



**SHIRE OF HALLS CREEK**  
**MINUTES**  
**OF THE ORDINARY MEETING OF COUNCIL**  
**HELD ON**  
**16 December 2021**

7 Thomas Street, Halls Creek PO Box 21, Halls Creek WA 6770

P (08) 9168 6007 F (08) 9168 6235

E [hcshire@hcshire.wa.gov.au](mailto:hcshire@hcshire.wa.gov.au)

Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

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## **Notes for Members of the Public**

### **PUBLIC QUESTION TIME**

The Shire welcomes your questions and will continue to set aside a period of 'Public Question Time' to enable a member of the public to put questions to the Council. Questions should only relate to the business of the Shire and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Presiding Member may either answer the question or direct it to an officer to answer, or it will be taken on notice.

Any comments made by a member of the public become a matter of public record as they are minuted by Council. Members of the public are advised that they are deemed to be held personally responsible and legally liable for any comments made by them that might be construed as defamatory or otherwise considered offensive by any other party.

### **PRESENTING TO COUNCIL**

Organisation and members of the public have the opportunity to present to Council at the Ordinary Council Meeting, however an application form must be completed and the presentation must comply within the Shire Presentation guidelines. Application form and guidelines are available on the Shire website.

### **POST COVID-19 ATTENDANCE**

The regulations relating to gatherings post COVID has ended in WA and at present and the Shire can now accommodate visitors, observers and deputations at the Council Chambers. If you have an interest in attending a Council meeting please arrange with the Shire Officers in advance to ensure any recent COVID restrictions are met.

### **2021/2022 COUNCIL MEETING DATES**

The following Council Meeting dates and times have been resolved by Council.

<b><i>No meeting held in January 2022</i></b>		
17 February 2022	Council Chamber, Halls Creek	4.30pm
17 March 2022	Council Chamber, Halls Creek	4.30pm
21 April 2022	Council Chamber, Halls Creek	4.30pm
19 May 2022	Frog Hollow Community <i>Alternate - Warmun</i>	11.00am
16 June 2022	Council Chamber, Halls Creek	4.30pm
28 July 2022	Council Chamber, Halls Creek	4.30pm
18 August 2022	Council Chamber, Halls Creek	4.30pm
15 September 2022	Yiyili Community*	11.00am
20 October 2022	Council Chamber, Halls Creek	4.30pm

## **Notes for Elected Members**

### **DECLARATIONS OF INTEREST**

Section 5.65 and 5.70 of the Local Government Act 1995 requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision-making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

### **APPLICATION FOR LEAVE OF ABSENCE**

In accordance with Section 2.25 of the *Local Government Act 1995*, an application for leave requires a Council resolution granting leave requested. Council may grant approval for Leave of Absence for an Elected Member for ordinary Council meetings for up to but not more than six consecutive meetings. The approval of the Minister is required for leave of absence greater than six ordinary Council meetings.

This approval must be by Council resolution and differs from the situation where an Elected Member records their apologies for the meeting. A failure to observe the requirements of the Act that relates to absence from meetings can lead to an Elected Member being disqualified should they be absent without leave for three consecutive meetings.

## **DISCLAIMER**

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Halls Creek expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

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THURSDAY 16 DECEMBER 2021**

**Agenda Forum**

To be held at the conclusion of the Concept Forum commencing at 3.00pm. The Agenda Forum provides an opportunity for Elected Members to ask questions and seek additional information to that provided within the Council reports listed on the agenda.

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## ATTACHMENTS

Attachment No	Description	Page No
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9.4.1A	CEO Timesheet	20
9.4.1B	CEO Leave Form	22
9.4.1C	CEO Credit Card Transactions	23
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9.4.4A	Local Emergency Management Arrangements 2021	Circulated under separate cover
9.4.4B	Local Recovery Plan 2021	Circulated under separate cover

Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

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# ORDINARY MEETING OF COUNCIL

## MINUTES

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### 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The meeting was opened at 4.31pm by the President.

#### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Halls Creek for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within the minutes of this meeting.

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

#### 2.1 Attendance

President

Deputy President

Councillors

Cr Malcolm Edwards

Cr Chris Loessl

Cr Rosemary Stretch

Cr Virginia O'Neil

Cr Patricia McKay

Cr Bonnie Edwards

Cr Angie Bedford

Chief Executive Officer

Director Corporate Services

Director Youth & Community Development

Director Assets

Minutes

Noel Mason

Lloyd Barton

Margaret Glass

Jackie Parker

Dianne Rowbottom (online)

#### 2.2 Leave of Absence (previously approved)

Nil.

#### 2.3 Apologies

Nil at the time of preparing the agenda.

#### 2.4 Late Arrivals

Nil.



## 2.5 Declaration of Interests

Councillor/Staff Member	Item No.	Interest	Comments
Cr Patricia McKay	11.1	Financial	Item seeks approval to implement strategies that may affect Cr McKay's current employer.

### 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

### 4. PUBLIC QUESTION TIME

There were no notifications of any Public Questions at the time of preparing this agenda.

### 5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil at the time of preparing the agenda.

### 6. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil at the time of preparing the agenda.

### 7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

**Ordinary Council Meeting held 18 November 2021.**

#### **COUNCIL RESOLUTION: 2021/141**

**That Council confirms the minutes of the Ordinary Council Meeting held 18 November 2021 as a true and accurate record.**

Moved: Cr Patricia McKay

Seconded: Cr Chris Loessl

**CARRIED: 7/0**

**Note:** The minutes of the Council meeting listed above is provided under separate cover via [www.hallscreek.wa.gov.au](http://www.hallscreek.wa.gov.au)

### 8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

There were no items for this section at the time of preparing the agenda.

## 9. OFFICERS REPORTS

### 9.1 CHIEF EXECUTIVE OFFICER

#### 9.1.1 Delegations Register – Addition to Register

<b>ITEM NUMBER:</b>	9.1.1
<b>REPORTING OFFICER:</b>	Noel Mason, Chief Executive Officer
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### 1.0 Matter for Consideration

1.1 To include the Project Principal, Project Manager, Aboriginal Environmental Health Program Officer and Lead Mechanic to the delegations to the Chief Executive Officer (CEO).

#### 2.0 Background

2.1 Council last reviewed the Shire's Delegations to the CEO at the Ordinary Meeting on 17 June 2021.

2.2 Newly created positions - Project Principal and Project Manager require delegations of the CEO.

2.4 The Aboriginal Health Promotions Officer and Mechanic position was revised and modified to Aboriginal Environmental Health Program Officer and Lead Mechanic.

2.3 A copy of the reviewed Delegations to the CEO is appended along with the break-up of delegations at an officer level for reference. Changes reflect position name changes and new positions.

#### 3.0 Comments

3.1 All old delegations were assessed for relevance; all new Policy delegations were included along with the previous Council resolutions throughout the year. The compilation of all this material results in the Delegation Register now presented.

#### 4.0 Statutory Environment

##### 4.1 *Local Government Act 1995*

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

## 4.2 **Local Government Act 1995**

### **5.42. Delegation of some powers and duties to CEO**

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
  - (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* *Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

### **5.43. Limits on delegations to CEO <sup>29</sup>**

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

## **5.0 Strategic Implications**

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.9 Capacity for effective governance is established, maintained and enhanced

5.3 Strategy:

Civic - 4.1.1 Provide strong, effective and functional governance and leadership in the Shire

## 6.0 Policy Implications

6.1 There are no policy implications to the Shire in respect to the recommendation of this report.

## 7.0 Financial Implications

7.1 There are no financial implications to the Shire in respect to the recommendation of this report.

## 8.0 Sustainability Implications

8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

8.4 Risk

The adoption of the recommendation of this report will result in a low risk to the Shire as the delegations to the CEO will be appropriately authorised.

<b>Event Likelihood / Impact Matrix</b>			
<b>Likelihood</b> (refer Potential Risk Likelihood Guide)	<b>Impact</b> – The adoption of the recommendation of this report will result in a low risk to the Shire as the delegations to the CEO will be appropriately authorised.		
	Minor	Medium	High
Low (unlikely)	(1)	2	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

<b>Risk</b>	N/A
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	manage by routine procedures
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Produce a delegation register of the delegations to the CEO and for staff use.

## 9.0 Officers Recommendations

### OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/142

Moved: Cr Virginia O'Neil

Seconded: Cr Patricia McKay

That:

1. Pursuant to *Section 5.42 of the Local Government Act 1995*, Council adopts the delegations of authority to the Chief Executive Officer and accepts the exercise of the powers and the discharge of the duties as detailed in the Delegations Register (Appendix 9.1.1A).
2. The delegation of authority to the Chief Executive Officer in point 1 above is subject to the conditions imposed by *Section 5.43 of the Local Government Act 1995* and the conditions contained in part 2 of the Delegations Register.
3. The Chief Executive Officer extend delegation to the Project Principal, Project Manager, Aboriginal Environmental Health Program Officer and Lead Mechanic in accordance with the requirements of the *Local Government Act 1995*.

**CARRIED: 7/0**

**ABSOLUTE MAJORITY**

Please Note: These Minutes have yet to be confirmed by Council via the regular process.

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# Delegation Register

Shire of Halls Creek



## 2.3 PROCUREMENT GOODS AND SERVICES – PURCHASE ORDERS AND CREDIT CARDS

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government																																																											
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s5.43 Limitations on delegations to the CEO																																																											
<b>Express Power or Duty Delegated:</b>	Local Government Act 1995: s.3.57 Tenders for providing goods or services Local Government (Functions and General) Regulations 1996: Part 4 – Provision of Goods and Services																																																											
<b>Delegation to</b>	<b>Chief Executive Officer</b>																																																											
<b>Function:</b>	<p>To the Chief Executive Officer to authorise staff as listed to expend funds of the Shire to the maximum amount as detailed, either on a Shire of Halls Creek Purchase Order( PO) or a Shire of Halls Creek Business Credit Card(CC);</p> <table border="1"> <thead> <tr> <th></th> <th>PO</th> <th>CC</th> </tr> </thead> <tbody> <tr> <td>Director Youth &amp; Community Development</td> <td>\$10,000</td> <td>\$7,000</td> </tr> <tr> <td>Director Corporate Services</td> <td>\$10,000</td> <td>\$7,000</td> </tr> <tr> <td>Director Assets</td> <td>\$10,000</td> <td>\$7,000</td> </tr> <tr> <td>Director Roads</td> <td>\$10,000</td> <td>\$7,000</td> </tr> <tr> <td>Director Health &amp; Regulatory Services</td> <td>\$10,000</td> <td>\$7,000</td> </tr> <tr> <td>Housing Administration Officer</td> <td>\$5,000</td> <td>\$5,000</td> </tr> <tr> <td>Works Administration Officer</td> <td>\$5,000</td> <td>\$5,000</td> </tr> <tr> <td>Post Office Manager</td> <td>\$5,000</td> <td>Nil</td> </tr> <tr> <td>Records Manager</td> <td>\$3,000</td> <td>Nil</td> </tr> <tr> <td>Customer Service Manager</td> <td>\$5,000</td> <td>\$10,000</td> </tr> <tr> <td>Customer Service Officer – Multi Role</td> <td>\$3,000</td> <td>Nil</td> </tr> <tr> <td><b>Aboriginal Environmental Health Promotions Officer</b></td> <td><b>\$5,000</b></td> <td><b>\$3,000</b></td> </tr> <tr> <td>Senior Environmental Health Officer</td> <td>\$5,000</td> <td>\$5,000</td> </tr> <tr> <td>Senior Ranger</td> <td>\$3,000</td> <td>Nil</td> </tr> <tr> <td>Therapeutic Services Manager (OD)</td> <td>\$3,000</td> <td>\$3,000</td> </tr> <tr> <td>Recreation &amp; Aquatic Centre Manager</td> <td>\$3,000</td> <td>\$3,000</td> </tr> <tr> <td>Alternative Education Coordinator (OD)</td> <td>\$3,000</td> <td>\$3,000</td> </tr> <tr> <td>Justice Circuit Breaker Manager (OD)</td> <td>\$3,000</td> <td>\$3,000</td> </tr> </tbody> </table>				PO	CC	Director Youth & Community Development	\$10,000	\$7,000	Director Corporate Services	\$10,000	\$7,000	Director Assets	\$10,000	\$7,000	Director Roads	\$10,000	\$7,000	Director Health & Regulatory Services	\$10,000	\$7,000	Housing Administration Officer	\$5,000	\$5,000	Works Administration Officer	\$5,000	\$5,000	Post Office Manager	\$5,000	Nil	Records Manager	\$3,000	Nil	Customer Service Manager	\$5,000	\$10,000	Customer Service Officer – Multi Role	\$3,000	Nil	<b>Aboriginal Environmental Health Promotions Officer</b>	<b>\$5,000</b>	<b>\$3,000</b>	Senior Environmental Health Officer	\$5,000	\$5,000	Senior Ranger	\$3,000	Nil	Therapeutic Services Manager (OD)	\$3,000	\$3,000	Recreation & Aquatic Centre Manager	\$3,000	\$3,000	Alternative Education Coordinator (OD)	\$3,000	\$3,000	Justice Circuit Breaker Manager (OD)	\$3,000	\$3,000
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Adoption Date 17 June 2021 – Ordinary Meeting

Next Review Date – June 2022

v2 – July 2021

v3 – December 2021

Shire President Initial \_\_\_\_\_ Chief Executive Officer Initial \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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# Delegation Register

Shire of Halls Creek



	Project Principal	\$5,000	Nil
	Project Manager	\$5,000	Nil
	Lead Mechanic	\$5,000	Nil
	In accordance with Shire policy, Credit Card acquittal is required within 30 days of purchase.		
<b>Statutory Power to sub-delegate</b>	<i>Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees</i>		
<b>CEO Subdelegation</b>	As listed under Function.		

Compliance Links	<p><i>Local Government (Functions and General) Regulations 1996 – Part 4 Division 2</i></p> <p><i>Local Government (Functions and General) Regulations 1996 r. 31 Anti-avoidance provision for Act s. 3.58</i></p> <p>Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards</p>
Policy Reference	<p>A11 Procurement of Goods and Services</p> <p>A12 Regional Price Preference Policy</p> <p>F1 Corporate Credit Cards</p>
Record Keeping	<p>The Chief Executive Officer must cause records to be kept relating to the sub delegation of authorities as required by section 5.46 (1) of the Local Government Act 1995. The Officer must keep records relating to the exercised delegation as required by section 5.46 (3) of the Local Government Act 1995.</p>

### Version Control:

1	25 July 2019
2	17 Sept 2020
3	17 June 2021
4	22 July 2021
5	16 December 2021

Adoption Date 17 June 2021 – Ordinary Meeting

Next Review Date – June 2022

v2 – July 2021

v3 – December 2021

Shire President Initial \_\_\_\_\_ Chief Executive Officer Initial \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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## 9.2. HEALTH AND REGULATORY SERVICES

Nil.

## 9.3 ASSETS AND INFRASTRUCTURE

Nil.

## 9.4 CORPORATE SERVICES

### 9.4.1 CEO Authorisation – November 2021

<b>ITEM NUMBER:</b>	9.4.1
<b>REPORTING OFFICER:</b>	Daniel Milkins, Senior Finance Officer
<b>SENIOR OFFICER</b>	Lloyd Barton, Director of Corporate Services
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### 1.0 Matter for Consideration

1.1 In accordance with Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals, this report is now submitted for Council's consideration.

#### 2.0 Background

2.1 Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals requires the preparation of a standing agenda report, outlining the CEO's timesheets, leave, credit card transactions and applications for reimbursement for the period from the previous reporting period until the date of this report.

2.2 Council Policy STF 36 Chief Executive Officer Authorisations and Reporting to Council was adopted on 20 September 2018 and has since been superseded by HR5 Chief Executive Officer Leave Applications and Other Approvals adopted 16 May 2019.

#### 3.0 Comments

##### 3.1 CEO's Timesheet

All Staff are now required to complete timesheets as from the pay period starting 24/10/2018. Appendix A is a copy of the CEO's timesheets for the pay fortnights ending 03/11/2021 and 30/11/2021 (Appendix 9.4.1A).

##### 3.2 CEO's Leave

This report also covers the pay periods starting 03/11/2021 and ending 30/11/2021 for the CEO. There has been 3 days of annual leave taken for this period (Appendix 9.4.1B).

##### 3.3 CEO's Credit Card

This report covers November 2021 credit card statements. The CEO was issued with his credit card on 01 February 2019. There was \$1,284.55 of



expenditure on the corporate credit card for the period 26/10/2021 to 24/11/2021 (Appendix 9.4.1C).

<b>Statement Dates 26/10/2021 to 24/11/2021</b>	<b>Amount</b>
<b>Total Spend</b>	<b>\$1,284.55</b>

### 3.4 Reimbursement Applications

This report covers the period 01/10/2021 to 31/10/2021. There was \$0.00 of reimbursements claimed for this period.

## 4.0 **Statutory Environment**

### 4.1 **Local Government Act 1995**

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

## 5.0 **Strategic Implications**

### 5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

### 5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

### 5.3 Strategy:

Civic - 4.1.3 Council decisions are consistent, reliable and transparent

## 6.0 **Policy Implications**

6.1 This report is to comply with Council Policy HR5 Chief Executive Officer Leave Applications and Other Approvals.

## 7.0 **Financial Implications**

7.1 All expenditure is within budget.

## 8.0 **Sustainability Implications**

### 8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

### 8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

### 8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

## 8.4 Risk

The presentation of monthly information relating to the CEO is as a result of a Crime and Corruption Commission report into the Shire of Halls Creek in 2018. The Commission highlighted the contractual relationship of the Council to the CEO, indicating that only the Council can approve matters affecting CEO Leave, Credit Card, Timesheet and hours worked or reimbursements claimed. As the employer for the CEO, only the Council can approve of these items.

<b>Event Likelihood / Impact Matrix</b>			
<b>Likelihood</b> (refer Potential Risk Likelihood Guide)	<b>Impact</b> - Reputational risk if the CEO claims matters beyond contract limits. Shire oversight of CEO required and monthly reporting in the Agenda process removes any risk associated with CEO Contract.		
	Minor	Medium	High
Low (unlikely)	(1)	2	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

<b>Risk</b>	With this process in place - little risk
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	manage by routine procedures
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Monthly reporting as per Shire Policy HR5

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## 9.0 Officers Recommendations

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/143**

**Moved: Cr Virginia O'Neil**

**Seconded: Cr Angie Bedford**

**That:**

- 1. Council receives the information presented to this meeting of the time worked by the CEO from 03/11/2021 to 30/11/2021 and acknowledges that the time worked is in accordance with the CEO's Contract of Employment.**
- 2. Council receives the information presented to this meeting of 3 days of annual leave during the pay periods and will now include 8 days of annual leave during the Christmas/New Year break 2021/2022.**
- 3. Council receives the information presented to this meeting of the credit card transactions made by the CEO using his corporate credit card from 26/10/2021 to 24/11/2021 and acknowledges that the payments have been incurred in accordance with the Shire's procurement policy and Credit Card Agreement.**
- 4. Council receives the information presented to this meeting of NIL reimbursements made by the CEO.**

**CARRIED: 7/0**

**NOTE:** CEO amended recommendation to include 8 days of Leave to be taken over the Christmas New Year break. CEO will be absent from 23<sup>rd</sup> December 2021 to the 10<sup>th</sup> January 2022 - requiring 8 days leave amongst Public Holidays.

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# SHIRE OF HALLS CREEK TIMESHEET

2021-22 Version  
 PO Box 21  
 Halls Creek WA 6770  
 Ph: 9188 6007  
 Fax: 9188 6235

Employee Name: Noel Mason

Employee No: 160

Pay Period Ending: 16/11/2021

Original copy located in F:\cma\Payroll\Timesheet - Electronic full year 2021-22

DATES	SHIFT 1		SHIFT 2		SHIFT 3		TOTAL Hours Worked	LEAVE TAKEN				COMMENTS / AUTHORISATIONS		
	NOTE: Use 24hr time with separating the 6 min. EG 07:15 or 16:00 8am = 08:00, 9am = 09:00 etc up to 4.00pm = 16:00 5pm = 17:00, 6pm = 18:00, 7pm = 19:00, 8pm = 20:00		NOTE: Use 24hr time with separating the 6 min. EG 07:15 or 16:00 8am = 08:00, 9am = 09:00 etc up to 4.00pm = 16:00 5pm = 17:00, 6pm = 18:00, 7pm = 19:00, 8pm = 20:00		NOTE: Use 24hr time with separating the 6 min. EG 07:15 or 16:00 8am = 08:00, 9am = 09:00 etc up to 4.00pm = 16:00 5pm = 17:00, 6pm = 18:00, 7pm = 19:00, 8pm = 20:00			Annual	Personal Leave	Time In Lieu (taken)	Unpaid (LWOP)		Public Holiday (not worked)	Other
	Start	Finish	Start	Finish	Start	Finish								
Wednesday 3/11/2021	8:30	12:00	12:54	17:00	4:10		7.60						LG Pro Conference Perth	
Thursday 4/11/2021	8:30	12:00	12:54	17:00	4:10		7.60						LG Pro Conference Perth	
Friday 6/11/2021					0.00		0.00	7.60					Approval Oct Mtg	
Saturday 6/11/2021					0.00		0.00							
Sunday 7/11/2021					0.00		0.00							
Monday 8/11/2021	8:30	12:00	12:54	17:00	4:10		7.60						Travel ex Perth	
Tuesday 9/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
Wednesday 10/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
Thursday 11/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
Friday 12/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
Saturday 13/11/2021					0.00		0.00							
Sunday 14/11/2021					0.00		0.00							
Monday 15/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
Tuesday 16/11/2021	8:30	12:00	12:54	17:00	4:10		7.60							
					36.90		68.400							

DATE: 16/11/2021

DATE: 16/11/2021

EMPLOYEE SIGNATURE: Noel Mason

SUPERVISOR or MANAGERS SIGNATURE: Noel Mason

Shift Locations	GL	Allocated Hrs Worked
Location 1		
Location 2		
Location 3		
Location 4		
Location 5		
Location 6		
TOTAL HOURS WORKED		0.00

OFFICE USE ONLY (Do not delete or edit)
TOTAL HRS WORKED: 68.400
TOTAL LEAVE TAKEN: 7.600
TOTAL HRS (eg 16 hrs @ \$44 for permanent): 76.000
FOR PERMANENT STAFF ONLY WITH TIL ACCRUAL
LESS PAYABLE HRS: 76.000
TIL Accrued: 0.000
(only negative TIL is accrued)

Please Note:  
 Timesheets should be completed at the end of each day.  
 Completed, correct, signed & authorised timesheets must be with the pay officer by 3:00pm on the last Monday of each pay period.  
 Maximum total hours paid per fortnight for permanent fulltime staff is 76 hours unless pre-approved by your manager in writing.  
 Any hours in excess of 76 hours per pay period must be pre-approved by your manager & payroll are to be accrued via the comments section as to how you are to be paid for those excess hours.  
 A maximum of 76 hours per pay period is allowed for permanent staff.  
 Maximum accrued TIL is 10 days (conditions apply).  
 Maximum leave hours taken per day is 7.6 and per fortnight is 76 (for permanent fulltime staff only).  
 Casuals are not eligible for leave and part-time staff are pro-rata based on hours worked over the past 10 weeks.  
 Maximum daily missed hours (worked and leave taken) is 7.6 hours.



**SHIRE OF HALLS CREEK**  
**CEO LEAVE APPLICATION FORM**

I apply for 3 days of leave, commencing on 1 / 11 / 2021 and ending on 5 / 11 / 2021  
(exc. Public holidays & weekends) (1<sup>st</sup> normal working day on leave) (last normal working day on leave)

The leave applied for is as follows:

Time in Lieu (if available, to be used before Annual Leave)		Days
Annual Leave	3	Days
Personal Leave (please state reason below)		Days
Long Service Leave		Days
Other Leave: _____		Days
Leave Without Pay		Days

**TOTAL DAYS ON LEAVE** \_\_\_\_\_ **(excluding Public holidays & Weekends)**

Name: Neel Mason  
Signed: Neel Mason

Date: 11 / 10 / 2021  
Employee # 160

**PERSONAL LEAVE (previously known as Sick Leave)**

A medical certificate is required to be attached for all absence's exceeding two (2) or more days, or if otherwise required. (this will have been advised to you by your supervisor).

Reason for this leave: \_\_\_\_\_

Medical Certificate Supplied

**LEAVE PAID IN ADVANCE**

Your leave will be paid with the "normal" pay cycle (ie. fortnightly as they fall due) unless you tick the box below. Please see the payroll staff for further details and conditions.

I want my leave paid in advance

By ticking the box above, I understand that, only the leave I am taking will be paid to me in advance with the last pay before I go on leave, and that no ordinary hours will be paid to me in advance until I have worked them, and that no further leave payments will be made to me until the first pay due to me after I return to work.

**APPROVAL BY SUPERVISOR &/or EXECUTIVE MANAGER**

- Recommended subject to Applicant having sufficient leave
- Not recommended – this application must be filed on personal file

Supervisors Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Managers Signature: Neel Mason

Date: 11 / 10 / 2021

**OTHER REQUESTS or RECOMMENDATIONS**

leave combined with Attendance @ LG Pro  
Conference - Travel down Fri 29/10/2021 and  
return up 7/11/2021.

**APPENDIX 9.2.1C - CEO CREDIT CARD TRANSACTIONS**

**CREDIT CARD TRANSACTIONS FOR STATEMENT PERIOD 26/10/2021 TO 24/11/2021**

NAME		DESCRIPTION	MERCHANT	PURCHASE DATE	AMOUNT
Mason	Noel	Crown Accom LG Pro Conf Part payment	Crown Perth	2/11/2021	242.88
Mason	Noel	Cabfare Airport to Home Perth LG Pro Conf	INGOGO LTD	4/11/2021	73.71
Mason	Noel	Crown Accom LG Pro Conf Part payment	Crown Perth	6/11/2021	324.85
Mason	Noel	Cabfare Midland to Airport LG Pro Conf	SPOTTO WA	8/11/2021	56.81
Mason	Noel	Cabfare KNX Zone Meeting dinner	CabFare Payments	22/11/2021	10.40
Mason	Noel	Accommodation Zone mtg CEO - Nov	THE KIMBERLEY GRANDE H	23/11/2021	153.00
Mason	Noel	Accommodation Zone mtg Nov Loessl	THE KIMBERLEY GRANDE H	23/11/2021	153.00
Mason	Noel	Accommodation Zone mtg Nov Edwards	THE KIMBERLEY GRANDE H	23/11/2021	153.00
Mason	Noel	Zone Meeting Nov Breakfast Crs/CEO	KIMBERLEY CAFE	23/11/2021	78.00
Mason	Noel	Office National - Stationery Replacement Pen	OFFICE NATIONAL KNX	23/11/2021	38.90
<b>TOTAL SPEND FOR NOVEMBER 2021 STATEMENT PERIOD</b>					<b>1,284.55</b>

Please Note: These Minutes have yet to be confirmed by Council. These are draft minutes.

## 9.4.2 Accounts Paid by Authority (Summary) – November 2021

<b>ITEM NUMBER:</b>	9.4.2
<b>REPORTING OFFICER</b>	Daniel Milkins, Senior Finance Officer
<b>SENIOR OFFICER</b>	Lloyd Barton, Director of Corporate Services
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

### 1.0 Matter for Consideration

1.1 Accounts paid by authority for November 2021 to be noted by Council. (Appendix 9.4.2A)

### 2.0 Background

2.1 Nil.

### 3.0 Comments

3.1 Creditor payments for the month of October 2021 comprised as follows:

Bank Account	Type	Numbers	Amount
Municipal	Cheque & EFT	as per schedule	\$1,247,795.05
Restricted	Cheque & EFT		\$72,814.30
Trust	Cheque & EFT		\$0.00
Municipal	Payroll		\$770,002.12
<b>TOTAL</b>			<b>\$2,090,611.47</b>

1.1 The following schedules provide a bit more information than the high-level summary provided in the last few months but not as detailed as the reports that were discouraged by audit. This should provide enough information for review of the payments. A detailed copy of the payments will be kept in the Finance Office

### 4.0 Statutory Environment:

4.1 Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that a list of all accounts paid be presented to Council.

4.2 This list must include all payments made since the list was last prepared and presented to Council.

4.3 The list of payments made by authority for 1 November 2021 to 31 November 2021 is hereby presented to Council.

### 5.0 Strategic Implications

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

5.3 Strategy:

Civic - 4.1.1 Provide strong, effective and functional governance and leadership in the Shire



## 6.0 Policy Implications:

6.1 All payments made in accordance with adopted Council policy and delegations.

## 7.0 Financial Implications

7.1 Out-flow of cash totalling \$3,538,086.05. All payments made have been within the provisions of the 2021-2022 Budget.

## 8.0 Sustainability Implications

8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

8.4 Risk

Risk level is low.

Risk Control Measures - There are no Risk Control Measures, the report is for information purposes only.

Event Likelihood / Impact Matrix			
Likelihood (refer Potential Risk Likelihood Guide)	Impact - Failure to acknowledge the payment of Shire accounts exposes Councillors to a breach of the LG Act and impacts on reputation.		
	Minor	Medium	High
Low (unlikely)	(1)	2	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

<b>Risk</b>	Low
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	manage by routine procedures
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Monthly reporting of Accounts eliminates risk.

## 9.0 Officers Recommendations

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/144**

**Moved: Cr Patricia McKay**

**Seconded: Cr Chris Loessl**

**That:**

**The total accounts paid by authority totalling \$2,090,611.47 summarised on the following schedules entitled 'Schedule of Sundry Creditor Accounts Paid by Authority (Summary) 01/11/2021 to 30/11/2021', 'Schedule of Restricted Creditor Accounts Paid by Authority (Summary) 01/11/2021 to 30/11/2021', 'Schedule of Trust Creditor Accounts Paid by Authority (Summary) 01/11/2021 to 30/11/2021' and 'Net Salaries and Wages Paid November 2021' (as appended 9.2.4A) be received.**

**CARRIED: 7/0**

*Please Note: These Minutes have yet to be confirmed by Council as a true record of Proceedings.*

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**SCHEDULE OF SUNDRY MUNICIPAL CREDITOR ACCOUNTS PAID BY AUTHORITY**  
**(SUMMARY)**  
**01/11/2021 to 30/11/2021**

Chq/EFT	Date	Name	Description	Amount
EFT27751	26/11/2021	(A)POD PTY LTD T/A DONOVAN PAYNE ARCHITECTS	ARCHITECTURAL SERVICES	-3,400.00
<b>(A)POD PTY LTD T/A DONOVAN PAYNE ARCHITECTS Total</b>				<b>-3,400.00</b>
EFT27721	19/11/2021	AERODROME MANAGEMENT SERVICES PTY LTD (AMS)	AERODROME OPERATION & MANAGEMENT	-30,983.52
<b>AERODROME MANAGEMENT SERVICES PTY LTD (AMS) Total</b>				<b>-30,983.52</b>
EFT27717	19/11/2021	ALEXANDER LEBRON	EXPENSE CLAIM	-53.50
<b>ALEXANDER LEBRON Total</b>				<b>-53.50</b>
EFT27749	26/11/2021	ALLGEAR MOTORCYCLES & SMALL ENGINES	MINOR PLANT PARTS & SERVICING	-336.05
<b>ALLGEAR MOTORCYCLES &amp; SMALL ENGINES Total</b>				<b>-336.05</b>
DD18722.20	02/11/2021	AMP FLEXIBLE LIFETIME SUPER PLAN	SUPER. CONTRIBUTIONS	-120.75
DD18760.20	16/11/2021	AMP FLEXIBLE LIFETIME SUPER PLAN	SUPER. CONTRIBUTIONS	-180.95
DD18795.18	30/11/2021	AMP FLEXIBLE LIFETIME SUPER PLAN	SUPER. CONTRIBUTIONS	-241.50
<b>AMP FLEXIBLE LIFETIME SUPER PLAN Total</b>				<b>-543.20</b>
DD18722.3	02/11/2021	AMP SUPERANNUATION	SUPER. CONTRIBUTIONS	-761.03
DD18760.3	16/11/2021	AMP SUPERANNUATION	SUPER. CONTRIBUTIONS	-1,292.00
DD18795.2	30/11/2021	AMP SUPERANNUATION	SUPER. CONTRIBUTIONS	-778.25
<b>AMP SUPERANNUATION Total</b>				<b>-2,831.28</b>
EFT27746	26/11/2021	AQUATIC SERVICES WA PTY LTD	CHEMICALS	-705.10
<b>AQUATIC SERVICES WA PTY LTD Total</b>				<b>-705.10</b>
EFT27627	04/11/2021	ARAC REFRIGERATION & AIR CONDITIONING PTY LTD	AIRCONDITIONER SERVICES	-1,468.89
EFT27659	11/11/2021	ARAC REFRIGERATION & AIR CONDITIONING PTY LTD	AIRCONDITIONER SERVICES	-4,293.48
<b>ARAC REFRIGERATION &amp; AIR CONDITIONING PTY LTD Total</b>				<b>-5,762.37</b>
DD18722.2	02/11/2021	ASGARD SUPER (BT FUNDS MANAGEMENT LTD)	SUPER. CONTRIBUTIONS	-349.73
DD18760.2	16/11/2021	ASGARD SUPER (BT FUNDS MANAGEMENT LTD)	SUPER. CONTRIBUTIONS	-546.45
DD18795.20	30/11/2021	ASGARD SUPER (BT FUNDS MANAGEMENT LTD)	SUPER. CONTRIBUTIONS	-465.14
<b>ASGARD SUPER (BT FUNDS MANAGEMENT LTD) Total</b>				<b>-1,361.32</b>
EFT27671	11/11/2021	AUSCIVIL WA (INCARTA PTY LTD)	ROAD MAINTENANCE GRADING	-58,365.78
<b>AUSCIVIL WA (INCARTA PTY LTD) Total</b>				<b>-58,365.78</b>
EFT27648	04/11/2021	AUSTRALIA POST	FREIGHT CHARGES	-340.04
<b>AUSTRALIA POST Total</b>				<b>-340.04</b>
DD18722.14	02/11/2021	AUSTRALIAN CATHOLIC SUPER & RETIREMENT FUND	SUPER. CONTRIBUTIONS	-240.00
DD18760.14	16/11/2021	AUSTRALIAN CATHOLIC SUPER & RETIREMENT FUND	SUPER. CONTRIBUTIONS	-195.00
DD18795.13	30/11/2021	AUSTRALIAN CATHOLIC SUPER & RETIREMENT FUND	SUPER. CONTRIBUTIONS	-150.00
<b>AUSTRALIAN CATHOLIC SUPER &amp; RETIREMENT FUND Total</b>				<b>-585.00</b>
DD18722.15	02/11/2021	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-9,278.09
DD18760.15	16/11/2021	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-8,278.21

Chq/EFT	Date	Name	Description	Amount
DD18795.14	30/11/2021	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	-7,443.97
<b>AUSTRALIAN SUPER Total</b>				<b>-25,000.27</b>
EFT27635	04/11/2021	AVANTGARDE TECHNOLOGIES PTY LTD	CCTV CAMERA SERVICE	-3,465.00
<b>AVANTGARDE TECHNOLOGIES PTY LTD Total</b>				<b>-3,465.00</b>
DD18722.12	02/11/2021	AWARE SUPER	PAYROLL DEDUCTIONS	-11,682.94
DD18760.12	16/11/2021	AWARE SUPER	PAYROLL DEDUCTIONS	-13,215.67
DD18795.12	30/11/2021	AWARE SUPER	PAYROLL DEDUCTIONS	-13,236.05
<b>AWARE SUPER Total</b>				<b>-38,134.66</b>
DD18722.11	02/11/2021	AWARE SUPER (CONCEPT ONE)	SUPER. CONTRIBUTIONS	-182.55
DD18760.11	16/11/2021	AWARE SUPER (CONCEPT ONE)	SUPER. CONTRIBUTIONS	-123.70
DD18795.10	30/11/2021	AWARE SUPER (CONCEPT ONE)	SUPER. CONTRIBUTIONS	-104.97
<b>AWARE SUPER (CONCEPT ONE) Total</b>				<b>-411.22</b>
EFT27760	26/11/2021	BAILEYS AUTO PARTS	VEHICLE PARTS & SERVICING	-404.90
<b>BAILEYS AUTO PARTS Total</b>				<b>-404.90</b>
EFT27676	11/11/2021	BALLPOINT PTY LTD (C BALL)	EXECUTIVE ASSISTANT SERVICES	-2,488.50
EFT27714	19/11/2021	BALLPOINT PTY LTD (C BALL)	EXECUTIVE ASSISTANT SERVICES	-2,025.00
<b>BALLPOINT PTY LTD (C BALL) Total</b>				<b>-4,513.50</b>
EFT27680	11/11/2021	BOC LTD	MONTHLY CONTAINER SERVICE	-75.39
EFT27759	26/11/2021	BOC LTD	MONTHLY CONTAINER SERVICE	-77.91
<b>BOC LTD Total</b>				<b>-153.30</b>
EFT27620	04/11/2021	BONNIE ROSITA EDWARDS	COUNCILLOR ALLOWANCE	-504.15
EFT27686	18/11/2021	BONNIE ROSITA EDWARDS	COUNCILLOR ALLOWANCE	-504.15
<b>BONNIE ROSITA EDWARDS Total</b>				<b>-1,008.30</b>
EFT27712	19/11/2021	BRADTRAC PTY LTD	TYRES	-1,125.30
EFT27747	26/11/2021	BRADTRAC PTY LTD	TYRES	-8,558.00
<b>BRADTRAC PTY LTD Total</b>				<b>-9,683.30</b>
DD18722.16	02/11/2021	BT SUPER FOR LIFE (SYDNEY)	SUPER. CONTRIBUTIONS	-857.35
DD18760.16	16/11/2021	BT SUPER FOR LIFE (SYDNEY)	SUPER. CONTRIBUTIONS	-857.35
DD18795.15	30/11/2021	BT SUPER FOR LIFE (SYDNEY)	SUPER. CONTRIBUTIONS	-857.35
<b>BT SUPER FOR LIFE (SYDNEY) Total</b>				<b>-2,572.05</b>
EFT27632	04/11/2021	CAMPING, CLOTHING & RURAL (CCR) SUPPLY KUNUNURRA	CHICKEN FOOD	-159.00
<b>CAMPING, CLOTHING &amp; RURAL (CCR) SUPPLY KUNUNURRA Total</b>				<b>-159.00</b>
DD18804.1	30/11/2021	CBA - CREDIT CARDS ONLY	CREDIT CARDS PROCESSED	-30,849.94
<b>CBA - CREDIT CARDS ONLY Total</b>				<b>-30,849.94</b>
DD18762.1	15/11/2021	CBA - OTHER DIRECT DEBITS ONLY	BANK FEES	-5,516.26
DD18787.1	30/11/2021	CBA - OTHER DIRECT DEBITS ONLY	BANK FEES	-32.50
<b>CBA - OTHER DIRECT DEBITS ONLY Total</b>				<b>-5,548.76</b>
DD18722.7	02/11/2021	CBUS SUPERANNUATION	SUPER. CONTRIBUTIONS	-182.40
DD18760.8	16/11/2021	CBUS SUPERANNUATION	SUPER. CONTRIBUTIONS	-205.20
DD18795.6	30/11/2021	CBUS SUPERANNUATION	SUPER. CONTRIBUTIONS	-159.60
<b>CBUS SUPERANNUATION Total</b>				<b>-547.20</b>
EFT27668	11/11/2021	CDM HYDRAULICS PTY LTD	DEPOT SUPPLIES	-8,117.53
<b>CDM HYDRAULICS PTY LTD Total</b>				<b>-8,117.53</b>

Chq/EFT	Date	Name	Description	Amount
EFT27672	11/11/2021	CGL FUEL PTY LTD	FUEL PURCHASE	-16,236.19
<b>CGL FUEL PTY LTD Total</b>				<b>-16,236.19</b>
EFT27651	04/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-1,630.21
EFT27652	04/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-808.65
EFT27694	18/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-1,624.42
EFT27695	18/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-1,628.55
<b>CHILD SUPPORT AGENCY Total</b>				<b>-5,691.83</b>
EFT27626	04/11/2021	CHRISTOPHER LOESSL	COUNCILLOR ALLOWANCE	-598.69
EFT27690	18/11/2021	CHRISTOPHER LOESSL	COUNCILLOR ALLOWANCE	-598.69
<b>CHRISTOPHER LOESSL Total</b>				<b>-1,197.38</b>
EFT27649	04/11/2021	CJD EQUIPMENT PTY LTD	VEHICLE PARTS & SERVICING	-2,837.83
EFT27679	11/11/2021	CJD EQUIPMENT PTY LTD	VEHICLE PARTS & SERVICING	-58.58
<b>CJD EQUIPMENT PTY LTD Total</b>				<b>-2,896.41</b>
DD18789.2	21/11/2021	CLICK SUPER PTY LTD	TRANSACTION FEES	-46.64
<b>CLICK SUPER PTY LTD Total</b>				<b>-46.64</b>
DD18722.9	02/11/2021	COLONIAL FIRST STATE FIRST CHOICE EMPLOYER SUPER	SUPER. CONTRIBUTIONS	-276.94
DD18760.9	16/11/2021	COLONIAL FIRST STATE FIRST CHOICE EMPLOYER SUPER	SUPER. CONTRIBUTIONS	-276.94
DD18795.8	30/11/2021	COLONIAL FIRST STATE FIRST CHOICE EMPLOYER SUPER	SUPER. CONTRIBUTIONS	-276.94
<b>COLONIAL FIRST STATE FIRST CHOICE EMPLOYER SUPER Total</b>				<b>-830.82</b>
EFT27646	04/11/2021	CUMMINS SOUTH PACIFIC PTY LTD	PLANT LUBRICANTS	-6,729.21
<b>CUMMINS SOUTH PACIFIC PTY LTD Total</b>				<b>-6,729.21</b>
EFT27621	04/11/2021	DEAN WILSON TRANSPORT	FREIGHT CHARGES	-67.46
EFT27656	11/11/2021	DEAN WILSON TRANSPORT	FREIGHT CHARGES	-241.21
EFT27734	26/11/2021	DEAN WILSON TRANSPORT	FREIGHT CHARGES	-46.06
<b>DEAN WILSON TRANSPORT Total</b>				<b>-354.73</b>
EFT27643	04/11/2021	DEPARTMENT OF INDUSTRY, TOURISM & TRADE	WATER TEST	-139.41
EFT27756	26/11/2021	DEPARTMENT OF INDUSTRY, TOURISM & TRADE	SEPTIC TANK	-77.06
<b>DEPARTMENT OF INDUSTRY, TOURISM &amp; TRADE Total</b>				<b>-216.47</b>
24841	04/11/2021	DEPT. OF COMMUNITIES	PAYROLL DEDUCTIONS	-1,400.10
24843	18/11/2021	DEPT. OF COMMUNITIES	PAYROLL DEDUCTIONS	-1,400.10
<b>DEPT. OF COMMUNITIES Total</b>				<b>-2,800.20</b>
EFT27677	11/11/2021	DEPT. OF FIRE & EMERGENCY SERVICES	ESL LEVY	-8,776.77
<b>DEPT. OF FIRE &amp; EMERGENCY SERVICES Total</b>				<b>-8,776.77</b>
EFT27666	11/11/2021	EASYWEB DIGITAL PTY LTD	IT SERVICES	-451.66
<b>EASYWEB DIGITAL PTY LTD Total</b>				<b>-451.66</b>
EFT27633	04/11/2021	ESSENTIAL SUPER	PAYROLL DEDUCTIONS	-3,500.00
EFT27691	18/11/2021	ESSENTIAL SUPER	PAYROLL DEDUCTIONS	-3,500.00
<b>ESSENTIAL SUPER Total</b>				<b>-7,000.00</b>
EFT27700	19/11/2021	FOURIER TECHNOLOGIES PTY LTD	IT SERVICES	-6,883.48
<b>FOURIER TECHNOLOGIES PTY LTD Total</b>				<b>-6,883.48</b>

Chq/EFT	Date	Name	Description	Amount
DD18760.6	16/11/2021	FUTURE SUPER	SUPER. CONTRIBUTIONS	-67.20
<b>FUTURE SUPER Total</b>				<b>-67.20</b>
EFT27617	04/11/2021	G & V ROBERTS PTY LTD (GVR)	FREIGHT CHARGES	-55.00
EFT27654	11/11/2021	G & V ROBERTS PTY LTD (GVR)	FREIGHT CHARGES	-203.50
<b>G &amp; V ROBERTS PTY LTD (GVR) Total</b>				<b>-258.50</b>
EFT27634	04/11/2021	GREENFIELD TECHNICAL SERVICES	ENGINEERING SUPPORT	-6,007.43
EFT27667	11/11/2021	GREENFIELD TECHNICAL SERVICES	ENGINEERING SUPPORT	-109,558.90
EFT27706	19/11/2021	GREENFIELD TECHNICAL SERVICES	ENGINEERING SUPPORT	-26,169.11
<b>GREENFIELD TECHNICAL SERVICES Total</b>				<b>-141,735.44</b>
EFT27629	04/11/2021	HALLS CREEK HOME & HALLS CREEK ELECTRICAL & REFRIGERATION	FURNITURE	-399.00
EFT27661	11/11/2021	HALLS CREEK HOME & HALLS CREEK ELECTRICAL & REFRIGERATION	FURNITURE	-2,927.15
EFT27737	26/11/2021	HALLS CREEK HOME & HALLS CREEK ELECTRICAL & REFRIGERATION	FURNITURE	-599.00
<b>HALLS CREEK HOME &amp; HALLS CREEK ELECTRICAL &amp; REFRIGERATION Total</b>				<b>-3,925.15</b>
EFT27653	11/11/2021	HALLS CREEK MOTEL	CATERING	-907.00
EFT27731	26/11/2021	HALLS CREEK MOTEL	CATERING	-153.50
<b>HALLS CREEK MOTEL Total</b>				<b>-1,060.50</b>
EFT27638	04/11/2021	HALLS CREEK TYRES PTY LTD	TYRES	-100.00
EFT27742	26/11/2021	HALLS CREEK TYRES PTY LTD	TYRES	-290.00
<b>HALLS CREEK TYRES PTY LTD Total</b>				<b>-390.00</b>
DD18722.21	02/11/2021	HESTA SUPER FUND	SUPER. CONTRIBUTIONS	-264.39
DD18760.21	16/11/2021	HESTA SUPER FUND	SUPER. CONTRIBUTIONS	-264.39
DD18795.19	30/11/2021	HESTA SUPER FUND	SUPER. CONTRIBUTIONS	-262.39
<b>HESTA SUPER FUND Total</b>				<b>-791.17</b>
DD18795.9	30/11/2021	HOST PLUS SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-686.99
DD18722.10	02/11/2021	HOST PLUS SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-656.63
DD18760.10	16/11/2021	HOST PLUS SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-732.59
<b>HOST PLUS SUPERANNUATION FUND Total</b>				<b>-2,076.21</b>
EFT27660	11/11/2021	IGA X-PRESS (HALLS CREEK)	ROAD CAMP SUPPLIES	-1,723.15
EFT27698	19/11/2021	IGA X-PRESS (HALLS CREEK)	OLABUD DOOGETHU SUPPLIES	-2,458.72
EFT27736	26/11/2021	IGA X-PRESS (HALLS CREEK)	CATERING	-1,866.52
<b>IGA X-PRESS (HALLS CREEK) Total</b>				<b>-6,048.39</b>
EFT27663	11/11/2021	IMPART MEDIA PTY LTD	IT SERVICES	-95.70
<b>IMPART MEDIA PTY LTD Total</b>				<b>-95.70</b>
EFT27637	04/11/2021	INLOGIK PTY LTD	MONTHLY USER FEES	-443.27
EFT27708	19/11/2021	INLOGIK PTY LTD	MONTHLY USER FEES	-443.27
EFT27741	26/11/2021	INLOGIK PTY LTD	MONTHLY USER FEES	-443.27
<b>INLOGIK PTY LTD Total</b>				<b>-1,329.81</b>
EFT27724	19/11/2021	IXOM OPERATIONS PTY LTD	CHEMICALS	-3,265.90
<b>IXOM OPERATIONS PTY LTD Total</b>				<b>-3,265.90</b>
EFT27716	19/11/2021	JACQUELINE PARKER	EXPENSE CLAIM	-55.00
<b>JACQUELINE PARKER Total</b>				<b>-55.00</b>
EFT27639	04/11/2021	JODIE TAYLOR	EXPENSE CLAIM	-94.23
<b>JODIE TAYLOR Total</b>				<b>-94.23</b>

Chq/EFT	Date	Name	Description	Amount
EFT27701	19/11/2021	KIM BRIDGE & ASSOCIATES	WORKSHOP	-796.76
<b>KIM BRIDGE &amp; ASSOCIATES Total</b>				<b>-796.76</b>
EFT27758	26/11/2021	KIMBERLEY HOTEL	CATERING	-187.00
<b>KIMBERLEY HOTEL Total</b>				<b>-187.00</b>
EFT27755	26/11/2021	KIMBERLEY WELDING AND FABRICATION	VEHICLE PARTS & SERVICING	-737.00
<b>KIMBERLEY WELDING AND FABRICATION Total</b>				<b>-737.00</b>
EFT27757	26/11/2021	KUNDAT DJARU COMMUNITY STORE ABORIGINAL CORPORATION	OLABUD DOOGETHU SUPPLIES	-565.19
<b>KUNDAT DJARU COMMUNITY STORE ABORIGINAL CORPORATION Total</b>				<b>-565.19</b>
EFT27622	04/11/2021	KUNUNURRA HOME & GARDEN (MITRE 10 KUNUNURRA)	HARDWARE SUPPLIES	-50.50
EFT27657	11/11/2021	KUNUNURRA HOME & GARDEN (MITRE 10 KUNUNURRA)	DEPOT SUPPLIES	-230.10
<b>KUNUNURRA HOME &amp; GARDEN (MITRE 10 KUNUNURRA) Total</b>				<b>-280.60</b>
EFT27650	04/11/2021	LGRCEU (WA SHIRE COUNCILS UNION)	PAYROLL DEDUCTIONS	-102.50
EFT27693	18/11/2021	LGRCEU (WA SHIRE COUNCILS UNION)	PAYROLL DEDUCTIONS	-102.50
<b>LGRCEU (WA SHIRE COUNCILS UNION) Total</b>				<b>-205.00</b>
EFT27702	19/11/2021	LLOYD BARTON	EXPENSE CLAIM	-734.61
<b>LLOYD BARTON Total</b>				<b>-734.61</b>
EFT27631	04/11/2021	LYNDELLE WILSON	ACCOUNTING SERVICES	-5,705.50
<b>LYNDELLE WILSON Total</b>				<b>-5,705.50</b>
EFT27616	04/11/2021	MALCOLM HACK EDWARDS	COUNCILLOR ALLOWANCE	-882.30
EFT27685	18/11/2021	MALCOLM HACK EDWARDS	COUNCILLOR ALLOWANCE	-882.30
<b>MALCOLM HACK EDWARDS Total</b>				<b>-1,764.60</b>
EFT27674	11/11/2021	MANDY WYNNE	ACCOUNTING SERVICES	-5,280.00
<b>MANDY WYNNE Total</b>				<b>-5,280.00</b>
EFT27705	19/11/2021	MARKETFORCE	ADVERTISING	-786.23
<b>MARKETFORCE Total</b>				<b>-786.23</b>
EFT27713	19/11/2021	MARTIN SONS CONTRACTING	PLUMBING SERVICES	-324.00
EFT27748	26/11/2021	MARTIN SONS CONTRACTING	PLUMBING SERVICES	-2,282.23
<b>MARTIN SONS CONTRACTING Total</b>				<b>-2,606.23</b>
DD18722.8	02/11/2021	MOBISUPER	SUPER. CONTRIBUTIONS	-134.06
DD18795.7	30/11/2021	MOBISUPER	SUPER. CONTRIBUTIONS	-97.03
<b>MOBISUPER Total</b>				<b>-231.09</b>
EFT27665	11/11/2021	MOORE AUSTRALIA (WA) PTY LTD	ACCOUNTING SERVICES	-2,310.00
<b>MOORE AUSTRALIA (WA) PTY LTD Total</b>				<b>-2,310.00</b>
EFT27664	11/11/2021	MRB PLUMBING LTD	PROPERTY MAINTAINENCE	-35,986.72
EFT27703	19/11/2021	MRB PLUMBING LTD	PROPERTY MAINTAINENCE	-178.75
EFT27739	26/11/2021	MRB PLUMBING LTD	PLUMBING SERVICES	-8,960.99
<b>MRB PLUMBING LTD Total</b>				<b>-45,126.46</b>
EFT27733	26/11/2021	MULAN COMMUNITY STORE	FUEL PURCHASE	-500.00
<b>MULAN COMMUNITY STORE Total</b>				<b>-500.00</b>
EFT27669	11/11/2021	NEIL MANSELL TRANSPORT PTY LTD	FREIGHT CHARGES	-728.02
EFT27710	19/11/2021	NEIL MANSELL TRANSPORT PTY LTD	FREIGHT CHARGES	-291.79
EFT27743	26/11/2021	NEIL MANSELL TRANSPORT PTY LTD	FREIGHT CHARGES	-197.61
<b>NEIL MANSELL TRANSPORT PTY LTD Total</b>				<b>-1,217.42</b>

Chq/EFT	Date	Name	Description	Amount
EFT27615	04/11/2021	NORTH REGIONAL TAFE	COURSE FEES	-390.90
<b>NORTH REGIONAL TAFE Total</b>				<b>-390.90</b>
EFT27618	04/11/2021	OFFICE NATIONAL (KUNUNURRA)	STATIONARY & PRINTER SUPPLIES	-452.65
EFT27732	26/11/2021	OFFICE NATIONAL (KUNUNURRA)	STATIONARY & PRINTER SUPPLIES	-801.60
<b>OFFICE NATIONAL (KUNUNURRA) Total</b>				<b>-1,254.25</b>
EFT27740	26/11/2021	OPTIC SECURITY GROUP NORWEST	SWIPE CARDS	-651.20
<b>OPTIC SECURITY GROUP NORWEST Total</b>				<b>-651.20</b>
EFT27684	11/11/2021	ORDCO (ORD RIVER DISTRICT CO-OPERATIVE LTD)	PARKS & GARDENS SUPPLIES	-489.50
<b>ORDCO (ORD RIVER DISTRICT CO-OPERATIVE LTD) Total</b>				<b>-489.50</b>
DD18722.13	02/11/2021	PANORAMA SUPER	SUPER. CONTRIBUTIONS	-461.54
DD18760.13	16/11/2021	PANORAMA SUPER	SUPER. CONTRIBUTIONS	-461.54
DD18795.11	30/11/2021	PANORAMA SUPER	SUPER. CONTRIBUTIONS	-461.54
<b>PANORAMA SUPER Total</b>				<b>-1,384.62</b>
EFT27647	04/11/2021	PATRICIA ANNE MCKAY	COUNCILLOR ALLOWANCE	-504.15
EFT27692	18/11/2021	PATRICIA ANNE MCKAY	COUNCILLOR ALLOWANCE	-504.15
<b>PATRICIA ANNE MCKAY Total</b>				<b>-1,008.30</b>
24840	04/11/2021	PIVOTEL SATELLITE PTY LTD	SATELITE PHONE CHARGES	-411.00
<b>PIVOTEL SATELLITE PTY LTD Total</b>				<b>-411.00</b>
EFT27709	19/11/2021	POOLWERX BROOME	CHEMICALS	-1,721.94
<b>POOLWERX BROOME (J MOORE &amp; N MOORE) Total</b>				<b>-1,721.94</b>
DD18722.6	02/11/2021	PRIME SUPER	SUPER. CONTRIBUTIONS	-145.60
DD18760.7	16/11/2021	PRIME SUPER	SUPER. CONTRIBUTIONS	-243.20
DD18795.5	30/11/2021	PRIME SUPER	SUPER. CONTRIBUTIONS	-202.24
<b>PRIME SUPER Total</b>				<b>-591.04</b>
EFT27642	04/11/2021	QAMARAM MUNIRA	EXPENSE CLAIM	-459.58
<b>QAMARAM MUNIRA Total</b>				<b>-459.58</b>
EFT27640	04/11/2021	READOS AUTO CARE PTY LTD	TYRES	-1,937.90
EFT27711	19/11/2021	READOS AUTO CARE PTY LTD	FUEL PURCHASE	-134.79
EFT27744	26/11/2021	READOS AUTO CARE PTY LTD	FUEL PURCHASE	-2,714.34
<b>READOS AUTO CARE PTY LTD Total</b>				<b>-4,787.03</b>
EFT27753	26/11/2021	REGGIE RAMOS	EXPENSE CLAIM	-29.95
<b>REGGIE RAMOS Total</b>				<b>-29.95</b>
EFT27683	11/11/2021	REGIONAL POWER CORPORATION (HORIZON POWER)	UTILITIES	-1,315.52
EFT27723	19/11/2021	REGIONAL POWER CORPORATION (HORIZON POWER)	UTILITIES	-22,483.14
<b>REGIONAL POWER CORPORATION (HORIZON POWER) Total</b>				<b>-23,798.66</b>
EFT27624	04/11/2021	ROSEMARY STRETCH	COUNCILLOR ALLOWANCE	-504.15
EFT27688	18/11/2021	ROSEMARY STRETCH	COUNCILLOR ALLOWANCE	-504.15
<b>ROSEMARY STRETCH Total</b>				<b>-1,008.30</b>
EFT27675	11/11/2021	ROSMECH SALES & SERVICE PTY LTD	VEHICLE PARTS & SERVICING	-1,589.50
<b>ROSMECH SALES &amp; SERVICE PTY LTD Total</b>				<b>-1,589.50</b>
EFT27718	19/11/2021	SHARON KEARNEY	EXPENSE CLAIM	-30.00
<b>SHARON KEARNEY Total</b>				<b>-30.00</b>



Chq/EFT	Date	Name	Description	Amount
24842	04/11/2021	SHIRE OF HALLS CREEK (PAYROLL)	PAYROLL DEDUCTIONS	-280.80
24844	18/11/2021	SHIRE OF HALLS CREEK (PAYROLL)	PAYROLL DEDUCTIONS	-1,622.40
<b>SHIRE OF HALLS CREEK (PAYROLL) Total</b>				<b>-1,903.20</b>
EFT27636	04/11/2021	SKYMESH PTY LTD	INTERNET CHARGES	-644.65
EFT27707	19/11/2021	SKYMESH PTY LTD	INTERNET CHARGES	-159.97
<b>SKYMESH PTY LTD Total</b>				<b>-804.62</b>
EFT27658	11/11/2021	SPINIFEX CONTRACTING	PROPERTY MAINTAINENCE	-9,416.00
EFT27735	26/11/2021	SPINIFEX CONTRACTING	CEMETERY MAINTAINENCE	-1,210.00
<b>SPINIFEX CONTRACTING Total</b>				<b>-10,626.00</b>
DD18722.1	02/11/2021	SPIRIT SUPER	PAYROLL DEDUCTIONS	-1,254.68
DD18760.1	16/11/2021	SPIRIT SUPER	PAYROLL DEDUCTIONS	-1,333.88
DD18795.1	30/11/2021	SPIRIT SUPER	PAYROLL DEDUCTIONS	-1,339.52
<b>SPIRIT SUPER Total</b>				<b>-3,928.08</b>
EFT27752	26/11/2021	SR ALMA CABASSI (CHRISTMAS CAROL COMMITTEE)	DONATION	-650.00
<b>SR ALMA CABASSI (CHRISTMAS CAROL COMMITTEE) Total</b>				<b>-650.00</b>
EFT27655	11/11/2021	STATE LIBRARY OF WESTERN AUSTRALIA	LIBRARY BOOKS	-308.00
<b>STATE LIBRARY OF WESTERN AUSTRALIA Total</b>				<b>-308.00</b>
DD18722.19	02/11/2021	STATEWIDE SUPER	SUPER. CONTRIBUTIONS	-385.62
DD18760.19	16/11/2021	STATEWIDE SUPER	SUPER. CONTRIBUTIONS	-385.62
DD18795.17	30/11/2021	STATEWIDE SUPER	SUPER. CONTRIBUTIONS	-385.62
<b>STATEWIDE SUPER Total</b>				<b>-1,156.86</b>
DD18722.17	02/11/2021	SUNSUPER SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-718.08
DD18760.17	16/11/2021	SUNSUPER SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-676.72
DD18795.16	30/11/2021	SUNSUPER SUPERANNUATION FUND	SUPER. CONTRIBUTIONS	-671.40
<b>SUNSUPER SUPERANNUATION FUND Total</b>				<b>-2,066.20</b>
DD18722.5	02/11/2021	SUPER DIRECTIONS FUND (AMP)	PAYROLL DEDUCTIONS	-852.55
DD18760.5	16/11/2021	SUPER DIRECTIONS FUND (AMP)	PAYROLL DEDUCTIONS	-752.55
DD18795.4	30/11/2021	SUPER DIRECTIONS FUND (AMP)	PAYROLL DEDUCTIONS	-552.83
<b>SUPER DIRECTIONS FUND (AMP) Total</b>				<b>-2,157.93</b>
DD18750.1	11/11/2021	TELSTRA	MOBILE PHONE CHARGES	-1,672.55
DD18754.1	04/11/2021	TELSTRA	FIXED SERVICE CHARGES	-5,260.51
<b>TELSTRA Total</b>				<b>-6,933.06</b>
EFT27628	04/11/2021	THE KIMBERLEY GRANDE HOTEL	ACCOMMODATION	-170.00
EFT27699	19/11/2021	THE KIMBERLEY GRANDE HOTEL	YOUTH ACTIVITIES SUPPLIES	-431.00
<b>THE KIMBERLEY GRANDE HOTEL Total</b>				<b>-601.00</b>
EFT27704	19/11/2021	THE TRUSTEE FOR LANDINI SUPER FUND	SUPER. CONTRIBUTIONS	-1,630.26
<b>THE TRUSTEE FOR LANDINI SUPER FUND Total</b>				<b>-1,630.26</b>
EFT27641	04/11/2021	THEM EARTHMOVING PTY LTD	PLANT HIRE WITH OPERATORS	-137,786.00
EFT27715	19/11/2021	THEM EARTHMOVING PTY LTD	PLANT HIRE WITH OPERATORS	-145,524.50
EFT27750	26/11/2021	THEM EARTHMOVING PTY LTD	PLANT HIRE WITH OPERATORS	-293,870.50
<b>THEM EARTHMOVING PTY LTD Total</b>				<b>-577,181.00</b>
EFT27681	11/11/2021	THINK WATER KUNUNURRA (KIMBERLEY PUMPING SERVICE PTY LTD)	MINOR PLANT PARTS & SERVICING	-885.50
<b>THINK WATER KUNUNURRA (KIMBERLEY PUMPING SERVICE PTY LTD) Total</b>				<b>-885.50</b>

Chq/EFT	Date	Name	Description	Amount
EFT27682	11/11/2021	TOTALLY WORKWEAR (BROOME)	UNIFORMS	-435.00
EFT27722	19/11/2021	TOTALLY WORKWEAR (BROOME)	UNIFORMS	-1,315.20
<b>TOTALLY WORKWEAR (BROOME) Total</b>				<b>-1,750.20</b>
EFT27673	11/11/2021	TRANCOLINO MADDEN CONTRACTING PTY LTD (RJ MADDEN EARTHWORKS)	PLANT HIRE WITH OPERATORS	-36,366.00
<b>TRANCOLINO MADDEN CONTRACTING PTY LTD (RJ MADDEN EARTHWORKS) Total</b>				<b>-36,366.00</b>
DD18722.4	02/11/2021	UNI SUPER LTD	PAYROLL DEDUCTIONS	-961.54
DD18760.4	16/11/2021	UNI SUPER LTD	PAYROLL DEDUCTIONS	-961.54
DD18795.3	30/11/2021	UNI SUPER LTD	PAYROLL DEDUCTIONS	-1,161.54
<b>UNI SUPER LTD Total</b>				<b>-3,084.62</b>
EFT27644	04/11/2021	VICTOR POPESCU	EXPENSE CLAIM	-1,043.08
<b>VICTOR POPESCU Total</b>				<b>-1,043.08</b>
EFT27625	04/11/2021	VIRGINIA O'NEIL	COUNCILLOR ALLOWANCE	-504.15
EFT27689	18/11/2021	VIRGINIA O'NEIL	COUNCILLOR ALLOWANCE	-504.15
<b>VIRGINIA O'NEIL Total</b>				<b>-1,008.30</b>
EFT27697	19/11/2021	VISIMAX	UNIFORMS	-389.60
<b>VISIMAX Total</b>				<b>-389.60</b>
EFT27630	04/11/2021	VISION POWER PTY LTD	ELECTRICAL SERVICES	-396.00
EFT27662	11/11/2021	VISION POWER PTY LTD	ELECTRICAL SERVICES	-132.00
<b>VISION POWER PTY LTD Total</b>				<b>-528.00</b>
EFT27645	04/11/2021	WESTRAC PTY LTD	PLANT LUBRICANTS	-3,847.37
EFT27678	11/11/2021	WESTRAC PTY LTD	VEHICLE PARTS & SERVICING	-895.10
EFT27720	19/11/2021	WESTRAC PTY LTD	VEHICLE PARTS & SERVICING	-8,607.61
<b>WESTRAC PTY LTD Total</b>				<b>-13,350.08</b>
EFT27670	11/11/2021	WINC AUSTRALIA PTY LTD	OLABUD DOOGETHU SUPPLIES	-219.52
EFT27745	26/11/2021	WINC AUSTRALIA PTY LTD	STATIONARY	-277.34
<b>WINC AUSTRALIA PTY LTD Total</b>				<b>-496.86</b>
EFT27619	04/11/2021	WIRRIMANU (BALGO) COMMUNITY STORE	FOOD SUPPLIES	-145.94
<b>WIRRIMANU (BALGO) COMMUNITY STORE Total</b>				<b>-145.94</b>
EFT27696	19/11/2021	WIRRIMANU ABORIGINAL CORP	ACCOMMODATION	-440.00
EFT27730	26/11/2021	WIRRIMANU ABORIGINAL CORP	ROAD MAINTENANCE GRADING	-9,460.00
<b>WIRRIMANU ABORIGINAL CORP Total</b>				<b>-9,900.00</b>
EFT27623	04/11/2021	WUNAN FOUNDATION INC - KUNUNURRA	PAYROLL DEDUCTIONS	-240.00
EFT27687	18/11/2021	WUNAN FOUNDATION INC - KUNUNURRA	PAYROLL DEDUCTIONS	-240.00
<b>WUNAN FOUNDATION INC - KUNUNURRA Total</b>				<b>-480.00</b>
EFT27738	26/11/2021	WURTH AUST. PTY LTD	HARDWARE SUPPLIES	-820.12
<b>WURTH AUST. PTY LTD Total</b>				<b>-820.12</b>
EFT27754	26/11/2021	YOUNG LAUHELANI LUI MATEIWASA CLEANING	CLEANING	-1,820.00
<b>YOUNG LAUHELANI LUI MATEIWASA CLEANING Total</b>				<b>-1,820.00</b>

**Total Sundry Creditor Accounts Paid by Authority \$1,247,795.05**  
**November 2021 Gross Salaries & Wages Paid \$770,002.12**

**SCHEDULE OF RESTRICTED CREDITOR ACCOUNTS (LIABILITIES)**  
**PAID BY AUTHORITY (SUMMARY)**  
**01/11/2021 to 30/11/2021**

Chq/EFT	Date	Name	Description	Amount
24845	26/11/2021	DEPT, OF COMMERCE CONSUMER PROTECTION	RENTAL BOND REMITTANCE	-1,341.60
<b>DEPT, OF COMMERCE CONSUMER PROTECTION Total</b>				<b>-1,341.60</b>
DD18779.1	22/11/2021	DEPT. OF TRANSPORT (DOT) - LICENSING AGENT	DOT REMITTANCE	-10,392.00
DD18791.1	30/11/2021	DEPT. OF TRANSPORT (DOT) - LICENSING AGENT	DOT REMITTANCE	-4,631.70
<b>DEPT. OF TRANSPORT (DOT) - LICENSING AGENT Total</b>				<b>-15,023.70</b>
EFT27727	26/11/2021	KIMBERLEY HOTEL (HCT&TC BOOKINGS)	T&TC OPERATOR REMITTANCE	-340.37
<b>KIMBERLEY HOTEL (HCT&amp;TC BOOKINGS) Total</b>				<b>-340.37</b>
EFT27726	26/11/2021	MIMBI CAVES CAMPING (GIRLOORLOO TOURS)	T&TC OPERATOR REMITTANCE	-42.00
<b>MIMBI CAVES CAMPING (GIRLOORLOO TOURS) Total</b>				<b>-42.00</b>
EFT27728	26/11/2021	ROE LEGAL SERVICE	REFUND OF HIRE BOND	-400.00
<b>ROE LEGAL SERVICE Total</b>				<b>-400.00</b>
EFT27729	26/11/2021	SHIRE OF HALLS CREEK (RESTRICTED)	T&TC OPERATOR REMITTANCE	-266.63
DD18709.1	01/11/2021	SHIRE OF HALLS CREEK (RESTRICTED)	REFUND OF HIRE BOND	-400.00
<b>SHIRE OF HALLS CREEK (RESTRICTED) Total</b>				<b>-666.63</b>
EFT27725	26/11/2021	WIRRIMANU ABORIGINAL CORPORATION	GL CORRECTION	-55,000.00
<b>WIRRIMANU ABORIGINAL CORPORATION Total</b>				<b>-55,000.00</b>

**Total Restricted Creditor Accounts Paid by Authority \$72,814.30**

**SCHEDULE OF TRUST CREDITOR ACCOUNTS PAID BY AUTHORITY (SUMMARY)**  
**01/11/2021 to 30/11/2021**

Chq/EFT	Date	Name	Description	Amount
NIL				

**Total Trust Creditor Accounts Paid by Authority \$0.00**

**SCHEDULE OF CANCELLED PAYMENTS – MUNICIPAL**  
**01/11/2021 to 30/11/2021**

PAY# OR INV#	DATE	NAME	REASON FOR CANCELLATION	AMOUNT
EFT27719	19/11/2021	KUNDAT DJARU COMMUNITY STORE ABORIGINAL CORPORATION	INCORRECT INVOICE AMOUNT	606.34

**SCHEDULE OF CANCELLED PAYMENTS - RESTRICTED**  
**01/11/2021 to 30/11/2021**

PAY# OR INV#	DATE	NAME	REASON FOR CANCELLATION	AMOUNT
NIL				

**SCHEDULE OF CANCELLED PAYMENTS - TRUST**  
**01/11/2021 to 30/11/2021**

PAY# OR INV#	DATE	NAME	REASON FOR CANCELLATION	AMOUNT
NIL				

Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

**SCHEDULE OF CREDIT CARD TRANSACTIONS PROCESSED (DETAILED)**  
**01/11/2021 TO 30/11/2021**

CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Barton, L	7/09/2021	PEPPERS/MANTRA/BKFREE PEPRS/MNTR/BK QLD AUS	Accommodation staff to attend ATO Touch Payroll course Perth	1,492.24
Barton, L	7/09/2021	PEPPERS/MANTRA/BKFREE PEPRS/MNTR/BK QLD AUS	Reimbursement for staff accommodation for training Perth - cancelled due to Covid restrictions	-1,476.00
Barton, L	28/09/2021	ALLVOLTS POWR SOLU BROOME WA AUS	New lithium batteries for remotes	13.90
Barton, L	28/09/2021	HARVEY NORMAN AV/IT BROOME WA AUS	2 x Computer cables - display port to HDMI	93.90
Barton, L	22/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Remote control lithium batteries	9.00
Barton, L	27/10/2021	G BISHOPS TRANSPORT FORRESTFIELD WA AUS	Chlorine gas replacement tank freight Recreation Centre	988.09
<b>Barton, L Total</b>				<b>1,121.13</b>
Glass, M	24/07/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	40.00
Glass, M	2/08/2021	D & T HARDWARE HALLS CREEK UNK AUS	Locks - Shipping Containers	79.00
Glass, M	2/08/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Jerry Can & Chainsaw Oil	44.50
Glass, M	2/08/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Unleaded Fuel - Pool Lawnmower	9.31
Glass, M	2/08/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Alternative Education - Bush Trip Lunch Supplies - 6 Clients	13.40
Glass, M	2/08/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	DYCD - Balgo Trip - Lunch Supplies - Navigator	12.00
Glass, M	2/08/2021	TELSTRA MELBOURNE VIC AUS	Telstra Recharge	30.00
Glass, M	3/08/2021	TELSTRA PREPAID MELBOURNE VIC AUS	Pre Paid - YENO Mobile	30.00
Glass, M	4/08/2021	HALLS CREEK IGA EXPQPS HALLS CREEK UNK AUS	Mens Tribal Area - Drinks - Community Gathering	23.30
Glass, M	6/08/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	4.99
Glass, M	10/08/2021	SHIRE OF HALLS CREEK HALLS CREEK UNK AUS	Extraordinary License - OD	183.05
Glass, M	10/08/2021	HALLS CREEK IGA EXPR HALLS CREEK UNK AUS	Cleaning Supplies - OD Office	63.14
Glass, M	11/08/2021	HALLS CREEK IGA EXPQPS HALLS CREEK UNK AUS	AE - Bush Trip - Lunch Supplies - 5 Clients	30.90
Glass, M	20/08/2021	KMART ONLINE 03 AUS AUS	Work Boots - Bush Trips - Youth - 5 pairs	395.00
Glass, M	21/08/2021	NEWS LIMITED SURRY HILLS UNK AUS	Subscription - The Australian	40.00
Glass, M	22/08/2021	WALKABOUT SOUVEN 2 KUNUNURRA WA AUS	AE - Boab Stands - Mibila Learning Country	71.55
Glass, M	26/08/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Unleaded Fuel - Mower	89.62
Glass, M	27/08/2021	ARTLANDISH PTY LTD KUNUNURRA UNK AUS	Dideridoo x 2 = AE Project	580.00
Glass, M	3/09/2021	TWW ONLINE RICHMOND EAST UNK AUS	Uniform - AE Program	464.85
Glass, M	6/09/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	4.99
Glass, M	8/09/2021	HALLS CREEK IGA EXPR HALLS CREEK UNK AUS	Bush Trip - Lunch Supplies	103.65
Glass, M	14/09/2021	WWC-COMMUNITIES EAST PERTH UNK AUS	Recruitment Costs - WWC	87.00
Glass, M	15/09/2021	KIMBERLEYLAND HOLIDAY KUNUNURRA WA AUS	Staff Accommodation - Olabud Admin	467.00

CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Glass, M	18/09/2021	NEWS LIMITED SURRY HILLS UNK AUS	Subscription - The Australian	40.00
Glass, M	19/09/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Fuel - OD	150.02
Glass, M	22/09/2021	KIMBERLY CUISINE PTY L KUNUNURRA UNK AUS	Dinner management strategic planning	174.00
Glass, M	22/09/2021	POINCIANA ROADHOUSE HALLS CREEK UNK AUS	Poinciana lunch meeting	49.00
Glass, M	22/09/2021	HOTEL KUNUNURRA Kununurra WA AUS	Lunch management planning	84.00
Glass, M	22/09/2021	WARMUN ROADHOUSE BERRIMAH NT AUS	Warmun lunch team planning	54.90
Glass, M	23/09/2021	Ord River Roadhouse Kununurra WA AUS	Ord River roadhouse lunch management planning	60.90
Glass, M	23/09/2021	Ord River Roadhouse Kununurra WA AUS	Ord River roadhouse management planning supplies	28.94
Glass, M	24/09/2021	DOON DOON ROADHOUSE DURACK WA AUS	Doon Management Planning	17.70
Glass, M	27/09/2021	VIRGIN AU0795151349479 BRISBANE AUS AUS	Surcharge for Virgin Airlines Tickets	37.75
Glass, M	27/09/2021	VIRGIN AU0795217029335 BRISBANE AUS AUS	4x Virgin Airlines Tickets	3,716.04
Glass, M	6/10/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	4.99
Glass, M	16/10/2021	NEWS LIMITED SURRY HILLS UNK AUS	Subscription - The Australian	40.00
Glass, M	26/10/2021	VIRGIN AU7951513684005 BRISBANE AUS AUS	Surcharge for 1x Virgin Airlines Ticket	7.09
Glass, M	26/10/2021	VIRGIN AU7952170715627 BRISBANE AUS AUS	Virgin Airlines Receipt	697.99
Glass, M	26/10/2021	WA POLICE/POST MELBOURNE UNK AUS	Police Clearance	57.60
Glass, M	27/10/2021	WA POLICE/POST MELBOURNE UNK AUS	Police Clearance - YENO	57.60
Glass, M	27/10/2021	TELSTRA PREPAID MELBOURNE VIC AUS	YENO Phone Recharge	30.00
Glass, M	29/10/2021	VIRGIN AU7951513723371 BRISBANE AUS AUS	Surcharge for 1x Virgin Return Ticket	11.00
Glass, M	29/10/2021	VIRGIN AU7952170798752 BRISBANE AUS AUS	Virgin Airlines Return Ticket	1,230.00
Glass, M	1/11/2021	SEEK AU 43886999 MELBOURNE VIC AUS	Seek Ad Invoice	825.00
Glass, M	1/11/2021	TELSTRA MELBOURNE VIC AUS	Phone YENO Recharge	30.00
Glass, M	2/11/2021	TS 14 Australia Pty Lt Northcote VIC AUS	Olabud Uniform Order	199.80
Glass, M	6/11/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	4.99
Glass, M	9/11/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Community Meeting Supplies	89.00
Glass, M	11/11/2021	Autopro Kununurra Kununurra WA AUS	YENO Car Mats	78.97
Glass, M	13/11/2021	NEWS LIMITED SURRY HILLS UNK AUS	News Website Subscription	40.00
Glass, M	16/11/2021	SHIRE OF HALLS CREEK HALLS CREEK UNK AUS	Staff Photo Card Application	44.50
Glass, M	16/11/2021	VIRGIN AU7951513910088 BRISBANE AUS AUS	Virgin Airline Surcharge	26.24
Glass, M	16/11/2021	VIRGIN AU7951513910238 BRISBANE AUS AUS	Virgin Airline Surcharge	3.93
Glass, M	16/11/2021	VIRGIN AU7952171154986 BRISBANE AUS AUS	Virgin Airlines Flight Receipt	418.00
Glass, M	16/11/2021	VIRGIN AU7952171155431 BRISBANE AUS AUS	4x Virgin Airline Tickets	2,791.96
Glass, M	17/11/2021	TELSTRA PREPAID MELBOURNE VIC AUS	Phone YENO Recharge	30.00

CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Glass, M	17/11/2021	TELSTRA PREPAID MELBOURNE VIC AUS	Phone YENO Recharge	30.00
<b>Glass, M Total</b>				<b>14,029.16</b>
Graham, D	15/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Download CCTV footage of house burglary 7 Bridge St	10.00
Graham, D	18/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Warmun Mosquito control	12.00
Graham, D	19/10/2021	HALLS CREEK IGA EXPR HALLS CREEK UNK AUS	Yiyili community ditch itch head lice program small groups	41.21
Graham, D	19/10/2021	HALLS CREEK IGA EXPQPS HALLS CREEK UNK AUS	Vax-a-Thon C-19 Halls Creek	11.02
Graham, D	19/10/2021	HALLS CREEK HOME HALLS CREEK WA AUS	micro water testing Mable Downs road camp	65.00
Graham, D	26/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Vax - a Thon C-19 Halls Creek	14.50
Graham, D	27/10/2021	WIRRIMANU COMM STORE HALLS CREEK WA AUS	Balgo community visit	48.00
Graham, D	27/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Balgo community visit	32.70
Graham, D	27/10/2021	WIRRIMANU COMM STORE HALLS CREEK WA AUS	Mulan Billiluna visit	69.53
Graham, D	28/10/2021	KURRURUNGKU STORE HALLS CREEK UNK AUS	Billiluna Community meeting	13.90
Graham, D	28/10/2021	KURRURUNGKU STORE HALLS CREEK UNK AUS	Billiluna community visit	4.20
Graham, D	28/10/2021	KURURUNGKU STORE MIND HALLS CREEK WA AUS	Billiluna meeting with Directors	34.25
Graham, D	28/10/2021	KURURUNGKU STORE MIND HALLS CREEK WA AUS	Billiluna visit	109.54
Graham, D	28/10/2021	KURURUNGKU STORE MIND HALLS CREEK WA AUS	Billiluna Visit	120.00
Graham, D	28/10/2021	KURURUNGKU STORE MIND HALLS CREEK WA AUS	Billiluna Visit	150.00
Graham, D	28/10/2021	MULAN COMMUNITY STORE BERRIMAH NT AUS	Mulan Community Visit	6.92
Graham, D	28/10/2021	MULAN COMMUNITY STORE BERRIMAH NT AUS	Mulan community Visit	8.59
Graham, D	28/10/2021	WIRRIMANU COMM STORE HALLS CREEK WA AUS	Balgo Visit	28.00
Graham, D	29/10/2021	POINCIANA ROADHOUSE HALLS CREEK UNK AUS	Cyclone clean up letter box drop pamphlets	39.90
Graham, D	2/11/2021	POST HALLS CREEK LPOHA HALLS CREEK AU AUS	Cyclone clean up letter box drop 300 brochures	64.50
Graham, D	3/11/2021	HALLS CREEK IGA EXPQPS HALLS CREEK UNK AUS	Tick control program dog baits supplies	18.31
Graham, D	3/11/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Supply drinking water Office, Rangers, EHO and HPO vehicles	60.00
Graham, D	4/11/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Yiyili community visit	6.00
Graham, D	5/11/2021	NGIYALI ROADHOUSE FITZROY CROSS WA AUS	Fitzroy Crossing	100.25
Graham, D	7/11/2021	COLES EXPRESS 6960 FITZROY CRSNG AUS AUS	Fitzroy crossing	87.03
Graham, D	7/11/2021	BP COLAC DERBY 6310 DERBY WA AUS	Derby	92.90
Graham, D	9/11/2021	POST HALLS CREEK LPOHA HALLS CREEK AU AUS	Burglary 7 Bridge St CCTV down load	10.00
Graham, D	10/11/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Tip office power generator fuel	268.76
<b>Graham, D Total</b>				<b>1,527.01</b>
Mason, N	12/10/2021	LOCAL GOVERNEMENT MANA EAST PERTH UNK AUS	LGPro Registration Full Conference	1,200.00
Mason, N	18/10/2021	Crown Perth Burswood AUS AUS	Accommodation Deposit Metropol LGPro Conference Nov 21	495.88
Mason, N	2/11/2021	Crown Perth Burswood AUS AUS	Crown Accom LG Pro Conf Part payment	242.88

CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Mason, N	4/11/2021	INGOGO LTD VICTORIA PARK WA AUS	Cabfare Airport to Home Perth LG Pro Conf	73.71
Mason, N	6/11/2021	Crown Perth Burswood AUS AUS	Crown Accom LG Pro Conf Part payment	324.85
Mason, N	8/11/2021	SPOTTO WA DARLINGHURST AUS AUS	Cabfare Midland to Airport LG Pro Conf	56.81
Mason, N	22/11/2021	CabFare Payments North Melbour VIC AUS	Cabfare KNX Zone Meeting dinner	10.40
Mason, N	23/11/2021	THE KIMBERLEY GRANDE H KUNUNURRA UNK AUS	Accommodation Zone mtg CEO - Nov	153.00
Mason, N	23/11/2021	THE KIMBERLEY GRANDE H KUNUNURRA UNK AUS	Accommodation Zone mtg Nov Loessl	153.00
Mason, N	23/11/2021	THE KIMBERLEY GRANDE H KUNUNURRA UNK AUS	Accommodation Zone mtg Nov Edwards	153.00
Mason, N	23/11/2021	KIMBERLEY CAFE Kununurra WA AUS	Zone Meeting Nov Breakfast Crs/CEO	78.00
Mason, N	23/11/2021	OFFICE NATIONAL KNX Kununurra WA AUS	Office National - Stationery Replacement Pen	38.90
Mason, N	19/06/2021	KNX AUTOPARTS KUNUNURRA WA AUS	Code connector for P1108	16.00
Mason, N	23/06/2021	GREYHOUND AUSTRALIA WINNELLIE NT AUS	Freight of water samples to Darwin-Greyhound Bus	14.50
Mason, N	15/07/2021	BIGW ONLINE BELLA VISTA NS AUS	Materials for the Road Camp by the Director Assets and Infrastructure	3,270.40
Mason, N	16/07/2021	BIGW ONLINE BELLA VISTA NS AUS	Road Camp Materials- DAI	-52.00
Mason, N	28/07/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Unleaded fuel for the tip generator	79.33
Mason, N	22/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Unleaded fuel for the tip generator	82.31
Mason, N	26/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Unleaded fuel for the tip generator	338.58
Mason, N	30/10/2021	ADOBE ACROPRO SUBS ADOBE.LY/ENAU IRL IRL	Adope Acropro Annual Subs	263.87
Mason, N	1/11/2021	WEBJET MELBOURNE AUS AUS	Flights to Albany-Great Southern Waste Summit	306.75
Mason, N	1/11/2021	WWW.WEBJET.COM.AU MELBOURNE AUS AUS	Flights to Albany - Great Southern Waste Summit	1,039.55
Mason, N	3/11/2021	WA POLICE/POST MELBOURNE UNK AUS	Police Check for Musa Mono	57.60
<b>Mason, N Total</b>				<b>8,397.32</b>
Niven, N	7/11/2021	FRESHWATER EAST KIMBER KUNUNURRA UNK AUS	Tourism WA seminar Kununurra	237.00
<b>Niven, N Total</b>				<b>237.00</b>
Parker, J	1/09/2021	ANNUAL FEE	ANNUAL FEE	10.00
Parker, J	8/09/2021	VIRGIN AU0795151340920 BRISBANE AUS AUS	Flights - Steve Taylor	11.00
Parker, J	8/09/2021	VIRGIN AU0795217008126 BRISBANE AUS AUS	Flights - Steve Taylor	1,230.00
Parker, J	9/09/2021	Hotel at Booking.com Amsterdam NLD NLD	Accommodation - Steve Taylor	148.50
Parker, J	9/09/2021	AVIS AUSTRALIA MASCOT AUS AUS	Hire car - Steve Taylor	526.39
Parker, J	17/09/2021	POST HALLS CREEK LPOHA HALLS CREEK AU AUS	Registered post for lease copy	7.45
Parker, J	22/09/2021	D & T HARDWARE HALLS CREEK UNK AUS	Misc parts for workshop	124.70
Parker, J	22/09/2021	D & T HARDWARE HALLS CREEK UNK AUS	Reticulation parts	25.80
Parker, J	22/09/2021	POST HALLS CREEK LPOHA HALLS CREEK AU AUS	Two x work phones	498.00



CARD HOLDER	DATE	MERCHANT	PURPOSE	AMOUNT
Parker, J	4/10/2021	SEEK AU 43267497 MELBOURNE VIC AUS	Seek ad - Team Lead Mechanic	324.50
Parker, J	19/10/2021	COLES EXPRESS 6954 KUNUNURRA AUS AUS	Fuel - Jackie	147.12
Parker, J	22/10/2021	KUNUNURRA HOME & GAR KUNUNURRA UNK AUS	Purchase of locks due to vandalism	306.25
Parker, J	23/10/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Fuel - Jackie	238.76
Parker, J	28/10/2021	JB Hi-Fi Southbank AUS AUS	Purchase of laptop and keyboard	1,104.94
Parker, J	2/11/2021	SEEK AU 43915041 MELBOURNE VIC AUS	Seek ad - Works Supervisor	346.50
Parker, J	16/11/2021	COLES EXPRESS 6952 HALLS CREEK AUS AUS	Ice for Community BBQs	10.00
Parker, J	19/11/2021	COLES EXPRESS 6960 FITZROY CRSNG AUS AUS	Bread rolls for community bbq	101.90
Parker, J	21/11/2021	BP ROEBUCK RH 6708 ROEBUCK WA AUS	Fuel - Jackie	167.68
Parker, J	21/11/2021	NGIYALI ROADHOUSE FITZROY CROSS WA AUS	Fuel - Jackie	112.83
Parker, J	22/11/2021	JB Hi-Fi Southbank AUS AUS	Refund - JBHiFi	-20.00
Parker, J	23/11/2021	QING FENG PTY LTD HALLS CREEK UNK AUS	Catering for Councillor OSH Session	80.00
Parker, J	23/11/2021	D & T HARDWARE HALLS CREEK UNK AUS	Purchase of bolts	36.00
<b>Parker, J Total</b>				<b>5,538.32</b>

**TOTAL OF CREDIT CARD TRANSACTIONS AUTHORISED AND PROCESSED NOVEMBER 2021 \$30,849.94**

Please Note: These Minutes have yet to be confirmed by Council and are subject to a period of processing.

### 9.4.3 Statement of Financial Activity for period ending 30 November 2021

<b>ITEM NUMBER:</b>	9.4.3
<b>REPORTING OFFICER</b>	Lloyd Barton, Director Corporate Services
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

#### 1.0 Matter for Consideration

- 1.1 Acceptance of Monthly Statement of Financial Activity for the period ending 31 October 2021 (Appendix 9.4.3A).

#### 2.0 Background

- 2.1 Regulation 34 of the Financial Management (Local Government) Regulations 1996 provides that a monthly statement of financial activity must be presented to Council.
- 2.2 The report must be presented at an Ordinary meeting of Council within 2 months after the end of the month to which the statement relates. Regulations prescribe the information that must be contained in the report.
- 2.3 The Statement of Financial Activity for the period ending 30 November 2021 is prepared by Moore Australia.

#### 3.0 Comments

- 3.1 Council policy FIN 09 Variance Levels for Financial Reporting require a commentary for any variance of 10% or greater, subject to a minimum of \$50,000. Variances are now contained within the monthly presentation on the last page.
- 3.2 The Management Reports comply with LG Financial Regulations for what is required to be presented to Council. In the past the Shire has presented the Schedule presentation – but with this information the summaries and the graphs make for ease of reading.
- 3.3 The Financial Reports presented include the statutory requirements, being the Statement of Financial Activity (Variance and Nature and Type) and Note 1 showing the Net Current Assets. The various supporting notes also follow with the Variance explanations on the final page.
- 3.4 The expenditure and income graphs on page 2 show that:
- year to date actual operating revenue is below budget (\$1.95 M less income than anticipated due to delays in the receipt of grant income including recoups)
  - capital revenue is close to budget
  - actual operating expenses exceed budget - by \$0.936 M mainly due to flood damage expenditure exceeding budget which will be recovered through recoups

- actual capital expenditure is below budget – by \$1.36 M due to delays in projects such as the splash park, capital road works (due to the need to finish flood works) and the delays in the arrival of replacement vehicles

The closing position is a surplus of \$0.32 M versus an amended budgeted closing surplus of \$1.71 M (\$1.39 M variance)

- 3.5 Variances between actual income and expenditure compared to budgeted income and expenditure are set out on pages 6 & 7 with an explanation of material variances (\$50,000 or 10%) provided on page 25. The material variances are due to;

#### *Opening surplus*

- Adjustments have been made to the prior year causing an opening deficit (this is subject to the final audit and may change).

#### *Revenue from operating activities*

- Over estimation of grants income in Health & Welfare (Olabud Doogethu) by approximately \$1.0 M. This will be rectified in the six-month budget review with operating expenses also being reduced accordingly
- Timing in the receipt of income from operating grants and subsidies. Note 12 on page 22 of the Moore Australia report highlights the variance with year-to-date actual revenue of \$4,050,851 from operating grants & subsidies versus year-to-date budgeted revenue of \$5,915,325 (Variance of \$1,864,474). The variance is made up of:
  - Actual general purpose (FAGS) funding is behind year-to-date budget by \$1.022 M. Receipt of funds is expected in February and April 2022.
  - grant recoups for Health & Welfare (Olabud Doogethu) is delayed (\$431,769 actual vs YTD budget of \$1.40 M.) A NIAA payment of \$412,500 for Olabud Doogethu was received in early December which will improve the situation,
- There is also \$517,433 in claim recoups (dating from August to November 2021 generating \$465,690 in revenue) pending approval from DFES for flood damage plus a further \$217,000 to be invoiced for the Ringer Soak basketball courts and work for Main Roads.

#### *Expenditure from operating activities*

- Cost savings (Governance, Health & Welfare (Olabud Doogethu), Housing)
- Transport flood damage costs being higher than anticipated (\$1.7M plus a further \$429,434 of expenditure requiring a posting correction) – this will be recovered through recoups (note \$517,433 in claim recoups mentioned above). From December through to April further expenditure will be significantly reduced with the deactivation of the Works Crew over the wet season.

### *Capital (Investing activities)*

- Timing of disposal and purchase of assets (sale of old vehicles/plant and purchase of new vehicles/plant delayed)
- Under expenditure (\$1.37 M) on capital road works due to finishing flood works. This will be picked up again in April next year.

### *Finance activities*

- Timing of transfer of reserves – this will be done towards the end of the financial year

3.7 On page 1 Moore Australia have recommended 2 medium priority actions and one low priority action. These matters are being progressed as follows:

- Monthly budget – further precision in estimating the timing of income and expenditure will be considered in the six-month budget review. The resulting variances are to the YTD budget and largely represent timing variances.
- Over allocation of plant operating costs and salaries and wages – the recommendation is accepted.
- Funding statements – this is simply highlighting that current opening deficit of the budget may change due the 2020/21 Annual Financial Statement completion/ audit process.

3.8 The closing position as at 30 November 2021 is a surplus of \$316,885. The Statement of Financial Activity and Net Current Asset statement reconcile.

## **4.0 Statutory Environment**

4.1 Regulation 34 - Local Government (Financial Management) Regulations 1996

4.2 Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation –

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is 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 in the following detail –

(a) annual budget estimates, considering any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

(b) budget estimates to the end of the month to which the statement relates; and

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing –

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
  - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown –
- (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

## **5.0 Strategic Implications**

### 5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

### 5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

### 5.3 Strategy:

Civic - 4.1.1 Provide strong, effective and functional governance and leadership in the Shire

Civic - 4.1.2 Consistent and impartial application of Council policies and provision of services

Civic - 4.1.3 Council decisions are consistent, reliable and transparent.

## **6.0 Policy Implications**

### 6.1 FIN 09 Variance Levels for Financial Reporting

## **7.0 Financial Implications**

7.1 Revenues and Expenditure graphs are presented on page 2. These include several graphs comparing budget to actual providing a visual representation of how the Shire is tracking to Budget.

7.2 The Executive Summary is provided on page 3 showing a dashboard presentation of financial summaries of income and expenditure (both cash and non-cash) for the year to date.

7.3 The Net Current Asset Position is detailed in item c of Note 1 on page ten.

7.4 The Management reports (non-statutory) are provided to the Executive detailing a complete set of accounts and variances, and these are used by Managers to track monthly performance.

## 8.0 Sustainability Implications

### 8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

### 8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

### 8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

### 8.4 Risk

Event Likelihood / Impact Matrix			
<b>Likelihood</b> (refer Potential Risk Likelihood Guide)	<b>Impact</b> - The current financial position is strong in terms of timing and financial performance against Budget and known events. The Financial reporting is excellent and comprehensive - meeting compliance under the LG Act and is an excellent management tool for Council and Management staff. The risk of not producing at this level would be extreme.		
	Minor	Medium	High
Low (unlikely)	1	(2)	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

<b>Risk</b>	Low to medium
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	manage by routine procedures
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Risk regarded as low - in terms of reporting - to medium in terms of financial performance - which always requires due diligence. Delays in processing of claims by DFES is making cash flow tight. Continue producing high standard reports by continued association with Moore Australia - and taking the time to ensure the accuracy of the financial transaction records each month.

## 9.0 Officers Recommendations

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/145**

**Moved: Cr Rosemary Stretch**

**Seconded: Cr Chris Loessl**

**That Council:**

**Accept the Statement of Financial Activity for the period ended 30 November 2021 (Appendix 9.4.3A).**

**CARRIED: 7/0**

**This section left blank intentionally**

*Please Note: These Minutes have not to be confirmed by Council as a true record of proceedings.*

7 December 2021

Mr Noel Mason  
Chief Executive Officer  
Shire of Halls Creek  
PO Box 21  
**HALLS CREEK WA 6770**

Dear Noel

**ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2021**

We advise that we have completed the compilation of your Statutory Monthly Statement of Financial Activity (by Statutory Reporting Program) for the month ended 30 November 2021 and enclose our Compilation Report and Statements.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report. Other matters which arise during the course of our compilation that we wish to bring to your attention are raised in this report.

It should be appreciated that our procedures are designed primarily to enable us to compile the monthly financial statements and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and Council, which may exist. However, we aim to use our knowledge of the Shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Please note in order to meet legislative requirements, details and explanations of the material variances between the year to date actuals and year to date budget need to be completed by Shire staff, as required by *Local Government (Financial Management) Regulation 34(1) (d)*.

**MATTERS FOR MANAGEMENT ATTENTION:**

Please complete the Statutory Monthly Financial Statements by completing Note 15 – Major Variations by providing a comment for each item where the Council's YTD Budget and YTD Actual are over the variance threshold. These items are indicated with a ▼ or ▲.

We noted no other matters we wish to draw to management's attention.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely

Russell Barnes  
Director  
**Moore Australia (WA) Pty Ltd**




## Shire of Halls Creek Management Report Information

Period ending  
30 November 2021

Topic	Item	First Identified	Explanation	Action Required	Priority
Budget	Monthly Budget	July 2021	The year to date budget allocation used in this financial statement is estimated at 4/12 <sup>th</sup> of the annual budget.	We recommend budget allocations be reviewed and amended to ensure a more accurate presentation of year to date figures.	Medium
Operating expenditure	Allocations	November 2021	Plant Operating Costs have been over allocated by \$82,267. Salaries and wages have been over allocated by \$3,283.	We recommend the overhead allocations be reviewed and adjusted (where appropriate) regularly for the POC and PWOH. We recommend the allocations for the salaries and wages and administration be reviewed at the end of each month to ensure allocations are correct.	Medium
Funding statements	Opening surplus	July 2021	At the time of preparing the attached Statement of Financial Activity, the 2021 Annual Financial Report has not been finalised, therefore the opening deficit may change from the current \$145,118 due to year end and audit adjustments.	None required.	Low

Please Note: These Minutes have yet to be approved by Council as a true record of proceedings.

Approval:  Russell Barnes, Director

7 December 2021

Mr Noel Mason  
Chief Executive Officer  
Shire of Halls Creek  
PO Box 21  
**HALLS CREEK WA 6770**

Dear Noel

**COMPILATION REPORT TO THE SHIRE OF HALLS CREEK**

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Halls Creek which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 30 November 2021. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

**THE RESPONSIBILITY OF THE SHIRE OF HALLS CREEK**

The Shire of Halls Creek are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

**OUR RESPONSIBILITY**

On the basis of information provided by the Shire of Halls Creek we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Halls Creek provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit the Shire of Halls Creek. We do not accept responsibility to any other person for the contents of the special purpose financial statements.



Russell Barnes  
Director  
**Moore Australia (WA) Pty Ltd**

**SHIRE OF HALLS CREEK**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 30 November 2021**

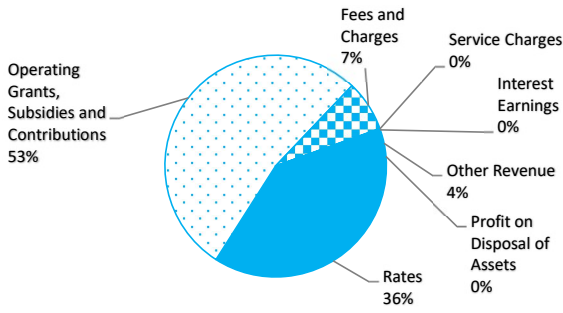
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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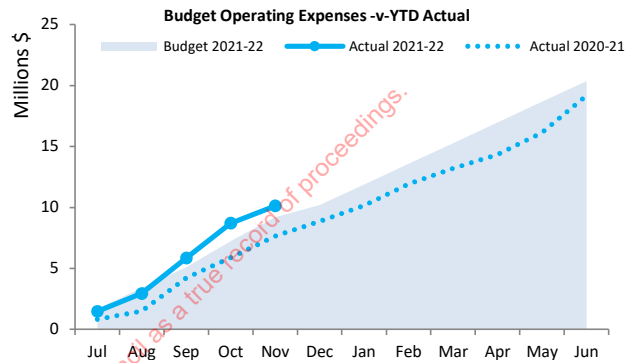
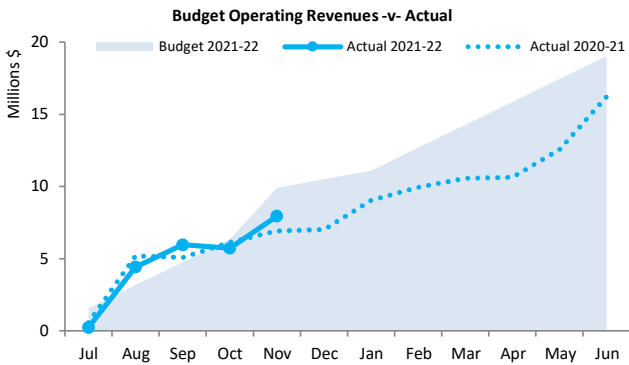
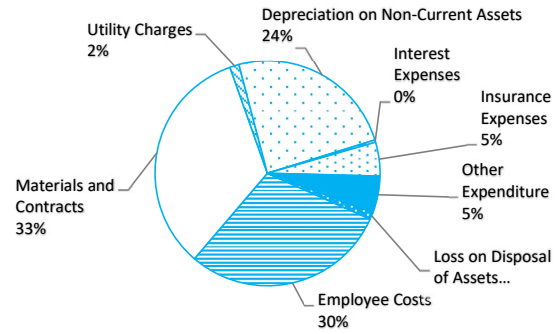
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OPERATING ACTIVITIES

OPERATING REVENUE

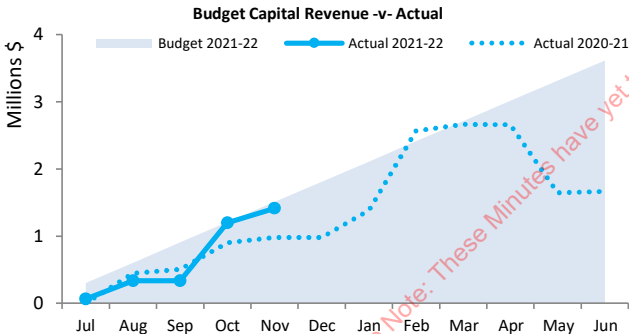


OPERATING EXPENSES

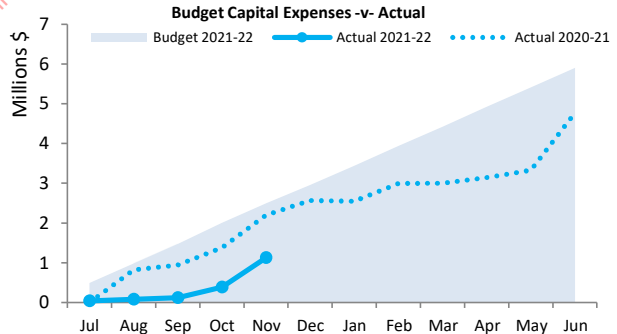


INVESTING ACTIVITIES

CAPITAL REVENUE



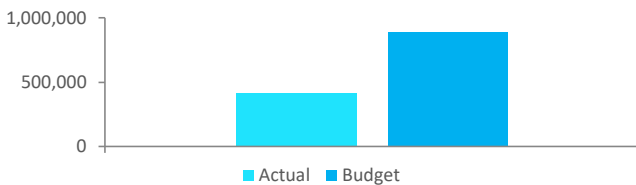
CAPITAL EXPENSES



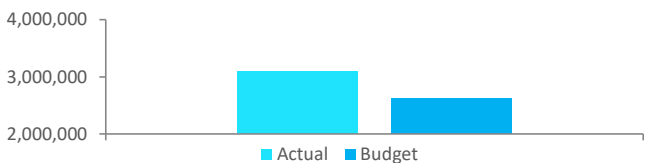
FINANCING ACTIVITIES

BORROWINGS

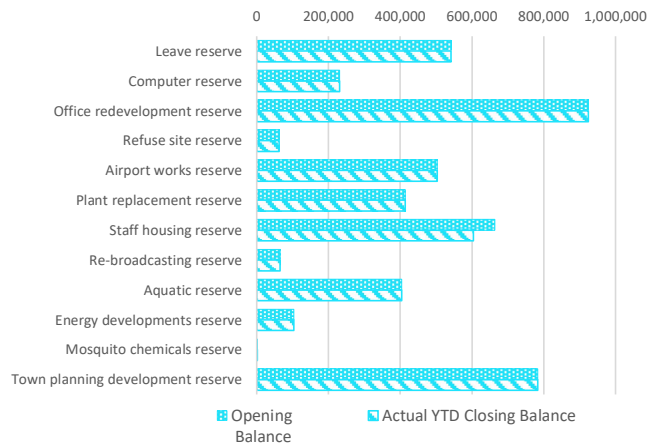
Principal Repayments



Principal Outstanding



RESERVES



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.08 M	\$0.08 M	(\$0.15 M)	(\$0.23 M)
Closing	\$0.00 M	\$1.71 M	\$0.32 M	(\$1.39 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$4.11 M	% of total
Unrestricted Cash	(\$0.53 M)	(12.8%)
Restricted Cash	\$4.64 M	112.8%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.47 M	% Outstanding
Trade Payables	\$0.03 M	
0 to 30 Days		84.3%
30 to 90 Days		13.2%
Over 90 Days		2.5%

Refer to Note 5 - Payables

Receivables		
	\$2.08 M	% Collected
Rates Receivable	\$1.03 M	65.1%
Trade Receivable	\$1.05 M	% Outstanding
30 to 90 Days		10.6%
Over 90 Days		20.7%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$3.19 M	\$2.97 M	\$0.44 M	(\$2.53 M)

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2.82 M	% Variance
YTD Budget	\$2.81 M	0.5%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
YTD Actual	\$4.22 M	% Variance
YTD Budget	\$6.06 M	(30.4%)

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.59 M	% Variance
YTD Budget	\$0.90 M	(34.4%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.28 M)	(\$0.99 M)	\$0.37 M	\$1.36 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.09 M	%
Amended Budget	\$0.05 M	190.3%

Refer to Note 7 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$1.13 M	% Spent
Amended Budget	\$5.94 M	18.9%

Refer to Note 8 - Capital Acquisitions

Capital Grants		
YTD Actual	\$1.41 M	% Received
Amended Budget	\$3.62 M	39.1%

Refer to Note 8 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.99 M)	(\$0.36 M)	(\$0.36 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.42 M
Interest expense	\$0.02 M
Principal due	\$3.10 M

Refer to Note 9 - Borrowings

Reserves	
Reserves balance	\$4.64 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

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

## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2021

## STATUTORY REPORTING PROGRAMS

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

### PROGRAM NAME AND OBJECTIVES

### ACTIVITIES

#### GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

Administration and operation of facilities and services to members of Council. Other costs relating to tasks of assisting elected members and ratepayers on matters which do not concern specific services.

#### GENERAL PURPOSE FUNDING

To provide adequate funding for the Shire's operation by maximising income from Rates, general purpose government grants, interest and other sources of revenue.

Raising of rates, collection of debts, general purpose funding and other funding activities.

#### LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

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

#### HEALTH

To provide an operational framework for good community health.

Aboriginal Environmental Health Program - This scheme is part funded by the Health Department of WA, with the main aim being to ensure the delivery of environmental health services to Aboriginal communities, addressing specific needs and requirements of such communities.

Health Admin & Inspection - Expenditure related to the general administration and delivery of environmental services such as food inspections, issuing of licences such as stall-holder and hawker licences, and the general administration role as required by the Shire in accordance with the Health Act.

Pest Control and Analytical - Allocation to enable the Environmental Health Officer to undertake food sampling and other testing with relevant testing authorities in Perth. Allocation also for actions required for mosquito control.

#### EDUCATION AND WELFARE

Focuses on "breaking the cycle" for at-risk Aboriginal young people - ensuring they have a safe environment in which to make positive life choices.

The Shire of Halls Creek Olabud Doogethu service is a collaborative partnership with the Department of Prime Minister and Cabinet that focuses on ensuring Indigenous Australians grow up and live their lives in a safe home and community, Department of Corrective Services and the Department of Child Protection and Family Support.

#### HOUSING

Provision of adequate housing for Shire staff.

Maintenance and operations of staff housing, capital repairs and maintenance, as well as new construction.

#### COMMUNITY AMENITIES

Provide services required by the community.

Refuse collection services and refuse site maintenance, administration of the Shire's Town Planning function, maintenance and management of the Shire's Cemetery, public conveniences and certain community development projects.

**RECREATION AND CULTURE**

To establish and manage efficiently infrastructure and resources which will help the social development and well being of the community.

Maintenance and operation of Civic Halls, Sports Courts, Oval, Aquatic & Recreation Centre, Library, Rebroadcasting services and the culture background of Halls Creek such as the Trackers Hut.

**TRANSPORT**

To provide safe, effective transport services to the community.

Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets and the operation of the airport.

**ECONOMIC SERVICES**

To help promote the Shire and improve its economic well being.

Travel & Tourism & Area Promotion, Building Control, Post Office services and Economic Development.

**OTHER PROPERTY AND SERVICES**

To monitor and control Council's overheads operating accounts.

Public Works Overheads - Costs associated with the employment of Works staff are included in this sub-program and are then re-allocated to the relevant service or programme through routine overheads recovery processes.

Plant Operation Costs - All costs associated with the operation of Council's plant fleet are assigned to this sub program, and throughout the year are reallocated to relevant work jobs assigned to this sub program, and throughout the year are reallocated to relevant work jobs on which the plant worked, to obtain accurate costs of that job. Items of plant which determine actual costs include fuels, oils, repairs and depreciation.

Salaries & Wages - This sub Programme identifies the total salaries and wages costs expected for the year and these are also reallocated throughout all sub Programmes during the financial year to reflect true costs.

Integrated Planning - The framework ensures all of the Shire's strategic planning policies are aligned and conform with the requirements of the Local Government Act. The five strategies, which form the framework must be regularly reviewed and the outcomes monitored annually.

Misc./Unclassified - This sub programme records both income and expense for goods/ services that cannot be allocated to a particular job or program.

Administration - All costs associated with the Shire's Administration, including staff, are assigned to this program. They are then re-allocated to the relevant programs to represent the administrative cost of that program/sub program.

Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	81,258	81,258	<b>(145,118)</b>	(226,376)	(278.59%)	▼
<b>Operating Activities</b>							
<b>Revenue from operating activities</b>							
Governance		0	0	<b>196</b>	196	0.00%	
General purpose funding - general rates	6	2,821,274	2,806,689	<b>2,821,274</b>	14,585	0.52%	
General purpose funding - other		4,189,000	2,088,225	<b>1,059,732</b>	(1,028,493)	(49.25%)	▼
Law, order and public safety		6,100	2,510	<b>1,619</b>	(891)	(35.50%)	
Health		298,886	124,510	<b>169,014</b>	44,504	35.74%	
Education and welfare		3,373,243	1,405,500	<b>477,069</b>	(928,431)	(66.06%)	▼
Community amenities		445,000	389,570	<b>351,270</b>	(38,300)	(9.83%)	
Recreation and culture		156,450	65,160	<b>160,378</b>	95,218	146.13%	▲
Transport		5,619,925	2,341,620	<b>2,432,416</b>	90,796	3.88%	
Economic services		561,625	233,975	<b>186,886</b>	(47,089)	(20.13%)	
Other property and services		1,077,500	448,945	<b>296,471</b>	(152,474)	(33.96%)	▼
		<b>18,549,003</b>	<b>9,906,704</b>	<b>7,956,325</b>	(1,950,379)		
<b>Expenditure from operating activities</b>							
Governance		(626,266)	(337,064)	<b>(207,758)</b>	129,306	38.36%	▲
General purpose funding		(375,689)	(156,515)	<b>(136,196)</b>	20,319	12.98%	
Law, order and public safety		(345,468)	(147,774)	<b>(138,245)</b>	9,529	6.45%	
Health		(593,891)	(251,430)	<b>(242,576)</b>	8,854	3.52%	
Education and welfare		(2,921,576)	(1,231,274)	<b>(1,175,101)</b>	56,173	4.56%	
Housing		(60,000)	(101,534)	<b>(10)</b>	101,524	99.99%	▲
Community amenities		(1,165,840)	(498,833)	<b>(498,517)</b>	316	0.06%	
Recreation and culture		(2,179,620)	(1,143,176)	<b>(840,264)</b>	302,912	26.50%	▲
Transport		(10,336,274)	(4,329,570)	<b>(6,049,486)</b>	(1,719,916)	(39.72%)	▼
Economic services		(1,260,042)	(541,642)	<b>(473,460)</b>	68,182	12.59%	▲
Other property and services		(896,978)	(446,880)	<b>(360,896)</b>	85,984	19.24%	▲
		<b>(20,761,644)</b>	<b>(9,185,692)</b>	<b>(10,122,509)</b>	(936,817)		
Non-cash amounts excluded from operating activities	1(a)	5,406,998	2,252,860	<b>2,610,656</b>	357,796	15.88%	▲
<b>Amount attributable to operating activities</b>		<b>3,194,357</b>	<b>2,973,872</b>	<b>444,472</b>	(2,529,400)		
<b>Investing Activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	3,616,641	1,506,925	<b>1,414,605</b>	(92,320)	(6.13%)	
Proceeds from disposal of assets	7	45,000	0	<b>85,622</b>	85,622	0.00%	▲
Payments for property, plant and equipment and infrastructure	8	(5,942,680)	(2,496,095)	<b>(1,125,311)</b>	1,370,784	54.92%	▲
<b>Amount attributable to investing activities</b>		<b>(2,281,039)</b>	<b>(989,170)</b>	<b>374,916</b>	1,364,086		
<b>Financing Activities</b>							
Transfer from reserves	10	1,108,873	60,000	<b>60,000</b>	0	0.00%	
Repayment of debentures	9	(892,074)	(417,385)	<b>(417,385)</b>	0	0.00%	
Transfer to reserves	10	(1,211,375)	0	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(994,576)</b>	<b>(357,385)</b>	<b>(357,385)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,708,575</b>	<b>316,885</b>			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$50,000 or 10.00% whichever is the greater.

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



## KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 NOVEMBER 2021

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### REVENUE FROM CONTRACTS WITH CUSTOMERS

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

#### FEES AND CHARGES

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

#### SERVICE CHARGES

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

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

#### PROFIT ON ASSET DISPOSAL

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

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

#### INSURANCE

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

#### LOSS ON ASSET DISPOSAL

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

#### DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

#### INTEREST EXPENSES

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

#### OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2021

BY NATURE OR TYPE

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening funding surplus / (deficit)</b>	1(c)	81,258	81,258	<b>(145,118)</b>	(226,376)	(278.59%)	▼
<b>Operating Activities</b>							
<b>Revenue from operating activities</b>							
Rates	6	2,821,274	2,806,689	<b>2,821,274</b>	14,585	0.52%	
Operating grants, subsidies and contributions	12	13,719,054	6,059,065	<b>4,218,489</b>	(1,840,576)	(30.38%)	▼
Fees and charges		1,674,725	901,840	<b>591,483</b>	(310,357)	(34.41%)	▼
Service charges		3,950	1,645	<b>4,160</b>	2,515	152.89%	
Interest earnings		47,000	19,570	<b>16,435</b>	(3,135)	(16.02%)	
Other revenue		283,000	117,895	<b>303,284</b>	185,389	157.25%	▲
Profit on disposal of assets	7	0	0	<b>1,200</b>	1,200	0.00%	
		<b>18,549,003</b>	<b>9,906,704</b>	<b>7,956,325</b>	(1,950,379)		
<b>Expenditure from operating activities</b>							
Employee costs		(6,997,618)	(2,953,148)	<b>(2,995,814)</b>	(42,666)	(1.44%)	
Materials and contracts		(5,966,563)	(2,707,550)	<b>(3,369,865)</b>	(662,315)	(24.46%)	▼
Utility charges		(567,160)	(236,100)	<b>(136,827)</b>	99,273	42.05%	▲
Depreciation on non-current assets		(5,337,998)	(2,224,110)	<b>(2,460,784)</b>	(236,674)	(10.64%)	▼
Interest expenses		(77,594)	(32,320)	<b>(35,523)</b>	(3,203)	(9.91%)	
Insurance expenses		(416,719)	(414,750)	<b>(490,961)</b>	(76,211)	(18.38%)	▼
Other expenditure		(1,328,992)	(588,964)	<b>(533,272)</b>	55,692	9.46%	
Loss on disposal of assets	7	(69,000)	(28,750)	<b>(99,463)</b>	(70,713)	(245.96%)	▼
		<b>(20,761,644)</b>	<b>(9,185,692)</b>	<b>(10,122,509)</b>	(936,817)		
Non-cash amounts excluded from operating activities	1(a)	5,406,998	2,252,860	<b>2,610,656</b>	357,796	15.88%	▲
<b>Amount attributable to operating activities</b>		<b>3,194,357</b>	<b>2,973,872</b>	<b>444,472</b>	(2,529,400)		
<b>Investing activities</b>							
Proceeds from non-operating grants, subsidies and contributions	13	3,616,641	1,506,925	<b>1,414,605</b>	(92,320)	(6.13%)	
Proceeds from disposal of assets	7	45,000	0	<b>85,622</b>	85,622	0.00%	▲
Payments for property, plant and equipment	8	(5,942,680)	(2,496,095)	<b>(1,125,311)</b>	1,370,784	54.92%	▲
<b>Amount attributable to investing activities</b>		<b>(2,281,039)</b>	<b>(989,170)</b>	<b>374,916</b>	1,364,086		
<b>Financing Activities</b>							
Transfer from reserves	10	1,108,873	60,000	<b>60,000</b>	0	0.00%	
Repayment of debentures	9	(892,074)	(417,385)	<b>(417,385)</b>	0	0.00%	
Transfer to reserves	10	(1,211,375)	0	<b>0</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>(994,576)</b>	<b>(357,385)</b>	<b>(357,385)</b>	0		
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>1,708,575</b>	<b>316,885</b>			

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

**BASIS OF PREPARATION**

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

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

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

All monies held in the Trust Fund are excluded from the financial statements.

**SIGNIFICANT ACCOUNTING POLICES**

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

**GOODS AND SERVICES TAX**

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

**ROUNDING OFF FIGURES**

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

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 06 December 2021

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash items excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	0	0	(1,200)
Less: Movement in liabilities associated with restricted cash		0	0	51,609
Add: Loss on asset disposals	7	69,000	28,750	99,463
Add: Depreciation on assets		5,337,998	2,224,110	2,460,784
<b>Total non-cash items excluded from operating activities</b>		<b>5,406,998</b>	<b>2,252,860</b>	<b>2,610,656</b>

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

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

		Last Year Closing 30 June 2021	This Time Last Year 30 November 2020	Year to Date 30 November 2021
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	10	(4,701,151)	(5,396,313)	(4,641,151)
Add: Borrowings	9	892,074	465,092	474,689
Add: Provisions - employee	11	469,938	555,402	521,547
<b>Total adjustments to net current assets</b>		<b>(3,339,139)</b>	<b>(4,375,819)</b>	<b>(3,644,915)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	6,162,209	6,810,525	4,114,574
Rates receivables	3	495,487	964,306	1,028,301
Receivables	3	693,713	201,059	1,049,438
Other current assets	4	235,897	80,906	114,147
<b>Less: Current liabilities</b>				
Payables	5	(2,144,778)	(560,519)	(468,626)
Borrowings	9	(892,074)	(465,092)	(474,689)
Contract liabilities	11	(860,348)	(66,833)	(860,348)
Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	11	(26,147)	0	(19,450)
Provisions	11	(469,938)	(555,402)	(521,547)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(3,339,139)</b>	<b>(4,375,819)</b>	<b>(3,644,915)</b>
<b>Closing funding surplus / (deficit)</b>		<b>(145,118)</b>	<b>2,033,131</b>	<b>316,885</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Interest Rate	Maturity Date
<b>Cash on hand</b>							
MUNICIPAL FUND - BANK ACCOUNT	Cash and cash equivalents	(546,570)	0	(546,570)	CBA	Variable	Nil
POST OFFICE - BANK ACCOUNT	Cash and cash equivalents	19,258	0	19,258	NA	NA	NA
RESERVES - BANK ACCOUNT	Cash and cash equivalents	0	4,641,151	4,641,151	CBA	Variable	Nil
PETTY CASH FLOATS	Cash and cash equivalents	735	0	735	Cash on hand	Nil	Nil
<b>Total</b>		<b>(526,577)</b>	<b>4,641,151</b>	<b>4,114,574</b>			
<b>Comprising</b>							
Cash and cash equivalents		(526,577)	4,641,151	4,114,574			
		<b>(526,577)</b>	<b>4,641,151</b>	<b>4,114,574</b>			

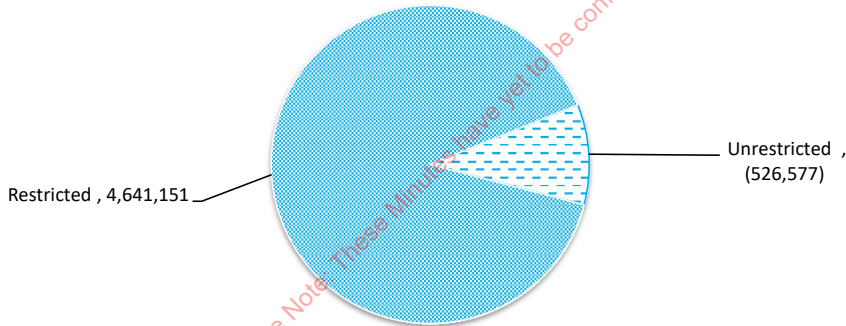
**KEY INFORMATION**

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

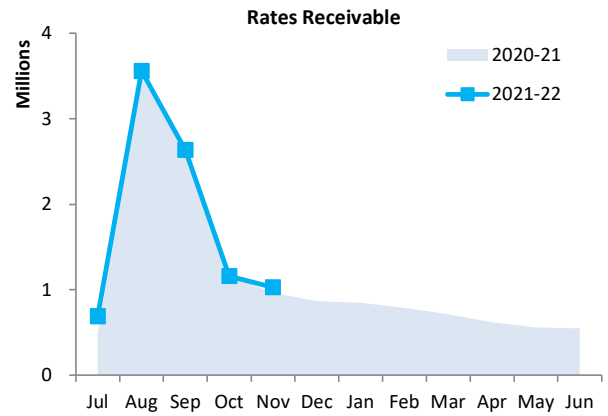
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 Jun 2021	30 Nov 2021
	\$	\$
Gross rates in arrears previous year	538,570	691,946
Levied this year	2,764,033	2,821,274
Less - collections to date	(2,414,198)	(2,288,460)
Gross rates collectable	<b>691,946</b>	<b>1,224,760</b>
Allowance for impairment of rates receivable	(196,459)	(196,459)
<b>Net rates collectable</b>	<b>495,487</b>	<b>1,028,301</b>
% Collected	73.1%	65.1%

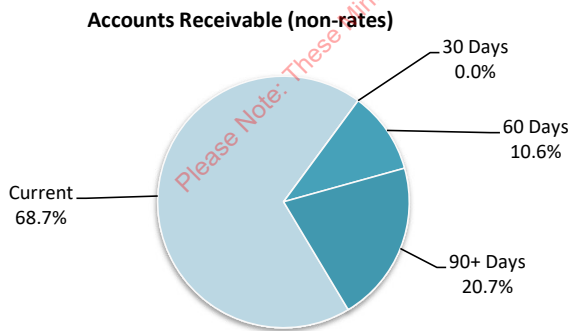


Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,067)	712,961	100	109,624	215,068	1,036,686
Percentage		68.7%	0%	10.6%	20.7%	
<b>Balance per trial balance</b>						
Sundry receivable						1,036,686
GST receivable						82,872
Increase in Allowance for impairment of receivables from contracts with customers						(70,870)
Rates pensioner rebates						750
<b>Total receivables general outstanding</b>						<b>1,049,438</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Other current assets	Opening Balance 1 July 2021	Asset Increase	Asset Reduction	Closing Balance 30 November 2021
	\$	\$	\$	\$
<b>Inventory</b>				
Stock on hand	85,173	0	0	85,173
<b>Other current assets</b>				
Accrued income	150,724	0	(121,750)	28,974
<b>Total other current assets</b>	<b>235,897</b>	<b>0</b>	<b>(121,750)</b>	<b>114,147</b>
<b>Amounts shown above include GST (where applicable)</b>				

KEY INFORMATION

**Inventory**

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

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

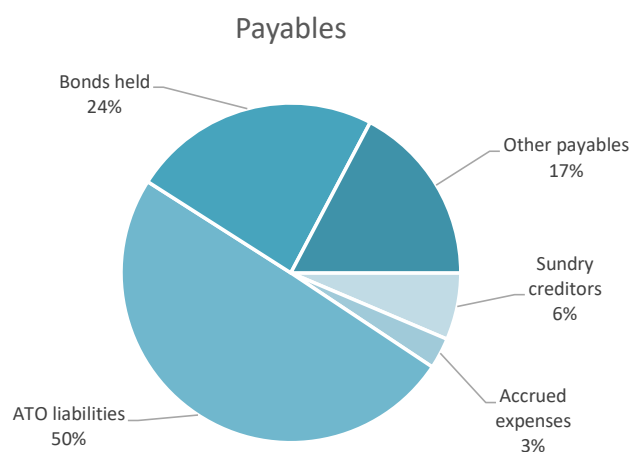
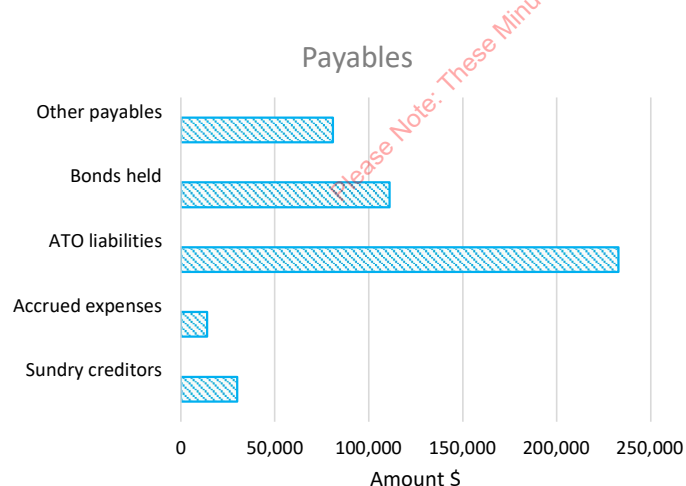
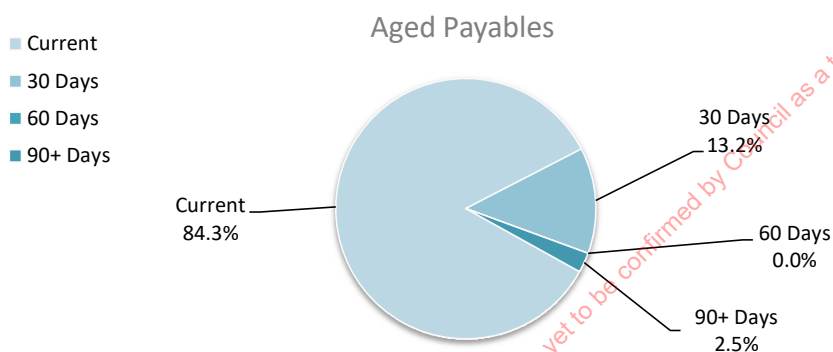
Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	25,256	3,946	0	740	29,942
Percentage		84.3%	13.2%	0%	2.5%	
<b>Balance per trial balance</b>						
Sundry creditors						29,942
Accrued expenses						13,859
ATO liabilities						232,832
Bonds held						111,044
Other payables						80,949
<b>Total payables general outstanding</b>						<b>468,626</b>

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

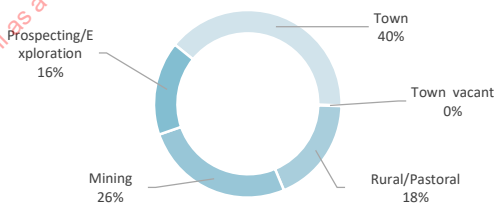
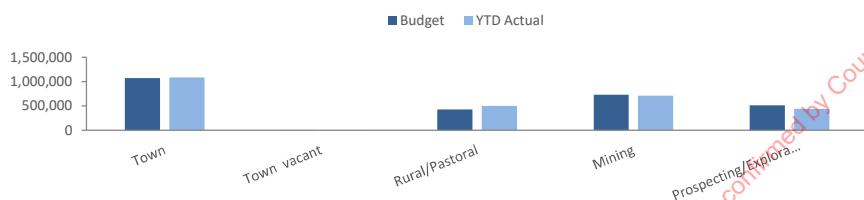




General rate revenue	Budget							YTD Actual				
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
RATE TYPE												
	\$											
<b>Gross rental value</b>												
Town	0.084710	333	12,687,328	1,074,744	0	0	1,074,744	1,081,241	0	482	1,081,723	
Town vacant	0.151900	1	21,840	3,317	0	0	3,317	3,318	0	0	3,318	
<b>Unimproved value</b>												
Rural/Pastoral	0.043650	27	20,984,462	426,730	0	0	426,730	705,768	0	(202,642)	503,126	
Mining	0.364030	33	1,958,155	712,827	15,000	(136)	727,691	712,827	0	0	712,827	
Prospecting/Exploration	0.227170	161	2,194,384	498,498	10,000	0	508,498	441,454	(462)	1,672	442,664	
<b>Sub-Total</b>		<b>555</b>	<b>37,846,169</b>	<b>2,716,116</b>	<b>25,000</b>	<b>(136)</b>	<b>2,740,980</b>	<b>2,944,608</b>	<b>(462)</b>	<b>(200,488)</b>	<b>2,743,658</b>	
<b>Minimum payment</b>	<b>Minimum \$</b>											
<b>Gross rental value</b>												
Town	834	4	21,840	3,336	0	0	3,336	3,336	0	0	3,336	
Town vacant	1,072	18	45,760	19,296	0	0	19,296	17,152	0	0	17,152	
<b>Unimproved value</b>												
Rural/Pastoral	871	20	61,600	17,420	0	0	17,420	17,420	0	0	17,420	
Mining	833	6	6,800	4,998	0	0	4,998	4,998	0	0	4,998	
Prospecting/Exploration	534	66	84,087	35,244	0	0	35,244	34,710	0	0	34,710	
<b>Sub-total</b>		<b>114</b>	<b>220,087</b>	<b>80,294</b>	<b>0</b>	<b>0</b>	<b>80,294</b>	<b>77,616</b>	<b>0</b>	<b>0</b>	<b>77,616</b>	
<b>Total general rates</b>							<b>2,821,274</b>				<b>2,821,274</b>	

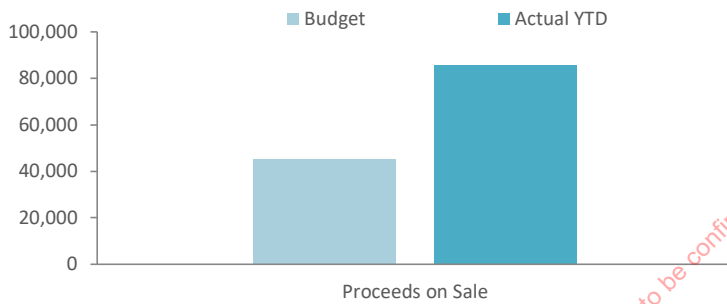
KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2021 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please Note: These Minutes have yet to be confirmed by Council as a trustee of property.

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>									
<b>Transport</b>									
	Plant and equipment	114,000	45,000	0	(69,000)	0	0	0	0
	Tennant Sentinel Sweeper P706	0	0	0	0	45,099	1,240	0	(43,859)
	CAT front end loader P302	0	0	0	0	59,099	25,455	0	(33,644)
	CAT Backhoe P301	0	0	0	0	23,149	13,727	0	(9,422)
	Mustang Skidsteer A7040	0	0	0	0	15,678	15,091	0	(587)
	Mobile Fridge/Freezer	0	0	0	0	0	909	909	0
	Accok 8 Wheeler P252	0	0	0	0	40,860	28,909	0	(11,951)
	Tandem Lawn Mower Trailer	0	0	0	0	0	291	291	0
		<b>114,000</b>	<b>45,000</b>	<b>0</b>	<b>(69,000)</b>	<b>183,885</b>	<b>85,622</b>	<b>1,200</b>	<b>(99,463)</b>

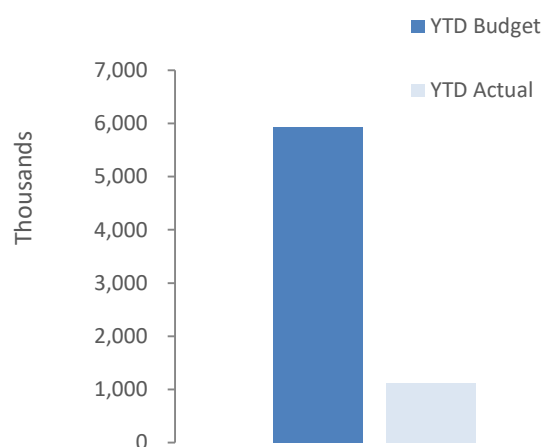


Please Note: These Minutes have yet to be confirmed by Council as a true record of proceedings.

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	1,286,000	559,165	10,291	(548,874)
Furniture & Fittings	8,000	0	21,666	21,666
Plant & Equipment	908,000	378,325	34,883	(343,442)
Infrastructure Assets-Roads	3,434,975	1,431,240	972,362	(458,878)
Infrastructure Assets-Other	305,705	127,365	86,109	(41,256)
<b>Payments for Capital Acquisitions</b>	<b>5,942,680</b>	<b>2,496,095</b>	<b>1,125,311</b>	<b>(1,370,784)</b>
<b>Total Capital Acquisitions</b>	<b>5,942,680</b>	<b>2,496,095</b>	<b>1,125,311</b>	<b>(1,370,784)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	3,616,641	1,506,925	1,414,605	(92,320)
Other (disposals & C/Fwd)	45,000	0	85,622	85,622
Cash backed reserves				
Office redevelopment reserve	40,000	0	0	0
Plant replacement reserve	232,020	0	0	0
Staff housing reserve	60,000	0	0	0
Aquatic reserve	311,000	0	0	0
Town planning development reserve	462,853	0	0	0
Contribution - operations	1,175,166	989,170	(374,916)	(1,364,086)
<b>Capital funding total</b>	<b>5,942,680</b>	<b>2,496,095</b>	<b>1,125,311</b>	<b>(1,370,784)</b>

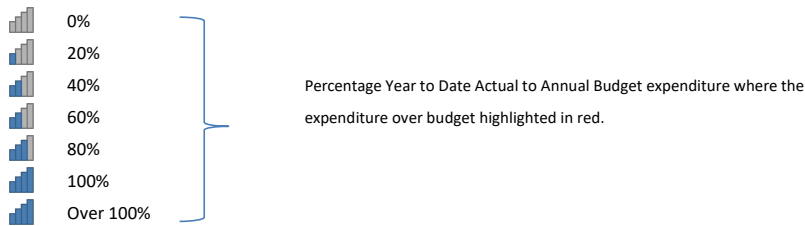
#### SIGNIFICANT ACCOUNTING POLICIES

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



Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further detail.

Account Description		Amended		Year to Date Actual	Variance (Under)/Over	
		Current Budget	Year to Date Budget			
<b>Capital Expenditure</b>						
Buildings						
	00112801	AQUATIC CONST CONSTN SWIM POOL	1,216,000	506,665	10,291	(496,374)
	00450724	PHONE SYSTEM UPGRADE	30,000	12,500	0	(12,500)
	00450748	CAPITAL - OFFICE IMPROVEMENTS	40,000	40,000	0	(40,000)
	<b>Buildings Total</b>		<b>1,286,000</b>	<b>559,165</b>	<b>10,291</b>	<b>(548,874)</b>
Furniture & Fittings						
	00112832	GYM - EQUIPMENT	8,000	0	21,666	21,666
	<b>Furniture &amp; Fittings Total</b>		<b>8,000</b>	<b>0</b>	<b>21,666</b>	<b>21,666</b>
Plant & Equipment						
	00123750	HD PRESSURE WASHER	8,000	3,330	0	(3,330)
	00123758	PLANT (CAPITAL)	270,000	112,500	0	(112,500)
	00123759	SLASHER	15,000	6,250	0	(6,250)
	00123760	BACKHOE	285,000	118,750	0	(118,750)
	00123761	CAMP	0	0	34,883	34,883
	00450727	VEHICLE PURCHASES ADMIN	200,000	83,330	0	(83,330)
	00715702	VEHICLE PURCHASE (HEALTH)	130,000	54,165	0	(54,165)
	<b>Plant &amp; Equipment Total</b>		<b>908,000</b>	<b>378,325</b>	<b>34,883</b>	<b>(343,442)</b>
Infrastructure Assets-Roads						
	00120000	ROADS - CAPITAL WORKS	3,434,975	1,431,240	972,362	(458,878)
	<b>Infrastructure Assets-Roads Total</b>		<b>3,434,975</b>	<b>1,431,240</b>	<b>972,362</b>	<b>(458,878)</b>
Infrastructure Assets-Other						
	00108701	CEMETERY IMPROVEMENTS	10,000	4,165	0	(4,165)
	00108707	PEGS	20,000	8,330	13,358	5,028
	00114707	CAPITAL - CIVIC HALL BASKETBALL COURTS	0	0	6,697	6,697
	00120501	FOOTPATH CONSTRUCTION	225,705	94,040	0	(94,040)
	00543704	DOG POUND - UPGRADE	50,000	20,830	66,054	45,224
	<b>Infrastructure Assets-Other Total</b>		<b>305,705</b>	<b>127,365</b>	<b>86,109</b>	<b>(41,256)</b>
	<b>Grand Total</b>		<b>5,942,680</b>	<b>2,496,095</b>	<b>1,125,311</b>	<b>(1,370,784)</b>

Repayments - borrowings

Information on borrowings		1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>										
Triplex	23	143,234	0	0	21,047	42,798	122,187	100,436	5,361	1,029
Housing Units	25	551,341	0	0	0	54,203	551,341	497,138	0	35,778
<b>Transport</b>										
Plant expenditure	26	2,825,230	0	0	396,338	795,073	2,428,892	2,030,157	17,093	31,787
<b>Total</b>		<b>3,519,805</b>	<b>0</b>	<b>0</b>	<b>417,385</b>	<b>892,074</b>	<b>3,102,420</b>	<b>2,627,731</b>	<b>22,454</b>	<b>68,594</b>
Current borrowings		892,074					474,689			
Non-current borrowings		2,627,731					2,627,731			
		3,519,805					3,102,420			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	541,972	0	0	0	0	(3,000)	0	538,972	541,972
Computer reserve	231,199	0	0	0	0	0	0	231,199	231,199
Office redevelopment reserve	924,553	0	0	0	0	(40,000)	0	884,553	924,553
Refuse site reserve	62,867	0	0	0	0	0	0	62,867	62,867
Airport works reserve	503,426	0	0	0	0	0	0	503,426	503,426
Plant replacement reserve	414,057	0	0	1,211,375	0	(232,020)	0	1,393,412	414,057
Staff housing reserve	664,020	0	0	0	0	(60,000)	(60,000)	604,020	604,020
Re-broadcasting reserve	65,977	0	0	0	0	0	0	65,977	65,977
Aquatic reserve	404,434	0	0	0	0	(311,000)	0	93,434	404,434
Energy developments reserve	103,646	0	0	0	0	0	0	103,646	103,646
Mosquito chemicals reserve	2,000	0	0	0	0	0	0	2,000	2,000
Town planning development reserve	783,000	0	0	0	0	(462,853)	0	320,147	783,000
	<b>4,701,151</b>	<b>0</b>	<b>0</b>	<b>1,211,375</b>	<b>0</b>	<b>(1,108,873)</b>	<b>(60,000)</b>	<b>4,803,653</b>	<b>4,641,151</b>

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	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	1 July 2021				30 November 2021
	\$		\$	\$	\$
<b>Other liabilities</b>					
- Contract liabilities	860,348	0	0	0	860,348
- Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity	26,147	0	0	(6,697)	19,450
<b>Total other liabilities</b>	886,495	0	0	(6,697)	879,798
<b>Provisions</b>					
Provision for annual leave	297,842	0	47,979	0	345,821
Provision for long service leave	139,222	0	0	0	139,222
Time in lieu	32,874	0	52,177	(48,547)	36,504
<b>Total Provisions</b>	469,938	0	100,156	(48,547)	521,547
<b>Total other current liabilities</b>	<b>1,356,433</b>	<b>0</b>	<b>100,156</b>	<b>(55,244)</b>	<b>1,401,345</b>

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12 and 13

#### KEY INFORMATION

##### Provisions

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

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

##### Employee benefits

###### Short-term employee benefits

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

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

###### Other long-term employee benefits

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

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

##### Contract liabilities

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

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue
	1 July 2021		(As revenue)	30 Nov 2021	30 Nov 2021			Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
GRANT - FAGS UNTIED WALGGC	0	0	0	0	0	3,400,000	1,700,000	855,398
GRANT - FAGS (ROADS FORMULA) OPERATING	0	0	0	0	0	714,000	357,000	179,560
<b>Health</b>								
GRANT - ABORIGINAL HEALTH	0	0	0	0	0	283,600	118,165	150,573
GRANT - DEPT OF HEALTH - MOSQUITO CONF	0	0	0	0	0	3,786	1,575	15,069
DEPT HEALTH - TRAINING PROGRAM	56,400	0	0	56,400	56,400	0	0	0
<b>Education and welfare</b>								
GRANT INCOME OD HALLS CREEK A	0	0	0	0	0	375,000	156,250	0
GRANT - DPMC OLABUD DOOGETHU	0	0	0	0	0	825,000	343,750	0
GRANT - DEPARTMENT CHILD PROTECTION & F	0	0	0	0	0	144,000	60,000	75,418
GRANT - LOTTERYWEST FOR NIGHT PATROL	0	0	0	0	0	154,000	64,165	0
GRANT OXFAM OD FRAMEWORK	0	0	0	0	0	20,000	8,330	0
GRANT DEPT OF JUSTICE REINVESTMENT	0	0	0	0	0	316,000	131,665	317,500
EKJP HOST AGREEMENT FUNDING	0	0	0	0	0	381,250	158,850	0
GRANT - NAVIGATOR PROGRAM	422,697	0	0	422,697	422,697	1,154,493	481,035	0
LOTTERYWEST - YOUTH SERVICES 20/21	381,250	0	0	381,250	381,250	0	0	0
GRANT - DEPARTMENT OF COMMUNITIES	0	0	0	0	0	0	0	37,953
GRANT SAVE THE CHILDREN	0	0	0	0	0	0	0	898
<b>Transport</b>								
GRANT - R2R GENERAL	0	0	0	0	0	500,000	208,330	388,999
GRANT - DIRECT (MAINT-RDS, STS, BRDIGES E	0	0	0	0	0	197,925	82,465	0
DR FAWA - FLOOD DAMAGE (INCOME)	0	0	0	0	0	4,900,000	2,041,665	2,029,483
SUBSIDY - STREET LIGHTING	0	0	0	0	0	5,000	2,080	0
	<b>860,347</b>	<b>0</b>	<b>0</b>	<b>860,347</b>	<b>860,347</b>	<b>13,374,054</b>	<b>5,915,325</b>	<b>4,050,851</b>
<b>Operating contributions</b>								
<b>General purpose funding</b>								
GRANT - FESA ESL ADMINISTRATION & CONTR	0	0	0	0	0	4,000	1,665	4,000
<b>Education and welfare</b>								
PROJECT INCOME RINGER SOAK COURTS	0	0	0	0	0	0	0	45,000
<b>Recreation and culture</b>								
DOT LICENSING - COMMISSION	0	0	0	0	0	30,000	12,500	13,168
CONTRIBUTIONS - DOT (DPI) LICENSING WAGE	0	0	0	0	0	25,000	10,415	11,007
<b>Economic services</b>								
COMMISSIONS INCOME - TRAVEL & TOURISM C	0	0	0	0	0	20,000	8,330	8,103
COMMISSION INCOME - POST OFFICE	0	0	0	0	0	120,000	50,000	39,651
AUST POST FEES INCOME	0	0	0	0	0	140,000	58,330	31,709
REIMBURSEMENT & CONTRIBUTIONS - TRAINE	0	0	0	0	0	6,000	2,500	15,000
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>345,000</b>	<b>143,740</b>	<b>167,638</b>
<b>TOTALS</b>	<b>860,347</b>	<b>0</b>	<b>0</b>	<b>860,347</b>	<b>860,347</b>	<b>13,719,054</b>	<b>6,059,065</b>	<b>4,218,489</b>



Provider	Unspent non operating grants, subsidies and contributions liability					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Nov 2021	Current Liability 30 Nov 2021	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>								
<b>Education and welfare</b>								
GRANT FOR RS COURTS DLGSC	0	0	0	0	0	0	0	79,997
<b>Recreation and culture</b>								
GRANT - SPLASPARK	0	0	0	0	0	905,000	377,080	0
<b>Transport</b>								
GRANT - FAGS SPECIAL ACCESS ROADS NON-OPERA	0	0	0	0	0	380,000	158,330	152,106
GRANT - MRWA SPECIAL ACCESS ROADS NON-OPERA	0	0	0	0	0	133,333	55,555	0
GRANT - MRWA RRG/RPG NON-OPERATING	0	0	0	0	0	673,333	280,555	855,108
GRANT - LOCAL ROADS COMMUNITY INFRASTRUCTUF	0	0	0	0	0	1,524,975	635,405	320,697
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,616,641</b>	<b>1,506,925</b>	<b>1,407,908</b>
<b>Non-operating contributions</b>								
<b>Recreation and culture</b>								
GRANT - BASKETBALL COURTS CIVIC HALL UPGRADE	26,147	0	(6,697)	19,450	19,450	0	0	6,697
	<b>26,147</b>	<b>0</b>	<b>(6,697)</b>	<b>19,450</b>	<b>19,450</b>	<b>0</b>	<b>0</b>	<b>6,697</b>
<b>TOTALS</b>	<b>26,147</b>	<b>0</b>	<b>(6,697)</b>	<b>19,450</b>	<b>19,450</b>	<b>3,616,641</b>	<b>1,506,925</b>	<b>1,414,605</b>

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Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget adoption</b>		Opening surplus				0
00140193	PWKS MRWA - DUNCAN RD EXPENDITURE	Res. 2021/093	Operating Expenses			(32,020)	(32,020)
00148956	TRANSFER FROM PLANT RESERVE	Res. 2021/093	Capital Revenue		32,020		0
00450748	CAPITAL - OFFICE IMPROVEMENTS		Capital Expenses			(40,000)	(40,000)
00474973	TRANSFER FROM OFFICE REDEVELOPMENT RESERVE		Capital Revenue		40,000		0
00912770	MAINTENANCE - 162 DARCY STREET	Res. 2021/104	Operating Expenses			(60,000)	(60,000)
00986952	TFR FROM STAFF HOUSING RESERVE	Res. 2021/104	Capital Revenue		60,000		0
00115201	COMMUNITY INFRA FUND YARDGEE	Res. 2021/122	Operating Expenses			(50,000)	(50,000)
00115202	COMMUNITY INFRA FUND GARDEN AREA	Res. 2021/122	Operating Expenses			(50,000)	(100,000)
00115205	COMMUNITY INFRA FUND MARDIWAH LOOP	Res. 2021/122	Operating Expenses			(50,000)	(150,000)
00115206	COMMUNITY INFRA FUND RED HILL	Res. 2021/122	Operating Expenses			(50,000)	(200,000)
00115207	COMMUNITY INFRA FUND YIYILI	Res. 2021/122	Operating Expenses			(50,000)	(250,000)
00115208	COMMUNITY INFRA FUND NICHOLSON BLOCK	Res. 2021/122	Operating Expenses			(50,000)	(300,000)
00115900	TRANSFER FROM TOWN DEVELOPMENT RESERVE	Res. 2021/122	Capital Revenue		300,000		0
00310001	GENERAL RATE GRV	Res. 2021/128	Operating Revenue			(489,242)	(489,242)
00512943	TFR TO PLANT RESERVE	Res. 2021/128	Capital Revenue		489,242		0
				<b>0</b>	<b>921,262</b>	<b>(921,262)</b>	<b>0</b>

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

**NOTE 15  
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2021-22 year is \$50,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
<b>Opening funding surplus / (deficit)</b>	(226,376)	(278.59%)	▼			Due to audit changes
<b>Revenue from operating activities</b>						
General purpose funding - other	(1,028,493)	(49.25%)	▼			Timing of FAGS grants
Education and welfare	(928,431)	(66.06%)	▼			Timing of grants
Recreation and culture	95,218	146.13%	▲	Lease and facility hire generally more than budgeted.		
Other property and services	(152,474)	(33.96%)	▼			Private works recoup not received.
<b>Expenditure from operating activities</b>						
Governance	129,306	38.36%	▲	Members expenses generally underspent.		
Housing	101,524	99.99%	▲	Maintenance and operational costs slightly down on ytd budget figures.		
Recreation and culture	302,912	26.50%	▲	Operational costs lower than expectations.		
Transport	(1,719,916)	(39.72%)	▼			Flood damage works completed earlier than expected.
Economic services	68,182	12.59%	▲	Expenditure on Traineeships, Travel and Tourism less than expected to end November.		
Other property and services	85,984	19.24%	▲	Overallocation of Plant operational costs.		
<b>Investing activities</b>						
Proceeds from disposal of assets	85,622	0.00%	▲	Lead time on vehicles ordered will be next March.		
Payments for property, plant and equipment and infrastructure	1,370,784	54.92%	▲	Plant and vehicles will be purchased when cash flow has improved from Main Roads floodworks.		

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#### 9.4.4 Adoption Local Emergency Management Plan and Local Recovery Plan

<b>ITEM NUMBER:</b>	9.4.4
<b>REPORTING OFFICER:</b>	Lloyd Barton, Director Corporate Services
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

### 1.0 Matter for Consideration

1.1 Adoption of the Shire of Halls Creek Local Emergency Management Arrangements (LEMA) 2021 and Local Recovery Plan (LRP) 2021.

### 2.0 Background

2.1 The Emergency Management Act, 2005 requires local government to prepare Local Emergency Management Arrangements (LEMA) for emergency management in its district.

2.2 The LEMA are to set out:

- the LG's policies for emergency management
- the roles and responsibilities of public authorities involved in emergency management
- provisions for the coordination of emergency operations and activities
- a description of the emergencies that are likely to occur in the district
- other relevant matters

2.3 The LEMA have to be consistent with State emergency management policies and emergency management plans and are required to include a Local Recovery Plan (LRP) and the nomination of a local recovery coordinator.

2.4 Under procedures established by the State Emergency Committee (SEMC), the LEMA are to be reviewed every five years. The current LEMA were adopted in 2015 and therefore a review and new LEMA are required.

### 3 Comments

3.1 To meet legislation and State emergency management policy the process to review the LEMA involves:

- draft documents being prepared by the local government
- consultation with stakeholders, including the LEMC and DEMC members
- endorsement by LEMC and DEMC members
- endorsement by Council
- the LEMA being noted by the DEMC and SEMC.

3.2 The reviewed LEMA 2021 and LRP 2021 (as endorsed by the LEMC) are attached in Appendix 9.4.4A and 9.4.4B. The documents have been prepared according to the above process with:

- circulation to and validation by the District Emergency Management Advisor
- Circulation to LEMC members (on 12<sup>th</sup> November) for review and feedback over a two week period. The feedback received related to spelling corrections to the names of some communities with the necessary amendments being made in the attached documents. Out of session endorsement by the LEMC was made on 29<sup>th</sup> November, 2021. At the next ordinary meeting of the LEMC, it will be minuted that the LEMA was endorsed 'out of session' and the minutes are to be provided to the DEMA
- Circulation by the DEMA to DEMC members for review and feedback noting "out of session" by the Kimberley DEMC once it has been endorsed by the LEMC and Council.

3.3 Following endorsement of the LEMA by Council, the resolution and minutes along with a copy of the LEMA and LRP (which has been signed by the LEMC Chair and CEO) is to be forwarded to the DEMA for final approval by the DEMC and notation by the SEMC (on 11 March 2022). The process is to be concluded by a letter of acknowledgement from the SEMC to the SOHC CEO and DEMC.

3.4 The LEMA 2021 and LRP 2021 are similar to the 2015 documents but have been updated with the following:

- Revised format to follow Local Emergency Management Arrangements Guideline and Model published by the State Emergency Management Committee – 11 December, 2021
- Statistics updated to the 2016 census
- Updated policy, agreements and emergency contact register
- Changes to details about the evacuation centres and media for local communication
- Identification of critical infrastructure and vulnerable groups
- Inclusion of a resource register of Shire plant that may be useful in an emergency

3.5 The process for local government to undertake risk management is set out in State Emergency Management Preparedness Policy (section 3.2). The LEMC has commenced this process for the risks of flood, bushfire and a human epidemic. Upon completion, this risk register will be incorporated into the LEMA. For the time being, the LEMA adopts the emergency risk assessment incorporated in the 2015 LEMA.

## **4.0 Statutory Environment**

### **4.1 Local Government Act 1995**

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

### **4.2 Emergency Management Act 2005**

Section 41 (2) – States “The local emergency management arrangements are to set out –

- (a) the local government’s policies for emergency management; and
- (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and
- (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and
- (d) a description of emergencies that are likely to occur in the local government district; and
- (e) strategies and priorities for emergency management in the local government district; and
- (f) other matters about emergency management in the local government district prescribed by the regulations; and
- (g) other matters about emergency management in the local government district the local government considers appropriate.”

Section 41 (5) - A local government is to deliver a copy of its LEMA, and any amendments, to the SEMC as soon as is practicable after they are prepared.

Section 42 (1) - A local government is to ensure that its LEMA are reviewed in accordance with procedures established by the SEMC

## **5.0 Strategic Implications**

5.1 Objective:

1. Social: Vibrant and connected communities. We support cultural and language diversity.

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Social - 1.7 Maintain a safe community and reduce crime levels

Civic - 4.6 A well informed and engaged community that actively participates

## **6.0 Policy Implications**

6.1 The attached LEMA identify relevant Local Emergency Management policies and procedures of the Shire and are consistent with them

## **7.0 Financial Implications**

7.1 The recommendation does not require a financial commitment to be made by the Shire. The LEMA and LRP deal with financial arrangements during an emergency.

## **8.0 Sustainability Implications**

8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

8.4 Risk

<b>Event Likelihood / Impact Matrix</b>			
<b>Likelihood</b> (refer Potential Risk Likelihood Guide)	<b>Impact</b> - The impact of natural hazards can be high. The adoption of the LEMA is designed to mitigate the likelihood and impacts of events by putting in place mitigation strategies and plans for the coordinated response to an emergency. Overall, the risk is assessed as moderate.		
	Minor	Medium	High
Low (unlikely)	1	(2)	3
Moderate (likely)	2	4	6
High (very likely)	3	6	9

<b>Risk</b>	Low to medium
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	manage by routine procedures
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	N/A
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Adoption of LEMA

9.0 Officers Recommendations

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/146**

**Moved: Cr Chris Loessl**

**Seconded: Cr Virginia O'Neil**

**That Council:**

**Endorse the Local Emergency Management Arrangements 2021 and Local Recovery Plan 2021, as appended in 9.4.4A and 9.4.4B, including updates of contact lists.**

**CARRIED: 7/0**

**10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**11. NEW DECISIONS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/147**

**PROCEDURAL MOTION**

**Mover: Cr Rosemary Stretch**

**Seconder: Cr Chris Loessl**

THAT the following item, namely:

**11.1. Release Confidential Report - Resolution 2021/029 - Halls Creek District High School**

Are accepted as late items onto this agenda.

**CARRIED: 7/0**

**NOTE:** Cr Patricia McKay declared a financial interest in item 11.1 and left the room at 4.55pm

**11.1 Release Confidential Report - Resolution 2021/029 - Halls Creek District High School**

<b>ITEM NUMBER:</b>	11.1
<b>REPORTING OFFICER:</b>	Noel Mason, Chief Executive Officer Margaret Glass, Director Youth & Community Development
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

**1.0 Matter for Consideration**

1.1 To seek Council resolution to release the report and resolution of the Confidential Item 2021/029, Halls Creek District High School, passed in March 2021.

**2.0 Background**

2.1 This matter now needs public airing following the completion of the recent Court case of Mr Brock Burston, in relation to school attendance. Previous decisions of the Shire to seek changes in the education system in Halls Creek now require circulation as we garner support for the now proven Shire view



that attendance data was overstated. The evidence of the Court case suggests not only overstated, but also manipulated.

- 2.2 The report items was considered at the March 2021 Council meeting during a session that was closed to the public in accordance with section 5.23(2)(e)(iii) of the Local Government Act, 1995. More specifically, the report contained information about the business, professional, commercial or financial affairs of a person, were the trade secret or information is held by, or is about, a person other than the local government.

### **3.0 Comments**

- 3.1 As you are already aware, an anonymous letter was posted to 7 Thomas Street attention to the Director of Youth and Community Development (DYCD) and received on the 22 December 2020. The message was regarding school attendance at Halls Creek District High School (HCDHS), and it claimed that the attendance figures made public by the school are misrepresented.
- 3.2 The anonymous sender provided information on what they say are the real attendance numbers. The numbers in the anonymous message and the data on the Department of Education public website (for a similar period) differ slightly, but in both instances, they show an unacceptable lack of student engagement in formal learning and classroom delivery at Halls Creek District High School. All data confirms that from Semester 1 in 2017 and to Semester 2 2020 has seen no improvement, in fact it has got worse.
- 3.3 On the 8 December 2021, the DYCD was summoned to the Supreme Court in Perth as a witness for the prosecution. At the end of these proceedings Mr Brock Buston was cleared of all criminal charges however, through the criminal justice process evidence was provided that the Department of Education has been falsifying school attendance data for HCDHS.
- 3.4 DYCD in her statement outlined that the Shire had been advocating for improved educational outcomes for Halls Creek and the Department response has been that educational outcomes were improving. In light of the criminal proceedings, it has been proven the Department has been covering up the performance of the school and since 2017 attendance and student educational outcomes has significantly declined.
- 3.5 The falsification of data is a serious matter and has had a direct impact on the school performance and the poor educational outcomes for Halls Creek. This matter is very serious and now validates the previous resolution of the Shire. It is proposed the Shire immediately release the resolution and now act to seek support from the Premier, Ombudsman's Office, local members and community to address this issue.

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/029**

**Moved: Cr Rosemary Stretch**

**Seconded: Cr Chris Loessl**

**That:**

**1. CEO to implement short term strategies as outlined below;**

*Short term (1-3 months)*

- 1) Establish the Halls Creek Aboriginal Education & Learning Taskforce managed by the Shire alternative education and human rights team.
- 2) Call an emergency meeting with elected representatives and senior staff in relevant department/s
- 3) Form education working group with local and regional senior stakeholders that have delegation to act on behalf of respective government departments, chaired by an Aboriginal Councillor
- 4) Produce report detailing current education policies, solutions and best-practice as a priority for taskforce review
- 5) CEO to contact incoming local members of parliament for the Kimberley region advising them of the Shire intent to bring to everyone attention the poor educational outcomes.

**2. CEO to report detailed findings back to Council in May 2021 committing to Medium- and Longer-term strategies (inclusive of budgetary requirements).**

**CARRIED: 5/0**

**4.0 Statutory Environment**

**4.1 Local Government Act 1995**

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**4.2 5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public –
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following –
  - (a) a matter affecting an employee or employees; and
  - (b) the personal affairs of any person; and

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret; or
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person,
 where the trade secret or information is held by, or is about, a person other than the local government; and
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 and
  - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

The Shire is now in a position to disclose previous resolutions so that staff can press ahead in meeting the intent of the adopted position of Shire.

## **5.0 Strategic Implications**

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

5.3 Strategy:

Civic - 4.9.3 Acknowledge the rights of communities to self-governance and self-determination

## **6.0 Policy Implications**

6.1 No Policy implications triggered by this resolution.

## **7.0 Financial Implications**

7.1 No financial implications triggered by this resolution.

## 8.0 Sustainability Implications

### 8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

### 8.2 Economic

There are no significant identifiable economic impacts arising from adoption of the officer's recommendation.

### 8.3 Social

There are no significant identifiable social impacts arising from adoption of the officer's recommendation.

### 8.4 Risk

Event Likelihood / Impact Matrix			
Likelihood (refer Potential Risk Likelihood Guide)	Impact - requirement to comply with the LG Act in relation to the use of "Closed Business" sessions, with an aim to be open and disclose all resolutions as soon as practicably possible.		
	Requirement for staff to use the report/decision in supporting Shire approach. Staff will now be pressing that State has to act now to restore confidence in the Education system in Halls Creek and establish pathway to achieve better educational outcomes via attendance improvements.		
	Risk to Shire in having undisclosed resolutions now that seeking redress on this issue. Unlikely Dept. Education is going to be in a very co-operative environment now. With manipulation of attendance data exposed, Shire position is very much required in the public domain.		
	Minor	Medium	High
Low (unlikely)	1	2	3
Moderate (likely)	2	(4)	6
High (very likely)	3	6	9

<b>Risk</b>	
<b>Low Risk</b>	
a risk / activity with a score of 2 or less	N/A
<b>Moderate Risk</b>	
a risk / activity with a score between 3 or 4 more is moderate risk	specific control measure(s) and management responsibility assigned to manage the risk within risk criteria
<b>High Risk</b>	
a risk activity with a score of 6 or more is a high risk	N/A
<b>Risk Control Measure</b>	Release reports/resolutions of the Shire to confirm its concerns in relation to educational attendance performance and manage interactions with the Dept. thereafter.

## 9.0 Officer Recommendations

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/148**

**Moved: Cr Chris Loessl**

**Seconded: Cr Virginia O'Neil**

**That report and resolution of the Confidential Item 2021/029, Halls Creek District High School, passed in March 2021 be released into the public.**

**CARRIED: 6/0**

## 12.1. MATTERS BEHIND CLOSED DOORS

### 12.1.1. Halls Creek District High School

<b>ITEM NUMBER:</b>	12.1.1.
<b>REPORTING OFFICER:</b>	Noel Mason, Chief Executive Officer
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	18 March 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

## 1.0 Confidential Reasons

- 1.1 The meeting will be closed to the public in accordance with section 5.23(2)(e)(iii) of the Local Government Act, 1995, information about the business, professional, commercial or financial affairs of a person, were the trade secret or information is held by, or is about, a person other than the local government.

## 2.0 Matter for Consideration

- 2.1 Recommendation for urgent intervention and advocacy regarding performance of Halls Creek District High School.

## 3.0 Background

- 3.1 An anonymous letter was posted to 7 Thomas Street attention to the Director of Youth and Community Development and received on the 22 December 2020. The message was regarding school attendance at Halls Creek District High School, and it claims that the attendance figures made public by the school are misrepresented.
- 3.2 The anonymous sender provided information on what they say are the real attendance numbers (appendix one). The numbers in the anonymous message and the data on the Department of Education public website (for a similar period) differ slightly, but in both instances they show an unacceptable lack of student engagement in formal learning and classroom delivery at Halls Creek District High School. All data confirms that from Semester 1 in 2017 and to Semester 2 2020 has seen no improvement, in fact it has got worse.

- 3.3 The receipt of this anonymous message has prompted an officer review into relevant education policies and school attendance information, and a short summary is provided in this briefing.
- 3.4 It has been brought to staff notice, that the information in the letter is now subject to a Police inquiry, particularly in relation to the fact that the information may not have been obtained legally or used for a legal purpose. This is the reason for the "confidential item", using the information in a public sense may expose Shire legally. Never the less, the matter is worthy of Shire consideration, particularly as it relates to already discussed strategies in terms of human rights.

#### 4.0 Comments

*What are the issues with school attendance in Halls Creek Shire?*

- 4.1 The state government publishes school data on the internet for public reference and to show how well each school is doing compared to other schools. Public data includes varying information on student numbers and financial and funding information.
- 4.2 After researching this information, we have discovered that Halls Creek District High School is performing worse than most other schools in the state, and also in the Kimberley (appendix 3).
- 4.3 This is very concerning, and it's even worse noting the numbers on student engagement sent to the Shire anonymously (appendix one) are accurate.

*Analysis and recommendations:*

- 4.4 It would seem that Halls Creek District High School is falling behind other Kimberley senior schools on the number of teachers to students, and the amount for and number of students funded for disability. The schools analysed are diverse, but when compared to Fitzroy Crossing, our most similar school, Halls Creek District High School appears to be at a greater disadvantage.

School	Student numbers	Total funding	Funding per student	Y 10-12	Disabled students EFT funding	Disability funding	Funding per disabled student EFT	Teachers	Teacher Student Ratio
Halls Creek District High School	382	\$6,799,338.02	\$17,799.31	38	216	\$474,031.91	\$2194	28	11.9
Fitzroy Valley District High School	296	\$6,650,060.47	\$22,466.42	23	233	\$637,203.81	\$2734	32	9.25

- 4.5 Fitzroy Valley District High School is smaller and has 86 less students, but Halls Creek District High School has \$4,667.11 less funding per student overall. Fitzroy Valley District High School has funding for 17 more disabled students despite having 86 less reported disabled students overall. Fitzroy Valley has 4 more teachers than Halls Creek despite having 86 less students.
- 4.6 There are no publicly reported attendance figures for most of the Kimberley regional schools, so it is hard to compare school performance in this area. The Shire can explore formal requests for this data should it be required.

- 4.7 As the available data about attendance and the difference between public and anonymously submitted data is so concerning, we recommend calling crisis talks immediately. The Director Youth and Community Development and CEO had a meeting with representatives from HCDHS and the education department to ask if the figures provided anonymously are accurate. These attendance figures can be discussed in finer detail at the meeting, though there is no disagreement that there is an apparent lack of resourcing for HCDHS; particularly when compared to other Kimberley Senior Schools and the Fitzroy Valley specifically. It is proposed to request the formation of a taskforce to address these issues immediately. This is a crisis for education in Halls Creek and should be elevated to that level.
- 4.8 Once accurate data has been secured from the Department around attendance, and an explanation about comparative lack of resourcing, the next steps should be toward looking at alternatives to the current model. This may include a fast track to boarding schools, greater access and immediate review on disability funding levels and support, increased support from locally employed Aboriginal staff, and community co-principals.
- 4.9 The public NAPLAN data (appendix 4) also confirms a similar decline in numeracy, reading, writing, spelling and grammar/punctuations capacity in students between 2017 to 2019. When compared to Fitzroy Valley District High School our results were 5-15% worse across all domains.

*Why does school engagement and attendance matter?*

- 4.10 There are hundreds of documents written about the high importance of education in the community, and Aboriginal communities in particular. Most research shows that more education means more choice, and that people are happier and healthier the more education they have.
- 4.11 People are likely to earn more money if they are well educated, and this helps make your life easier and longer. This is why the national 'Close the Gap' strategy has four out of twelve actions directly related to educational engagement and achievement to help stop Aboriginal people dying younger than non-Aboriginal Australians.
- 4.12 Shire may need to lead community on this issue right now, to ensure that this and future generations are not significantly affected. To continue with the status quo of the HCSHS underperforming, is not acceptable if it is Dept. policy and budgeting that pins us there.
- 4.13 Sadly, a recent inquest into Youth Suicide in the Kimberley revealed that all of the 13 young people referred to in the inquest report had a history of school disengagement, and the report noted that school attendance is a significant 'protective factor' against suicide.

*How can the Shire of Halls Creek respond?*

- 4.14 The school has shown it cannot deliver what the community needs, so the Shire can play an important role by keeping governments accountable for the quality of services they provide to students and their families. Its important to note that the additional funding that is directed towards Wunan (RSAS), Clontarf, Shooting Stars, North Regional TAFE, Kimberley Training Group and

the Shire of Halls Creek (alternative education project) should all be reviewed as part of a wider crisis educational review.

- 4.15 The Shire can explore a range of short, medium and long-term advocacy strategies to address the immediate attendance crisis, as well as lay foundations for a stronger educational future moving forward, but we also need education champions from within the community. The community needs to understand where the current troubles begin, and accept responsibility for the solution that will guide us out of the current underperformance.

*Recommended strategies to consider:*

*Short term (1-3 months)*

- 1) Establish the Halls Creek Aboriginal Education & Learning Taskforce to be led by the Shire and the alternative education and human rights team;
- 2) Call an emergency meeting with elected representatives and senior staff in relevant department/s;
- 3) Form education working group with local and regional senior stakeholders that have delegation to act on behalf of respective government departments, chaired by an Aboriginal Councillor;
- 4) Produce report detailing current education policies, solutions and best-practice as a priority for taskforce review;
- 5) CEO to contact incoming local members of parliament for the Kimberley region advising them of the Shire intent to bring to everyone attention the poor educational outcomes.

*Medium term (3-12 months)*

- 1) Engage residents and taskforce to develop municipal learning strategy;
- 2) Taskforce to develop and implement learning advocacy plan;
- 3) Explore and implement more alternative education strategies;
- 4) Financial and performance assessment of all educational services in Halls Creek;
- 5) Shire to employ a Facilitator for Learning Futures based at the Shire of Halls Creek (minimum 2 years);
- 6) Feasibility study and design concepts for a cultural learning centre in Halls Creek.

*Long term (12 months+)*

- 1) Community control of community schools;
- 2) Adequate resources and quality staff for Halls Creek;
- 3) Family engagement and education leadership;
- 4) Become a Australian Learning Communities Network recognised learning site through the United Nations Educational, Scientific and Cultural Organization.

## **5.0 Statutory Environment**

### **5.1 5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.



- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
- (a) a matter affecting an employee or employees; and
  - (b) the personal affairs of any person; and
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret; or
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person,
 

where the trade secret or information is held by, or is about, a person other than the local government; and
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and
  - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

## 5.2 **Local Government Act 1995**

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district

## 6.0 **Strategic Implications**

Objective:

1. Social: Vibrant and connected communities. We support cultural and language diversity.

Outcome:

Social - 1.1 the quality of education and training opportunities (including early Childhood) are improved

Strategy:

Social - 1.1.2 Advocate and support improvements to the Halls Creek District High School

## **7.0 Policy Implications**

*What is the role of local government in school attendance and education?*

- 7.1 When state or federal policy and services have a negative impact on the community, Local Government has a very important role in trying to help find the solutions.
- 7.2 There are many local governments across Australia who have tried to create better opportunities for the community when schools and other educators aren't performing as they should be.
- 7.3 Several local government organisations - Gwydir, Melton, Townsville, and Wyndham (Vic) in particular – have focussed hard on creating quality lifelong learning and education opportunities for their residents, and have won better outcomes from state, federal, community and private education providers.

*What is the role of state government in school attendance and education?*

- 7.4 The West Australian Government controls public education in this state and region, including TAFE. They also provide funding for Independent and Catholic schools across the Kimberley and state. It is the state government who runs Halls Creek District High School.
- 7.5 The state government decides what and how students learn. The recent Western Australian Coroner's inquest report into Youth Suicide in the Kimberley made several recommendations directly relevant to education, and Coroner Fogliani writes in her report that "[v]ery sadly, practically all of the [13] children and young persons whose deaths have been investigated by this inquest had poor school attendance rates, consequential poor academic outcomes and most of them displayed behavioural problems at school (270)"
- 7.6 The report details the extent of responsibility for the Department of Education, but states that "despite [the] commendable efforts... there has only been marginal improvement overall for Aboriginal students in some achievement and attainment measures, while attendance data has remained largely unchanged (281)."
- 7.7 Coroner Fogliani goes on to make five school education specific recommendations in her inquest report, including (36) 'Re-engagement Classrooms,' (37) 'School vocational programs,' (38) 'Aboriginal language classes in schools' (39) 'Yiriman Project linked to schools' and (40) 'Residential colleges for schools.'

*What is the role of federal government in school attendance and education?*

- 7.8 Although federal government is not responsible for any direct delivery of education, the two most important Aboriginal and Torres Strait Islander policy documents place heavy emphasis on education and attendance in

particular – ‘Closing the Gap’ and the ‘Indigenous Advancement Strategy (IAS)’.

- 7.9 Of the sixteen targets in ‘Closing the Gap,’ five are directly related to education, with Targets five and seven concerning adolescent engagement in formal education.

*Target 5*

*‘Students achieving their full learning potential:’*

*“By 2031, increase the proportion of Aboriginal and Torres Strait Islander people (age 20-24) attaining year 12 or equivalent qualification to 96 per cent”*

*Target 7*

*‘Youth are engaged in employment and education:’*

*“By 2031, increase the proportion of Aboriginal and Torres Strait Islander youth (15-24 years) who are in employment, education or training to 67 per cent”*

- 7.10 Of the five “overarching strategies” of IAS, “Children and Schooling” is directly related to school attendance. NIAA are tasked with implementing IAS, and of the three focus areas, their website states that one is education focussed as “[t]he positive impact that education has on the future success of individuals, families and communities is clear. Children who go to school have better life outcomes.”
- 7.11 To this end, federal government have funded the ‘Remote School Attendance Strategy’ with Halls Creek District High School one of 84 in Australia to have fully funded programs.
- 7.12 Given the emphasis and importance that the Federal Government places on school engagement and attendance, it is likely that they will be interested in improving outcomes and performance if and when their attention is drawn to local issues.

*What is the international Human Rights laws and the role of the United Nations around education?*

- 7.13 ‘The Universal Declaration of Human Rights’ and ‘United Nations Declaration of the Rights of Indigenous Peoples’ – both of which Australia is a signatory – lay out the basic standards for treatment of all global citizens and Indigenous peoples respectively.
- 7.14 In recognition of the especially harsh and inhumane treatment of Indigenous peoples worldwide, there are international laws that aim to protect and respect unique Indigenous knowledges, traditions, cultures, homelands and the right to self-determination.
- 7.15 Relevant education articles in the Universal Declaration of Human Rights:

*Article 26*

*1. Everyone has the right to education. Education shall be free, at least in the elementary and fundamental stages. Elementary education shall be compulsory. Technical and professional education shall be made generally*

*available and higher education shall be equally accessible to all on the basis of merit.*

*3. Parents have a proper right to choose the kind of education that shall be given to their children.*

*Relevant education articles in the United Nations Declaration of the Rights of Indigenous Peoples:*

#### *Article 14*

*1. Indigenous peoples have the right to establish and control their educational systems and institutions providing education in their own languages, in a manner appropriate to their cultural methods of teaching and learning*

*2. Indigenous individuals, particularly children, have the right to all levels and forms of education of the State without discrimination*

*3. States shall, in conjunction with indigenous peoples, take effective measures, in order for indigenous individuals, particularly children, including those living outside their communities, to have access, when possible, to an education in their own culture and provided in their own language.*

#### *Article 15*

*1. Indigenous peoples have the right to the dignity and diversity of their cultures, traditions, histories and aspirations which shall be appropriately reflected in education and public information*

7.19 To be consistent with these Human Rights laws, it would seem that the state government has a responsibility and legal obligation to make sure that local Aboriginal people have more control over how their children should be educated, and what they should be learning.

#### UNESCO and "Lifelong Learning"

7.20 The 'United Nations Educational, Scientific and Cultural Organization' has championed lifelong learning as key way to achieve the United Nations global sustainable development goals. A "learning city" promotes lifelong learning for all, and is defined by UNESCO as:

- effectively mobilising its resources in every sector to promote inclusive learning from basic to higher education;
- revitalising learning in families and communities;
- facilitating learning for and in the workplace;
- extending the use of modern learning technologies;
- enhancing quality and excellence in learning; and
- fostering a culture of learning throughout life.

7.21 In doing so, the city enhances individual empowerment and social inclusion, economic development and cultural prosperity, and sustainable development.

7.22 Although referred to as "cities" the definition also extends to regions and municipalities meaning that a UNESCO strategy could be implemented at a

Shire wide level. There are already several Local Governments that are part of the Australian Learning Communities Network (ALCN) that seeks to achieve just that.

- 7.23 The Australian Learning Communities Network (ALCN) “promotes the inclusive concept of learning as the key driver to deliver solutions for the development and improvement of sustainable learning communities across Australia, often building networks and partnerships across governments, public and private organisations.” There are currently 4 local governments in Australia that comprise the network.

## **8.0 Financial Implications**

8.1 Nil in FY 20/21.

8.2 Any costs for the strategy will be identified over the coming months with Aboriginal residents and included in FY 21/22 proposed budget for Council approval.

## **9.0 Sustainability Implications**

### Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer’s recommendation.

### Economic

There is likely to be a positive impact on the local economy by skilling up more students to be job ready on graduation.

### Social

There is likely to be a positive impact on health and wellbeing in Shire on a short and long term basis via improved wellbeing that engagement in education provides students and their families.

**This section left blank intentionally**

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/029**

**Moved: Cr Rosemary Stretch**

**Seconded: Cr Chris Loessl**

**That:**

**3. CEO to implement short term strategies as outlined below;**

*Short term (1-3 months)*

- 6) Establish the Halls Creek Aboriginal Education & Learning Taskforce managed by the Shire alternative education and human rights team.
- 7) Call an emergency meeting with elected representatives and senior staff in relevant department/s
- 8) Form education working group with local and regional senior stakeholders that have delegation to act on behalf of respective government departments, chaired by an Aboriginal Councillor
- 9) Produce report detailing current education policies, solutions and best-practice as a priority for taskforce review
- 10) CEO to contact incoming local members of parliament for the Kimberley region advising them of the Shire intent to bring to everyone attention the poor educational outcomes.

**4. CEO to report detailed findings back to Council in May 2021 committing to Medium- and Longer-term strategies (inclusive of budgetary requirements).**

**CARRIED: 5/0**

**NOTE:** The Council changed the Officer recommendation from April 2021 to May 2021 to allow additional time for the actions and report to be completed.

**NOTE:** Cr Patricia McKay returned to the meeting at 5.09pm.

**This section left blank intentionally**

## 12. MATTERS BEHIND CLOSED DOORS

**NOTE:** No members of the public were present in the gallery.

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/149**

**Moved: Cr Rosemary Stretch**

**Seconded: Cr Virginia O'Neil**

#### **Procedural Motion**

That this meeting be closed to the members of the general public at 5.10pm and that Council move behind closed doors to consider:

#### **12.1.1 Recruitment of Chief Executive Officer – Appointment of Recruitment Consultant and other related matters**

Pursuant to s5.23(2) (e) of the *Local Government Act 1995* being:

(a) a matter affecting an employee or employees.

**CARRIED: 7/0**

#### **12.1.1 Recruitment of Chief Executive Officer – Appointment of Recruitment Consultant and other related matters**

<b>ITEM NUMBER:</b>	12.1.1
<b>REPORTING OFFICER:</b>	Noel Mason, Chief Executive Officer
<b>SENIOR OFFICER</b>	Noel Mason, Chief Executive Officer
<b>MEETING DATE:</b>	16 December 2021
<b>DISCLOSURE OF INTEREST:</b>	Nil

### **OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/151**

**Moved: Cr Bonnie Edwards**

**Seconded: Cr Patricia McKay**

**That Council:**

- 1. Appoints LOGO Appointments to undertake the process in conjunction with Shire Councillors for the recruitment of the new Chief Executive Officer as per their submission dated 6<sup>th</sup> December 2021 for a fee of \$ 9200 (incl GST) plus other fees and disbursements (advertising, travel, accommodation etc.) at cost.**
- 2. Adopts the documentation including timeline as contained in this report as the guide to the appointment including the CEO Position Description, KPA's, Shire information package and total remuneration package detailing benefits/conditions to be offered.**

**OFFICER RECOMMENDATION/COUNCIL RESOLUTION: 2021/152**

**Moved: Cr Virginia O'Neil**

**Seconded: Cr Angie Bedford**

**Procedural Motion**

That Council come out from behind closed doors and that this meeting reopens to members of the public at 5.42pm.

**CARRIED 7/0**

**NOTE:** No members of the public were present at this point of the meeting, and therefore the President did not declare the results of item 12.1.1 to the room.

**13. CLOSURE OF MEETING**

There being no further business, the Shire President declared the meeting closed at 5.43pm.

**14. CERTIFICATION**

**I, Malcolm Edwards, hereby certify that the Minutes of the Ordinary Meeting of Council held on 16 December 2021 are confirmed as a true and accurate record, as per the Council resolution of the Ordinary Meeting of Council held on \_\_/\_\_/\_\_.**

**SIGNED: \_\_\_\_\_ DATED: \_\_/\_\_/\_\_**

*Please Note: These Minutes have been confirmed by Council as a true record of proceedings.*