sub Total - STAFF HOUSING OP/INC

\$0 \$0

Total - STAFF HOUSING

\$0 \$7,416

HOUSING OTHER

OPERATING EXPENDITURE

ing Admin Costs	\$0	\$13,208
ock Street Buildings Maintenance	\$0	\$10,920
1 Corbett St - Building operations	\$0	\$7,193
1 Corbett St - Building Maintenance	\$0	\$1,178
91 Corbett St - Building operations	\$0	\$7,333
91 Corbett St - Building Maintenance	\$0	\$1,148
est on Staff Housing & Well Aged Housing Loan 281	\$0	\$6,256

Sub Total - HOUSING OTHER OP/EXP

\$0 \$47,236

OPERATING INCOME

r Housing Rental Income	(\$2,730)	\$0
bursements	(\$94,028)	\$0

Sub Total - HOUSING OTHER OP/INC

(\$96,758) \$0

Total - HOUSING OTHER

(\$96,758) \$47,236

Total - HOUSING

(\$96,758) \$54,652

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

SANITATION - HOUSEHOLD REFUSE

OPERATING EXPENDITURE

se Collection	\$0	\$49,080
se Site Management		
vangerup Refuse Site	\$0	\$47,293
rurup Refuse Site	\$0	\$33,058
en Refuse Site	\$0	\$18,630
cling Domestic & Commercial	\$0	\$51,565

Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP \$0 \$199,626

OPERATING INCOME

se Collection Charges	(\$49,500)	\$0
ie Avoidance & Resource Recovery Fees	(\$132,600)	\$0
stos/Rubbish Disposal	(\$15,000)	\$0
cling Income	(\$51,754)	\$0

Sub Total - SANITATION H/HOLD REFUSE OP/INC (\$248,854) \$0

Total - SANITATION HOUSEHOLD REFUSE (\$248,854) \$199,626

SANITATION OTHER

OPERATING EXPENDITURE

1 Muster	\$0	\$6,134
se Collection From Streets Works Dept	\$0	\$35,835
isposal (Wren Oil)	\$0	\$283

Sub Total - SANITATION OTHER OP/EXP \$0 \$42,252

OPERATING INCOME

1 Muster & Oil Collection	(\$6,020)	\$0
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Sub Total - SANITATION OTHER OP/INC (\$6,020) \$0

Total - SANITATION OTHER (\$6,020) \$42,252

EFFLUENT DRAINAGE SYSTEM

OPERATING EXPENDITURE

c Tank Cleaning	\$0	\$20,731
se Trap Cleaning	\$0	\$7,310
rurup Effluent Maintenance	\$0	\$25,136
rurup Effluent operations	\$0	\$10,500

Sub Total - SEWERAGE OP/EXP \$0 \$63,677

OPERATING INCOME

c Tank Cleaning	(\$11,000)	\$0
se Trap Cleaning	(\$260)	\$0
rurup Sewerage Specified Area Rate	(\$39,435)	\$0
c Waste Receival - Gnp Ponds	\$0	\$0

Sub Total - SEWERAGE OP/INC (\$50,695) \$0

Total - SEWERAGE (\$50,695) \$63,677

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

PROTECTION OF THE ENVIRONMENT

OPERATING EXPENDITURE

Environment Costs	\$0	\$530
Gnowangerup Eco Tourism Centre	\$0	\$76,268
NRG Contribution	\$0	\$21,410

Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP \$0 \$98,208

OPERATING INCOME

Contributions	(\$8,135)	\$0
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Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC (\$8,135) \$0

Total - PROTECTION OF THE ENVIRONMENT (\$8,135) \$98,208

TOWN PLANNING & REGIONAL DEVELOPMENT

OPERATING EXPENDITURE

Planning Consultants	\$0	\$18,000
Planning Scheme No. 3 Development	\$0	\$11,500
	\$0	\$10,845
Planning Salaries	\$0	\$102,171
Planning Insurances	\$0	\$4,244
Planning Superannuation	\$0	\$14,599

Sub Total - TOWN PLAN & REG DEV OP/EXP \$0 \$161,359

OPERATING INCOME

Planning Applications/ Approval Fees	(\$3,000)	\$0
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Sub Total - TOWN PLAN & REG DEV OP/INC (\$3,000) \$0

Total - TOWN PLANNING & REGIONAL DEVELOPMENT (\$3,000) \$161,359

OTHER COMMUNITY AMENITIES

OPERATING EXPENDITURE

Administration	\$0	\$7,287
Maintenance	\$0	\$32,923
Excavating	\$0	\$14,495
Public Conveniences Building Maintenance		
Public Toilets Building Maint	\$0	\$5,160
Gnowangerup Public Toilets Building Maintenance	\$0	\$3,334
Denmark Public Toilets Building Maintenance	\$0	\$2,495
Gnowangerup Cemetery Public Toilets Maintenance	\$0	\$1,000
Public Conveniences Building Operation		
Public Toilets Building Operation	\$0	\$22,368
Gnowangerup Public Toilets Building Operation	\$0	\$13,028
Denmark Public Toilets Building Operation	\$0	\$8,213
Gnowangerup Cemetery Public Toilets Operation	\$0	\$620

Sub Total - OTHER COMMUNITY AMENITIES OP/EXP \$0 \$110,923

OPERATING INCOME

Cemetery Fees- Gnowangerup	(\$4,000)	\$0
RIGHT OF BURIAL	\$0	\$0

Sub Total - OTHER COMMUNITY AMENITIES OP/INC (\$4,000) \$0

Total - OTHER COMMUNITY AMENITIES (\$4,000) \$110,923

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET	
2023-24	
Income	Expenditure
<hr/>	
URBAN STORMWATER DRAINAGE	
OPERATING EXPENDITURE	
	Age Maintenance
\$0	\$0
Sub Total - URBAN STORMWATER DRAINAGE OP/EXP	\$0
Total - URBAN STORMWATER DRAINAGE	\$0
<hr/>	
Total - COMMUNITY AMENITIES	(\$320,704)
<hr/>	
	\$676,045

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

OTHER RECREATION & SPORT

OPERATING EXPENDITURE

eciation	\$0	\$64,220
wangerup Parks & Gardens		
irach Community Park	\$0	\$21,700
n Office Gardens	\$0	\$7,623
enup Centre/Library Gardens	\$0	\$6,938
ly Centre Gardens	\$0	\$4,298
AC Park	\$0	\$11,445
Street Gardens	\$0	\$14,026
ous St Park	\$0	\$2,780
y Park	\$0	\$2,660
Entrance Surrounds	\$0	\$2,320
Town Parks & Gardens	\$0	\$98,835
rup Parks & Gardens	\$0	\$69,631
en Parks & Gardens	\$0	\$41,620
Sporting Complex Grounds Maintenance	\$0	\$145,245
Sporting Complex Building Maintenance	\$0	\$28,633
Sporting Complex Building Operation	\$0	\$207,397
rup Sporting Complex Grounds Maintenance	\$0	\$25,645
rup Sporting Complex Building Maintenance	\$0	\$12,143
rup Sporting Complex Building Operation	\$0	\$43,398
en Sporting Complex Grounds Maintenance	\$0	\$31,153
en Sporting Complex Building Maintenance	\$0	\$4,530
en Sporting Complex Building Operation	\$0	\$104,368
wangerup Bowling Club	\$0	\$20,811
orden Bowling Club	\$0	\$110
eciation - Infrastructure	\$0	\$3,778
orate & Community Unit Costs	\$0	\$19,871
l Club Building Operations	\$0	\$4,715
eciation (Complex Buildings)	\$0	\$545
r Recreation Expenditure	\$0	\$520
irach Park - Building Maintenance	\$0	\$17,661
ts Complex Dam Maint	\$0	\$0
rup Bowls Club SSL Interest	\$0	\$785

Sub Total - OTHER RECREATION & SPORT OP/EXP

\$0 \$1,019,404

OPERATING INCOME

r Sport and Rec Income	(\$600)	\$0
IOUS REIMBURSEMENT	\$0	\$0
Operating Grants	\$0	\$0

Sub Total - OTHER RECREATION & SPORT OP/INC

(\$600) \$0

Total - OTHER RECREATION & SPORT

(\$600) \$1,019,404

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

SWIMMING POOL

OPERATING EXPENDITURE

Strategy & Governance Unit Costs	\$0	\$7,602
Administration Activity Costs	\$0	\$46,161
Depreciation	\$0	\$0
Gnowangerup Swimming Pool Staff Salaries	\$0	\$102,206
Gnowangerup Swimming Pool Building Maintenance	\$0	\$15,935
Gnowangerup Swimming Pool Building Operation	\$0	\$120,140
Gnowangerup Swimming Pool Grounds Maintenance	\$0	\$14,863
Gnowangerup Swimming Pool Chemicals	\$0	\$7,595
Gnowangerup Swimming Pool Minor Equipment & Servicing	\$0	\$18,362
Herbert St Building Maintenance	\$0	\$148
Swimming Pool Insurances	\$0	\$3,937
Swimming Pool Superannuation	\$0	\$15,812
Swimming Pool Other Costs	\$0	\$4,650

Sub Total - SWIMMING POOL OP/EXP

\$0 \$357,411

OPERATING INCOME

Swimming Pool Entrance Fees	(\$15,000)	\$0
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Sub Total - SWIMMING POOL OP/INC

(\$15,000) \$0

Total - SWIMMING POOL

(\$15,000) \$357,411

LIBRARIES

OPERATING EXPENDITURE

Administration Activity Costs	\$0	\$56,209
Gnowangerup Library Salaries	\$0	\$42,043
Library Building Maintenance	\$0	\$713
Library Building Operation	\$0	\$9,925
Gnowangerup Library Book Exchange	\$0	\$1,350
Gnowangerup Library Book Exchange	\$0	\$350
Gnowangerup Library Minor Items	\$0	\$2,000
Gnowangerup Library Minor Items	\$0	\$510
Gnowangerup Library	\$0	\$15,375
Gnowangerup Library	\$0	\$18,020
Special Library Costs	\$0	\$2,200
Library Insurance Expenses	\$0	\$1,296
Technology & Digital Inclusion Expenses	\$0	\$0

Sub Total - LIBRARIES OP/EXP

\$0 \$149,991

OPERATING INCOME

Library Other	(\$920)	\$0
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Sub Total - LIBRARIES OP/INC

(\$920) \$0

Total - LIBRARIES

(\$920) \$149,991

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

OTHER CULTURE

OPERATING EXPENDITURE

orate & Community Unit Costs	\$0	\$12,305
ñnowangerup Police Station & Gaol Building Maintenance	\$0	\$283
ñnowangerup Gaol Building Operation	\$0	\$2,623
ñrup Community Centre Building Maintenance	\$0	\$100
ñrup Community Centre Building Operation	\$0	\$7,526
Historic Centre Building Maintenance	\$0	\$130
Historic Centre Building Operation	\$0	\$3,163
ñrup Museum Building Maintenance	\$0	\$173
ñrup Museum Building Operation	\$0	\$9,643
ore Mineral Springs	\$0	\$9,270
age Strategy & Municipal Inventory	\$0	\$2,500
ñnowangerup Star Building Operation	\$0	\$3,500
ñnowangerup Star Building Maintenance	\$0	\$13,170

Sub Total - OTHER CULTURE OP/EXP

\$0 \$64,386

OPERATING INCOME

bursements/ Donations	\$0	\$0
overnment Grants	\$0	\$0

Sub Total - OTHER CULTURE OP/INC

\$0 \$0

Total - OTHER CULTURE

\$0 \$64,386

Total - RECREATION AND CULTURE

(\$17,320) \$1,811,628

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE

OPERATING EXPENDITURE

eciation - Roads	\$0	\$987,015
es - Pallinup Bridge	\$0	\$32,048
eciation - Footpaths	\$0	\$14,895
eciation - Other	\$0	\$36,650
Depot Building Maintenance	\$0	\$32,420
Depot Building Operation	\$0	\$26,548
rup Depot Building Maintenance	\$0	\$19,840
rup Depot Building Operation	\$0	\$4,233
ohn St Building Maintenance	\$0	\$983
el Pit Reinstatements	\$0	\$4,150
l Maintenance	\$0	\$2,223,953
nistration Department Costs allocated to Transport	\$0	\$36,258
an/Asset Development	\$0	\$126,315
st Lighting	\$0	\$45,800
vangerup Depot General Maintenance	\$0	\$29,950
KS DEPARTMENT COSTS	\$0	\$500
Renewal	\$0	\$0
n Drainage Renewals/Maintenance	\$0	\$3,150
way Maintenance	\$0	\$7,800

Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP

\$0 \$3,632,508

OPERATING INCOME

onal Road Group Grants	(\$390,666)	\$0
r Road Grants	(\$247,865)	\$0
ls To Recovery Grants	(\$392,891)	\$0
/A Road Preservation Grant	(\$185,413)	\$0

Sub Total - MTCE STREETS ROADS DEPOTS OP/INC

(\$1,216,835) \$0

Total - MTCE STREETS ROADS DEPOTS

(\$1,216,835) \$3,632,508

ROAD PLANT

OPERATING EXPENDITURE

VT SALES EXPENSES	\$0	\$5,000
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Sub Total - ROAD PLANT OP/EXP

\$0 \$5,000

Total - ROAD PLANT

\$0 \$5,000

TRAFFIC CONTROL

OPERATING EXPENDITURE

Sub Total - TRAFFIC CONTROL OP/EXP

\$0 \$0

OPERATING INCOME

of Plates	(\$100)	\$0
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Sub Total - TRAFFIC CONTROL OP/INC

(\$100) \$0

Total - TRAFFIC CONTROL

(\$100) \$0

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

AERODROMES

OPERATING EXPENDITURE

vangerup Airstrip Maintenance	\$0	\$15,525
vangerup Airstrip Operations	\$0	\$137,216

Sub Total - AERODROMES OP/EXP	\$0	\$152,741
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OPERATING INCOME

vangerup Airstrip Income	\$0	\$0
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Sub Total - AERODROMES OP/INC	\$0	\$0
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Total - AERODROMES	\$0	\$152,741
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Total - TRANSPORT	(\$1,216,935)	\$3,790,249
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Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

TOURISM AND AREA PROMOTION

OPERATING EXPENDITURE

egy & Governance Unit Costs	\$0	\$30,622
vangerup Caravan Park - Operation Costs	\$0	\$6,561
vangerup Caravan Park Building Maintenance Costs	\$0	\$5,000
I Tourism Promotion	\$0	\$3,000

Sub Total - TOURISM & AREA PROMOTION OP/EXP \$0 \$45,183

OPERATING INCOME

ts & Subsidies	(\$455,416)	\$0
van Park Licences	(\$600)	\$0

Sub Total - TOURISM & AREA PROMOTION OP/INC (\$456,016) \$0

Total - TOURISM & AREA PROMOTION (\$456,016) \$45,183

BUILDING CONTROL

OPERATING EXPENDITURE

ing Administration Allocations	\$0	\$3,841
ing Services - Salaries	\$0	\$39,512
ing Services - Superannuation	\$0	\$5,896
ing Control Insurances	\$0	\$1,388

Sub Total - BUILDING CONTROL OP/EXP \$0 \$50,637

BUILDING CONTROL OP/INC

ing Licences & Fees	(\$4,000)	\$0
& BCITF Commissions	(\$70)	\$0

Sub Total - BUILDING CONTROL OP/INC (\$4,070) \$0

Total - BUILDING CONTROL (\$4,070) \$50,637

ECONOMIC DEVELOPMENT

OPERATING EXPENDITURE

nistration Allocations	\$0	\$2,679
munity Capacity Building	\$0	\$400
iers and Banner Pole Maintenance	\$0	\$3,000

Sub Total - ECONOMIC DEVELOPMENT OP/EXP \$0 \$6,079

OPERATING INCOME

Sub Total - ECONOMIC DEVELOPMENT OP/INC \$0 \$0

Total - ECONOMIC DEVELOPMENT \$0 \$6,079

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

PUBLIC UTILITY SERVICES

OPERATING EXPENDITURE

pipe Maintenance	\$0	\$9,410
vangerup Standpipe	\$0	\$5,850
rup Standpipe	\$0	\$1,000
en Standpipe	\$0	\$200
by Road Bore	\$0	\$2,835
denup Road Bore	\$0	\$2,163
rup Bore	\$0	\$200

Sub Total - PUBLIC UTILITY SERVICES OP/EXP \$0 \$21,658

OPERATING INCOME

vangerup Standpipe Fees	(\$700)	\$0
rup Standpipe Fees	\$0	\$0
ria Land Lease	(\$7,350)	\$0
ration on Road Reserves & Reserves	\$0	\$0
pipe Swipe Card	(\$100)	\$0

Sub Total - PUBLIC UTILITY SERVICES OP/INC (\$8,150) \$0

Total - PUBLIC UTILITY SERVICES (\$8,150) \$21,658

Total - ECONOMIC SERVICES (\$468,236) \$123,557

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

PRIVATE WORKS

OPERATING EXPENDITURE

te Works	\$0	\$11,410
r Vehicle Licensing	\$0	\$34,379

Sub Total - PRIVATE WORKS OP/EXP \$0 \$45,789

OPERATING INCOME

te Works Income	(\$11,410)	\$0
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Sub Total - PRIVATE WORKS OP/INC (\$11,410) \$0

Total - PRIVATE WORKS (\$11,410) \$45,789

PUBLIC WORKS OVERHEADS

OPERATING EXPENDITURE

ial Leave	\$0	\$132,689
Service Leave	\$0	\$66,014
c Holidays	\$0	\$57,374
Leave	\$0	\$57,374
rvision & Administration	\$0	\$339,984
rrol Duties	\$0	\$27,310
ox Meetings	\$0	\$5,665
egy & Governance Unit Costs	\$0	\$8,070
rannuation	\$0	\$263,891
s Training/ Conferences	\$0	\$44,450
ers Compensation Insurance	\$0	\$43,400
Costed Expenses	\$0	\$10,485
le Phones - Works	\$0	\$6,760
Uniforms & Licence Expenses	\$0	\$8,610
y Clothing & Equipment	\$0	\$3,700
r Costs	\$0	\$45,521
ance	\$0	\$20,557
nistration Allocations	\$0	\$105,194
ered Days Off	\$0	\$2,600
ing Rental	\$0	\$9,695
271A QUINN STREET Housing ALLOCATIONS	\$0	\$6,912
271B QUINN STREET HOUSING ALLOCATIONS	\$0	\$11,054
ing Expenses - Works Manager	\$0	\$0
Recovered From Works	\$0	(\$1,277,309)

Sub Total - PUBLIC WORKS O/HEADS OP/EXP \$0 \$0

OPERATING INCOME

bursements	(\$900)	\$0
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Sub Total - PUBLIC WORKS O/HEADS OP/INC (\$900) \$0

Total - PUBLIC WORKS OVERHEADS (\$900) \$0

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

PLANT OPERATIONS COSTS

OPERATING EXPENDITURE

Maintenance	\$0	\$181,729
ance	\$0	\$35,748
s & oils	\$0	\$305,000
s	\$0	\$20,000
s & Repairs	\$0	\$131,500
ices	\$0	\$14,000
es & points	\$0	\$12,000
ndable Tools	\$0	\$35,000
eciation - Plant	\$0	\$273,590
eciation - Minor Plant	\$0	\$4,810
CIL STREET - BUILDING OPERATION	\$0	\$25,853
anic Utility Costs	\$0	\$8,500
ing - 2 Cecil Street	\$0	\$5,200
r Costs	\$0	\$7,245
Recovered From Works	\$0	(\$1,060,175)
Sub Total - PLANT OPERATIONS COSTS OP/EXP	\$0	\$0

OPERATING INCOME

bursements	(\$5,200)	\$0
Rebates	(\$26,000)	\$0
Sub Total - PLANT OPERATIONS COSTS OP/INC	(\$31,200)	\$0

Total - PLANT OPERATIONS COSTS

(\$31,200) \$0

MATERIALS AND STOCK

OPERATING EXPENDITURE

& Oils Purchased	\$0	\$305,000
Fuel & Oils Allocated	\$0	(\$305,000)
Sub Total - MATERIALS AND STOCK	\$0	\$0

Total - MATERIALS AND STOCK

\$0 \$0

SALARIES AND WAGES

OPERATING EXPENDITURE

s Salaries & Wages	\$0	\$2,935,991
Salaries Allocated	\$0	(\$2,935,991)
ers Compensation Payments	\$0	\$5,000
Sub Total - SALARIES AND WAGES OP/EXP	\$0	\$5,000

OPERATING INCOME

ers Compensation Reimbursements	(\$5,000)	\$0
Sub Total - SALARIES AND WAGES OP/INC	(\$5,000)	\$0

Total - SALARIES AND WAGES

(\$5,000) \$5,000

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

ADMINISTRATION

OPERATING EXPENDITURE

Administration activity units

ence & Support Expenditure	\$0	\$149,729
unting	\$0	\$48,000
n Telephone Mail & Reception	\$0	\$15,000
Supplies & Equipment	\$0	\$24,445
rds Management Costs	\$0	\$20,000
Health & Safety	\$0	\$56,070
inistration Office Building Maintenance	\$0	\$19,705
inistration Office Building Operation	\$0	\$68,263
e Licensing	\$0	\$1,500
RECIATION - EQUIPMENT RIGHT OF USE	\$0	\$7,376
Recovered From Activities	\$0	(\$388,785)
Finance & Strategy		
Finance & Strategy Salaries	\$0	\$307,017
oyee Leave	\$0	\$0
Service Leave	\$0	\$7,574
Superannuation	\$0	\$49,123
Finance Training/ Conferences	\$0	\$39,450
ers Compensation	\$0	\$6,875
ing Rent Salary Sacrifice	\$0	\$9,600
le Expenses (Inc FBT)	\$0	\$31,000
cock Street Building Maintenance	\$0	\$29,573
ances	\$0	\$7,096
Mobile Phone Expenses	\$0	\$2,700
Uniforms	\$0	\$1,275
Other Minor Expenses	\$0	\$2,815
urce Sharing Expenses	\$0	\$6,000
ulting Expenses	\$0	\$54,000
Allocated To works	\$0	(\$303,409)
orate & Community		
orate & Community Salaries	\$0	\$621,235
oyee Leave	\$0	\$0
Service Leave	\$0	\$18,914
Superannuation	\$0	\$99,398
Workers Compensation	\$0	\$14,692
Vehicle Costs	\$0	\$20,000
Mobile Phone Costs	\$0	\$2,300
orate & Community Uniforms	\$0	\$3,500
orate & Community Training Costs	\$0	\$20,000
orate & Community Other Minor Costs	\$0	\$2,500
orate & Community Insurance	\$0	\$11,669
ered Days Off	\$0	\$50
ing 20 McDonald Street	\$0	\$36,268
an Resource Costs	\$0	\$33,000
Allocated To Services	\$0	(\$373,883)
Sub Total - ADMINISTRATION OP/EXP	\$0	\$785,050

OPERATING INCOME - ADMINISTRATION

ising Services	(\$20,000)	\$0
bursements	(\$18,740)	\$0
Sub Total - ADMINISTRATION OP/INC	(\$38,740)	\$0

Total - ADMINISTRATION

(\$38,740) \$785,050

UNCLASSIFIED

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

	Income	Expenditure
OPERATING EXPENDITURE		
itions & Grants	\$0	\$5,300
ance Claims	\$0	\$3,000
r Minor Expenses	\$0	\$5
rup Dam Maintenance	\$0	\$1,708
irport Dam Maintenance	\$0	\$1,080
rt Dam Maintenance	\$0	\$2,140
tup Dam Maintenance	\$0	\$500
ing Club Dams Maintenance	\$0	\$100
est on Loan #282	\$0	\$0
I Club Dam Maintenance	\$0	\$0
tribution to Mindarabin Water Tank Installation	\$0	\$0
ay Dam & Pump Maintenance	\$0	\$5,000
Sub Total - UNCLASSIFIED OP/EXP	\$0	\$18,833
OPERATING INCOME		
ance Claims Reimbursed	\$0	\$0
FIT CHANGE ON LOCAL GOVT HOUSE UNIT TRUST	\$0	\$0
P Grant	\$0	\$0
LASSIFIED / MISCELLANEOUS REVENUE	\$0	\$0
Sub Total - UNCLASSIFIED OP/INC	\$0	\$0
Total - UNCLASSIFIED	\$0	\$18,833
Total - OTHER PROPERTY AND SERVICES	(\$87,250)	\$854,672

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24

Income Expenditure

TRANSFERS TO/FROM RESERVES

EXPENDITURE

Transfers To Reserve Funds - (Inc Interest Earned) \$0 \$352,000

Sub Total - TRANSFER TO OTHER COUNCIL FUNDS \$0 \$352,000

INCOME

Transfer from Reserve Fund (\$666,000) \$0

Sub Total - TRANSFER FROM OTHER COUNCIL FUNDS (\$666,000) \$0

Total - FUND TRANSFER (\$666,000) \$352,000

000000 (Surplus) / Deficit - Carried Forward (\$3,380,830) \$0

Sub Total - SURPLUS C/FWD (\$3,380,830) \$0

Total - SURPLUS (\$3,380,830) \$0

LIABILITY LOANS - PRINCIPAL REPAYMENTS

CAPITAL EXPENDITURE

Principal On Loans \$0 \$95,949

Lease Leases - Principal \$0 \$4,346

Sub Total - LOAN REPAYMENTS \$0 \$100,295

CAPITAL INCOME

Principal Repaid - Self Supporting Loans (\$14,817) \$0

Sub Total - LOANS RAISED (\$14,817) \$0

Total - NON CURRENT LIABILITIES (\$14,817) \$100,295

OPERATING ACTIVITIES EXCLUDED FROM BUDGET

000000 Depreciation Written Back \$0 (\$2,508,163)

000000 Book Value of Assets Sold Written Back \$0 (\$364,000)

000000 Profit on Sale of Asset Written Back \$0 \$0

000000 Loss on Sale of Asset Written Back \$0 \$0

000000 Long Service Leave - Non Cash \$0 (\$78,798)

000000 Movement in LG House Unit Trust \$0 \$0

000000 Deferred Pensioner Rates \$0 \$0

000000 SS Loan (Non-Current Movement) \$0 \$0

Sub Total - OPERATING ACTIVITIES EXCLUDED \$0 (\$2,950,961)

Total - OPERATING ACTIVITIES EXCLUDED \$0 (\$2,950,961)

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

LAND AND BUILDINGS

LAW ORDER AND PUBLIC SAFETY

CAPITAL EXPENDITURE

rup Fire Station Capital	\$0	\$5,000
gency Services Storage	\$0	\$7,500
Sub Total - CAPITAL WORKS	\$0	\$12,500
TOTAL - LAW ORDER AND PUBLIC SAFETY	\$0	\$12,500

LAND AND BUILDINGS

HEALTH

CAPITAL EXPENDITURE

Donald Street - Building Capital	\$0	\$20,000
Sub Total - CAPITAL WORKS	\$0	\$20,000
TOTAL - HEALTH	\$0	\$20,000

LAND AND BUILDINGS

HOUSING

CAPITAL EXPENDITURE

n St Precinct Development Project	\$0	\$65,000
Donald Street Capital Expenditure	\$0	\$20,000
il Street	\$0	\$35,000
Sub Total - CAPITAL WORKS	\$0	\$120,000
Total - HOUSING	\$0	\$120,000

LAND AND BUILDINGS

RECREATION AND CULTURE

CAPITAL EXPENDITURE

ming Pool Capital Expenditure	\$0	\$15,000
Town Hall Capital	\$0	\$20,000
rup Town Hall Capital Expenditure	\$0	\$15,000
rup Sports Pavilion Capital	\$0	\$50,000
en Pavilion Capital	\$0	\$25,000
Sub Total - CAPITAL WORKS	\$0	\$125,000
Total - RECREATION AND CULTURE	\$0	\$125,000

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

LAND AND BUILDINGS

TRANSPORT

CAPITAL EXPENDITURE

vangerup Works Depot Capital

\$0 \$19,200

Sub Total - CAPITAL WORKS

\$0 \$19,200

Total - TRANSPORT

\$0 \$19,200

LAND AND BUILDINGS

ECONOMIC SERVICES

CAPITAL EXPENDITURE

vangerup Caravan Park Chalet Buildings

\$0 \$497,620

Sub Total - CAPITAL WORKS

\$0 \$497,620

Total - ECONOMIC SERVICES

\$0 \$497,620

Total - LAND AND BUILDINGS

\$0 \$794,320

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

PLANT AND EQUIPMENT
HEALTH

CAPITAL EXPENDITURE

ors Vehicle	\$0	\$55,000
Sub Total - CAPITAL WORKS	\$0	\$55,000
Total - HEALTH	\$0	\$55,000

PLANT AND EQUIPMENT
TRANSPORT

CAPITAL EXPENDITURE

ase Grader GN.0021	\$0	\$420,000
ase Construction Tip Truck GN.007	\$0	\$65,000
ase Tip Truck GN.0014	\$0	\$262,000
ase Tip Truck GN.0044	\$0	\$262,000
ase Vibrating Roller GN051	\$0	\$190,000
ase of Utility (GN.010)	\$0	\$45,000
ase of Utility GN.003	\$0	\$40,000
ase of Utility GN.0016	\$0	\$0
ase of Utility GN.0028	\$0	\$38,000
ase of Utility GN.0046	\$0	\$38,000
ase of Utility Maint Officer GN372	\$0	\$35,000
Equipment	\$0	\$15,000
ible Toilet	\$0	\$8,000
Sub Total - CAPITAL WORKS	\$0	\$1,418,000
Total - TRANSPORT	\$0	\$1,418,000

PLANT AND EQUIPMENT
OTHER PROPERTY & SERVICES

CAPITAL EXPENDITURE

O Vehicle GN001	\$0	\$60,000
Vehicle GN002	\$0	\$0
Sub Total - CAPITAL WORKS	\$0	\$60,000
Total - OTHER PROPERTY & SERVICES	\$0	\$60,000
Total - PLANT AND EQUIPMENT	\$0	\$1,533,000

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

ROAD INFRASTRUCTURE CAPITAL

ROAD CONSTRUCTION

Is To Recovery Projects

- Corackerup Road	\$0	\$107,678
- Jones Road	\$0	\$106,092
- O'Neill Road	\$0	\$92,012
- Pinnacle Road	\$0	\$87,109

onal Road Group Projects

- Kowbrup Road	\$0	\$637,921
- Buncle St	\$0	\$16,176

monwealth Local Roads Community infrastructure Program

P - Road Project	\$0	\$0
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icipal Road Construction Projects

l Reseals

- Kwobrup Road	\$0	\$145,513
nup Road Reseal	\$0	\$88,650
- Corbett Street	\$0	\$34,913
- Walsh Street	\$0	\$7,500
& Reconstruct - Eldridge Street	\$0	\$8,600

icil Gravelsheet Road Program

r Hills Road Gravel Sheet	\$0	\$95,003
es Dam Road Gravel Sheet	\$0	\$92,486

Sub Total - CAPITAL WORKS

\$0 \$1,519,653

Total - ROADS

\$0 \$1,519,653

Total - INFRASTRUCTURE ASSETS ROADS

\$0 \$1,519,653

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

SEWERAGE

Waste Water Ponds	\$0	\$20,000
Sub Total - CAPITAL WORKS	\$0	\$20,000
Total - COMMUNITY AMENITIES - SEWERAGE	\$0	\$20,000
Total - SEWERAGE ASSETS	\$0	\$20,000

PARKS & OVALS

Park Improvements	\$0	\$10,000
Each Community Park Capital	\$0	\$60,000
Sub Total - CAPITAL WORKS	\$0	\$70,000
Total - PARKS & OVALS	\$0	\$70,000
Total - INFRASTRUCTURE ASSETS - PARKS & OVALS	\$0	\$70,000

Shire of Gnowangerup
MONTHLY FINANCIAL REPORT

Details By Function Under The Following Program Titles
 And Type Of Activities Within The Programme

ADOPTED BUDGET
2023-24
 Income Expenditure

INFRASTRUCTURE OTHER

RECREATION & CULTURE

& CULTURE - OTHER INFRASTRUCTURE CAPITAL

rup Sports Complex - Car Park Improvements

\$0 \$45,000

Sub Total - CAPITAL WORKS

\$0 \$45,000

Total - RECREATION & CULTURE

\$0 \$45,000

INFRASTRUCTURE OTHER

TRANSPORT

ridge - Park Road

\$0 \$80,000

Sub Total - CAPITAL WORKS

\$0 \$80,000

Total - TRANSPORT

\$0 \$80,000

INFRASTRUCTURE OTHER

ECONOMIC SERVICES

ay Dam Capital Expenditure

\$0 \$62,270

Sub Total - CAPITAL WORKS

\$0 \$62,270

Total - ECONOMIC SERVICES

\$0 \$62,270

Total - INFRASTRUCTURE ASSETS - OTHER

\$0 \$187,270

GRAND TOTALS

(\$11,355,418) \$11,355,418

12. REPORT FOR DECISION - CONFIDENTIAL ITEMS:

CEO David Nicholson declared a financial interest in Item 12.1 due to his remuneration being discussed.

PROCEDURAL MOTION

Moved: Cr Rebecca Kiddle

Seconded: Cr Peter Callaghan

1023.78 That Council

Closes the meeting to members of the public and staff in order to discuss the items which are considered confidential pursuant to Section 5.23(a) of the Local Government Act 1995 due to the matter affecting an employee.

UNANIMOUSLY CARRIED: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

David Nicholson, Chiara Galbraith, Barry Gibbs, Anita Finn and Bobbie Van Rensburg (Members of the public) left the meeting at 3.55pm.

12.1	CEO Annual Performance Appraisal and Salary Review
Location:	N/A
Proponent:	N/A
Date of Report:	12 October 2023
Business Unit:	Strategy and Governance
Officer:	Bobbie Van Rensburg – Executive Assistant
Disclosure of Interest:	The CEO has a declared financial interest.

ATTACHMENTS

- Unconfirmed minutes of CEO Review Committee Meeting held 11 October 2023.
- Attachment 1 - CEO Performance Criteria (KPI's).
- Attachment 2 - Western Australia Salaries and Allowances Act 1975 Determination of Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members Pursuant to Section 7A and 7B, 6 April 2023.
- Attachment 3 – Confidential Attachment - CEO Remuneration Calculation.
- Attachment 4 – Confidential attachment - CEO Annual Appraisal and Salary Review.

PURPOSE OF THE REPORT

For Council to receive and note the minutes of the CEO Review Committee Meeting held on 11 October 2023.

BACKGROUND

Clause 3.2 and 6 of the CEOs Employment Contract requires Council to review the CEOs performance and remuneration at least annually.

COMMENTS

At the CEO Review Committee Meeting held 11 October 2023 the Committee considered the CEOs performance and progress against the CEOs KPIs. The Committee also considered the CEOs remuneration. Based on this review the Committee has recommended Council endorse its recommendations.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Review of the CEO's performance and remuneration is a contractual obligation of the Council. Clause 3.2 of the CEOs Employment Contract requires Council to review the CEOs performance at least annually by reference to the CEO's Performance Criteria (KPIs).

In addition, in accordance with clause 6 of the CEO's Employment Contract, the CEO's remuneration package is also to be reviewed annually.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The CEOs remuneration has been included in the 2023/24 budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community priorities: Investment in the skills and capabilities of our staff and leaders

Actions: Service levels are achieved, and succession plans for key roles.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Leadership
Description	Risk of ineffective strategic leadership of Council. This includes the relationship between Council and the CEO.
Residual Risk: (Low, Moderate, High, Extreme)	High
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Major
Likelihood: (Almost Certain, Likely, Possible, Unlikely,	Possible

Rare)	
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IMPACT ON CAPACITY

Establishing tangible and realistic goals and priorities in the form of Performance Criteria (KPIs) are important as they ensure clarity for Council and the CEO.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The CEO Review Committee is a committee of Council. Council is required to receive and note the CEO Review Committee's minutes as well as decide on the recommendations of the Committee.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION:

Moved: Cr Rebecca Kiddle

Seconded: Cr Peter Callaghan

1023.79

That Council:

- 1. Notes the Minutes of the CEO Review Committee Meeting on 11 October 2023**
- 2. Notes the status of the CEO Performance Criteria (KPI's) as at Q3 2023.**
- 3. Confirms adjustment and back payment of the CEO's salary for the period 14 November 2022 to 30 June 2023 as documented in the confidential Attachment (attachment 4).**
- 4. Confirms the Total Remuneration Package increase for the period 1 July 2023 to 30 June 2024 as documented in the confidential Attachment (attachment 4).**
- 5. Notes that that the CEO will present to Council proposed KPIs for the period March 2024 to February 2025 in February 2024.**
- 6. Approves the CEO receiving one Executive Day Off (EDO) per month.**

CARRIED BY ABSOLUTE MAJORITY 7/0

For: Cr Kate O'Keeffe, Cr Rebecca O'Meehan, Cr Peter Callaghan, Cr Lex Martin, Cr Rebecca Kiddle, Cr Micheal Creagh, Cr Greg Stewart.

Against: NIL

PROCEDURAL MOTION

Moved: Cr Rebecca Kiddle

Seconded: Cr Peter Callaghan

**1023.80 That the CEO Review Committee:
Reopened the meeting to members of the Public and Staff**

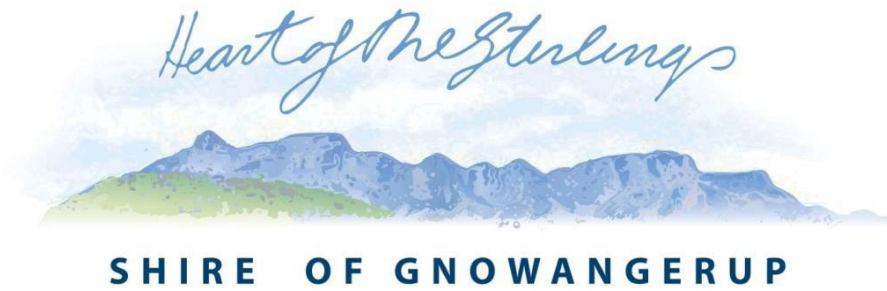
UNANIMOUSLY CARRIED: 7/0

For: Cr Kate O' Keeffe, Cr Rebecca O'Meehan, Cr Rebecca Kiddle, Cr Lex Martin, Cr Peter Callaghan, Cr Michael Creagh, Cr Greg Stewart.

Against: NIL

***David Nicholson, Chiara Galbraith, Barry Gibbs, Anita Finn and Bobbie Van Rensburg
(Members of the Public) returned to the meeting at 3.57pm.***

The Shire President announced the resolution and result.



MINUTES

CEO REVIEW COMMITTEE MEETING

11th October 2023
Commenced at 3pm

Council Chambers
28 Yougenup Road, Gnowangerup WA 6335

SHIRE OF GNOWANGERUP

NOTICE OF COMMITTEE MEETING OF COUNCIL

Dear Committee Member

A meeting of the CEO REVIEW COMMITTEE of the Shire of Gnowangerup will be held on Wednesday 11th October 2023, in the Council Chambers, 28 Yougenup Road, Gnowangerup, commencing at 3pm.

Signed: _____

Fiona Gaze
SHIRE PRESIDENT



CEO REVIEW COMMITTEE

TERMS OF REFERENCE

Purpose

The CEO Review Committee (Committee) is responsible for making recommendations to Council on Chief Executive Officer (CEO) appointments, contract reviews/renewals, performance and remuneration reviews and assessments.

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have a delegated power from Council. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

Objectives

The primary objectives of the Committee are to make recommendations to Council on CEO appointments, contract reviews/renewals, performance and remuneration reviews and assessments.

Reports from the Committee will assist Council in discharging its legislative responsibilities of governing the Shire's affairs.

Duties and Responsibilities

The duties and responsibilities of the Committee members will be to:

1. Make recommendations to Council on CEO performance reviews and assessments;
2. Review and recommend annual goals and targets for the CEO against key performance indicators to Council for consideration.
3. Make recommendations to Council on CEO remuneration reviews and assessments.
4. Make recommendations to Council on CEO appointments.
5. Make recommendations to Council on CEO contract reviews and/or renewals.

Membership

The Committee will consist of all elected members of Council. All members shall have full voting rights.

The CEO and employees are not members of the committee.

The CEO and senior staff, with the approval of the Presiding Member and CEO, may be called to attend meetings to provide advice and guidance to the Committee.

The Executive Assistant will provide administrative support to the Committee by preparing agendas and minutes and organising meetings.

The Presiding Member and Deputy Presiding Member must be elected in accordance with section 5.12 and Schedule 2.3 of the Act.

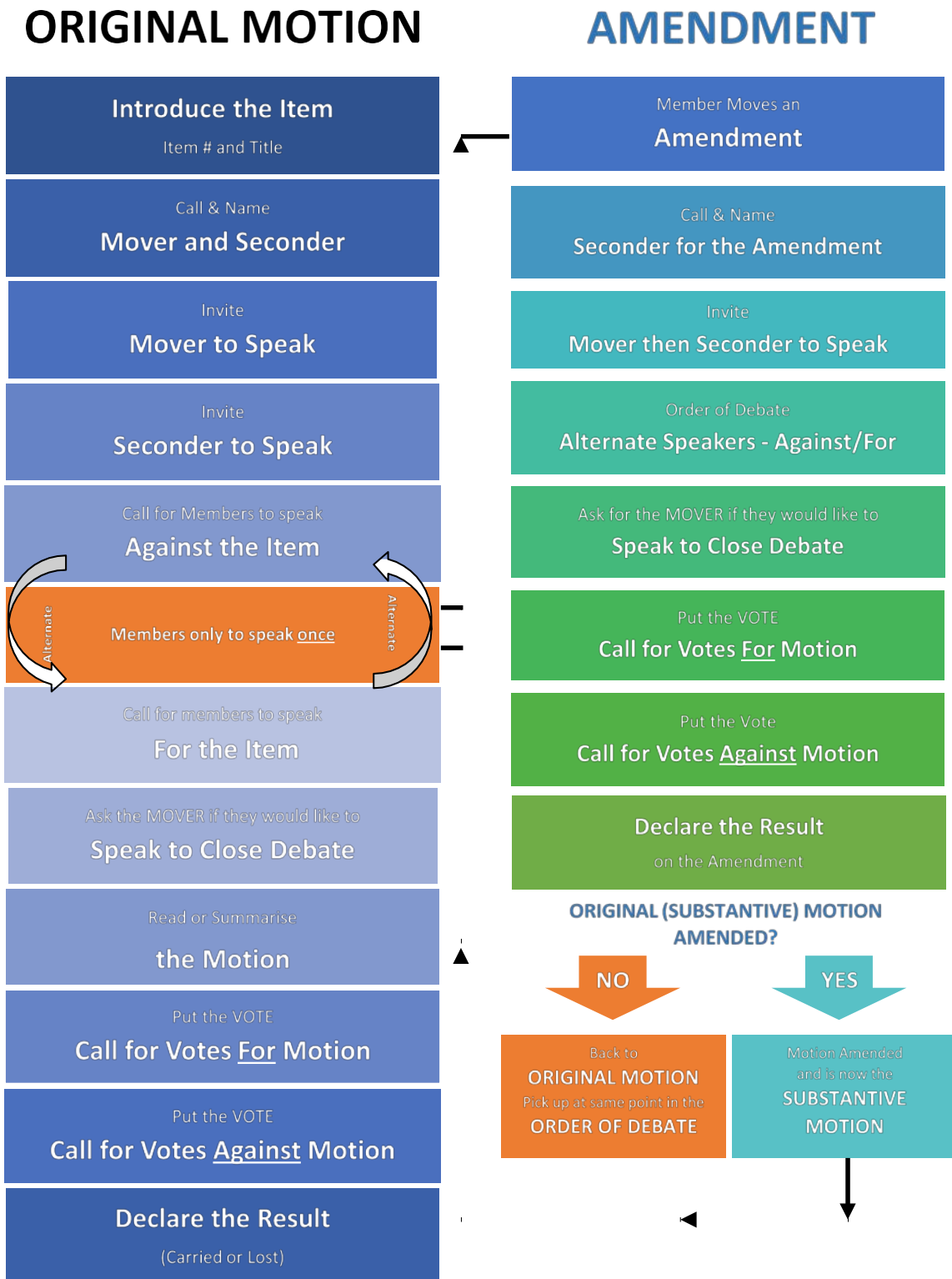
Meetings

The Committee shall have flexibility in relation to when it needs to meet, but as a minimum, will need to meet at least once a year. It is the responsibility of the Presiding Member to call the meetings of the Committee.

Reporting

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council and must be moved by the Presiding Member, or in his/her absence the Deputy Presiding Member, or in both their absences, any other member of the Committee.

Process of Motions



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Secunder. The Minor amendment must be minuted.

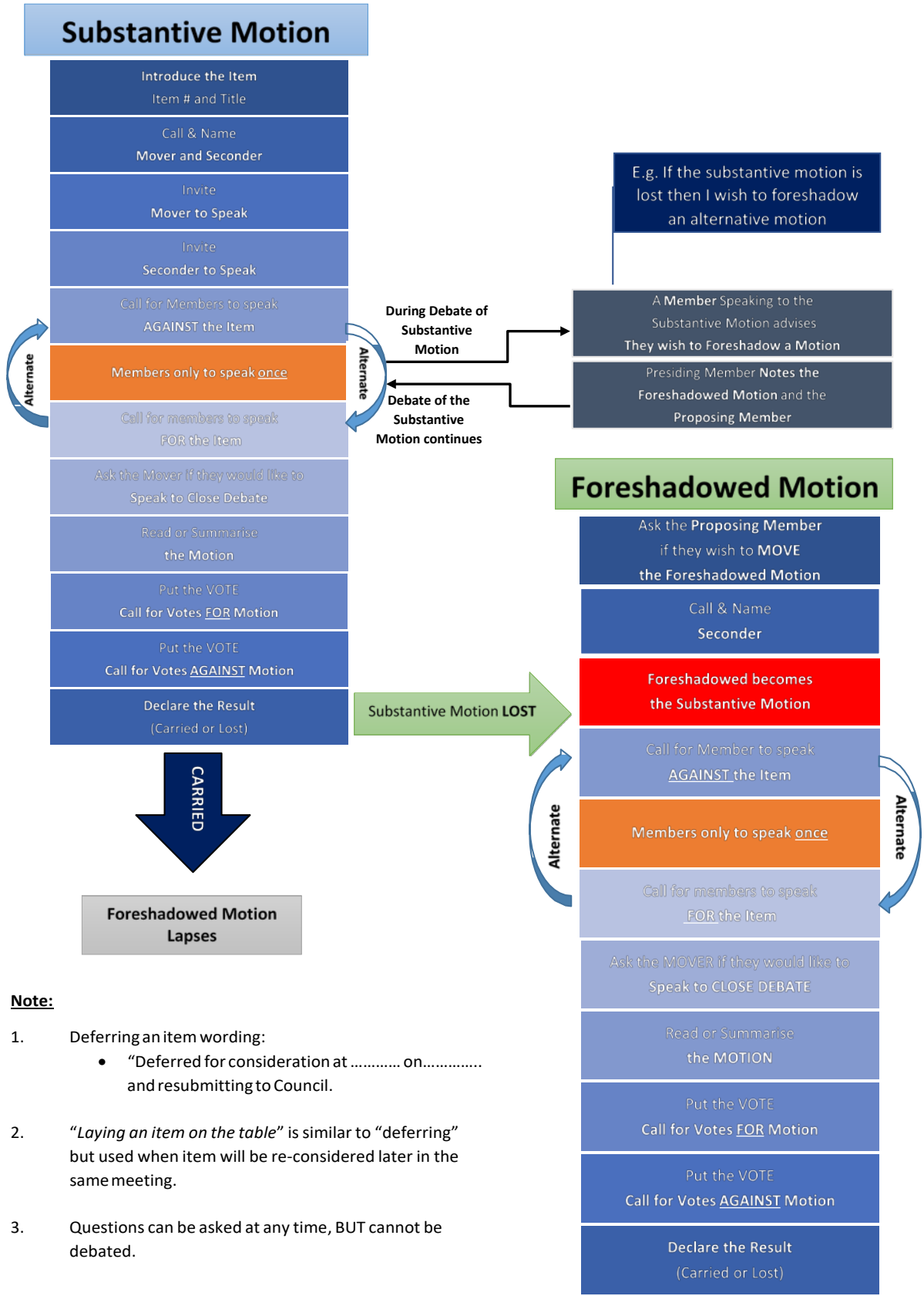


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1. OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member Cr Fiona Gaze welcomed Committee members and Staff and opened the meeting at 3.02pm.

2. ACKNOWLEDGEMENT OF COUNTRY

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

3. ATTENDANCE /APOLOGIES

3.1. ATTENDANCE

Cr Fiona Gaze
Cr Greg Stewart
Cr Shelley Hmeljak
Cr Mick Creagh
Cr Rebecca O'Meehan
Cr Rebecca Kiddle
Cr Peter Callaghan
Cr Lex Martin

David Nicholson Chief Executive Officer
Bobbie Van Rensburg Executive Assistant

3.2. APOLOGIES

Cr K O'Keeffe

4. CONFIRMATION OF PREVIOUS MEETING MINUTES

CEO REVIEW COMMITTEE MEETING 10th MAY 2023

COMMITTEE RESOLUTION

Moved: Cr P Callaghan

Seconded: Cr R O'Meehan

CRC1023.04 That the minutes from the CEO Review Committee Meeting held on 10th May 2023 be confirmed as true and correct.

UNANIMOUSLY CARRIED: 8/0

FOR: Cr Fiona Gaze, Cr Greg Stewart, Cr Peter Callaghan, Cr Rebecca O'Meehan, Cr Lex Martin, Cr Rebecca Kiddle, Cr Micheal Creagh, Cr Shelly Hmeljak.

PROCEDURAL MOTION

Moved: Cr G Stewart

Seconded: Cr M Creagh

CRC1023.05 That the CEO Review Committee:

Closed the meeting to members of the public and staff in order to discuss the items which are considered confidential pursuant to Section 5.23(a) of the Local Government Act 1995 due to the matter affecting an employee.

UNANIMOUSLY CARRIED: 8/0

FOR: Cr Fiona Gaze, Cr Greg Stewart, Cr Peter Callaghan, Cr Rebecca O'Meehan, Cr Lex Martin, Cr Rebecca Kiddle, Cr Micheal Creagh, Cr Shelly Hmeljak.

David Nicholson and Bobbie Van Rensburg left the meeting at 3.11pm.

5.1	CEO's ANNUAL PERFORMANCE APPRAISAL AND SALARY REVIEW
Location:	N/A
Proponent:	N/A
File Ref:	
Date of Report:	11 October 2023
Business Unit:	Strategy and Governance
Officer:	N/A
Disclosure of Interest:	The CEO is the author and subject of this report as it is a contractual obligation to provide a report to the Committee for review. The CEO will declare an interest and vacate the chamber during debate.

ATTACHMENTS

- Attachment 1 - CEO Performance Criteria (KPI's).
- Attachment 2 - Western Australia Salaries and Allowances Act 1975 Determination of Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members Pursuant to Section 7A and 7B, 6 April 2023.
- Attachment 3 – Confidential Attachment - CEO Remuneration Calculation.
- Attachment 4 – Confidential attachment - CEO Annual Appraisal and Salary Review.

PURPOSE OF THE REPORT

In accordance with clause 3.2 of the CEOs Employment Contract, the CEO's performance must be reviewed at least annually by reference to the Performance Criteria (KPIs). In addition, in accordance with clause 6 of the CEO's Employment Contract the CEO's remuneration package is to be reviewed annually.

BACKGROUND

Clause 3.2 of the CEOs Employment Contract states:

Your performance under this contract must be reviewed and determined by the Reviewer

–

(1) By reference to the Performance Criteria

(2) At least annually, or

(3) More frequently if the council or You perceives there is a need to do so and, in that case, gives the other party a Review Notice.

Clause 6 of the CEO's Employment Contract states:

(1) Your remuneration Package must be reviewed by the Reviewer annually -

- a. At a time that is no later than twelve (12) months after the anniversary of the Commencement Date; or
- b. If otherwise determined by the council, at a time that enables the review to coincide with other remuneration reviews conducted by the Local Government.

(2) The Council is to determine and notify You, in respect to each Remuneration Package review under this clause –

- a. Who the reviewer is to be; and
- b. Whether the Reviewer is to be accompanied or assisted by any other person and, if so, the identify of that person

(3) In reviewing Your Remuneration Package, the Reviewer must have regard to –

- a. Your performance
- b. Any changes to the work value or responsibilities of the Position
- c. The hours worked by You, including hours in addition to normal working hours
- d. The condition of the market and the economy generally; and
- e. The capacity of the Shire of Gnowangerup to pay an increase.

(4) As a result of a review of Your Remuneration Package under this clause, the Local Government –

- a. Is not obliged to increase the amount of the Remuneration Package; and
- b. May increase, but not reduce, the amount of the Remuneration Package.

The CEO's contract commenced 14 November 2022.

In addition, clause 3.1(4) of the CEO's Employment Contract states:

The Performance Criteria –

(4) Must be reviewed annually by the parties; and

(5) May be amended, from time to time, by agreement between the parties.

The intention is to provide Council with a report in February 2024 to satisfy the requirements of clause 3.1(4).

COMMENTS

Performance review (clause 3.2 of the CEO's Employment Contract)

Key Performance Indicators are designed to drive and measure the performance of an individual in the achievement of organisational goals. KPIs can become redundant though given changing priorities or simply the transpiration of time.

At the 15 February 2023 Council meeting, Council endorsed the CEO's Performance Criteria (KPI's) for 2023/24. These KPI's were deigned to support delivery of the Council's Strategic Community Plan (SCP) and covered the period February 2023 to January 2024.

Annual review is not due until February 2024.

However, given Council elections in October 2023 which may result in a number of new Councillors, it was felt prudent that this review be brought forward.

As an overarching comment the KPI's only reflect a portion of work undertaken and the allocation of the CEO's time. Like any leadership role a great deal of time is spent resolving the day-to-day issues and operational challenges. These are business-as-usual matters, but they can consume considerable time.

In addition, there have been several legacy issues that have required considerable CEO attention which comprised:

- Recruiting for the DCEO, AWMC, WHS Officer and CDM positions.
- Full review / update of policies.
- Full review / update of progress against the CBP, DAIP and Workforce Plan.
- Full review of organisational remuneration and staffing structure.

Council should not underestimate the impact that staff turnover at senior levels has on CEO time and organisational productivity.

Attachment 1 details the CEO's KPIs with comments on progress though greater detail is provided below.

Our Community

Delivering against the Community initiatives has been challenging as these initiatives were developed on the assumption that the position of Community Development Manager would be filled.

Unfortunately, and despite advertising twice and reaching out to selected community members, applications from well-connected and experienced community members were not received.

As a consequence, for most of this year the Community Development function comprised one Community Development Officer who was new to the role, and who was taking guidance from myself during the period when the DCEO position was vacant.

Town Hall centenary celebrations

The Gnowangerup Town Hall celebrations were discussed at Council workshop 12 April and based on this were scaled back from the initial ideas. Meetings have since been held with community members with the view that the Shire will provide financial support but limited staffing support in these celebrations.

A further complication has been the state of the ceiling and sourcing quotes to undertake repairs has proven challenging. It is now proposed that the Town Hall's 101st anniversary will be celebrated.

Gnowangerup Star

The Community Development staffing structure has also impacted on profiling the Gnowangerup Star. It is planned that *Place Making* will be a CEO KPI for 2024. This will include initiatives that use the Gnowangerup Star and the Town Hall buildings to improve the tourist experience and town amenity.

Skate Park

The Skate Park was discussed at Council on 26 April and a commitment was given to provide Council with a high-level project feasibility plan. This was provided at Council workshop 13 September.

The plan is to follow this up with a further report where costs and project feasibility is refined. Endorsement of this third report will result in a final report to Council with accurate costings and milestones and where council approval to commence the project will be sought.

Meetings about possible land donation have been held with GNP360 and negative community feedback in relation to this project and land were also addressed.

SCP refresh

Section 5.56 of the Act requires a local government to plan for the future and plans are to be regularly reviewed. The Local Government (Administration) Regulation 1996 Regulation 19DA(4) states that the CBP must be reviewed every year. The Shire's plan was developed in July 2021.

Council was presented with update of progress in July 2022 though it would appear this review was cursory at best and was simply incorporated into the normal quarterly update. This was likely due to the fact that July is one of the busiest months of the year for Shire back-office staff. It is planned that this year's review will be completed by November 2023.

CEO community presence

I spend considerable time in the community both during and after work hours. This includes regular visits to Ongerup and Borden and attending sporting events. I have a monthly coffee catch up with the Manager of the Gnowangerup CRC. During the earthquake in early August, I maintained visibility around Gnowangerup and was interviewed on three occasions by the press. I infrequently go to Perth for weekends.

Salt River Hall

Though this is a 2023/24 project, considerable progress has been made. Meetings have been held with the proponent resulting in a request being made to the Department of Planning, Lands and Heritage requesting title transfer to the Shire to facilitate sale to the proponent.

Our Economy

Quinn street housing

While a project plan for Quinn Street was developed and presented at a Council Briefing in March, this was poor quality. Consequently, this has been discarded and in its place a Business Plan is being prepared which will be presented to Council. The 2023/24 budget includes allowance to hire an architect and project manager for this project.

Caravan Park Chalets

This project provides an example of the importance of preparing a robust business case and project plan. While the project is nearing completion the facts are that the project plan that was developed was an afterthought, rushed and of poor quality. As a consequence, timeline slippage quickly occurred, and costs quickly exceeded budget. It is expected cost overrun on this project will exceed \$200k (50%).

Develop lot 183 Whitehead Road

Nil progress made on this project though an amount has been included in the 2023/24 budget for the business case to be refreshed. Once this occurs, we will be in a position to source grant funding.

Economic Forum

This forum is planned for Friday 3 November. Speakers have been sourced and good interest has been generated from the Shire's business community and external to the Shire.

Housing – DevelopmentWA Cuneo Close

While this is a 2023/24 project considerable progress has been made. DevelopmentWA have agreed to progress the Cuneo Close light industrial subdivision as well as release lots in Corbett Street (corner Corbett and Quinn streets).

Our Infrastructure

Deliver budgeted capital works programme

Completed.

Gnowangerup Town Hall

Minor repairs were budgeted to be completed by September 2023. However poor project scoping resulted in it subsequently being discovered that the project was considerably larger than first anticipated. Quotes to undertake this work have been difficult to obtain though it is expected a report will be brought to Council in November.

Refresh / Improve street signage in Gnowangerup in 2023/24

The 2023/24 budget includes allowance for this project.

Deliver DAIP

This project has a two-year timeframe. Work has commenced in repairing footpaths in the Gnowangerup townsite, and the 2022/23 Annual Report will be designed to make readability easier for the visually impaired. Importantly there is now a much more robust process in reporting results against the DAIP.

Our Natural Environment

Electrical vehicle charging stations

Options have been presented and discussed with Council but given uncertainties and cost constraints this project is on hold.

Engage with local indigenous groups with focus on the environment

Two meetings have been held with Indigenous Elders in Borden to improve access to a culturally significant site located behind the CBH facility. Yoorn Trail signage is being developed with Outdoors Great Southern with relevant pictures being sourced with indigenous leaders' input.

Our Organisation

Facilitate Council review of the Shire's vision. Mission and values

Completed though this is now work in progress with the executive team and will be re-presented to Council in the new year.

Resolve employment of CESM

Completed. The new CESM commenced 26 September 2023.

Review all policies

This proved to be a much bigger project than initially anticipated. The vast majority of policies have now been reviewed and updated and were presented to Council in September. The policies that remain outstanding will be worked-on over the coming months. Importantly, a formal review date and process has now been adopted to ensure policies remain contemporary.

Take a lead role in VROC

VROC offers the potential for the Shire to improve performance and reduce costs. Since taking the role of Chair in May, VROC has met on two occasions with a third planned for October. What is evident is that VROC has lost its direction, so the October meeting is planned to be an all-day strategic planning session to rework VROC's purpose and identify priorities.

Develop 2023/24 budget and LTFP with greater Councillor consultation

Four workshops were held as part of budget preparation and while ultimately good robust discussion occurred and decisions made, the process was not to the standard I was striving to achieve. This was primarily due to the DCEO vacancy. Lessons were noted and improvements will be made next year.

Of concern, the LTFP is far from accurate and needs considerable attention. This was evident when as part of budget preparation the Works Manager immediately discarded year one (2023/24) of the LTFP and reprioritised all works projects. Updating the LTFP will be an important part of developing the 2024/25 budget.

Develop cascaded KPIs for all positions

This is an important part of ensuring the whole organisation is aligned towards delivering the CBP. While conversations occurred at Manex and the CEO's KPIs were developed with input from the A/DCEO and Works Manager, staff turnover and competing demands on the CEO meant that this initiative was not successfully deployed.

Given my KPIs need updating for 2023/24 and the fact that we now have a permanent DCEO and will shortly be filling the vacant Works Managers position (now titled Executive Manager Infrastructure and Assets), this initiative will be retackled before year end.

Facilitate Council elections

This process is being managed with the assistance of the WAEC. The Shire's Councillor Induction document has been updated and a Councillor presentation is being prepared. The DCEO and I met with the Director Governance and Strategy at the City of Joondalup to discuss their process and we have obtained a copy of part of the induction used by the City of Wanneroo.

Develop all-staff training matrix

While conversations occurred at Manex and a simple template was developed, staff turnover and competing demands meant this initiative was not successfully deployed. It has again been discussed as part of Manex and will be prioritised as part of 2024/25 budget preparation.

Cybersecurity: review data held and existing controls

No progress at this stage though the DCEO understands the importance and has similar concerns. It is unlikely this will be completed by December 2023 so will be rolled-over into next year's KPIs. Funds to undertake this work have been allocated in the 2023/24 budget.

Resolve WHS position

The new Senior WHS Officer commenced 4 September 2023. While far from ideal given accommodation issues in the Shire the role has been structured as DIDO (though the previous incumbent was WFH and lived in Perth). The Senior WHS Officer physically works in the depot though reports directly to myself.

Action LevelUp HR/IR Audit findings

New HR policies have been developed and some system improvements made, though more work is required. Delay has revolved around the vacant CESM position meaning the recently created HR position was having to focus their efforts on CESM tasks.

Safety – monthly CEO inspections/conversations

Opportunities to visit the depot were adversely impacted by competing priorities. Nevertheless, semi-regular visits were undertaken which included attending toolbox meetings and visiting the works crew when they were re-sheeting Salt River Road. Machinery inspection with the Works Manager were also undertaken. All Town Hall meetings included safety reminders.

CEO leadership and presence

I release a weekly all staff CEO update on events and progress against priorities. These updates normally include recognising staff achievements. Three Town Hall meetings have been held where the theme of organisational priorities, excellence and values is discussed.

Resolve EHO position

This role has been the subject of conversation with VROC.

Investigate SAT regional/isolation allowance

While this is a 2023/24 project, investigation has been undertaken and the topic raised at WALGA Zone. A meeting is being organised with SAT.

Remuneration Package review (clause 6 of the CEO's Employment Contract)

Refer to Attachment 3 and 4 which are confidential.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Review of the CEO's performance and remuneration is a contractual obligation of the Council.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Our Organisation

Community priorities: Investment in the skills and capabilities of our staff and leaders

Actions: Service levels are achieved and succession plans for key roles.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council is required to review the CEO's performance at least annually or more frequently if there is the need for this to occur. Council is also required to review the CEO's salary at least annually though is not obliged to increase the amount of the remuneration package.

CONCLUSION

It is Council's prerogative to increase or not increase the CEO's remuneration, and performance against the CEO's KPIs as well as market pressures should be used as guiding factors. It is the Committee's responsibility to make a recommendation to Council.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMENDATION:

Option 1:

1. Notes the status of the CEOs Performance Criteria (KPI's) as at Q3 2023.
2. Confirms adjustment and back payment of the CEO's salary for the period 14 November 2022 to 30 June 2023 as documented in the confidential Attachment (attachment 4).
3. Confirms the Total Remuneration Package increase for the period 1 July 2023 to 30 June 2024 as documented in the confidential Attachment (attachment 4).
4. Notes that the CEO will present to Council proposed KPIs for the period March 2024 to February 2025 in February 2024.

Option 2:

1. Notes the status of the CEOs Performance Criteria (KPI's) as at Q3 2023.
2. Confirms adjustment and back payment of the CEO's salary for the period 14 November 2022 to 30 June 2023 as documented in the confidential Attachment (attachment 4).
3. Advises the CEO in writing of an alternate Total Remuneration Package increase for the period 1 July 2023 to 30 June 2024.
4. Notes that the CEO will present to Council proposed KPIs for the period March 2024 to February 2025 in February 2024.

PROCEDURAL MOTION

Moved: Cr P Callaghan

Seconded: Cr G Stewart

CRC1023.06 That the CEO Review Committee:

Reopened the meeting to the Public and Staff.

UNANIMOUSLY CARRIED: 8/0

FOR: Cr Fiona Gaze, Cr Greg Stewart, Cr Peter Callaghan, Cr Rebecca O'Meehan, Cr Lex Martin, Cr Rebecca Kiddle, Cr Micheal Creagh, Cr Shelly Hmeljak.

David Nicholson and Bobbie Van Rensburg returned to the meeting at 3.48pm.

Shire President Fiona Gaze announced the resolution and result.

COMMITTEE RECOMENDATION

Moved: Cr R O'Meehan

Seconded: Cr L Martin

UNANIMOUSLY CARRIED: 8/0

FOR: Cr Fiona Gaze, Cr Greg Stewart, Cr Peter Callaghan, Cr Rebecca O'Meehan, Cr Lex Martin, Cr Rebecca Kiddle, Cr Micheal Creagh, Cr Shelly Hmeljak

CRC1023.07 That the Committee recommends that Council:

Option 3:

- 1. Notes the status of the CEOs Performance Criteria (KPI's) as at Q3 2023.**
- 2. Confirms adjustment and back payment of the CEO's salary for the period 14 November 2022 to 30 June 2023 as documented in the confidential Attachment (attachment 4).**
- 3. Confirms the Total Remuneration Package increase for the period 1 July 2023 to 30 June 2024 as documented in the confidential Attachment (attachment 4).**
- 4. Notes that the CEO will present to Council proposed KPIs for the period March 2024 to February 2025 in February 2024**
- 5. Approves the CEO Receiving one Executive Day Off (EDO) per Month**

5. DATE OF NEXT MEETING

That the next CEO Review Committee meeting be held in February 2023

6. CLOSURE

There being no further business, the Presiding Member Fiona Gaze thanked Committee members and Staff for their time and closed the meeting at 3.51pm.

Shire of Gnowangerup - CEO Performance Criteria for the period April 2023 to March 2024

	Due date	Responsible Manager	2023/24							
			Q2 Result	Comment	Q3 Result	Comment	Q4 Result	Comment	Q1 Result	Comment
Our Community										
Gnowangerup Town Hall centenary celebrations	Form celebration committee: 30 April 2023 Identify events: 31 July 2023 Events commencing: 30 September 2023.	CDM	In Progress <25%	Discussed at Council workshop 12 April. Scaled down to a community led event in the Town Hall. Ceiling needs to be made safe and event to be tied in with the GST Bloom Festival September / October 2023.	In Progress 25%	Meeting with Edith Friday 14 July to discuss community involvement. Ongerup CRC also keen to host a function. Donna arranging a community meeting.	In Progress 25%	Meet with community members (Edith, Barbara, Janine, Tara) 22 August. Event to be held February 2024.		
Gnowangerup Star	Have open days as part of Town Hall centenary celebration events commencing 30 September 2023.	CDM	Not Commenced	Given scaled down Town Hall centenary events (see above) this may not occur. Await input from the community about the Town Hall event.	Not Commenced	Will be discussed with the Town Hall Community celebration group.	Not Commenced	Discussed with Tom McInerney Thursday 17 August who has been in contact with members of the Printers Guild(?). Number provided.		
Develop project plan for the construction of a skate park at 40 Yougenup Road.	Report including plan to Council 31 August 2023	CDM	In Progress <25%	13 Feb 2023: met with Richard House. GNP360's plan is to resolve all contamination issues before gifting the site to the Shire. Two quotes received 20 February 2023 to test for contamination \$31k and \$49k.	In Progress <25%	Gate 1 Council report being prepared. Seeking update quotes / cost indications.	In Progress 25%	Shire of Beverley and Shire of Katanning skate / family parks and indicative costs and grant options presented at Council workshop 13 September. Meet with Cassie Beeck and Richard House 14 August to discuss Yougenup Road land donation.		
Undertake an SCP refresh (SCP completed 7/2021). Refresh to include consultation with residents, business community and youth groups.	30 November 2023	CDM	In Progress <25%	Early discussions and planning commenced.	In Progress <25%	Internal meeting arranged 17 July to commence the mid-year review.	In Progress 25%	SCP workshoped inhouse August. Consideration being given to engaging Cataylse to prepare an MARKYT Community Scorecard. This will cost approx \$10k but has not been budgeted.		
CEO community presence	31 March 2024	CEO	In Progress 25%	Weekly attendance at either Ongerup or Borden. 21 March: Gnowangerup Sporting Complex Committee and attended their AGM 27 March. 23 March: Mens Shed; Dr Wole and Kemi. 24 March: Hon Shelley Payne 3 April: DLGSC executive sundowner in Albany Two articles provided to In The Gnow (March and April). 25 April: Anzac day Borden and Gnowangerup.	In Progress 50%	Regular attendance at Ongerup and / or Borden. Requested to become a member of the GDHS Board. Monthly coffee catch-ups with Manager Gnowangerup CRC. 8 May - on-site meeting with Graeme Finn to discuss flooding issues. 9 May - meeting with Robbie Minter to discuss Railway Close problems. 12 May - attended State budget briefing in Albany. 15 May - meeting with Rod, John and Ian Richardson to discuss Gnowangerup airport. 22 May - discussed Business Leaders Forum with Ben Richardson (Auspan). 26 May and 9 June - meeting at Borden with Aboriginal elders. 29 May - meeting with Parmindah Singh in Kojonup to discuss capital options. 31 May meeting with Ellen Milne at Salt River Hall. 13 June - hosted GDHS school children visit to Shire. 15 June - presentation to GSDC Board. 14 July - meeting with Edith Robertson to discuss Town Hall celebrations.	In Progress 75%	Regular attendance at Ongerup and / or Borden. Now on the board of Gnowangerup District High School. Monthly coffee catch-ups with Manager Gnowangerup CRC. Meetings held with the following community members: Richard House, Cassie Beeck, Town Hall centenary project group (Edithy, Janin, Tara, Barabara). Established Gnowangerup vandalism / anti-garffiti meeting (Robbie, Tom, Ian Graham). Telephone meetings with Darren Baum re: BRMC postion. Attended David Littleproud sundowner. Meetings with FFI and Vestas re: wind Farms. Interviewed by GPR and Chanel 7 re: earthquake 6 August. Spoke with multiple community members and offered assistance.		
Beyond current										
Resolve Salt River Hall	mid 2024	CEO	In Progress <25%	March 2023: meeting arranged with proponent for May 2023 but subsequently deferred and now being rescheduled.	In Progress 25%	Meeting with Ellene Milne at Salt River Hall 31 May. Council report submitted 29 June. In discussions with DPLH.	In Progress 50%	Letter sent 12 July to DPLH requesting title transfer to the Shire.		
Develop a Reconciliation Action Plan (RAP)	Late 2024	CDM	In Progress <25%	April 2023: amount included in the draft 2023/24 budget to start development of a RAP.	In Progress <25%	An amount has been included in the 2023/24 budget	In Progress <25%			
Establish a Youth Council	Late 2024	CDM	Not Commenced		Not Commenced		Not Commenced			
Our Economy										
Housing - Develop a project plan for the construction of two houses on lots 272 and Lot 273 Quinn Street. Project plan to be staged to ensure houses reach practical completion by June 2025.	30 April 2023	AWMC	Completed	Project plan presented at Briefing Session 22 March 2023. The plan is to seek expressions of interest for an end-to-end project manager to prepare the plan, design and build.	In Progress 25%	Project plan poor quality so KPI reopened. Project being rescoped using business case template.	In Progress 50%	Business case being prepared. Will be presented at Council workshop.		
Housing: Develop project plan for the construction and leasing of the caravan park chalets	31 May 2023	AWMC	Completed	Project plan presented at Briefing Session 22 March 2023.	Completed		Completed		Completed	
Housing - develop Lot 183 Whitehead Road (3x2 staff house). Project was to be partially funded via a grant that was unsuccessful. Business case needs to be reworked.	31 August 2023	DCEO	Not Commenced		Not Commenced	The option of refreshing the existing business case and using to source a grant is being explored. Financial constraints has meant this project is not included in the 2023/24 budget though allowance to engage a consultant to refresh the business case has been.	Not Commenced	Amount to engage a consultant to refresh the business case was included in the 2023/24 budget which was approved by Council 9 August.		
Economic Forum: Local Business Leaders forum to share information and insight, and to network. Include GSDC and GSRDA	30 September 2023	CDM	In Progress <25%	Discussed at Council workshop 12 April. Rough plan developed. Have engaged with CBH and GSDC.	In Progress 25%	CBH have committed to provide a presenter. In discussion with Water Corp for similar. Also in discussions with GSDC.	In Progress 75%	Forum planned for Friday 3 November. A/CEO from GSDC to be keynote speaker. In discussion with other potential speakers (Auspan, Duraquip, Shelley Payne, ASW, CBH, Rck Wilson).		
Beyond current										
Housing - identify land available for residential development in Ongerup and Borden	30 April 2024	CEO	In Progress 25%	9 Feb 2023: Met with Graeme Savage. Two lots have been identified next to the caravan park. In conversation with Phil about these. Letter sent to Graeme 29 March 2023 advising of local law requirements. Town Planner in the process of producing.	In Progress 25%		In Progress 25%			
Housing - With DevelopmentWA fast track the subdivision and release of land at Lot 561 Yougenup Road (Cuneo Close).	31 December 2024	CEO	In Progress <25%	13 March 2023: meeting with DevelopmentWA and Town Planner. Cuneo Close Industrial is focus and expect development in 2024. March 2023: Structure Plan amendment to increase residential area density advertised for six week comment period.	In Progress 25%	July 2023: Public consultation of structural plan undertaken May/June. Report to Council 29 June. Request submitted to WA Planning Commission 12 July 2023 to seek final approval.	In Progress 50%	DevelopmentWA have approved release of land in Cuneo Close (light industrial) and Corbett Street (housing).		
Our Infrastructure										
Deliver the budgeted capital works programme	31 July 2023	CEO	Completed	Capital works programme completed in accordance with budget.	Completed		Completed		Completed	

Shire of Gnowangerup - CEO Performance Criteria for the period April 2023 to March 2024

	Due date	Responsible Manager	2023/24							
			Q2 Result	Comment	Q3 Result	Comment	Q4 Result	Comment	Q1 Result	Comment
Gnowangerup Town Hall	Complete minor building repairs: 30 April 2023 Complete ceiling work: 30 September 2023	AWMC	In Progress <25%	April 2023: ceiling to be made safe using internal staff. In the process of obtaining indicative costs from external builders.	In Progress <25%	Ongoing difficulty is obtaining quotes for any of this work.	In Progress 50%	Quote received August to remove ceilings (\$80k). A second quote is being sought.		
Refresh, improve and upgrade street signage: Gnowangerup 2023/24	30 November 2024	MW	Not Commenced		In Progress <25%	Allowance included in the 2023/24 budget as well as the employment of an additional maintenance person.	In Progress 25%	2023/24 budget approved 9 August. Work will be undertaken over the following months.		
Beyond current										
Refresh, improve and upgrade street signage: Borden 2024/25 Ongorup 2025/26 Deliver DAIP	30 November 2026	MW	Not Commenced		Not Commenced		Not Commenced			
	30 June 2024	CDM	In Progress <25%	April 2023: slow progress given staff vacancies (CDM position).	In Progress 25%	Accurate reporting against progress now instigated. Gnowangerup footpaths now being repaired and allowance made in the 2023/24 budget for footpath improvements. Annual report for EOY 2022/23 to include improved readability for the visually impaired.	In Progress 25%			
Our Natural Environment										
Investigate and provide council with a report on the installation of electric vehicle charging stations	31 October 2023	AWMC	In Progress <25%	March 2023: Council briefed on State grant opportunity but this only related to staff vehicles.	In Progress <25%	To be reinitiated upon the employment of the new AWMC	On Hold	Options continue to be investigated. Discussed with Shire of Collie August and Council updated. Cost taken out of 2023/24 budget given other priorities.	On Hold	
Engage with local indigenous groups with focus on the environment	31 December 2023	CEO	Not Commenced		In Progress 25%	26 May and 9 June - meeting at Borden with Aboriginal elders to discuss improving access to culturally important area.	In Progress 25%	Developing Yoon Trail signage with elder input.		
Beyond current										
Electric vehicle	Purchase electric vehicle by 31 March 2026	AWMC	In Progress <25%	April 2023: Cost of vehicle and charge station included in the draft 2023/24 budget.	In Progress <25%	Budget restrictions resulted in the vehicle being taken out of the 2023/24 draft budget. Charging station still included.	On Hold		On Hold	
Our Organisation										
Facilitate Council review of Shire's vision, mission and values	31 March 2023	CEO	Completed	15 March 2023: Workshop held. This project will now be undertaken by the CEO and Council updated over the next 12 months.	Completed		Completed	Shire's Mission, Vision and Values are discussed at each all-staff Town Hall meeting. Review delayed given competing priorities and the departure of Executive Manager Infrastructure and Assets.	Completed	
Resolve employment of CESM	30 April 2023	CEO	In Progress 50%	Position advertised 31 March 2023. Applications being reviewed with Kojouup and Cranbrook.	In Progress 50%	Position readvertised June as first round unsuccessful. Second interviews also unsuccessful. To be readvertised July. DFES have been appraised of progress and remain supportive.	Completed	Position readvertised July and interviews undertaken August. Better field of candidates. Appointment made and incumbent commences 26 September.	Completed	
Review all policies	31 May 2023	DCEO	In Progress 25%	27 March 2023: Project being led by casual Project Officer (Anita Finn). Policies re-presented in a more contemporary format.	In Progress <25%	Review underway but task larger than anticipated. Policies have not been reviewed since 2019.	In Progress 75%	Majority of policies reviewed and will be presented at Council workshop September.		
Take a lead role in VROC	31 May 2023	CEO	In Progress 25%	Handover of lead council responsibilities undertaken 4 May.	Completed	Now Chair of group. Meeting held in May and a second planned for August. The group needs to refocus and refine it's direction and purpose. Current strategic plan is out of date.	Completed	Two VROC meetings held with discussions revolving around refocusing and reestablishing purpose. Strategic Planning session scheduled for October.	Completed	
Develop 2023/24 budget and LTFP with greater Councillor consultation	31 July 2023	DCEO	In Progress 25%	1 February 2023: Council briefed on economic environment and Darren Long presented on mid-year review and early budget planning. 15 March: Council provided with budget timetable which includes two workshops and the option for a third. 26 April: First budget workshop held. Next budget workshop planned for June.	In Progress 75%	Four workshops have been held but the process has not been as seamless as desired. Lessons have been learned that will be applied for next year. LTFP is well out of date and will be a stand alone project.	In Progress 75%	Budget adopted 9 August. LTFP to be developed in the lead up to preparing the 2024/25 budget.		
Develop cascaded KPIs for all positions	31 August 2023	DCEO	In Progress 25%	March 2023: Undertaken as part of annual staff appraisals.	In Progress 25%	Cascaded KPIs developed but process needs better communication. Process is immature but will develop over time.	In Progress 25%			
Facilitate council elections	21 October 2023	CEO	In Progress <25%	March 2023: WAEC appointed to manage process.	In Progress 25%	Being managed with WAEC. Governance manual updated; Councillors inductions to be updated.	In Progress 75%	Councillor Inductions document updated and induction presentation being prepared.		
Develop all-staff training matrix	31 October 2023	DCEO	In Progress <25%	March: early model developed as part of annual appraisal process and preparation of 2023/24 budget.	In Progress <25%	Draft training matrix developed but process needs better communication. Process is immature but will develop over time.	In Progress 25%			
Cybersecurity: review data held and existing controls.	31 December 2023	DCEO	Not Commenced		In Progress <25%	Initial review of cyber audit data considered.	In Progress 25%	Cost of cyber audit included in 2023/24 budget. This will be undertaken by year end.		
Resolve WHS position	31 December 2023	DCEO	Not Commenced	8 February 2023: Rosemary unexpectedly submitted her resignation. Discussed with Rex (LGIS) who will provide extra support until position refilled.	In Progress 50%	Position advertised May and two candidates interviewed.	Completed	Interviews completed and incumbent hired and commenced 4 September.	Completed	
Action LevelUp HR/IR Audit findings	31 March 2024	DCEO	Not Commenced		Not Commenced	A number of new HR policies have been developed and some system improvements introduced. Considerably more work required though.	In Progress 25%			
Safety - monthly CEO inspections/conversations	31 March 2024	CEO	In Progress <25%	28 March 2023: discussed safety with crews at the Salt River Road re-sheeting project. Attended depot tool box meetings 1 March and 5 April.	In Progress 50%	Safety raised as part of staff interactions; commented upon in weekly staff updates and on-site conversations.	In Progress 50%	Safety discussion at depot with selected employees (Lewis who injured finger). These conversations and interactions will be ramped up once the Senior WHS Officer commences in September.		
CEO leadership and presence - CEO visibility achieved through weekly staff update, town hall meetings and visits	31 March 2024	CEO	In Progress 25%	Weekly CEO staff updates provided. 21 January and 28 April 2023: Town Hall breakfasts held	In Progress 50%	Weekly CEO staff updates provided. Town Hall breakfasts held each 1/4. Next Town Hall is planned for early August.	In Progress 75%	Weekly CEO staff updates released. Town Hall breakfasts held each 1/4. Third Town Hall breakfast held Friday 18 August. Semi-regular visits to the depot.		
Resolve EHO position	31 March 2024	CEO	In Progress <25%	Early discussion with EHO about the creation of and EHO cadet position	On Hold	Additional cost not included in the 2023/24 budget. The concept is good but further consideration is required.	Not Commenced	Opportunities to collaborate with this position discussed at VROC.	In Progress <25%	
Beyond current										
Investigate SAT regional/isolation catorisation	30 June 2024	CEO	In Progress <25%	March 2023: early preliminary research undertaken and conversations held.	In Progress <25%	To be progressed in Q4 of this year. Submissions are not due to SAT until January 2024.	In Progress 50%	Raised at WALGA Zone and State council meeting. Arranging meeting with SAT with Shire President. Discussed with peers. Submission to be prepared on a collaborative basis with near-neighbour CEOs.		

WESTERN AUSTRALIA

SALARIES AND ALLOWANCES ACT 1975

DETERMINATION OF THE SALARIES AND ALLOWANCES TRIBUNAL

ON LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS

Pursuant to Section 7A and 7B

6 April 2023

PREAMBLE

Statutory Context

1. Section 7A of the *Salaries and Allowances Act 1975* ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".
2. Under Section 7B(2) of the SA Act, the Tribunal must inquire into and determine the amount of:
 - fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
 - expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
 - allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.
3. By issuing this Determination, the Tribunal discharges its obligations under Section 8 of the SA Act, which requires determinations under sections 7A and 7B to be issued at intervals of not more than 12 months.

Considerations

4. The Tribunal has considered sections 2.7 to 2.10 and section 5.41 of the LG Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, and the functions of local government Chief Executive Officers (CEOs).
5. The Tribunal invited individual local governments, the Department of Local Government, Sport and Cultural Industries, the Western Australian Local Government Association, Local Government Professionals WA and other interested individuals to provide information or submissions regarding developments across the sector.

6. Eleven submissions were received. All submissions received were considered within the Tribunal's deliberations.

Band allocation model

7. The Tribunal continues to apply the four Band allocation model. The model allows a number of measurable and non-measurable factors to be considered when assessing appropriate levels of remuneration. The model is adjusted annually to accommodate incremental increases experienced by all organisations.
8. The Tribunal notes that the remuneration ranges provide flexibility to local governments to set remuneration within the allocated Band. The Tribunal will only adjust a Band classification when a local government or regional local government can demonstrate a substantial and sustained increase in functions, roles or scope of the organisation.

Christmas and Cocos Islands

9. In 2016, the Commonwealth and WA Governments entered an agreement under the *Christmas Island Act 1958* (Cth), the *Cocos (Keeling) Islands Act 1995* (Cth) and the *Indian Oceans Territories (Administration of Laws) Act 1992* (WA), by which the Tribunal has the power to determine the remuneration of local government CEOs and the fees, expenses and allowances for local government elected members of the Shires of Christmas Island and Cocos (Keeling) Islands.
10. This inquiry reviewed remuneration provided by the Shires of Christmas and Cocos (Keeling) Islands.

CONCLUSIONS

11. The Tribunal has determined that CEO remuneration Bands be increased by 3.5%. The Tribunal considered this appropriate given the economic conditions, the wider public service framework and the mandatory 0.5% superannuation increase from July 2023.
12. The Tribunal notes that each local government must set remuneration within the band to which it is allocated. Any increase, within the bands, must be determined by each local government through its own assessment of whether changes are justified.
13. In reviewing the band allocation model and all other relevant information, the Tribunal has examined local governments with potential to change band classification. The Tribunal considers no change is warranted for any local government at this time.
14. When establishing eligibility for a Regional/Isolation Allowance and the rates as part of the 2012 inquiry, the Tribunal considered the District Allowance (Government Officers) General Agreement 2010 amount and boundaries. The Tribunal also considered the regional price index, isolation as measured by the Accessibility/Remoteness Index of Australia, climate as measured by the Bureau of Meteorology's Relative Strain Index, and market and recruitment pressures in these regions. Specific issues associated with a Local Government brought to the

Tribunal's attention through either submissions or the Tribunal's meetings was also considered.

15. A formula was developed using maximum district allowance rates, market recruitment pressures, and an additional allowance based on specific local issues. The quantum of this formula and boundary has been reviewed in previous inquiries, and again in this inquiry with the Tribunal determining it remains as the most appropriate method for determining eligibility and rates for the Regional/Isolation Allowance.
16. The Regional/Isolation Allowance rates have been reviewed and increased up to a maximum of \$10,000, reflecting market conditions and pressures.
17. The application of motor vehicles provided to Chief Executive Officers as a tool of the trade is being reviewed to determine if it should be applied to a wider group of regional local governments.
18. The reimbursement of motor vehicle expenses for members has been updated to reflect application of the 1600cc Motor Vehicle Allowance (MVA) rate under the *Local Government Officers' (Western Australia) Award 2021* for members seeking reimbursement for use of their personal Electric Vehicle. This follows advice received from Government Sector Labour Relations, Department of Mines, Industry Regulation and Safety. The Tribunal is keeping abreast of changes to the MVA rates as they relate to Electric Vehicles and will update the determination accordingly should these be amended in the future.
19. The Tribunal has determined Elected Member attendance fees, and annual allowance ranges be increased by 1.5%, rounded to the nearest \$5. The Tribunal considered this appropriate given the expectation of a degree of voluntary service as an elected member, and as fees and allowances are not intended to be full time salaries.
20. The Tribunal received submissions requesting changes to annual allowances provided to elected members in lieu of expenses. The annual allowance for travel and accommodation expenses has been increased to \$100. All other allowances remain unchanged.
21. Clarity had been sought on the annual allowance for ICT expenses. The annual allowance is intended to provide councils with flexibility and recognises the varied scenarios and preferences local governments may have in providing ICT to elected members, to enable them to undertake their duties.
22. If an annual ICT allowance is preferred over reimbursement of costs, councils must calculate, with consideration to their internal policies and procedures, including asset management, an amount within the ICT allowance range (currently \$500 - \$3,500) that considers the total cost of ICT and ensures payment will not result in a windfall gain for council members. It is not intended for the maximum ICT allowance to be paid in addition to providing equipment and hardware.
23. It is emphasised that fees and allowances, in lieu of reimbursement of expenses, provided to elected members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected members are provided these fees and allowances to

recognise the commitment of their time and to ensure there are no out of pocket expenses incurred in the fulfilment of their duties. The Tribunal's original 2013 determination stated that "fees and allowances provided to elected members are not intended to be full time salaries for members". The Tribunal continues to recognise the degree of voluntary community service in the role of elected members.

24. The explanatory notes have been updated providing clarity on instances where a deputy is performing the functions of a mayor or president.

The Determination will now issue.

DETERMINATION FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS PURSUANT TO SECTION 7A AND 7B OF THE SALARIES AND ALLOWANCES ACT 1975

PART 1: INTRODUCTORY MATTERS

This Part deals with some matters that are relevant to the determination generally.

1.1 Short title

This determination may be cited as the *Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2023*.

1.2 Commencement

This determination comes into operation on 1 July 2023.

1.3 Content and intent

- (1) The remuneration listed in this determination comprises all remuneration as defined under the *Salaries and Allowances Act 1975* as including salary, allowances, fees, emoluments and benefits.
- (2) The determination applies to
 - a. Chief Executive Officers (CEOs);
 - b. Acting Chief Executive Officers; and
 - c. Elected Members
- (3) The remuneration specified in this determination for CEOs is based on a person being appointed to one local government CEO position only. In the case of a person appointed to undertake the duties of more than one CEO position simultaneously, the relevant local governments must seek a determination from the Tribunal for the multiple CEO positions held by that person.
- (4) If a local government undergoes an amalgamation or a rezoning of local government boundaries, the local government is required to seek a new determination from the Tribunal.
- (5) This determination provides for the amount of fees, expenses and allowances to be paid or reimbursed to elected council members under the *Local Government Act 1995*

(‘the LG Act’) Part 5 Division 8. The determination applies to elected council members who are members of the council of a local government, and under section 3.66 of the LG Act.

- (6) Where the Tribunal has determined a specific amount for a fee, expense or allowance for elected council members of a local government or regional local government, the amount determined by the Tribunal will be payable to an eligible elected council member.
- (7) Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for elected council members of a local government or regional local government, each local government or regional local government council will set an amount within the relevant range determined and the amount set will be payable to an eligible elected council member.
- (8) The fees, expenses and allowances determined are intended to recognise the responsibilities of elected council members, mayors and presidents of local governments and chairs of regional local governments and to remunerate them for the performance of the duties associated with their office.
- (9) Nothing in this determination shall be interpreted and/or applied in such a manner as to circumvent the intention of the Tribunal to ensure transparency and accountability in the remuneration of Local Government CEOs and the provision of fees, expenses and allowances to elected members.

1.4 Terms used

In this determination, unless the contrary intention appears -

chair means a person who is elected or appointed from among the members of a council of a regional local government as its chair;

committee meeting means a meeting of a committee of a council where the committee comprises –

- (a) council members only; or
- (b) council members and employees of the local government or regional local government;

council, in relation to:

- (a) a local government, means the council of the local government;

- (b) a regional local government, means the council of the regional local government;

council member, in relation to:

- (a) a local government –

- (i) means a person elected under the LG Act as a member of the council of the local government; and
- (ii) includes the mayor or president of the local government;

- (b) a regional local government –

- (i) means a person elected under the LG Act as a member of the council of a local government and who is a member of the council of the regional local government; and
- (ii) includes the chair of the regional local government;

LG Regulations means the *Local Government (Administration) Regulations 1996*;

mayor means a council member holding the office of mayor, whether elected by the council from amongst its members or elected by the electors;

president means a council member holding the office of president, whether elected by the council from amongst its members or elected by the electors.

1.5 Pro rata payments

- (1) The Total Reward Package specified in this determination for CEOs is based on a person serving in the office on a full-time basis. The relevant range shall be payable on a pro rata basis if the position is undertaken on a part time basis.
- (2) The amount of a person's entitlement to remuneration, annual attendance fee or annual allowance specified in this determination shall be apportioned on a pro rata basis according to the portion of a year that the person holds office.

1.6 Local government band allocations

Unless the contrary intention appears, this determination allocates local governments to the bands set out in Schedule 1. Regional local governments (as constituted under Part 3 Division 4 of the LG Act) are allocated to a Band only with respect to CEOs.

PART 2: TOTAL REWARD PACKAGE

This Part deals with the remuneration payable to Chief Executive Officers.

2.1 GENERAL

- (1) Offices listed in this Part have been assigned by the Tribunal to one of four classifications designated Band 1 to Band 4.
- (2) Each classification (Band 1 to Band 4) has a commensurate Total Reward Package (TRP) range.
- (3) Typical components of a TRP include:
 - (a) Base salary;
 - (b) Annual leave loading;
 - (c) Associated FBT accrued (total annual amount of fringe benefits tax paid by the local government for all fringe benefits provided to a CEO);
 - (d) Association membership fees;
 - (e) Attraction/retention allowance, not being provided under Part 3;
 - (f) Personal benefit value of the provision of a motor vehicle for private use (if applicable) as defined under Part 5 of this determination;
 - (g) Cash bonus and performance incentives;
 - (h) Cash in lieu of a motor vehicle;
 - (i) Fitness club fees;
 - (j) Grooming/clothing allowance;
 - (k) Health insurance;
 - (l) School fees and/or child's uniform;
 - (m) Superannuation (all mandatory and non-mandatory employer superannuation contributions);
 - (n) Travel or any other benefit taken in lieu of salary;
 - (o) Travel for spouse or any other member of family;
 - (p) Unrestricted entertainment allowance;
 - (q) Utilities allowance (any water, power or other utility subsidy provided to the CEO); and
 - (r) Any other form of payment, in cash or not, in consideration as a reward or benefit of the CEOs duties.
- (4) The only exclusions from the TRP are:
 - (a) items listed in Parts 3, 4 and 5 of this determination (however, any superannuation guarantee associated with the payment of a Regional/Isolation Allowance and any associated FBT accrued from the

provision of a motor vehicle or accommodation are to be included as part of the TRP);

- (b) employer obligations such as professional development (restricted to the CEO), reimbursement for genuine work expenses or the cost of recruitment and relocation expenses; and
- (c) items considered by the local government to be a tool of trade (i.e. equipment needed to undertake the duties of a CEO) and which are not a direct or indirect reward or benefit for the performance of duties as a CEO.

2.2 LOCAL GOVERNMENT CLASSIFICATION

- (1) The ranges of TRP in Table 1 apply where a local government or regional local government has been classified into the relevant band.

Table 1: Local government band classification – Total Reward Package range

Band	Total Reward Package
1	\$265,616 - \$404,488
2	\$219,071 - \$340,778
3	\$167,533 - \$276,327
4	\$136,023 - \$213,356

- (2) Local governments have been classified in Schedule 1.
- (3) Regional local government Councils have been classified in Table 2 below.

Table 2: Regional local government councils band classification

Regional Local Government Councils	Band
Bunbury-Harvey Regional Council	4
Eastern Metropolitan Regional Council	2
Mindarie Regional Council	3
Murchison Regional Vermin Council	4
Pilbara Regional Council	4
Rivers Regional Council	3
Southern Metropolitan Regional Council	2
Tamala Park Regional Council	2
Western Metropolitan Regional Council	4

- (4) A person who holds a dual appointment of the CEO of the Shire of East Pilbara and the CEO of the Pilbara Regional Council, shall be entitled to receive a TRP range equivalent to the Band 2 range (\$219,071 - \$340,778).

PART 3: REGIONAL/ISOLATION ALLOWANCE

This Part deals with the Regional/Isolation Allowance that may be payable to Chief Executive Officers from local governments identified in this Part.

3.1 GENERAL

- (1) Local governments listed in Table 3 in this Part may provide a Regional/Isolation Allowance to a CEO, in addition to the CEO's Total Reward Package, in recognition of the regional and isolation factors which may affect the attraction and retention of the CEOs of those local governments.
- (2) There is no requirement to provide a Regional/Isolation Allowance to a CEO. Payment of this allowance is at the discretion of the local government, within the parameters set by the Tribunal.
- (3) When a local government chooses to use any or all of this allowance, the payment of the allowance should be properly justified and applied in a transparent manner considering the issues outlined in 3.2.
- (4) When a local government chooses to pay all or any of this allowance, it is to be paid to the CEO as salary.

3.2 DETERMINING APPROPRIATENESS AND RATE OF ALLOWANCE

- (1) When assessing the appropriateness of providing a Regional/Isolation Allowance, an eligible local government must consider the impact of factors outlined in 3.2(3) on attraction and retention of a CEO. In the event these factors have little or no impact, the Local Government should not provide this Allowance.
- (2) In the event a Regional/Isolation Allowance is considered appropriate, the amount of the Allowance should be proportionate to the circumstances faced by the Local Government.
- (3) The following factors should be considered when determining whether to apply the Regional/Isolation Allowance:
 - a) *Remoteness* - issues associated with the vast distances separating communities within a Local Government or the distance of the Local Government from Perth or a Regional Centre.
 - b) *Cost of living* - the increased cost of living highlighted specifically in the Regional Price Index.
 - c) *Social disadvantage* - reduced specialist health services, schooling opportunities for children, employment opportunities for spouse, reduced

lifestyle commodities when compared to Perth and regional centres, and access to professional and personal support networks.

- d) *Dominant industry* - the impact that a dominant industry such a mining or agriculture has on an area and the ability to attract and retain people in the face of a dominant industry.
- e) *Attraction/retention* - the ability to recruit suitably qualified candidates and being able to retain them in light of the above concerns in competition with positions in Perth, regional centres and private industry.
- f) *Community expectations* - the pressures on a CEO to meet expectations when professional or operational expertise is not readily available.

3.3 REGIONAL/ISOLATION ALLOWANCE

Local governments eligible for the Regional/Isolation Allowance are listed in Table 3.

Table 3: Regional/Isolation Allowance

Local Government	Maximum Regional/Isolation Allowance Per Annum
Ashburton Shire	\$55,000
Broome Shire	\$45,000
Carnamah Shire	\$38,600
Carnarvon Shire	\$38,600
Chapman Valley Shire	\$38,600
Christmas Island Shire	\$90,000
Cocos (Keeling) Islands Shire	\$90,000
Coolgardie Shire	\$38,600
Coorow Shire	\$38,600
Cue Shire	\$50,000
Derby-West Kimberley Shire	\$55,000
Dundas Shire	\$38,600
East Pilbara Shire	\$55,000
Esperance Shire	\$32,200
Exmouth Shire	\$45,000
Greater Geraldton City	\$32,200
Halls Creek Shire	\$75,000
Irwin Shire	\$38,600
Jerramungup Shire	\$32,200
Kalgoorlie-Boulder City	\$38,600
Karratha City	\$70,000

Local Government	Maximum Regional/Isolation Allowance Per Annum
Kent Shire	\$12,900
Kondinin Shire	\$12,900
Kulin Shire	\$12,900
Lake Grace Shire	\$12,900
Laverton Shire	\$50,000
Leonora Shire	\$50,000
Meekatharra Shire	\$50,000
Menzies Shire	\$38,600
Merredin Shire	\$12,900
Mingenew Shire	\$38,600
Morawa Shire	\$38,600
Mount Magnet Shire	\$38,600
Mount Marshall Shire	\$12,900
Mukinbudin Shire	\$32,200
Murchison Shire	\$38,600
Narembeen Shire	\$12,900
Ngaanyatjarraku Shire	\$50,000
Northampton Shire	\$38,600
Nungarin Shire	\$12,900
Perenjori Shire	\$38,600
Port Hedland Town	\$70,000
Ravensthorpe Shire	\$38,600
Sandstone Shire	\$38,600
Shark Bay Shire	\$45,000
Three Springs Shire	\$38,600
Upper Gascoyne Shire	\$50,000
Westonia Shire	\$32,200
Wiluna Shire	\$50,000
Wyndham-East Kimberley Shire	\$55,000
Yalgoo Shire	\$38,600
Yilgarn Shire	\$32,200

PART 4: HOUSING ALLOWANCE

This Part deals with the Housing Allowance that may be payable to Chief Executive Officers.

4.1 GENERAL

- (1) In recognition of the need for local governments to provide accommodation as a result of a lack of suitable housing or recruitment issues, on either a permanent or temporary basis, local governments are able to utilise this allowance as required.
- (2) When a local government utilises this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (3) Any accommodation provided under this Part must be located within or adjacent to the local government area in which the CEO is employed.
- (4) Local governments should tailor the provision of any housing allowance to suit their particular circumstances. This may include the CEO making contributions towards the cost of the accommodation.

4.2 APPLICABLE HOUSING ALLOWANCE

- (1) Where a local government owns a property and provides that property to the CEO for accommodation, the value of this accommodation will not be included in the Total Reward Package.
- (2) For reporting purposes, the value of the local government owned property shall be valued at the annual Gross Rental Value of the property as determined by the Valuer General.
- (3) Where a local government leases accommodation for the use of the CEO, the lease costs will not be included in the Total Reward Package.
- (4) For reporting purposes, the value of the local government leased property shall be the annual actual costs of the accommodation lease.

PART 5: MOTOR VEHICLE

This Part deals with the provision of motor vehicles to Chief Executive Officers.

5.1 GENERAL

- (1) For local governments generally, except those listed in Table 3 under Part 3 of this determination, the private benefit value of any motor vehicle provided to the CEO by the local government is to be included in the Total Reward Package.
- (2) For local governments listed in Table 3 under Part 3 of this determination, any motor vehicle provided to the CEO or an allowance provided to a CEO for use of a private motor vehicle for work-related purposes, is to be considered a tool of trade (i.e. a tool needed to undertake the duties of a CEO in these local governments) and any private benefit will not be considered as part of the Total Reward Package.

5.2 PRIVATE BENEFIT VALUE

- (1) The private benefit value of the motor vehicle will be dependent on the type of motor vehicle provided, method of ownership (i.e. local government owned or leased), maintenance and running costs, insurance, any applicable luxury car tax and the amount of private use of the vehicle (i.e. non-business use).
- (2) As a general rule, the private benefit value will be based upon the annual costs multiplied by the percentage of private use.
- (3) Local governments and CEOs will need to agree on the most appropriate way to record the amount of private use in order to calculate the private benefit value.

PART 6: MEETING ATTENDANCE FEES

This Part deals with fees payable to council members for attendance at council and other meetings

6.1 GENERAL

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
 - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
 - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
 - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council

members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
 - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
 - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
 - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
 - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
 - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
 - (c) particular responsibilities associated with the types of meetings attended;
 - (d) responsibilities of a mayor, president or chair to preside over meetings; and
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

Table 4: Council meeting fees per meeting – local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$640	\$825	\$640	\$1,240
2	\$390	\$610	\$400	\$815
3	\$205	\$430	\$205	\$660
4	\$95	\$250	\$95	\$510

Table 5: Council meeting fees per meeting – regional local governments

For a council member other than the chair			For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$95	\$250	\$95	\$510

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
 - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$325	\$415
2	\$195	\$305
3	\$100	\$215
4	\$50	\$125

Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments

For a council member (including the chair)		
	Minimum	Maximum
All regional local governments	\$50	\$125

6.4 ANNUAL ATTENDANCE FEES IN LIEU OF COUNCIL MEETING, COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES

- (1) The ranges of fees in Table 8 and Table 9 apply where a local government or regional local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay an annual fee to all council members who attend council, committee or prescribed meetings.

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$25,600	\$32,960	\$25,600	\$49,435
2	\$15,470	\$24,170	\$15,470	\$32,410
3	\$8,000	\$17,030	\$8,000	\$26,370
4	\$3,735	\$9,890	\$3,735	\$20,325

Table 9: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – regional local governments

For a council member other than the chair			For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$1,870	\$10,990	\$2,055	\$16,480

PART 7: ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT, CHAIR, DEPUTY MAYOR, DEPUTY PRESIDENT AND DEPUTY CHAIR

This Part deals with annual allowances payable to mayors, presidents, chair and their deputies, in addition to any entitlement to meeting attendance fees or the reimbursement of expenses.

7.1 GENERAL

- (1) Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chair of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined in section 7.2 of this Part.
- (2) Pursuant to section 5.98A(1) of the LG Act, a local government or regional local government may decide, by an absolute majority, to pay the deputy mayor or deputy president of the local government, or the deputy chair of the regional local government, an allowance of up to the percentage that is determined by the Tribunal of the annual allowance to which the mayor or president of the local government, or the chair of the regional local government, is entitled under section 5.98(5) of the LG Act. That percentage is determined in section 7.3 of this Part. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chair under section 5.98 of the LG Act.
- (3) In determining the allowances set out in this Part, the Tribunal has taken into account a range of factors including the following –
 - (a) the leadership role of the mayor, president or chair;
 - (b) the statutory functions for which the mayor, president or chair is accountable;
 - (c) the ceremonial and civic duties required of the mayor, president or chair, including local government business related entertainment;
 - (d) the responsibilities of the deputy mayor, deputy president or deputy chair when deputising;
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model;
 - (f) the civic, ceremonial and representation duties particular to the Lord Mayor of Western Australia’s capital city.

7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIR

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chair is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$62,432 to \$139,327.

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$53,330	\$93,380
2	\$16,000	\$65,915
3	\$1,070	\$38,450
4	\$535	\$20,875

Table 11: Annual allowance for a chair of a regional local government

For a chair		
	Minimum	Maximum
All regional local governments	\$535	\$20,875

7.3 ANNUAL ALLOWANCE FOR A DEPUTY MAYOR, DEPUTY PRESIDENT OR DEPUTY CHAIR

- (1) The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent.
- (2) If the office of mayor or president is vacant under section 5.34(a) of the Local Government Act 1995, and the deputy performs the functions of mayor or president for a continuous period of no less than four months, the deputy will be entitled to receive the mayor or president allowance according to the applicable local government band in 7.2 of the Determination. Refer to the explanatory notes.

PART 8: EXPENSES TO BE REIMBURSED

This Part deals with expenses for which council members are entitled to be reimbursed.

8.1 GENERAL

- (1) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(1) to (5) of this Part.
- (2) Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
 - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (3) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(6) to (8) of this Part.
- (4) Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement –
 - (a) an expense incurred by a council member in performing a function under the express authority of the local government;
 - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

8.2 EXTENT OF EXPENSES TO BE REIMBURSED

- (1) The extent to which a council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the council member.
- (2) The extent to which a council member can be reimbursed for child care costs incurred because of attendance at a meeting referred to in regulation 31(1)(b) of the LG Regulations is the actual cost per hour or \$35 per hour, whichever is the lesser amount.
- (3) The extent to which a council member of a local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is:
 - (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
 - (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
 - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
 - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
- (4) The extent to which a council member of a regional local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is the actual cost for the person to travel from the person's place of residence or work to the meeting and back.
- (5) For the purposes of subsections (3) and (4), travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Award 2021* as at the date of this determination. For members with Electric Vehicles, the 1600cc Motor Vehicle Allowance rate should be applied.
- (6) The extent to which a council member can be reimbursed for child care costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is the actual cost per hour or \$35 per hour, whichever is the lesser amount.

- (7) The extent to which a council member can be reimbursed for intrastate or interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.
- (8) The extent to which a council member can be reimbursed for any other cost incurred under regulation 32(1) of the LG Regulations is the actual cost upon presentation of sufficient evidence of the cost incurred.

PART 9: ANNUAL ALLOWANCES IN LIEU OF REIMBURSEMENT OF EXPENSES

This Part deals with annual allowances that a local government or regional local government may decide to pay.

9.1 GENERAL

- (1) Pursuant to section 5.99A of the LG Act, a local government or regional local government may decide by absolute majority that instead of reimbursing council members under the LG Act section 5.98(2) for all of a particular type of expense, it will pay all council members, for that type of expense, the annual allowance determined in section 9.2 of this Part or, as the case requires, an annual allowance within the range determined in that section.
- (2) Where a local government or regional local government has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.
- (3) In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:
 - (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
 - (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
 - (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and
 - (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.
- (4) With respect to ICT expenses, the Tribunal's intention is for the maximum annual allowance to cover the cost of providing ICT hardware and equipment. It is not the intention for the allowance to be paid in addition to providing equipment and hardware.

9.2 ANNUAL ALLOWANCES DETERMINED INSTEAD OF REIMBURSEMENT FOR PARTICULAR TYPES OF EXPENSES

(1) In this section:

ICT expenses means:

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations;
- (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;
or
- (c) any expenses, including the purchase costs, of ICT hardware provided to elected members.

travel and accommodation expenses means:

- (a) travel costs, as prescribed by regulation 31(1)(b) of the LG Regulations; or
 - (b) any other expenses that relate to travel or accommodation and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations.
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.
- (3) For the purposes of section 5.99A(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$100.

SCHEDULE 1: LOCAL GOVERNMENT BAND ALLOCATIONS

Local Government	Band
Albany City	1
Armadale City	1
Ashburton Shire	2
Augusta-Margaret River Shire	2
Bassendean Town	3
Bayswater City	1
Belmont City	1
Beverley Shire	4
Boddington Shire	4
Boyup Brook Shire	4
Bridgetown-Greenbushes Shire	3
Brookton Shire	4
Broome Shire	2
Broomehill-Tambellup Shire	4
Bruce Rock Shire	4
Bunbury City	1
Busselton City	1
Cambridge Town	2
Canning City	1
Capel Shire	3
Carnamah Shire	4
Carnarvon Shire	2
Chapman Valley Shire	4
Chittering Shire	3
Christmas Island Shire	3
Claremont Town	3
Cocos (Keeling) Islands Shire	4
Cockburn City	1
Collie Shire	3
Coolgardie Shire	3
Coorow Shire	4
Corrigin Shire	4
Cottesloe Town	3
Cranbrook Shire	4
Cuballing Shire	4
Cue Shire	4

Local Government	Band
Cunderdin Shire	4
Dalwallinu Shire	3
Dandaragan Shire	3
Dardanup Shire	3
Denmark Shire	3
Derby-West Kimberley Shire	2
Donnybrook Balingup Shire	3
Dowerin Shire	4
Dumbleyung Shire	4
Dundas Shire	4
East Fremantle Town	3
East Pilbara Shire	2
Esperance Shire	2
Exmouth Shire	3
Fremantle City	1
Gingin Shire	3
Gnowangerup Shire	4
Goomalling Shire	4
Gosnells City	1
Greater Geraldton City	1
Halls Creek Shire	3
Harvey Shire	2
Irwin Shire	3
Jerramungup Shire	4
Joondalup City	1
Kalamunda Shire	2
Kalgoorlie-Boulder City	1
Karratha City	1
Katanning Shire	3
Kellerberrin Shire	4
Kent Shire	4
Kojonup Shire	3
Kondinin Shire	4
Koorda Shire	4
Kulin Shire	4
Kwinana City	1
Lake Grace Shire	4

Local Government	Band
Laverton Shire	3
Leonora Shire	3
Mandurah City	1
Manjimup Shire	2
Meekatharra Shire	3
Melville City	1
Menzies Shire	4
Merredin Shire	3
Mingenew Shire	4
Moora Shire	3
Morawa Shire	4
Mosman Park Town	3
Mount Magnet Shire	4
Mount Marshall Shire	4
Mukinbudin Shire	4
Mundaring Shire	2
Murchison Shire	4
Murray Shire	2
Nannup Shire	4
Narembeen Shire	4
Narrogin Shire	3
Nedlands City	2
Ngaanyatjarraku Shire	4
Northam Shire	2
Northampton Shire	3
Nungarin Shire	4
Peppermint Grove Shire	4
Perenjori Shire	4
Perth City	1
Pingelly Shire	4
Plantagenet Shire	3
Port Hedland Town	1
Quairading Shire	4
Ravensthorpe Shire	3
Rockingham City	1
Sandstone Shire	4
Serpentine-Jarrahdale Shire	2

Local Government	Band
Shark Bay Shire	4
South Perth City	2
Stirling City	1
Subiaco City	2
Swan City	1
Tammin Shire	4
Three Springs Shire	4
Toodyay Shire	3
Trayning Shire	4
Upper Gascoyne Shire	4
Victoria Park Town	2
Victoria Plains Shire	4
Vincent City	2
Wagin Shire	4
Wandering Shire	4
Wanneroo City	1
Waroona Shire	3
West Arthur Shire	4
Westonia Shire	4
Wickepin Shire	4
Williams Shire	4
Wiluna Shire	4
Wongan-Ballidu Shire	4
Woodanilling Shire	4
Wyalkatchem Shire	4
Wyndham-East Kimberley Shire	2
Yalgoo Shire	4
Yilgarn Shire	3
York Shire	3

Signed on 6 April 2023.

M Seares AO
CHAIR

B A Sargeant PSM
MEMBER

Hon J Day
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

LOCAL GOVERNMENT ELECTED MEMBERS EXPLANATORY NOTES

This section does not form part of the determination

1. Entitlements

The entitlement of a council member to a fee, allowance or reimbursement of an expense established under the LG Act, the LG Regulations and this determination, cannot be proscribed, limited or waived by a local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government.

2. Local governments to set amounts within the range determined

Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for members of the council of a local government or a regional local government, each council is to set, by absolute majority, an amount within the relevant range determined and the amount set will be payable to elected council members.

3. Superannuation

Nothing in this determination establishes a liability for the payment of superannuation by local governments. Elected council members are eligible for superannuation payments if their council has resolved unanimously to become an Eligible Local Governing Body (ELGB) pursuant to section 221A and section 221B of the *Income Tax Assessment Act 1936* (Cwlth). Where the council is an ELGB, it is deemed to have an employer/employee relationship with its elected council members and this attracts the application of a number of statutory obligations. Alternative arrangements described in Australian Taxation Office (ATO) Interpretative Decision ATO ID 2007/205 allow for elected council members and councils to agree for whole or part of meeting attendance fees to be paid into a superannuation fund. Where the council is an ELGB, fees for attendance at council, committee and prescribed meetings (whether paid via a per meeting fee or annual allowance) are to be inclusive of any superannuation guarantee liability. This information is not published by way of legal or financial advice.

4. Performing functions of mayor or president if vacant

If the deputy performs the functions of mayor or president for a continuous period of no less than four months, the deputy will be entitled to receive the mayor or president allowance according to the applicable local government band in 7.2 of the Determination. This can be applied retrospectively, in instances where an initial short term period of acting becomes a continuous period of acting for four months or more.

Heart of the Stirlings



SHIRE OF GNOWANGERUP

CEO REVIEW COMMITTEE

TERMS OF REFERENCE

September 2020

Purpose

The CEO Review Committee (Committee) is responsible for making recommendations to Council on Chief Executive Officer (CEO) appointments, contract reviews/renewals, performance and remuneration reviews and assessments.

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have a delegated power from Council. The Committee does not have any management functions and cannot involved itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

Objectives

The primary objectives of the Committee are to make recommendations to Council on CEO appointments, contract reviews/renewals, performance and remuneration reviews and assessments.

Reports from the Committee will assist Council in discharging its legislative responsibilities of governing the Shire's affairs.

Duties and Responsibilities

The duties and responsibilities of the Committee members will be to:

1. Make recommendations to Council on CEO performance reviews and assessments;
2. Review and recommend annual goals and targets for the CEO against key performance indicators to Council for consideration.
3. Make recommendations to Council on CEO remuneration reviews and assessments.
4. Make recommendations to Council on CEO appointments.
5. Make recommendations to Council on CEO contract reviews and/or renewals.

Membership

The Committee will consist of all elected members of Council. All members shall have full voting rights.

The CEO and employees are not members of the committee.

The CEO and senior staff, with the approval of the Presiding Member and CEO, may be called to attend meetings to provide advice and guidance to the Committee.

The Executive Assistant will provide administrative support to the Committee by preparing agendas and minutes, and organising meetings.

The Presiding Member and Deputy Presiding Member must be elected in accordance with section 5.12 and Schedule 2.3 of the Act.

Meetings

The Committee shall have flexibility in relation to when it needs to meet, but as a minimum, will need to meet at least once a year. It is the responsibility of the Presiding Member to call the meetings of the Committee.

Reporting

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council and must be moved by the Presiding Member, or in his/her absence the Deputy Presiding Member, or in both their absences, any other member of the Committee.

Shire of Gnowangerup - CEO Performance Criteria for the period April 2023 to March 2024

	Due date	Responsible Manager	2023/24							
			Q2 Result	Comment	Q3 Result	Comment	Q4 Result	Comment	Q1 Result	Comment
Our Community										
Gnowangerup Town Hall centenary celebrations	Form celebration committee: 30 April 2023 Identify events: 31 July 2023 Events commencing: 30 September 2023.	CDM	In Progress <25%	Discussed at Council workshop 12 April. Scaled down to a community led event in the Town Hall. Ceiling needs to be made safe and event to be tied in with the GST Bloom Festival September / October 2023.	In Progress 25%	Meeting with Edith Friday 14 July to discuss community involvement. Ongerup CRC also keen to host a function. Donna arranging a community meeting.	In Progress 25%	Meet with community members (Edith, Barbara, Janine, Tara) 22 August. Event to be held February 2024.		
Gnowangerup Star	Have open days as part of Town Hall centenary celebration events commencing 30 September 2023.	CDM	Not Commenced	Given scaled down Town Hall centenary events (see above) this may not occur. Await input from the community about the Town Hall event.	Not Commenced	Will be discussed with the Town Hall Community celebration group.	Not Commenced	Discussed with Tom McInerney Thursday 17 August who has been in contact with members of the Printers Guild(?). Number provided.		
Develop project plan for the construction of a skate park at 40 Yougenup Road.	Report including plan to Council 31 August 2023	CDM	In Progress <25%	13 Feb 2023: met with Richard House. GNP360's plan is to resolve all contamination issues before gifting the site to the Shire. Two quotes received 20 February 2023 to test for contamination \$31k and \$49k.	In Progress <25%	Gate 1 Council report being prepared. Seeking update quotes / cost indications.	In Progress 25%	Shire of Beverley and Shire of Katanning skate / family parks and indicative costs and grant options presented at Council workshop 13 September. Meet with Cassie Beeck and Richard House 14 August to discuss Yougenup Road land donation.		
Undertake an SCP refresh (SCP completed 7/2021). Refresh to include consultation with residents, business community and youth groups.	30 November 2023	CDM	In Progress <25%	Early discussions and planning commenced.	In Progress <25%	Internal meeting arranged 17 July to commence the mid-year review.	In Progress 25%	SCP workshoped inhouse August. Consideration being given to engaging Cataylse to prepare an MARKYT Community Scorecard. This will cost approx \$10k but has not been budgeted.		
CEO community presence	31 March 2024	CEO	In Progress 25%	Weekly attendance at either Ongerup or Borden. 21 March: Gnowangerup Sporting Complex Committee and attended their AGM 27 March. 23 March: Mens Shed; Dr Wole and Kemi. 24 March: Hon Shelley Payne 3 April: DLGSC executive sundowner in Albany Two articles provided to In The Gnow (March and April). 25 April: Anzac day Borden and Gnowangerup.	In Progress 50%	Regular attendance at Ongerup and / or Borden. Requested to become a member of the GDHS Board. Monthly coffee catch-ups with Manager Gnowangerup CRC. 8 May - on-site meeting with Graeme Finn to discuss flooding issues. 9 May - meeting with Robbie Minter to discuss Railway Close problems. 12 May - attended State budget briefing in Albany. 15 May - meeting with Rod, John and Ian Richardson to discuss Gnowangerup airport. 22 May - discussed Business Leaders Forum with Ben Richardson (Auspan). 26 May and 9 June - meeting at Borden with Aboriginal elders. 29 May - meeting with Parmindah Singh in Kojonup to discuss capital options. 31 May meeting with Ellen Milne at Salt River Hall. 13 June - hosted GDHS school children visit to Shire. 15 June - presentation to GSDC Board. 14 July - meeting with Edith Robertson to discuss Town Hall celebrations.	In Progress 75%	Regular attendance at Ongerup and / or Borden. Now on the board of Gnowangerup District High School. Monthly coffee catch-ups with Manager Gnowangerup CRC. Meetings held with the following community members: Richard House, Cassie Beeck, Town Hall centenary project group (Edithy, Janin, Tara, Barabara). Established Gnowangerupo vandalism / anti-garffiti meeting (Robbie, Tom, Ian Graham). Telephone meetings with Darren Baum re: BRMC postion. Attended David Littleproud sundowner. Meetings with FFI and Vestas re: wind Farms. Interviewed by GPR and Chanel 7 re: earthquake 6 August. Spoke with multiple community members and offered assistance.		
Beyond current										
Resolve Salt River Hall	mid 2024	CEO	In Progress <25%	March 2023: meeting arranged with proponent for May 2023 but subsequently deferred and now being rescheduled.	In Progress 25%	Meeting with Ellene Milne at Salt River Hall 31 May. Council report submitted 29 June. In discussions with DPLH.	In Progress 50%	Letter sent 12 July to DPLH requesting title transfer to the Shire.		
Develop a Reconciliation Action Plan (RAP)	Late 2024	CDM	In Progress <25%	April 2023: amount included in the draft 2023/24 budget to start development of a RAP.	In Progress <25%	An amount has been included in the 2023/24 budget	In Progress <25%			
Establish a Youth Council	Late 2024	CDM	Not Commenced		Not Commenced		Not Commenced			
Our Economy										
Housing - Develop a project plan for the construction of two houses on lots 272 and Lot 273 Quinn Street. Project plan to be staged to ensure houses reach practical completion by June 2025.	30 April 2023	AWMC	Completed	Project plan presented at Briefing Session 22 March 2023. The plan is to seek expressions of interest for an end-to-end project manager to prepare the plan, design and build.	In Progress 25%	Project plan poor quality so KPI reopened. Project being rescoped using business case template.	In Progress 50%	Business case being prepared. Will be presented at Council workshop.		
Housing: Develop project plan for the construction and leasing of the caravan park chalets	31 May 2023	AWMC	Completed	Project plan presented at Briefing Session 22 March 2023.	Completed		Completed	Completed	Completed	
Housing - develop Lot 183 Whitehead Road (3x2 staff house). Project was to be partially funded via a grant that was unsuccessful. Business case needs to be reworked.	31 August 2023	DCEO	Not Commenced		Not Commenced	The option of refreshing the existing business case and using to source a grant is being explored. Financial constraints has meant this project is not included in the 2023/24 budget though allowance to engage a consultant to refresh the business case has been.	Not Commenced	Amount to engage a consultant to refresh the business case was included in the 2023/24 budget which was approved by Council 9 August.		
Economic Forum: Local Business Leaders forum to share information and insight, and to network. Include GSDC and GSRDA	30 September 2023	CDM	In Progress <25%	Discussed at Council workshop 12 April. Rough plan developed. Have engaged with CBH and GSDC.	In Progress 25%	CBH have committed to provide a presenter. In discussion with Water Corp for similar. Also in discussions with GSDC.	In Progress 75%	Forum planned for Friday 3 November. A/CEO from GSDC to be keynote speaker. In discussion with other potential speakers (Auspan, Duraquip, Shelley Payne, ASW, CBH, Rck Wilson).		
Beyond current										
Housing - identify land available for residential development in Ongerup and Borden	30 April 2024	CEO	In Progress 25%	9 Feb 2023: Met with Graeme Savage. Two lots have been identified next to the caravan park. In conversation with Phil about these. Letter sent to Graeme 29 March 2023 advising of local law requirements. Town Planner in the process of producing.	In Progress 25%		In Progress 25%			
Housing - With DevelopmentWA fast track the subdivision and release of land at Lot 561 Yougenup Road (Cuneo Close).	31 December 2024	CEO	In Progress <25%	13 March 2023: meeting with DevelopmentWA and Town Planner. Cuneo Close Industrial is focus and expect development in 2024. March 2023: Structure Plan amendment to increase residential area density advertised for six week comment period.	In Progress 25%	July 2023: Public consultation of structural plan undertaken May/June. Report to Council 29 June. Request submitted to WA Planning Commission 12 July 2023 to seek final approval.	In Progress 50%	DevelopmentWA have approved release of land in Cuneo Close (light industrial) and Corbett Street (housing).		
Our Infrastructure										
Deliver the budgeted capital works programme	31 July 2023	CEO	Completed	Capital works programme completed in accordance with budget.	Completed		Completed	Completed	Completed	

Shire of Gnowangerup - CEO Performance Criteria for the period April 2023 to March 2024

	Due date	Responsible Manager	2023/24							
			Q2 Result	Comment	Q3 Result	Comment	Q4 Result	Comment	Q1 Result	Comment
Gnowangerup Town Hall	Complete minor building repairs: 30 April 2023 Complete ceiling work: 30 September 2023	AWMC	In Progress <25%	April 2023: ceiling to be made safe using internal staff. In the process of obtaining indicative costs from external builders.	In Progress <25%	Ongoing difficulty is obtaining quotes for any of this work.	In Progress 50%	Quote received August to remove ceilings (\$80k). A second quote is being sought.		
Refresh, improve and upgrade street signage: Gnowangerup 2023/24	30 November 2024	MW	Not Commenced		In Progress <25%	Allowance included in the 2023/24 budget as well as the employment of an additional maintenance person.	In Progress 25%	2023/24 budget approved 9 August. Work will be undertaken over the following months.		
Beyond current										
Refresh, improve and upgrade street signage: Borden 2024/25 Ongorup 2025/26 Deliver DAIP	30 November 2026	MW	Not Commenced		Not Commenced		Not Commenced			
	30 June 2024	CDM	In Progress <25%	April 2023: slow progress given staff vacancies (CDM position).	In Progress 25%	Accurate reporting against progress now instigated. Gnowangerup footpaths now being repaired and allowance made in the 2023/24 budget for footpath improvements. Annual report for EOY 2022/23 to include improved readability for the visually impaired.	In Progress 25%			
Our Natural Environment										
Investigate and provide council with a report on the installation of electric vehicle charging stations	31 October 2023	AWMC	In Progress <25%	March 2023: Council briefed on State grant opportunity but this only related to staff vehicles.	In Progress <25%	To be reinitiated upon the employment of the new AWMC	On Hold	Options continue to be investigated. Discussed with Shire of Collie August and Council updated. Cost taken out of 2023/24 budget given other priorities.	On Hold	
Engage with local indigenous groups with focus on the environment	31 December 2023	CEO	Not Commenced		In Progress 25%	26 May and 9 June - meeting at Borden with Aboriginal elders to discuss improving access to culturally important area.	In Progress 25%	Developing Yoon Trail signage with elder input.		
Beyond current										
Electric vehicle	Purchase electric vehicle by 31 March 2026	AWMC	In Progress <25%	April 2023: Cost of vehicle and charge station included in the draft 2023/24 budget.	In Progress <25%	Budget restrictions resulted in the vehicle being taken out of the 2023/24 draft budget. Charging station still included.	On Hold		On Hold	
Our Organisation										
Facilitate Council review of Shire's vision, mission and values	31 March 2023	CEO	Completed	15 March 2023: Workshop held. This project will now be undertaken by the CEO and Council updated over the next 12 months.	Completed		Completed	Shire's Mission, Vision and Values are discussed at each all-staff Town Hall meeting. Review delayed given competing priorities and the departure of Executive Manager Infrastructure and Assets.	Completed	
Resolve employment of CESM	30 April 2023	CEO	In Progress 50%	Position advertised 31 March 2023. Applications being reviewed with Kojouup and Cranbrook.	In Progress 50%	Position readvertised June as first round unsuccessful. Second interviews also unsuccessful. To be readvertised July. DFES have been appraised of progress and remain supportive.	Completed	Position readvertised July and interviews undertaken August. Better field of candidates. Appointment made and incumbent commences 26 September.	Completed	
Review all policies	31 May 2023	DCEO	In Progress 25%	27 March 2023: Project being led by casual Project Officer (Anita Finn). Policies re-presented in a more contemporary format.	In Progress <25%	Review underway but task larger than anticipated. Policies have not been reviewed since 2019.	In Progress 75%	Majority of policies reviewed and will be presented at Council workshop September.		
Take a lead role in VROC	31 May 2023	CEO	In Progress 25%	Handover of lead council responsibilities undertaken 4 May.	Completed	Now Chair of group. Meeting held in May and a second planned for August. The group needs to refocus and refine it's direction and purpose. Current strategic plan is out of date.	Completed	Two VROC meetings held with discussions revolving around refocusing and reestablishing purpose. Strategic Planning session scheduled for October.	Completed	
Develop 2023/24 budget and LTFP with greater Councillor consultation	31 July 2023	DCEO	In Progress 25%	1 February 2023: Council briefed on economic environment and Darren Long presented on mid-year review and early budget planning. 15 March: Council provided with budget timetable which includes two workshops and the option for a third. 26 April: First budget workshop held. Next budget workshop planned for June.	In Progress 75%	Four workshops have been held but the process has not been as seamless as desired. Lessons have been learned that will be applied for next year. LTFP is well out of date and will be a stand alone project.	In Progress 75%	Budget adopted 9 August. LTFP to be developed in the lead up to preparing the 2024/25 budget.		
Develop cascaded KPIs for all positions	31 August 2023	DCEO	In Progress 25%	March 2023: Undertaken as part of annual staff appraisals.	In Progress 25%	Cascaded KPIs developed but process needs better communication. Process is immature but will develop over time.	In Progress 25%			
Facilitate council elections	21 October 2023	CEO	In Progress <25%	March 2023: WAEC appointed to manage process.	In Progress 25%	Being managed with WAEC. Governance manual updated; Councillors inductions to be updated.	In Progress 75%	Councillor Inductions document updated and induction presentation being prepared.		
Develop all-staff training matrix	31 October 2023	DCEO	In Progress <25%	March: early model developed as part of annual appraisal process and preparation of 2023/24 budget.	In Progress <25%	Draft training matrix developed but process needs better communication. Process is immature but will develop over time.	In Progress 25%			
Cybersecurity: review data held and existing controls.	31 December 2023	DCEO	Not Commenced		In Progress <25%	Initial review of cyber audit data considered.	In Progress 25%	Cost of cyber audit included in 2023/24 budget. This will be undertaken by year end.		
Resolve WHS position	31 December 2023	DCEO	Not Commenced	8 February 2023: Rosemary unexpectedly submitted her resignation. Discussed with Rex (LGIS) who will provide extra support until position refilled.	In Progress 50%	Position advertised May and two candidates interviewed.	Completed	Interviews completed and incumbent hired and commenced 4 September.	Completed	
Action LevelUp HR/IR Audit findings	31 March 2024	DCEO	Not Commenced		Not Commenced	A number of new HR policies have been developed and some system improvements introduced. Considerably more work required though.	In Progress 25%			
Safety - monthly CEO inspections/conversations	31 March 2024	CEO	In Progress <25%	28 March 2023: discussed safety with crews at the Salt River Road re-sheeting project. Attended depot tool box meetings 1 March and 5 April.	In Progress 50%	Safety raised as part of staff interactions; commented upon in weekly staff updates and on-site conversations.	In Progress 50%	Safety discussion at depot with selected employees (Lewis who injured finger). These conversations and interactions will be ramped up once the Senior WHS Officer commences in September.		
CEO leadership and presence - CEO visibility achieved through weekly staff update, town hall meetings and visits	31 March 2024	CEO	In Progress 25%	Weekly CEO staff updates provided. 21 January and 28 April 2023: Town Hall breakfasts held	In Progress 50%	Weekly CEO staff updates provided. Town Hall breakfasts held each 1/4. Next Town Hall is planned for early August.	In Progress 75%	Weekly CEO staff updates released. Town Hall breakfasts held each 1/4. Third Town Hall breakfast held Friday 18 August. Semi-regular visits to the depot.		
Resolve EHO position	31 March 2024	CEO	In Progress <25%	Early discussion with EHO about the creation of and EHO cadet position	On Hold	Additional cost not included in the 2023/24 budget. The concept is good but further consideration is required.	Not Commenced	Opportunities to collaborate with this position discussed at VROC.	In Progress <25%	
Beyond current										
Investigate SAT regional/isolation catorisation	30 June 2024	CEO	In Progress <25%	March 2023: early preliminary research undertaken and conversations held.	In Progress <25%	To be progressed in Q4 of this year. Submissions are not due to SAT until January 2024.	In Progress 50%	Raised at WALGA Zone and State council meeting. Arranging meeting with SAT with Shire President. Discussed with peers. Submission to be prepared on a collaborative basis with near-neighbour CEOs.		

WESTERN AUSTRALIA

SALARIES AND ALLOWANCES ACT 1975

DETERMINATION OF THE SALARIES AND ALLOWANCES TRIBUNAL

ON LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS

Pursuant to Section 7A and 7B

6 April 2023

PREAMBLE

Statutory Context

1. Section 7A of the *Salaries and Allowances Act 1975* ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".
2. Under Section 7B(2) of the SA Act, the Tribunal must inquire into and determine the amount of:
 - fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
 - expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
 - allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.
3. By issuing this Determination, the Tribunal discharges its obligations under Section 8 of the SA Act, which requires determinations under sections 7A and 7B to be issued at intervals of not more than 12 months.

Considerations

4. The Tribunal has considered sections 2.7 to 2.10 and section 5.41 of the LG Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, and the functions of local government Chief Executive Officers (CEOs).
5. The Tribunal invited individual local governments, the Department of Local Government, Sport and Cultural Industries, the Western Australian Local Government Association, Local Government Professionals WA and other interested individuals to provide information or submissions regarding developments across the sector.

6. Eleven submissions were received. All submissions received were considered within the Tribunal's deliberations.

Band allocation model

7. The Tribunal continues to apply the four Band allocation model. The model allows a number of measurable and non-measurable factors to be considered when assessing appropriate levels of remuneration. The model is adjusted annually to accommodate incremental increases experienced by all organisations.
8. The Tribunal notes that the remuneration ranges provide flexibility to local governments to set remuneration within the allocated Band. The Tribunal will only adjust a Band classification when a local government or regional local government can demonstrate a substantial and sustained increase in functions, roles or scope of the organisation.

Christmas and Cocos Islands

9. In 2016, the Commonwealth and WA Governments entered an agreement under the *Christmas Island Act 1958* (Cth), the *Cocos (Keeling) Islands Act 1995* (Cth) and the *Indian Oceans Territories (Administration of Laws) Act 1992* (WA), by which the Tribunal has the power to determine the remuneration of local government CEOs and the fees, expenses and allowances for local government elected members of the Shires of Christmas Island and Cocos (Keeling) Islands.
10. This inquiry reviewed remuneration provided by the Shires of Christmas and Cocos (Keeling) Islands.

CONCLUSIONS

11. The Tribunal has determined that CEO remuneration Bands be increased by 3.5%. The Tribunal considered this appropriate given the economic conditions, the wider public service framework and the mandatory 0.5% superannuation increase from July 2023.
12. The Tribunal notes that each local government must set remuneration within the band to which it is allocated. Any increase, within the bands, must be determined by each local government through its own assessment of whether changes are justified.
13. In reviewing the band allocation model and all other relevant information, the Tribunal has examined local governments with potential to change band classification. The Tribunal considers no change is warranted for any local government at this time.
14. When establishing eligibility for a Regional/Isolation Allowance and the rates as part of the 2012 inquiry, the Tribunal considered the District Allowance (Government Officers) General Agreement 2010 amount and boundaries. The Tribunal also considered the regional price index, isolation as measured by the Accessibility/Remoteness Index of Australia, climate as measured by the Bureau of Meteorology's Relative Strain Index, and market and recruitment pressures in these regions. Specific issues associated with a Local Government brought to the

Tribunal's attention through either submissions or the Tribunal's meetings was also considered.

15. A formula was developed using maximum district allowance rates, market recruitment pressures, and an additional allowance based on specific local issues. The quantum of this formula and boundary has been reviewed in previous inquiries, and again in this inquiry with the Tribunal determining it remains as the most appropriate method for determining eligibility and rates for the Regional/Isolation Allowance.
16. The Regional/Isolation Allowance rates have been reviewed and increased up to a maximum of \$10,000, reflecting market conditions and pressures.
17. The application of motor vehicles provided to Chief Executive Officers as a tool of the trade is being reviewed to determine if it should be applied to a wider group of regional local governments.
18. The reimbursement of motor vehicle expenses for members has been updated to reflect application of the 1600cc Motor Vehicle Allowance (MVA) rate under the *Local Government Officers' (Western Australia) Award 2021* for members seeking reimbursement for use of their personal Electric Vehicle. This follows advice received from Government Sector Labour Relations, Department of Mines, Industry Regulation and Safety. The Tribunal is keeping abreast of changes to the MVA rates as they relate to Electric Vehicles and will update the determination accordingly should these be amended in the future.
19. The Tribunal has determined Elected Member attendance fees, and annual allowance ranges be increased by 1.5%, rounded to the nearest \$5. The Tribunal considered this appropriate given the expectation of a degree of voluntary service as an elected member, and as fees and allowances are not intended to be full time salaries.
20. The Tribunal received submissions requesting changes to annual allowances provided to elected members in lieu of expenses. The annual allowance for travel and accommodation expenses has been increased to \$100. All other allowances remain unchanged.
21. Clarity had been sought on the annual allowance for ICT expenses. The annual allowance is intended to provide councils with flexibility and recognises the varied scenarios and preferences local governments may have in providing ICT to elected members, to enable them to undertake their duties.
22. If an annual ICT allowance is preferred over reimbursement of costs, councils must calculate, with consideration to their internal policies and procedures, including asset management, an amount within the ICT allowance range (currently \$500 - \$3,500) that considers the total cost of ICT and ensures payment will not result in a windfall gain for council members. It is not intended for the maximum ICT allowance to be paid in addition to providing equipment and hardware.
23. It is emphasised that fees and allowances, in lieu of reimbursement of expenses, provided to elected members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected members are provided these fees and allowances to

recognise the commitment of their time and to ensure there are no out of pocket expenses incurred in the fulfilment of their duties. The Tribunal's original 2013 determination stated that "fees and allowances provided to elected members are not intended to be full time salaries for members". The Tribunal continues to recognise the degree of voluntary community service in the role of elected members.

24. The explanatory notes have been updated providing clarity on instances where a deputy is performing the functions of a mayor or president.

The Determination will now issue.

DETERMINATION FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS PURSUANT TO SECTION 7A AND 7B OF THE SALARIES AND ALLOWANCES ACT 1975

PART 1: INTRODUCTORY MATTERS

This Part deals with some matters that are relevant to the determination generally.

1.1 Short title

This determination may be cited as the *Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2023*.

1.2 Commencement

This determination comes into operation on 1 July 2023.

1.3 Content and intent

- (1) The remuneration listed in this determination comprises all remuneration as defined under the *Salaries and Allowances Act 1975* as including salary, allowances, fees, emoluments and benefits.
- (2) The determination applies to
 - a. Chief Executive Officers (CEOs);
 - b. Acting Chief Executive Officers; and
 - c. Elected Members
- (3) The remuneration specified in this determination for CEOs is based on a person being appointed to one local government CEO position only. In the case of a person appointed to undertake the duties of more than one CEO position simultaneously, the relevant local governments must seek a determination from the Tribunal for the multiple CEO positions held by that person.
- (4) If a local government undergoes an amalgamation or a rezoning of local government boundaries, the local government is required to seek a new determination from the Tribunal.
- (5) This determination provides for the amount of fees, expenses and allowances to be paid or reimbursed to elected council members under the *Local Government Act 1995*

(‘the LG Act’) Part 5 Division 8. The determination applies to elected council members who are members of the council of a local government, and under section 3.66 of the LG Act.

- (6) Where the Tribunal has determined a specific amount for a fee, expense or allowance for elected council members of a local government or regional local government, the amount determined by the Tribunal will be payable to an eligible elected council member.
- (7) Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for elected council members of a local government or regional local government, each local government or regional local government council will set an amount within the relevant range determined and the amount set will be payable to an eligible elected council member.
- (8) The fees, expenses and allowances determined are intended to recognise the responsibilities of elected council members, mayors and presidents of local governments and chairs of regional local governments and to remunerate them for the performance of the duties associated with their office.
- (9) Nothing in this determination shall be interpreted and/or applied in such a manner as to circumvent the intention of the Tribunal to ensure transparency and accountability in the remuneration of Local Government CEOs and the provision of fees, expenses and allowances to elected members.

1.4 Terms used

In this determination, unless the contrary intention appears -

chair means a person who is elected or appointed from among the members of a council of a regional local government as its chair;

committee meeting means a meeting of a committee of a council where the committee comprises –

- (a) council members only; or
- (b) council members and employees of the local government or regional local government;

council, in relation to:

- (a) a local government, means the council of the local government;

- (b) a regional local government, means the council of the regional local government;

council member, in relation to:

- (a) a local government –

- (i) means a person elected under the LG Act as a member of the council of the local government; and
- (ii) includes the mayor or president of the local government;

- (b) a regional local government –

- (i) means a person elected under the LG Act as a member of the council of a local government and who is a member of the council of the regional local government; and
- (ii) includes the chair of the regional local government;

LG Regulations means the *Local Government (Administration) Regulations 1996*;

mayor means a council member holding the office of mayor, whether elected by the council from amongst its members or elected by the electors;

president means a council member holding the office of president, whether elected by the council from amongst its members or elected by the electors.

1.5 Pro rata payments

- (1) The Total Reward Package specified in this determination for CEOs is based on a person serving in the office on a full-time basis. The relevant range shall be payable on a pro rata basis if the position is undertaken on a part time basis.
- (2) The amount of a person's entitlement to remuneration, annual attendance fee or annual allowance specified in this determination shall be apportioned on a pro rata basis according to the portion of a year that the person holds office.

1.6 Local government band allocations

Unless the contrary intention appears, this determination allocates local governments to the bands set out in Schedule 1. Regional local governments (as constituted under Part 3 Division 4 of the LG Act) are allocated to a Band only with respect to CEOs.

PART 2: TOTAL REWARD PACKAGE

This Part deals with the remuneration payable to Chief Executive Officers.

2.1 GENERAL

- (1) Offices listed in this Part have been assigned by the Tribunal to one of four classifications designated Band 1 to Band 4.
- (2) Each classification (Band 1 to Band 4) has a commensurate Total Reward Package (TRP) range.
- (3) Typical components of a TRP include:
 - (a) Base salary;
 - (b) Annual leave loading;
 - (c) Associated FBT accrued (total annual amount of fringe benefits tax paid by the local government for all fringe benefits provided to a CEO);
 - (d) Association membership fees;
 - (e) Attraction/retention allowance, not being provided under Part 3;
 - (f) Personal benefit value of the provision of a motor vehicle for private use (if applicable) as defined under Part 5 of this determination;
 - (g) Cash bonus and performance incentives;
 - (h) Cash in lieu of a motor vehicle;
 - (i) Fitness club fees;
 - (j) Grooming/clothing allowance;
 - (k) Health insurance;
 - (l) School fees and/or child's uniform;
 - (m) Superannuation (all mandatory and non-mandatory employer superannuation contributions);
 - (n) Travel or any other benefit taken in lieu of salary;
 - (o) Travel for spouse or any other member of family;
 - (p) Unrestricted entertainment allowance;
 - (q) Utilities allowance (any water, power or other utility subsidy provided to the CEO); and
 - (r) Any other form of payment, in cash or not, in consideration as a reward or benefit of the CEOs duties.
- (4) The only exclusions from the TRP are:
 - (a) items listed in Parts 3, 4 and 5 of this determination (however, any superannuation guarantee associated with the payment of a Regional/Isolation Allowance and any associated FBT accrued from the

provision of a motor vehicle or accommodation are to be included as part of the TRP);

- (b) employer obligations such as professional development (restricted to the CEO), reimbursement for genuine work expenses or the cost of recruitment and relocation expenses; and
- (c) items considered by the local government to be a tool of trade (i.e. equipment needed to undertake the duties of a CEO) and which are not a direct or indirect reward or benefit for the performance of duties as a CEO.

2.2 LOCAL GOVERNMENT CLASSIFICATION

- (1) The ranges of TRP in Table 1 apply where a local government or regional local government has been classified into the relevant band.

Table 1: Local government band classification – Total Reward Package range

Band	Total Reward Package
1	\$265,616 - \$404,488
2	\$219,071 - \$340,778
3	\$167,533 - \$276,327
4	\$136,023 - \$213,356

- (2) Local governments have been classified in Schedule 1.
- (3) Regional local government Councils have been classified in Table 2 below.

Table 2: Regional local government councils band classification

Regional Local Government Councils	Band
Bunbury-Harvey Regional Council	4
Eastern Metropolitan Regional Council	2
Mindarie Regional Council	3
Murchison Regional Vermin Council	4
Pilbara Regional Council	4
Rivers Regional Council	3
Southern Metropolitan Regional Council	2
Tamala Park Regional Council	2
Western Metropolitan Regional Council	4

- (4) A person who holds a dual appointment of the CEO of the Shire of East Pilbara and the CEO of the Pilbara Regional Council, shall be entitled to receive a TRP range equivalent to the Band 2 range (\$219,071 - \$340,778).

PART 3: REGIONAL/ISOLATION ALLOWANCE

This Part deals with the Regional/Isolation Allowance that may be payable to Chief Executive Officers from local governments identified in this Part.

3.1 GENERAL

- (1) Local governments listed in Table 3 in this Part may provide a Regional/Isolation Allowance to a CEO, in addition to the CEO's Total Reward Package, in recognition of the regional and isolation factors which may affect the attraction and retention of the CEOs of those local governments.
- (2) There is no requirement to provide a Regional/Isolation Allowance to a CEO. Payment of this allowance is at the discretion of the local government, within the parameters set by the Tribunal.
- (3) When a local government chooses to use any or all of this allowance, the payment of the allowance should be properly justified and applied in a transparent manner considering the issues outlined in 3.2.
- (4) When a local government chooses to pay all or any of this allowance, it is to be paid to the CEO as salary.

3.2 DETERMINING APPROPRIATENESS AND RATE OF ALLOWANCE

- (1) When assessing the appropriateness of providing a Regional/Isolation Allowance, an eligible local government must consider the impact of factors outlined in 3.2(3) on attraction and retention of a CEO. In the event these factors have little or no impact, the Local Government should not provide this Allowance.
- (2) In the event a Regional/Isolation Allowance is considered appropriate, the amount of the Allowance should be proportionate to the circumstances faced by the Local Government.
- (3) The following factors should be considered when determining whether to apply the Regional/Isolation Allowance:
 - a) *Remoteness* - issues associated with the vast distances separating communities within a Local Government or the distance of the Local Government from Perth or a Regional Centre.
 - b) *Cost of living* - the increased cost of living highlighted specifically in the Regional Price Index.
 - c) *Social disadvantage* - reduced specialist health services, schooling opportunities for children, employment opportunities for spouse, reduced

lifestyle commodities when compared to Perth and regional centres, and access to professional and personal support networks.

- d) *Dominant industry* - the impact that a dominant industry such a mining or agriculture has on an area and the ability to attract and retain people in the face of a dominant industry.
- e) *Attraction/retention* - the ability to recruit suitably qualified candidates and being able to retain them in light of the above concerns in competition with positions in Perth, regional centres and private industry.
- f) *Community expectations* - the pressures on a CEO to meet expectations when professional or operational expertise is not readily available.

3.3 REGIONAL/ISOLATION ALLOWANCE

Local governments eligible for the Regional/Isolation Allowance are listed in Table 3.

Table 3: Regional/Isolation Allowance

Local Government	Maximum Regional/Isolation Allowance Per Annum
Ashburton Shire	\$55,000
Broome Shire	\$45,000
Carnamah Shire	\$38,600
Carnarvon Shire	\$38,600
Chapman Valley Shire	\$38,600
Christmas Island Shire	\$90,000
Cocos (Keeling) Islands Shire	\$90,000
Coolgardie Shire	\$38,600
Coorow Shire	\$38,600
Cue Shire	\$50,000
Derby-West Kimberley Shire	\$55,000
Dundas Shire	\$38,600
East Pilbara Shire	\$55,000
Esperance Shire	\$32,200
Exmouth Shire	\$45,000
Greater Geraldton City	\$32,200
Halls Creek Shire	\$75,000
Irwin Shire	\$38,600
Jerramungup Shire	\$32,200
Kalgoorlie-Boulder City	\$38,600
Karratha City	\$70,000

Local Government	Maximum Regional/Isolation Allowance Per Annum
Kent Shire	\$12,900
Kondinin Shire	\$12,900
Kulin Shire	\$12,900
Lake Grace Shire	\$12,900
Laverton Shire	\$50,000
Leonora Shire	\$50,000
Meekatharra Shire	\$50,000
Menzies Shire	\$38,600
Merredin Shire	\$12,900
Mingenew Shire	\$38,600
Morawa Shire	\$38,600
Mount Magnet Shire	\$38,600
Mount Marshall Shire	\$12,900
Mukinbudin Shire	\$32,200
Murchison Shire	\$38,600
Narembeen Shire	\$12,900
Ngaanyatjarraku Shire	\$50,000
Northampton Shire	\$38,600
Nungarin Shire	\$12,900
Perenjori Shire	\$38,600
Port Hedland Town	\$70,000
Ravensthorpe Shire	\$38,600
Sandstone Shire	\$38,600
Shark Bay Shire	\$45,000
Three Springs Shire	\$38,600
Upper Gascoyne Shire	\$50,000
Westonia Shire	\$32,200
Wiluna Shire	\$50,000
Wyndham-East Kimberley Shire	\$55,000
Yalgoo Shire	\$38,600
Yilgarn Shire	\$32,200

PART 4: HOUSING ALLOWANCE

This Part deals with the Housing Allowance that may be payable to Chief Executive Officers.

4.1 GENERAL

- (1) In recognition of the need for local governments to provide accommodation as a result of a lack of suitable housing or recruitment issues, on either a permanent or temporary basis, local governments are able to utilise this allowance as required.
- (2) When a local government utilises this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (3) Any accommodation provided under this Part must be located within or adjacent to the local government area in which the CEO is employed.
- (4) Local governments should tailor the provision of any housing allowance to suit their particular circumstances. This may include the CEO making contributions towards the cost of the accommodation.

4.2 APPLICABLE HOUSING ALLOWANCE

- (1) Where a local government owns a property and provides that property to the CEO for accommodation, the value of this accommodation will not be included in the Total Reward Package.
- (2) For reporting purposes, the value of the local government owned property shall be valued at the annual Gross Rental Value of the property as determined by the Valuer General.
- (3) Where a local government leases accommodation for the use of the CEO, the lease costs will not be included in the Total Reward Package.
- (4) For reporting purposes, the value of the local government leased property shall be the annual actual costs of the accommodation lease.

PART 5: MOTOR VEHICLE

This Part deals with the provision of motor vehicles to Chief Executive Officers.

5.1 GENERAL

- (1) For local governments generally, except those listed in Table 3 under Part 3 of this determination, the private benefit value of any motor vehicle provided to the CEO by the local government is to be included in the Total Reward Package.
- (2) For local governments listed in Table 3 under Part 3 of this determination, any motor vehicle provided to the CEO or an allowance provided to a CEO for use of a private motor vehicle for work-related purposes, is to be considered a tool of trade (i.e. a tool needed to undertake the duties of a CEO in these local governments) and any private benefit will not be considered as part of the Total Reward Package.

5.2 PRIVATE BENEFIT VALUE

- (1) The private benefit value of the motor vehicle will be dependent on the type of motor vehicle provided, method of ownership (i.e. local government owned or leased), maintenance and running costs, insurance, any applicable luxury car tax and the amount of private use of the vehicle (i.e. non-business use).
- (2) As a general rule, the private benefit value will be based upon the annual costs multiplied by the percentage of private use.
- (3) Local governments and CEOs will need to agree on the most appropriate way to record the amount of private use in order to calculate the private benefit value.

PART 6: MEETING ATTENDANCE FEES

This Part deals with fees payable to council members for attendance at council and other meetings

6.1 GENERAL

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
 - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
 - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
 - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council

members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
 - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
 - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
 - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
 - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
 - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
 - (c) particular responsibilities associated with the types of meetings attended;
 - (d) responsibilities of a mayor, president or chair to preside over meetings; and
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

Table 4: Council meeting fees per meeting – local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$640	\$825	\$640	\$1,240
2	\$390	\$610	\$400	\$815
3	\$205	\$430	\$205	\$660
4	\$95	\$250	\$95	\$510

Table 5: Council meeting fees per meeting – regional local governments

For a council member other than the chair			For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$95	\$250	\$95	\$510

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
 - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$325	\$415
2	\$195	\$305
3	\$100	\$215
4	\$50	\$125

Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments

For a council member (including the chair)		
	Minimum	Maximum
All regional local governments	\$50	\$125

6.4 ANNUAL ATTENDANCE FEES IN LIEU OF COUNCIL MEETING, COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES

- (1) The ranges of fees in Table 8 and Table 9 apply where a local government or regional local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay an annual fee to all council members who attend council, committee or prescribed meetings.

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$25,600	\$32,960	\$25,600	\$49,435
2	\$15,470	\$24,170	\$15,470	\$32,410
3	\$8,000	\$17,030	\$8,000	\$26,370
4	\$3,735	\$9,890	\$3,735	\$20,325

Table 9: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – regional local governments

For a council member other than the chair			For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$1,870	\$10,990	\$2,055	\$16,480

PART 7: ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT, CHAIR, DEPUTY MAYOR, DEPUTY PRESIDENT AND DEPUTY CHAIR

This Part deals with annual allowances payable to mayors, presidents, chair and their deputies, in addition to any entitlement to meeting attendance fees or the reimbursement of expenses.

7.1 GENERAL

- (1) Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chair of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined in section 7.2 of this Part.
- (2) Pursuant to section 5.98A(1) of the LG Act, a local government or regional local government may decide, by an absolute majority, to pay the deputy mayor or deputy president of the local government, or the deputy chair of the regional local government, an allowance of up to the percentage that is determined by the Tribunal of the annual allowance to which the mayor or president of the local government, or the chair of the regional local government, is entitled under section 5.98(5) of the LG Act. That percentage is determined in section 7.3 of this Part. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chair under section 5.98 of the LG Act.
- (3) In determining the allowances set out in this Part, the Tribunal has taken into account a range of factors including the following –
 - (a) the leadership role of the mayor, president or chair;
 - (b) the statutory functions for which the mayor, president or chair is accountable;
 - (c) the ceremonial and civic duties required of the mayor, president or chair, including local government business related entertainment;
 - (d) the responsibilities of the deputy mayor, deputy president or deputy chair when deputising;
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model;
 - (f) the civic, ceremonial and representation duties particular to the Lord Mayor of Western Australia’s capital city.

7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIR

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chair is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$62,432 to \$139,327.

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$53,330	\$93,380
2	\$16,000	\$65,915
3	\$1,070	\$38,450
4	\$535	\$20,875

Table 11: Annual allowance for a chair of a regional local government

For a chair		
	Minimum	Maximum
All regional local governments	\$535	\$20,875

7.3 ANNUAL ALLOWANCE FOR A DEPUTY MAYOR, DEPUTY PRESIDENT OR DEPUTY CHAIR

- (1) The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent.
- (2) If the office of mayor or president is vacant under section 5.34(a) of the Local Government Act 1995, and the deputy performs the functions of mayor or president for a continuous period of no less than four months, the deputy will be entitled to receive the mayor or president allowance according to the applicable local government band in 7.2 of the Determination. Refer to the explanatory notes.

PART 8: EXPENSES TO BE REIMBURSED

This Part deals with expenses for which council members are entitled to be reimbursed.

8.1 GENERAL

- (1) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(1) to (5) of this Part.
- (2) Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
 - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (3) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(6) to (8) of this Part.
- (4) Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement –
 - (a) an expense incurred by a council member in performing a function under the express authority of the local government;
 - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

8.2 EXTENT OF EXPENSES TO BE REIMBURSED

- (1) The extent to which a council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the council member.
- (2) The extent to which a council member can be reimbursed for child care costs incurred because of attendance at a meeting referred to in regulation 31(1)(b) of the LG Regulations is the actual cost per hour or \$35 per hour, whichever is the lesser amount.
- (3) The extent to which a council member of a local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is:
 - (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
 - (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
 - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
 - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
- (4) The extent to which a council member of a regional local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is the actual cost for the person to travel from the person's place of residence or work to the meeting and back.
- (5) For the purposes of subsections (3) and (4), travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Award 2021* as at the date of this determination. For members with Electric Vehicles, the 1600cc Motor Vehicle Allowance rate should be applied.
- (6) The extent to which a council member can be reimbursed for child care costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is the actual cost per hour or \$35 per hour, whichever is the lesser amount.

- (7) The extent to which a council member can be reimbursed for intrastate or interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.
- (8) The extent to which a council member can be reimbursed for any other cost incurred under regulation 32(1) of the LG Regulations is the actual cost upon presentation of sufficient evidence of the cost incurred.

PART 9: ANNUAL ALLOWANCES IN LIEU OF REIMBURSEMENT OF EXPENSES

This Part deals with annual allowances that a local government or regional local government may decide to pay.

9.1 GENERAL

- (1) Pursuant to section 5.99A of the LG Act, a local government or regional local government may decide by absolute majority that instead of reimbursing council members under the LG Act section 5.98(2) for all of a particular type of expense, it will pay all council members, for that type of expense, the annual allowance determined in section 9.2 of this Part or, as the case requires, an annual allowance within the range determined in that section.
- (2) Where a local government or regional local government has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.
- (3) In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:
 - (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
 - (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
 - (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and
 - (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.
- (4) With respect to ICT expenses, the Tribunal's intention is for the maximum annual allowance to cover the cost of providing ICT hardware and equipment. It is not the intention for the allowance to be paid in addition to providing equipment and hardware.

9.2 ANNUAL ALLOWANCES DETERMINED INSTEAD OF REIMBURSEMENT FOR PARTICULAR TYPES OF EXPENSES

(1) In this section:

ICT expenses means:

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations;
- (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;
or
- (c) any expenses, including the purchase costs, of ICT hardware provided to elected members.

travel and accommodation expenses means:

- (a) travel costs, as prescribed by regulation 31(1)(b) of the LG Regulations; or
 - (b) any other expenses that relate to travel or accommodation and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations.
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.
- (3) For the purposes of section 5.99A(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$100.

SCHEDULE 1: LOCAL GOVERNMENT BAND ALLOCATIONS

Local Government	Band
Albany City	1
Armadale City	1
Ashburton Shire	2
Augusta-Margaret River Shire	2
Bassendean Town	3
Bayswater City	1
Belmont City	1
Beverley Shire	4
Boddington Shire	4
Boyup Brook Shire	4
Bridgetown-Greenbushes Shire	3
Brookton Shire	4
Broome Shire	2
Broomehill-Tambellup Shire	4
Bruce Rock Shire	4
Bunbury City	1
Busselton City	1
Cambridge Town	2
Canning City	1
Capel Shire	3
Carnamah Shire	4
Carnarvon Shire	2
Chapman Valley Shire	4
Chittering Shire	3
Christmas Island Shire	3
Claremont Town	3
Cocos (Keeling) Islands Shire	4
Cockburn City	1
Collie Shire	3
Coolgardie Shire	3
Coorow Shire	4
Corrigin Shire	4
Cottesloe Town	3
Cranbrook Shire	4
Cuballing Shire	4
Cue Shire	4

Local Government	Band
Cunderdin Shire	4
Dalwallinu Shire	3
Dandaragan Shire	3
Dardanup Shire	3
Denmark Shire	3
Derby-West Kimberley Shire	2
Donnybrook Balingup Shire	3
Dowerin Shire	4
Dumbleyung Shire	4
Dundas Shire	4
East Fremantle Town	3
East Pilbara Shire	2
Esperance Shire	2
Exmouth Shire	3
Fremantle City	1
Gingin Shire	3
Gnowangerup Shire	4
Goomalling Shire	4
Gosnells City	1
Greater Geraldton City	1
Halls Creek Shire	3
Harvey Shire	2
Irwin Shire	3
Jerramungup Shire	4
Joondalup City	1
Kalamunda Shire	2
Kalgoorlie-Boulder City	1
Karratha City	1
Katanning Shire	3
Kellerberrin Shire	4
Kent Shire	4
Kojonup Shire	3
Kondinin Shire	4
Koorda Shire	4
Kulin Shire	4
Kwinana City	1
Lake Grace Shire	4

Local Government	Band
Laverton Shire	3
Leonora Shire	3
Mandurah City	1
Manjimup Shire	2
Meekatharra Shire	3
Melville City	1
Menzies Shire	4
Merredin Shire	3
Mingenew Shire	4
Moora Shire	3
Morawa Shire	4
Mosman Park Town	3
Mount Magnet Shire	4
Mount Marshall Shire	4
Mukinbudin Shire	4
Mundaring Shire	2
Murchison Shire	4
Murray Shire	2
Nannup Shire	4
Narembeen Shire	4
Narrogin Shire	3
Nedlands City	2
Ngaanyatjarraku Shire	4
Northam Shire	2
Northampton Shire	3
Nungarin Shire	4
Peppermint Grove Shire	4
Perenjori Shire	4
Perth City	1
Pingelly Shire	4
Plantagenet Shire	3
Port Hedland Town	1
Quairading Shire	4
Ravensthorpe Shire	3
Rockingham City	1
Sandstone Shire	4
Serpentine-Jarrahdale Shire	2

Local Government	Band
Shark Bay Shire	4
South Perth City	2
Stirling City	1
Subiaco City	2
Swan City	1
Tammin Shire	4
Three Springs Shire	4
Toodyay Shire	3
Trayning Shire	4
Upper Gascoyne Shire	4
Victoria Park Town	2
Victoria Plains Shire	4
Vincent City	2
Wagin Shire	4
Wandering Shire	4
Wanneroo City	1
Waroona Shire	3
West Arthur Shire	4
Westonia Shire	4
Wickepin Shire	4
Williams Shire	4
Wiluna Shire	4
Wongan-Ballidu Shire	4
Woodanilling Shire	4
Wyalkatchem Shire	4
Wyndham-East Kimberley Shire	2
Yalgoo Shire	4
Yilgarn Shire	3
York Shire	3

Signed on 6 April 2023.

M Seares AO
CHAIR

B A Sargeant PSM
MEMBER

Hon J Day
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

LOCAL GOVERNMENT ELECTED MEMBERS EXPLANATORY NOTES

This section does not form part of the determination

1. Entitlements

The entitlement of a council member to a fee, allowance or reimbursement of an expense established under the LG Act, the LG Regulations and this determination, cannot be proscribed, limited or waived by a local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government.

2. Local governments to set amounts within the range determined

Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for members of the council of a local government or a regional local government, each council is to set, by absolute majority, an amount within the relevant range determined and the amount set will be payable to elected council members.

3. Superannuation

Nothing in this determination establishes a liability for the payment of superannuation by local governments. Elected council members are eligible for superannuation payments if their council has resolved unanimously to become an Eligible Local Governing Body (ELGB) pursuant to section 221A and section 221B of the *Income Tax Assessment Act 1936* (Cwlth). Where the council is an ELGB, it is deemed to have an employer/employee relationship with its elected council members and this attracts the application of a number of statutory obligations. Alternative arrangements described in Australian Taxation Office (ATO) Interpretative Decision ATO ID 2007/205 allow for elected council members and councils to agree for whole or part of meeting attendance fees to be paid into a superannuation fund. Where the council is an ELGB, fees for attendance at council, committee and prescribed meetings (whether paid via a per meeting fee or annual allowance) are to be inclusive of any superannuation guarantee liability. This information is not published by way of legal or financial advice.

4. Performing functions of mayor or president if vacant

If the deputy performs the functions of mayor or president for a continuous period of no less than four months, the deputy will be entitled to receive the mayor or president allowance according to the applicable local government band in 7.2 of the Determination. This can be applied retrospectively, in instances where an initial short term period of acting becomes a continuous period of acting for four months or more.

OTHER BUSINESS AND CLOSING PROCEDURES

13. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

NIL

14. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15. DATE OF NEXT MEETING

The next Ordinary Council Meeting will be held on the 22nd November 2023.

16. CLOSURE

The Shire President thanked Council and staff for their time and declared the meeting closed at 3.59 pm.