



Council Agenda

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Shire of Pingelly Ordinary Council Meeting 19 August 2020

DISCLAIMER

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MISSION STATEMENT

To enhance the quality of life for the people of Pingelly through the provision of leadership, services and infrastructure.



Shire of Pingelly

Notice of Meeting

Notice is given that a meeting of the Council will be held in the Council Chambers, 17 Queen Street, Pingelly on 19 August 2020, commencing at 2.00pm.

Your attendance is respectfully requested.

Disclaimer

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations. The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

A handwritten signature in black ink, appearing to read 'Julie Burton', written over a horizontal line.

Julie Burton
Chief Executive Officer

PUBLIC QUESTION TIME INFORMATION

The Shire of Pingelly welcomes community participation during public question time. This document is to be read in conjunction with the *Shire of Pingelly Standing Orders Local Law 2017* and the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

1. A member of the public who raises a question during question time must:
 - a. be in attendance at the meeting;
 - b. first state their name and address;
 - c. direct the question to the Presiding Member;
 - d. ask the question briefly and concisely;
 - e. limit any preamble to matters directly relevant to the question; and
 - f. ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question.
2. Each member of the public with a question is entitled to ask up to 3 questions before other members of the public will be invited to ask their questions.
3. Where a member of the public seeks a written response to their questions to be tabled at a meeting, the member of the public must submit their questions to Council by no later than 12 noon on the day prior to the meeting date of which the response is to be tabled.
4. Where a member of the public submits their questions after 12 noon on the day prior to the meeting date of which the response is to be tabled, a written response may be provided at the discretion of the presiding member.
5. Where a member of the public submits a written question after 12 noon the day prior to the meeting at which they are to be tabled, a verbal response may be provided at the meeting.
6. A member of the public may ask questions without notice at a meeting, provided they present a written copy of their questions to Council prior to the commencement of the meeting.

Questions may be submitted by e-mail to admin@pingelly.wa.gov.au.

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman to declare the meeting open.

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to both the Aboriginal and non-Aboriginal people past and present and emerging.

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

3.1 Council Agenda Reports

Please note that all elected members have been provided with the relevant information pertaining to each Officers reports within today's Agenda and the Officer Recommendations are based on Council Policy and or State Acts and Legislation.

4. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Nil

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. DISCLOSURES OF INTEREST

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 15 July 2020

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 15 July 2020 be confirmed.

Moved: _____ Seconded: _____

9.2 Special Meeting – 23 July 2020

(Community Emergency Services Manager Partnership Opportunity)

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 23 July 2020 be confirmed.

Moved: _____ Seconded: _____

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

11. REPORTS OF COMMITTEES OF COUNCIL

- Audit Committee Full Council
- Pingelly Recreation & Cultural Committee Member – Shire President
Deputy – Deputy President
- Bushfire Advisory Committee Member – Cr Freebairn
Deputy – Cr Hotham
- Chief Executive Officer Performance Review Committee Member – Shire President
Member – Deputy President
Member – Cr Hastings

12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- Central Country Zone of WALGA Delegate – Shire President
Delegate – Deputy President
Deputy – Cr Wood
- Hotham-Dale Regional Road Sub-Group Delegate – Shire President
Deputy – Cr Oliveri
- Development Assessment Panel Delegate – Shire President
Delegate – Cr Wood
Deputy – Cr McBurney
Deputy – Cr Hotham
- Pingelly Tourism Group Delegate – Cr Hotham
Deputy – Cr Oliveri
- Regional Waste Group Delegate – Cr Mulroney
Deputy – Cr Wood
- Shires of Pingelly and Wandering Joint Local Emergency Management Committee Delegate – Shire President
Deputy – Cr Freebairn
- Youth Focus Group Delegate – Cr Hastings
Deputy – Cr McBurney
- Pingelly Somerset Alliance Delegate – Shire President
Deputy – Cr McBurney
- Pingelly Early Years Network Delegate – Cr Hastings

13. REPORTS FROM COUNCILLORS

Cr William Mulronev (President)

Meetings attended July

- 16th Pingelly Somerset Alliance meeting
- 21st President, Deputy President and CEO's meeting - update on Council business
- 23rd Travel to Brookton with Councillors and CEO and view early mode of transport collected by N Gill
- 23rd Special council Meeting - Community Emergency Services Manger Partnership
- 24th Sundowner farewell Stuart and Bec Billingham
- 27th Strategic Planning Workshop at Northam accompanied by CEO
- 28th PRACC AGM - Election of New Board Members and Executive Team
- 29th Town Hall Community Consultation - 10am
- 29th Town Hall Community Consultation - 5.30pm

Meetings attended August

- 4th President and CEO meeting- update on Council business
- 10th Radio Interview ABC Albany- weather and rain benefits to district
- 11th Agenda Briefing Ordinary Council Meeting August
- 13th CEO Performance Committee meeting and review with J Phillip Consulting
- 19th August Ordinary Council Meeting

14 OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 WALGA Annual General Meeting – Voting Delegates

File Reference: ADM0088
Location: Not Applicable
Applicant: Not Applicable
Author: Chief Executive Officer
Disclosure of Interest: Nil
Attachments: Notice of Meeting – WALGA AGM 2020
Previous Reference: Nil

Summary

Council is requested to nominate two (2) Council voting delegates for the 2020 Western Australian Local Government Association Annual General Meeting, to be held in Perth on Friday 25 September 2020 commencing at 1.30pm.

Background

The Western Australian Local Government Association (WALGA) will hold its Annual General Meeting (AGM), to discuss and consider local government industry issues. The WALGA AGM has traditionally been held as part of the annual WA Local Government Convention in August. This year however, due to the COVID-19 emergency, WALGA decided to cancel the Convention and hold the AGM as a stand-alone event at Crown Perth.

Each member Council of WALGA has the ability to elect two (2) voting delegates to participate at the WALGA Annual General Meeting. Non-voting delegates are also able and encouraged to attend. Two proxy voting delegates may also be nominated. Only registered delegates and/or proxies are permitted to exercise voting entitlements on behalf of Shire of Pingelly.

Comment

Council is requested to nominate two delegates and, if desired, two proxy delegates who will be registered to vote at the WALGA AGM. In previous years, the Shire President and Deputy Shire President were the voting delegates.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

There is no cost to attend the meeting unless delegates wish to stay overnight in Perth.

Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.2	The Shire is a successful advocate for resources and facilities which support the vision for the future

Risk Implications

Risk	Should Council not nominate voting delegates, there will be a lack of voting representation regarding the issues raised at the AGM.
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Simple Majority

Recommendation

That Council nominate Councillors _____ and _____ as the Shire’s Voting Delegates for the WALGA Annual General Meeting to be held in Perth on 25 September 2020.

Moved: _____ Seconded: _____



Notice
of
Annual General
Meeting
and
Procedural Information
for Submission of Motions

Crown Perth
Friday, 25 September 2020

Deadline for Agenda Items

(Close of Business)

Friday, 31 July 2020

2020 Local Government Convention

General Information

WALGA Annual General Meeting

The Annual General Meeting for the Western Australian Local Government Association will be held from 1:30pm on Friday 25 September 2020. This event should be attended by delegates from all Member Local Governments.

Cost for attending the Annual General Meeting

Attendance at the Annual General Meeting is **free of charge** to all Member Local Governments; lunch is not provided. Delegates must register their attendance in advance.

Submission of Motions

Member Local Governments are invited to submit motions for inclusion on the Agenda for consideration at the 2020 Annual General Meeting. Motions should be submitted in writing to the Chief Executive Officer of WALGA.

The closing date for submission of motions is 5:00pm **Friday, 31 July**.

Please note that any motions proposing alterations or amendments to the Constitution of the WALGA must be received by 5:00pm Friday, 17 July 2020 in order to satisfy the 60 day constitutional notification requirements.

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

Criteria for Motions

As per the Corporate Governance Charter, prior to the finalisation of the agenda, the WALGA President and Chief Executive Officer will determine whether motions abide by the following criteria:

Motions will be included in the Business Paper agenda where they:

1. Are consistent with the objects of the Association (refer to clause 3 of the constitution);
2. Demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA.;
3. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
5. Are clearly worded and unambiguous in nature;

Motions will not be included where they are:

6. Consistent with current Association advocacy/policy positions. (As the matter has previously considered and endorsed by the Association).

Motions of similar objective:

7. Will be consolidated as a single item.

Submitters of motions will be advised of the determinations.

Enquiries relating to the preparation or submission of motions should be directed to Margaret Degebrod, Executive Officer Governance on (08) 9213 2036 or via email mdegebrod@walga.asn.au.

Emergency Motions

No motion shall be accepted for debate at the Annual General Meeting after the closing date unless the Association President determines that it is of an urgent nature, sufficient to warrant immediate debate, and delegates resolve accordingly at the meeting. Please refer to the AGM Standing Orders for details.



Mayor Tracey Roberts JP
President



Nick Sloan
Chief Executive Officer

EMAIL BACK

Voting Delegate Information 2020 Annual General Meeting



TO: Chief Executive Officer

Registered:

All Member Councils are entitled to be represented by two (2) voting delegates at the Annual General Meeting of the WA Local Government Association to be held on Friday 25 September 2020 at Crown Towers Perth.

Please complete and return this form to the Association by **Friday 28, August 2020** to register the attendance and voting entitlements of your Council's delegates to the Annual General Meeting.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered.

Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

Please Note: All Voting Delegates will need to present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) for voting and identification tag to gain entry into the Annual General Meeting.

VOTING DELEGATES	PROXY Voting Delegates
Name of Voting Delegates (2):	Name of Proxy Voting Delegates (2):
For (Local Government Name): Shire/Town/City of	
Signature Chief Executive Officer _____ (An electronic signature is <u>required</u> if submitting via email)	
Date _____	

ON COMPLETION PLEASE EMAIL TO: mdegebrot@walga.asn.au

Margaret Degebrot, Executive Officer Governance

14.2 Construction of Shed – Pingelly Bowling Club

File Reference:	ADM0416
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

Council is requested to endorse the inclusion of the construction of a shed for the Pingelly Bowling Club within the existing Budget allocation for the bowling green shade structures.

Background

The Pingelly Bowling Club moved from their existing premise to the Pingelly Recreation and Cultural Centre in October 2019. As a part of their move, discussions were held with the Club to ensure the Shire provided shade structures and an equipment shed, in line with the level of service provided at the previous facility.

\$20,000 was allocated in the Budget for the Shire to finalise the shade structures, with this project now nearing completion. Due to a significant contribution of volunteer labour, the final cost for the shade structures is estimated to be approximately \$9,000. No specific provision was made in the 2019/20 Budget or the 2020/21 Budget for the construction of an equipment shed.

Comment

Discussions have occurred about the best location for the equipment shed, with the Bowling Club's preference being that this is located on the north east corner of the green, outside of the retaining wall, and constructed as a two storey shed with the potential for the Cricket Club to utilise the lower section. The upper section would be constructed at a level to allow the equipment to be pushed directly into the shed from the level of the bowling green.

The shed is to be clad with colourbond sheeting and constructed to specifications that will allow heavy equipment to be safely stored.

As specific discussions about the budget allocation for the shed have not occurred previously, Council is requested to endorse the total budget allocation for \$20,000 to be used for both the shade structures and the equipment shed.

Consultation

Pingelly Bowling Club

Statutory Environment

Not applicable

Policy Implications

Nil

Financial Implications

As the cost of the shed, together with the shade structures is not expected to exceed \$20,000, there is no impact on the 2020/21 Budget.

Strategic Implications

Goal 2	Community
Outcome 2.2	Community groups function well with strong volunteer effort and feel supported by the community
Strategy 2.2.2	Support the capacity of clubs and groups to develop

Risk Implications

Risk	<p>Failure to consult adequately with the Bowling Club regarding their needs would lead to the risk of a shed that is inadequate.</p> <p>Given the shed is a multi-storey structure, engineering certification is required to ensure safety is maintained.</p>
Risk Rating (Prior to Treatment or Control)	Medium (8)
Principal Risk Theme	Health, Reputational
Risk Action Plan (Controls or Treatment Proposed)	Engineering certification will be obtained to ensure the shed specifications are adequate for the equipment loads.

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Simple Majority

Recommendation

That Council endorses the inclusion of the Bowling Club equipment shed project within the scope of the 2020/21 budget allocation of \$20,000 for the bowling green shade structures.

Moved: _____ Seconded: _____

14.3 Local Roads and Community Infrastructure Program – Project Nomination

File Reference:	ADM0636
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

Council is requested to endorse the Pingelly Recreation and Cultural Centre carpark and landscaping project as the Shire of Pingelly's funding submission under the Local Roads and Community Infrastructure Program.

Background

From 1 July 2020, local governments across Australia are able to access funding under the Local Roads and Community Infrastructure (LRCI) Program. This program has been established by the Federal Government to support the delivery of priority local road and community infrastructure projects and was announced as part of the Australian Government's wider economic response to COVID-19. It aims to assist a community-led recovery from COVID-19 by supporting local businesses and creating jobs.

The scope of the LRCI Program includes a broad range of eligible projects so communities can fund the infrastructure they need. Local governments need to be able to demonstrate that the projects are additional to their pre-COVID-19 work program for 2020/21. It can be a project brought forward from the future works program beyond the 2020/21 financial year.

Funding is available for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public. Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety.

The Shire of Pingelly is eligible for \$267,597 in funding through the LRCI. All project works must be completed by 30 June 2021 to receive the full allocation of funding.

Comment

To access funding under the LRCI Program, local governments are able to select the projects to be funded in their community according to priorities at the local level. If these projects are eligible local road or community infrastructure projects, they will receive funding.

Eligible local road projects can include works involving any of the following associated with a road:

- Traffic signs; traffic control equipment; street lighting equipment; a bridge or tunnel; a facility off the road used by heavy vehicles in connection with travel on the road; facilities off the road that support the visitor economy; and road and sidewalk maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects can include works involving:

- Closed Circuit TV (CCTV); bicycle and walking paths; painting or improvements to community facilities; repairing and replacing fencing; improved accessibility of community facilities and areas; landscaping improvements, such as tree planting and beautification of roundabouts; picnic shelters or barbeque facilities at community parks; playgrounds and skateparks (including all ability playgrounds); noise and vibration mitigation measures; and off-road car parks (such as those at sporting grounds or parks).

Based on informal discussions, and in consideration that the project needs to be delivered by 30 June 2021, the Pingelly Recreation and Cultural Centre (PRACC) carpark is an excellent fit for the Program and the needs of Pingelly. The carpark is shovel ready allowing immediate commencement upon approval, with a clear need already established for the completion of the project.

The PRACC carpark and associated landscaping works are proposed to include:

- Asphalt sealing of the carpark from the southernmost boundary of the existing carpark to the end of the bowling green
- Overlay of gravel on the northern carpark – to the north of the bowling green
- Line marking to all sealed carparking areas including compliant accessible bays
- Associated drainage and kerbing works
- Pathway access from Somerset Street to the PRACC carpark
- Basic landscaping to the old tennis courts to improve the visual amenity of the area

The draft costings for the project indicate that this will fit within the allocation of \$267,597, with the extent of the landscaping being dependent on the final costs of the main component, being the carpark.

Consultation

While no specific consultation has occurred with regard to the PRACC carpark, a number of comments were received through the Memorial Park consultation that the PRACC needs to be 'finished'.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

As the LRCI Program does not require a co-contribution, there is no impact on the 2020/21 Budget.

Strategic Implications

Goal 1	Economy
Outcome 1.1	The Shire experience significant new business growth and employment and is known widely as an innovative and collaborative community which is attracting new population and investment
Strategy 1.1.1	Work with community groups, local businesses and other partners to explore and leverage opportunities for business development around the PRACC
Action 1.1.1.2	Finalise the PRACC carparking spaces

Risk Implications

Risk	The key risk arises due to the limited time to plan and scope the second stage of the project, which increases the likelihood of cost and time issues.
Risk Rating (Prior to Treatment or Control)	Medium (9)
Principal Risk Theme	Financial and Reputational
Risk Action Plan (Controls or Treatment Proposed)	Staff involved in the project are highly experienced in project planning and delivery. A contingency factor has been built into the project planning to mitigate the risk of financial impact.

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Simple Majority

Recommendation

That Council endorse the Pingelly Recreation and Cultural Centre car park project for submission under the Local Roads and Community Infrastructure Program.

Moved: _____ Seconded: _____

14.4 Shire of Pingelly Local Laws Review

File Reference:	ADM0103
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Item 15.3 – 15 April 2020

Summary

The purpose of this report is to consider and adopt the report of the outcome of the process of reviewing the Shire of Pingelly's (Shire) Local Laws as per section 3.16 of the *Local Government Act 1995* (the Act).

Background

The Act requires that a local government must every eight years, after adoption of any local law, or the last review, conduct a review of the local law to ensure that it still retains currency.

The Shire completed its last review of its local laws in February 2012. The Shire appointed BHW Consulting to assist with the conduct of the current review.

The Council at its meeting on 15 April 2020 resolved as follows:

12831 Moved: Cr Wood Seconded: Cr Hotham

Recommendation and Council Decision

That Council proceed with and advertise in accordance with s3.16(2) of the Local Government Act 1995 the review of the following local laws:

- ***Activities in Thoroughfares and Trading in Public Places Local Law;***
- ***By-law Relating to Fire Control Matters;***
- ***Cemeteries Local Laws 2003;***
- ***Dogs Local Law 2003;***
- ***Health Local Law 2003;***
- ***Local Government Property Local Law 2003; and***
- ***Pest Plants Local Law 2003.***

Carried 8:0

Following the above resolution community advertising was undertaken inviting comments on the current local laws.

Comment

Following the resolution to review the local laws, local public notice was given in the Pingelly Times on 29 April 2020 of the Shire's intention to review the following local laws:

- Activities in Thoroughfares and Public Places and Trading Local Law;
- By-law Relating to Fire Control Matters;
- Cemeteries Local Laws 2003;
- Dogs Local Law 2003;
- Health Local Law 2003;
- Local Government Property Local Law 2003; and
- Pest Plants Local Law 2003.

The closing date for submissions to be received was Friday 19 June 2020. At the closing date no submissions had been received. As a result of the review of the local laws undertaken, the outcomes outlined below are proposed in respect of each of the Shire's local laws.

Activities in Thoroughfares and Public Places and Trading Local Law

The Activities in Thoroughfares and Public Places and Trading Local Law was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003. The local law was adopted by reference to the Shire of Kojonup Activities On Thoroughfares And Trading In Thoroughfares And Public Places Local Law.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

The Consultant has undertaken a review of the Activities in Thoroughfares and Public Places and Trading Local Law and the following amendments are suggested:

Clause 1.2 - Definitions

- Amend the legislative description for *Liquor Control Act 1988* wherever it appears in the local laws; and
- Amend the legislative description for *Town Planning and Development Act 1928* wherever it appears in the local law.

Clause 2.1 - General Prohibitions

Amend subclause (a) to take account of wording acceptable to the Joint Standing Committee on Delegated Legislation.

Clause 5.1 – Interpretation

Amend the definition of Roadside Conservation Committee.

Clause 6.5 – Relevant considerations in determining application for permit

Delete subclauses 2(c), 2(d) and 2(e) as they could offend the Joint Standing Committee requirements.

Clause 6.8 - Conduct of stallholders and traders

- Amend subclause 1(c) to change the description of the legislation; and
- Delete subclause 2(a) as it offends the Joint Standing Committee requirements.

Clause 7.7 Renewal of permit

Amend clause to delete “*mutatis mutandis*” and insert plain English.

Clause 8.1 – Application of Part 9 Division 1 of Act

Delete reference to regulation 34.

Schedule 1 – Prescribed Offences

Amend the description of the offences where changes have been made within the local law. It is also appropriate to review the modified penalty for each offence to take account of current standards. In broad terms current penalty of \$100 will increase to \$125, \$200 to \$250 and \$300 to \$400.

Conclusion

It is proposed that the Activities in Thoroughfares and Public Places and Trading Local Law be amended as outlined above.

By-law Relating to Fire Control Matters

The By-law Relating to Fire Control Matters was adopted by the Council on 18 May 1995 and advertised in the *Government Gazette* on 7 November 1995.

The local law was previously reviewed in 2011/2012 when it was proposed to repeal the local law as it was considered at that time the matters covered in the By-law Relating to Fire Control Matters are dealt with by the *Bush Fires Act 1954* and the *Bush Fires Regulations 1954*, with any remainder being procedural matters that can be more efficiently dealt with by Council resolution or the CEO.

Whilst advertising was undertaken to repeal the local law the then Fire and Emergency Services Authority (FESA) responded. FESA pointed out that sections 41(3) and 43 of the *Bush Fires Act 1954* make it obligatory for those local governments who have a bush fire brigade to also have a local law dealing with its internal activities relating to election of office bearers and the like.

S43 of the *Bush Fires Act 1954* reads:

A local government which establishes a bush fire brigade shall by its local laws provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade, and prescribe their respective duties.

Conclusion

As there is a need for a local law covering bushfire activities to be retained it may be appropriate to consider repealing the current By-law Relating to Fire Control Matters and adopting a more modern local law.

Cemeteries Local Laws 2003

The Cemeteries Local Laws 2003 was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003. The local laws are based on the Model Cemeteries Local Laws published in the *Government Gazette* on 12 May 1998.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

The Consultant has undertaken a review of the Cemeteries Local Laws 2003 and the following amendments are suggested:

Clause 1.3 - Interpretations

A new interpretation for “Act” will be included.

Current drafting standards and the view of the Joint Standing Committee on Delegated Legislation is that the term “Board” should be deleted and the words “local government” inserted in its place, wherever it appears in the local law.

There is also need for other definitions relating to “animal” and “assistance animal” to be included.

Clause 3.4 – Minimum Notice Required

This clause requires that booking for a funeral must be made at least 24 hours before the proposed time of burial. This is a very short period and it is suggested that this time period be 48 hours or two business days.

Clause 5.3 - Vehicle entry restricted

The subclause should be rewritten to meet current drafting standards, the requirements of the Joint Standing Committee on Delegated Legislation and include details currently outlined in clause 5.4.

Clause 5.4 - Vehicle access and speed limitations

Delete this clause as it will be covered by clause 5.3.

Clause 5.5 - Offender may be expelled

The clause should be deleted to meet current drafting standards and the requirements of the Joint Standing Committee on Delegated Legislation.

Clause 7.8 – Use of Wood

Amend to make it clear that prior approval is required. Also examine whether there is an opportunity to incorporate requirements to ensure that any wood or brick structure is adequately maintained.

Clause 7.17 – Cancellation of a monumental mason's licence

Subclause (3) is to be deleted as there is no power for the local court to hear an appeal against the termination of the licence.

Clause 8.1 – Animals

Rewrite the clause to take account of section 9(2) of the *Disability Discrimination Act 1992*.

Clause 8.2 – Guide Dogs

Delete the clause as it is now covered by clause 8.1.

First Schedule

Consider reviewing modified penalties.

Conclusion

It is proposed that the Cemeteries Local Laws 2003 be amended as outlined above.

Dogs Local Law 2003

The Dogs Local Law 2003 was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003. The local law was adopted by reference to the Shire of Moora Dogs Local Law.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

The Consultant has undertaken a review of the Dogs Local Law 2003 and the following amendments are suggested:

Clause 1.2 - Definitions

There are a number of definitions that will require inclusion, deletion or amendment to modernise the local law and reflect current legislation. These include but are not limited to the definition of town planning scheme, dangerous dog, children's playgrounds, district and food premises.

Clause 3.1 – Dogs to be confined

Amend the penalty from \$2,000 to \$4,000 for a dangerous dog and to \$2,000 for other dogs.

Clause 4.9 – Compliance with conditions of approval

Amend the penalty from \$2,000 to \$4,000 for a dangerous dog and to \$2,000 for other dogs.

Part 5 - Dogs in public places

This Part will be deleted following the 2013 amendments to the *Dog Act 1976*. Areas where a dog is prohibited and dog exercise areas are now not included in a local law and can be implemented by way of a Council resolution after the requirements of s31 of the Dog Act are followed.

Schedule 3 - Offences

Review the Schedule of penalties to ensure they reflect current standards.

Conclusion

It is proposed that the Dogs Local Law be amended as outlined above.

Health Local Laws 2003

The Health Local Law 2003 was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003. The local law was adopted by reference to the Shire of Northam Health Local Laws.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

The Western Australian (WA) Parliament has passed the *Public Health Act 2016* which has introduced considerable changes to the management of public health in WA which in turn impacts on the Health Local Laws. It would be appropriate for the Shire to repeal the current local law and adopt a more relevant local law based on changes to the legislation.

Conclusion

It is proposed that the Health Local Laws 2003 be repealed and replaced with a more relevant local law.

Local Government Property Local Law

The Local Government Property Local Law was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003. The local law was adopted by reference to the Shire of Exmouth Local Government Property Local Law.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

The Consultant has undertaken a review of the Local Government Property Local Law and the following amendments are suggested:

Liquor Licensing Act 1988

Wherever this legislation appears in the local law amend to refer to the correct terminology of *Liquor Control Act 1988*.

Clause 2.7 – Activities which may be pursued on specified local government property

In subclause (c) delete “aeroplane” and insert “aircraft”. This will require an additional definition in clause 1.2.

Clause 2.8 – Activities which may be prohibited on specified local government property

In subclause 1(c) delete current wording and insert “(c) taking, riding or driving a vehicle or a particular class of vehicle on the property” to make it clear that a particular class of vehicle is also prohibited on a property.

Clause 3.9 – Renewal of permit

Delete mutatis mutandis and replace with “as though it were an application for a permit”.

Clause 5.1 – Swimming pool areas

Consider rewriting clause 5.1 to reflect reference to the Code which “means the Code of Practice for the Design, Operation, Management and Maintenance of Aquatic Facilities”. The definition of Code will also need to be included in clause 1.2.

Clause 5.6 - Only specified gender to use entry of toilet block or change room

Consider repealing and replacing clause 5.6 to allow clearer descriptions of access to toilets and change rooms to include families and allow access to toilets by children under 8 with a guardian.

Clause 7.1 - Application of Division 1, Part 9 of the Act

Delete reference to regulation 34 which has been repealed.

Schedule 1 – Prescribed offences

Consider deleting Schedule 1 and setting the penalty at a fixed amount of \$150 for every offence.

Conclusion

It is proposed that the Local Government Property Local Law be amended as outlined above.

Pest Plants Local Law 2003

The Pest Plants Local Law 2003 was adopted by the Council on 22 May 2003 and advertised in the *Government Gazette* on 22 July 2003.

The local law was previously reviewed in 2011/2012 with the report on the outcome of the review proposing no changes be made.

Changes have been made to managing pest plants following the introduction of the *Biosecurity and Agriculture Management Act 2007*. It is noted that the local law does not include Objections and Review rights or Offences and Penalties. Both these aspects should be incorporated into a local law particularly where a local government is issuing a notice for action to be taken.

Conclusion

It is proposed that the Pest Plants Local Law 2003 be repealed and replaced with a more contemporary local law.

With the review process now complete, and compliance being achieved, the recommendation is to progress with the identified amendments to the local laws next financial year. Based on an estimate received, an allocation of \$20,000 to \$25,000 would be required for this purpose.

Consultation

As required by the Act, the community was invited to comment on the review of the Shire's local laws. The review was advertised by way of local public notice in the Pingelly Times on 29 April 2020. At the close, no submissions had been received.

Statutory Environment

S3.16 of the Act requires the Council to carry out a formal review of its local laws every 8 years.

S3.16 of the Act also provides the process to be followed for a review of local laws.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.8	A strong corporate governance framework is maintained
Strategy 5.8.2	Ensure compliance with legislative requirements and excellence in business performance

Risk Implications

Risk	The failure to complete the local law review would lead to non compliance with legislation, specifically the requirement to review local laws every eight years.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Compliance
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Absolute Majority

Recommendation

That Council:

1. Adopt the report of the review of the local laws under s3.16 of the *Local Government Act 1995* and note that no community submissions were received in respect to the following local laws:
 - Activities in Thoroughfares and Public Places and Trading Local Law;
 - By-law Relating to Fire Control Matters;
 - Cemeteries Local Laws 2003;
 - Dogs Local Law 2003;
 - Health Local Law 2003;
 - Local Government Property Local Law 2003; and
 - Pest Plants Local Law 2003.

2. Determine that the outcome in respect to each local law is as follows:
 - a. Activities in Thoroughfares and Public Places and Trading Local Law be amended as outlined in the report;
 - b. By-law Relating to Fire Control Matters be repealed and replaced;
 - c. Cemeteries Local Laws 2003 be amended as outlined in the report;
 - d. Dogs Local Law 2003 be amended as outlined in the report;
 - e. Health Local Law 2003 be repealed and replaced;
 - f. Local Government Property Local Law 2003 be amended as outlined in the report; and
 - g. Pest Plants Local Law 2003 be repealed and replaced.

3. Allocate \$25,000 in the 2021/22 draft Budget to progress the outcomes from the Local Law review process.

Moved: _____ Seconded: _____

CONFIDENTIAL ITEMS

THAT pursuant to Section 5.23 of the Local Government Act 1995 these items be dealt with, with the public excluded as the item deals with a matter affecting an employee.

Moved: _____ Seconded: _____

14.5 Chief Executive Officer Performance Review

File Reference: ADM0000
Location: Not Applicable
Applicant: Not Applicable
Author: Chief Executive Officer
Disclosure of Interest: Chief Executive Officer
Attachments: Under Separate Cover
Previous Reference: Nil

Summary

Council to consider the recommendation from the Chief Executive Officer Performance Review Committee.

Recommendation

- 1. That the Minutes of the Chief Executive Officer Performance Review Committee Meeting of the Shire of Pingelly held in the Council Chambers on 13 August 2020 be confirmed.**
- 2. That Council That Council endorse the recommendation from the Chief Executive Officer Performance Review Committee, attached under confidential cover.**

Moved: _____ Seconded: _____

Recommendation:

That the meeting be re-opened to the public.

Moved: _____ Seconded: _____

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity – July 2020

File Reference:	ADM0075
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Attachments:	Monthly Statements of Financial Activity for the period 1 July 2020 to 31 July 2020
Previous Reference:	Nil

Summary

In Accordance with the *Local Government Act 1995* Section 5.25 (1) and *Local Government (Financial Management) Regulations 1996*, Monthly Financial Statements are required to be presented to Council, in order to ensure that income and expenditure is in keeping with budget forecasts.

The Monthly Statements of Financial Activity for the month of July 2020 are attached for Council consideration and adoption. This report now incorporates new Australian Accounting Standards Board (AASB) requirements effective from 1 July 2019. AASB 15 Revenue from Contracts with Customers (IFRS 15), AASB 1058 Income for Not-for Profit Entities, AASB 16 Lease replaces AASB 117 (IFRS 16).

Background

In order to prepare the monthly statements, the following reconciliations have been completed and verified:

- Reconciliation of assets, payroll and taxation services;
- Reconciliation of all shire's bank accounts, including term deposits;
- Reconciliation of Rates, including outstanding debtors;
- Reconciliation of Sundry Creditors and Debtors;

Comment

The Monthly Financial Report has been prepared in accordance with statutory requirements and provides council with their financial position as at 31 July 2020.

Consultation

Nil

Statutory Environment

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (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;
 - (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;
 - (b) By program; or
 - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; 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 AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications

There are no policy implications.

Financial Implications

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2020/2021.

Strategic Implications

There are no known significant strategic implications.

Risk Implications

Risk	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements
Simple Majority

Recommendation
That with respect to the Monthly Statements of Financial Activity for the month ending 31 July 2020 be accepted and material variances be noted.

Moved: _____ Seconded: _____



SHIRE OF PINGELLY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

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Graphical Analysis

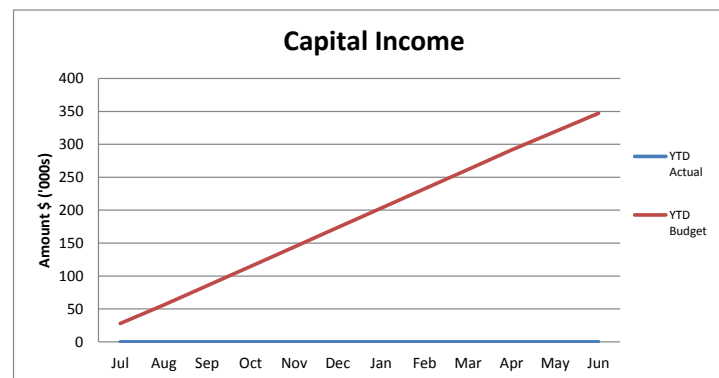
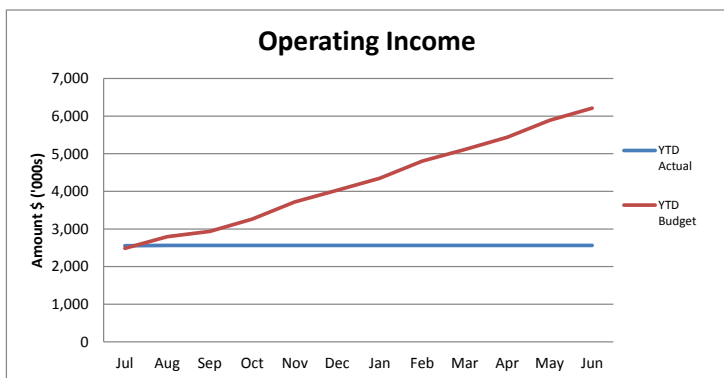
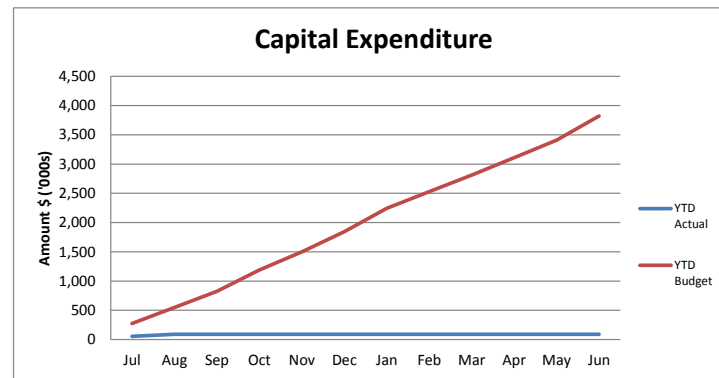
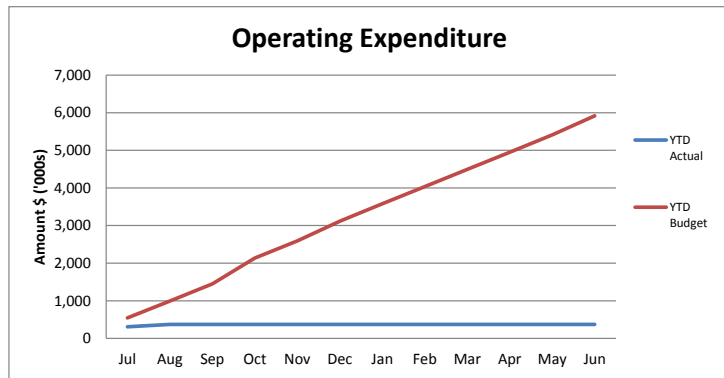
Statement of Financial Activity

Report on Significant Variances

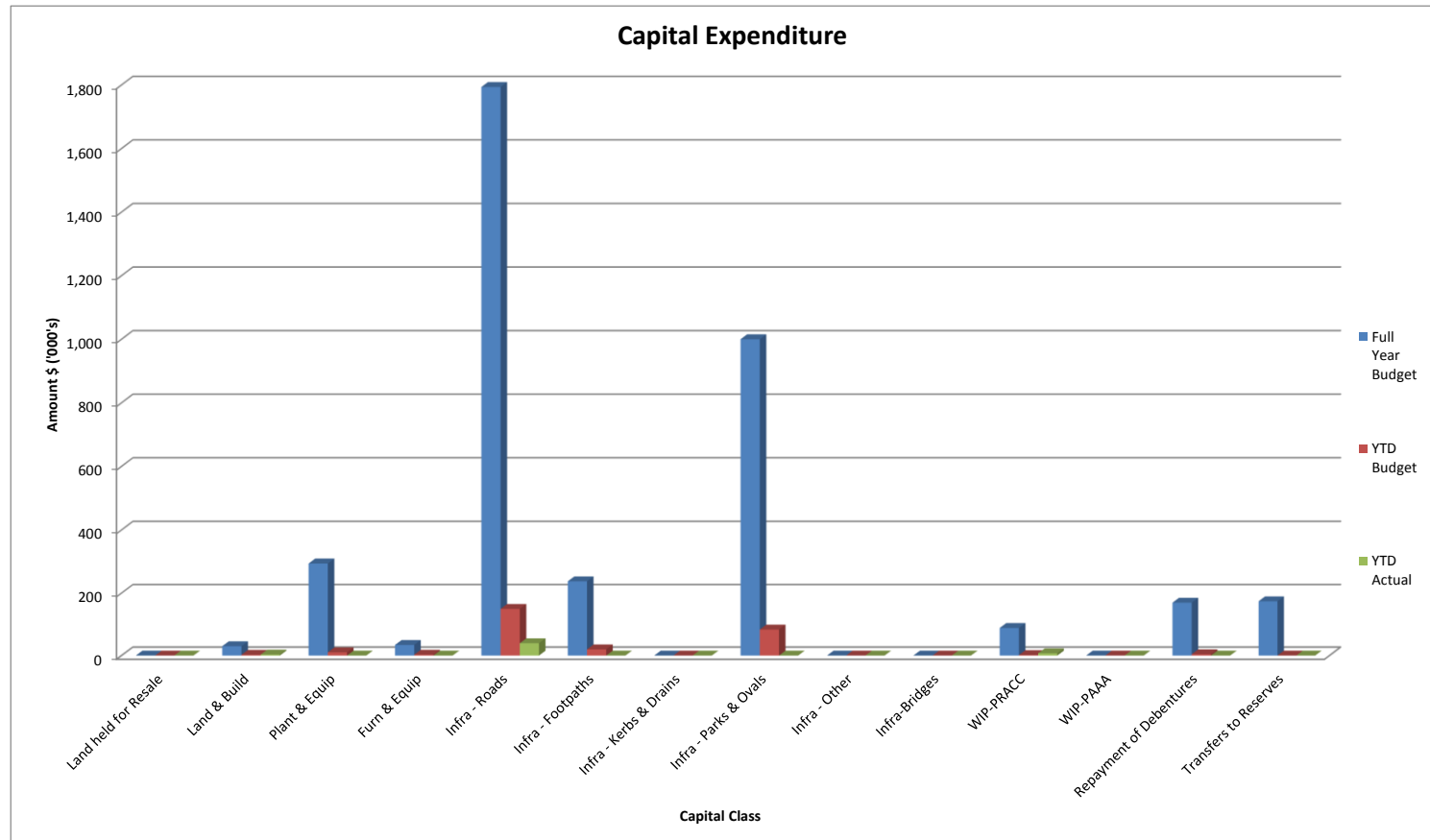
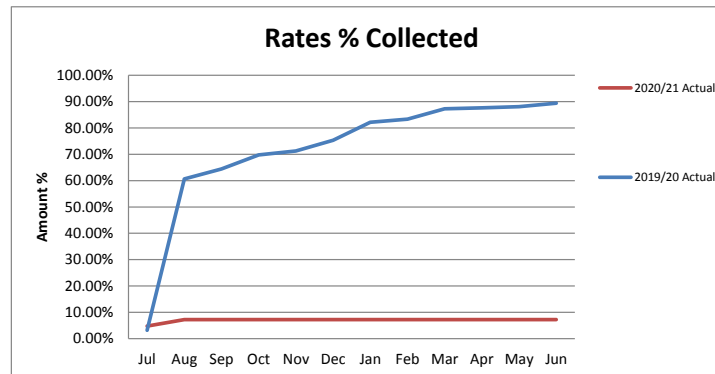
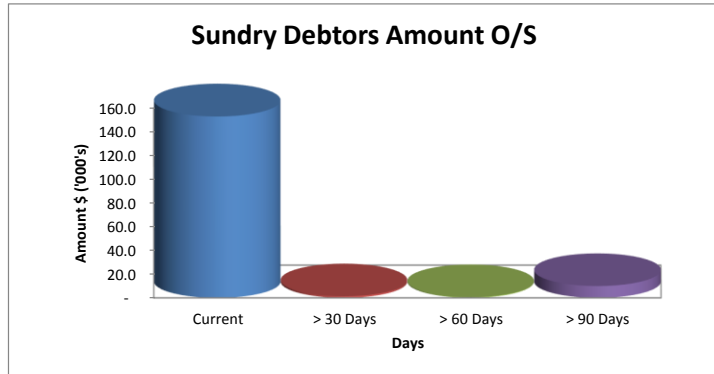
Notes to and Forming Part of the Statement

- 1 Acquisition of Assets
 - 2 Disposal of Assets
 - 3 Information on Borrowings
 - 4 Reserves
 - 5 Net Current Assets
 - 6 Rating Information
 - 7 Municipal Funds Restricted Cash - Bonds and Deposits
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Income and Expenditure Graphs to 31 July 2020



Other Graphs to 31 July 2020



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

	NOTE	2020/21 Adopted Budget \$	July 2020 Y-T-D Budget \$	July 2020 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
General Purpose Funding		639,371	5,055	1,406	(3,649)	-72%
Governance		38,685	3,204	3,855	651	20%
Law, Order, Public Safety		59,829	32	17,539	17,507	54709% ▲
Health		1,636	135	215	80	59%
Education and Welfare		13,713	1,033	0	(1,033)	-100%
Housing		0	0	0	0	0%
Community Amenities		199,740	165,547	167,904	2,357	1%
Recreation and Culture		1,030,290	84,806	13,461	(71,345)	-84% ▼
Transport		2,049,122	125,836	227,722	101,886	81% ▲
Economic Services		45,550	3,794	31,587	27,793	733% ▲
Other Property and Services		40,227	3,350	70	(3,280)	-98%
		<u>4,118,163</u>	<u>392,792</u>	<u>463,759</u>	<u>70,967</u>	<u>18%</u>
(Expenses)/(Applications)						
General Purpose Funding		(149,696)	(12,227)	(9,185)	3,042	25%
Governance		(519,278)	(61,273)	(41,527)	19,746	32% ▼
Law, Order, Public Safety		(204,950)	(24,947)	(34,598)	(9,651)	-39% ▲
Health		(144,759)	(12,438)	(14,219)	(1,781)	-14%
Education and Welfare		(49,310)	(4,998)	(3,187)	1,811	36%
Housing		0	0	0	0	0%
Community Amenities		(379,875)	(25,507)	(25,391)	116	0%
Recreation & Culture		(1,295,110)	(101,340)	(48,562)	52,778	52% ▼
Transport		(2,870,996)	(250,382)	(70,333)	180,049	72% ▼
Economic Services		(286,465)	(22,830)	(11,533)	11,297	49% ▼
Other Property and Services		(17,446)	(28,676)	(49,403)	(20,727)	-72% ▲
		<u>(5,917,885)</u>	<u>(544,618)</u>	<u>(307,938)</u>	<u>236,680</u>	<u>-43%</u>
Net Operating Result Excluding Rates		(1,799,722)	(151,826)	155,821	307,647	-203%
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	(36,500)	(4,166)	0	4,166	100%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0%
Movement in Employee Benefit Provisions		0	0	0	0	0%
Changes in Accounting Policy		0	0	0	0	0%
Adjustments in Fixed Assets		0	0	0	0	0%
Rounding		0	0	0	0	0%
Depreciation on Assets		2,577,232	214,766	0	(214,766)	100% ▼
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	1	0	0	0	0	0%
Purchase of Land and Buildings	1	(30,000)	(2,500)	(3,151)	(651)	-26%
Purchase of Furniture & Equipment	1	(34,081)	(2,840)	0	2,840	100%
Purchase of Right of Use Asset - Furniture & Equipment	1	(40,187)	(3,348)	0	3,348	100%
Purchase of Right of Use Asset - Plant & Equipment	1	(337,468)	(28,122)	0	28,122	100% ▼
Purchase of Right of Use Asset - Buildings	1	(21,279)	(1,773)	0	1,773	100%
Purchase of Plant & Equipment	1	(294,500)	(10,499)	0	10,499	100% ▼
Purchase of WIP - PP & E	1	0	0	0	0	0%
Purchase of Infrastructure Assets - Roads	1	(1,793,554)	(149,450)	(39,569)	109,881	74% ▼
Purchase of Infrastructure Assets - Footpaths	1	(237,673)	(19,804)	0	19,804	100% ▼
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	(5)	(5)	0%
Purchase of Infrastructure Assets - Parks & Ovals	1	(1,000,000)	(83,333)	0	83,333	100% ▼
Purchase of Infrastructure Assets - Bridges	1	0	0	0	0	0%
Purchase of Infrastructure Assets - Other	1	0	0	(6)	(6)	0%
Purchase of WIP Recreation and Culture	1	(88,443)	(1,666)	(12,395)	(10,729)	-644% ▲
Purchase of WIP Aged Accommodation	1	0	0	0	0	0%
Proceeds from Disposal of Assets	2	195,000	15,250	0	(15,250)	-100% ▼
Repayment of Debentures	3	(169,320)	(4,256)	0	4,256	100%
Proceeds from New Debentures	3	0	0	0	0	0%
Proceeds from new Lease Liabilities	3	398,934	33,243	0	(33,243)	-100% ▼
Repayment of Leases	3	(96,540)	(8,043)	(1,674)	6,369	-79% ▼
Advances to Community Groups		0	0	0	0	0%
Self-Supporting Loan Principal Income		17,539	0	0	0	0%
Transfer from Restricted Asset - Unspent Loans		0	0	0	0	0%
Transfers to Restricted Assets (Reserves)	4	(173,803)	0	0	0	0%
Transfers from Restricted Asset (Reserves)	4	152,200	12,683	0	(12,683)	-100% ▼
Transfers to Restricted Assets (Other)		0	0	0	0	0%
Transfers from Restricted Asset (Other)		0	0	0	0	0%
ADD Net Current Assets July 1 B/Fwd	5	718,736	718,736	718,736	0	0%
Net Current Assets - Unspent Grants		0	0	0	0	0%
LESS Net Current Assets Year to Date	5	<u>0</u>	<u>2,616,525</u>	<u>2,908,686</u>	<u>292,161</u>	<u>-11%</u> ▼
Amount Raised from Rates		<u>(2,093,429)</u>	<u>(2,093,473)</u>	<u>(2,090,929)</u>	<u>2,544</u>	<u>0%</u>

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

Material Variances Symbol

Above Budget Expectations

Greater than 10% and \$5,000

▲

Below Budget Expectations

Less than 10% and \$5,000

▼

SHIRE OF PINGELLY
FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020
Report on Significant variances Greater than 10% and \$5,000

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. The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$5,000.

REPORTABLE OPERATING REVENUE VARIATIONS

Governance			
AASB16 bring to account new Lease for solar panels and server. Proceeds On New Lease Liability - Leases not yet entered into. Variation due to budget profiling	(5,122)		-100%
	82		
Law Order and Public Safety - variance above budget expectations			
ESL SES grants - YTD Higher than budgeted (Timing difference)	7,693	17,507	54709% ▲
ESL BFB grants - YTD Higher than budgeted (Timing difference)	9,702		
Recreation and Culture			
Reimbursement of deposit for 2020 Fervor event 31/10/20 \$454.55 and small grant income received L & L Program \$13,000	12,839		-2084% ▲
Community Development Grant - Memorial Park Redevelopment (Timing Difference) not yet received	83,333		100% ▼
Transport			
Country Pathway Grant - WA Bicycle Network Grant Stage 2 not yet received. Budget profiling to be reviewed.	(7,916)		-100% ▼
Road Funding - Local Roads and Community infra Program Grant. Budget profiling to be reviewed.	(22,299)		-100% ▼
Realisation On Disposal Of Assets - PC13, PG6, PMOW12 & PT17 . Accounting transaction only. Variation due to budget profiling	12,750		-100% ▼
Proceeds On Disposal Of Assets PC13, PG6, PMOW12 & PT17 not yet purchased. Variation due to budget profiling	(12,750)		-100% ▼
AASB16 bring to account new Lease for new Grader. Proceeds On New Lease Liability - 4ROT Grader Lease not yet entered into. Variation due to budget profiling	(28,122)		-100% ▼
Transfer from Plant Reserve Net Changeover figure - PC13, PG6, PMOW12 & PT17 not yet purchased. Variation due to budget profiling	(11,125)		-100% ▼
Economic Services			
Mensshed - 2 Stone Street, Pingelly	30,000	27,793	733% ▲

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance			
Salaries and Wages less YTD Actual than YTD Budget (Timing Difference)	17,424	19,746	32% ▼
Less Administration Allocated budget profiling to be continually reviewed.	(19,828)		33% ▼
Law, Order, Public Safety			
Fire Fighting Expenditure - YTD Actual more than YTD Budget due to insurance premiums. Budget profiling to be reviewed	(14,339)	(9,651)	20% ▼
			-39% ▲
			-155% ▲
Community Amenities			
Refuse Site Maintenance. Budget profiling to be reviewed.	-6275.55		-388% ▲
Recreation and Culture			
Community Development Grant - Memorial Park Redevelopment (Timing Difference) Project not yet commenced	83,333	52,778	52% ▼
Transport			
Footpaths - Construction not yet commenced 2020/21	19,804	180,049	100% ▼
4ROT - Right Of Use Asset - P & E Grader Lease not yet entered into. Variation due to budget profiling	28,122		72% ▼
Economic Services - Within variance threshold 10% and \$5,000			
		11,297	100% ▼
Other Property and Services			
EM002 - Engineering Office Consultant Expense. RAMM Annual subscription. Variation due to budget profile, to be reviewed	(7,275)	(20,727)	49% ▼
Salaries and Wages under budget, due to vacant Works Supervisor position	10,148		-72% ▲
Less Allocated to Works & Services. Accounting transaction only.	(27,728)		-3464% ▲
YTD Actual more than YTD Budget due to insurance premiums. Budget profiling to be reviewed.	(16,027)		59% ▼
Less Allocated To Works & Service. Accounting transaction only.	16,499		36% ▼
Grader Lease Liability Principal Repayments. 4ROT Grader Lease not yet entered into. Variation due to budget profile	5,293		-89% ▲

REPORTABLE NON-CASH VARIATIONS

Depreciation on Assets - below budget expectations			
Depreciation YTD Budget less than YTD Actuals due to depreciation not yet run for July 20		(214,766)	100% ▼
Inventories			

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Plant & Equipment			
Purchase of Plant & Equipment YTD Actuals less than YTD Budget . No plant items purchased to date.	0	10,499	100% ▼
Purchase of Road Infrastructure Assets			
Road Infrastructure YTD Actuals less than YTD Budget (Timing Difference)		109,881	74% ▼
R2R03 - Bullaring Road works not yet commenced 2020/21	13,216		100% ▼
RRG05 - Capex - RRG Wickepin Pingelly Slk 7.9-9.0 not yet commenced 2020/21	19,100		100% ▼
CC1 - Various Road Resheeting not yet commenced 2020/21	22,299		100% ▼
RRG14 - Capex - Milton Road. Variation due to budget profiling.	(17,650)		-81% ▲
CRSF5 - Capex - Wickepin Pingelly Road - CRSF Funding not yet commenced 2020/21	59,079		100% ▼
MR999 - Rural Road Mtnc General. Variation due to budget profiling.	53,229		97% ▼
MT999 - Town Streets - Mtce General not yet commenced 2020/21	13,007		100% ▼
Purchase of Works in Progress Assets - PRACC			
PRACC Project Expenditure YTD Actuals less than YTD Budget Bowling shade shelter & lighting garden.	10,729	10,729	-644% ▲

REPORTABLE CAPITAL REVENUE VARIATIONS

Proceeds from Disposal of Assets			
Proceeds from Disposal of assets Actuals YTD more than YTD Budget. No capital disposals completed to date.	0	(15,250)	-100% ▼
Transfers from Restricted Assets			
Actuals YTD less than Budget YTD due to budget profiling -usually transfer funds in June 2020 period 12		(12,683)	-100% ▼
Transfer Restricted Asset-Unspent Loans (Timing Difference) -Within variance threshold 10% and \$5,000	0	0	0%
Timing variance with majority of transfers occurring at year end.			

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

1. ACQUISITION OF ASSETS	2020/21 Adopted Budget \$	2020/21 YTD Budget \$	July 2020 YTD Actual \$
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
<u>Members</u>			
Furniture & Equipment - Schedule 4 Members	25,381	2,115	0
<u>Administration</u>			
Furniture And Equipment	8,700	725	0
Right Of Use Asset - F & E	40,187	3,348	0
Right Of Use Asset - Buildings	21,279	1,773	0
Capex - Admin Plant Purchases	90,000	0	0
Recreation and Culture			
<u>Other Recreation & Sport</u>			
Capex - Infra Parks & Ovals	1,000,000	83,333	0
Capex - Gardener Vehicle	33,500	0	0
<u>Works in Progress - Recreation Centre</u>			
Capex - Praac Building Construction	14,500	0	0
Capex - Praac Carpark And Drainage	53,943	0	0
Capex - Praac Bowling Green	20,000	1,666	7302

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

1. ACQUISITION OF ASSETS (Continued)	2020/21 Adopted Budget \$	2020/21 YTD Budget \$	July 2020 Actual \$
Transport			
<i>Construction - Roads, Bridges, Depots</i>			
Roads Construction			
Various Road Resheeting	267,597	22,299	0
North Banister Road - Rtr	89,320	7,442	0
Pasture Street - Council Constr	30,624	2,550	0
Bullaring Road	158,611	13,216	0
Capex - Milton Road	263,069	21,919	39569
Capex - Rrg Wickepin Pingelly Slk 7.9-9.0	229,221	19,100	0
Capex - Wickepin Pingelly Road - Crsf Funding	708,956	59,079	0
Review Street - Rtr	46,156	3,845	0
Footpath Construction			
Footpaths - Construction	237,673	19,804	0
Footpath - Upgrade Apex Hill	0	0	0
Drainage Construction			
Paragon Street Drainage	0	0	6
Rennet Street Drainage Flume	0	0	5
<i>Road Plant Purchases</i>			
8Kva Genset	8,500	708	0
Capex - Pt15 Upgrade Truck Tip Tray	45,000	0	0
Capex - Light Truck	115,000	9,583	0
Capex - Fuel Pods	2,500	208	0
Right Of Use Asset - P & E	337,468	28,122	0
Economic Services			
<i>Other Economic Services</i>			
Capex - Purchase Of Land	30,000	2,500	3151
	<u>3,877,185</u>	<u>303,335</u>	<u>55127</u>
By Class			
Land Held for Resale - Current	0	0	0
Land Held for Resale - Non Current	0	0	0
Lease Repayments	0	0	0
Land	30,000	2,500	3151
Buildings	0	0	0
Furniture & Equipment	34,081	2,840	0
Right of Use Asset - F & E	40,187	3,348	0
Right of Use Asset - P & E	337,468	28,122	0
Right of Use Asset - Buildings	21,279	1,773	0
Plant & Equipment	294,500	10,499	0
Work in Progress - PPE	0	0	0
Infrastructure - Roads	1,793,554	149,450	39569
Infrastructure - Footpaths	237,673	19,804	0
Infrastructure - Kerbs & Drains	0	0	5
Infrastructure - Parks & Ovals	1,000,000	83,333	0
Infrastructure - Bridges	0	0	0
Infrastructure - Other	0	0	6
Works in Progress - Recreation Centre	88,443	1,666	12395
Works in Progress - Aged Care Accommodation	0	0	0
	<u>3,877,185</u>	<u>303,335</u>	<u>55127</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

Asset No	By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
		2020/21	July 2020	2020/21	July 2020	2020/21	July 2020
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PDOC8	Governance DCCS Vehicle PN761	15,000	0.00	12,000	0.00	(3,000)	0.00
PC13	Recreation & Culture PC13 - Parks & Gardener Ute PN172	0	0.00	7,000	0.00	7,000	0.00
PG6	Transport 2008 120M Motor Grader - PN398	60,000	0.00	110,000	0.00	50,000	0.00
PMOW12	2015 Mitsub Triton WS PN01	20,000	0.00	15,000	0.00	(5,000)	0.00
PT17	2010 Isuzu Crew Cab Tray Top PN483	19,000	0.00	14,000	0.00	(5,000)	0.00
PT15	2008 Isuzu Tip Truck PN66	14,500	0.00	7,000	0.00	(7,500)	0.00
	Economic Services Lot 856 (2) Stone Street Pingelly	30,000	0.00	30,000	0.00	0	0.00
		158,500	0.00	195,000	0.00	36,500	0.00

Asset No	By Class of Asset	Written Down Value		Sale Proceeds		Profit(Loss)	
		2020/21	July 2020	2020/21	July 2020	2020/21	July 2020
		Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$
PDOC8	Plant & Equipment DCCS Vehicle PN761	15,000	0.00	12,000	0	(3,000)	0.00
PC13	PC13 - Parks & Gardener Ute PN172	0	0.00	7,000	0	7,000	0.00
PG6	2008 120M Motor Grader - PN398	60,000	0.00	110,000.00	0.00	50,000	0.00
PMOW12	2015 Mitsub Triton WS PN01	20,000	0.00	15,000	0.00	(5,000)	0.00
PT17	2010 Isuzu Crew Cab Tray Top PN483	19,000	0.00	14,000	0.00	(5,000)	0.00
PT15	2008 Isuzu Tip Truck PN66	14,500	0.00	7,000	0.00	(7,500)	0.00
0	Land & Buildings Lot 856 (2) Stone Street Pingelly	30,000	0.00	30,000	0	0	0.00
		158,500	0.00	195,000	0.00	36,500	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2020/21 Adopted Budget \$	July 2020 Actual \$
57,000	0.00
(20,500)	0.00
36,500	0.00

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-20	New Loans		Principal Repayments			Principal Outstanding			Interest Repayments		
		2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$
Education & Welfare												
Loan 120 - SSL Pingelly Cottage Homes *	149,819	0	0	17,539	17,539	0	132,280	132,280	149,819	9,414	9,414	(53)
Recreation & Culture												
Loan 123 - Recreation and Cultural Centre	2,054,890	0	0	100,699	100,699	0	1,954,191	1,954,191	2,054,890	85,462	85,462	(235)
Loan 124 - Recreation and Cultural Centre	1,200,000	0	0	51,082	51,082	0	1,148,918	1,148,918	1,200,000	7,757	7,757	(129)
	3,404,709	0	0	169,320	169,320	0	3,235,389	3,235,389	3,404,709	102,633	102,633	(417)

(*) Self supporting loan financed by payments from third parties.
All other loan repayments were financed by general purpose revenue.

3. INFORMATION ON LEASES

(b) Lease Repayments

Particulars	Principal 1-Jul-20	New Lease		Lease Principal Repayments			Lease Principal Outstanding			Lease Interest Repayments		
		2020/21 Budget \$	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$	2020/21 Budget \$	2020/21 Revised Budget	2020/21 Actual \$
Administration												
Photocopier Lease	57,502	0	0	20,366	20,366	1,674	37,136	37,136	55,828	1,442	1,442	143
Solar System-Admin Office	0	21,279	0	5,084	5,084	0	16,195	16,195	0	580	580	0
Server Lease	0	40,187	0	7,566	7,566	0	32,621	32,621	0	1,117	1,117	0
Grader Lease	0	337,468	0	63,524	63,524	0	273,944	273,944	0	9,224	9,224	0
	57,502	398,934	0	96,540	96,540	1,674	359,896	359,896	55,828	12,363	12,363	143

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

	2020/21 Adopted Budget \$	July 2020 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	36,061	36,061
Amount Set Aside / Transfer to Reserve	799	0
Amount Used / Transfer from Reserve	(10,000)	0
	26,860	36,061
(b) Plant Reserve		
Opening Balance	48,977	48,977
Amount Set Aside / Transfer to Reserve	120,085	0
Amount Used / Transfer from Reserve	(133,500)	0
	35,562	48,977
(c) Building and Recreation Reserve		
Opening Balance	23,808	23,808
Amount Set Aside / Transfer to Reserve	348	0
Amount Used / Transfer from Reserve	0	0
	24,156	23,808
(d) Electronic Equipment Reserve		
Opening Balance	3,242	3,242
Amount Set Aside / Transfer to Reserve	35,006	0
Amount Used / Transfer from Reserve	(8,700)	0
	29,548	3,242
(e) Community Bus Reserve		
Opening Balance	11,807	11,807
Amount Set Aside / Transfer to Reserve	12,086	0
Amount Used / Transfer from Reserve	0	0
	23,893	11,807
(f) Swimming Pool Reserve		
Opening Balance	22,835	22,835
Amount Set Aside / Transfer to Reserve	5,320	0
Amount Used / Transfer from Reserve	0	0
	28,155	22,835
(g) Refuse Site Rehab/Closure Reserve		
Opening Balance	16,086	16,086
Amount Set Aside / Transfer to Reserve	159	0
Amount Used / Transfer from Reserve	0	0
	16,245	16,086
Total Cash Backed Reserves	184,419	162,816

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

	2020/21 Adopted Budget \$	July 2020 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	799	0
Plant Reserve	120,085	0
Building and Recreation Reserve	348	0
Electronic Equipment Reserve	35,006	0
Community Bus Reserve	12,086	0
Swimming Pool Reserve	5,320	0
Refuse Site Rehab/Closure Reserve	159	0
	<u>173,803</u>	<u>0</u>
Transfers from Reserves		
Leave Reserve	(10,000)	0
Plant Reserve	(133,500)	0
Building Reserve	0	0
Electronic Equipment Reserve	(8,700)	0
Community Bus Reserve	0	0
Swimming Pool Reserve	0	0
Refuse Site Rehab/Closure Reserve	0	0
	<u>(152,200)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u>21,603</u>	<u>0</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Leave Reserve

- to be used to fund annual and long service leave requirements.

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

- to be used to fund the renovation/purchase of Shire of Pingelly buildings and Recreation Infrastructure

Electronic Equipment Reserve

- to be used to fund the purchase of administration computer system equipment.

Community Bus Reserve

- to be used to fund the change-over of the community bus.

Swimming Pool Reserve

- to be used to fund the upgrading of the swimming pool complex

Joint Venture Housing Reserve

- to be used for the future maintenance of the Joint Venture units

Refuse Site Rehab/Closure Reserve

- to be used to facilitate the rehabilitation/closure of the town refuse site.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

	2019/20 B/Fwd Per 2020/21 Budget \$	2019/20 B/Fwd Per Financial Report \$	July 2020 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	698,429	698,429	303,222
Cash - Restricted Unspent Grants			331,831
Cash - Restricted Unspent Loans	0	0	(0)
Cash - Restricted Bonds & Deposits	6,692	6,692	6,772
Cash - Restricted Reserves	162,817	162,817	162,817
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	203,378	203,378	2,337,911
Sundry Debtors	66,182	66,182	185,701
Provision for Doubtful Debts	(990)	(990)	(990)
Gst Receivable	24,008	24,008	21,066
Contract Asset	180,445	180,445	180,445
Loans - clubs/institutions	17,538	17,538	17,538
Accrued Income/Payments In Advance	11,489	11,489	0
Investments	5,000	5,000	5,000
Inventories	3,704	3,704	4,921
	<u>1,378,691</u>	<u>1,378,691</u>	<u>3,556,234</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	-
Sundry Creditors	(31,246)	(31,246)	(71,874)
Accrued Interest On Loans	(417)	(417)	-
Accrued Salaries & Wages	(15,193)	(15,193)	-
Bonds & Deposits Held	(6,692)	(6,692)	(6,772)
Income In Advance	0	0	-
Gst Payable	(5,656)	(5,656)	(15,523)
Payroll Creditors	0	0	-
Contract Liabilities	0	0	-
Performance Obligation Liability	(331,831)	(331,831)	(331,831)
Prepaid Rates Liability	(29,830)	(29,830)	(4,128)
Current Lease Liability	0	0	(18,692)
Accrued Expenses	(20,772)	(20,772)	-
PAYG Liability	(29,082)	(29,082)	(27,475)
Other Payables	(3,881)	(3,881)	(4,591)
Current Employee Benefits Provision	(374,554)	(374,554)	(374,554)
Current Loan Liability	(169,320)	(169,320)	(169,320)
	<u>(1,018,474)</u>	<u>(1,018,474)</u>	<u>(1,024,759)</u>
NET CURRENT ASSET POSITION	360,217	360,217	2,531,475
Less: Cash - Reserves - Restricted	(162,817)	(162,817)	(162,817)
Less: Cash - Unspent Grants/Loans - Fully Restricted	0	0	0
Less: Current Loans - Clubs / Institutions	(17,538)	(17,538)	(17,538)
Less: Investments	(5,000)	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	374,554	374,554	374,554
Add Back : Current Loan Liability	169,320	169,320	169,320
Add Back : Current Lease Liability	0	0	18,692
Adjustment in Accounting policies	0	0*	0
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>718,736</u>	<u>718,736</u>	<u>2,908,686</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2020/21 Rate Revenue \$	2020/21 Interim Rates \$	2020/21 Back Rates \$	2020/21 Total Revenue \$	2020/21 Budget \$
General Rate								
GRV - Residential	0.121390	316	3,592,992	436,153	0	0	436,153	438,868
GRV - Rural Residential	0.121390	66	817,596	99,248	0	0	99,248	99,248
GRV - Commercial/Industrial	0.121390	29	412,252	50,043	0	0	50,043	50,043
GRV - Townsites	0.121390	12	144,560	17,548	0	0	17,548	17,548
UV - Broadacre Rural	0.009704	244	138,100,000	1,340,122	0	0	1,340,122	1,340,122
Non Rateable								
Sub-Totals		667	143,067,400	1,943,114	0	0	1,943,114	1,945,829
Minimum Rates	Minimum \$			1,942,756 (358)				
GRV - Residential	900	62	96,900	55,800	0	0	55,800	55,800
GRV - Rural Residential	900	24	52,909	21,600	0	0	21,600	21,600
GRV - Commercial/Industrial	900	11	36,200	9,900	0	0	9,900	9,900
GRV - Townsites	900	8	44,160	7,200	0	0	7,200	7,200
UV - Broadacre Rural	900	59	2,753,000	53,100	0	0	53,100	53,100
Sub-Totals		164	2,983,169	147,600	0	0	147,600	147,600
Ex Gratia Rates							2,090,714	2,093,429
Movement in Excess Rates							217	0
							0	0
Total Amount of General Rates							2,090,931	2,093,429
Specified Area Rates							0	0
Ex Gratia Rates							0	220
Total Rates							2,090,931	2,093,649

All land except exempt land in the Shire of Pingelly is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

8. OPERATING STATEMENT

	July 2020 Actual \$	2020/21 Adopted Budget \$	2019/20 Actual \$
OPERATING REVENUES			
Governance	3,855	38,685	90,759
General Purpose Funding	2,092,337	2,732,800	3,462,673
Law, Order, Public Safety	17,539	59,829	42,604
Health	215	1,636	1,776
Education and Welfare	0	13,713	22,338
Housing	0	0	0
Community Amenities	167,904	199,740	197,523
Recreation and Culture	13,461	1,030,290	50,563
Transport	227,722	2,049,122	1,326,421
Economic Services	31,587	45,550	52,250
Other Property and Services	70	40,227	38,383
TOTAL OPERATING REVENUE	2,554,690	6,211,592	5,285,289
OPERATING EXPENSES			
Governance	41,527	519,278	639,695
General Purpose Funding	9,185	149,696	196,491
Law, Order, Public Safety	34,598	204,950	236,514
Health	14,219	144,759	141,730
Education and Welfare	3,187	49,310	133,366
Housing	0	0	0
Community Amenities	25,391	379,875	392,607
Recreation & Culture	48,562	1,295,110	1,480,401
Transport	70,333	2,870,996	2,764,104
Economic Services	11,533	286,465	301,461
Other Property and Services	49,403	17,446	26,851
TOTAL OPERATING EXPENSE	307,938	5,917,885	6,313,219
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>2,246,752</u>	<u>293,707</u>	<u>(1,027,930)</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

9. STATEMENT OF FINANCIAL POSITION

	July 2020 Actual \$	2019/20 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	797,870	861,246
Investments Current	5,000	5,000
Trade and Other Receivables	2,741,671	502,050
Inventories	4,921	3,704
Restricted Cash - Bonds & Deposits	6,772	6,692
TOTAL CURRENT ASSETS	3,556,234	1,378,692
NON-CURRENT ASSETS		
Other Receivables	198,513	198,513
Inventories	0	0
Property, Plant and Equipment	19,396,938	19,381,392
Infrastructure	66,732,176	66,692,594
Investments Non Current	53,416	53,416
TOTAL NON-CURRENT ASSETS	86,381,043	86,325,915
TOTAL ASSETS	89,937,277	87,704,607
CURRENT LIABILITIES		
Trade and Other Payables	474,113	488,274
Long Term Borrowings	169,320	169,320
Provisions	374,554	374,554
Bonds & Deposits Liability	6,772	6,692
TOTAL CURRENT LIABILITIES	1,024,759	1,038,840
NON-CURRENT LIABILITIES		
Trade and Other Payables	37,137	37,137
Long Term Borrowings	3,235,390	3,235,390
Provisions	82,901	82,901
TOTAL NON-CURRENT LIABILITIES	3,355,428	3,355,428
TOTAL LIABILITIES	4,380,187	4,394,268
NET ASSETS	85,557,090	83,310,339
EQUITY		
Retained Surplus	33,770,466	31,523,716
Reserves - Cash Backed	162,817	162,817
Revaluation Surplus	51,623,806	51,623,806
TOTAL EQUITY	85,557,089	83,310,339

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2020 TO 31 JULY 2020

10. FINANCIAL RATIOS

	2020 YTD	2019
Current Ratio	4.71	1.38
Operating Surplus Ratio	0.93	0.79

The above ratios are calculated as follows:

Current Ratio
$$\frac{(\text{Current Assets MINUS Restricted Assets})}{(\text{Current Liabilities MINUS Liabilities Associated with Restricted Assets})}$$

Purpose:

This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions.

Standards:

The standard is not met if the ratio is lower than 1:1 (less than 100%)

Below Std

The standard is met if the ratio is greater than 1:1 (100% or greater)

Std met

A ratio less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments.

This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.

Operating Surplus Ratio
$$\frac{(\text{Operating Revenue MINUS Operating Expense})}{(\text{Own Source Operating Revenue})}$$

Purpose:

This ratio is a measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes.

Standards:

Basic Standard is not met less than < 1% (< 0.01)

Below Std

Basic Standard between 1% and 15% (0.01 and 0.15)

Basic Std

Advanced Standard greater than > 15% (>0.15).

Adv Std

SHIRE OF PINGELLY
RESTRICTED CASH RECONCILIATION
31 July 2020

Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Actual Expenditure previous year 2016/17	Actual Expenditure current year 2017/18	Actual Expenditure current year 2018/19	Actual Expenditure current year 2019/20	Actual Expenditure current year 2020/21	Restricted Funds Remaining
Wickepin Pingelly Road 0156 - RRG05 and R2R	Transport	1230	165,957.00	106,515.00	0.00	0.00	0.00	40,779.72	65,735.28
Wickepin Pingelly Road CRSF5	Transport	1231	295,240.00	0.00	0.00	0.00	29,144.48	0.00	266,095.52
Sub Total									331,830.79
Total Restricted Grant Funds									331,830.79
Available Cash		GL/Job Account	Interest Rate	Maturing					Balance
Municipal Bank	Muni Fund Bank	0111	Variable	N.A.					634,303.04
Municipal Bank	Till Float SES	0112							50.00
Municipal Bank	Till Float	0113							200.00
Municipal Bank	Petty Cash on hand	0114							500.00
Total Cash									635,053.04
Less Restricted Cash									(331,830.79)
Total Unrestricted Cash									303,222.25

15.2 Accounts Paid by Authority – July 2020

File Reference:	ADM0066
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Finance Officer
Disclosure of Interest:	Nil
Attachments:	List of Accounts
Previous Reference:	Nil

Summary

Council endorsement is required for accounts made by authority for the month of July 2020.

Background

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to the Committee and to Council.

Comment

Unless otherwise identified, all payments have been made in accordance with Council's adopted 2020/21 Budget.

Consultation

Nil

Statutory Environment

Regulation 12 of the *Local Government (Financial Management) Regulations* provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the *Local Government (Financial Management) Regulations* provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications

There are no policy implications arising from this amendment.

Financial Implications

There are no known financial implications upon either the Council’s current budget or long-term financial plan.

Strategic Implications

There are no known significant strategic implications relating to the report.

Risk Implications

Risk	Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, which may result in a qualified audit.
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Simple Majority

Recommendation

That Council endorse the Accounts for Payments for July 2020 as presented:

JULY 2020	
MUNI - 117984856	
EFT 7178 - 7235	\$264,178.00
CHEQUE 24782 - 24788	\$19,770.58
TRUST ACCOUNTS	
DEPT OF TRANSPORT – DD11409.1 – DD11465.1	\$30,016.55
TRUST FUND – NIL	\$0.00
DIRECT DEBIT -	
DD11402.1 – DD11434.5 & EFT7198 – EFT7220 – PAY & SUPER	\$17,885.91
CREDIT CARDS	
DD11419.1 – DD11419.1	\$1,850.65
GRAND TOTAL	\$333,701.69
NOTIFICATION	EXPLANATION

Moved: _____ Seconded: _____

16. DIRECTORATE OF TECHNICAL SERVICES

Nil

17. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

18. NEW BUSINESS OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

19. CLOSURE OF MEETING

The Chairman to declare the meeting closed.