

CONFIRMED MINUTES

Audit Committee Meeting Thursday, 23 June 2022

Date: Thursday, 23 June 2022 Time: 4:00pm Location: Council Chambers Clarendon Street Derby



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MINUTES OF SHIRE OF DERBY / WEST KIMBERLEY AUDIT COMMITTEE MEETING HELD AT THE COUNCIL CHAMBERS, CLARENDON STREET, DERBY ON THURSDAY, 23 JUNE 2022 AT 4:00PM

- **PRESENT:** Cr Andrew Twaddle (Chair), Cr Geoff Haerewa (Shire President), Cr Peter McCumstie (Deputy Shire President), Cr Keith Bedford and Cr Pat Riley (via MS Teams).
- IN ATTENDANCE: Amanda Dexter (Chief Executive Officer), Sarah Smith (Executive Services Coordinator, Alan Thornton (Acting Director of Corporate and Community Services), Christie Mildenhall (Acting Director of Community Services), Dean Wyber (Manager of Assets and Projects), Lavenia Ratabua (Manager of Finance), Rob Paull (Manager of Development Services), Paul Fromont (Senior Ranger) and Colleen Boldison (Administration Officer Executive, Technical & Development Services arrived at 4:18pm).

VISITORS: Cr Linda Evans, Cr Rowena Mouda and Cr Geoff Davis.

GALLERY: Nil

APOLOGIES: Nil

APPROVED LEAVE OF ABSENCE: Nil

ABSENT: Nil

1 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

The meeting was opened at 4:00pm by Cr Andrew Twaddle – Chair.

2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS

In accordance with regulation 14A of the Local Government (Administration) Regulations 1996 Council must approve (by Absolute Majority) the attendance of a person, not physically present at a meeting of Council, by audio contact. The person must be in a 'suitable place' as approved (by absolute majority) by Council. A 'suitable place' means a place that is located in a townsite or other residential area and 150km or further from the place at which the meeting is to be held.

• Cr Pat Riley.

NOTE: His Excellency the Governor, in Executive Council, has approved regulations (Gazetted 25 March 2020) to allow all Western Australian local government councils to hold meetings electronically during a public health emergency or a state of emergency. This can be via teleconference, video conference or other electronic means. The Shire of Derby/West Kimberley will provide this option for Councillors until further notice, or the COVID-19 state of emergency provision is modified accordingly.

3 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

• Nil.

4 DISCLOSURE OF INTERESTS

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.

4.1 Declaration of Financial Interests

• Nil.

4.2 Declaration of Proximity Interests

• Nil.

4.3 Declaration of Impartiality Interests

- CR PETER MCCUMSTIE ITEM 10.2 RATES OUSTANDING MAY 2022 NATURE: FAMILY MEMBER INVOLVED.
- CR KEITH BEDFORD ITEM 10.2 RATES OUSTANDING MAY 2022
 NATURE: LIVES IN AND IS A MEMBER OF THE JUNJUWA COMMUNITY INCORPORATED.

5 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS

• Nil.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE RESOLUTION AC51/22

Moved: Cr Geoff Haerewa Seconded: Cr Keith Bedford

That the Minutes of the Audit Committee Meeting held at the Council Chambers, Clarendon Street, Derby, on 19 May 2022 be CONFIRMED.

In Favour:Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew TwaddleAgainst:Nil

CARRIED 5/0

7 REPORTS

File Number: 5179

Author: Alan Thornton, Acting Director of Corporate Services

Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Information

SUMMARY

This report has been compiled two fulfil the statutory reporting requirements of the *Local Government Act 1995* (Act) and associated Regulations, whilst also providing the Council with an overview of the Shire's financial performance on a year to date basis for the period ending 31 May 2022.

DISCLOSURE OF ANY INTEREST

NIL.

BACKGROUND

Pursuant to section 6.4 of the *Local Government Act 1995* and regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* (the Regulations), a Local Government is to prepare, on a monthly basis, a statement of financial activity that reports on the Shire's financial performance in relation to its adopted/amended budget.

The Shires Financial Reports are produced in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* as amended. Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires that Local Governments produce a monthly statement of financial activity and such other supporting information as is considered relevant by the Local Government.

The Shires financial reporting framework provides Council, management and employees with a broad overview of the Shire's wide financial position.

STATUTORY ENVIRONMENT

Section 34 of the Local Government (Financial Management) Regulations 1996 provides:

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

- (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, taking into account 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 subregulation (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 subregulation (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.

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.

POLICY IMPLICATIONS

AF14 – Significant Accounting Policies

- AF18 Sundry Debtors Collection
- AF19 Outstanding Rates Collection
- FM4 Reserve Accounts
- FM7 Cash Flow Management
- FM8 Investments

FINANCIAL IMPLICATIONS

Expenditure for the period ending has been incurred in accordance with the 2021/22 Annual Budget as adopted by Council at its meeting held 31 August 2021 (Minute No. 100/21 refers) budget parameters, which have been structured on financial viability and sustainability principles.

Details of any budget variation in excess of \$30,000 (year to date) follow. There are no other known events which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: The Shire is exposed to a number of financial risks. Most of these risks exist in respect to recurrent revenue streams which are required to meet current service levels. Any reduction in these revenue streams into the future is likely to have an impact on the Shire's ability to meet service levels or asset renewal funding requirements, unless the Shire can replace this revenue or alternatively reduce costs.	Possible	Major	High	Risk assessments have been completed in relation to a number of higher level financial matters. The timely and accurate completion of monthly financial reporting enabling Council to make fully informed decisions is a control that assists in addressing this risk.

CONSULTATION

Internal consultation within the Corporate Services Department.

External consultation with Moore Stephens.

In accordance with section 6.2 of the *Local Government Act 1995*, the annual budget was prepared having regard to the Strategic Community Plan, prepared under section 5.56 of the *Local Government Act 1995*.

COMMENT

Any material variances are highlighted in the Operating Statement and included by way of note to the Operating Statement (as attached)

Attached to the Agenda is a copy of:

- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature and Type

Notes related to –

- Significant Accounting Policies
- Net Current Financial Position
- Capital Acquisition, Funding and Disposal
- Cash and Investments
- Budget Amendments
- Trust Fund Movements
- Material Variances
- Grants and Contributions
- Rating Information
- Cash Backed Reserves
- Receivables
- Payables; and
- Summary Graphs.

Comments are required for variances that are more than 10% of budget or \$30,000 whichever is the greater.

At the time of preparing the attached financials the Annual Financial Report has not been finalised and therefore the surplus from 2020/21, as displayed, may change due to year end and audit adjustments.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. Management Information Report 31 May 2022 🕂 🛣
- 2. Monthly Financial Statements 31 May 2022 🕂 🛣

COMMITTEE RESOLUTION AC52/22

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends Council RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 31st May 2022.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0

Management Information Report

Period Ending 30 May 2022

MANAGEMENT COMMENTS

Issue	Priority	Management Comments
Although we acknowledge a significant provision for impairment exists, the debtors aged trial balance includes invoices totalling \$548,769 outstanding for over 90 days, and debtors with credit balances totalling \$55,629	Medium	Outstanding debts are being reviewed as a priority and have been identified as debts under negotiation, currently in liquidation process, on payment arrangement with the Shire, or have been sent to CS Legal for further legal action.
Asset register does not reconcile to the general ledger.	Medium	This is a priority item. Once the 30 June 2021 Financial Statements have been finalised the asset register for this financial year can be activated allowing for disposal of the vehicle to be processed.
As the disposal of the vehicle has not been processed through the asset register no profit or loss has been recognised on this sale. Proceeds from the sale of vehicle has been fully recognised as other income.	Medium	This is a priority item. Once the 30 June 2021 Financial Statements have been finalised the asset register for this financial year can be activated allowing for disposal of the vehicle to be processed.
Depreciation has not been processed in 2021/22.	Low	2020/2021 Assets totals is yet to be finalised, therefore, Depreciation for July 2021 won't be applied completion of 2020/21 Annual Financial Report.
At the time of preparing the attached Statement of Financial Activity, the Annual Financial Report for 30 June 2021 has not been finalised, therefore the closing surplus may change from the current \$10,960,468 due to year end and audit adjustments	Low	Awaiting completion of 2020/21 Annual Financial Report.



13 June 2022

Mrs Amanda Dexter Chief Executive Officer Shire Of Derby/West Kimberley PO Box 94 **DERBY WA 6728**

Moore Australia

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Dear Amanda

ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 31 MAY 2022

We advise we have completed the compilation of your Statutory Monthly Statement of Financial Activity (by Statutory Reporting Program) for the month ended 31 May 2022 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, 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).

COMMENTS/SUGGESTIONS

Attached is a list of comments/suggestions derived from compiling the statement of financial activity and other end of month review services.

MATTERS FOR MANAGEMENT ATTENTION:

Please complete the Statutory Monthly Financial Statements by completing Note 16 – Explanation of Material Variances 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 \rightarrow or \triangle .

In the Management Information Report which follows, we have raised 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

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Shire of Derby/West Kimberley Management Information Report

Period Ending 31 May 2022

Торіс	Item	First Identified	Explanation	Action Required	Priority
Subsidiary ledgers	Outstanding	May 2022	Although we acknowledge a significant provision for impairment exists, the debtors aged trial balance includes invoices totalling \$548,769 outstanding for over 90 days, and debtors with credit balances totalling \$55,629.	We recommend reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rate. We recommend debtors with credit balances be investigated and remedied.	Medium
Asset Reconciliation	Reconciliation	December 2021	Asset register does not reconcile to the general ledger.	We recommend investigating and rectifying variances between classes and overall balances	Medium
Disposal of Asset	Proceeds allocation	July 2021	As the disposal of the vehicle has not been processed through the asset register no profit or loss has been recognised on this sale. Proceeds from the sale of vehicle has been fully recognised as other income.	We recommend a disposal be processed through the asset register and the profit/loss on sale be recognised.	Medium
Operating expenditure	Depreciation	July 2021	Depreciation has not been processed in 2021/22.	When the 2020/21 Annual Financial Statements have been finalised depreciation will be processed.	Low
Funding Surplus	Closing Surplus	May 2022	At the time of preparing the attached Statement of Financial Activity, the Annual Financial Report for 30 June 2021 has not been finalised, therefore the closing surplus may change from the current \$10,960,468 due to year end and audit adjustments.	None required.	Low

Approval: _// Russell Barnes, Director

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Date of Issue: 13 June 2022



13 June 2022

Moore Australia

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Mrs Amanda Dexter Chief Executive Officer Shire of Derby/West Kimberley PO Box 94 DERBY WA 6728

Dear Amanda

COMPILATION REPORT TO THE SHIRE OF DERBY/WEST KIMBERLEY

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Derby/West Kimberley, 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 31 May 2022. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF DERBY/WEST KIMBERLEY

The Shire of Derby/West Kimberley 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 Derby/West Kimberley 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 Derby/West Kimberley 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 of the Shire of Derby/West Kimberley. 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

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SHIRE OF DERBY-WEST KIMBERLEY

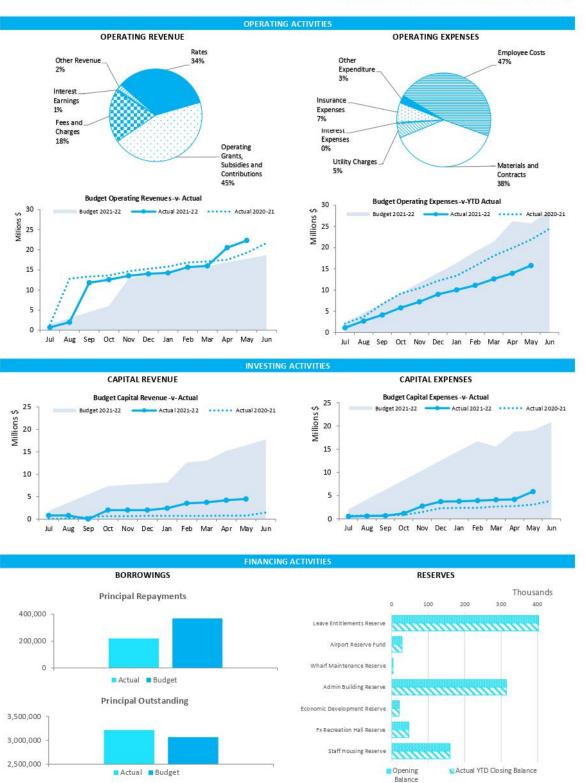
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 31 May 2022

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

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MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2022



SUMMARY INFORMATION - GRAPHS

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

Please refer to the compilation report

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2022

EXECUTIVE SUMMARY

		Funding su	urplus / (deficit)				
		Amended	YTD	YTD	Var. \$			
		Budget	Budget	Actual	(b)-(a)			
Opening		\$5.79 M	(a) \$5.79 M	(b) \$5.97 M	\$0.18 M			
Closing		(\$0.01 M)	\$1.14 M	\$10.96 M	\$9.82 M			
Refer to Statement of Fi	inancial Activity	(90.01 10)	91.14 W	\$10.50 M	\$5.02 W			
Cash and	cash equiv			Payables			Receivable	
	\$12.16 M	% of total		\$2.28 M	% Outstanding		\$2.68 M	% Collected
Unrestricted Cash	\$11.18 M	92.0%	Trade Payables	\$1.72 M		Rates Receivable	\$1.30 M	79.3%
Restricted Cash	\$0.98 M	8.0%	0 to 30 Days		57.0%	Trade Receivable	\$1.38 M	% Outstand in
			30 to 90 Days		42.7%	30 to 90 Days		6.4%
leferto Note 2 - Cash ar	d Firmer del Arreste		Over 90 Days		0.4%	Over 90 Days Refer to Note 3 - Receiva	h1	52.4%
eter to Note 2 - Cash ar	nd Financial Assets		Refer to Note 5 - Payable	25		Refer to Note 3 - Receiva	ibles	
ey Operating Acti	vities							
Amount at	tributable	to operati	ng activities					
	YTD	YTD	Var. \$					
Amended Budget	Budget	Actual	(b)-(a)					
(\$2.69 M)	(a) (\$1.81 M)	(b) \$6.57 М	\$8.37 M					
efer to Statement of Fi								
Ra	ates Reven	ue	Operating G	rants and Co	ontributions	Fee	es and Chai	ges
YTD Actual	\$7.63 M	% Variance	YTD Actual	\$10.05 M	% Variance	YTD Actual	\$4.10 M	% Variance
YTD Budget	\$7.62 M	0.0%	YTD Budget	\$5.45 M	84.3%	YTD Budget	\$4.35 M	(5.7%)
efer to Note 6 - Rate Re	\$7.62 M	0.0%	YTD Budget			YTD Budget		(5.7%)
lefer to Note 6 - Rate Re Key Investing Activ	\$7.62 M evenue							(5.7%)
Lefer to Note 6 - Rate Re Key Investing Activ Amount at	\$7.62 M evenue ities tributable YTD	to investir YTD	Refer to Note 12 - Opera					(5.7%)
Refer to Note 6 - Rate Re Key Investing Activ	\$7.62 M evenue ities tributable YTD Budget	to investir YTD Actual	Refer to Note 12 - Opera				·	(5.7%)
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efer to Note 6 - Rate Re tey Investing Activ Amount at Amended Budget (\$2.96 M) efer to Statement of Fin Proc YTD Actual Amended Budget	\$7.62 M evenue ities tributable YTD Budget (\$2.63 M) nancial Activity proceeds on s \$0.00 M \$0.09 M	to investir YTD Actual (b) (\$1.35 M) sale %	Refer to Note 12 - Opera og activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
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Refer to Note 6 - Rate Re Key Investing Activ Amount at Amended Budget (\$2.96 M) Refer to Statement of Fin Proc YTD Actual Amended Budget Refer to Note 7 - Disposi Key Financing Activ	\$7.62 M ities ities tributable yTD Budget (a) (\$2.63 M) nancial Activity proceeds on s \$0.00 M \$0.09 M al of Assets r/ities tributable	to investir YTD Actual (b) (\$1.35 M) sale % 0.0% to financir	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Refer to Note 6 - Rate Re Key Investing Activ Amount at Amended Budget (\$2.96 M) Refer to Statement of Fin Proc YTD Actual Amended Budget Refer to Note 7 - Disposi Key Financing Activ Amount at	\$7.62 M venue ities tributable YTD Budget (a) (\$2.63 M) nancial Activity ceeds on s \$0.00 M \$0.09 M al of Assets ities tributable YTD Budget	to investir YTD Actual (b) (\$1.35 M) sale % 0.0% to financir YTD Actual	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Refer to Note 6 - Rate Re (ey Investing Activ Amount at Amended Budget (\$2.96 M) Refer to Statement of Fin Proc YTD Actual Amended Budget Refer to Note 7 - Disposi (ey Financing Activ Amount at Amended Budget	\$7.62 M venue ities tributable YTD Budget (a) (\$2.63 M) nancial Activity Deceeds on S \$0.00 M \$0.09 M al of Assets tributable YTD Budget (a) (\$0.22 M)	to investir YTD Actual (b) (\$1.35 M) sale % 0.0% to financir YTD Actual (b)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a)	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Lefer to Note 6 - Rate Re Cey Investing Activ Amount at Amended Budget (\$2.96 M) Lefer to Statement of Fin Proc YTD Actual Amended Budget Lefer to Note 7 - Dispose Cey Financing Activ Amount at Amended Budget (\$0.15 M) Lefer to Statement of Fin	\$7.62 M ities ities tributable yTD Budget (a) (\$2.63 M) nancial Activity proceeds on s \$0.00 M \$0.09 M al of Assets tributable yTD Budget (a) (\$0.22 M) nancial Activity	to investin Actual (b) (\$1.35 M) sale % 0.0% to financin YTD Actual (b) (\$0.22 M)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a)	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Lefer to Note 6 - Rate Re Cey Investing Activ Amount at Amended Budget (\$2.96 M) Lefer to Statement of Fin Proc YTD Actual Amended Budget Lefer to Note 7 - Dispose Cey Financing Activ Amount at Amended Budget (\$0.15 M) Lefer to Statement of Fin	\$7.62 M ities ities tributable YTD Budget (a) (\$2.63 M) nancial Activity poceeds on s \$0.00 M \$0.09 M al of Assets tributable YTD Budget (a) (\$0.22 M) nancial Activity	to investin Actual (b) (\$1.35 M) sale % 0.0% to financin YTD Actual (b) (\$0.22 M)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a) \$0.00 M	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M Acquisitions	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Lefer to Note 6 - Rate Re (Ley Investing Active Amount at Amount at Amended Budget (\$2.96 M) Lefer to Statement of Fin YTD Actual Amended Budget Lefer to Note 7 - Disposi- Cey Financing Active Amount at Amended Budget (\$0.15 M) Lefer to Statement of Fin Principal repayments	\$7.62 M ities tributable YTD Budget (a) (\$2.63 M) nancial Activity peceeds on s \$0.00 M \$0.09 M al of Assets rities tributable YTD Budget (a) (\$0.22 M) nancial Activity	to investin Actual (b) (\$1.35 M) sale % 0.0% to financin YTD Actual (b) (\$0.22 M)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a) \$0.00 M Reserves balance	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M Acquisitions Reserves \$0.98 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
Refer to Note 6 - Rate Re (ey Investing Activ Amount at Amended Budget (\$2.96 M) Refer to Statement of Fin Proc YTD Actual Amended Budget Refer to Note 7 - Disposi (ey Financing Activ Amount at Amended Budget (\$0.15 M) Refer to Statement of Fin Principal repayments Interest expense	\$7.62 M ities ities tributable YTD Budget (a) (\$2.63 M) nancial Activity peceeds on s \$0.00 M \$0.09 M al of Assets rities tributable YTD Budget (a) (\$0.22 M) nancial Activity Borrowing \$0.08 M	to investin Actual (b) (\$1.35 M) sale % 0.0% to financin YTD Actual (b) (\$0.22 M)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a) \$0.00 M	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M Acquisitions	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received
efer to Note 6 - Rate Re (eq Investing Active Amount at Amount at Amended Budget (\$2.96 M) efer to Statement of Fin YTD Actual Amended Budget (efer to Note 7 - Disposi- (eq Financing Active Amount at Amended Budget (\$0.15 M) efer to Statement of Fin Principal repayments	\$7.62 M ities tributable YTD Budget (a) (\$2.63 M) nancial Activity peceeds on s \$0.00 M \$0.09 M al of Assets rities tributable YTD Budget (a) (\$0.22 M) nancial Activity Borrowing \$0.08 M \$3.22 M	to investin Actual (b) (\$1.35 M) sale % 0.0% to financin YTD Actual (b) (\$0.22 M)	Refer to Note 12 - Opera ng activities Var. \$ (b)-(a) \$1.28 M Ass YTD Actual Amended Budget Refer to Note 8 - Capital ng activities Var. \$ (b)-(a) \$0.00 M Reserves balance	ting Grants and Contr Set Acquisiti \$5.85 M \$20.86 M Acquisitions Reserves \$0.98 M \$0.00 M	ributions	Refer to Statement of Fin C YTD Actual Amended Budget	apital Gran \$4.50 M \$17.81 M	its % Received

Please refer to the compilation report

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MAY 2022

PROGRAM NAME AND OBJECTIVES

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs. 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 that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
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 environmental and community health.	Food quality and pest control, inspection of abattoir and operation of child health clinic, analytical testing and environmental health administration.
EDUCATION AND WELFARE	
To provide services to disadvantaged persons, the elderly, children and youth.	Year round care, housing for the aged and educational services.
HOUSING	
Help ensure adequate housing.	Management and maintenance of staff and rental housing.
COMMUNITY AMENITIES	
To provide services required by the community.	Rubbish collections, recycling, refuse site operations, litter control, administration of the town planning scheme, cemetery operations, public toilet facilities, sewerage and protection of the environment.
RECREATION AND CULTURE	
To establish and effectively manage infrastructure and resources which help the social well being of the community.	Maintenance and operation of the Town Hall, the aquatic centre, recreation centre, library, community arts program, cultural activities and various services.
TRANSPORT	
To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges, footpaths, street lighting, traffic management and airport. Purchase and disposal of Council's road plant, parking control and police licensing.
ECONOMIC SERVICES	
To help promote the Shire and its economic well being.	Building control, saleyards, tourism and area promotion, standpipes and pest control.
OTHER PROPERTY AND SERVICES	

To monitor and control the Shire's overheads operating accounts.

Private works operations, plant repairs and operation costs, stock and materials, property leases and rental, salaries and wages for council employees.

Please refer to the compilation report

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STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2022

STATUTORY REPORTING PROGRAMS

				i o i o i i i i		e i ne en	
	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	5,789,478	5,789,478	5,965,304	175,826	3.04%	
Operating Activities							
Revenue from operating activities							
Governance		3,750	3,432	1,602	(1,830)	(53.32%)	
General purpose funding - general rates	6	7,623,369	7,623,369	7,627,000	3,631	0.05%	
General purpose funding - other		3,438,611	3,152,017	7,695,588	4,543,571	144.15%	
Law, order and public safety		163,950	150,216	39,694	(110,522)	(73.58%)	
Health		697,566	622,244	536,280	(85,964)	(13.82%)	-
Education and welfare		1,089,770	998,943	516,143	(482,800)	(48.33%)	-
Housing		108,800	99,715	115,757	16,042	16.09%	
Community amenities		2,512,000	2,304,630	2,489,952	185,322	8.04%	
Recreation and culture		408,923	374,759	275,800	(98,959)	(26.41%)	
Transport		2,515,000	2,305,402	2,908,688	603,286	26.17%	
Economic services		57,000	52,239	92,079	39,840	76.26%	- 7
Other property and services		82,504	75,614	47,148	(28,466)	(37.65%)	
outer property and services		18,701,243	17,762,580	22,345,731	4,583,151	(57.6576)	
Expenditure from operating activities					.,===,===		
Governance		(1,670,237)	(1,530,837)	(1,237,605)	293,232	19.16%	
General purpose funding		(434,987)	(403,695)	(295,256)	108,439	26.86%	
Law, order and public safety		(801,263)	(735,906)	(521,183)	214,723	29.18%	-
Health		(1,495,859)	(1,372,016)	(1,028,415)	343,601	25.04%	- 7
Education and welfare		(984,542)	(902,297)	(804,202)	98,095	10.87%	- 7
Housing		(526,848)	(482,438)	(300,530)	181,908	37.71%	- 7
Community amenities		(4,063,777)	(3,724,853)	(2,650,861)	1,073,992	28.83%	- 7
Recreation and culture		(6,734,572)	(5,776,534)	(4,319,070)	1,457,464	25.23%	- 7
Transport		(10,076,538)	(9,222,654)	(3,642,606)	5,580,048	60.50%	- 7
Economic services		(1,307,943)	(1,198,758)	(941,569)	257,189	21.45%	- 7
Other property and services		(429,593)	(393,389)	(39,231)	354,158	90.03%	
other property and services		(28,526,159)	(25,743,377)	(15,780,528)	9,962,849	50.05%	
Non-cash amounts excluded from operating activities	1(a)	7,131,200	6,174,685	0	(6,174,685)	(100.00%)	•
Amount attributable to operating activities		(2,693,716)	(1,806,112)	6,565,203	8,371,315		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	17,806,828	16,407,856	4,503,848	(11,904,008)	(72.55%)	•
Proceeds from disposal of assets	7	90,400	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(20,855,404)	(19,035,243)	(5,854,592)	13,180,651	69.24%	
Amount attributable to investing activities		(2,958,176)	(2,627,387)	(1,350,744)	1,276,643		
Financing Activities							
Transfer from reserves	10	221,000	0	0	0	0.00%	
Repayment of debentures	9	(368,840)	(219,295)	(219,295)	0	0.00%	
Amount attributable to financing activities	2	(147,840)	(219,295)	(219,295)	0	0.00%	
Closing funding surplus / (deficit)	1(c)	(10,254)	1,136,684	10,960,468			

KEY INFORMATION

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

Refer to Note 16 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021-22 year is \$30,000 or 10.00% whichever is the greater.

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

Note: General purpose funding - other revenue includes \$4,402,913 relating to the 2022/2023 Financial Assistance Grant allocation.

Please refer to the compilation report

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MAY 2022

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.

Please refer to the compilation report

NATURE OR TYPE DESCRIPTIONS

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 31 MAY 2022

BY NATURE OR TYPE

	Ref Note	Amended Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening funding surplus / (deficit)	1(c)	5,789,478	5,789,478	5,965,304	175,826	3.04%	
Operating Activities							
Revenue from operating activities							
Rates	6	7,623,369	7,623,369	7,627,000	3,631	0.05%	
Operating grants, subsidies and contributions	12	5,967,451	5,452,916	10,047,688	4,594,772	84.26%	
Fees and charges		4,744,169	4,350,619	4,102,347	(248,272)	(5.71%)	
Interest earnings		225,000	206,239	150,294	(55,945)	(27.13%)	•
Other revenue		141,254	129,437	418,402	288,965	223.25%	
		18,701,243	17,762,580	22,345,731	4,583,151		
Expenditure from operating activities							
Employee costs		(9,590,101)	(8,790,047)	(7,405,781)	1,384,266	15.75%	
Materials and contracts		(9,081,157)	(8,286,799)	(6,038,759)	2,248,040	27.13%	
Utility charges		(930,029)	(848,226)	(777,904)	70,322	8.29%	
Depreciation on non-current assets		(7,131,200)	(6,174,685)	0	6,174,685	100.00%	
Interest expenses		(135,801)	(124,465)	(78,764)	45,701	36.72%	
Insurance expenses		(1,169,363)	(1,071,510)	(1,064,579)	6,931	0.65%	
Other expenditure		(488,508)	(447,645)	(414,741)	32,904	7.35%	
		(28,526,159)	(25,743,377)	(15,780,528)	9,962,849		
Non-cash amounts excluded from operating activities	1(a)	7,131,200	6,174,685	0	(6,174,685)	(100.00%)	•
Amount attributable to operating activities		(2,693,716)	(1,806,112)	6,565,203	8,371,315		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	17,806,828	16,407,856	4,503,848	(11,904,008)	(72.55%)	•
Proceeds from disposal of assets	7	90,400	0	0	0	0.00%	
Payments for property, plant and equipment	8	(20,855,404)	(19,035,243)	(5,854,592)	13,180,651	69.24%	
Amount attributable to investing activities		(2,958,176)	(2,627,387)	(1,350,744)	1,276,643		
Financing Activities							
Transfer from reserves	10	221,000	0	0	0	0.00%	
Repayment of debentures	9	(368,840)	(219,295)	(219,295)	0	0.00%	
Amount attributable to financing activities		(147,840)	(219,295)	(219,295)	0		
Closing funding surplus / (deficit)	1(c)	(10,254)	1,136,684	10,960,468			

KEY INFORMATION

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

Refer to Note 16 for an explanation of the reasons for the variance.

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

Note: Operating grants, subsidies and contributions include \$4,402,913 relating to the 2022/2023 Financial Assistance Grant allocation.

Please refer to the compilation report

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2022

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and notfor-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. A separate statement of those monies appears at Note 14 to these financial statements.

BASIS OF PREPARATION

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 13 June 2022

NOTE 1 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

Non-cash items excluded from operating activities	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Add: Depreciation on assets		7,131,200	6,174,685	0
Total non-cash items excluded from operating activities		7,131,200	6,174,685	0

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation</i> 32 to agree to the surplus/(deficit) after imposition of general rates.	from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation</i>			
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(975,801)	(975,801)	(975,801)
Add: Borrowings	9	368,840	145,523	149,545
Add: Provisions - employee	11	578,267	402,440	578,267
Total adjustments to net current assets		(28,694)	(427,838)	(247,989)
(c) Net current assets used in the Statement of Financial Activity				
Current assets				
Cash and cash equivalents	2	8,934,223	6,795,747	12,157,284
Rates receivables	3	435,298	2,387,626	1,299,476
Receivables	3	1,383,715	694,670	1,382,479
Other current assets	4	32,395	81,105	52,847
Less: Current liabilities				
Payables	5	(2,843,249)	(2,090,907)	(2,276,186)
Borrowings	9	(368,840)	(145,523)	(149,545)
Contract liabilities Liabilities under transfers to acquire or construct non-financial	11	(227,553)	(341,905)	(227,553)
assets to be controlled by the entity	11	(773,724)	0	(452,078)
Provisions	11	(578,267)	(516,871)	(578,267)
Less: Total adjustments to net current assets	1(b)	(28,694)	(427,838)	(247,989)
Closing funding surplus / (deficit)		5,965,304	6,436,104	10,960,468

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.

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2022

23 June 2022

OPERATING ACTIVITIES NOTE 2 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Cash On Hand		1,750	0	1,750	0	Cash on han	d Nil	Nil
Municipal Bank Account		7,109,883	0	7,109,883	0	ANZ	Variable	Nil
CBA Bank Acc - Fitzroy Deposits		105,081	0	105,081	0	CBA	Nil	Nil
Municipal Investment Account		3,964,769	0	3,964,769	0	ANZ	Variable	Nil
Reserve Bank Account		0	975,801	975,801	0	ANZ	0.10%	Jul-22
Trust Cash at Bank		0	0	0	295,981	ANZ	Nil	Nil
Total		11,181,483	975,801	12,157,284	295,981			
Comprising								
Cash and cash equivalents		11,181,483	975,801	12,157,284	295,981			
		11,181,483	975,801	12,157,284	295,981			

KEY INFORMATION

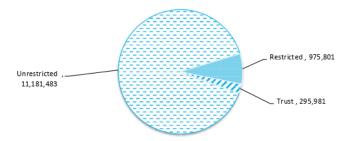
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 a mortised 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

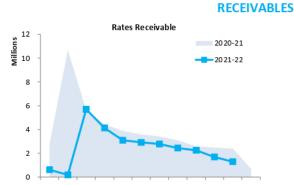
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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.



Please refer to the compilation report

Rates receivable	30 June 2021	31 May 2022
	\$	\$
Gross rates in arrears previous year	2,399,614	903,848
Levied this year	9,109,209	7,627,000
Less - collections to date	(10,604,975)	(6,762,822)
Gross rates collectable	903,848	1,768,026
Allowance for impairment of rates		
receivable	(468,550)	(468,550)
Net rates collectable	435,298	1,299,476
% Collected	92.1%	79.3%



Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(55,629)	431,608	44,281	22,942	549,180	992,382
Percentage		41.2%	4.2%	2.2%	52.4%	
Balance per trial balance						
Sundry receivable						992,382
GST receivable						357,147
Increase in Allowance for impairment of rec	eivables from contra	cts with customers				(367,835)
Rates pensioner rebates						923
Prepayments						90,367
Other receivables [describe]						309,495
Total receivables general outstanding						1,382,479
Amounts shown above include GST (where a	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.



Accounts Receivable (non-rates)

Please refer to the compilation report

NOTE 3

OPERATING ACTIVITIES

OPERATING ACTIVITIES NOTE 4 OTHER CURRENT ASSETS

	Opening Balance	Asset Increase	Asset Reduction	Closing Balance
Other current assets	1 July 2021	increase	Reduction	31 May 2022
	\$	\$	\$	\$
Inventory				
Fuel, oil and materials on hand	32,395	86,072	(65,620)	52,847
Total other current assets	32,395	86,072	(65,620)	52,847
Amounts shown above include GST (where applicable)				-

KEY INFORMATION

Inventory

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

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

Please refer to the compilation report

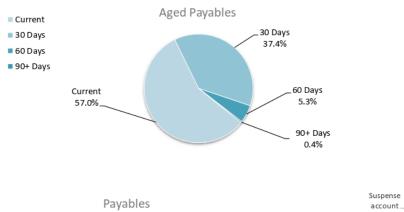
OPERATING ACTIVITIES NOTE 5 Payables

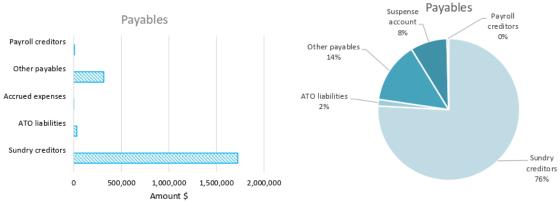
Payables - general	Credit		Current	30 Days	60 Days	90+ Days	Total
	\$		\$	\$	\$	\$	\$
Payables - general		0	982,397	644,838	91,575	6,182	1,724,992
Percentage			57%	37.4%	5.3%	0.4%	
Balance per trial balance							
Sundry creditors							1,724,992
ATO liabilities							33,701
Accrued expenses							899
Other payables							317,174
Suspense account							190,680
Payroll creditors							8,740
Total payables general outstanding							2,276,186

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.





Please refer to the compilation report

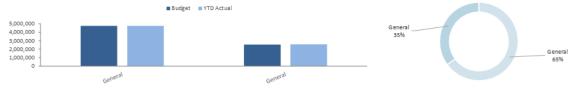
OPERATING ACTIVITIES NOTE 6 RATE REVENUE

General rate revenue					Budg	et			YTI	D Actual	
	Rate in	Number of	Rateable	Rate	Interim	Back	Total	Rate	Interim	Back	Total
	\$ (cents)	Properties	Value	Revenue	Rate	Rate	Revenue	Revenue	Rates	Rates	Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
General	0.1291	1,674	36,744,228	4,744,966	5,000	5,000	4,754,966	4,747,626	(247)	(24)	4,747,355
Unimproved value											
General	0.0728	141	35,686,982	2,542,603	0	0	2,542,603	2,598,103	(2,097)	(31,695)	2,564,311
Sub-Total		1,815	72,431,210	7,287,569	5,000	5,000	7,297,569	7,345,729	(2,344)	(31,719)	7,311,666
Minimum payment	Minimum \$										
Gross rental value											
General	1,320	220	1,156,032	290,400	0	0	290,400	289,080	0	0	289,080
Unimproved value											
General	610	140	332,296	85,400	0	0	85,400	85,400	0	0	85,400
Sub-total		360	1,488,328	375,800	0	0	375,800	374,480	0	0	374,480
Discount							(50,000)				(59,146)
Total general rates							7,623,369				7,627,000

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

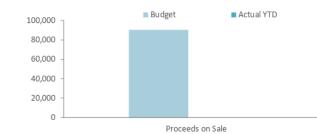
the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Please refer to the compilation report

OPERATING ACTIVITIES NOTE 7 DISPOSAL OF ASSETS

		Budget			YTD Actual			
	Net Book				Net Book			
Asset description	Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
	\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment								
Law, order, public safety								
Plant and equipment	90,400	90,400	0	0	0	0	0	0
	90,400	90,400	0	0	0	0	0	0
	Law, order, public safety	Asset description Value \$ Plant and equipment Law, order, public safety Plant and equipment 90,400	Asset description Value Proceeds \$ \$ \$ Plant and equipment . . Law, order, public safety 90,400 90,400	Net Book Asset description Value Proceeds Profit \$ \$ \$ \$ Plant and equipment 20,400 90,400 0	Net Book Value Proceeds Profit (Loss) \$ \$ \$ \$ Plant and equipment 1 1 1 Law, order, public safety 90,400 90,400 0 0	Net Book Net Book Asset description Value Proceeds Profit (Loss) Value \$ \$ \$ \$ \$ \$ Plant and equipment 90,400 90,400 0 0	Net BookNet BookNet BookAsset descriptionValueProceedsProfit(Loss)ValueProceeds\$\$\$\$\$\$\$\$Plant and equipment90,40090,4000000	Net Book Net Book Asset description Value Proceeds Profit (Loss) Net Book \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ Plant and equipment 90,400 90,400 0 0 0



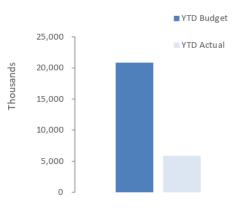
Please refer to the compilation report

INVESTING ACTIVITIES NOTE 8 CAPITAL ACQUISITIONS

	Amen			
Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings	784,715	635,150	448,653	(186,497)
Plant & Equipment	1,063,754	977,171	501,016	(476,155)
Infrastructure Roads	16,787,116	15,388,120	3,998,641	(11,389,479)
Infrastructure Footpaths	365,660	335,192	201,190	(134,002)
Infrastructure Drainage	278,372	255,167	299,559	44,392
Infrastructure Parks & Ovals	10,000	9,163	13,779	4,616
Infrastructure - Wharf	251,060	230,131	50,530	(179,601)
Infrastructure Other	1,314,727	1,205,149	341,224	(863,925)
Payments for Capital Acquisitions	20,855,404	19,035,243	5,854,592	(13,180,651)
Total Capital Acquisitions	20,855,404	19,035,243	5,854,592	(13,180,651)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	17,806,828	16,407,856	4,503,848	(11,904,008)
Other (disposals & C/Fwd)	90,400	0	0	0
Cash backed reserves				
Admin Building Reserve	221,000	0	0	0
Contribution - operations	2,737,176	2,627,387	1,350,744	(1,276,643)
Capital funding total	20,855,404	19,035,243	5,854,592	(13,180,651)

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.



Please refer to the compilation report

INVESTING ACTIVITIES NOTE 8 **CAPITAL ACQUISITIONS (CONTINUED)**

	Capital expenditure total Level of completion indicators									
ļb	0% —									
	20%									
1	40%	Percentage Year to Date Actual to Annual Budget expenditure where the								
1	60%	expenditure over budget highlighted in red.								
	80%									
4	100%									
4	Over 100%]								

	Level of completion ind	licator, please see table at the end of this note for further detail.	Ameno		Voor to Doto	Variance	
		Account Description	Current Budget	Year to Date Budget	Year to Date Actual	(Under)/Over	
	Capital Expenditure						
	Buildings						
all i	4040110	MEMBERS - Building (Capital)	20,000	18,326	13,093	(5,233)	
lla.	4080710	WELFARE - Building (Capital)	50,000	45,826	11,684	(34,142)	
lla.	4090110	STF HOUSE - Building (Capital)	94,851	0	37,506	37,506	
llta	4110110	HALLS - Building (Capital)	0	0	2,909	2,909	
	4110210	SWIM AREAS - Building (Capital)	18,880	17,303	12,659	(4,644)	
llts	4110310	REC - Other Rec Facilities Building (Capital)	8,984	8,228	0	(8,228)	
all -	4110610	HERITAGE - Building (Capital)	202,000	185,163	189,575	4,412	
afil -	4120110	ROADC - Building (Capital)	65,000	61,239	23,507	(37,732)	
llts	4120610	AERO - Building (Capital)	75,000	69,913	0	(69,913)	
all -	4120710	WATER - Building (Capital)	90,000	82,500	76,474	(6,026)	
	4130210	TOUR - Building (Capital)	125,000	114,576	65,654	(48,922)	
all i	4140210	ADMIN - Building (Capital)	35,000	32,076	15,592	(16,484)	
4	Buildings Total		784,715	635,150	448,653	(186,497)	
	Plant & Equipme	nt					
di 🖌	4040130	MEMBERS - Plant & Equipment (Capital)	124,000	113,663	124,308	10,645	
lha	4050230	ANIMAL - Plant & Equipment (Capital)	25,000	25,000	875	(24,125)	
llts	4050330	OLOPS - Plant & Equipment (Capital)	134,066	122,892	0	(122,892)	
llta	4070730	OTH HEALTH - Plant & Equipment (Capital)	0	0	130,515	130,515	
	4110530	LIBRARY - Plant & Equipment (Capital)	20,000	18,326	12,827	(5,499)	
llts	4120630	AERO - Plant & Equipment (Capital)	39,996	36,663	0	(36,663)	
llh	4130230	TOUR - Plant & Equipment (Capital)	0	0	22,111	22,111	
di .	4140230	ADMIN - Plant and Equipment (Capital)	20,000	18,326	20,821	2,495	
di	4140330	PWO - Plant and Equipment (Capital)	700,692	642,301	189,559	(452,742)	
4	Plant & Equipment 1	Total	1,063,754	977,171	501,016	(476,155)	
	Infrastructure Ro	ads					
للله	4120142	ROADC - Roads Outside BUA - Gravel - Council Funded	1,167,000	1,069,728	43,947	(1,025,781)	
a di	4120144	ROADC - Roads Built Up Area - Roads to Recovery	495,000	453,739	159,206	(294,533)	
all in	4120146	ROADC - Roads Outside BUA - Gravel - Roads to Recovery	336,000	307,989	139,917	(168,072)	
a di	4120148	ROADC - Roads Built Up Area - Regional Road Group	750,000	687,478	112,624	(574,854)	
للله	4120156	ROADC - Roads Built Up Area - Flood Damage	0	0	214,667	214,667	
dl.	4120158	ROADC - Roads Outside BUA - Gravel - Flood Damage	13,810,000	12,659,163	3,268,836	(9,390,327)	
all -	4120163	ROADC - Roads LRCI - Gravel Roads (Capital)	229,116	210,023	59,444	(150,579)	
الله	Infrastructure Roads	s Total	16,787,116	15,388,120	3,998,641	(11,389,479)	
	Infrastructure Fo	otpaths					
	4120170	ROADC - Footpaths and Cycleways (Capital)	365,660	335,192	201,190	(134,002)	
đ	Infrastructure Footp	aths Total	365,660	335,192	201,190	(134,002)	
	Infrastructure Dr	ainage					
_ dl	4120165	ROADC - Drainage Built Up Area (Capital)	278,372	255,167	299,559	44,392	
- dl	Infrastructure Drain	age Total	278,372	255,167	299,559	44,392	
	Infrastructure Pa	rks & Ovals					
dl	4110370	REC - Infrastructure Parks & Gardens (Capital)	10,000	9,163	13,779	4,616	
- di	Infrastructure Parks	& Ovals Total	10,000	9,163	13,779	4,616	

Please refer to the compilation report

INVESTING ACTIVITIES NOTE 8 CAPITAL ACQUISITIONS (CONTINUED)

Amended



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

			Current	Year to Date	Year to Date	Variance
		Account Description	Budget	Budget	Actual	(Under)/Over
	Infrastructure - V	Wharf				
all a	4120790	WATER - Infrastructure Other (Capital)	251,060	230,131	50,530	(179,601)
đ	Infrastructure - Wha	arf Total	251,060	230,131	50,530	(179,601)
	Infrastructure Ot	ther				
	4050390	OLOPS - Infrastructure Other (Capital)	66,557	61,006	40,319	(20,687)
	4100790	COM AMEN - Infrastructure Other (Capital)	339,730	311,410	265,024	(46,386)
لله	4120190	ROADC - Infrastructure Other (Capital)	743,440	681,483	0	(681,483)
a di sa	4120690	AERO - Infrastructure Other (Capital) - Aerodromes	5,000	4,587	5,880	1,293
lh.	4130290	TOUR - Infrastructure Other (Capital)	160,000	146,663	30,001	(116,662)
all -	Infrastructure Other	r Total	1,314,727	1,205,149	341,224	(863,925)
đ	Grand Total		20,855,404	19,035,243	5,854,592	(13,180,651)

Please refer to the compilation report

Repayments - borrowings

FINANCING ACTIVITIES NOTE 9

BORROWINGS

Information on borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
Particulars	Loan No.	1 July 2021	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing										
Loan 136- Staff Housing	136	75,276	0	0	23,491	23,491	51,785	51,785	4,490	4,489
Loan 146 - Staff Housing	146	564,880	0	0	48,289	48,289	516,591	516,591	35,004	35,004
Loan 148 - Staff Housing	148	262,622	0	0	9,362	18,934	253,260	243,688	5,896	11,581
Transport										
Loan 145 - Wharf Fenders and boat ramp	145	193,395	0	0	13,294	27,044	180,101	166,351	6,643	12,829
Loan 152- Refinance Derby Airport Infrastructur	152	1,721,515	0	0	94,439	189,695	1,627,076	1,531,820	14,891	28,965
Loan 151 - Fitzroy Airport Infrastructure	151	289,395	0	0	18,718	37,719	270,677	251,676	4,370	8,457
Economic services										
Loan 149 - Derby visitors centre	149	328,278	0	0	11,702	23,668	316,576	304,610	7,340	14,476
Total		3,435,361	0	0	219,295	368,840	3,216,066	3,066,521	79 694	115 001
10(4)		3,433,301	0	0	219,295	308,840	5,210,000	5,000,521	78,634	115,801
Current borrowings		368,840					149,545			
Non-current borrowings		3,066,521					3,066,521			
		3,435,361					3,216,066			
All debenture repayments were financed by gen	eral nurnos	e revenue								

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.

Please refer to the compilation report

Cash backed reserve

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2022

Item 7.1 - Attachment 2

Please refer to the compilation report

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 Entitlements Reserve	402,441	0	0	0	0	0	0	402,441	402,441
Airport Reserve Fund	28,456	0	0	0	0	0	0	28,456	28,456
Wharf Maintenance Reserve	3,721	0	0	0	0	0	0	3,721	3,721
Admin Building Reserve	314,511	0	0	0	0	(221,000)	0	93,511	314,511
Economic Development Reserve	19,936	0	0	0	0	0	0	19,936	19,936
Fx Recreation Hall Reserve	46,771	0	0	0	0	0	0	46,771	46,771
Staff Housing Reserve	159,965	0	0	0	0	0	0	159,965	159,965
	975,801	0	0	0	0	(221,000)	0	754,801	975,801

NOTE 10 CASH RESERVES

OPERATING ACTIVITIES

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDED 31 MAY 2022

OPERATING ACTIVITIES NOTE 11 OTHER CURRENT LIABILITIES

	Opening Balance	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance
Other current liabilities	1 July 2021	current			31 May 2022
	\$		\$	\$	\$
Other liabilities					
- Contract liabilities - Liabilities under transfers to acquire or construct non-	227,553	0	C	0 0	227,553
financial assets to be controlled by the entity	773,724	0	0) (321,646)	452,078
Total other liabilities	1,001,277	0	C) (321,646)	679,631
Provisions					
Provision for annual leave	306,559	0	C) 0	306,559
Provision for long service leave	271,708	0	C) 0	271,708
Total Provisions	578,267	0	C) 0	578,267
Total other current liabilities	1,579,544	0	() (321,646)	1,257,898
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.

Please refer to the compilation report

NOTE 12 OPERATING GRANTS AND CONTRIBUTIONS

	Unspent	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
Provider	Liability 1 July 2021	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 May 2022	Current Liability 31 May 2022	Amended Budget Revenue	YTD Budget	YTD Reven Actual		
	\$	\$	\$	\$	\$	\$	\$	\$		
rating grants and subsidies										
General purpose funding										
GEN PUR - Financial Assistance Grant - General	0	0	0	0	0	2,251,703	2,064,051	5,745,		
GEN PUR - Financial Assistance Grant - Roads GEN PUR - Financial Assistance Grant - Aboriginal Access	0			0	0	590,342	541,145			
Roads	0	0	0	0	0	351,666	322,355	288		
Law, order, public safety										
ESL SES - Operating Grant	0			0	0	10,000	9,163			
ESL BFB - Operating Grant	0			0	0	8,000	7,326			
OLOPS - Grants	0	0	0	0	0	70,000	64,163			
Health										
PEST - Grants	0	0	0	0	0	5,467	5,005	5		
OTH HEALTH - Grants	0	0	0	0	0	650,000	578,684	507		
Education and welfare										
WELFARE - Grants	180,400	0	0	180,400	180,400	909,370	833,580	516		
Community amenities										
COM AMEN - Grants	10,000	0	0	10,000	10,000	10,000	9,163			
Recreation and culture	,	-	-			, -				
LIBRARY - Grant - Regional Library Services	0	0	0	0	0	1,500	1,375			
LIBRARY - Other Grants	0			0	0	4,923	4,510			
OTH CUL - Grants - Other Culture	13,813	0		13,813	13,813	30,000	27,500			
REC - Grants	15,015			15,015	15,015	30,000	27,500			
HERITAGE - Grants	23,340			23,340	23,340	0	27,500			
	25,540	0	0	25,540	25,540	0	0			
Transport					0			050		
ROADC - Roads to Recovery Grant	0		0	0	0	0	0			
ROADM - Direct Road Grant (MRWA)	0			0	0	303,000	277,750			
ROADC - Other Grants - Roads/Streets	0			0	0	362,000	331,826			
ROADM - Street Lighting Subsidy	0	0	0	0	0	0	0	19		
rating contributions Governance OTH GOV - Reimbursements	0	0	0	0	0	0	0	1,		
General purpose funding	0	0	0	Ū	Ū	0		-		
RATES - Reimbursement of Debt Collection Costs	0	0	0	0	0	0	0	72		
Law, order, public safety	0	0	0	Ū	v	0	0	12		
	0	0	0	0	0	1,000	913			
ANIMAL - Reimbursements	0			0	0					
ANIMAL - Other Fees & Charges						0	0			
FIRE - Reimbursements	0	0	0	0	0	0	0	14		
Health	-	-	-							
HEALTH - Reimbursements	0			0	0	5,000	4,576			
OTH HEALTH - Reimbursements	0			0	0	2,080	1,903			
OTH HEALTH - Contributions & Donations	0	0	0	0	0	0	0	4		
Education and welfare										
WELFARE - Other Income	0	0	0	0	0	180,400	165,363			
Housing				0	0	0	0	2		
Housing OTH HOUSE - Rental Reimbursements	0	0	0	•						
	0	0	0	Ŭ						
OTH HOUSE - Rental Reimbursements	0			0	0	1,000	913	1		
OTH HOUSE - Rental Reimbursements Recreation and culture		0	0		0	1,000 50,000	913 45,826			
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations	0	0	0	0				3		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture	0	0 0 0	0 0 0	0	0	50,000	45,826	3 133		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation	0 0 0	0 0 0	0 0 0	0 0 0	0 0	50,000 130,000	45,826 119,163	3 133		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements	0 0 0	0 0 0	0 0 0	0 0 0	0 0	50,000 130,000	45,826 119,163	3 133 5		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	50,000 130,000 0	45,826 119,163 0	3 133 5		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes	0 0 0 0	0 0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0	50,000 130,000 0	45,826 119,163 0	3 133 5		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes	0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0	000000000000000000000000000000000000000	0 0 0 0	50,000 130,000 0 0	45,826 119,163 0 0 0	3 133 5		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes AERO - Other Income Relating to Aerodromes WATER - Reimbursements - Aerodromes WATER - Reimbursements Economic services	0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0	50,000 130,000 0 0 0 0	45,826 119,163 0 0 0 0 0			
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes WATER - Reimbursements Economic services TOUR - Grants	0 0 0 0 0 0	0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0	000000000000000000000000000000000000000	0 0 0 0	50,000 130,000 0 0	45,826 119,163 0 0 0			
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes WATER - Reimbursements Economic services TOUR - Grants Other property and services	0 0 0 0 0 0 0 0 0 0 0			0 0 0 0 0 0 0 0		50,000 130,000 0 0 0 0 0 0	45,826 119,163 0 0 0 0 0 0	3 133 5 9 9		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements SWIM AREAS - Reimbursements AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes WATER - Reimbursements Economic services TOUR - Grants Other property and services PRIVATE - Private Works Income						50,000 130,000 0 0 0 0 10,000	45,826 119,163 0 0 0 0 0 9,163	3 133 5 9 9 13		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements Transport AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes WATER - Reimbursements Economic services TOUR - Grants Other property and services						50,000 130,000 0 0 0 0 10,000 0	45,826 119,163 0 0 0 0 0 9,163 0	3 133 5 5 9 13		
OTH HOUSE - Rental Reimbursements Recreation and culture HERITAGE - Contributions & Donations OTH CUL - Contributions & Donations - Other Culture REC - Reimbursements - Other Recreation SWIM AREAS - Reimbursements SWIM AREAS - Reimbursements AERO - Other Income Relating to Aerodromes AERO - Reimbursements - Aerodromes WATER - Reimbursements Economic services TOUR - Grants Other property and services PRIVATE - Private Works Income						50,000 130,000 0 0 0 0 10,000	45,826 119,163 0 0 0 0 0 9,163	3 133 5 5 9 13		

Please refer to the compilation report

NOTE 13 NON-OPERATING GRANTS AND CONTRIBUTIONS

	Unspent non operating grants, subsidies and contributions liability						Non operating grants, subsidies and contributions revenue		
Provider	Liability 1 July 2021	Increase in Liability	Decrease in Liability	Liability 31 May 2022	Current Liability 31 May 2022	Amended Budget Revenue	YTD Budget	YTD Revenue Actual	
FIONIDE	\$ S	s	(As revenue)	S1 WIAY 2022	S1 1110 S	Ś	Ś	ŝ	
Non-operating grants and subsidies	5	•	•	,	ý	\$	Ŷ	,	
Law, order, public safety									
OLOPS - Grants	66.557	0	(40,319)	26,238	26,238	160.215	146,861	66,819	
Education and welfare			(, ,				,	,	
WELFARE - Grants	50,000	0	0	50,000	50,000	50,000	45,826	10,000	
Community amenities									
COM AMEN - Grants	56,331	0	(800)	55,531	55,531	339,863	311,531	800	
Recreation and culture									
REC - Grants	0	0	0	0	0	45,000	41,250	0	
HERITAGE - Grants	136,856	0	(136,856)	0	0	244,263	223,894	136,856	
Transport									
ROADC - Regional Road Group Grants (MRWA)	0	0	0	0	0	750,000	687,500	544,328	
ROADC - Roads to Recovery Grant	0	0	0	0	0	1,020,000	1,020,000	0	
ROADC - Other Grants - Roads/Streets	229,116	0	0	229,116	229,116	230,158	210,969	0	
ROADC - Other Grants - Footpaths	92,734	0	(75,660)	17,074	17,074	290,387	266,178	75,660	
ROADC - Other Grants - Aboriginal Roads	0	0	0	0	0	268,332	245,971	57,733	
ROADC - Other Grants - Flood Damage	0	0	0	0	0	13,500,000	12,375,000	3,543,641	
ROADM - Other Income	0	0	0	0	0	150,000	137,500	0	
AERO - Grants - Aerodromes	1,978	0	0	1,978	1,978	375,000	343,750	0	
WATER - Grants	104,864	0	(50,530)	54,334	54,334	101,130	92,686	50,530	
Economic services									
TOUR - Grants	17,481	0	(17,481)	0	0	282,480	258,940	17,481	
	755,917	0	(321,646)	434,271	434,271	17,806,828	16,407,856	4,503,848	

Please refer to the compilation report

NOTE 14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

	Opening Balance	Amount	Amount	Closing Balance
Description	1 July 2021	Received	Paid	31 May 2022
	\$	\$	\$	\$
Public open spaces	295,981	0	(295,981
	295,981	0	(295,981

Please refer to the compilation report

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

NOTE 15 BUDGET AMENDMENTS

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
	Budget adoption		Opening surplus	202,849	(2.2.2.2.)	202,849
4120110	Construction - Street, Roads, Bridges & Depots	OCM Res. 129/21	Capital Expenses	0	,	182,849
2050104	FIRE - Training & Development	OCM Res. 129/21	Operating Expenses	0	. ,	182,349
2050109	FIRE - Travel & Accommodation	OCM Res. 129/21	Operating Expenses	0	1 . ,	180,849
2050113	FIRE - Fire Prevention and Planning	OCM Res. 129/21	Operating Expenses	0	1	172,849
2050140	FIRE - Advertising & Promotion	OCM Res. 129/21	Operating Expenses	0	1	170,849
2050204	ANIMAL - Training & Development	OCM Res. 129/21	Operating Expenses	0		167,349
2050207	ANIMAL - Protective Clothing	OCM Res. 129/21	Operating Expenses	0	1, 1	166,349
2050212	ANIMAL - Animal Destruction	OCM Res. 129/21	Operating Expenses	0	1	165,349
2050240	ANIMAL - Advertising & Promotion	OCM Res. 129/21	Operating Expenses	0	(, , ,	164,349
2050241	ANIMAL - Subscriptions & Memberships	OCM Res. 129/21	Operating Expenses	0	()	163,849
2050286	Animal Control	OCM Res. 129/21	Operating Expenses	0	(, ,	161,349
4050230	Animal Control	OCM Res. 129/21	Capital Expenses	0	,	136,349
2070404	Preventative Services - Inspections/Admin	OCM Res. 129/21	Operating Expenses	0	(, ,	134,849
2070416	Preventative Services - Inspections/Admin	OCM Res. 129/21	Operating Expenses	0	,	129,349
2070703	Uniforms	OCM Res. 129/21	Operating Expenses	0		126,849
2070715	Printing and Stationery	OCM Res. 129/21	Operating Expenses	0	1, 1	125,649
2070786	Expensed Minor Asset Purchases	OCM Res. 129/21	Operating Expenses	0	1, 1, 1,	123,449
2100252	Sanitation - Other	OCM Res. 129/21	Operating Expenses	0	1, , ,	117,449
3100620	Town Planning & Regional Development	OCM Res. 129/21	Operating Revenue	25,000	0	142,449
2110488	TV RADIO Facilities Building Operations	OCM Res. 129/21	Operating Expenses	0	, ,	141,949
2120213	Maintenance - Streets, Roads, Bridges & Depots	OCM Res. 129/21	Operating Expenses	0	(10,000)	131,949
3110711	Other Culture	OCM Res. 129/21	Operating Revenue	160,000	0	291,949
2110744	Other Culture	OCM Res. 129/21	Operating Expenses	0	(160,000)	131,949
3030130	Rates GEN PUR -Financial Assistance Grant-Aboriginal Access	OCM Res. 129/21	Operating Revenue	0	(55,145)	76,804
3030215	Roads	AC Res. 02/22	Operating Revenue	63,000	0	139,804
3110711	Other Culture	AC Res. 02/22	Operating Revenue	0	(160,000)	(20,196)
2110744	Other Culture	AC Res. 02/22	Operating Expenses	160,000	0	139,804
3130210	TOUR - Grants	AC Res. 02/22	Capital Revenue	160,000	0	299,804
4130290	TOUR - Infrastructure Other (Capital)	AC Res. 02/22	Capital Expenses	0	(160,000)	139,804
4040130	Members of Council	AC Res. 02/22	Capital Expenses	104,000	0	243,804
4040110	Members of Council	AC Res. 02/22	Capital Expenses	0	(104,000)	139,804
3100720	Other Community amenities	AC Res. 02/22	Operating Revenue	0	(277,000)	(137,196)
3100201	SAN OTH - Commercial Collection Charge (Additional)	AC Res. 02/22	Operating Revenue	95,000	0	(42,196)
3050310	OLOPS - Grant	AC Res. 02/22	Capital Revenue	40,319	0	(1,877)
2050105	FIRE - Recruitment	AC Res. 02/22	Operating Expenses	0	(2,500)	(4,377)
2050117	FIRE - Relief Ranger Services	AC Res. 02/22	Operating Expenses	0	(5,000)	(9,377)
2050200	ANIMAL - Employee Costs	AC Res. 02/22	Operating Expenses	15,000	0	5,623
2050204	ANIMAL - Training & Development	AC Res. 02/22	Operating Expenses	0	(10,000)	(4,377)
2050209	ANIMAL - Travel & Accommodation	AC Res. 02/22	Operating Expenses	10,000	0	5,623
2050212	ANIMAL - Animal Destruction	AC Res. 02/22	Operating Expenses	0	(2,570)	3,053
2050216	ANIMAL - Relief Ranger Services	AC Res. 02/22	Operating Expenses	0	(10,000)	(6,947)
2050387	OLOPS - Other Expenditure	AC Res. 02/22	Operating Expenses	0	(2,786)	(9,733)
2050530	ESL BFB - Insurances	AC Res. 02/22	Operating Expenses	0	(1,600)	(11,333)
3070421	HEALTH - Health Regulatory Licenses	AC Res. 02/22	Operating Revenue	0	(10,000)	(21,333)
3070510	PEST - Grants	AC Res. 02/22	Operating Revenue	1,050	0	(20,283)
2070400	HEALTH - Employee Costs	AC Res. 02/22	Operating Expenses	15,731	0	(4,552)
2070405	HEALTH - Recruitment	AC Res. 02/22	Operating Expenses	0	(1,711)	(6,263)
2070409	HEALTH - Travel & Accommodation	AC Res. 02/22	Operating Expenses	1,750	0	(4,513)
2070410	HEALTH - Motor Vehicle Expenses	AC Res. 02/22	Operating Expenses	5,150	0	637
2070411	HEALTH - Contract EHO	AC Res. 02/22	Operating Expenses	0	(15,000)	(14,363)
2070705	OTH HEALTH - Recruitment	AC Res. 02/22	Operating Expenses	0	(3,077)	
2070706	OTH HEALTH - Fringe Benefits Tax (FBT)	AC Res. 02/22	Operating Expenses	0		
2070709	OTH HEALTH - Travel & Accommodation	AC Res. 02/22	Operating Expenses	0	0	
						,

Please refer to the compilation report

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

NOTE 15 BUDGET AMENDMENTS

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
2070721	OTH HEALTH - Information Technology	AC Res. 02/22	Operating Expenses	0	0	(17,440)
2070786	OTH HEALTH - Expensed Minor Asset Purchases	AC Res. 02/22	Operating Expenses	0	0	(17,440)
2070787	OTH HEALTH - Other Expenses	AC Res. 02/22	Operating Expenses	0	(25,195)	(42,635)
2080700	WELFARE - Employee Costs	AC Res. 02/22	Operating Expenses	0	(90,170)	(132,805)
2080653	AGED OTHER - Events	AC Res. 02/22	Operating Expenses	2,000	0	(130,805)
2080704	WELFARE - Training & Development	AC Res. 02/22	Operating Expenses	0	(5,000)	(135,805)
2080720	WELFARE - Communication Expenses	AC Res. 02/22	Operating Expenses	4,500	0	
2080754	WELFARE - Other Programs	AC Res. 02/22	Operating Expenses	0	(27,500)	(158,805)
2080789	WELFARE - Building Maintenance	AC Res. 02/22	Operating Expenses	0	(10,000)	(168,805)
2090189	STF HOUSE - Staff Housing Building Maintenance	AC Res. 02/22	Operating Expenses	0	(14,000)	(182,805)
3100120	SAN - Domestic Refuse Collection Charges	AC Res. 02/22	Operating Revenue	197,866		
3100121	SAN - Domestic Services (Additional)	AC Res. 02/22	Operating Revenue	94,924	0	109,985
2100117	SAN - General Tip Maintenance	AC Res. 02/22	Operating Expenses	35,000	0	
2100120	SAN - Communication Expenses	AC Res. 02/22	Operating Expenses	0	(2,000)	142,985
3100200	SAN OTH - Commercial Collection Charge	AC Res. 02/22	Operating Revenue	4,442	0	147,427
3100201	SAN OTH - Commercial Collection Charge (Additional)	AC Res. 02/22	Operating Revenue	51,996	0	
3100202	SAN OTH - Commercial Tipping Charge	AC Res. 02/22	Operating Revenue	124,500	0	323,923
2100652	PLAN - Consultants	AC Res. 02/22	Operating Expenses	0	(5,000)	318,923
2100711	COM AMEN - Cemetery Maintenance/Operations	AC Res. 02/22	Operating Expenses	0	(3,570)	315,353
3110610	HERITAGE - Grants	AC Res. 02/22	Capital Revenue	94,863	0	,
3110610	HERITAGE - Grants	AC Res. 02/22	Capital Revenue	54,400	0	
3110220	SWIM AREAS - Admissions	AC Res. 02/22	Operating Revenue	20,000	0	,
2110520	LIBRARY - Communication Expenses	AC Res. 02/22	Operating Expenses	2,280	0	,
2110725	OTH CUL - Festival & Events	AC Res. 02/22	Operating Expenses	0	(19,717)	467,179
2110787	OTH CUL - Other Expenses	AC Res. 02/22	Operating Expenses	0	(10,000)	457,179
2110100	HALLS - Employee Costs	AC Res. 02/22	Operating Expenses	0	(21,000)	436,179
3110235	SWIM AREAS - Other Income	AC Res. 02/22	Operating Revenue	7,000	0	443,179
2110204	SWIM AREAS - Training & Conferences	AC Res. 02/22	Operating Expenses	0	(5,000)	438,179
3110510	LIBRARY - Grant - Regional Library Services	AC Res. 02/22	Operating Revenue	0	(2,872)	435,307
3110511	LIBRARY - Other Grants	AC Res. 02/22	Operating Revenue	4,923	0	440,230
2110509	LIBRARY - Travel & Accommodation	AC Res. 02/22	Operating Expenses	2,500	0	442,730
2110511	LIBRARY - Office Equipment Maintenance	AC Res. 02/22	Operating Expenses	0	(1,500)	441,230
2110512	LIBRARY - Book Purchases	AC Res. 02/22	Operating Expenses	1,500	0	442,730
2110521	LIBRARY - Information Technology	AC Res. 02/22	Operating Expenses	0	(2,280)	440,450
2110587	LIBRARY - Other Expenses	AC Res. 02/22	Operating Expenses	3,000	0	
2110600	HERITAGE - Employee Costs	AC Res. 02/22	Operating Expenses	0	(19,000)	424,450
2110500	LIBRARY - Employee Costs	AC Res. 02/22	Operating Expenses	20,000	0	444,450
2110689	HERITAGE - Building Maintenance	AC Res. 02/22	Operating Expenses	0	(4,321)	440,129
2110189	HALLS - Town Halls and Public Bldg Maintenance	AC Res. 02/22	Operating Expenses	3,200	0	443,329
2110200	SWIM AREAS - Salaries	AC Res. 02/22	Operating Expenses	21,000	0	
2110209	SWIM AREAS - Travel & Accommodation	AC Res. 02/22	Operating Expenses	0	(3,500)	460,829
2110216	SWIM AREAS - Postage and Freight	AC Res. 02/22	Operating Expenses	1,000	0	461,829
2110252	SWIM AREAS - Consultants	AC Res. 02/22	Operating Expenses	18,000	0	479,829
2110288	SWIM AREAS - Building Operations	AC Res. 02/22	Operating Expenses	0	(8,000)	471,829
2110289	SWIM AREAS - Building Maintenance	AC Res. 02/22	Operating Expenses	0	(14,000)	457,829
4110210	SWIM AREAS - Building (Capital)	AC Res. 02/22	Capital Expenses	0	(8,196)	449,633
2110316	REC - Postage and Freight	AC Res. 02/22	Operating Expenses	0	(3,295)	446,338
2110364	REC - Trails & Tracks Maintenance/Operations	AC Res. 02/22	Operating Expenses	0	(9,502)	436,836
2110365	REC - Parks & Gardens Maintenance/Operations	AC Res. 02/22	Operating Expenses	0	(22,900)	413,936
2110588	LIBRARY - Library Building Operations	AC Res. 02/22	Operating Expenses	3,000	0	416,936
2110665	HERITAGE - Maintenance/Operations	AC Res. 02/22	Operating Expenses	3,188	0	420,124
3110700	OTH CUL - Contributions & Donations - Other Culture	AC Res. 02/22	Operating Revenue	0	(45,000)	375,124
3110710	OTH CUL - Grants - Other Culture	AC Res. 02/22	Operating Revenue	0	(25,000)	350,124
3110735	OTH CUL - Other Income	AC Res. 02/22	Operating Revenue	0	(15,000)	335,124
2110704	OTH CUL - Training & Conferences	AC Res. 02/22	Operating Expenses	0	(2,500)	332,624
2110741	OTH CUL - Subscriptions & Memberships	AC Res. 02/22	Operating Expenses	0	(3,000)	329,624

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

NOTE 15 BUDGET AMENDMENTS

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Runnin Balance
				\$	\$	\$
4110610	HERITAGE - Building (Capital)	AC Res. 02/22	Capital Expenses	0	(107,136)	222,48
3120114	ROADC - Other Grants - Footpaths	AC Res. 02/22	Capital Revenue	75,660	0	298,14
3120710	WATER - Grants	AC Res. 02/22	Capital Revenue	50,530	0	348,67
3120130	ROADC - Other Grants - Flood Damage	AC Res. 02/22	Capital Revenue	0	(4,672,812)	(4,324,134
4120158	ROADC - Roads Outside BUA - Gravel - Flood Damage	AC Res. 02/22	Capital Expenses	4,670,812	0	346,67
3120620	AERO - Airport Landing Fees & Charges	AC Res. 02/22	Operating Revenue	20,000	0	366,67
2120604	AERO - Training & Development	AC Res. 02/22	Operating Expenses	0	(24,750)	341,92
2120652	AERO - Consultants	AC Res. 02/22	Operating Expenses	0	(15,000)	326,92
2120685	AERO - Legal Expenses	AC Res. 02/22	Operating Expenses	0	(5,500)	321,42
2120665	AERO - Airstrip & Grounds Maintenance/Operations	AC Res. 02/22	Operating Expenses	5,000	0	326,42
4120690	AERO - Infrastructure Other (Capital) - Aerodromes	AC Res. 02/22	Capital Expenses	369,864	0	696,29
3120710	WATER - Grants	AC Res. 02/22	Capital Revenue	0	(54,400)	641,89
3120720	WATER - Fees & Charges	AC Res. 02/22	Operating Revenue	190,000	0	831,89
2120752	WATER - Consultants	AC Res. 02/22	Operating Expenses	0	(20,000)	811,89
120790	WATER - Infrastructure Other (Capital)	AC Res. 02/22	Capital Expenses	3,804	0	815,69
120190	ROADC - Infrastructure Other (Capital)	AC Res. 02/22	Capital Expenses	0	(200,000)	615,6
2120234	ROADM - Street Lighting	AC Res. 02/22	Operating Expenses	0	(45,000)	570,69
2120235	ROADM - Traffic Signs/Equipment (Safety)	AC Res. 02/22	Operating Expenses	0	(7,000)	563,69
3120620	AERO - Airport Landing Fees & Charges	AC Res. 02/22	Operating Revenue	20,000	0	583,69
2120689	AERO - Building Maintenance	AC Res. 02/22	Operating Expenses	0	(20,000)	563,65
120610	AERO - Building (Capital)	AC Res. 02/22	Capital Expenses	25,000	0	588,6
120170	ROADC - Footpaths and Cycleways (Capital)	AC Res. 02/22	Capital Expenses	0	(70,933)	
120165	ROADC - Drainage Built Up Area (Capital)	AC Res. 02/22	Capital Expenses	0	(278,372)	239,3
130289	TOUR - Building Maintenance	AC Res. 02/22	Operating Expenses	16,000	0	
3130210	TOUR - Grants	AC Res. 02/22	Capital Revenue	17,480	0	
140219	ADMIN - Information Technology Contract Services	AC Res. 02/22	Operating Expenses	0	(20,000)	252,8
140221	ADMIN - Information Technology Other	AC Res. 02/22	Operating Expenses	0	(34,400)	218,4
140252	ADMIN - Consultants	AC Res. 02/22	Operating Expenses	0	(136,318)	82,1
140285	ADMIN - Legal Expenses	AC Res. 02/22	Operating Expenses	15,000	0	
140286	ADMIN - Expensed Minor Asset Purchases	AC Res. 02/22	Operating Expenses	0	(35,000)	
140288	ADMIN - Building Operations	AC Res. 02/22	Operating Expenses	57,650	0	
140289	ADMIN - Building Maintenance	AC Res. 02/22	Operating Expenses	4,000	0	
140210	ADMIN - Building (Capital)	AC Res. 02/22	Capital Expenses	17,000	0	
140400	POC - Internal Plant Repairs - Wages & O/Head	AC Res. 02/22	Operating Expenses	0	(109,997)	
140411	POC - External Parts & Repairs	AC Res. 02/22	Operating Expenses	0	(195,500)	
140418	POC - Expendable Tools / Consumables	AC Res. 02/22	Operating Expenses	10,000	(;; 0	
140328	PWO - Supervision	AC Res. 02/22	Operating Expenses	154,694	0	1
090110	STF HOUSE - Building (Capital)	OCM Res. 63/22	Capital Expenses	154,054	(94,851)	
2090165	STF HOUSE - Maintenance/Operations	OCM Res. 63/22	Operating Expenses	84,597	(54,001)	
	, operations		- Faranio exhenses	0.,007	0	(20)20
				7,641,022	(7,651,276)	(10,25

Please refer to the compilation report

NOTE 16 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 \$30,000 or 10.00% whichever is the greater.

			Explanation of p	ositive variances	Explanation of neg	gative variances
Reporting Program	Var. \$	Var. %	Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
General purpose funding - other	4,543,571	144.15%	🔺 FAGs Early Payment FY22/23			
Law, order and public safety	(110,522)	(73.58%)	×		Timing	
Health	(85,964)	(13.82%)	*		Timing	
Education and welfare	(482,800)	(48.33%)	*		Timing	
Recreation and culture	(98,959)	(26.41%)	X		Timing	
Transport	603,286	26.17%	🔺 Timing			
Economic services	39,840	76.26%	🔺 Timing			
Expenditure from operating activities						
Governance	293,232	19.16%	🔺 Timing			
General purpose funding	108,439	26.86%	🔺 Timing			
Law, order and public safety	214,723	29.18%	🔺 Timing			
Health	343,601	25.04%	Timing			
Education and welfare	98,095	10.87%	🔺 Timing			
Housing	181,908	37.71%	🔺 Timing			
Community amenities	1,073,992	28.83%	🔺 Timing			
Recreation and culture	1,457,464	25.23%	🔺 Timing			
Transport	5,580,048	60.50%	🔺 Timing			
Economic services	257,189	21.45%	🔺 Timing			
Other property and services	354,158	90.03%	🔺 Timing			
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(11,904,008)	(72.55%)	•		Timing of Anticipated Grants such as Flood, Damage and other roads not expended yet	
Payments for property, plant and equipment and infrastructure	13,180,651	69.24%	Timing of Anticipated Grants such as Flood, Damage and other roads not expended yet			

Please refer to the compilation report

7.2 ACCOUNTS FOR PAYMENT - MAY 2022

File Number:5110 - Accounts PayableAuthor:Somya Chaudhary, Finance OfficerResponsible Officer:Alan Thornton, Acting Director of Corporate ServicesAuthority/Discretion:Information

SUMMARY

For the Audit Committee to note the list of accounts paid under delegated authority during the month of May 2022.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's municipal and trust funds. In accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996,* a list of accounts paid by the Chief Executive Office is to be provided to Council.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

- 12. Payments from municipal fund or trust fund, restrictions on making
 - 12(1) A payment may only be made from the municipal fund or a trust fund
 - (a) if the local government has delegated to the Chief Executive Officer 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.

The Chief Executive Officer has delegated authority to make payments from the municipal and trust funds.

- 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
 - (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; and
 - (b) the amount of the payment; and

- (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; and
 - (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

Nil.

FINANCIAL IMPLICATIONS

All expenditure from the municipal fund was included in the annual budget as adopted or revised by Council.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: In accordance with section 6.8 of <i>the Local</i> <i>Government Act 1995</i> , a local government is not to incur expenditure from its municipal fund for an additional purpose	Rare	Minor	Low	Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

except where the			
expenditure is			
authorised in advance			
by an absolute majority			
of Council.			

CONSULTATION

Internal consultation within the Corporate Services Department.

COMMENT

All municipal fund expenditure included in the list of payments is incurred in accordance with the 2021-22 Annual Budget as adopted by Council at its meeting held 31 August 2021 (Minute No. 100/21 refers) and subsequently revised or has been authorised in advance by the President or by resolution of Council as applicable.

The table below summarises the payments drawn on the funds during the month. Lists detailing the payments made are appended as an attachment.

REPORT TO COUNCIL MAY 2022

FUND	DETAILS	AMOUNT
MUNICIPAL ACCO	DUNT	
EFT Payments	EFT 53398 - 53596	\$2,231,575.02
Municipal Cheques	CHQ 54853	\$36,773.38
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	\$894,967.27
Manual Cheques		Nil
TRUST ACCOUNT		
EFT Payments		Nil
Trust Cheques		Nil
TOTAL		\$3,163,315.67

Creditors Outstanding as at 31/05/2022

\$1,724,992.30

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. May 2022 List of Accounts 🕂 🛣
- 2. May 2022 Credit Card Reconciliation 🗓 🛣

COMMITTEE RESOLUTION AC53/22

Moved: Cr Geoff Haerewa Seconded: Cr Keith Bedford

That the Audit Committee recommends that Council notes the list of accounts for May 2022 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$3,163,315.67.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0

REPORT TO COUNCIL – MAY 2022

EFT PAYMENTS - MUNI ACCOUNT

PAYMENT ID	DATE	CREDITOR / INVOICE DETAILS	AMOUNT
EFT53459	13/05/2022	A & B TYRES	\$900.00
INV 42210	12/04/2022	TYRE FOR KUBOTA FRONT OUT MOWER	\$75.00
INV 42222	12/04/2022	2X BF GOODRICH 235/85R TYRES FOR 18KW	\$790.00
INV 42280	19/04/2022	REPAIR TYRE PUNCTURE FOR VEHICLE 7KW	\$35.00
EFT53506	20/05/2022	A & B TYRES	\$1,470.00
INV 42306	20/04/2022	FIT/ALIGN 2X TYRES TO VEHICLE 1EDC 966	\$120.00
INV 42383	27/04/2022	4X BUSHMATE TYRES FOR KUBOTA FRONT OUT MOWER	\$580.00
INV 42429	29/04/2022	2XTYRES ON TRAILER 1TOF415	\$770.00
EFT53508	20/05/2022	AERODROME MANAGEMENT SERVICES PTY LTD	\$4,257.00
INV AMSINV-06765	27/04/2022	TRANSITION TO NEW PART 139 MOS FOR THE DERBY AND FX AERODROMES	\$4,257.00
EFT53398	06/05/2022	AK EVANS GROUP AUSTRALIA PTY LTD	\$9,597.58
INV 24348	31/03/2022	SUTHERLAND ST, DERBY DRAIN WORKS	\$9,597.58
EFT53507	20/05/2022	AK EVANS GROUP AUSTRALIA PTY LTD	\$607,591.81
INV 24528	30/04/2022	FLOOD DAMAGE REPAIRS FOR EVENT AGRN 907	\$607,591.81
EFT53461	13/05/2022	ALTHAM PLUMBING CONTRACTORS	\$11,504.59
INV 13432	22/04/2022	RECTIFICATION OF MYALLS BORE DERBY	\$5,808.00
INV 13436	26/04/2022	MAKE REPAIRS TO 50MM SUPPLY LINE AT MYALLS BORE, DERBY	\$2,971.01
INV 13467	02/05/2022	INVESTIGATION OF HOT WATER UNIT AT 1/20 CLARENDON ST	\$165.00
INV 13514	09/05/2022	INSTALLATION OF CARAVAN DUMP POINT CONNECTION TO DERBY YOUTH CENTRE ABLUTION LOCATION	\$2,378.83
INV 13518	10/05/2022	DISCONNECT WATER TO OLD TRANSPORTABLE BUILDING AT DERBY DEPOT	\$181.75
EFT53510	20/05/2022	ALTHAM PLUMBING CONTRACTORS	\$10,920.39
INV 13431	22/04/2022	RECTIFICATION OF MYALLS BORE DERBY	\$8,472.75
INV 13542	12/05/2022	INVESTIGATION OF HOT WATER UNIT AT 3/20 CLARENDON ST	\$165.00
INV 13546	13/05/2022	SUPPLY AND INSTALL 1X 125L HWU AT 3/20 CLARENDON ST	\$2,282.64
EFT53558	27/05/2022	AMY ROUGHTON	\$39.04
INV REIMB1905	19/05/2022	UTILITY SUBSIDY	\$39.04
EFT53453	06/05/2022	ANDREW JAMES TWADDLE	\$1,554.83
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53511	20/05/2022	ARAC REFRIGERATION & AIR CONDITIONING	\$3,172.19
INV 6500	01/05/2022	INSPECT THE AIR-CONDITIONING UNITS AT STAFF HOUSING	\$489.28
INV 5971	09/05/2022	INSTALLATION OF 1X NEW 5.0KW DAIKIN AIR-CONDITIONING UNIT AT STAFF HOUSING	\$2,682.91
EFT53509	20/05/2022	ARCHER BUILDERS PTY LTD	\$2,469.50
INV 6554	04/03/2022	MAKE REPAIRS TO DOORS AND WALLS AT DERBY SHIRE PRESIDENTS OFFICE	\$2,469.50
EFT53557	27/05/2022	ARCHIVAL SURVIVAL PTY LTD	\$560.81
INV 59725	02/05/2022	ARCHIVING MATERIAL FOR DERBY LIBRARY	\$560.81
EFT53454	06/05/2022	ASSETVAL PTY LTD	\$4,620.00

INV 062-212374	22/04/2022	ASSESSMENT FOR THE REMOVAL OF DEBRIS AT THE DERBY WHARF	\$4,620.00
EFT53399	06/05/2022	AUSCIVIL WA PTY LTD	\$300.00
INV REIMB1404	14/04/2022	REIMBURSEMENT OF FOOD ACT LICENSE RECEIPT # 87977	\$300.00
EFT53559	27/05/2022	AUSTRALIA POST	\$48.54
INV 1011498135	03/05/2022	POSTAGE FOR APRIL 2022	\$48.54
EFT53460	13/05/2022	AUSTRALIAN FLAG MAKERS	\$2,722.50
INV 46788	25/03/2022	TABLECLOTHS FOR FX EVENTS	\$2,722.50
EFT53462	13/05/2022	AUSTRALIAN PUMP INDUSTRIES PTY LTD	\$233.20
INV Q13605	22/04/2022	SUPPLY 2X 5 PACK SPRAY NOZZLES	\$233.20
EFT53463	13/05/2022	AUSTRALIAN SERVICES UNION	\$284.90
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$284.90
EFT53560	27/05/2022	AUSTRALIAN SERVICES UNION	\$284.90
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$284.90
EFT53482	13/05/2022	BASS TECHNOLOGY GROUP T/AS FX COMM & AV	\$851.40
INV 220036	01/04/2022	SUPPLY 3X5W UHF DASH TRANSCEIVER KITS	\$851.40
EFT53527	20/05/2022	BASS TECHNOLOGY GROUP T/AS FX COMM & AV	\$41,551.40
INV 220039	02/05/2022	SUPPLY AND INSTALL WIRED SECURITY SYSTEMS FOR FX STAFF HOUSING	\$41,256.60
INV 220042	02/05/2022	SITE VISIT FXVC TO REPAIR VANDALISED DATA CABLE	\$294.80
EFT53512	20/05/2022	BELINDA ROBERTS	\$554.29
INV REIMB1705	17/05/2022	UTILITY SUBSIDY	\$554.29
EFT53401	06/05/2022	BOAB FESTIVAL DERBY INC	\$8,250.00
INV GRANT	28/04/2022	SPONSORSHIP BOAB FESTIVAL MARDI GRAS 2022	\$8,250.00
EFT53468	13/05/2022	BOC LIMITED	\$268.04
INV 5005717213	30/04/2022	MONTHLY GAS CYLINDER CHARGES	\$268.04
EFT53465	13/05/2022	BOOKEASY PTY LTD	\$438.90
INV 21086	08/05/2022	BOOKINGS MONTHLY FEE - APRIL 2022	\$438.90
EFT53590	27/05/2022	BRAYCO COMMERCIAL PTY LTD	\$10,990.00
INV 116482	16/03/2022	SUPPLY INDUSTRIAL EQUIPMENT FOR DERBY YOUTH CENTRE KITCHEN UPGRADE	\$10,990.00
EFT53467	13/05/2022	BROOME TOYOTA NORTH WEST MOTOR GROUP	\$96,966.60
INV RI11001605	14/03/2022	2022 TOYOTA PRADO DSL WGN GXL - 01 KW	\$45,363.11
INV RI11001638	30/03/2022	2021 TOYOTA HILUX 2.8L DSL D/CAB - 1HMJ736	\$51,603.49
EFT53514	20/05/2022	BROOME TOYOTA NORTH WEST MOTOR GROUP	\$1,820.50
INV PI13065753	12/04/2022	SUPPLY TRANSMITTER FOB & MIRROR ASSEMBLY FOR 6KW	\$881.36
INV PI13065818	21/04/2022	SUPPLY FUEL & OIL FILTERS	\$939.14
EFT53400	06/05/2022	BUCKLEYS EARTHWORKS & PAVING PTY LTD	\$175,039.71
INV C2-2020	21/04/2022	CONTRACT C2-2020 RETENTION RELEASE	\$99,482.75
INV C3-2020	21/04/2022	CONTRACT C3-2020 RETENTION RELEASE	\$24,766.18
INV C1-2020	30/04/2022	CONTRACT C1-2020 RETENTION RELEASE	\$50,790.78
EFT53464	13/05/2022	BUCKLEYS EARTHWORKS & PAVING PTY LTD	\$78,699.75
INV 2598	31/03/2022	C2021-01 AREA 1 OPENING UP GRADE	\$78,699.75
EFT53561	27/05/2022	BUCKLEYS EARTHWORKS & PAVING PTY LTD	\$296,084.58
INV 2611	30/04/2022	C1 - 2021 AREA 1 OPEN GRADE	\$133,268.08
INV 2604	30/04/2022	2X 1.5T BULK CEMENT FOR DERBY WHARF CAFE WORKS	\$990.00

INV 2612	01/05/2022	FLOOD DAMAGE REINSTATEMENT WORKS FOR AGRN 907	\$161,826.50
EFT53402	06/05/2022	BUILDING AND ENERGY	\$230.23
INV PERMIT3004	30/04/2022	BSL LEVY - APRIL 2022	\$230.23
EFT53406	06/05/2022	CAPTIVATE CONNECT	\$656.70
INV 12468	13/04/2022	QUARTERLY CHARGE FOR CAPTIVATE CONNECT SERVICES	\$656.70
EFT53403	06/05/2022	CHRIS HAMMER	\$553.70
INV REIMB0305	03/05/2022	UTILITY SUBSIDY	\$553.70
EFT53404	06/05/2022	CIVIC LEGAL	\$5,335.00
INV 509489	28/03/2022	PROFESSIONAL FEES - ADVICE ON LOCAL GOVERNMENT ACT	\$5,335.00
EFT53516	20/05/2022	CIVIC LEGAL	\$6,252.13
INV 509727	30/04/2022	PROFESSIONAL FEES - LEASE AT DERBY AIRPORT	\$5,977.13
INV 509728	30/04/2022	PROFESSIONAL FEES	\$275.00
EFT53564	27/05/2022	CIVIC LEGAL	\$1,815.00
INV 509729	30/04/2022	PROFESSIONAL FEES - LEASE AT DERBY AIRPORT	\$1,815.00
EFT53475	13/05/2022	CLARENDON UNIT TRUST (DERBY LODGE & BACKPACKERS)	\$615.00
INV 1643	29/04/2022	COUNCILLOR ACCOMMODATION	\$205.00
INV 1644	29/04/2022	COUNCILLOR ACCOMMODATION	\$205.00
INV 1648	29/04/2022	COUNCILLOR ACCOMMODATION	\$205.00
EFT53551	20/05/2022	CLEANAWAY CO PTY LTD	\$14,438.11
INV 19078210	31/01/2022	PUBLIC BIN COLLECTION - JANUARY 2022	\$7,006.14
INV 19086220	28/02/2022	PUBLIC BIN COLLECTION - FEBRUARY 2022	\$7,431.97
EFT53469	13/05/2022	CMT BUILDING WA PTY LTD	\$140.98
INV 0155	22/04/2022	MAKE REPAIRS TO TOILET GATE AND SLIDING FRONT DOOR AT FXVC	\$140.98
EFT53424	06/05/2022	CONNECT CALL CENTRE SERVICES	\$459.03
INV 110660	15/04/2022	AFTER HOURS CALL CENTRE CHARGES - MARCH 2022	\$459.03
EFT53571	27/05/2022	CONNECT CALL CENTRE SERVICES	\$454.03
INV 111046	15/05/2022	AFTER HOURS CALL CENTRE CHARGES - APRIL 2022	\$454.03
EFT53405	06/05/2022	CROSSING AUTOMOTIVE SERVICES	\$3,082.95
INV 22601	22/12/2021	REPAIRS TO VEHICLE KW31	\$916.50
INV 25195	07/01/2022	BATTERY FOR MF TRACTOR 1EMD 380	\$308.00
INV 25695	28/02/2022	1X REPLACEMENT TYRE FOR PAPAS TRAILER KW 797	\$175.45
INV 25807	11/03/2022	BATTERIES FOR MITSUBISHI TRUCK 1EBB758	\$836.00
INV 25929	24/03/2022	RETRIEVAL OF 7 X ABANDONED VEHICLES	\$847.00
EFT53517	20/05/2022	CROSSING AUTOMOTIVE SERVICES	\$286.00
INV 26174	22/04/2022	BATTERY FOR 1GLH-120	\$286.00
EFT53476	13/05/2022	DAIMLER TRUCKS	\$463.07
INV XA980001694- 01	28/03/2022	SUPPLY MIRROR ASSY. & SUN VISOR FOR VEHICLE 1EIU738	\$317.88
INV XA980001749- 01	29/03/2022	1X SENSOR AIR FLOW FOR CANTER 1EIQ-598	\$145.19
EFT53520	20/05/2022	DAIMLER TRUCKS	\$146.29
INV XA980003390- 01	26/04/2022	SUPPLY REAR VIEW MIRROR FOR CANTER 1EIU-738	\$146.29
EFT53503	13/05/2022	DEAN WILSON TRANSPORT PTY LTD	\$25.30
INV 20210634	24/04/2022	FREIGHT FOR PO 74556	\$25.30
EFT53473	13/05/2022	DEPARTMENT OF DEFENCE	\$143,260.76

INV LEASE INSTALLMENT-1	01/12/2020	RAAF CURTIN CIVILIAN AIRPORT TERMINAL LAND LEASE	\$143,260.76
EFT53471	13/05/2022	DEPUTY CHILD SUPPORT REGISTRAR	\$295.83
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$295.83
EFT53565	27/05/2022	DEPUTY CHILD SUPPORT REGISTRAR	\$295.83
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$295.83
EFT53408	06/05/2022	DERBY 4X4 & MARINE	\$1,123.19
INV 29276-50947	05/04/2022	1X RYCO Z148A OIL FILTER FOR KUBOTA F3690	\$43.12
INV 29301-50837	07/04/2022	1X HDA5950 AIR FILTER FOR KW37	\$58.41
INV 29303-50983	07/04/2022	2X 0B&S BATTERY CABLES FOR 01KW	\$29.59
INV 29315-50994	08/04/2022	2X MT-UNDERBODY COATING FOR KUBOTA F3690	\$23.96
INV 29319-50969	08/04/2022	2X 5 L TITAN GT1 FLEX 5W-30 OIL	\$164.03
INV 29325-50972	11/04/2022	SUPPLY PARTS FOR 18KW	\$774.87
INV 29331-51008	12/04/2022	PUMP GEAR LUBE 1LTR	\$29.21
EFT53407	06/05/2022	DERBY BUILDING SUPPLIES	\$817.27
INV 510255	11/04/2022	1X KINCROME 17MM SOCKET	\$16.20
INV 510229	11/04/2022	50 X 20KG BAGS COCKBURN GP CEMENT	\$667.50
INV 510335	12/04/2022	4X 20L BARACUDA LIQUID CHLORINE	\$133.57
EFT53472	13/05/2022	DERBY BUILDING SUPPLIES	\$835.86
INV 510398	13/04/2022	3X STIHL NYLON LINE CF3 PRO	\$360.00
INV 510397	13/04/2022	1X LOPPER BYPASS RATCHET	\$70.93
INV 510595	19/04/2022	1X JIFFY BROOME & 1X 3PK M/FIBRE CLEANING CLOTHS	\$12.48
INV 510619	19/04/2022	10X STENS EZI REACHER PICK-UP TOOLS	\$392.45
EFT53518	20/05/2022	DERBY BUILDING SUPPLIES	\$636.97
INV 510893	22/04/2022	8X BARACUDA LIQUID & GRANULAR CHLORINE PRODUCTS	\$443.50
INV 511072	26/04/2022	SUPPLY PARTS FOR REPAIRS TO STIHL BRUSHCUTTER	\$193.47
EFT53409	06/05/2022	DERBY FUELS	\$701.68
INV 901242	09/04/2022	59.99 L ULP 91 FOR 1HMJ-659	\$131.68
INV 901372	11/04/2022	CATERING FOR THURSDAY LATE NIGHT PROGRAM & WEEKEND	\$570.00
EFT53474	13/05/2022	DERBY FUELS	\$760.00
INV 903370	20/04/2022	CATERING FOR YOUTH SCHOOL HOLIDAY PROGRAM - 19/04/2022	\$760.00
EFT53519	20/05/2022	DERBY FUELS	\$1,104.84
INV 904734	25/04/2022	CATERING FOR YOUTH SCHOOL HOLIDAY PROGRAM - 21/04/2022	\$760.00
INV 905598	28/04/2022	100.03 L ULP FOR SMALL PLANT USE	\$215.56
INV 201967	28/04/2022	59.99 L ULP 91 FOR 1HMJ-659	\$129.28
EFT53414	06/05/2022	DERBY HARDWARE MITRE10	\$4,906.13
INV 10553614	07/04/2022	SUPPLY VARIOUS MATERIALS FOR DERBY POOL MAINTENANCE	\$967.15
INV 10553668	08/04/2022	1X (50 PK) 25MM TIMBER TYPE SCREWS	\$48.98
INV 10553835	11/04/2022	AUSSIE PUMP MONSOON SCUD 200-3 PHASE	\$3,890.00
EFT53478	13/05/2022	DERBY HARDWARE MITRE10	\$165.09
INV 10553918	13/04/2022	RETICULATION SUPPLIES	\$78.9
INV 10553989	14/04/2022	3X (50X PK) METAL TEK SCREWS	\$53.20
INV 10554072	19/04/2022	2X DUSTPANS ,1X BROOM FOR WORKSHOP	\$32.98
EFT53524	20/05/2022	DERBY HARDWARE MITRE10	\$11.99
INV 10554461	27/04/2022	SUPPLY 1X FILE S/EDGE 150MM	\$11.99

EFT53410	06/05/2022	DERBY PROGRESSIVE SUPPLIES	\$2,521.99
INV 040116	05/04/2022	PPE EQUIPMENT	\$1,410.75
INV 040117	05/04/2022	SUPPLY 5X (BOX OF 100) NITRILE EXTRA SHIELD GLOVES	\$121.64
INV 040413	08/04/2022	2X 15 KG WHITE RAGS	\$168.80
INV 040416	08/04/2022	16X 100 PACK ISOPROPYL SANITISING WIPES	\$820.80
EFT53522	20/05/2022	DERBY PROGRESSIVE SUPPLIES	\$1,091.03
INV 041076	21/04/2022	PROTECTIVE EQUIPMENT	\$447.89
INV 041518	28/04/2022	CLEANING SUPPLIES	\$643.14
EFT53411	06/05/2022	DERBY REGIONAL HOSPITAL (WA COUNTRY HEALTH SERVICE)	\$339.00
INV N2114816	07/04/2022	PRE-EMPLOYMENT MEDICAL FOR NEW RECRUITMENT	\$339.00
EFT53412	06/05/2022	DERBY STOCK SUPPLIES	\$165.00
INV 13067637	26/04/2022	REMOVAL OF 1X ABANDONED VEHICLE FROM BOAB ST DERBY	\$165.00
EFT53523	20/05/2022	DERBY STOCK SUPPLIES	\$550.00
INV 13067700	15/05/2022	REMOVAL OF ABANDONED 1X JINKER TRAILER DERBY	\$550.00
EFT53413	06/05/2022	DERBY TREE SERVICES	\$3,630.00
INV 5803	26/04/2022	TREE LOPPING IN AND AROUND CLARENDON ST MEDIAN STRIP, DERBY	\$1,980.00
INV 5084	26/04/2022	TREE LOPPING NEAR AMBULANCE BAY, CLARENDON ST, DERBY	\$1,650.00
EFT53477	13/05/2022	DIANE CHUNGALL (WALIBIRI)	\$12.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$12.00
EFT53492	13/05/2022	DIVINE DROP ENTERPRISES PTY LTD T/AS MARSH PETROLEUM	\$18,480.00
INV 0079	28/04/2022	10,000L DIESEL FOR MILLARD ST DEPOT	\$18,480.00
EFT53415	06/05/2022	DWA INDUSTRIAL RESOURCES PTY LTD	\$3,599.20
INV 02021556	08/04/2022	REPAIRS TO DERBY SWIMMING POOL COVER	\$1,597.20
INV 02021342	21/04/2022	FABRICATE GAS BOTTLE CRADLE FOR USE OF CO2 GAS FOR DRY ICE MAKING	\$2,002.00
EFT53479	13/05/2022	DWA INDUSTRIAL RESOURCES PTY LTD	\$11,909.77
INV 02021436	08/04/2022	REMOVAL OF OLD OFFICE DEMOUNTABLE BUILDING FROM DERBY DEPOT	\$3,784.00
INV 02021488	28/04/2022	REPAIRS TO 1ECX443 TEREX TRACTOR	\$8,125.77
EFT53525	20/05/2022	DWA INDUSTRIAL RESOURCES PTY LTD	\$58,003.25
INV 02021622	09/05/2022	CONSTRUCTION OF ACCESSIBLE RAMP AT WHARFINGER HOUSE	\$57,991.15
INV 02021624	11/05/2022	SUPPLY 1X1M FLAT BAR FOR 10KW	\$12.10
EFT53500	13/05/2022	E & MJ ROSHER PTY LTD	\$199.07
INV 1442347	05/05/2022	SUPPLY PARTS FOR KUBOTA F3690 MOWER	\$199.07
EFT53480	13/05/2022	ECO BEACH YARDOOGARRA	\$332.50
INV CSALE3108	31/08/2021	CONSIGNMENT SALES - AUG 2021	\$332.50
EFT53481	13/05/2022	ELDERS LIMITED (DERBY BRANCH)	\$5.39
INV IY 78511	19/04/2022	2X ALLOY 50 MM CAMLOCKS	\$5.39
EFT53567	27/05/2022	ELDERS LIMITED (DERBY BRANCH)	\$693.44
INV IY 78406	07/04/2022	2X BAYER ROUNDUP ULTRAMAX 20L	\$693.44
EFT53416	06/05/2022	EMILY CHEW	\$500.00
INV REIMB2704	27/04/2022	BOND REFUND FOR HIRE OF FX GYM KEY	\$500.00
EFT53417	06/05/2022	EVIE MOLSON	\$604.14
INV REIMB0305	03/05/2022	UTILITY SUBSIDY	\$604.14
EFT53418	06/05/2022	FITZROY HARDWARE PTY LTD	\$56.80

INV 165200	12/04/2022	CLEANING SUPPLIES FOR COMMUNITY EVENTS BARBEQUE	\$56.80
EFT53562	27/05/2022	G BISHOPS TRANSPORT SERVICES PTY LTD	\$150.68
INV B167114	29/04/2022	FREIGHT FOR PO 75518	\$150.68
EFT53419	06/05/2022	GEOFFREY ANDREW DAVIS	\$1,184.75
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,184.75
EFT53421	06/05/2022	GEOFFREY CHARLES HAEREWA	\$8,050.54
INV REIMB2804	28/04/2022	COUNCILLOR REIMBURSEMENT	\$776.29
INV ALLOW 3004	30/04/2022	APRIL 2022 PRESIDENT SITTING FEES	\$7,274.25
EFT53528	20/05/2022	GJ JOHNSON ELECTRICAL FITZROY CROSSING	\$748.00
INV 1140	15/01/2022	REPAIRS TO POWER SUPPLY AT FITZROY CROSSING HANGERS ELECTRICAL PIT	\$748.00
EFT53563	27/05/2022	GLASS CO KIMBERLEY	\$1,090.10
INV 95526	29/04/2022	INSTALL SAFETY GLASS TO DOORS AT DERBY REC CENTRE	\$1,090.10
EFT53529	20/05/2022	GREAT NORTHERN DEMOLITION PTY LTD	\$45,463.00
INV 0353	26/04/2022	DEMOLITION COSTS OF DERBY WHARF CAFE	\$45,463.00
EFT53484	13/05/2022	GREENFIELD TECHNICAL SERVICES	\$7,993.98
INV 2424	18/04/2022	PROJECT MANAGEMENT AGRN907	\$1,625.80
INV 2425	18/04/2022	PROJECT MANAGEMENT AGRN907	\$2,203.03
INV 2426	18/04/2022	PROJECT MANAGEMENT AGRN907	\$2,198.90
INV 2429	18/04/2022	PROJECT MANAGEMENT AGRN951	\$1,966.25
EFT53568	27/05/2022	GREENFIELD TECHNICAL SERVICES	\$3,865.41
INV 2480	30/04/2022	SUBMISSION OF CLAIMS TO DFES FOR AGRN951	\$847.00
INV 2473	30/04/2022	PROJECT MANAGEMENT AGRN1013	\$3,018.41
EFT53420	06/05/2022	GUNGALLA MACKAY PTY LTD (ATS ALL-CRETE)	\$9,218.00
INV 34652	27/03/2022	SUPPLY AND DELIVER 150M3 BUSH GRAVEL	\$9,218.00
EFT53566	27/05/2022	HARDMAN ENTERPRISES PL T/AS DERBY PLUMBING AND GAS	\$2,075.70
INV 20404	16/05/2022	REPAIRED DAMAGED WATER FOUNTAIN AT DERBY YOUTH CENTRE	\$390.50
INV 20409	16/05/2022	REPAIRED GAS BOTTLE FITTING AT 13A HOLMAN ST DERBY	\$390.50
INV 20410	16/05/2022	REPAIRED WATER COOLER AT DERBY YOUTH CENTRE	\$434.50
INV 20411	16/05/2022	REPAIRED WATER LEAK AT DERBY SWIMMING POOL	\$489.50
INV 20435	17/05/2022	REPAIRED THE SHOWER AT 3/20 CLARENDON ST DERBY	\$370.70
EFT53422	06/05/2022	HORIZON POWER - ACCOUNT PAYMENTS	\$113.38
INV 416399	19/04/2022	11 CORKWOOD COURT, DERBY FOR 15/02/2022 TO 14/04/2022	\$113.38
EFT53485	13/05/2022	HORIZON POWER - ACCOUNT PAYMENTS	\$31,721.66
INV 523100	03/05/2022	CCTV AT BAOBAB WAY 01/04/2022 TO 30/04/2022	\$68.76
INV 220780	03/05/2022	1093 DERBY STREET LIGHTS - 01/04/2022 TO 30/04/2022	\$19,117.02
INV 517343	04/05/2022	LOC 26818 RESTAURANT & TOILETS AT WHARF RD, DERBY FOR 05/04/2022 TO 03/05/2022	\$124.24
INV 424950	04/05/2022	LOC 26818 WHARF RD, DERBY FOR 05/04/2022 TO 03/05/2022	\$54.43
INV 333902	04/05/2022	24 LOCH ST, DERBY FOR 05/04/2022 TO 03/05/2022	\$1,147.37
INV 166519	05/05/2022	ASHLEY ST, DERBY FOR THE PERIOD 06/04/2022 TO 04/05/2022	\$3,660.80
INV 312249	05/05/2022	LOT 143 DERBY HIGHWAY , DERBY FOR 06/04/2022 TO 04/05/2022	\$3,476.74
INV 321183	05/05/2022	30 CLARENDON ST, DERBY FOR 06/04/2022 TO 04/05/2022	\$4,072.30
EFT53531	20/05/2022	HORIZON POWER - ACCOUNT PAYMENTS	\$6,862.77
INV 172452	05/05/2022	199 FORREST RD, FX FOR 06/04/2022 TO 04/05/2022	\$3,942.14
INV 163546	11/05/2022	32 AIRPORT RD FITZROY CROSSING FOR 11/03/2022 TO 10/05/2022	\$2,404.47

INV 163224	11/05/2022	LOT 99999 FALLON RD FITZROY CROSSING FOR 11/03/2022 TO 10/05/2022	\$252.36
INV 203951	16/05/2022	3 LOCH STREET, DERBY FOR 16/03/2022 TO 13/05/2022	\$263.80
EFT53569	27/05/2022	HORIZON POWER - ACCOUNT PAYMENTS	\$8,918.73
INV 107820	02/05/2022	A/LOT 84 DURACK STREET CAMBALLIN FOR 25/02/2022 TO 24/04/2022	\$328.68
INV 198764	10/05/2022	LOT 128 GN HIGHWAY FITZROY CROSSING FOR 09/04/2022 TO 09/05/2022	\$1,350.62
INV 401732	11/05/2022	UNIT 3/74 FALLON RD FITZROY CROSSING FOR 11/03/2022 TO 10/05/2022	\$530.14
INV 539113	11/05/2022	2/74 FALLON RD FITZROY CROSSING FOR 13/03/2022 TO 10/05/2022	\$677.37
INV 442971	18/05/2022	LOT 277(A) CLARENDON ST, DERBY FOR 18/03/2022 TO 17/05/2022	\$814.64
INV 104620	18/05/2022	LOT 277(B) CLARENDON ST, DERBY FOR 18/03/2022 TO 17/05/2022	\$174.37
INV 308420	18/05/2022	14 HARDMAN ST, DERBY FOR 18/03/2022 TO 17/05/2022	\$1,984.16
INV 328972	18/05/2022	30 JOHNSTON ST, DERBY FOR 18/03/2022 TO 17/05/2022	\$2,675.33
INV 406063	23/05/2022	20 CLARENDON ST, DERBY FOR 23/03/2022 TO 20/05/2022	\$67.61
INV 340889	23/05/2022	55 CLARENDON ST, DERBY FOR 23/03/2022 TO 20/05/2022	\$131.78
INV 416000	23/05/2022	UNIT 6/20 CLARENDON ST, DERBY FOR 23/03/2022 TO 20/05/2022	\$184.03
EFT53530	20/05/2022	HUTCHINSON REAL ESTATE (RENT)	\$116.15
INV REIMB1805	18/05/2022	PAYMENT MADE IN ERROR VIA B-PAY	\$116.15
EFT53550	20/05/2022	ILLION TENDERLINK	\$180.40
INV 4398609	21/04/2022	PUBLIC TENDER ADVERTISING SDWK-1016400	\$180.40
EFT53423	06/05/2022	INTEGRITY COACHLINES (AUST) PTY LTD	\$395.70
INV 13120	15/04/2022	BUS TICKETS	\$395.76
EFT53570	27/05/2022	INTEGRITY COACHLINES (AUST) PTY LTD	\$115.60
INV 13150	15/05/2022	BUSTICKET	\$115.60
EFT53533	20/05/2022	IPEC PTY LTD	\$1,669.71
INV P69062090	01/05/2022	TRANSPORTATION OF PUBLIC HEALTH MATERIALS	\$1,669.71
EFT53532	20/05/2022	ISAAC BUCKLE	\$602.68
INV REIMB1705	17/05/2022	UTILITY SUBSIDY	\$602.68
EFT53572	27/05/2022	ITVISION	\$1,100.00
INV 36729	30/04/2022	CHANGES TO SDWK INVOICE AND STATEMENT TEMPLATES	\$1,100.00
EFT53586	27/05/2022	IXOM	\$163.68
INV 6520830	30/04/2022	APRIL 2022 - MONTHLY CL2 GAS SERVICE FEE	\$163.68
EFT53486	13/05/2022	JANICE PETERSEN	\$48.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$48.00
EFT53487	13/05/2022	JESSICA JUBB	\$52.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$52.00
EFT53534	20/05/2022	JIA CONTRACTING SERVICES	\$2,017.98
INV 0420	28/04/2022	SUPPLY & INSTALL 1X HWU AT 2 HOLMAN ST DERBY	\$2,017.98
EFT53535	20/05/2022	JILA PLUMBING	\$5,894.60
INV 4465	29/04/2022	REPAIRED THE WATER LEAK ON FX OVAL	\$78.10
INV 4467	29/04/2022	REPAIRED AND RELOCATED EXTERNAL TAP AT FXVC	\$995.50
INV 4468	29/04/2022	SUPPLIED AND INSTALLED HWU AT FX REC CENTRE	\$2,909.50
INV 4478	30/04/2022	REPAIRED LEAKS TO FX PUBLIC TOILETS	\$1,911.50
EFT53543	20/05/2022	JP GAULT PTY LTD	\$11,300.58

INV 0323	30/04/2022	CLEANING OF DERBY CIVIC CENTRE FOR APRIL 2022	\$11,300.58
EFT53488	13/05/2022	JULIE ANNE EVERSON	\$16.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$16.00
EFT53489	13/05/2022	K. K. ANDERSON	\$57.60
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$57.60
EFT53427	06/05/2022	KAREN MARIE RULE	\$500.00
INV REIMB2704	27/04/2022	BOND REFUND FOR HIRE OF SDWK OVAL KEY	\$500.00
EFT53425	06/05/2022	KEITH BEDFORD	\$2,097.27
INV TRAVEL-1404	28/04/2022	TRAVEL REIMBURSEMENT	\$542.44
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53431	06/05/2022	KELSEY LAIRD	\$55.77
INV REIMB2704	27/04/2022	UTILITY SUBSIDY	\$55.77
EFT53575	27/05/2022	KENNEDY INVESTMENTS WA P/L (LANCELIN BOBCAT HIRE)	\$18,612.00
INV 500	18/05/2022	REMOVAL OF DEBRIS AND CONSTRUCTION OF WHEELCHAIR ACCESS RAMP TO DERBY WHARF CAFE	\$18,612.00
EFT53440	06/05/2022	KIMBERLEY COUNTRY DEPARTMENT STORE	\$984.19
INV DB3122	12/04/2022	STAFF UNIFORMS	\$200.00
INV DB2701	21/04/2022	STAFF UNIFORMS	\$256.39
INV DB2804	21/04/2022	STAFF UNIFORMS	\$216.40
INV DB2865	21/04/2022	STAFF UNIFORMS	\$311.40
EFT53585	27/05/2022	KIMBERLEY COUNTRY DEPARTMENT STORE	\$3,122.81
INV DB2937	11/04/2022	STAFF UNIFORMS	\$891.50
INV DB2640	02/05/2022	STAFF UNIFORMS	\$406.92
INV DB2765	02/05/2022	STAFF UNIFORMS	\$563.99
INV DB3603	10/05/2022	STAFF UNIFORMS	\$195.00
INV DB3605	10/05/2022	STAFF UNIFORMS	\$240.00
INV DB2805	16/05/2022	STAFF UNIFORMS	\$221.40
INV DB3854	19/05/2022	STAFF UNIFORMS	\$240.00
INV DB2864	21/05/2022	STAFF UNIFORMS	\$364.00
EFT53536	20/05/2022	KIMBERLEY HOME ELECTRICAL	\$159.85
INV 22-00023760	03/05/2022	SUPPLY 2X 128GB ULTRA MICRO SD & 1X 12PK AA BATTERIES	\$159.85
EFT53573	27/05/2022	KIMBERLEY HOME ELECTRICAL	\$447.95
INV 22-00026484	16/05/2022	SUPPLY 2X TELSTRA NOKIA G20 PHONES & 1X NOKIA G20 COVER	\$447.95
EFT53513	20/05/2022	KIMBERLEY PHARMACY SERVICES PTY LTD	\$1,956.92
INV 4839	09/02/2022	SUPPLIES FOR YOUTH SERVICES	\$198.15
INV 5234	15/02/2022	SUPPLY GROOMING AND MAKE UP ITEMS FOR GIRLS PROGRAM	\$1,663.90
INV 12352	05/05/2022	SUPPLY INSECT REPELLENT PRODUCTS FOR DERBY YOUTH SERVICES	\$94.87
EFT53574	27/05/2022	KIMBERLEY RENAL SERVICES PTY LTD	\$300.00
INV REIMB2405	24/05/2022	BOND REFUND FOR HIRE OF SDWK COUNCIL CHAMBERS	\$300.00
EFT53426	06/05/2022	KMART AUSTRALIA LIMITED	\$2,831.40
INV 016742	14/01/2022	GAMING CONSOLES, APPAREL AND MISC. GOODS FOR YOUTH SERVICES, DERBY	\$679.40
INV 016768	14/01/2022	GAMING CONSOLES, APPAREL AND MISC. GOODS FOR YOUTH SERVICES, DERBY	\$941.00
INV 016750	14/01/2022	GAMING CONSOLES, APPAREL AND MISC. GOODS FOR YOUTH SERVICES, DERBY	\$873.00

INV 016776	14/01/2022	GAMING CONSOLES, APPAREL AND MISC. GOODS FOR YOUTH SERVICES, DERBY	\$12.00
INV 016734	14/01/2022	GAMING CONSOLES, APPAREL AND MISC. GOODS FOR YOUTH SERVICES, DERBY	\$326.00
EFT53538	20/05/2022	KW REFRIGERATION & A/C	\$180.00
INV 2061	26/04/2022	SERVICE AIR CONDITIONING UNITS AT DERBY LIBRARY	\$180.00
EFT53539	20/05/2022	KW TILT & TOW	\$880.00
INV T117	09/05/2022	RETRIEVAL OF ABANDONED VEHICLE	\$880.00
EFT53521	20/05/2022	LANDGATE (WA LAND INFORMATION AUTHORITY)	\$111.70
INV 374275	28/04/2022	MINIMUM CHARGE - MINING TENEMENT	\$41.30
INV 374326	28/04/2022	MINIMUM CHARGE - GROSS RENTAL VALUATION	\$70.40
EFT53576	27/05/2022	LINDA DEHAAN	\$70.00
INV REIMB2405	24/05/2022	REFUND OF BOND FOR CAT TRAP	\$70.00
EFT53430	06/05/2022	LO-GO APPOINTMENTS	\$735.86
INV 425680	12/04/2022	RANGER CONTRACTING SERVICES FOR THE WEEK ENDING 09/04/2022	\$735.86
EFT53428	06/05/2022	LOOMA COMMUNITY INCORPORATED	\$21,879.00
INV 3704	20/01/2022	HOUSEHOLD RUBBISH COLLECTION - CAMBALLIN FOR JULY - DEC 2021	\$14,586.00
INV 3726	11/04/2022	HOUSEHOLD RUBBISH COLLECTION - CAMBALLIN FOR JAN - MARCH 2022	\$7,293.00
EFT53504	13/05/2022	LYNDA COBB-MARTIN	\$20.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$20.00
EFT53432	06/05/2022	LYNETTE EVANS	\$2,351.93
INV TRAVEL-3103	28/04/2022	TRAVEL REIMBURSEMENT	\$797.10
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53577	27/05/2022	MAJOR MOTORS PTY LTD	\$522.50
INV 1195536	02/05/2022	1X MAGTRONIC 24V COIL FOR CANTER 1EIQ598	\$522.50
EFT53433	06/05/2022	MANAGED IT PTY LTD	\$9,724.88
INV 134185	22/03/2022	4X MICROSOFT SURFACE 4 FOR BUSINESS LAPTOPS	\$9,724.88
EFT53491	13/05/2022	MANAGED IT PTY LTD	\$27,125.97
INV 136149	01/05/2022	SERVER ESSENTIALS MONTHLY SUBSCRIPTION COVERAGE - MAY 2022	\$21,068.08
INV 136150	01/05/2022	MANAGED LICENSES FOR MAY 2022	\$6,057.89
EFT53580	27/05/2022	MANAGED IT PTY LTD	\$698.76
INV 136565	11/05/2022	FORTIGATE-60E UTP LICENSE RENEWAL	\$698.76
EFT53490	13/05/2022	MANGKAJA ARTS RESOURCE AGENCY	\$80.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$80.00
EFT53578	27/05/2022	MARAMARA (WA) PTY LTD	\$199,230.37
INV 24450	30/04/2022	AREA 4 MAINTENANCE GRADING AS PER CONTRACT C01-2021	\$199,230.37
EFT53448	06/05/2022	MARIA MATTHEWS T/AS MR & MRS POTATO HEAD	\$1,920.00
INV 62	25/04/2022	CATERING FOR LATE NIGHT PROGRAM 20/04/2022	\$960.00
INV 63	25/04/2022	CATERING FOR LATE NIGHT PROGRAM 22/04/2022	\$960.00
EFT53549	20/05/2022	MARIA MATTHEWS T/AS MR & MRS POTATO HEAD	\$1,920.00
INV 64	16/05/2022	CATERING FOR LATE NIGHT PROGRAM 06/05/2022	\$720.00
INV 65	16/05/2022	CATERING FOR LATE NIGHT PROGRAM 13/05/2022	\$1,200.00
EFT53579	27/05/2022	MARKET CREATIONS AGENCY PTY LTD	\$2,310.00

INV 1135-2	29/04/2022	ADDITIONAL WEBSITE MAINTENANCE AND SUPPORT HOURS	\$2,310.00
EFT53542	20/05/2022	MARKETFORCE	\$1,536.07
INV 43317	27/04/2022	T3-2022 ADVERTISING OF TENDERS	\$273.90
INV 43320	27/04/2022	T3-2022 ADVERTISING OF TENDERS	\$376.11
INV 43321	27/04/2022	T1-2022 ADVERTISING OF DERBY TOWN SITE RESEALS	\$328.15
INV 43318	27/04/2022	T1-2022 ADVERTISING OF DERBY TOWN SITE RESEALS	\$239.36
INV 43319	27/04/2022	LOT 536 DELEWARR ST, DERBY IN THE WEST AUSTRALIAN 11/04/2022	\$318.55
EFT53494	13/05/2022	MARNINWARNTIKURA WOMEN'S RESOURCE CENTRE	\$56.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$56.00
EFT53434	06/05/2022	MAVERICK HARVEY	\$46.68
INV REIMB2704	27/04/2022	STAFF REIMBURSEMENT	\$46.68
EFT53435	06/05/2022	MCLEODS BARRISTERS & SOLICITORS	\$3,268.83
INV 123545	30/03/2022	LEGAL ADVICE FOR SALE OF LAND FOR UNPAID RATES	\$778.60
INV 123844	31/03/2022	LEGAL SUPPORT IN THE CASE OF DOG ATTACK	\$2,490.23
EFT53581	27/05/2022	MCLEODS BARRISTERS & SOLICITORS	\$4,132.11
INV 124196	29/04/2022	SUB LEASE OF DERBY WHARF	\$2,606.61
INV 124210	29/04/2022	LEGAL ADVICE FOR SALE OF LAND FOR UNPAID RATES	\$516.65
INV 124294	29/04/2022	LEGAL SUPPORT IN THE CASE OF DOG ATTACK	\$1,008.85
EFT53526	20/05/2022	MEGAN NESHODA	\$451.35
INV REIMB1705	17/05/2022	UTILITY SUBSIDY	\$451.35
EFT53483	13/05/2022	MOODS OF THE KIMBERLEY	\$178.12
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$178.12
EFT53582	27/05/2022	MOORE AUSTRALIA (TAX)	\$2,860.00
INV 423969	30/04/2022	COMPILATION OF FINANCIAL STATEMENTS AND BAS - MARCH 2022	\$2,860.00
EFT53438	06/05/2022	NEIL HARTLEY	\$274.80
INV REIMB0305	03/05/2022	STAFF REIMBURSEMENT	\$274.80
EFT53437	06/05/2022	NGIYALI ROADHOUSE	\$765.70
INV 1235034	08/04/2022	155.17 L ULP FOR SMALL PLANT	\$347.43
INV 1235440	11/04/2022	SUPPLY 99.99 L DIESEL FOR 11KW	\$219.88
INV 654424	11/04/2022	SUPPLY 5.65 L DIESEL FOR TRACTOR 1DUN903	\$12.42
INV 654420	11/04/2022	SUPPLY 85.57 L DIESEL FOR KW31	\$185.97
EFT53537	20/05/2022	NORTH REGIONAL TAFE	\$345.24
INV 10017692	28/04/2022	STAFF TRAINING	\$278.30
INV 10017693	28/04/2022	STAFF TRAINING	\$66.94
EFT53495	13/05/2022	NORTH WEST LOCKSMITH	\$160.00
INV 25375	26/04/2022	1X KEY CUT TO CODE AND SERVICE LOCKS FOR 12KW	\$160.00
EFT53496	13/05/2022	NORWESCOM TELECOMMUNICATIONS	\$132.00
INV 50084	06/05/2022	ALARM MONITORING FOR FITZROY CROSSING - APRIL 2022	\$66.00
INV 50085	06/05/2022	ALARM MONITORING FOR DERBY - APRIL 2022	\$66.00
EFT53466	13/05/2022	OFFICE NATIONAL BROOME (THE BOSS SHOP)	\$219.58
INV 1035241	21/04/2022	SERVICE CONTRACT FOR KONICA C360I AND CANON IRADVDXC5840I	\$219.58
EFT53441	06/05/2022	OFFICE STAR	\$568.56
INV 58668	21/03/2022	TRAVEL CHARGE FOR SERVICE TO RICOH C2000 ID 790	\$167.50
INV 58646	30/03/2022	SERVICE AGREEMENT FOR RICOH IM C2000 ID 790	\$401.06

EFT53497	13/05/2022	OFFICE STAR	\$827.12
INV 58361	11/03/2022	1X RICOH SP 3710 BLACK TONER	\$293.40
INV 58868	02/05/2022	SERVICE AGREEMENT FOR RICOH IM 2000 ID 791	\$533.72
EFT53592	27/05/2022	OPTIC SECURITY GROUP NORWEST	\$3,008.50
INV 213127	17/05/2022	REPAIR WORKS TO FITZROY CROSSING STREETS CCTV	\$3,008.50
EFT53439	06/05/2022	ORD AGRICULTURAL EQUIPMENT	\$1,425.27
INV OA12077	12/04/2022	SUPPLY BLADES FOR KUBOTA F3690 FRONT OUT MOWER	\$1,425.27
EFT53584	27/05/2022	ORD AGRICULTURAL EQUIPMENT	\$2,205.47
INV OA12291	01/05/2022	SUPPLY 12X GASKETS AND PLUGS FOR KUBOTA F3690	\$104.60
INV OA12258	01/05/2022	SUPPLY PARTS FOR KUBOTA F3690 FRONT OUT MOWER	\$2,100.87
EFT53436	06/05/2022	OUTBACK ELECTRICAL & AIRCON SERVICES	\$137.50
INV 4944	12/04/2022	REPAIRED FAULTY RETIC CONTROL BOX EXTERNAL TO DERBY ADMIN	\$137.50
EFT53493	13/05/2022	OUTBACK ELECTRICAL & AIRCON SERVICES	\$275.00
INV 4880	18/03/2022	EMERGENCY CALL OUT AND MINOR REPAIRS AT DERBY RODEO GROUNDS	\$275.00
EFT53583	27/05/2022	OUTBACK ELECTRICAL & AIRCON SERVICES	\$137.50
INV 4989	04/05/2022	REPAIRED OPTI-DRIVE POOL CONTROLLER AT DERBY SWIMMING POOL	\$137.50
EFT53443	06/05/2022	PATRICIA LISA RILEY	\$1,554.83
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53544	20/05/2022	PAUL BETAMBEAU	\$88.00
INV 1753	12/05/2022	REPAIRS TO DOOR NEAR ENTRANCE OF DERBY CIVIC CENTRE	\$88.00
EFT53444	06/05/2022	PAUL LESLIE WHITE	\$1,554.83
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53545	20/05/2022	PEARL COAST DISTRIBUTORS	\$488.20
INV SI117619	09/05/2022	11X CTNS PETERS ICE CREAMS FOR DERBY SWIMMING POOL KIOSK	\$488.20
EFT53442	06/05/2022	PETER JOHN MCCUMSTIE	\$2,861.66
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$2,861.66
EFT53587	27/05/2022	PILA GROUP PTY LTD	\$181.50
INV 28669	02/05/2022	SUPPLY 3X FLAGPOLE DOOR & KEY SET	\$181.50
EFT53498	13/05/2022	PILBARA FISH TRUCK - SCOTTJENNY PTY LTD	\$535.00
INV REIMB1105	11/05/2022	REIMBURSEMENT OF TRADERS PERMIT APPLICATION	\$535.00
EFT53546	20/05/2022	R D A KIMBERLEY (REGIONAL DEVELOPMENT AUSTRALIA)	\$2,200.00
INV 0200	16/05/2022	ID ECONOMIC PLATFORM 2022-2023	\$2,200.00
EFT53588	27/05/2022	RALSTON BAY HOLDINGS PTY LTD	\$3,978.00
INV A105390	20/05/2022	RATES REFUND FOR ASSESSMENT A105390	\$3,978.00
EFT53445	06/05/2022	RED SAND SPARES	\$330.00
INV 22-00000080	05/04/2022	2X HEAVY DUTY 20-60L DRUM TROLLEYS	\$330.00
EFT53499	13/05/2022	RED SAND SPARES	\$35.00
INV 22-00000124	14/04/2022	1X MCNAUGHT PUMP FILTER FUEL/WATER CARTRIDGE FOR FX DEPOT	\$35.00
EFT53589	27/05/2022	ROBERT SIMONS	\$694.18
INV REIMB1905	19/05/2022	UTILITY SUBSIDY	\$694.18
EFT53447	06/05/2022	ROWENA MOUDA	\$1,554.83
INV ALLOW 3004	30/04/2022	APRIL 2022 COUNCILLOR SITTING FEES	\$1,554.83
EFT53446	06/05/2022	RUVIMBO MUKUCHAMANO	\$57.75

INV REIMB2704	27/04/2022	STAFF REIMBURSEMENT	\$57.75
EFT53547	20/05/2022		\$623.21
INV REIMB1705	17/05/2022	UTILITY SUBSIDY	\$623.21
EFT53501	13/05/2022	SCANDALOUS SCENTS	\$27.20
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$27.20
EFT53548	20/05/2022	SKIPPERS CLEANING SERVICES	\$17,626.40
INV 1443	30/04/2022	CLEANING OF VARIOUS SHIRE OFFICES - APRIL 2022	\$10,560.00
INV 1444	30/04/2022	CLEANING OF PRESIDENT'S OFFICE - APRIL 2022	\$484.00
INV 1449	30/04/2022	CLEANING OF VARIOUS SHIRE OFFICES - APRIL 2022	\$6,582.40
EFT53591	27/05/2022	SPORTSPOWER BROOME	\$570.00
INV 22-00011376	19/05/2022	SPORTING EQUIPMENT FOR THE FITZROY CROSSING YOUTH	\$570.00
		PROGRAMS	
EFT53515	20/05/2022	STACEY DAVIES	\$765.73
INV REIMB1705	17/05/2022		\$765.73
EFT53540	20/05/2022		\$1,500.00
INV RI031865	06/05/2022	REPAYMENT OF LIBRARY PRIORITY ALLOCATION 2021/22	\$1,500.00
EFT53449	06/05/2022		\$111.00
INV REIMB0305	03/05/2022	STAFF REIMBURSEMENT	\$111.00
EFT53451	06/05/2022		\$389.84
INV 40139129	01/04/2022	STAFF AMENITIES FOR FXVC	\$100.00
INV 30136835	27/04/2022	FX YOUTH FUSION HOLIDAY PROGRAM 28/04/2022 TO 30/04/2022	\$289.84
EFT53502	13/05/2022		\$596.45
INV 10165112	03/05/2022	MORNING TEA - STAFF FAREWELL	\$119.92
INV 40140664	05/05/2022	SUPPLIES FOR FX YOUTH FUSION PROGRAM	\$74.23
INV 30138555	05/05/2022	SUPPLIES FOR FX YOUTH FUSION PROGRAM	\$308.80
INV 30138667 EFT53594	06/05/2022 27/05/2022	STAFF AMENITIES FOR FXVC TARUNDA SUPERMARKET	\$93.50 \$187.99
INV 40141330	18/05/2022	SUPPLIES FOR FX NATIONAL VOLUNTEERS WEEK APPRECIATION	\$187.99
1110 40141330		DINNER	
EFT53450	06/05/2022	TELSTRA CORPORATION	\$18,319.35
INV 0463459000	12/03/2022	LANDLINE AND INTERNET - MARCH 2022	\$2,443.35
INV 1718873800	27/03/2022	SERVICES AND EQUIPMENT RENTAL TO 19/04/2022	\$74.94
INV 4275260810	27/03/2022	SATELLITE PHONE BILL - MARCH 2022	\$405.00
INV 0463459000	12/04/2022	LANDLINE AND INTERNET - APRIL 2022	\$14,916.12
INV 1718873800	27/04/2022	SERVICES AND EQUIPMENT RENTAL TO 19/05/2022	\$74.94
INV 4275260810	27/04/2022	SATELLITE PHONE BILL - APRIL 2022	\$405.00
EFT53593	27/05/2022	TELSTRA CORPORATION	\$16,940.49
INV 0463459000	12/05/2022	LANDLINE AND INTERNET - MAY 2022	\$16,940.49
EFT53429	06/05/2022	THE PIER GROUP PTY LTD T/AS CS LEGAL	\$3,007.90
INV 030785	22/03/2022	PROFESSIONAL FEES FOR RATES ARREARS	\$500.50
INV 030976	29/04/2022	PROFESSIONAL FEES FOR LGA SALE	\$440.00
INV 030978	29/04/2022	PROFESSIONAL FEES FOR LGA SALE	\$363.00
INV 030980	29/04/2022	PROFESSIONAL FEES FOR LGA SALE	\$1,594.40
INV 030995	29/04/2022	PROFESSIONAL FEES FOR RATES ARREARS	\$110.00
EFT53552	20/05/2022	TOTALLY WORK WEAR - BROOME	\$2,775.00
INV 21-00016399	25/03/2022	SUPPLY PROMOTIONAL HEADWEAR FOR DERBY HEALTH SERVICES	\$2,775.00

EFT53452	06/05/2022	TRAVELWORLD BROOME	\$738.00
INV 1000034108	26/04/2022	STAFF RETURN FLIGHTS - PTH TO BME	\$738.00
EFT53553	20/05/2022	VANDERFIELD - RDO EQUIPMENT PTY LTD	\$1,411.39
INV PE6885	29/04/2022	SERVICE OF JOHN DEERE TRACTOR KW9	\$1,328.89
INV PE6886	29/04/2022	FREIGHT EX RDO EQUIPMENT FOR KW9 TRACTOR PARTS	\$82.50
EFT53455	06/05/2022	VISION POWER PTY LTD	\$1,337.60
INV 13439	09/04/2022	ELECTRICAL REPAIRS TO EMERGENCY & SMOKE ALARMS AT DERBY YOUTH CENTRE	\$1,337.60
EFT53554	20/05/2022	VISION POWER PTY LTD	\$214.50
INV 13555	28/04/2022	DIAGNOSE OVEN FAULT FOR REPAIRS AT FX REC. CENTRE KITCHEN	\$214.50
EFT53595	27/05/2022	VISION POWER PTY LTD	\$264.00
INV 13580	02/05/2022	ELECTRICAL REPAIRS ON DERBY WHARF LINE	\$264.00
EFT53457	06/05/2022	WATTLEUP TRACTORS	\$1,410.77
INV 1284008	29/03/2022	SUPPLY PARTS FOR REPAIRS OF KW37 MF 5420	\$1,410.77
EFT53456	06/05/2022	WATTNOW ELECTRICAL	\$209.00
INV 10471	24/03/2022	INVESTIGATION OF PHONE AND PRINTER ISSUES AT SDWK LIBRARY	\$209.00
EFT53555	20/05/2022	WATTNOW ELECTRICAL	\$287.28
INV 10578	27/04/2022	INVESTIGATE LIGHT SENSOR ISSUES TOILET AT DERBY LIBRARY	\$132.00
INV 10616	09/05/2022	REPAIRED DOWNLIGHT AT 3/20 CLARENDON ST DERBY	\$155.28
EFT53541	20/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	\$3,300.00
INV 13093005	28/04/2022	WALGA ELEARNING SUBSCRIPTION FOR SDWK COUNCILLORS	\$3,300.00
EFT53470	13/05/2022	WINC	\$47.65
INV 9038988518	13/04/2022	STATIONARY ITEMS FOR DERBY DEPOT	\$47.65
EFT53458	06/05/2022	WOOLWORTHS PTY LIMITED	\$353.14
INV 4451657	11/03/2022	SUPPLIES FOR SUGAR SCRUB AND ICE ACTIVITY DERBY YOUTH CENTRE	\$299.24
INV 4451835	22/04/2022	MORNING TEA SUPPLIES FOR APRIL 22 JUNIOR SCHOOL HOLIDAY PROGRAM	\$53.90
EFT53556	20/05/2022	WOOLWORTHS PTY LIMITED	\$434.18
INV 4451427	06/05/2022	DERBY SWIMMING POOL SUPPLIES	\$235.70
INV 4451437	09/05/2022	SUPPLIES FOR DERBY YOUTH CENTRE DERBY	\$198.48
EFT53596	27/05/2022	WURTH AUSTRALIA PTY LTD	\$344.71
INV 4320029101	07/04/2022	SUPPLY 1X SOLVENT PUMP SPRAY BOTTLE	\$344.71
EFT53505	13/05/2022	YVONNE BAUER	\$32.00
INV CSALE3004	30/04/2022	FITZROY CROSSING COMMISSION ARTIST SALES - APRIL 2022	\$32.00
		TOTAL	\$2,231,575.02

CHQ PAYMENTS - MUNI ACCOUNT

CHEQUE NO	DATE	INVOICE DESCRIPTION	AMOUNT
54853	16/05/2022	WATER CORPORATION	\$36,773.38
INV 9018700655	05/01/2022	CENTRE AT FLYNN DRIVE FX FOR 01/01/22 TO 28/02/2022,	-\$6.31
INV 9018700655	02/03/2022	CENTRE AT FLYNN DRIVE FX FOR 01/03/22 TO 30/04/2022	\$238.92
INV 9006973744	16/03/2022	RESTAURANT AT JETTY ROAD, DERBY FOR 18/01/2021 TO 15/03/2022	\$1,819.56

INV 9006973840	16/03/2022	24 LOCH ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$754.15
INV 9017886750	16/03/2022	AMENITIES AT JETTY RD, DERBY FOR 17/01/2022 TO 14/03/2022	\$2.73
INV 9021175409	16/03/2022	1/20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$323.16
INV 9021175433	16/03/2022	2 / 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$285.98
INV 9021175433	16/03/2022	3 / 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$269.25
INV 9021175417			
	16/03/2022	4 / 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$347.33
INV 9021175396	16/03/2022	5 / 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$287.84
INV 9021175329	16/03/2022	6 / 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$256.24
INV 9022168905	16/03/2022	ADD SERVICE RES AT 20 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$89.57
INV 9006973699	16/03/2022	MUSEUM AT 3 LOCH ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$119.12
INV 9006972290	16/03/2022	TOILETS AT JETTY RD, DERBY FOR 17/01/2022 TO 14/03/2022	\$512.92
INV 9006973875	16/03/2022	30 LOCH ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$2,173.04
INV 9006973883	16/03/2022	11 JOHNSTON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$2,368.12
INV 9006973891	16/03/2022	INFANT HEALTH CENTRE AT 36 LOCH ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$48.17
INV 9006973904	16/03/2022	LIBRARY AT 30-34 LOCH ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$149.14
INV 9006973947	16/03/2022	YOUTH CENTRE AT HARDMAN ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$1,805.54
INV 9006975053	16/03/2022	TOILETS AT 49-55 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$93.92
INV 9006985833	16/03/2022	MEDIUM STRIP ROAD VERGE AT 1 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$46.39
INV 9006985841	16/03/2022	MEDIUM STRIP GARDEN AT 1 CLARENDON ST, DERBY FOR 17/01/2022 TO 14/03/2022	\$251.07
INV 9006978422	17/03/2022	11 HANSON ST, DERBY FOR 18/01/2022 TO 15/03/2022	\$285.98
INV 9009765414	17/03/2022	4A ROWELL CT, DERBY FOR 18/01/2022 TO 15/03/2022	\$408.67
INV 9009765422	17/03/2022	4B ROWELL CT, DERBY FOR 18/01/2022 TO 15/03/2022	\$284.12
INV 9006986051	18/03/2022	A / 20 MACDONALD WAY, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$250.66
INV 9017391475	18/03/2022	3/74 FALLON RD, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$268.23
INV 9006986414	18/03/2022	101 FALLON RD, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$7,196.60
INV 9006986481	18/03/2022	TOILETS AT FLYNN DR, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$1,978.14
INV 9006986908	18/03/2022	175L EMANUEL WAY, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$92.79
INV 9006987783	18/03/2022	TOURIST BUREAU AT FLYNN DR, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$251.07
INV 9011140114	18/03/2022	TRICKLE IRRIGATION AT FORREST RD, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$47.77
INV 9015670665	18/03/2022	B/20 MACDONALD WAY, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$248.80
INV 9017391459	18/03/2022	1/74 FALLON RD, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$256.24
INV 9017391467	18/03/2022	2/74 FALLON RD, FITZROY CROSSING FOR 20/01/2022 TO 17/03/2022	\$317.58
INV 9008757359	21/03/2022	8 KURRAJONG LOOP, DERBY FOR 21/01/2022 - 18/03/2022	\$825.03
INV 9020549317	21/03/2022	19 WOOLLYBUTT CRN, DERBY (STRATA LOT 1) FOR 21/01/2022 - 18/03/2022	\$276.69
INV 9008757615	21/03/2022	19 WOOLLYBUTT CRN, DERBY (STRATA LOT 2) FOR 21/01/2022 - 18/03/2022	\$338.03

		TOTAL	\$36,773.38
INV 9016645795	22/03/2022	8 COOLIBAH WAY, DERBY FOR 22/01/2022 - 19/03/2022	\$1,304.46
INV 9009945976	22/03/2022	B/13 HOLMAN ST, DERBY FOR 22/01/2022 - 19/03/2022	\$345.47
INV 9009945968	22/03/2022	A/13 HOLMAN ST, DERBY FOR 22/01/2022 - 19/03/2022	\$321.30
INV 9006984507	22/03/2022	SPEEDWAY AT DERBY HIGHWAY FOR 22/01/2022 - 19/03/2022	\$96.89
INV 9006984048	22/03/2022	1-7 MILLARD ST, DERBY FOR 22/01/2022 - 19/03/2022	\$199.22
INV 9006983598	22/03/2022	53 ASHLEY ST, DERBY FOR 22/01/2022 - 19/03/2022	\$47.77
INV 9006983547	22/03/2022	63-65 ASHLEY ST, DERBY FOR 22/01/2022 - 19/03/2022	\$2,584.03
INV 9006981541	22/03/2022	2 WODEHOUSE ST, DERBY FOR 22/01/2022 - 19/03/2022	\$269.25
INV 9006981517	22/03/2022	6 TOWER PL, DERBY FOR 22/01/2022 - 19/03/2022	\$276.69
INV 9006981445	22/03/2022	7 TOWER PL, DERBY FOR 22/01/2022 - 19/03/2022	\$670.04
INV 9006978123	22/03/2022	CEMETERY AT 27017 WODEHOUSE ST, DERBY FOR 22/01/2022 - 19/03/2022	\$941.51
INV 9006974376	22/03/2022	SPORTS COMPLEX AT 153 LOCH ST, DERBY FOR 22/01/2022 - 19/03/2022	\$1,131.12
INV 9006974368	22/03/2022	153 LOCH ST, DERBY FOR 22/01/2022 - 19/03/2022	\$48.17
INV 9018007711	21/03/2022	RESERVE AT PANDANAS WAY, DERBY FOR 21/01/2022 - 18/03/2022	\$442.10
INV 9018685299	21/03/2022	RESERVE AT CORKWOOD CT, DERBY FOR 21/01/2022 - 18/03/2022	\$1,268.99
INV 9012616911	21/03/2022	14B BLOODWOOD CR, DERBY FOR 21/01/2022 - 18/03/2022	\$621.60
INV 9012616903	21/03/2022	14A (16) BLOODWOOD CR, DERBY FOR 21/01/2022 - 18/03/2022	\$391.86
INV 9008757703	21/03/2022	4 WOOLLYBUTT CRN, DERBY FOR 21/01/2022 - 18/03/2022	\$250.66

FEE PAYMENTS

PAYMENT ID	DATE	CREDITOR / INVOICE DETAILS	AMOUNT
932	12/05/2022	ASF - ACCOUNT SERVICE FEE	\$105.50
932	19/05/2022	ASF - ACCOUNT SERVICE FEE	-\$105.00
932	26/05/2022	ASF - ACCOUNT SERVICE FEE	-\$0.50
932	23/05/2022	BAS4 - ATO - BAS PAYMENT - PAYG WITHHOLDING	\$127,168.00
932	31/05/2022	BAS4 - ATO - BAS PAYMENT - PAYG WITHHOLDING	\$145,843.00
932	16/05/2022	BEX - BPOINT FEES	\$33.18
932	05/05/2022	BPY - BPAY FEES	\$83.16
518	01/05/2022	CBA - CBA POS FEE	\$5.00
518	01/05/2022	CBA - CBA POS FEE	\$39.00
932	02/05/2022	CMD - CHEQUE OR MERCHANT DEPOSITS FEE	\$6.60
932	24/05/2022	DOT - DOT PAYMENT	\$789.95
932	25/05/2022	DOT - DOT PAYMENT	\$971.40
932	16/05/2022	DOT - DOT PAYMENT	\$1,261.25
932	04/05/2022	DOT - DOT PAYMENT	\$1,372.30
932	10/05/2022	DOT - DOT PAYMENT	\$1,494.80
932	18/05/2022	DOT - DOT PAYMENT	\$1,810.80

932	30/05/2022	DOT - DOT PAYMENT	\$1,948.35
932	23/05/2022	DOT - DOT PAYMENT	\$1,986.05
932	20/05/2022	DOT - DOT PAYMENT	\$2,509.70
932	03/05/2022	DOT - DOT PAYMENT	\$2,511.55
932	17/05/2022	DOT - DOT PAYMENT	\$2,681.95
932	27/05/2022	DOT - DOT PAYMENT	\$3,422.35
932	02/05/2022	DOT - DOT PAYMENT	\$3,520.05
932	19/05/2022	DOT - DOT PAYMENT	\$3,531.15
932	05/05/2022	DOT - DOT PAYMENT	\$3,550.25
932	11/05/2022	DOT - DOT PAYMENT	\$3,618.95
932	12/05/2022	DOT - DOT PAYMENT	\$4,228.55
932	31/05/2022	DOT - DOT PAYMENT	\$4,312.20
932	13/05/2022	DOT - DOT PAYMENT	\$4,717.45
932	09/05/2022	DOT - DOT PAYMENT	\$5,134.25
932	26/05/2022	DOT - DOT PAYMENT	\$5,457.60
932	06/05/2022	DOT - DOT PAYMENT	\$7,868.55
932	02/05/2022	EXC - EXCESS TRANSACTIONS FEE	\$0.60
932	02/05/2022	EXC - EXCESS TRANSACTIONS FEE	\$13.20
932	02/05/2022	EXC - EXCESS TRANSACTIONS FEE	\$31.35
932	02/05/2022	EXC - EXCESS TRANSACTIONS FEE	\$46.00
932	05/05/2022	EXC - EXCESS TRANSACTIONS FEE	\$77.00
932	19/05/2022	GHA - GREYHOUND AUSTRALIA	\$1,349.00
932	26/05/2022	GHA - GREYHOUND AUSTRALIA	\$1,711.00
932	05/05/2022	GHA - GREYHOUND AUSTRALIA	\$2,866.00
932	12/05/2022	GHA - GREYHOUND AUSTRALIA	\$2,971.00
932	09/05/2022	IINET - IINET 225211599	\$109.99
932	02/05/2022	MER - MERCHANT FEES	\$32.00
932	03/05/2022	MER - MERCHANT FEES	\$162.46
932	02/05/2022	MER - MERCHANT FEES	\$176.98
932	03/05/2022	MER - MERCHANT FEES	\$300.93
DD20076.1	09/05/2022	ANZ COMMERCIAL CARD SERVICES CENTRE	\$12,264.55
INV ANZ AOH	09/05/2022	COMMERCIAL CREDIT CARD FOR 14.03.2022 - 12.04.2022	\$10,276.18
INV ANZ WNE	09/05/2022	COMMERCIAL CREDIT CARD FOR 14.03.2022 - 12.04.2022	\$1,543.30
INV ANZ CM	09/05/2022	COMMERCIAL CREDIT CARD FOR 14.03.2022 - 12.04.2022	\$445.07
DD20032.12	10/05/2022	AUSTRALIAN SUPER	\$3,464.95
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$852.45
INV SUPER	10/05/2022	SUPERANNUATION	\$2,612.50
DD20060.13	24/05/2022	AUSTRALIAN SUPER	\$3,093.31
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$795.49
INV SUPER	24/05/2022	SUPERANNUATION	\$2,297.82
DD20032.1	10/05/2022	AWARE SUPER	\$28,931.65
INV SUPER	10/05/2022	SUPERANNUATION	\$22,372.97
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$6,558.68
DD20032.2	10/05/2022	GUILD SUPER	\$236.40
INV SUPER	10/05/2022	SUPERANNUATION	\$236.40

DD20053.1	10/05/2022	AWARE SUPER	\$221.78
INV SUPER - RM	10/05/2022	SUPERANNUATION	\$221.78
DD20060.1	24/05/2022	AWARE SUPER	\$29,074.61
INV SUPER	24/05/2022	SUPERANNUATION	\$22,514.11
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$6,560.50
DD20071.1	20/05/2022	BOND ADMINISTRATOR	\$1,000.00
INV 30482/22	20/05/2022	RENTAL BOND LODGEMENT - 13B HOLMAN STREET DERBY	\$1,000.00
DD20071.2	23/05/2022	BOND ADMINISTRATOR	\$540.00
INV 30544/22	23/05/2022	RENTAL BOND LODGEMENT - 13A HOLMAN STREET DERBY	\$540.00
DD20032.8	10/05/2022	CBUS SUPERANNUATION	\$875.52
INV SUPER	10/05/2022	SUPERANNUATION	\$620.16
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$255.36
DD20060.8	24/05/2022	CBUS SUPERANNUATION	\$875.52
INV SUPER	24/05/2022	SUPERANNUATION	\$620.16
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$255.36
DD20032.7	10/05/2022	ESSENTIAL SUPER	\$278.98
INV SUPER	10/05/2022	SUPERANNUATION	\$278.98
DD20060.7	24/05/2022	ESSENTIAL SUPER	\$278.98
INV SUPER	24/05/2022	SUPERANNUATION	\$278.98
DD20032.3	10/05/2022	FIRSTWRAP PLUS SUPER AND PENSION	\$2,008.63
INV SUPER	10/05/2022	SUPERANNUATION	\$1,237.39
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$771.24
DD20060.3	24/05/2022	FIRSTWRAP PLUS SUPER AND PENSION	\$2,008.63
INV SUPER	24/05/2022	SUPERANNUATION	\$1,237.39
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$771.24
DD20017.1	06/05/2022	FLEETCARE PTY LTD	\$3,212.19
INV 715913	06/05/2022	NOVATED LEASE	\$3,212.19
DD20032.15	10/05/2022	FORMULAE1 PTY LTD ATF ISAIAH4110 SUPERANNUATION FUND	\$435.91
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$127.14
INV SUPER	10/05/2022	SUPERANNUATION	\$308.77
DD20060.16	24/05/2022	FORMULAE1 PTY LTD ATF ISAIAH4110 SUPERANNUATION FUND	\$435.91
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$127.14
INV SUPER	24/05/2022	SUPERANNUATION	\$308.77
DD20060.2	24/05/2022	GUILD SUPER	\$236.41
INV SUPER	24/05/2022	SUPERANNUATION	\$236.41
DD20032.14	10/05/2022	HOST PLUS SUPERANNUATION FUND	\$2,939.44
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$800.00
INV SUPER	10/05/2022	SUPERANNUATION	\$2,139.44
DD20060.15	24/05/2022	HOST PLUS SUPERANNUATION FUND	\$2,442.12
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$800.00
INV SUPER	24/05/2022	SUPERANNUATION	\$1,642.12
DD20032.11	10/05/2022	IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND	\$1,159.81
INV SUPER	10/05/2022	SUPERANNUATION	\$930.38
INV DEDUCTION	10/05/2022	PAYROLL DEDUCTIONS	\$229.43

INV SUPER	24/05/2022	SUPERANNUATION	\$930.39
INV DEDUCTION	24/05/2022	PAYROLL DEDUCTIONS	\$229.43
DD20060.4	24/05/2022	MACQUARIE WRAP EMPLOYER SUPERANNUATION	\$635.61
INV SUPER	24/05/2022	SUPERANNUATION	\$635.61
DD20032.4	10/05/2022	MACQUARIE WRAP EMPLOYER SUPERANNUATION	\$635.61
INV SUPER	10/05/2022	SUPERANNUATION	\$635.61
DD20032.16	10/05/2022	MLC MASTERKEY SUPER	\$310.25
INV SUPER	10/05/2022	SUPERANNUATION	\$310.25
DD20060.17	24/05/2022	MLC MASTERKEY SUPER	\$310.25
INV SUPER	24/05/2022	SUPERANNUATION	\$310.25
DD20032.10	10/05/2022	MLC SUPER FUND	\$59.38
INV SUPER	10/05/2022	SUPERANNUATION	\$59.38
DD20060.10	24/05/2022	MLC SUPER FUND	\$329.40
INV SUPER	24/05/2022	SUPERANNUATION	\$329.40
DD20032.5	10/05/2022	PRIME SUPER P/L	\$264.09
INV SUPER	10/05/2022	SUPERANNUATION	\$264.09
DD20060.5	24/05/2022	PRIME SUPER P/L	\$264.09
INV SUPER	24/05/2022	SUPERANNUATION	\$264.09
DD20032.6	10/05/2022	QSUPER	\$275.17
INV SUPER	10/05/2022	SUPERANNUATION	\$275.17
DD20060.6	24/05/2022	QSUPER	\$206.94
INV SUPER	24/05/2022	SUPERANNUATION	\$206.94
DD20032.13	10/05/2022	REST SUPERANNUATION	\$1,523.37
INV SUPER	10/05/2022	SUPERANNUATION	\$1,523.37
DD20060.14	24/05/2022	REST SUPERANNUATION	\$1,588.78
INV SUPER	24/05/2022	SUPERANNUATION	\$1,588.78
DD20064.1	12/05/2022	SHERIFF'S OFFICE PERTH	\$318.00
INV 29342854	12/05/2022	LODGEMENT FEE FOR REGISTERING 1 UNPAID INFRINGEMENT	\$79.50
INV 29342910	12/05/2022	LODGEMENT FEE FOR REGISTERING 1 UNPAID INFRINGEMENT	\$79.50
INV 29342961	12/05/2022	LODGEMENT FEE FOR REGISTERING 1 UNPAID INFRINGEMENT	\$79.50
INV 29342966	12/05/2022	LODGEMENT FEE FOR REGISTERING 1 UNPAID INFRINGEMENT	\$79.50
DD20032.9	10/05/2022	STUDENT SUPER PROFESSIONAL SUPER	\$236.01
INV SUPER	10/05/2022	SUPERANNUATION	\$236.01
DD20060.9	24/05/2022	STUDENT SUPER PROFESSIONAL SUPER	\$236.01
INV SUPER	24/05/2022	SUPERANNUATION	\$236.01
DD20032.17	10/05/2022	SUNSUPER SUPERANNUATION FUND	\$757.65
INV SUPER	10/05/2022	SUPERANNUATION	\$757.65
DD20060.18	24/05/2022	SUNSUPER SUPERANNUATION FUND	\$757.65
INV SUPER	24/05/2022	SUPERANNUATION	\$757.65
DD20060.11	24/05/2022	SUPERESTATE	\$58.98
INV SUPER	24/05/2022	SUPERANNUATION	\$58.98
DD20072.1	20/05/2022	THE SHELL COMPANY OF AUSTRALIA LIMITED	\$930.42
INV FUEL - APR22	20/05/2022	SHELL CARD FUEL USAGE - APRIL 2022	\$930.42
DD20032.18	10/05/2022	THE TRUSTEE FOR SUPER DIRECTIONS FUND	\$349.37
INV SUPER	10/05/2022	SUPERANNUATION	\$349.37

DD20060.19	24/05/2022	THE TRUSTEE FOR SUPER DIRECTIONS FUND	\$349.36
INV SUPER	24/05/2022	SUPERANNUATION	\$349.36
DD20082.1	30/05/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	\$13,993.19
INV LOAN	30/05/2022	LOAN 136 (49507) - REPAYMENT	\$13,993.19
NET PAY	10/05/2022	PAYROLL	\$229,573.75
NET PAY	24/05/2022	PAYROLL	\$192,103.92
		TOTAL	\$894,967.27

The Shire Of Derby / West Kimberley
ANZ Corporate Credit Card Reconciliation
Period Reporting: 14/03/2022 - 12/04/2022

	GST	Amount		Amount		Receipt	
Date Transaction Description	(Y/N)	(GST Excl)	GST	(GST Incl)	Account	Provided	Comments
11/04/2022 QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 286.96	\$ 28.69	\$ 315.65	120401090.2100	Yes	Return flight from Perth for Geoff Haerewa - Meeting with Ministers and key stakeholders
7/04/2022 CALTEX DERBY - WILLAR DERBY	Y	\$ 22.07	\$ 2.21	\$ 24.28	P201.261.2261	Yes	Fuel KW01
4/04/2022 FITZROY RIVER LODGE FITZROY CROSS	Y	\$ 56.36	\$ 5.64	\$ 62.00	120401650.2101	Yes	Breakfast - Council Meeting
4/04/2022 FITZROY RIVER LODGE FITZROY CROSS	Y	\$ 345.09	\$ 34.51	\$ 379.60	120401650.2101	Yes	Dinner - Council Meeting Fitzroy Crossing
1/04/2022 T & K MIN'S PTY LTD DERBY	Y	\$ 38.18	\$ 3.82	\$ 42.00	120401650.2101	Yes	Refreshment council meeting Fitzroy Crossing
1/04/2022 Hotel at Booking.com Sydney	Y	\$ 180.91	\$ 18.09	\$ 199.00	AD080-297-2100	Yes	Accomodation for Tenille Parasiliti
1/04/2022 DERBY FUELS DERBY	Y	\$ 26.59	\$ 1.91	\$ 28.50	EX06-298-2101	Yes	Refrshment - Executive Team Meeting (7.50 GST Free)
1/04/2022 QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 561.86	\$ 56.19	\$ 618.05	AD 08-297-2100	Yes	Flights for Tenille Parasiliti
31/03/2022 DERBY FUELS DERBY	Y	\$ 69.09	\$ 6.91	\$ 76.00	EP0019-298-2101	Yes	Refreshment - Juvinille Youth Meeting
31/03/2022 POST DERBY LPO DE DERBY	Y	\$ 22.73	\$ 2.27	\$ 25.00	121403150.2101	Yes	A4 Diary -Wayne Neate
28/03/2022 CANVA* 103371-0984982 HTTPSCANVA.CO 53.97 USD 2.16 A	u N	\$ 74.19	0	\$ 74.19	121402870.2100	Yes	Member Subsciption (INTERNATIONAL TXN)
28/03/2022 SHIRE OF DERBY WEST KI DERBY	Y	\$ 231.27	\$ 23.13	\$ 254.40	141403300.2101	Yes	Remake of Special Series Shire plates
28/03/2022 DERBY'S SAKURA RESTA DERBY	Y	\$ 155.73	\$ 15.57	\$ 171.30	120402110.2100	Yes	Dinner for Councillors Meeting
24/03/2022 Vistaprint Australia PTY Derrimut	Y	\$ 309.09	\$ 30.91	\$ 340.00	121402100.2101	Yes	Shire Vehicle Magnets
21/03/2022 MAILCHIMP *MISC MAILCHIMP.COM	N	\$ 49.15	0	\$ 49.15	121402410.2100	Yes	Order MC10629113 - Essentials plan + cc fee (INTERNATIONAL TXN)
18/03/2022 NEAPSBISTRO Derby	Y	\$ 42.74	\$ 4.26	\$ 47.00	120402110.2700	Yes	Breakfast with Howard Pedersen KMS
18/03/2022 AVIAIR PTY LTD KUNUNURRA	Y	\$ 108.18	\$ 10.82	\$ 119.00	AD 08-297-2100	Yes	Flights for Tenille Parasiliti
18/03/2022 QANTAS AIRWAYS LTD (EC Mascot	Y	\$ 395.05	\$ 39.51	\$ 434.56	AD 08-297-2100	Yes	Flights for Tenille Parasiliti
16/03/2022 WANEWSDTI Osborne Park	Y	\$ 76.36	\$ 7.64	\$ 84.00	121402410.2100	Yes	Everyday Digital Subscription for 1 year
14/03/2022 SHIRE OF DERBY WEST KI DERBY	N	\$ 30.50	0	\$ 30.50	P201.261.2261	Yes	Replacement plates for KW01
14/03/2022 DWER - WATER PERTH	N	\$ 6,902.00	0	\$ 6,902.00	121002650.2100	Yes	2023LF
			τοτα	\$ 10,276.18			

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Card	Hold	der :	Wav	ne 🛚	leate

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		GST	Amount		Amount		Receipt		
Date	Transaction Description	(Y/N)	(GST Excl)	GST	(GST Incl)	Account	Provided	Comments	
25/03/2022	GAMA ELECTRONICS INC. 8153569600 324.90 USD 13.09 AUD	N	\$ 449.31	0	\$ 449.31	121404110.2101	Yes	Remote Control for Water Cart Tank P78 (INTERNATIONAL TXN)	
24/03/2022	CHES POWER GROUP BIBRA LAKE	Y	\$ 309.72	\$ 30.97	\$ 340.69	121404180.2101	Yes	Derby Airport Generator Building - Building Maintenance	
24/03/2022	BROOME BOAT SHOP BROOME	Y	\$ 314.82	\$ 31.48	\$ 346.30	121403070.2101	Yes	ADMIN - Protective Clothing	
21/03/2022	SP * ORANGE DOG BRUNSWICK	Y	\$ 170.00	\$ 17.00	\$ 187.00	121404180.2101	Yes	Mechanic service stickers	
18/03/2022	Autopro Broome Broome	Y	\$ 200.00	\$ 20.00	\$ 220.00	121404110.2101	Yes	Brake drums for 11KW	
				TOTAL	\$ 1,543.30				

Card Holder : Christie Mildenhall									
		GST	Amount			Amount		Receipt	
Date	Transaction Description	(Y/N)	(GST Excl)	G	GST	(GST Incl)	Account	Provided	Comments
16/03/2022	BOOKTOPIA PTY LTD LIDCOMBE	Y	\$ 268.25	S	26.82	\$ 295.07	121105040.2100	Yes	Books for Derby Library
15/03/2022	EZI*ALIA DEAKIN	Y	\$ 136.36	s	13.64	\$ 150.00	121105120.2102	Yes	Online Copyright Course - Kath Hithersay
	TOTAL \$ 445.07								

TOTAL PURCHASES FOR ABOVE STATED PERIOD \$	12,264.55
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- PAYMENTS AND OTHER CREDITS \$ 12,204.55 INTEREST CHARGES \$ -CLOSING BALANCE \$ 12,264.55

Australia and New Zealand Banking Group Limited (ANZ) ABN 11 005 357 522. Australian Credit Licence No. 234527.



ANZ BUSINESS ONE STATEMENT PERIOD: 14/03/22 to 12/04/22 ACCOUNT NUMBER:

📞 Cards Enquiries: 13 10 06 Lost/Stolen Cards: 1800 033 844

SHIRE OF DERBY WEST KIMBERLEY SHIRE OF DERBY THE DIRECTOR C/O SHIRE OF DERBY PO BOX 94 DERBY WA 6728

YOUR ANZ ACCOUNT SUMMARY

Opening Balance	\$15,126.95
O Purchases, Cash Advances & Other Debits	\$12,264.55
Interest Charges	\$0.00
Payments & Other Credits	\$15,126.95
Closing balance	\$12,264.55

Facility Limit	\$50,000.00
Available Account Credit at Statement Date	\$37,735.45

PAYMENT SUMMAR			
Monthly Payment	\$246.00		
Due Date	09/05/2022		
Minimum Amount Due	\$246.00		

	ANZ Internet Banking www.anz.com Payments made after 10pm	[₽ "	By Mail Tear off this slip and mail to PO BOX 607, Melbourne, VIC 3001	Account Number	
	(EST) will be processed the next business day. BPAY Payments - Biller Code 6007		PO BOX 007, Melbourne, VIC 5001	Account Name	SHIRE OF DERBY
B		B	CardPay Direct To ask about setting up a convenient direct debt payment	Amount Paid	
	times. Your bill reference number is your ANZ		please call 13 22 73 .	Due Date	09/05/2022
e	account number. ANZ Phone Banking 13 22 73 Payments made after 10pm (EST) will be processed the next business day.		Direct Credit via EFT Payments to your Account can be made via Electronic Funds Transfer (EFT) from your nominated account.		

ANZ BUSINESS ONE

ACCOUNT NUMBER:

Interest F	Rates					
Purchase	S	Interest Rate 17.74	% p.a (0.0486% daily)			
Cash Adv	ances	Interest Rate 19.24	% p.a (0.0527% daily)			
Opening	Account Balan	ce.		\$15,126.95		
opening	Account building			\$15,120.55		
Cardholde	r Name: WAYNE NE/	ATE				
Cardholde						
Spend Cap	: \$5,000.00					
Date	Description	n		Amount	Default GST*	
17/03/202		DOME BROOME		220.00	20.00	
18/03/202	2 SP * ORANGE	DOG BRUNSWICK		187.00	17.00	
22/03/202	2 BROOME BOA	T SHOP BROOME		346.30	31.48	
22/03/202	2 CHES POWER	GROUP BIBRA LAKE		340.69	30.97	
24/03/202	2 GAMA ELECTR	ONICS, INC. 81535696	00	449.31		
	324.90 USD					
	INCL OVERSEA	AS TXN FEE 13.09 AUD				
Sub-total				1,543.30	99.45	
Cardholde	r Name: AMANDA O	HALLORAN				
Cardholde	r Number:					
Spend Cap	: \$9,999,999.00					
Date	Description	n		Amount	Default GST*	
10/03/202				6,902.00	627.45	
11/03/202	2 SHIRE OF DER	BY WEST KI DERBY		30.50	2.77	
14/03/202	2 WANEWSDTI	OSBORNE PARK		84.00	7.63	
16/03/202	2 QANTAS AIRW	AYS LTD (EC MASCOT		434.56	39.50	
16/03/202	2 AVIAIR PTY LT	D KUNUNURRA		119.00	10.81	
17/03/202	2 NEAPSBISTRO	DERBY		47.00	4.27	
17/03/202	2 MAILCHIMP *N	MISC MAILCHIMP.COM		49.15	4.46	
* The calcula	ition is an estimate amo	unt only and is not to be re	lied upon as an actual GST calculati	on.		
Che Drav	-	eds not available until cleare Bank	ed. Please make cheques payable to Branch		r fold your payment. nount	
Dra		D drik.	Dranch	An S		
				s		
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Tel	ler Stamp	Signature		Subtotal S		
				Notes \$		
				Coins S		

Total \$

Page 2 of 4

ANZ BUSINESS ONE

ACCOUNT NUMBER:

	Description	Amount	Default GST*
	INCL OVERSEAS TXN FEE 1.43 AUD		
22/03/2022	VISTAPRINT AUSTRALIA PTY DERRIMUT	340.00	30.90
24/03/2022	DERBY'S SAKURA RESTA DERBY	171.30	15.57
25/03/2022	SHIRE OF DERBY WEST KI DERBY	254.40	23.12
26/03/2022	CANVA* I03371-0984982 HTTPSCANVA.CO	74.19	
	53.97 USD		
	INCL OVERSEAS TXN FEE 2.16 AUD		
29/03/2022	POST DERBY LPO DE DERBY	25.00	2.27
29/03/2022	DERBY FUELS DERBY	76.00	6.90
30/03/2022	QANTAS AIRWAYS LTD (EC MASCOT	618.05	56.18
30/03/2022	DERBY FUELS DERBY	28.50	2.59
30/03/2022	HOTEL AT BOOKING.COM SYDNEY	199.00	18.09
31/03/2022	T & K MIN'S PTY LTD DERBY	42.00	3.81
31/03/2022	FITZROY RIVER LODGE FITZROY CROSS	379.60	34.50
01/04/2022	FITZROY RIVER LODGE FITZROY CROSS	62.00	5.63
03/04/2022	CALTEX DERBY - WILLAR DERBY	24.28	2.20
07/04/2022	QANTAS AIRWAYS LTD (EC MASCOT	315.65	28.69
07704/2022			
Sub-total Cardholder N Cardholder N		10,276.18	927.34
Sub-total Cardholder N Cardholder N	lumber:	10,276.18	
Sub-total Cardholder N Cardholder N Spend Cap: \$	lumber:	10,276.18 Amount	927.34 Default GST*
Sub-total Cardholder N Cardholder N Spend Cap: \$ Date	umber: 5,000.00	`	
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Sub-total Cardholder N	umber: 5,000.00 Description EZI*ALIA DEAKIN	Amount 150.00	Default GST * 13.63 26.82
Sub-total Cardholder N Cardholder N Spend Cap: \$ Date 11/03/2022 14/03/2022 Sub-total	Tumber: 5,000.00 Description EZI*ALIA DEAKIN BOOKTOPIA PTY LTD LIDCOMBE	Amount 150.00 295.07	Default GST * 13.63 26.82
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IMPORTANT MESSAGES

 * The calculation is an estimate amount only and is not to be relied upon as an actual GST calculation.

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ANZ BUSINESS ONE

ACCOUNT NUMBER:

YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT

ON 09/05/22

ENSURE THAT YOUR ACCOUNT HAS SUFFICIENT FUNDS AT START OF BUSINESS ON YOUR DUE DATE AS SHOWN ON YOUR STATEMENT. FOR ADVICE ON YOUR TAX AFFAIRS, INCLUDING PREVIOUS REWARDS FEES CHARGED TO YOUR ACCOUNT, PLEASE CONSULT YOUR TAX ADVISER.

ANY QUESTIONS: PLEASE CALL 1800 032 481, MONDAY TO FRIDAY, 8AM TO 8PM(AET)

* The calculation is an estimate amount only and is not to be relied upon as an actual GST calculation.

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7.3 LGIS / ROYAL LIFE-SAVING WA SAFETY ASSESSMENT AND IMPROVEMENT AUDIT

File Number:	RM/030/1
Author:	Christie Mildenhall, Acting Director of Community Services
Responsible Officer:	Amanda Dexter, Chief Executive Officer
Authority/Discretion:	Information

SUMMARY

This report is to advise the Audit Committee of the outcome of the compliance audit conducted by Royal Life-Saving WA on behalf of LGIS at the Derby Memorial Swimming Pools in April 2022, and for the Committee to note the improvement plan to be implemented by Officers to meet areas identified for improvement.

DISCLOSURE OF ANY INTEREST

Nil by Author or Responsible Officer.

BACKGROUND

As part of LGIS's commitment to reducing risk within the Shire's insurance scheme they recommend aquatic facilities complete a compliance inspection every four years. The inspection is undertaken by Royal Life-saving WA and assesses the compliance of the pool operations with the *Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatics Facilities* and the *Guidelines for Safe Pool Operations*.

The safety assessment was due to be undertaken in December 2021, however this was delayed by Royal Life-saving WA due to COVID. The audit was conducted 8 April 2022, with the Shire being provided the audit report on 19 April 2022 (provided as Attachment 1).

STATUTORY ENVIRONMENT

Aquatics facilities are required to comply with the *Health (Miscellaneous Provisions)* Act 1911, *Health (Aquatic Facilities)* Regulations 2007 and the Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatics Facilities.

POLICY IMPLICATIONS

Whilst there is not an overarching policy related to the operation of the Derby Memorial Swimming Pool the following policies relate to aspects of the management and therefore should be considered;

- C2- Elected Member and Employee Training and Professional Development;
- F2- Asset Management;
- PC1- Risk and Opportunity Management Policy; and
- PC2- Occupational Safety and Health Policy.

FINANCIAL IMPLICATIONS

The majority of the financial costs associated with addressing the issues identified in the Safety Plan are fairly minor and are able to be dealt with through the operational budget of the pool.

Fault 1.1 had been identified as an area of concern through previous inspections of the pool and has been included in the scope of works being undertaken later this year as part of the works being funded through the Local Roads and Community Infrastructure Fund. If this job was being undertaken independent of those works it would be expected to cost between \$15,000 and \$20,000.

Fault 1.2 can be dealt with the annual servicing of the pool filter system which is now due. This service is included as an item in the operational maintenance budget each year and costs between \$17,000 and \$20,000 per annum. By having this undertaken at the time of the pool filter service the Shire is able to make cost savings, as there are limited contractors who are able to undertake the work and there would be substantial travel expenses associated with getting a contractor on site.

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
2. Community	2.2 Healthy Communities	2.2.1 Build, maintain and maximise the use of community facilities
2. Community	2.4 Sustainable Communities	2.4.2 Collaborate with key agencies, groups and service providers to improve community services, programs and facilities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Business Interruption: Failure to rectify issues identified may result in the Shire being unable to provide a facility that complies with the Code of Practice and is therefore unable to operate.	Possible	Severe	High	Address issues identified in the Safety Report as outlined in the Improvement Plan.
Financial: The Shire may experience a financial impact should the pool be closed due to non- compliance or an incident occurs as the result of failing to rectify identified issues.	Likely	Severe	Extreme	Address issues identified in the Safety Report as outlined in the Improvement Plan.
Legal & Compliance: Failure to rectify issues	Possible	Moderate	Medium	Address issues identified in the Safety Report as

will result in aspects of the pools operation not being compliant with legislation, code of practice and Australian Standards.				outlined in the Improvement Plan.
Organisation's Operations: Risks identified in the report include those identified relating to day-to-day business practices and systems.	Likely	Moderate	High	Address issues related to operational processes as identified in the Safety Report.
PeopleHealth&Safety:The report identifiessafety risks which mayresult in accident,injury or illness tofacility users and staff.	Unlikely	Severe	High	Address issues identified in the Safety Report as outlined in the Improvement Plan.
Reputation: Failure to address identified safety issues may be viewed by the community as failing to provide a safe facility for the community.	Likely	Major	High	Address issues identified in the Safety Report as outlined in the Improvement Plan.

Detailed risk assessment of the individual issues identified in the safety assessment are provided in the Action Plan (Attachment 2).

CONSULTATION

The safety assessment was undertaken in consultation with Royal Life-saving WA and Shire of Derby / West Kimberley Aquatics and Recreation staff.

COMMENT

The safety assessment was conducted based on the requirements outlined within the *Guidelines* for Safe Pool Operations and the Code of Practice for the Design, Construction, Operation and Maintenance of Aquatic Facilities and considers the compliance in 12 areas.

The findings of the assessment were outlined in the Safety Assessment and Improvement Plan provided to the Shire. The Shire's overall scores in the compliance areas are outlined below. It should be noted 'Special feature' refers to pool inflatable devices of which the Shire has two. The Derby Memorial Swimming Pool does not have a spa pool, water slide or hydrotherapy so was not assessed on these areas;

ITEM	CENTRE SCORE	TOTAL SCORE	SAFETY SCORE
General Administration	8	9	88.89%
Design and Construction	41	43	95.35%
Circulation and Water Treatment	17	18	94.44%
Chemical Safety	40	47	85.11%
Water Quality and Testing	8	8	100.00%
Qualification for Aquatic Facility Personnel	4	4	100.00%
General Sanitation and Operation	22	27	81.48%
Special Feature	8	12	66.67%
Spa Pools	0	0	N/A
Water Slides	0	0	N/A
Hydrotherapy	0	0	N/A
Spray Park Water Feature	14	16	87.50%
OVERALL RATING	162	184	88.04%

The Safety Assessment and Improvement Plan provided details of issues identified or areas of concern, as well as providing advice on the rectification of the issue.

Two issues of significant concern were identified as requiring immediate action to eliminate risk.

1. It is recommended that the Pool engage an Electrician to conduct Equipotential Bonding testing at the facility and install earth bonding to all metallic objects greater that 100mm within the pool zone – refer to ASNZS 3000-2018.

Simply described equipotential bonding is a process undertaken by a qualified electrician to 'earth' any and all potentially dangerous conductive materials within the pool area. In the pool environment items such as handrails, lane rope anchor points, deck sockets and shade sail structures would typically require equipotential bonding.

The possible lack of equipotential bonding was raised in separate pool inspections recently used to inform the planning of refurbishment works being undertaken at the Derby Memorial Swimming Pool. It has therefore been included in the scope of works being undertaken as part of the Local Roads and Community Infrastructure (LRCI) Funding project. These works also include the replacement of lane rope sockets and works to repair shade structure and light poles which will need to be earthed. Works dates are to be confirmed, however expected to take place in August.

If undertaken independently equipotential bonding would expect to cost approximately \$15,000 - \$20,000.

2. It is recommended that the pool engage a certified technician to service and repair the chlorine auto shut down system – ref to AS2927:2019.

The safety inspection identified that there is an issue with the chlorine auto shutdown system. This system result in the closure of the chlorine gas cylinders should a gas leak be identified.

The annual service of the pool filter system is now due and the contractor engaged for this service will also inspect the issue with the chlorine auto shutdown system whilst onsite. Contractors working on the system must have a chlorine chemical licence which limits the number of contractors available to undertake this work. Utilising the same contractor to inspect the chlorine auto shutdown system at the same time will provide substantial cost savings as contractors will be travelling from Perth to complete this service.

Advice has been received from the contractor that it is best to undertake the pool filter system service after the refurbishment works have been completed. The date is to be confirmed but works are likely to take place in September.

All risks identified in the report have been translated in to an Action Plan which is currently being implemented. The action plan provides;

- Details of the risk;
- A risk rating (utilising the Shire's Risk & Opportunity Management Framework);
- Details of proposed fault rectification;
- Information on any legislation or Australian Standards which apply;
- Estimated cost and funding source;
- Estimated completion date; and
- Progress of works.

Most of these items have been classed as requiring measures, such as signage or indicators to reduce risk, or where procedures and other documents are not up to date. Whilst some tasks will be labour intensive in terms of staff time the majority of items will be relatively simple and easy to achieve.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- 1. Derby Memorial Swimming Pool Safety Assessment and Improvement Plan April 2022 <u>U</u>
- 2. Action Plan 🕂 🛣

COMMITTEE RESOLUTION AC54/22

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee;

- 1. Receives the information contained in the report detailing the Royal Life-Saving Safety Assessment and Improvement Plan.
- 2. Notes the proposed Action Plan as outlined in Attachment 2 to address the issues identified in the Royal Life-Saving WA Safety Assessment and Improvement Plan.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0





CONTENTS

PART 1: IDENTIFIED FAULTS
PART 2: IMPROVEMENT PLAN
Eliminate Risk
Control/Modify Risk3
Procedures and/or Personal Protection
PART 3: OVERALL SAFETY SCORE



PART 1: IDENTIFIED FAULTS

An aquatic safety assessment was conducted at the Derby Swimming Pool on 8 April 2022. The assessment was based on the requirements outlined within the Guidelines for Safe Pool Operations and the Department of Health Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities.

Facility:	Derby Swimming Pool
Safety Assessment Date:	8 April 2022
Lead Assessor:	Eddie Gibbs
Venue Staff:	Madison Church
Immediate Recommendations:	 It is recommended that the Pool engage an Electrician to conduct Equipotential Bonding testing at the facility and install earth bonding to all metallic objects greater than 100mm within the pool zone – ref to ASNZS 3000-2018. It is recommended that the Pool engage a certified technician to service and repair the chlorine auto shut down system – ref to AS2927:2019.

The following faults were identified which require improvement to fully meet safety standards.

Areas where measures are needed to eliminate the associated risk.

- 1.1 No evidence that metallic objects greater than 100mm in size are earthed.
- 1.2 Chlorine auto shut down system non-operational at time of assessment, due to maintenance breakdown.

Areas where measures are needed to control/modify the associated risk.

- 2.1 No specific "Emergency Exit" signage in front main exit point from facility, No specific "Emergency Exit" signage at side gate exit.
- 2.2 Automated chlorine gas, and soda ash auto dosing systems currently nonoperational at time of this assessment, undergoing repairs.
- 2.3 No wind direction indicators are installed.
- 2.4 Current gate entry to chlorine gas storage area cannot be secured open.
- 2.5 No "Chlorine Gas" warning placard signage in place external gate entry to chlorine gas storage area.
- 2.6 Minimal "Watch Around Water" resources displayed around internal areas at the facility at time of assessment.
- 2.7 No Inflatable rules usage signage displayed when inflatable devices are in use, consultation with facility management.
- 2.8 It was not clear if the spray pad consisted of a drain diversion to waste connection.

Areas where procedures and/or personal protection are needed to address the associated risk.

- 3.1 The current site plan requires updating to reflect specific Exit, and designated "Emergency Exit" points from the facility.
- 3.2 Training required in chlorine gas handling.

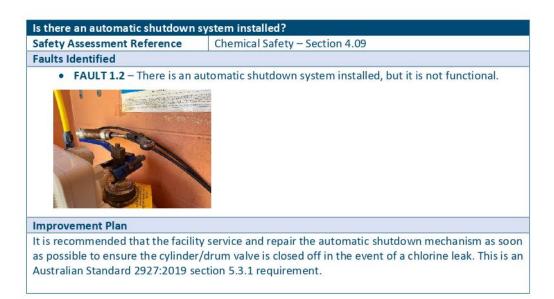
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- 3.3 No updated chemical manifest sighted at time of assessment.
- 3.4 No risk assessment for the storage and handling of chlorine gas.
- 3.5 Current operations manual requires updating.
- 3.6 The Emergency Action Plan is not specific for a major chlorine leak.
- 3.7 There is no record that Emergency Action Plan is being practised.
- 3.8 There is no evacuation kit prepared.
- 3.9 There is no user manual sighted or obtained for both inflatables.
- 3.10 There is no risk assessment completed for the intended use of inflatables.
- 3.11 Inflatable air blowers are not secure / tethered when in use.
- 3.12 No certification for water spray ground sighted at time of assessment.

PART 2: IMPROVEMENT PLAN

Eliminate Risk





Control/Modify Risk











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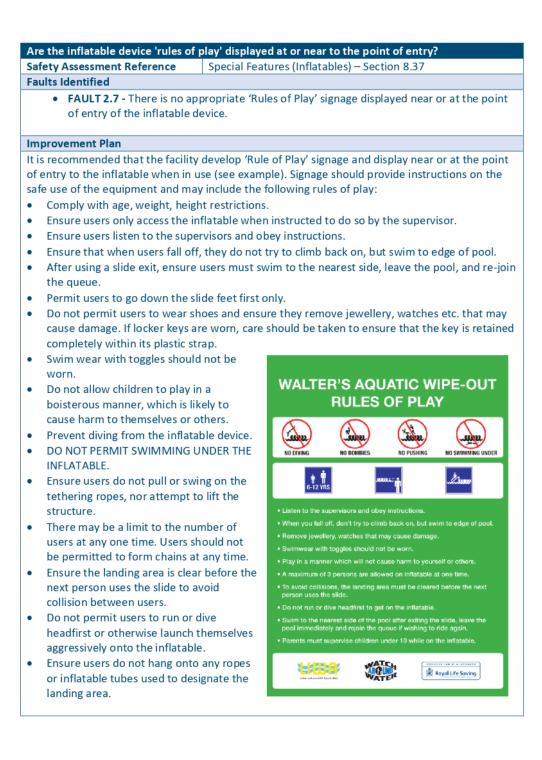


















 FAULT 2.8 – It was not clear at the time of assessment that spray pad had a drain diversion connection.



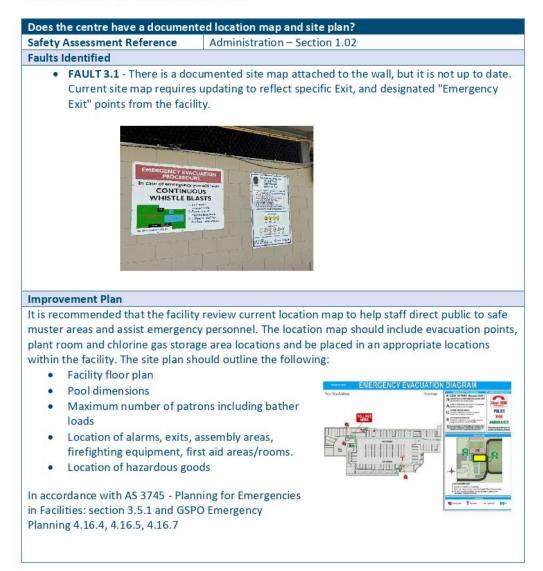
Improvement Plan

It is recommended that the facility review current drainage system to ensure it incorporates a means to divert all spray pad water for discharge to waste when not operating. Spray pad drains should be diverted to waste for cleaning purposes prior to use and whenever the facility is not open to patrons. All top-up water must be filtered and treated before it may be used/reused to spray pad features.

The design of spray pad, drainage diversion and return drainage plumbing system should be graded and designed so all water will be drained from the system and at no time contain trapped water.



Procedures and/or Personal Protection





Have technical pool operators been appropriately trained in chlorine gas storage and handling within the last three years

Safety Assessment ReferenceChemical Safety – Section 4.10Faults Identified

• FAULT 3.2 – Operators have not been appropriately trained in chemical storage and handling in the last three years.

Improvement Plan

All technical pool operators that are required to handle pool hazardous substances including chlorine gas should be trained in correct techniques prior to handling chemicals. It is recommended that the facility deliver training to relevant staff on chlorine gas storage and handling safety which should include the following:

- The nature of the work and safe methods of operation.
- Properties of, and hazards associated with, the storage and handling of chlorine and its associated equipment on the site.
- Site safety regulations, including restrictions on movement, access, and activities.
- Location of first aid equipment, and first aid measures to be taken.
- Correct use of personal protective equipment, including its care and maintenance.
- Emergency procedures covering leaks, fires, and explosions, in consultation with the appropriate authorities and chlorine supplier/s.
- Conditions and obligations of work permits, including confined space entry permits.
- Any changes made to plant, equipment, or operating procedures.

Training should be carried out under a formalised system, documented, and kept for future reference. Australian Standard 2927:2019

Has a manifest listing all types and maximum quantities of each chemical stored been developed and stored in a suitable remote location?

Safety Assessment Reference Chemical Safety – Section 4.28

Faults Identified

• FAULT 3.3 – No updated chemical manifest sighted at time of assessment.

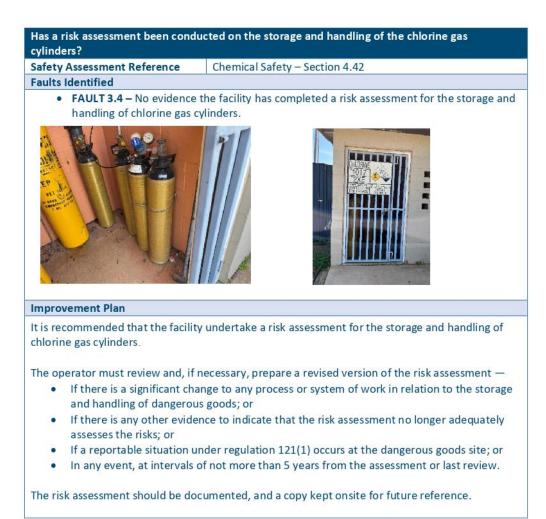
Improvement Plan

It is recommended that that facility develop and appropriately store a chemical manifest that details (at a minimum):

- General information (name of operator, address, date manifest was prepared etc)
- Emergency contacts
- Chemical types stored (including Dangerous Good type and packing group type)
- Maximum quantities of each chemical likely to be stored within the whole facility
- Site map with storage locations, points of entry, essential services (fire services) and isolation points for gas, water, power.

The manifest should include all hazardous substances (including those used for cleaning) and be provided in ascending order of the most dangerous to the least.

A copy of the manifest should be maintained in a remote location for possible future reference in the event of an emergency. Please note that a chemical manifest is a legal required where the quantities of those hazardous chemicals exceed prescribed threshold amounts. Refer to Dangerous Goods Safety (Storage and Handling of Non-Explosive) Regulations 2007, however it would be considered industry best practice to have a chemical manifest on site even if chemicals did not exceed prescribed threshold amounts.



Is the Operations Manual reviewed annually?

 Safety Assessment Reference
 General Sanitation and Operation – Section 7.18

 Faults Identified
 Contract of the section of th

FAULT 3.5 - Operations Manual has not been reviewed in the past year and requires updating.

Improvement Plan

It is recommended that the Operations Manual be reviewed and updated to ensure information is up to date with current operations. Key elements of the Operations Manual should be reviewed at least <u>annually</u> to validate the appropriateness of the procedures. The review should consider internal and external influences that may affect performance. The process used and outcomes of the review should be recorded.



Has an Emergency Action Plan (EAP) that includes sections for different scenarios and locations been developed? Does the site have an Emergency Plan covering chlorine gas, with detailed site layout lodged with the emergency services?

 Safety Assessment Reference
 General Sanitation and Operation – Section 7.19

 Faults Identified

• FAULT 3.6 - The Emergency Action Plan is not specific for a major chlorine leak.

Improvement Plan

It is recommended that the facility create an Emergency Action Plan which includes procedures for various scenarios including:

- Overcrowding
- Structural Failure
- Toxic Gases Emissions / Chemical Spills
- Disorderly Behaviour
 Toxic G
 Lack of Water Clarity
 Bomb
 - , Building Evacuation

Lighting/Power Failure

- Bomb Threat
- Injured Guest (Minor)
- Fire

- Injured Guests (Major)
- Critical Incident Stress Debriefing

Have all parts of the Emergency Action Plan (EAP) been practiced/tested through an incident scenario either as a desktop review or a field exercise in the last 12 months and has been documented and dated?

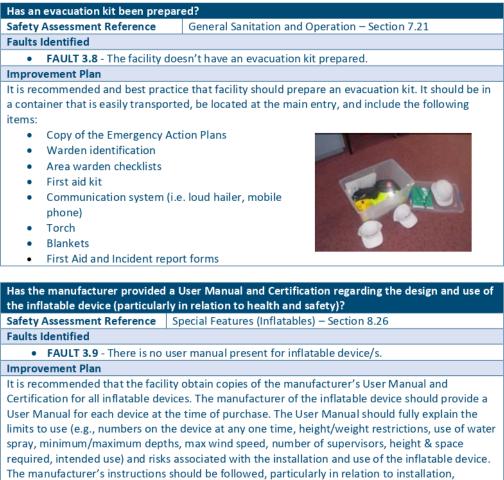
Safety Assessment ReferenceGeneral Sanitation and Operation – Section 7.20Faults Identified

• FAULT 3.7 - There is no record that Emergency Action Plan is being practised.

Improvement Plan

It is recommended and best practice that key elements of the Emergency Action Plan should be practiced at least annually to validate the appropriateness of the procedures. The review should consider internal and external influences that may affect performance. The process used and outcomes of the review should be recorded.





operation, maintenance, and inspection.

- The device should be set up according to the manufacturer's instructions with all device anchor points connected to secure anchorages in the correct positions. Where the manufacturer's instructions are not clear or cannot be complied with, the anchorage system should be designed by a competent person.
- The anchorage points should be tested to ensure they can withstand the horizontal force specified by the manufacturer, (or 1.6kN).
- For external use, weather conditions should be continuously monitored and, if the wind velocity approaches the maximum permitted by the manufacturer or supplier, the device should be cleared and deflated immediately.
- The patrons should be instructed in the safe use of the equipment and signs setting out the rules of play should be prominently displayed at the entrance to the device.

In the absence of such information, the inflatable device should not be used until the information has been sought from the manufacturer/supplier or a competent person has provided the necessary information.

The recommended measures in the User Manual should be incorporated into the facility's Operation Manual and staff induction/training.

Safety Assessment Reference Special Feature	s (Inflatables) – Section 8.27				
Faults Identified					
 FAULT 3.10 - The centre has not complet their intended use. 	ed a risk assessment for inflatable devices and				
Improvement Plan					
It is recommended that the facility undertake a r	isk assessment for all inflatable devices and their				
intended use. In accordance with AS 3533.3.5:20 consider include:	17 / Possible hazards that operators may need t				
 Drowning Supervision of underside of water-based inflatable can be obscured Batton getting study under water based 	 Patron's swimming under the water-based inflatable Patrons entering water headfirst from slide Patrons trying to slide up slide 				
 Patron getting stuck under water-based inflatable Patron falling off and panicking if not a strong swimmer 	 Patrons trying to climb up slide Friction burns from water-based inflatable material Water on pool concourse making it slipper 				
Swimming ability of younger patronsImpact with the edge of the pool	Position of anchor ropes at deep end m cause entrapment				
 Impact with the pool bottom by a user falling off into an insufficient depth of water 	 Anchor ropes coming loose Unintended deflation while in use Blower installation not secure 				
 Insufficient depth of water at the exits from the device Inadequate tethering 	 Poor water quality leading to introduction to Pseudomonas organisms and other possible forms of bacteria leading to the 				
 Injury caused by impact with a tethering device 	development of an itchy rashInjury caused by outdoor use in high winds				
 Injury caused by using an electrical blower in a wet environment 	or bad weather • Weak swimmers out of their depth				
 Inadequate supervision of the structure Injury caused by inappropriate behaviour Overloading or exceptional use leading to 	 Impact with the pool bottom as a result of insufficient depth of water at the exit from the device 				
the structure splitting, deflating, and causing possible entrapment within the structure	 Impact with another user as a result of inappropriately sized and sectioned off landing area 				
 Patrons pushing water-based inflatable from side to dislodge other users 	Effect of exhaust fumes if using a petrol blower in confined spaces				



Are air pumps and air hoses appropriately positioned?										
Safety Assessment Reference	Special Features (Inflatables) – Section 8.35									
Faults Identified										
• FAULT 3.11 - Air pumps/blowers used for inflatable device/s are not secure / tethered										
when in use.										
Improvement Plan										
 inflatable device/s and ensure that Air hoses, air pumps and a and falls. Blower tubes should be d the risk to patrons. Blowers should be position position, unable to be tam pulled into the water und being throttled by people Blowers must have a prof Blowers should have a poor of blower unit). In the eventhat immediate action to The blower unit or any ot located and guarded / bar the public and protected 	undertake a review of current air pumps/blowers used for they are tethered into place during use. Specifically: electrical cords should be positioned to avoid the risk of trips esigned to enable the positioning of the blower to minimise aned externally to the inflatable device, in a dry and safe inpered with and fixed in a manner that prevents them being er any circumstances. Blower tubes should be protected from or objects. hibition notice to warn public from touching them. wer loss system alarm set in place (if required by manufacturer ent of power failure to the blower an alarm will sound to warn evacuate the inflatable must be taken to avoid entrapment. her electrical equipment associated with the device should be pricaded to prevent contact by patrons or other members of through a residual current device (RCD). should comply with the electrical requirements be tested and									
tagged in accordance with Guarding should be provided to ens by foreign debris.	n AS 3533.3.5:2017 sure air volume to the intake of the blower cannot be affected									



Has the manufacturer provided Certification and a User Manual regarding the design, operation, maintenance, supervision, and use of the playground equipment, particularly in respect to staff training/induction and occupational health and safety?

 Safety Assessment Reference
 Water Spray Grounds – Section 12.01

 Faults Identified

• **FAULT 3.12** - There is no user manual and/or certification present for water spray ground equipment sighted at time of assessment.



Improvement Plan

It is recommended that the facility obtain copies of the manufacturer's User Manual and Certification for all spray ground features. The manufacturer should provide a User Manual for each feature at the time of purchase. The User Manual should fully explain the operation, supervision, and maintenance requirements.

The instructions for maintenance should include the frequency with which the equipment or its components should be inspected or maintained and should include guidance on the following, where relevant:

- Routine visual inspection (cleanliness, equipment clearances, surface finishes, exposed foundations, sharp edges, missing parts, excessive wear and structural integrity). For spray grounds subject to heavy use or vandalism, daily inspection of this type may be necessary.
- Operation Inspection carried out as indicated by manufacturer's instruction.

In the absence of such information, the spray ground features should not be used until the information has been sought from the manufacturer/supplier or a competent person has provided the necessary information.

The recommended measures in the User Manual should be incorporated into the facility's Operation Manual and staff induction/training.



PART 3: OVERALL SAFETY SCORE

ITEM	CENTRE SCORE	TOTAL SCORE	SAFETY SCORE
General Administration	8	9	88.89%
Design and Construction	41	43	95.35%
Circulation and Water Treatment	17	18	94.44%
Chemical Safety	40	47	85.11%
Water Quality and Testing	8	8	100.00%
Qualification for Aquatic Facility Personnel	4	4	100.00%
General Sanitation and Operation	22	27	81.48%
Special Feature	8	12	66.67%
Spa Pools	0	0	N/A
Water Slides	0	0	N/A
Hydrotherapy	0	0	N/A
Spray Park Water Feature	14	16	87.50%
OVERALL RATING	162	184	88.04%



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Fault Number	Indentified Fault	Hazard	Risk - Likelihood	Risk - Consequences	Risk Rating	Risk Control	Fault Rectification	Comments on Fault	Standards/Legislation	Estimated Cost	Funding Source	Estimated Completion Date	Progress	Progress Comments
	Equipotential Bonding - No evidence that metallic					Eliminate	Undertake review to determine if handrails, lane rope anchor points, deck sockets, shade structures and light poles are earthed and rectify if required.	Included in the scope of works for the pool refurbishment	* Section 2.43 - Code of Practice. * AS/NZS 3000:2000	\$15,000 - \$20,000	LRCIF	30/08/2022	In progress	Contractor selected. Date of works to be confirmed. Estimated date 29 July.
1.1	objects greater then 100mm in size are earthed.	Electricity	Rare	Severe	Medium	Procedures and PPE	Maintain documentation as evidence of equipotential bonding. Records to include; * Electrical Compliance Certificate * Regular inspection of equipotential bonding * Regular testing and tazeing and RCD testing.	* Develop register of regular inspections required. * Related documents to be saved in Synergy.	NA	\$0.00	Operational budget - staff wages	30/08/2022	Not started	Requires completion of Equipotential Bonding works.
1.2	Chlorine automatic shutdown system is not functional	Chemical hazard	Unlikely	Severe	High	Eliminate	Service and repair automatic shutdown mechanism.	To be inspected as part of the annual filter system service which is now due.	* Section 4.09 - Code of Practice * AS 2927:2019	\$5,000.00	Operational budget - maintenance	30/08/2022	In progress	Commercial Aquatics investigate Cl2 issue when they do the annual filter service. Recommended services occurs after pool works.
	Exits signs are not properly illuminated / reflective.					Control / Modify		Externally illimunated exit signs should only be used in area that have means for automatically exhausting or excluding smoke.		\$0.00		30/06/2022	In progress	
2.1	No specific 'Emergency Exit" signage in front of main exit point from facility.	Emergency safety	Possible	Minor	Medium	Control / Modify	Install reflective exit signage on the external gates pictured in report (x2).		* Section 2.33 - Code of Practice * AS 2293.3	\$50.00	Operational budget - Other Expenses	30/06/2022	In progress	Getting quotes. Requiring additional information to ensure signs meet safety standards.
	No specific 'Emergency Exit" signage at side gate.					Control / Modify				\$50.00		30/06/2022	In progress	
2.2	Automated chlorine gas and soda ash autodosing system non-operational (undergoing repairs).	Chemical hazard	Possible	Major	High	Control / Modify		System not operating due to optidrive requiring replacement. Optidrive from pump 2 has been temporarily placed on pump 1 however can not operate to the same capacity and other systems had to be turned off to ensure pump operation. Chemicals are being manually dosed.		\$0.00	Operational budget - maintenance	30/05/2022	Complete	System working again as Optidrive has been repaired.
	Optipower system non- operational.	Mechanical	Almost certain	Moderate	High	Control / Modify	Replace optidrive.	Optidrive on pump 1 broken and is awaiting replacement. Optipump from pump 2 temporarily put on pump 1 to allows main pumps to operate, however can not oprate to same capacity.		\$4,317.50	Operational budget - maintenance	30/05/2022	Complete	Optidrive on pump 1 replaced.
2.3	No wind direction indicators installed	Emergency safety	Unlikely	Minor	Low	Control / Modify	Install windsock / wind indicator where chlorine containers are connected for use.		* Section 4.12 - Code of Practice. * AS 2927:2019	\$300.00	Operational budget - maintenance	14/06/2022	In progress	Works request completed for pole installation.
2.4	Current gate entry to chlorine gas storage area	Entrapment	Possible	Moderate	Medium	Control / Modify	Fit all hinged doors with a device that will secure door open when a person is inside the storage area.		* Section 4.22 - Code of Practice	\$100.00	Operational budget - maintenance	14/06/2022	In progress	Works request done.
	cannot be secured open.					Procedures and PPE	Install signage indicating door must be kept open while a person is inside should be displayed and visible when door is in open position.		* AS 2927:2019	\$100.00	Operational budget - maintenance	30/06/2022	In progress	Getting quotes. Requiring additional information to ensure signs meet safety standards.
2.5	No "Chlorine Gas" warning placard signage in place to entry to chlorine gas storage area.		Possible	Moderate	Medium	Control / Modify	Install Chlorine Gas placard on external fence.	Likely was removed during works to realign fencing in the garden area.	 * Section 4.35 - Code of Practice * Dangerous Goods Safety (Storage and Handling on Non-explosives) Regulations. 	\$150.00	Operational budget - maintenance	30/06/2022	In progress	Getting quotes. Requiring additional information to ensure signs meet safety standards.
2.6	Minimal Watch Around Water Signage	Environomenta I hazard	Likely	Minor	Medium	Control / Modify	Review parental supervision signage and resources and consider additional strategies promoting supervision policies.		* Section 7.08 - Code of Practice	\$0.00	Operational budget - staff wages	30/06/2022	Not started	
2.7	There is no appropriate 'Rules of Play' signage displayed near or at the popint of entry of the inflatable device.	Plant and equipment	Possible	Severe	High	Control / Modify	Develop 'Rule of Play' Signage and display near or at the point of entry to the inflatable when in use.	The Shire has previously had this signage, however appears to have been thrown out and not replaced. Maybe record of previous signage which can be ammended rather than recreated.	* Section 8.37 - Code of Practice	\$500.00	Operational budget - maintenance	30/06/2022	In progress	Design and rules created in CANVA. Waiting to be approved and made into a sign.
2.8	Not clear at the time of assessment that the spray pad had a drain diversion connection.	-	Possible	Major	High	Control / Modify	Review current drainage system to ensure it incorporates a meand to divert all spray pad water for discharge to waste when not operating.	2017 audit noted the facility was compliant.	* Section 12.13 - Code of Practice.	\$500.00	TBA. Pending outcome of review.	31/08/2022	Not started	To be completed once the Splash Part has been fixed.
3.1	Document site map attached to wall is not up to date.	Emergency safety	Unlikely	Minor	Low	Procedures and PPE	I Review current location map. Refer to report for items to be included.		* Section 1.02 - Code of Practice * AS 3745: Section 3.5.1 and GSPO Eergency Planning 4.16.4, 4.16.5 and 4.16.7	\$0.00	Operational budget - staff wages	31/12/2022	Not started	

3.2	Operators have not been appropriately trainined in chemical storage and handling in the last 3 years.	Chemical hazard	Possible	Major	High	Training to be included on staff training matrix Procedures and PPE Staff to undertake training in handling hazardous substances.	*RLSWA sent out survey after visit to assess the industry needs in relation to this as many pools appear to be non-compliant in this area. * 2 staff members have completed traning as part of pool operations training in the past 12 months. 1 staff members has left since audit undertaken. Only 1 staff member requiring training.	* Section 4.10 - Code of Practice	\$0.00 \$1,500.00	Operational budget - staff wages Operational budget - training	30/06/2022 31/08/22	Not started	Training providers identified. All are Perth based so book training when staff are going to Perth for other training.
3.3	No updated chemical manifest sighted at time of assessment No evidence that a risk	Chemical	Possible	Major	High	Procedures and Develop and appropriately store a chemical manifest. PPE Copy retained in a remote location, as well as on site.		*Section 4.28 - Code of Practice	\$0.00	Operational budget - staff wages	30/06/2022	In progress	Lisa conducting an audit and will complete Manifest
3.4	assessment has been completed for the storage and handling of chlorine gas cvclinders.	hazard Manual tasks				Procedures and Undertake a risk assessment for the storage and PPE handling of chlorine gas cylinders.	* Hazardous substance risk assessment available in the WHS Sharepoint page (Risk Assessments).	* Section 4.42 - Code of Practice	\$0.00	Operational budget - staff wages	31/05/2022	In progress	Jackson completing
3.5	Operations manual has not been reviewed in the past 12 months.	Plant and equipment Chemical hazard	Likely	Moderate	High	Procedures and PPE Review and update operations manual.	* Operations manual to be maintained in hard copy at pool office and electronically on Sharepoint.	* Section 7.18 - Code of Practice	\$0.00	Operational budget - staff wages	31/12/2022	In progress	Procedures being updated as new ones are created.
3.6	Emergency Action Plan (EAP) is not specific for a major chemical leak.	Emergency safety	Unlikely	Severe	High	Procedures and EAP should be developed which includes procedures PPE for scenarios outlined in the report.	* Some procedures may be available in the EAP LGIS has developed for the Administrations buildings. * EAP to be in hard copy in office and electronically on Sharepoint.	* Section 7.19 - Code of Practice	\$0.00	Operational budget - staff wages	31/10/2022	Not started	
3.7	No record EAP is being	Emergency	Unlikely	Minor	Low	Procedures and PPE Practice key elements of the EAP on an annual basis.	Team has been doing monthly practices of aspect of EAP. Clarifying if the activities they are undertaking meet requirements.	* Section 7.20 - Code of	\$0.00	Operational budget - staff wages	30/06/2022	In progress	Checking with RLSWA on requirements
	practiced.	safety	,			Procedures and Document the process used and outcomes of review EAP. Clarify PPE are documented	Team has been doing monthly practices of aspect of Practice EAP. Clarifying if the records they have meet s requirements.	\$0.00	Operational budget - staff wages	30/06/2022	In progress	Checking with RLSWA on requirements	
3.8	The facility doesn't have an evacuation kit prepared.	Emergency safety	Unlikely	Minor	Low	Procedures and Set up an evacuation kit outlining the items outlined in PPE the report.		* Section 7.21 - Code of Practice	\$500.00	Operational budget - Other Expenses	30/06/2022	Not started	Dependent on EAP being updated (3.6). Any items needed to be purchased should be done this financial year.
3.9	No user manual present for inflatable devices.	Plant and equipment	Possible	Moderate	Medium	Procedures and Obtain user manual and certfication for all inflatable PPE devices.	* 2x devices * Online version available for most recent device	* Section 8.26 - Code of Practice	\$0.00	Nil required Operational	1/06/2022	Complete	
						Procedures and PPE PPE		\$0	\$0.00	budget - staff 1/06/2022 wages	1/06/2022	Complete	
3.10	Centre has not completed a risk assessment for inflatable devices and their intended use	Plant and equipment	Possible	Moderate	Medium	Procedures and PPE Undertake a risk assessment for all inflatable devices.	* 2x devices. * Hazards to be considered listed in report.	* Section 8.27 - Code of Practice. * AS 3533.3.5:2017	\$0.00	Operational budget - staff wages	1/06/2022	Complete	
3.11	Air pumps used for inflatable devices are not		Possible	Minor	Medium	Procedures and Review current air pumps used for inflatable devices PPE and ensure they are teethered in place during use.		* Section 8.35 - Code of Practice.	\$0.00	Operational budget - staff wages	30/06/2022	In progress	Request completed for the works. Suggestion - to have a cage around the
	secured / tethered when in use.	equipment				Control / Guarding should be provided to ensure air volume to the intake of the blower can not be affected by forgein debris.		* AS 3533.3.5:2017	\$0.00	Operational budget - staff wages	30/06/2022	In progress	blower to protect from debris, usually when the inflatable is in use we barricade the area off with tables and bolards.
3.12	No user manual and/or certification present for water spray ground equipment sighted at time	Plant and equipment	Possible	Minor	Medium	Procedures and Obtain copy of manufacturer's user manual and PPE certficiation for all spray ground features.		* Section 12.01 - Code of Practice.	\$0.00	Operational budget - staff wages	31/08/2022	In progress	Have discussed with supplier who is working on previding these along with repacement parts.
	of assessment					Procedures and Incorporate information regarding inspections, PPE cleaning etc into the facilities Operation Manual		* Section 12.01 - Code of Practice.	\$0.00	Operational budget - staff wages	31/07/2022	Not started	

7.4 RANGER SERVICES PROCEDURES

File Number:7014Author:Robert Paull, Manager Development ServicesResponsible Officer:Amanda Dexter, Chief Executive OfficerAuthority/Discretion:Advocacy

SUMMARY

The Shire's 'Ranger Services' has prepared wide ranging operational procedures that seek to ensure a transparent and consistent approach to the role of Shire Rangers. Council is requested to note the procedures as the general methods to undertake the myriad of Ranger tasks.

DISCLOSURE OF ANY INTEREST

Nil by author and Responsible Officer.

BACKGROUND

Ranger Services have responsibility to assist with matters such as:

- Dog and cat control
- Litter control
- Camping
- Stray and wandering stock
- Abandoned vehicles
- Verge obstructions
- Firebreak and fire hazards
- Education programs

STATUTORY ENVIRONMENT

The Shire's Ranger Services is responsible for the enforcement and administration of a number of State Statues and Council Local Laws throughout the Shire.

The administration of these Statutes and Local Laws include investigating complaints, providing public education and awareness and the issue of Infringement Notices or instigation of Prosecutions for non-compliance. State Legislation administered and enforced by the Rangers include the following:

- Local Government Act 1995
- Local Government Miscellaneous provisions Act 1960
- Dog Act 1976 & regulations
- Cat Act 2011 & regulations
- Litter Act 1979 & regulations
- Caravan Parks and Camping Grounds Act 1995 and regulations 1997
- Bush fires Act 1954 & regulations
- Control of vehicles (off road areas) Act 1978

• Shire of Derby/West Kimberley's local laws

Council will be mindful of the statutory obligations placed by the State of Western Australia on local governments through State legislation in relation to the role and responsibility of Shire Rangers.

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WEWILL
Priority 1: Leadership and	1.1 Collaboration and	1.1.1 Maximise local opportunities
Governance	Partnerships	
	1.2 Capable, inclusive and	1.2.4 Attract and effectively use
	effective organisation	resources to meet
		community needs
	1.3 Effective	1.3.3 Listen to and respond to the
	Communication	needs of our communities

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance:	Possible	Moderate	Medium	Council to note the Ranger's procedures to support the method and arrangements undertaken to achieve statutory compliance.

CONSULTATION

None proposed or anticipated.

COMMENT

Ranger Services has prepared wide ranging operational Procedures (Attachment 1) associated with their roles and responsibilities under State Legislation. Within the Shire, Rangers work in a challenging environment where the means of education and enforcement is tailored to suit the community we serve.

The Procedures seek to ensure a transparent and consistent approach to the role of Shire Rangers. Council is requested to note the Procedures as general methods to undertake the myriad of Ranger tasks.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Draft Ranger Procedures 🗓 🛣

COMMITTEE RESOLUTION AC55/22

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

That with respect to Ranger Services Procedures the Audit Committee recommend that Council:

1. Note the Report and Ranger Procedures as provided in Attachment 1.

In Favour:Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew TwaddleAgainst:Nil

CARRIED 5/0



Ranger Procedures

May 2022



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Document Reference Number:	
Responsible Directorate:	Development Services
Responsible Officer/s:	Director of Technical & Development Services, Manager Development Services, Senior Ranger and Rangers
Date of Approval by Manager:	/ (Director of Technical & Development Services)
Date of Effect:	
Procedure Review Period:	Two years
Date Review Due:	

1 | P a g e



Dog & Cat Registration

OBJECTIVE

This procedure is in accordance with the *Dog Act* 1976 and *Cat Act* 2011 and is to be followed when dogs or cats are to be registered within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger, Rangers and Authorised Registration Officers.

BACKGROUND

The *Dog Act 1976 and Cat Act 2011* requires that dogs over the age of three months and cats over the age of 6 months are required to be registered. Registrations must be in the name of the person over 18 years of age.

PROCEDURE

If a member of the public attends the Shire with the intent to register his/her dog or cat, the following steps are to be followed;

- The customer is to be given a current registration form and where necessary assistance to fill in the form. Note: customers must provide details such as full name, address, date of birth, contact numbers, sterilization certificate (if required) and microchip certificate (mandatory). These sections cannot be left blank.
- 2. The Authorised Registration Officer will check the form and raise a receipt for the fees to be charged.
- 3. Any concessions, such as pension cards, are to be copied and attached to the registration form, and fees adjusted accordingly.
- 4. Copies of the animals' sterilization certificate is required to be copied and recorded.
- 5. The Authorised Registration Officer then issues a dog or cat registration tag in accordance with the amount of years the dog or cat has been registered for i.e. for 1 year, 3 years or a Lifetime registration.
- 6. The Authorised Registration Officer then inserts all details into the computer system eg: (Synergy/Dogs).



- 7. If advised by a customer that a dog or cat is to be removed from the registration system, advice must be received in writing by the owner, stating the dog or cat is now deceased, or the dog or cat has been transferred to another local government, the Authorised Registration Officer is to:
 - a. Search for the animal registration on Synergy, for example: Dogs, Dogs Registration Details, ensuring the correct record has been selected; and
 - b. Select the Extended Details tab; and
 - c. Click on the drop down box on the right hand side and select either Deceased or Transferred Out (Please note that the Cancelled option is for Ranger use only); and
 - d. Insert todays date; and
 - e. In Reason, type that the dog is either deceased, or transferred to another Shire and include which Shire, and their new registration tag number if available; and
 - f. Return to the Dog Details tab and delete the assessment number; and
 - g. A message will appear asking "Change Owner details to property owner?", Click "No", then Save; and
 - h. A message will appear asking "You have changed the Assessment Number, do you want the previous assessment address saved in the Previous Address field?" Click "Yes".
- 8. Any fee refunds are to be approved by the Senior Ranger.
- If an applicant lists the breed of dog as a Restricted Breed/or cross, the Senior Ranger must be notified immediately. This is to impose containment and sterilization restrictions. The Restricted Breeds are or mix of any:
 - a. Dogo Argentino;
 - b. Fila Brasileiro
 - c. Japanese Tosa;
 - d. American Pit Bull Terrier;
 - e. Pit Bull Terrier;
 - f. Perro de Presa Canario or Presa Canario;
 - g. Any other breed of dog the importation of which is prohibited absolutely by the Customs (Prohibited Imports) Regulations 1956 (Commonwealth).
- 10. Dog registration period runs from 1 November to 31 October each year inclusive. On 1 October each year, Shire Administration Registration Officers, in conjunction with the Senior Ranger, will organise the dog registration renewal forms to be sent to all customers with an expired date of that year. This process can be found in the Synergy user's guide.
- 11. During patrols of the Shire, Rangers may discover dogs that are not registered, where he/she is to:
 - a. Verbally direct dog owners to have their dog registered within a certain time period, normally 7 days and advise on the penalties for non-compliance;
 - b. Create a Customer Service Request in Synergy;
 - c. After the period given has passed, the Ranger is to confirm compliance or not;



- d. If the dog has not been registered, the Ranger is to revisit the dog owner and further discuss the non-compliance of the direction given. If the Ranger feels that further time is required in order to gain compliance, then an extension of time may be granted, along with a written warning providing a date the registration needs to be completed by or infringements may be issued;
- e. Save the written warning to Synergy, Records Registration and link the Customer Service Request to the record
- 12. On the date provided on the written warning, check on Synergy for the dog registration details. If the registration:
 - a. Has been completed, open your Customer Service Request:
 - i. Select the Action Taken tab; and
 - ii. Click on Add Row, and insert your notes; and
 - iii. Select the Related Apps tab; and
 - iv. Click on Dog Register at the bottom of the page; and
 - v. Search for the relevant dogs registration details and select the appropriate record; and
 - vi. Click on Save.
 - b. Has not been completed:
 - i. Issue an infringement notice; and
 - ii. Update the Customer Service Request with the infringement number and date sent.



Keeping more than the Prescribed Amount of Dogs on a Property

OBJECTIVE

This procedure has been developed to provide instructions to Authorised Persons and members of the public to apply to Council to keep more than the prescribed number of dogs on a property within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger, Rangers and the Manager of Development Services in accordance with the *Dog Act 1976* and the Shire's *Dogs Local Law*.

BACKGROUND

The Dog Act 1976 limits the number of dogs permitted to be kept on a property to 6 dogs over the age of 3 months. The Shire's *Dogs Local Law* limits each property to 2 dogs, with the option for a customer to apply to Council to grant an exemption, and permit up to 6 dogs on one property.

This exemption has been delegated to the Chief Executive Officer and recorded in the Register of Delegations.

PROCEDURE

When Ranger Services Staff are contacted by people who have more than the required amount of dogs on one property, or they have received a complaint regarding a property with more than 2 dogs, they are to;

- 1. Advise the dog owner of the limits imposed under the Dog Act and Dogs Local Law
- 2. They can either;
 - a. Relocate all but 2 dogs from the property
 - b. Apply for an exemption to keep up to 6 dogs on their property. If the exemption is granted, it is only for the particular dogs on the application, they cannot replace one of the dogs if they pass away
- When applying for an exemption, an application form must be completed by the dog owner. This
 must include information;
 - a. The applicants full name, address and contact number
 - b. The registration details of all dogs included on the application (all dogs must be currently registered)



- c. A description of the property, fencing and where the dogs are to be housed
- d. The reason for the application
- e. If the applicant is not the owner of the property, permission must be received in writing by the property owner
- f. The applicant may include any information they believe relevant
- 4. On receipt of the completed application and after the fee is paid;
 - a. An acknowledgement letter is to be sent to the applicant by the Shire
 - b. Letters are to be sent to surrounding property owners advising of the application and that they have 14 days to object or support the application, and this must be received in writing. If an objection is received, it must include valid reasons why the application should not be approved.
- 5. The Ranger is to inspect the property and complete a property inspection report at a time suitable to the applicant. This is to include photographs and notes of;
 - i. Each individual dog
 - ii. Containment system or fencing
 - iii. Cleanliness of the yard, noting any noxious odours
 - iv. Any other animals normally kept at the property and their condition
- 6. The Ranger is to search Synergy, X; Drive and the Pound Register for any history relating to the owner or the dogs.
- 7. The Ranger is to complete a report for the CEO to review. This is to include;
 - a. A cover page listing the applicants name, address and contact number, a brief outline of their application
 - b. A copy of the application and any attachments
 - c. Photos of the property and fencing
 - d. Photos of each dog, along with their registration information
 - e. List any history of complaints related to the dogs and owner
 - f. Objections or letters of support
 - g. Rangers recommendation
- 8. Send the completed report to the Manager of Development Services for comment and recommendation
- 9. The Manager is to forward the report on to the CEO for comment and recommendation
- 10. The CEO is to return the completed report back to the Senior Ranger who is to scan and record into Synergy
- 11. The Senior Ranger is to send a letter of approval or refusal to the applicant.
 - a. Exemption approval letter must include;
 - i. Information of each dog, registration number, microchip number, description & names



- ii. The approval is only for those specific dogs and cannot change/swap dogs at the property
- iii. That any breach against the *Dog Act 1976*, DSWK *Dogs Local Law* or the *Animal Welfare Act 2002*, will result in cancellation of the exemption
- b. Exemption refusal letter must include;
 - i. A specific timeframe to relocate the dogs from the property
 - ii. A reason why the application was refused
 - iii. A timeframe for the additional dogs to be removed from the property
 - iv. Advise they may apply to the State Administrative Tribunal (SAT) for review of the decision and provide contact details
- c. Save the letter to Records Registration in Synergy, linking the CSR to the record
- 12. If the exemption was refused;
 - a. Attend the property after the allocated timeframe to ensure the additional dogs have been removed from the property
 - i. If the additional dogs have been removed, note this on the CSR, change the Status to "No further action" and save
 - ii. If the additional dogs have not been removed, send a written warning to the dog owner giving a specific timeframe to remove the additional dogs or Rangers will seize them from the property

13. Inspect the property after the allocated timeframe noted on the warning notice;

- a. If the additional dogs have not been removed, seize all but two dogs from the property
- b. Complete a seizure notice and deliver to the dog owner
- 14. If the owner attends the Shire claim their dogs;
 - a. They are only to be released back to the owner if the dogs are being relocated to another property and the new address is updated on the registration
 - b. and the Ranger is satisfied that to deliver up the dog would create circumstances that give rise to an offence against this Act, the Ranger may refuse the dog/s release and may cause the dog to be disposed of by the Shire or sold. If the dog/s is sold, the proceeds of the sale shall be the property of the Shire and are not required to be accounted for to the owner
- 15. Note the outcome on the CSR. Change the Status to "No Further Action" and close the request.



Dangerous Dog Declaration

OBJECTIVE

This procedure has been developed to provide consistent instructions to declare a dog to be a Dangerous Dog within the Shire of Derby/West Kimberley (the Shire) to ensure community safety.

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger and Rangers in accordance with Division 2 of the *Dog Act 1976 (Act)*.

BACKGROUND

Generally, under s. 33E of the Act, a dog may be declared to be a Dangerous Dog in the following circumstances:

- "If, in the opinion of the local government or that person —
- (a) The dog has caused injury or damage by an attack on, or chasing, a person, animal or vehicle; or
- (b) The dog has, repeatedly, shown a tendency —

(i) To attack, or chase, a person, animal or vehicle even though no injury has been caused by that behaviour; or

(ii) To threaten to attack; or

(c) The behaviour of the dog meets other criteria prescribed for the purpose of this section."

PROCEDURE

For a dog to be declared as a Dangerous Dog, the following steps are to be followed:

- 1. After an incident reflecting s 33E of the Act has taken place, an assessment of the incident and the dog in question will be undertaken by the Senior Ranger.
- The Senior Ranger may determine that a dog be Declared Dangerous in accordance with s. 33E of the Act.



- 3. The Senior Ranger is to:
 - a. Complete the Dangerous Dog template (Attachment 1);
 - b. Sign the declaration, scan and save to Synergy, linking the Customer Service Request (if applicable) and dog registration number;
 - c. Arrange for a Ranger to hand deliver the declaration, if possible, to the owner and explain
 - i. Each section of the declaration;
 - ii. The owner's right to appeal to either Council or to the State Administrative Tribunal (to be lodge within 7 days);
 - iii. That the owner must comply with the Dangerous Dog Declaration within 7 days from the issue date, whether or not an objection is lodged.
- 4. The Senior Ranger is to ensure that on Synergy under Dog Registration Details, search the dog registration relevant to the declaration:
 - a. On the Dog Details tab, select the Dangerous box;
 - b. Select the Extended Details tab; and
 - c. In the Memo section, type in the date, Dangerous Dog Declaration on date, include the CSR number
- 5. Seven (7) days after the dog has been declared, the Senior Ranger is to attend the property and complete an inspection ensuring all requirements on the declaration have been met, (Attachment 2).
- 6. If in the opinion of the Senior Ranger:
 - a. The requirements have been met, the Ranger is to record the inspection notes and close the job (Attachment 2); or
 - b. If one or more of the requirements have not been met:
 - i. Infringements may be issued; and/or
 - ii. The dog may be seized and held until the requirements have been met, as an attack by the dog is likely to occur and/or
 - iii. Further time is granted for the dog owner to comply
- 7. The Senior Ranger may seize a Declared Dangerous Dog where:
 - a. An attack by the dog has occurred; and/or
 - b. An attack by the dog is likely to occur; and/or
 - c. The dog in in a place in contravention of Section 31, 32 or 33A of the Act; and/or
 - d. An offence against section 26(4) or 27(2) is being committed; and/or
 - e. The dog is not registered; and/or
 - f. If moneys are due to the Shire in respect to impound fees.



Attachment 1

OUR REF: CS DATE:

Full name Address Address

NOTICE DECLARING A DOG A DANGEROUS DOG Dog Act 1976 Section 33E

Full Name

You are hereby notified as the owner or the person in control of the dog identified as:

Name of Dog: Sex of Dog:
Current Dog Registration No: Expiry Expiry
Microchip:
Dog Breed:
Premise or Property Address:
That on behalf of the Shire Derby/West Kimberley in accordance with the <i>Dog Act</i> 1976 Section 33E (the Act) this dog a dangerous dog (Declared).

The following requirements and responsibilities are imposed in accordance with the Act and penalties apply for failure to undertake or comply with this notice.

1. ENCLOSURE AND CONFINEMENT (Ref: Dog Act 1976 S.33GA(2)

The enclosure within which the dog is confined, whether or not the enclosure is at the premises where the dog is ordinarily kept or ordinarily permitted to live, is constructed to —

- a. Prevent the dog from escaping; and
- b. Prevent the dog from being removed or released from the enclosure without the permission of the person liable for the dog's control; and
- c. Prevent a child who has not reached 7 years of age from entering, or inserting any part of its body into, the enclosure without the help of an adult.

and a second



2. PRESCRIBED COLLAR (Ref: Dog Regulations 2013 r.29)

The dog is to wear a collar at all times and as prescribed must have alternating red and yellow stripes, each stripe being 25 mm wide and set at an angle of 45 degrees to the rim of the collar, with one of those colours being fluorescent so that the collar is visible in darkness. Refer to *Dog Regulations Section 29*

(3) For section 33GA(1)(a) and (b), a collar worn by a dangerous dog must

- a. Be made of durable materials; and
- b. Be capable of being securely fastened; and
- c. Be capable of being attached to a leash; and
- d. Have a minimum width
 - i. In the case of a dog weighing less than 10 kg, 15 mm; or
 - ii. In the case of a dog weighing 10 kg or more but less than 20 kg, 25 mm; or
 - iii In the case of a dog weighing 20 kg or more but less than 40 kg, 40 mm; or
 - iv. In the case of a dog weighing 40 kg or more, 50 mm.

3. PRESCRIBED SIGNS (Ref: Dog Regulations 2013 r.30)

Every entrance to the property ofis to display a sign, as prescribed by the regulations.

A warning sign must —

- a. Be a white rectangle measuring 200 mm by 300 mm; and
- b. Be made of a durable material; and
- c. Contain the word "WARNING" in white capital letters 30 mm high on a red rectangular panel measuring 190 mm by 45 mm near the top of the rectangle referred to in paragraph (a); and
- d. Contain below the panel referred to in paragraph (c) a red circle 160 mm in diameter containing a picture of the black head and neck of a dog 100 mm high wearing a collar mentioned in regulation 29(2) (whether in colour or black and white); and
- e. Contain below the circle referred to in paragraph (d) the words "DANGEROUS DOG" in capital letters 20 mm high.

4. REGISTRATION (Ref: Dog Act 1976 s.7)

The dog is to be registered in accordance with the Act which stipulates that the registration requires renewing every 1st November of the year.

5. PRESCRIBED MICROCHIPPING (Ref: Dog Act 1976 s. 22)

The dog is required to be microchipped with details submitted to the Shire immediately. Refer to *Dog Act* 1976 Section 22

6. CONTROL OF THE DOG WHEN IN A PUBLIC PLACE (Ref: Dog Act 1976 s.33GA(6)(7)(8)

The dog may only be in a public place when it is muzzled so as to prevent it from biting a person or another animal and be on a lead held by an adult (18 years old plus) capable of controlling the dog. This includes designated dog exercise areas.





7. DUTY TO NOTIFY (Ref: Dog Act 1976 s.33K)

You must ensure that every person liable for the control of the dog is aware of responsibilities of this declaration and under the Act.

You are required within 24 hours to notify the Shire of Derby/West Kimberley-

- a. If an attack by the dog occurs, giving particulars of that attack; or
- b. If the dog is missing; or
- c. If the ownership of the dog changes, giving particulars as to that change; or
- d. If the dog is to be ordinarily kept in the district of that local government at a different location to the place in which the dog was previously ordinarily kept, giving particulars as to the new location.

Where a person liable for the control of a dangerous dog, intends ordinarily to keep the dog in the district of a local government that is not the local government with which the dog is registered, the person must notify the local government of the district in which the dog is to be kept within 24 hours of the dog commencing to be kept there.

8. DUTY TO NOTIFY - NEW OWNER ((Ref: Dog Act 1976 s.33K)

On or before the change of ownership of a dangerous dog (declared), the person transferring ownership must give to the person to whom ownership is to be transferred -

- a. Written notice that the dog is a dangerous dog for the purposes of this Act; and
- b. A copy of the notice given under section 33F(1).

You are required to notify the Shire if the dog is to be ordinarily kept in a location not in the district of the Shire of Derby/West Kimberley giving particulars as to the new location or if the dog dies.

9. DURATION OF DECLARATION (Ref: Dog Act 1976 s.33J)

A notice declaring a dog to be a dangerous dog (declared) has effect until -

- a. The dog dies; or
- b. The notice is revoked by the local government; or
- c. The decision pursuant to which the notice was given is quashed by the State Administrative Tribunal, even though the ownership of the dog may change.

10. RIGHT OF OBJECTION / REVIEW (Ref: Dog Act 1976 s.33F)

You are informed as the owner that you have a right to be exercised within not more than 7 days after the giving of the notice, either

i. To lodge a written objection with the local government, with a subsequent right to apply to the

State Administrative Tribunal for a review of the decision made by the local government on the objection; or

ii. To apply directly to the State Administrative Tribunal for a review as to the declaration.

State Administrative Tribunal Level 6, 565 Hay Street, Perth 6000 or GPO Box U1991, Perth 6845 Phone: (08) 9219 3111 or 1300 306 017 (cost of a local call) Fax: (08) 9325 5099 Website: www.sat.justice.wa.gov.au



Whether or not an objection is lodged or application for review is made, the declaration of a dog as a dangerous dog (declared) has effect 7 days after the giving of this notice.

GENERAL INFORMATION:

A property inspection at 24 Mimosa Street, DERBY will be undertaken after 7 days to ensure compliance has been achieved with the requirements of this notice.

YOU ARE HEREBY REQUIRED:

To comply within seven (7) days with the conditions imposed upon you in relation to your dog being declared a Dangerous Dog as per this notice.

Ι,				
(Full name of Full address) being the person in charge of the a Declaration dated//	above mentioned dog, acknowledge	es receipt of a	Dangerous	Dog
Signed	_ Dated			
Dangerous Dog Declaration served by	:			
Name				
Signed	Dated			
Position				



Attachment 2

Declared Dangerous Dog / Restricted Breed Fencing Inspection & Check List

Initial Inspection		Reinspection		
Date:	CSR #:	Date of Declarati	ion served://	
Dog owners name:				
Residential address:				
Name of Dog:		1 Year Registration #	Age:	
Breed:	N	licrochip #		Male / Female
Changed Registration	n to yearly.			Yes / No
Change the dog's sta	tus on Synerg	y by ticking the Dangerous	Dog box.	Yes / No
Change the dog's sta	tus with the M	licrochip Database by emaili	ng the correct database.	Yes / No
ls the Dangerous / Re	estricted Breed	d Sterilised.		Yes / No
Is the Dangerous / Re	estricted Dog v	wearing its prescribed collar	?	Yes / No
Photograph of the Da	ingerous / Res	tricted Breed Dog.		Yes / No
Signs at every entran	ce point to wh	nere the dog is being kept. (F	ront Door, Side Gates Etc.)	Yes / No
Location of all Dange	rous Dog Sigr	ıs.		

Restricted access to children (The fence must be a solid type of material, so no body parts of a child of the age of 7 can go through, over or under the fence material. Recommended height of the fence is about 6ft so a child cannot reach over it.)

<u>Gates</u> :			
RHS Height:	Type:	Restricted access to children:	Yes / No
LHS Height:	_Туре:	Restricted access to children:	Yes / No
Fences:			
Rear Height:	Туре:	_Restricted access to children:	Yes / No
RHS Height:	Туре:	Restricted access to children:	Yes / No
LHS Height:	Туре:	_Restricted access to children:	Yes / No
<u>House</u> : Is house off the gro	ound Yes / No Can Dog	's get out from under the house	Yes / No



Back yard: Large 🗌 Medium 🗌 Small 🗌

Containment problems:

Fencing inspection, approved and	d suitable:	Yes / No	
Reinspection date://			
Officer's name:	Officer's signature:	Date://	_
Customer's name:	Dog owner signature:	Date://	



Dog Nuisance Complaint (Barking Dog)

OBJECTIVE

This procedure has been developed to provide instructions to consistently manage 'Barking Dog' complaints within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically the Manager of Development Services, the Development Services Support Officer, Senior Ranger and Rangers and is in accordance with the *Dog Act 1976* and the Shire's *Dog Amendment Local Law 2011*.

BACKGROUND

Dogs must not be allowed to become a nuisance to the public

PROCEDURE

If a nuisance barking and/or howling complaint is received by the Shire, the complainant must provide their name, address, contact number, the address of the dog/s and times when the barking occurs.

Advise the complainant that their complaint is confidential and their details will NOT be passed on to the dog owner, unless the complaint is required to appear in court, should legal action be taken against the dog owner.

- 1. A new Customer Service Request (CSR) is to be created
- 2. Check to see if there are dog registration details for the corresponding property. If yes, link the dog registration to the CSR by;
 - a. Opening the relevant CSR
 - b. Click on the "Related Apps" tab
 - c. At the bottom of the tab, click on "Dog Register"
 - d. A search page will appear. You can search by the fields, Tag No, Breed Code, Assess No, Owner Surname, Owner Other Name or Name of Dog, then click Search
 - e. A number of records may appear. Select the relevant registration if available and Save
- 3. Search Synergy and the X Drive for any history relating to this dog and owner, prior to speaking to the owner



- 4. If there is not previous history of nuisance barking, contact the dog owner and organise a time for the Ranger to attend the property,
 - a. Advise the owner of the complaint and the times outlined by the complainant
 - b. Discuss the dogs barking habits and any issues the owner may be aware of and suggest ways to reduce the nuisance barking
 - c. Speak to other neighbours to seek further information of the barking dog
 - d. Contact the complainant a week after contact has been made with the dog owner and find out if the problem has been resolved
- 5. If this is not the first nuisance complaint from the complainant for this property, or the barking problem has not been resolved in the week, advise the complainant that evidence will be required. A Barking Dog Diary (BDD) is to be completed and returned to Rangers, within four (4) weeks of the diary being issued, and seven (7) consecutive days must be recorded. The BDD is to include dates and times the barking starts, the duration of the barking, and the reason, if any, for the barking. A Form 7 (Dog Regs) must be completed and returned with the BDD.
- 6. When a BDD is issued to the complainant, a letter must also be sent to the dog owner advising a complaint has been made and the complainant is completing a BDD.
 - a. The dog owner may record their own diary of times and dates they notice their dog bark, the duration, the reason for the barking and when the dog is not at the property.
- 7. When the BDD has been completed and returned to Ranger Services, the Ranger is to;
 - a. Review the BDD along with their evidence taken while sitting off the property
 - b. Make a copy of the BDD and black out all of the complainants details / or, re-type the information recorded
 - c. Review the BDD with the dog owner along with the Rangers notes
- 8. If the evidence gathered shows the dog to be a nuisance;
 - The owner is required to put measures in place to reduce the nuisance barking. This may take some time to correct as this is a behavioral issue. It may be required that one or more of the following conditions apply;
 - i. The dog owner seeks professional assistance
 - ii. The amnesty is for a specified period of time
 - iii. Special conditions be agreed to e.g. a curfew on the dog
 - iv. The complainant is kept informed of the dog's progress
 - v. Legal action proceeds concurrently with a treatment program
 - vi. The complainant may also be required to control situations that may exist in aggravating the dog (e.g. their cat wandering at large, or other actions that may incite the dog)
- After one week, the Ranger is to contact the complainant for an update on any changes, improvements etc. If the barking has;
 - a. Improved and is no longer an issue, advise the dog owner of the outcome, update the CSR and close the request.



- b. Not improved or gotten worse, issue a Noise Abatement Notice (Form 8A) which gives owners 14 days to abate the nuisance. Failure to comply may result in infringements being issued or legal action being taken by the Shire. The abatement notice is in place for 6 months.
- 10. If a number of infringements have been issued with no change to the barking nuisance, the Shire may feel that there are sufficient grounds to evoke Section 16(3) of the *Dog Act 1976* and cancel the registration of the dog/s. The dog/s are then required to be removed from the Shire, or it will be seized
- 11. After the Ranger has completed their investigation and reviewed all evidence received, if the dog is found not to be a nuisance, the Shire will not take any further action. If the complainant is not satisfied with the outcome, this becomes a civil matter and the aggrieved party may take legal action against the dog owner themselves (or the complainant can go to the Ombudsman).



Dog Attack

OBJECTIVE

This procedure has been developed to provide instructions when dealing with dog attacks within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure has been developed to guide and assist authorised officers within Ranger Services and has been developed in accordance with the *Dog Act 1976*. The Senior Ranger may approve alternative actions in accordance with this Act should the need arise.

PROCEDURE

When a complainant advises the Shire that a dog attack has occurred, a report must be taken and sent directly to the Senior Ranger to assign to a Ranger. The attack is to be fully investigated and an accurate record is to be kept on Synergy by the attending Ranger. It is important to ensure the dog is not roaming still, actions may be required immediately in some cases.

- 1. Obtain the name, address and telephone number of the complainant.
- 2. Create a Customer Service Request (CSR) on Synergy and include;
 - a. Date and time the attack occurred
 - b. Location of the attack
 - c. Description of the dog/s breed, colour, size, sex etc.
 - d. Is the dog known to the complainant?
 - e. Address of the dog and owner details
 - f. A brief description of what occurred
 - g. Were photographs taken?
 - h. Was medical/veterinarian attention required?
 - i. If so, advise them to get the required treatment and take photos of any injuries
 - ii. Ask them to get copies of reports or request the doctor or vet email copies to Ranger Services
 - i. Organise a time for the Ranger to attend and obtain a dog attack statement
- If the Ranger did not take the initial report, they are to contact the complainant to discuss the incident and to obtain a dog attack statement. The Ranger may assist with the statement to ensure all required information has been included.
- 4. If the complainant does not know the dog's owner or address, attempt to locate the owner via door knocking the area, searching dog registrations in the area etc.



- 5. Once located, advise the dog owner of the report, when and where it took place, and the severity of the attack. Question;
 - a. Is the dog/s currently registered?
 - b. Was the owner present at the time of the attack? If so, ask if they would like to complete a statement
 - c. Is there any history of attacks with this dog/s?
 - d. Is the dog Declared as a Dangerous Dog?
 - e. Any other questions that may be relevant
- 6. If it appears that an attack has occurred and/or is likely to occur, the Ranger may seize and detain the dog, ensuring a Seizure Notice (Form 6) is given to the owner and a copy retained for Ranger records, saved on CSR.
 - a. While the dog is in the Ranger vehicle, contact the complainant to identify the dog. If they are unable to at that time, organize a time for them to come to the Pound to identify the dog.
 - b. Photograph the dog from all angles
 - c. Scan the dog for a microchip and impound
 - d. Add the dogs details to the Dog Pound module in Synergy and on the Dog Pound Register
- If the dog is securely confined to the property and it has been determined that containment was not a factor in the attack, the dog may stay at the property, however advise the owner that you require a photo of dog for identification purposes.
 - a. If the owner refuses to allow the Ranger to photograph the dog, the dog may be seized and held for the duration of the investigation
 - b. If the owner still refuses access, the Ranger may enter any premises other than a dwelling, to seize the dog, or obtain a warrant (Form 2) by applying using a (Form 1), attend with Police and seize the dog. Access into a premises is permitted with a warrant.
 - c. Deliver a Seizure Notice (Form 6) and retain a copy for Ranger records
- 8. Interview any witnesses to the attack and if they are willing, obtain statements.
- Search Synergy for any history related to the dog and the dog's owner. As Synergy has only been in use since 2020, the old Ranger reports saved to the X: Drive will also need to be searched, depending on the dog's age.
- 10. Review all evidence received from the complainant, witnesses and the dog owner and discuss with the Senior Ranger.
- 11. The Senior Ranger will discuss the Dog Attack Report with the attending Ranger and decide if the attack requires further consideration for court action, or for the dog to be declared as a Dangerous Dog. Both require approval by the Chief Executive Officer. Some attacks of a more minor nature may require less actions such as a Warning Notice or Infringements to be issued.
- 12. On completion of the attack investigation, the attending Ranger is to add his actions to the CSR
- 13. The attending Ranger is to contact the complainant and advise them of the outcome of the investigation. Note Freedom of Information Act requires names and addresses of people involved in the attack not to be revealed, however details of the attack can be issued by applying to the Shire in writing and paying the associated fees.



Seizure and Impoundment of Dogs

OBJECTIVE

This procedure has been developed to provide consistent instructions to Rangers when seizing and impounding dogs in an appropriate manner within the Shire of Derby/West Kimberley (the Shire). This is in accordance with the *Dog Act 1976, Dog Regulations 2013* and the Shire of Derby/West Kimberley *Dogs Local Law*.

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger and Rangers and is to be followed when any dog is collected within the Shire, unless the Senior Ranger is advised and approves other actions in accordance with the *Dog Act 1976*.

BACKGROUND

A dog shall not be in a public place unless it is held by a person capable of controlling the dog or securely tethered for a temporary purpose, unless in an approved exercise area, a vehicle or being exhibited for show purposes.

A dog shall not enter private property unless consent has been given by the owner.

PROCEDURE

When a dog is to be collected by Rangers, all due care and safety equipment is to be used to avoid any injuries to the Ranger.

- 1. Once the dog has been captured, check the collar for any identification or registration tags
- 2. If there is a current registration tag, attempt to contact the owner to return the dog using the contact information on the dogs registration if possible for a first offence only,
 - a. If contact is made with the owner, a verbal warning is to be given and this is to be noted on the dog registration on Synergy.
 - i. Search for the dog in Dog Registration Details
 - ii. Once the correct dog is located, click on the Extended Details tab
 - iii. In the Memo section at the bottom, insert the date, time, and a brief description of why a verbal warning issued
 - b. If the Ranger is unable to contact the owner or the second contact, the dog is to be impounded, a Seizure Notice (Form 7) issued, and the dogs details added in to the Pound Register
 - i. Create a Customer Service Request (CSR)



- 3. If there is no current registration tag;
 - a. Scan the entire dog for a microchip. (Note that microchips can move and have been found in unusual places, so ensure you thoroughly scan the dogs entire body)
 - b. Photograph the dog
 - c. Use the microchip number to search in Dog Registration Details for a current registration
 i. If there is a current registration for this dog, attempt to contact the owner following
 - from step 2 of this procedure
 - ii. If a current registration is not found, the dog is to be impounded, a Seizure Notice (Form 7) issued, and the dog's details added in to the Pound Register. Create a CSR.
- 4. When impounding a dog;
 - a. Complete an Animal Pound Cage Card, noting;
 - i. Cage number
 - ii. Breed
 - iii. Description / Colour
 - iv. Sex
 - v. If the dog is sterilised
 - vi. Microchip number
 - vii. Registration number
 - viii. Date and time of impoundment
 - ix. Impounding Rangers name
 - x. Location the dog was found
 - xi. If flea and tick medications were given, note the date
 - xii. Comment on the dogs temperament
 - xiii. Comment on the condition of the dog and any injuries
 - b. Attach to the clipboard on the front of the cage
- 5. Ensure there is fresh water, food and bedding for the dog. If impounding small dogs or puppies where the Ranger does not believe it appropriate to impound in the large dog cages, they may be impounded in the Cat Containment area ensuring the air conditioner has been turned on.
- 6. Input the details onto the Dog Pound module in Synergy, linking the registration number if applicable.
- At the time the dog is secured in the Ranger Vehicle, it is classed as impounded, and to be transported to the nearest dog pound. The dog is to be placed in one of the pound cages and food and water supplied immediately.
- 8. Complete the Impounded Dog Form at the Animal Care Facility.
- 9. It must be noted that repeat offending dogs should not be returned to the dog owner without first being impounded. All dogs that are believed to have been involved in an alleged dog attack that are located wandering should be impounded whether they are wearing a registration tag or not.
- 10. A Seizure Notice (Form 7) must be issued to the owner at the earliest possibility and a copy attached to the CSR.



- 11. Dogs that have been impounded and the owner is not known, must be kept at the pound for at least 72 hours prior to disposable. Dogs where the owner is known must be kept at the pound for at least 7 days after the Seizure Notice has been issued before disposal. It is best practice to keep the dog for a further day after the 72 hours or 7 days to ensure all possible measures were taken and allowed. For privacy reasons, the Shire reserves the right to not disclose the outcome of disposal.
- 12. All Fees and charges, dog registration and microchip costs if not registered or microchipped must be paid at the Admin Office prior to release back to the owner.



Surrender of an Animal

OBJECTIVE

This procedure has been developed to assist the Senior Ranger and Rangers as Authorised Persons to take possession of unwanted animals in an appropriate manner within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to Senior Ranger and Rangers in conjunction with the *Dog Act* 1976, *Cat Act* 2011, *Local Government (Miscellaneous Provisions) Act* 1960 and relevant regulations.

PROCEDURE

- 1. When a member of the public seeks to surrender an animal, the attending Ranger is to gather the following information;
 - a. The owners name, address and contact number;
 - b. Proof of ownership of the animal that is being surrendered;
 - c. Date and time of the surrender;
 - d. Reasons for surrendering the animal;
 - e. Current location of the animal; and
 - f. Obtain any other relevant information relating to the dog that may assist in rehoming.
- 2. The attending Ranger is to complete an animal surrender form (Attachment 1 or Attachment 2) and have the owner of the animal sign and date the form. This is then to be recorded in the CSR on Synergy.
- 3. Any associated fees and charges attached to the surrender of an animal are to be paid by the owner prior to collecting the animal. Only Council can waive a fee or charge (Note: The 2021/22 Budget applies a \$100 fee for the 'Destruction and/or Disposal of a Dog At Owners request'. No other fee or charge to the surrender of an animal currently applies.
- 4. It is preferred that the animal owner is to be present at the time of collection, and assist with impoundment to minimize injuries and stress to Rangers and to the animal.
- Large animals as defined in Clause 57 of the Shire of Derby/West Kimberley Health Local Laws are not to be surrendered to the Shire's Ranger Services, without approval of the Senior Ranger and Manager of Development Services.
- 6. Disposal of surrendered animals is to be in accordance with the *Dog Act* 1976, *Cat Act* 2011 and the *Local Government (Miscellaneous Provisions) Act* 1960.



Attachment 1

DOG ACT 1976

SURRENDER FORM

SURRENDER OF ANIMAL FOR REHOMING OR EUTHANIZING

Of (Address)

Т

Hereby voluntarily surrender and relinquish custody of the said dog(s) to the Shire of Derby/West Kimberley pursuant to Section 29 (14) of the Act.

Declare that;

- 1. I am the lawful owner of the dog/s listed below;
- 2. I have been made aware of, and will pay the appropriate "destruction and/or disposal of a dog-at owners request" fee, set out in the Shire of Derby/West Kimberley schedule of fees and charges;
- 3. I am acting on behalf of the owner as their delegate (with written/signed approval) of the dog/s listed below.

Reason for surrender:

Of 	ficer notes:			
 1)	Breed:	2)	Breed:	
	Sex:		Sex:	
	Description:		Description:	
	Microchip:		Microchip:	
	Registration:		Registration:	

I have been made aware when surrendering, the animal(s) listed above, become the property of the Shire of Derby/West Kimberley and may be disposed of in accordance to the *Dog Act 1976*.

I acknowledge that the request is effective immediately and is irreversible.

Signed		_ Date			1
Authorised Officer (witness)					
Name	Signed		Date		
				25	5 Page



Attachment 2

CAT ACT 2011

SURRENDER FORM

SURRENDER OF ANIMAL FOR REHOMING OR EUTHANIZING

I ____

Of (Address)

Hereby voluntarily surrender and relinquish custody of the said cat(s) to the Shire of Derby/West Kimberley pursuant to Section 34 (1) (c) of the *Cat Act 2011*.

Declare that;

- 1. I am the lawful owner of the cat/s listed below;
- 2. I have been made aware of, and will pay the appropriate "destruction and/or disposal of a cat-at owners request" fee, set out in the Shire of Derby/West Kimberley schedule of fees and charges;
- 3. I am acting on behalf of the owner as their delegate (with written/signed approval) of the cat/s listed below.

Reason for surrender:

1)	Breed:	2)	Breed:
	Sex:		Sex:
	Description:		Description:
	Microchip:		Microchip:
	Registration:		Registration:
	e been made aware when surrendering erby/West Kimberley and may be dispos		(s) listed above, become the property of the Shire cordance to the <i>Cat Act 2011.</i>

Signed		Date		
Authorised Officer (witness)				
Name	Signed		_Date	
				26 P a g e



Fostering and Rehoming of Animals

OBJECTIVE

This procedure has been developed to provide instructions on the process of fostering and rehoming of animals within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to Ranger Services employees.

BACKGROUND

From time to time, Rangers Services will take into the Shire's possession dogs and cats that may have been roaming, trapped or surrendered to the shire. After following the relevant Ranger Procedure, the Senior Ranger will assess whether the animal will be suitable for rehoming.

PROCEDURE

- Dogs and Cats in the temporary care and control of the Shire and in the opinion of the Senior Ranger have appropriate temperament and health will only be directly rehomed to either SAFE Perth (via Broome), SAFE Broome. Dogs that have been surrendered to the Shire may be rehomed via SAFE or Derby Animal Welfare Group (DAWG), but must not be rehomed via DAWG if the dog was seized for any reason.
- The exception to the above arrangement may be where, in the opinion of the Senior Ranger, the animal needs to be temporarily locally fostered due to poor health, age or other reasons and is a last resort as follows:
 - a. Fostering for a maximum of 3 months;
 - b. The Shire may seek the assistance of local community members (via DAWG) or Shire staff for fostering purposes;
 - c. For the period of fostering, the dog remains the property of the Shire;
 - d. The Senior Ranger is satisfied with the fostering property for the animal;
 - e. The fosterer agrees in writing to the arrangements as per the attached form (Attachment 1); and
 - f. Permanent fostering of a surrendered animal will require the Senior Ranger to be satisfied that the animal is (or will be):
 - i. De-sexed;
 - ii. Microchipped;
 - iii. Registered;
 - iv. Must be done through DAWG;
 - v. Can only be a surrender dog and not be a seized animal



(Attachment 1)

SHORT TERM - FOSTER CARE AGREEMENT

The definition of foster is the *temporary* removal of an animal from the care of the Shire of Derby/West Kimberley Animal Care Facility, Derby, to care for it until the animal is ready to be placed to a suitable animal rescue group or animal rescue organization for permanent adoption. The Shire of Derby/West Kimberley is not a registered animal rescue group or animal rescue organization.

I	of
Name	Address

Agree to the following terms and conditions in relation to fostering the following animal off the Shire of Derby/West Kimberley for the purpose of short term Foster Care;

(Description of Animal (breed, colour, sex, neutered status, impound number)

TERMS AND CONDITIONS

- 1. I understand that the animal in my care will remain the property of the Shire of Derby/West Kimberley (SDWK) and can be removed from my home at any time, at the discretion of SDWK.
- 2. I agree that the animal in my care will stay in my care, on my property in its current locality in the SDWK for the entirety of the foster period and if I am unable to continue caring for it at any time, I will return the animal to the SDWK Ranger Services Team.
- 3. I agree to accept the animal in its current health condition. I understand it could have been exposed to illness prior to surrender, or whilst at SDWK animal care facility, and may therefore be incubating an illness that is not yet apparent. If I have any concerns about the health or behaviour of my foster animal, I will contact the SDWK Ranger Services team immediately.
- 4. I agree to take fully responsibility for the behaviour of the animal allocated in my care and understand that while SDWK have advised me of any known behavioural issues or concerns prior to accepting the animal, unwanted or problematic behaviours may become apparent while the animal is in care, I agree to contact SDWK immediately if the animal displays any severe or dangerous behaviours while in foster.
- 5. I agree to always keep my foster dog on lead when outside of my property. I will, under no circumstances, allow my foster dog to go outside off lead even in an off-lead dog park.
- 6. I agree to always maintain my foster animal environment in a clean and hygienic state.
- 7. I agree to provide my foster animal/s with food, water, shelter, and care to ensure they are physically and mentally healthy and happy.
- 8. If I have concerns about any aspect of my foster animal's health or behaviour, I agree to raise these with the SDWK immediately.



- I understand that if my foster animal needs to see a vet, I will contact the SDWK prior to making an
 appointment and in the event of an after-hours medical emergency, I agree to call the SDWK Ranger
 Services Team to discuss.
- 10. I understand that should I take the animal to any vet for treatment, I will be held liable for all costs involved.
- 11. I understand that all day-to-day costs associated with the care of the animal/s is covered by myself.
- 12. I understand that SDWK cannot be held responsible for any injuries and/or damage to property incurred due to my activities as a foster carer. This includes damage to my home, my person, my possessions, my other animals, as well as any other person, person's pet or person's home or possessions.
- 13. I indemnify SDWK and its staff for any liability, costs or expenses that arise because of my actions or omissions (including negligence) of the animal's condition, health and behaviour, and acknowledge that I am responsible (not SDWK) for the animal's behaviour and health whilst in my care.
- 14. I agree to contact the SDWK Ranger Services Team if the foster animal in my care becomes sick, is injured, or is lost.
- 15. I agree that in the event that my foster animal escapes and goes missing, it is my responsibility to contact the SDWK Ranger Services Team the moment I realise the animal is missing and do everything possible to find the animal. If the animal is impounded by the SDWK as a wandering animal, I acknowledge that the animal may/may not be released back into my care and that I may be responsible for any costs associated with retrieving the animal from the pound if permitted.

Signature of Foster Carer	Date:	
Mobile Contact Number		
Witnessed:		
	Signed: Senior Ranger, Shire of Derby/West Kimberley	· · · · · · · · · · · · · · · · · · ·



Fire Break & Hazard Reduction Inspections

OBJECTIVE

This procedure has been developed to provide instructions on completing annual fire break inspections conducted between July and December each year within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger and Rangers and is in accordance with the Bush Fires Act 1954, Bush Fires Regulations 1954 and the Shire's Local Laws.

BACKGROUND

Fire Break & Hazard Reduction inspections are carried out each year to mitigate fire hazards within the Shire and to educate residents of the requirements. The inspections identify properties that require attention and then allow the owners to comply.

PROCEDURE

Preseason

- 1. The Senior Ranger will organise a notice detailing the fire break (FB) requirements, and have it
- posted on Facebook in Derby, Camballin and Fitzroy Crossing notice boards by 1 June each year. The Senior Ranger is to organize detailed maps of Derby, Camballin and Fitzroy Crossing. The 2. maps are to clearly show each property boundaries and lot numbers.
- 3. The Senior Ranger will allocate to Rangers, areas and times for inspections to be completed.
- 4. Pre-inspections of designated areas will occur from 1 to 30 June, this will eliminate properties that have complied with the notice and identify properties that have not.
- 5. Properties that have not yet complied with the notice may benefit from a phone call to the property owner informing them of the requirements and dates that need to be met.

Fire Break Inspection

- 6. FB inspections will commence on 1 July each year.
- 7. Rangers are to inspect all properties within the area for correct installation of FB's and that they meet the requirements of the Firebreak & Hazard Reduction Notice. If a property is identified that has not complied to the notice or requires further work to be completed or in the opinion of the Inspecting Ranger is a fire hazard, the following steps are to be taken;
 - a. Identify the property by lot number on the map and mark with a highlighter
 - b. Add details to the FB inspection running sheet



- c. Take a photo of the property showing the non-compliant area of the property and record the photograph number and time taken on the inspection report.
- d. At the completion of each days inspections, return to the Rangers office. Using Synergy, identify the property owner/s, postal address/s and contact phone numbers, place all the detail on the FB Inspection spread sheet (created each year).
- e. Create a Register for noncompliant properties for each year
- f. Attach photos taken to the relevant CSR
- g. Add all details of the non-compliant property to the CSR
- h. During the course of the inspections, a letter is to be sent to the offending property owners advising of 14 days to complete all work required to the property and includes a copy of the Fire Break Notice, plus a list of local contractors that may be able to assist in the completion of the work (attachment 1)
- i. The offending properties are to be re-inspect by the Ranger after 14 days;
 - i. If compliant, note this on the Inspection spread sheet
 - ii. If non-compliant;
 - 1. Take photographs of the property. Include a measuring device in the photos to show the height of the hazard or use a vehicle as a reference in need be
 - 2. Attempt to contact the property owner direct to discuss
 - 3. Transfer all photographs to a CSR
 - 4. Advise the Senior Ranger to review the report and may issue infringements
- j. The Senior Ranger is to request two or more quotes from local contractors to carry out the works required to the property.
- k. The Senior Ranger will organise fire breaks and/or mitigation works to be completed by the preferred local contractor on the offending property and will recover costs in accordance with the Local Government Act 1995 through the property owners next rates cycle or by issuing an Invoice

Crown Land

8. There are several properties within the Shire that are Unallocated Crown Land (UCL). The Department Fire and Emergency Services (DFES) are responsible for managing these fire breaks. In conjunction with DFES. Rangers may establish what lands may become a threat to the town and organize FB's to be installed. Before any FB is installed on UCL the Ranger is to confirm that DFES is prepared to accept the cost of the FB and record the details of any conversation, on the CSR.



(Attachment 1)

Contractors List

Listed below are contractors that may be able to assist in compliance of the Fire Break & Hazard Reduction Notice enclosed with this letter. The list is provided solely to assist property owners and resident and in no way is a property owner or resident required to use any of the listed contractors. The Shire of Derby/West Kimberley takes no responsibility for any of the listed contactors.

Business name	Contact	Phone	Alternative
KW Contracting	Dennis O'Meara	0477 220 040	
Winun Ngari Aboriginal Corporation	Sonia Tait	0407 241 042	08 91911877
Leamy Construction	Kerry Leamy	0418 908 356	
John Kennedy Bobcat Hire	John Kennedy	0417 944 671	
Archer Builders	Allan Archer	0419 844 430	08 9191 1851
Jenkins Earthmoving	Rod Jenkins	0407 101 079	
Lochon Contracting	Lochy	0439 990 361	
Buckley's Earthworks	Terri Buckley	0407 864 001	08 9191 1138
Derby Tree Services	Dale Edwards	0419 912 134	0447 912 134
ESM- Exterior Surface Maintenance	Bow Crawford- Ferguson	0487 558 658	

Vision Power Emergency Contacts	Phone
Jesse O'Brien	0438 525 136
Craig	0419 922 823



Litter

OBJECTIVE

This procedure has been developed to provide instructions to consistently investigate and manage offences relating to littering within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically the Manager of Development Services, Senior Ranger and Rangers and is in accordance with the *Litter Act* 1979 and *Litter Regulations* 1981.

BACKGROUND

Littering has become a major problem throughout Western Australia and results in many hours of work cleaning up after irresponsible people.

PROCEDURE

Dumping Rubbish or litter

- 1. When Rangers locate litter dumped, they are to;
 - a. Use correct personal protective equipment supplied.
 - b. Attempt to find identifying material within the litter that may lead to the offender.
 - c. Photograph the rubbish and any identifying materials found.
 - d. Once photographed, collect the identifying materials and seal in an evidence bag with a date, time, location and the Customer Service Request number on the bag.
 - e. If a person's details are located, the attending Ranger is to establish a current address. This may require assistance from the Police.
 - f. Attend the alleged offenders address and make enquiries as to how his rubbish was found dumped. Accurate records of all discussions are to be kept.
 - g. It is the responsibility of the property owner to establish how their rubbish was discarded and provide details of an offender if known.
 - h. If the attending Ranger is unsatisfied with the answers given, he is to advise the property owner to remove the rubbish within 24 hours or an infringement may be issued. Alternatively he may advise the matter may be referred to court, where the maximum penalty, cleanup and court costs may be awarded against them.
 - i. The area is to be re-inspected after the time limit has expired, and the offence reported to the Senior Ranger for further action if the clean-up is not completed.



Unauthorised Camping within the Shire

OBJECTIVE

This procedure has been developed to provide a direct course of action to be followed when dealing with unauthorised campers within the Shire of Derby/West Kimberley (the Shire). This is in accordance with the *Caravan Parks and Camping Grounds Act 1995* and *Caravan Parks and Camping Grounds Regulations 1997*. The intent is to deter people from camping in unauthorised areas and to encourage them to utilise local caravan parks and camp grounds.

SCOPE

This procedure applies to Ranger Services employees, Senior Ranger and Rangers, specifically a person that has been appointed under the *Local Government Act 1995* section 9.10(2) and authorised under the *Caravan Parks and Camping Grounds Act 1995*, S17(1)(b), for the use of deterring illegal camping within the Shire.

Appointed persons must be issued with an identity card, in the prescribed form (Form 5), certifying that the person is an authorised person under the Act.

BACKGROUND

Throughout the State of Western Australia camping is only permitted in designated camping grounds, caravan parks and on private properties with permission from the owner. Whilst the Shire recognises the huge demand for resources during the tourist season, unauthorised camping is not accepted because it can often lead to issues of litter, antisocial behavior and other health related issues.

An Authorised Person who has reason to believe that a person has committed a prescribed offence against this Act may, within 21 days after the alleged offence is believed to have been committed, issue an infringement notice to the alleged offender.

As a deterrent, "No Camping" signs have been erected at identified unauthorised camping sites within the Shire, endeavoring to encourage all visitors to the district to move into local caravan parks. Rangers also attend community events educating and issuing information to visitors on the *Caravan Parks and Camping Grounds Act 1995*.



PROCEDURE

- Ranger Services may need to adjust their roster through the tourist season to conduct regular patrols throughout the town's identified unauthorised camp sites. If campers are found setting up camp in the evenings, or loitering in an area, advise them of their responsibilities in accordance to the relevant laws.
 - a. Camping is only permitted in designated camp grounds or registered caravan parks
 - b. Camping includes sleeping in, on or around a vehicle, tent, caravan or swag.
 - c. Roadside parking and stop areas that do not display 24-hour stopping signs, are not designated camping areas.
 - d. Camping on private property requires permission from the owner for periods up to 3 days, or from the Shire for longer periods.
 - e. 24-hour rest areas are not intended for camping. They are great places to take a break if you are travelling long distance. You are not permitted to stay at these stopping places for more than 24 consecutive hours.
 - f. 24-hour Rest Areas are listed on Main Roads website <u>https://www.mainroads.wa.gov.au/travel-information/driving-in-wa/long-distance-</u> <u>driving/#rest-areas</u>
- 2. Rangers may maintain weekly contact with the local caravan park owners and/or campground managers, to establish current vacancies.
- 3. If the offenders are found camping in an unauthorised area in the morning;
 - a. Take photographic evidence of the camp area, vehicle and number plates, and of the people camping/sleeping, if possible.
 - b. Identify the land they are camping on is not privately owned. Learn your area/town.
 - c. Speak to the offender as to reasons why they have decided to camp outside of an authorised campground, and explain the laws.
 - d. Infringements may be issued to each camper
 - i. Request photographic identification from the alleged offender
 - 1. If they are not an Australian Resident, take passport information. This must include an address for use by Fines Enforcement Registry (FER)
 - If the offender refuses to provide photographic identification, the infringement can be issued to the registered owner of the vehicle, or the Police may be called for assistance
 - ii. Fill out the infringement with;
 - 1. Full name of the offender
 - 2. Offenders address
 - 3. Offenders date of birth
 - 4. Vehicle description and registration information
 - 5. Time and date of the offence
 - 6. Location of the offence
 - Note the section of the Act or Provision of the Regulations, including the modified penalty amount
 - 8. A brief description of the alleged offence



- 9. Authorised person's name
- 10. Authorised person's signature
- 11. Ensure that the bottom "What you must do" section of the infringement is either stamped with the Shire's information, or you have filled out the Shire's name and address.
- iii. Hand the infringement to the offender or place it on their vehicle, and explain that;
 - If the alleged offender does not wish to be prosecuted in court, the amount of money specified on the notice, must be paid within 28 days after giving the notice.
 - 2. If the infringement is not paid within the time specified, the Shire may pursue the matter in court, or the matter may be processed by the Fines Enforcement Registry. This will incur additional administrative charges and action may be taken to suspend your Motor Driver's Licence until you have paid in full.
- iv. Once the infringement has been served, the alleged offender must pack up all of their equipment and rubbish, and leave the area.
- v. Should offenders refuse to vacate the area after being served with an infringement notice, Derby Police should be requested to attend and assist with the removal of the alleged offender/s.
- Authorised under S 9.10(2) LG Act
- Identity Card as prescribed S17(2) CC Act
- S23 (2) Issue an infringement CC Act



Abandoned Vehicles

OBJECTIVE

This procedure has been developed to provide guidance to Authorised Officers for the correct and consistent management of abandoned vehicles and vehicle wrecks within the Shire of Derby/West Kimberley (the Shire) in line with the *Local Government Act* 1995.

SCOPE

This procedure applies to authorised employees of the Shire within Ranger Services.

This procedure is to be followed when abandoned vehicles or vehicle wrecks are located on Shire land, thoroughfares and public places, and impounded in accordance with the Local Government Act 1995 or other relevant legislation.

BACKGROUND

Abandoned Vehicle

PROCEDURE

If an abandoned vehicle or vehicle wreck is reported or located on land owned or vested to the Shire, the following steps are to be followed by the attending Ranger.

- 1. Obtain the name, address and telephone number of the complainant, unless location on patrol
- Obtain the location of the problem, the nature of the complaint, vehicle details, name and address of the owner if known.
- 3. Create a new Customer Service Request (CSR) in Synergy and record the full details of the investigation
- Ensure the land is not privately owned, or owned by another Agency (this becomes the property
 owners responsibility to remove the vehicle at their expense) and includes all Main Roads WA
 lands.
- 5. Attend and confirm the location of the vehicle and any specific details.
- 6. Wear hi-visibility vests and turn on the Ranger vehicles amber roof lights.
- 7. Take photographs of all four (4) sides of the vehicle, number plates and VIN number if available, and any valuables/items left in or on the vehicle.
- 8. Do not attempt to enter a vehicle as entering the vehicle at this point in time is not authorised.
- 9. Place a clearly visible chalk mark on one of the tyres of the car to see if the car is moved or not within the minimum 24 hours period.



- If chalk mark is clear and the vehicle has not been moved, complete a 24 hour notice sticker, advising the vehicle must be removed from its current location and placed on private property. (See attachment 1) Information to be included;
 - a. Date Notice Served
 - b. Time Notice Served
 - c. Vehicle description colour, make, model, plate number if available and/or VIN number if available
 - d. Date and time the vehicle must be removed by
 - e. Signed by the Authorised Officer
- 11. Take a photograph of the notice on the vehicle and the chalk mark, add to CSR.
- 12. Attempt to locate the vehicle owner and advise them of the 24 hour notice and the intent of the Shire to impound the vehicle.
- 13. Note any damages to the vehicle on the CSR and attach photographs taken.
- 14. Re-inspect after the period as defined time period in paragraph 10, and photograph the vehicle if it is still there and the chalk mark. If the chalk mark is no longer visible and it appears the vehicle has moved from its position, then a new chalk mark must be made and left for a further 24 hour period from that time.
- 15. If the vehicle has not be moved and the owner has not contacted Ranger Services, the vehicle can be impounded after the expired time on the sticker. It is good practice to allow a number of days for the vehicle to be removed by the owner, but is not necessary for dangerous positions.
- Contact Derby Police and provide the registration number or VIN to check if the vehicle is of interest to them.
- 17. The Derby Vehicle Impound Yard is located at the Waste Management Facility on Steel Street, Derby
- 18. The Fitzroy Crossing Vehicle Impound Yard is located at the Shire Depot on Emanuel Way, Fitzroy Crossing, in a location suitable to the Works Supervisor.
- 19. Contact one of the towing companies relevant to the vehicles location, either Derby or Fitzroy Crossing, and request the vehicle be removed. An email or text message stating the make, colour and location of the vehicle must also be carried out, along with information on where the vehicle is to be placed. A photograph is also advisable to ensure the correct vehicle is collected.
- 20. If the vehicle is classed as a "wreck" it may be towed immediately. Authority must be obtained from Senior Ranger to remove immediately; for example, if the vehicle is of no monetary value, the vehicle is worth less than \$500, or is not operational. It is best practice is to impound all vehicles for a minimum of 2 months before disposal.
- 21. Ensure the CSR is updated with the reason why the vehicle was classified as an abandoned vehicle wreck and impounded immediately in accordance with the *Local Government Act 1995, S. 3.40A*.
- 22. Email a request for vehicle owner details to the Department of Transport (E38) form (Attachment 2).
- 23. Within seven (7) days (if owner is in the location) of the vehicle being impounded, inform the vehicle owner in writing that the vehicle has been impounded, the location of the impound yard, what the applicable fees are, and the timeframe they have to act.
- 24. If the owner comes forward within 2 months, providing proof of ownership and pays all fees, the vehicle may be released to the owner. The Shire may refuse to allow the impounded vehicle to be collected until the costs of removing, impounding and keeping the vehicle have been paid in accordance with the Shires Fees & Charges.



- 25. After two (2) months of the letter being sent or if the owner was not located and if the owner has not claimed the vehicle, it may be put forward for disposal by;
 - a. Closed bid sale or auction, after 2 months of a notice having been given in writing.
 - b. Disposed of by the Shire after 7 days of a declaration being made that the vehicle is an abandoned vehicle wreck, (2 months is preferred).
- 26. If the vehicle is sold, a confirmation letter is to be sent to the purchaser. If the vehicle is not sold it can be removed to the Waste Management Facility or a volunteer group (DFES/SES) for training purposes.
- 27. Money received by the Shire from the sale of a vehicle is to be credited to its trust fund except to the extent required to meet the costs referred to and expenses incurred by the Shire in removing, impounding and selling the goods.
- 28. Where money has been held in the trust fund for 10 years it may be transferred by the local government to the municipal fund but the local government is required to repay the money, together with any interest earned from its investment, from that fund to a person claiming and establishing a right to the repayment as per S 6.9 of the *Local Government Act 1995*.



Attachment 1.

			022
-	SHIRE OF DERBY W		LEY
Ner	30 Loch Street Derby, WA, 6728	PO Box 94 Derby, WA	
7 1 🦞	Telaphone: (08) 9191 0999 Email: sdwk@sdwk.wa.gov.au	Web:	(08) 9191 0998 www.sdwk.wa.gov.a
	ALL COMMUNICATIONS TO BE ADDRES	SED TO THE CHIEF EXECUTIV	'E OFFICER
	04.110		
	24 HC	UR	
NOT	FICE TO	DEM	OVE
NU			JVE
_			
Date Notice	Served;	Time;	
To the owner	of this vehicle,		
Vehicle descr	iption;		
remove this v	that the Shire of Derby/ ' whicle from its current loca vate property by;		
(Date)		(Time)	. am/pm
(Functions ar	e is left unattended for 24 ad General) Regulations 19 removed and impounded at	96, Under Section	I Government 29 allows the
may recover	the vehicle or a person at the impounded vehicle, a ssociated with this vehicles	fter payment of to	by the owner wing and any
Authorised Of	fficer;		
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Attachment 2 – Department of Transport Owners Request Form (E38)

Government of Western Australia Department of Transport	E38 Government Authorities Disclosure of Information Request Section 14 Road Traffic (Administration) Act 2008		
When blank, this form is classed as OFFICIAL, when completed, this form is classed as OFFICIAL SENSITIVE			
This form must be completed and submitted via the following email link: releaseofinformation@transport.wa.gov.au SUBMIT			
REQUEST DETAILS	GENERAL ENQUIRY/ MANUAL SEARCH		
FAMILY NAME I, FIRST NAME/OTHER NAMES FIRST NAME/OTHER NAMES am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME am a perion nominated by the Chief Executive Offcer DFPARTULENT NAME Am a perion nominated by the Chief Executive Offcer am a perion offer that the information disclosed to me will only be used and in onnection with administering the above mentioned writen law. Understand that the information provided by Driver and Vehicle Services administer that the authorised purpose for whole the administering approaches that is contrary to Avaitation Peovided by Driver and Vehicle Services that is contrary to Avaitation Peovided by Driver and Vehicle Services that is contrary to Avaitation Peovided by Driver and Vehicle Services that is contrary to Avaitation Peovided by Driver and Vehicle Services that is contrary to Avaitation Peovide Drive and Vehicle Services that is contrary to Avaitation Peovide Driver and Vehicle Services that is contrary to Avaitation Peovide Driver and Vehicle Services that is contrary to Avaitation Peovide Driver and Vehicle Services that is contrary to Avaitation Peovide Driver and Vehicle Services that is contrary to Avaitation Peovide Drive and Vehicle Services that is contrary to Avaitation Executive Driver and Vehicle Services that is contrary to Avaitation Executive Driver and Vehicle Services that is contrary to Avaitation Executive Driver and Vehicle Contrary to Phase Driver Driver and Vehicle Contrary to Avaitation Executive Driver and Vehicle Driver Driver Driver and Vehicle Driver Driver Driver Driver Avaitation Driver Driver Driver Avait	Conjete relevant information known PANILY NAME		
	Last optated: 15.01.2021		



Ranger Vehicles

OBJECTIVE

This procedure has been developed to ensure the vehicles assigned to Ranger Services, are mechanically maintained and kept in good working order, regularly cleaned and serviced, and the equipment provided with the vehicle is maintained and kept in good working condition.

SCOPE

This procedure applies to Ranger Services employees, Senior Ranger and Rangers, who are assigned a vehicle. All officers are to adhere to the *Road Traffic Act 2000* and *Road Traffic Code 1974*.

BACKGROUND

The Shire of Derby/West Kimberley (the Shire) Ranger Services is issued with three (3) vehicles to carry out Ranger duties throughout the Shire district. Two (2) are based in Derby town site and one (1) is based in Fitzroy Crossing town site. The vehicles are equipped with;

- Dog containment cage
- Dog control equipment
- Animal catching gloves
- Muzzles
- Protective goggles
- Ear plugs/muffs
- Disposable gloves
- Toolbox with a jack, jumper leads, hammer, screwdrivers, socket set, long handled shovel
- Compressor
- Recovery Kit snatch strap, rated shackles, recovery hitch, tracks such as Maxtrax
- First Aid Kit including instant ice pack
- Water tanks with hose or tap
- Soap dispenser
- Hand sanitizer
- Storage box with relevant documents/books/information booklets
- UHF Radio
- EPIRB
- Shapes Disposal Container
- Dash Cam



PROCEDURE

- Rangers are to complete a visual vehicle walk around at the commencement of each shift, checking tyre pressures, damage, windows, equipment on/in vehicle. If any emergency or critical items are identified, you must notify Senior Ranger, Shire Mechanic or Manager of Development Services prior to driving the vehicle.
- 2. Vehicles are to be inspected for damage and a Plant Maintenance Record is to be completed fortnightly on the Wednesday of pay week. If any issues are identified, the Ranger is to notify the Senior Ranger and Shire Mechanic via email.
- 3. Once a fortnight email the Depot Admin Officer with the odometer reading.
- 4. The servicing requirement of a vehicle is the responsibility of the Ranger and is to be carried out by the Shire's Mechanic or contractor. The Ranger is to ensure that the vehicle is serviced at the required time as specified within the vehicle service log book and this log book is signed off as the service is completed.
- 5. Ranger vehicles are to be cleaned inside and out weekly. Any animal containment areas are also to be thoroughly cleaned and disinfected each week.
- 6. In the event of a breakdown, the user is to contact the Shire's Mechanic and make necessary arrangements to have the vehicle towed to a specified repairer, or back to the Shire Depot. If a breakdown occurs after hours and the Shire Mechanic cannot be raised, the Senior Ranger will make arrangements for retrieval and/or repairs on the vehicle. Every effort is to be made to have the vehicle repaired by the Shire Mechanic.
- 7. If a Ranger Vehicle is involved in an accident, the user (if practicable) is to record the following information;
 - a. Take photos of the accident vehicle position, skid marks, damage to vehicle, vehicle number plates prior to moving the vehicle.
 - b. Vehicle registration numbers and descriptions of all vehicles involved
 - c. Other drivers name, address, phone number, driver's licence number and insurance details.
 - d. Advise the Manager of Development Services at the first possible instance.
 - e. Police are to be notified within 24 hours of the accident if;
 - i. The incident resulted in bodily harm to any person; or
 - ii. The total value of property damage to all involved parties exceeds \$3,000; or
 - iii. The owner or representative of any damaged property is not present and the Senior Ranger or Manager of Development Services at the first possible instance.
 - iv. If another vehicle is involved and the vehicle and driver leave the scene
 - f. Following an accident and as soon as practicable, an WHS incident form is to be completed and submitted to the Manager of Development Services, whether an injury has been sustained or not.



- 8. Refueling is to be done at either Derby or Fitzroy Crossing depot.
 - a. The fuel pumps must be turned on by deport staff as the switch is in the garden shed. The fuel pump is generally available from 6.00am to 2.00pm, Monday to Friday.
 - b. The fuel tab allocated to each vehicle is to be used and these are not to be used for other vehicles or personal use.
 - c. The fuel tab is to be held over the reader, touching the two metal prongs until the LCD display requires the odometer reading, then prompts for a pin code (1234).
 - d. The pump will then engage.
 - e. Once refueling has completed and the fuel nozzle has been placed back on the bowser, the pump will continue to run for a short period. This is normal and will turn off by itself.
- 9. The Senior Ranger shall be issued with a fuel card for after hours and when the Shire fuel is not available. This card can be used for all Ranger Service Vehicle; however when a vehicle is refueled, the registration number of the vehicle is to be placed on the fuel receipt and handed to account for adjustment to the correct vehicle.
- 10. Rangers are required to ensure vehicle fuel levels are maintained above ¼ tank minimum within a 10km radius of Derby or Fitzroy Crossing town sites. If required to attend anywhere outside of this radius, the Ranger is to ensure the fuel tank is filled to the full level prior to exiting the area.
- 11. If you are required to drive out of this 10km radius from town, you are required to advise the Senior Ranger, or in their absence, the Manager of Development Services. You are required to advise the following;
 - a. Where you are going
 - b. When you arrive
 - c. Expected return time
 - d. When you have returned within the 10km radius or when you have arrived at your destination i.e. Broome or Fitzroy Crossing
 - e. Advise when you have returned



Firearms

OBJECTIVE

This procedure has been developed for employees of the Shire of Derby/West Kimberley (the Shire), who have been nominated on the Shire's Corporate Firearms Licence to be used to humanly and safely euthanise animals. The following procedure is in accordance with the *Firearms Act 1973* and is to be adhered to without deviation.

SCOPE

This procedure applies to the Manager of Development Services, Ranger Services and Aboriginal Environmental Health employees.

The Senior Ranger is responsible for firearm security, management of the Corporate Firearms Licence and is the point of contact for the Corporate Firearms Licence. The Manager of Development Services, Senior Ranger and the Aboriginal Environmental Health Program Coordinator (AEHPC) hold the key to the Gun Safe Room.

BACKGROUND

The Shire of Derby/West Kimberley (the Shire) owns a variety of firearms located at Coleman Centre building in Derby and at the Shire Depot in Fitzroy Crossing. The firearms are utilized for animal control measures within the Shire boundaries, including but limited to, Aboriginal Communities, Airport and Waste Management Facilities in Derby and Fitzroy Crossing.

PROCEDURE

- Prior to euthanising an animal that has been impounded, ensure that the Shire's website and any other location where this animal may have been advertised, has been removed or deleted prior to euthanising.
- 2. When a firearm is required, gather the gun safe key from the Ranger office key safe mounted on the wall by entering the 4 digit code and #. Firearms with firing bolts are stored in the key safe and can be taken with the safe key. The bolts and firearms are kept in separate locations for safety reasons should the firearms be stolen from the gun safe.
- 3. The Officer is to contact the Manager of Development Services, Senior Ranger or AEHPC to gain access to the gun safe room.
- 4. Open the gun safe by using the gun safe key.
- 5. TREAT EVERY FIRARM AS IF IT IS LOADED.
- 6. Draw the firearm required and place in a gun bag, ensuring the firearm is unloaded, chamber is cleared and the action is open. The gun bags are stored next to the gun safe.
- 7. Unlock the ammunition box inside the gun safe with the small key. There are 3 blue boxes which are to carry the ammunition. Always take more rounds than you think you need.
- 8. Lock the ammunition box and gun safe ensuring the keys are not inside.
- Complete the Firearms Register, which is located on top of the gun safe. The Manager of Development Service, Senior Ranger or AEHPC are to sign/witness the form, or if unavailable give verbal authority, when taking and returning the firearm.
- 10. The firearm is to be placed in the vehicle gun safe (if available), or placed behind the vehicles seats, or on the floor out of sight.



- 11. The animal is to be transported to the animal burial pit (at rubbish tip), or if in remote communities, in a secluded location.
- 12. The ammunition box is to be kept separate from the firearm, in the front of the vehicle out of sight, i.e. the glovebox.
- 13. When ready to use the firearm, load the magazine with more rounds than you think is necessary. If you require 2 bullets to euthanise a cat, ensure there are 3 or 4 bullets in the magazine.
- 14. Remove the firearm from the gun bag. Check that the chamber is clear and the safety is on. Insert the loaded magazine and leave the action open and the safety on.
- 15. Ensure you are wearing your PPE, safety glasses or goggles & ear muffs.
- 16. Never point a firearm at or near another person.
- 17. Always keep your finger off the trigger and keep the muzzle pointed in a safe direction.
- 18. Only remove the safety and load the firearm when ready to fire. Never load a firearm until you are ready to shoot.
- 19. Always ensure the firing zone is clear and identify your target.
- 20. In a safe location out of sight from the public, place the animal in appropriate area or have a work colleague hold the animal on a dog pole.
- 21. Utilising the correct caliber of rifle, the officer will safely and quickly euthanise the animal with a shot to the head, followed immediately by a shot to the heart.
- 22. Ensure the animal is deceased. The animal should not be breathing, have no heartbeat and no blink reflex, meaning if you touch the eye, if the animal is deceased it will not blink.
- 23. When you have finished shooting, ensure the safety is on, remove the magazine (if fitted), unload the firearm and then check that the chamber is empty. Remove all rounds or cartridges from the breech and magazine.
- 24. Place the empty magazine back in the firearm.
- 25. Place the firearm back in the gun bag and into your vehicle.
- 26. Dispose of the body in the burial pit, covering it with sand. If it is a large animal or a number of animals, you may be required to ask the staff at the tip to cover the animals using their machinery.
- 27. The Officer is to update the Pound Register on Synergy and in the pound book, stating the animal has been destroyed.
- 28. Return the firearm and ammunition to the gun safe and complete the Firearms Register. Return the bolt to the key safe.
- 29. A witness will be required to clear the gun and initial that it has been returned.
- 30. Ammunition returned is to be counted and the amount of rounds noted on the Firearms Register.
- 31. The blue ammunition box is to be placed in the ammunition safe at the top of the gun safe and locked.
- 32. Once the firearm has been returned, close and ensure the safe is locked.
- 33. Return the gun safe key to its hidden location.

Storage

All firearms and ammunition are to be secured in an approved lockable gun safe as prescribed in the *Firearms Act 1973*. There is a gun safe located in the storeroom in Coleman Centre building in Derby, and in the Depot office at Fitzroy Crossing. The bolts for firearms where fitted are to be stored in the key safe, separate from the rifles.



Firearms Register

When a firearm and/or ammunition is drawn from a Shire gun safe, the Firearms Register, which is kept on top of the gun safe, must be completed. This must include;

- a. The weapon drawn and serial number. The serial numbers will be listed on the register
- b. Date drawn
- c. Time drawn
- d. Name of person drawing the firearm
- e. Rounds drawn
- f. Reason for use
- g. Signed by the user
- h. Signed by a witness. The witness must be a senior officer; Development Services Manager, Senior Ranger or AEHPC

Transporting firearms and ammunition between various locations is to be completed with the highest priority placed on security to prevent misuse or theft. The firearms are to be stored in a gun safe in the vehicle (if available) or placed behind seats or on the floor with suitable cover as not to draw attention. Vehicles are to be locked at all times when the firearm user is away from the vehicle, and where possible, firearms should be secured in overnight accommodation, in the Shire gun safe or at a Police Station if available, rather than left in vehicles.

The **renewal of the Corporate Licence** is the responsibility the Shire's Corporate Services Department and a copy of the renewed licenses are to be forwarded to the Senior Ranger, who will in turn forward a copy of all employees listed on the Corporate Licence.

The management of the **Corporate License** is the responsibility of the registered "Point of Contact", the Senior Ranger. The Senior Ranger is to ensure only suitable qualified employees are listed on the Corporate Licence and advise the Police Licencing Firearms Branch of any changes to the Licence due to resignations or new employees.

Lost or stolen Firearms. In the event that a firearm or ammunition is lost or stolen, the nearest Police Station is to be advised immediately and a Police Report Number obtained. Advise the Manager of Development Service as soon as possible. Detailed notes are to be recorded by the weapon user, listing when, where and how the loss occurred. Dates and times of everything relating to the incident should be recorded, plus people or vehicles in the area at the time of the loss, and any other information that may be relevant to the incident.

Training

The Senior Ranger is to manage Firearms Training requirements for all employees of the Shire. The Senior Ranger is to keep accurate records of employees who have completed training in firearms. Employees must successfully complete the Firearms Awareness Certificate to be added to the Corporate Licence.

This can be done in Derby at the Derby Firearm Supplies. It is also recommended that all employees required to handle firearms, successfully complete a Firearms Safety Handling training course.



The effective danger range for projectiles, may generally be:

- 1. 22 rimfire 1500meters (1.5 kilometers)
- 2. 303 3600 meters (3.6 kilometers)
- 3. 308 4050 meters (4.0 kilometers)
- 4. Air rifle 150 meters
- 5. Shotgun 6. BB shot
- #6 shot 250 meters 450 meters

The following gun handling rules are adopted as the basic firearm handling rules of the Shire.

- 1. Treat every firearm as if it is loaded
- 2. Only pass or accept open and unloaded firearms
- 3. The firearm is your responsibility
- 4. Never allow unauthorised access to the firearm(s) or ammunition
- 5. Always keep the gun pointed in a safe direction
- 6. Always keep your finger off the trigger until ready to use
- 7. Know your target and what is beyond it
- 8. Never fire at hard surfaces or water as a ricochet could occur
- 9. Be sure the gun is safe to operate
- 10. Know how to use the gun safely
- 11. Use only the correct ammunition for your gun
- 12. Wear eye and ear protection
- 13. Never use alcohol or drugs before or while shooting
- 14. Store guns so they are not accessible to unauthorised persons
- 15. Know where others are at all times
- 16. No shooting at rocks, bricks, concrete or any other hard surface that may cause ricochets
- 17. Personal Protective Equipment required Ear muffs, or ear plugs and safety goggles
- 18. Do not climb fences or obstacles with loaded firearms
- 19. Never store firearms and ammunition together
- 20. Dispose of unwanted firearms lawfully. Surrender them to the Police or sell them to or through a licensed dealer

Recommended for each user to read the National Firearms Safety Code - <u>file://sdwk-ad01/home/kristy.chattaway/Downloads/Firearms%20safety%20booklet%20(38).pdf</u>



Infringement Notices

OBJECTIVE

This procedure is in accordance with the *Dog Act* 1976, *Litter Act* 1979, *Bush Fires Act* 1954, *Caravan Parks* and *Camping Grounds Act* 1995, the *Local Government Act* 1995 and *Control of Vehicles (Off Road Areas) Act* 1978. This procedure is to be followed when issuing an infringement notice within the Shire of Derby/West Kimberley (the Shire).

SCOPE

This procedure applies to employees of the Shire, specifically Manager of Development Services, Senior Ranger, Rangers and Administration Officers.

BACKGROUND

PROCEDURE

Rangers

When a Ranger or Authorised Person raises an infringement, the disbursals of infringement notices is as follows;

- 1. The first copy of the infringement notice is issued to the alleged offender either in person or via mail to the last known address.
- 2. The second copy of the infringement notice is placed in the Infringement File in the Rangers office
- 3. The third copy of the infringement notice is retained by the Ranger in the infringement book
- 4. The infringement details are to be entered onto the "Infringement Register" spread sheet, X:\Essential\01 Licenses, Agreements and Registers\0120 Compliance Registers\Apps\Register – Infringements

Rangers

When an infringement has been identified as not paid after the 28 days of issue, a Final Demand Notice must be issued to the last known address of the alleged offender, (Attachment 1).

After 28 days of issuing of the Final Demand Notice the infringement has not been paid, the matter may be referred to the Fines Enforcement registry (FER) by the Senior Ranger.



Attachment 1

FINAL DEMAND

Infringement No:	Reference No:	
Offence Date:	Location:	
Offence Time:		
Issue Date:	Penalty:	
Due Date:	Final Demand Fee:	\$24.80
Offence Code:		
Description/Type:	Total Due:	

.....

NAME XX ADDRESS 1 XX ADDRESS 2 XX

You were recently issued with an Infringement Notice and our records show that you have not paid the amount due within 28 days of issue of the infringement notice. **PAYMENT IS OVERDUE AND YOU NOW HAVE TO PAY ADDITIONAL COSTS**

SETTLEMENT OPTIONS

BEFORE THE DUE DATE YOU MUST EITHER:

- A. Pay the amount due to the Shire of Derby / West Kimberley (If posting, send a "not negotiable" cheque or money order with the top portion of this letter. If a cheque is not honoured on presentation, payment shall be deemed not to have been made).
 OR
- B. Elect to have the matter dealt with by a Court (To do this, fill in the application on the other side of this notice and return it to the address overleaf).

IF YOU TAKE NO ACTION THIS MATTER MAY BE REGISTERED WITH THE FINES ENFORCEMENT REGISTRY AFTER WHICH YOUR DRIVER'S LICENCE MAY BE SUSPENDED; YOUR VEHICLE LICENCE MAY BE SUSPENDED OR CANCELLED; YOUR DETAILS MAY BE PUBLISHED ON A WEBSITE; YOUR VEHICLE MAY BE IMMOBILISED OR HAVE ITS NUMBER PLATES REMOVED; AND YOUR PROPERTY MAY BE SEIZED AND SOLD.

IF THE MATTER IS REGISTERED WITH THE REGISTRY ADDITIONAL COSTS WILL ALSO BE PAYABLE.

IF THE ABOVE ADDRESS IS NOT YOUR CURRENT ADDRESS OR IF YOU HAVE CHANGED ADDRESS, IT IS IMPORTANT THAT YOU ADVISE US IMMEDIATELY. FAILURE TO DO SO MAY RESULT IN YOUR DRIVERS LICENCE OR ANY VEHICLE LICENCE YOU HOLD BEING SUSPENDED WITHOUT YOUR KNOWLEDGE.

_____ MANAGER OF DEVELOPMENT SERVICES Date: _/ /___

REFER OVERLEAF FOR SETTLEMENT OPTIONS A OR B

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Signature



PLEASE PRINT CLEARLY USING BLOCK LETTERS

A. PAYMENT OF AMOUNT CURRENTLY DUE
I of
(Address)
Suburb tender the sum of \$ in settlement of this penalty
Date://
Signature:
➢ PAYMENT CAN BE MADE BY POST TO: OR IN PERSON AT:-
The Cashier Shire of Derby / West Kimberley Administration Building 30 Loch Street DERBY WA 6728 Derby WA 6728 (Between 8.30am to 4.00pm Monday to Friday) OR BY ELECTRONIC FUNDS TRANSFER Account name: Shire of Derby West Kimberley BSB: 016 – 620 Account number: 4211 05556 PLEASE USE YOUR INFRINGEMENT NUMBER AS THE REFERENCE FOR ELECTRONIC FUND TRANSFER
(Please do not send cash through the mail) CHEQUES OR MONEY ORDERS TO BE MADE PAYABLE TO THE SHIRE OF DERBY / WEST KIMBERLEY
B. ELECTION TO HAVE THE MATTER DEALT WITH BY A COURT
B. ELECTION TO HAVE THE MATTER DEALT WITH BY A COURT
۱of
(Address)
Would like this matter dealt with by Court. <u>I understand that I may receive a Summons to attend a</u> Magistrates Court and will be required to attend.
Signature:Date://
51 P a g e



Receiving Complaints

OBJECTIVE

This procedure has been developed to assist Authorised Persons (Rangers) and Administration Staff to provide instructions on processing complaints and incidents relating to Ranger Services within the Shire of Derby/West Kimberley (the Shire) to ensure complaints are dealt with in a consistent manner.

SCOPE

This procedure applies to employees of the Shire, specifically the Senior Ranger and Rangers, Development Services Support Officer and Shire Administration Persons and is in line with the state legislation and the Shire's *Local Laws*.

BACKGROUND

The Shire receives complaints from time to time from rate payers, residents, visitors, other external agencies and internal employees of issues within the Shire.

PROCEDURE

When a complaint is received by the Shire that requires action by Ranger Services, whether it is received in person in Derby or Fitzroy Crossing, via telephone or via email, the following steps are to be taken;

- For all non-urgent complaints, the Administration Officer will log a new Customer Service Request (CSR) through Synergy and advise the Senior Ranger of the complaint via email. Information required for the email is;
 - a. Name of complainant
 - b. Address of complainant
 - c. Contact number of complainant
 - d. The address or location the complaint is referring to
 - e. A date and time the incident occurred
 - f. A clear description of the incident/issue
- 2. The Senior Ranger will assign the request to the appropriate Ranger.
- 3. The Ranger assigned to the request will contact the complainant and will discuss the complaint and endeavor to resolve the incident as soon as practicable. At times, the information may be forwarded to the Senior Ranger, where he/she is to create the CSR.
- 4. For all **urgent** complaints for example dog attacks, the Administration Officer is to firstly contact the Senior Ranger via telephone and if not available contact the Ranger via telephone. If no Rangers are available when a complaint arrives, the Administration Officer is to;



- a. Complete the CSR suppling as much detail as possible along with an email, and;
- b. Advise the complainant a Ranger will be in contact to discuss as soon as possible.
- 5. Creating a Customer Service Request in Synergy
 - a. Open Synergy Soft and login
 - b. Select Systems Customer Services Customer Requests to open the module
 - c. Click on the New at the top of the page to create a new request
 - d. Subject use the drop down arrow to select the relevant department. Rangers generally work under "Regulatory Management"
 - e. Service use the drop down arrow to select the appropriate service
 - f. Nature of Request is Request. The only other option is Complaint, which is only to be used when a customer is complaining about service or staff members
 - g. Ext Corresps is where the complainants information get entered
 - i. Click on the box Ext Corresps
 - ii. This will open a search page where you can search using either the surname, company name, address etc. Enter the relevant details and click Search.
 - iii. If the complainant has been entered onto the system previous, their details will appear. Double click on the relevant record
 - h. Contact insert the complainants contact phone number or email address
 - i. Type of Person this field is not required
 - j. Analysis Type not required
 - k. Details type all relevant information provided by the complainant into this section i.e. date, time, locations, etc.
 - I. Location type in the location
 - m. 1 File this section will automatically insert the relevant file number. You can change the file number by;
 - i. Click on the box 1 File
 - ii. If you know the file number, type it in the File No. section and press Tab. or;
 - iii. You can search in the Title / Contents section then click Find Matching File
 - iv. Once you have located the correct file, click Select
 - Properties enter the assessment number for the property the complaint is related to. If you don't know the assessment number;
 - i. Click on the Properties box which will bring up a property search box
 - ii. Insert the information you have, street number and street name and click Find Matching Property. This will bring up the relevant properties information.
 - iii. Double check the information is correct and click Select.
 - o. Resp Officer Use the drop down arrow to select the officer to action the complaint.
 - i. Administration Officers are to assign to the Senior Ranger
 - ii. The Senior Ranger is then able to assign to the Ranger
 - p. Resp Group this section may autofill with the relevant department. Ensure this has been assigned to the correct department and use the drop down arrow to select the relevant department.
 - q. Taken By will autofill with the person's name who took the report and entered onto CSR
 - r. Date Taken will autofill with that days date
 - s. Responded By will autofill with tomorrows date



- t. Status will autofill with Outstanding. The Responsible Officer will update the status as they progress the request
- u. Source use the drop down arrow to select the method the complainant used to make the report
- v. Closure Category this is to be left blank. The Responsible Officer will update this when the complaint has been resolved and closed
- 6. Advise the Senior Ranger of the complaint and CSR number.
- 7. If the complaint involves a staff member, councilor or any Shire representative, the attending Ranger is to advise the Senior Ranger and/or the Manager of Development Services

7.5 COMPLIANCE REPORTS - COUNCIL MINUTE MANAGEMENT

File Number:	4262 - Status Reports
Author:	Sarah Smith, Executive Services Coordinator
Responsible Officer:	Amanda Dexter, Chief Executive Officer
Authority/Discretion:	Information

SUMMARY

For the Committee to receive the information provided in the attached reports and provide strategic direction as required.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

The Terms of Reference for the Compliance and Strategic Review Committee (now Audit Committee) adopted on 26 March 2015 detail the key role the Committee holds in assisting the Shire fulfil its corporate governance responsibilities in managing the affairs of the organisation. This includes financial reporting, risk management, compliance requirements and auditing.

The Committee will ensure compliance in the Shire's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the Shire's financial accounting systems to meet statutory requirements.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.41(a) of the Act requires CEOs to advise councils in relation to the functions of a local government under both the *Local Government Act 1995*, and other legislation.

The CEO's function under section 5.41(b) is to ensure the availability of unbiased, professional and relevant advice and information to elected members for their decision making purposes.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and	1.2 Capable, inclusive and	1.2.1 Provide strong civic leadership
Governance	effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Financial, Legal and Compliance, Organisational Operations and Reputation	Unlikely	Severe	Extreme	Monthly reporting to the Audit Committee for awareness and direction where required.

CONSULTATION

Internal consultation has been undertaken with relevant areas to collate information.

COMMENT

Nil

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Council Minute Management - June 2022 🕂 🛣

COMMITTEE RESOLUTION AC56/22

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee RECEIVES the information contained in the report detailing Council Minute Management.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0

Outstanding	Division: Committee: Officer:		Date From: Date To:
Action Sheets Report			Printed: 16 June 2022 2:47 PM
Meeting	Officer/Director	Section	Subject
Council 26/08/2021	Dexter, Amanda Dexter, Amanda	Executive Services	Aboriginal Empowerment Strategy
RESOLUTION 84/21			
Moved: Cr Geoff Davi Seconded: Cr Rowena M	-		
That Council:			
1. Endorses the Work	shop Report – 22 Ju	y 2021 – Shire of Derby/We	est Kimberley Aboriginal Empowerment Strategy;
			o seek out an external consultancy with expertise to support Councillors and the to the Aboriginal Empowerment Strategy; and
· ·	ng and developme c development and c	-	identified position within the SDWK to operationalise empowerment strategies
In Favour: Crs Geoff I	Haerewa, Paul White	, Geoff Davis, Chris Kloss, Ar	ndrew Twaddle, Rowena Mouda, Pat Riley and Keith Bedford
<u>Against:</u> Nil			
			CARRIED 8/0
10 Sep 2021 - 4:12 PM - Sarah Sm Action reassigned to O'Halloran, A 16 Mar 2022 - 11:30 AM - Amana	Amanda by: Smith, Sarah fo	r the reason: Sarah Tobias is an exter	nal consultant
	to progress the appointmen	t of a Organisation/ Consultant to as	sist with the Development of a Strategy and/ or high level prioirities in order to get this program up and running
Revised Target Date changed by:	Dexter, Amanda From: 9 Se esourced adequartely and h		ed to ensure that it progresses over the next few months
Revised Target Date changed by:	Dexter, Amanda From: 31 M		ated in the 2022/23 Budget and the CEO's Exec Team will progress the project once the once the budget is
Meeting	Officer/Director	Section	Subject

AWARD OF TENDER T5-2021 - Camballin Road - Reshaping and Resheeting

Infocouncil

Council 31/03/2022

Dyer, John

Technical Services

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Outstanding	Division:		Date From:
oustanung	Committee:		Date To:
	Officer:		
Action Sheets Report			Printed: 16 June 2022 2:47 PM
	Nacha Marina		
	Neate, Wayne		
RESOLUTION 28/22			
Moved: Cr Andrew 1	[waddle		
Seconded: Cr Linda Eva			
That Council;			
	7 2021 Combollin Dood I	Deshawa and De sheet	and a Rushing's Containing and Deving (DCD), and
			orks to Buckley's Earthmoving and Paving (BEP); and
	•	•	P in order to keep the cost of the project within the available budget amount.
In Favour: Crs Geoff	Haerewa, Paul White, G	eoff Davis, Andrew Twad	ldle, Rowena Mouda, Keith Bedford, Linda Evans and Peter McCumstie
Against: Nil			
			CARRIED 8/0
84	011:	6 - +1'	6.12-a
Meeting	Officer/Director	Section	Subject AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITLIMEN
Meeting Council 31/03/2022		Section echnical Services	•
-	Dyer, John T		AWARD OF TENDER T6-2021 PROJECT 1 - FITZROY STREET - DRAINAGE, STABILIZATION AND BITUMEN
-			AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
	Dyer, John T		AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
Council 31/03/2022 RESOLUTION 27/22	Dyer, John T Neate, Wayne		AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi	Dyer, John T Neate, Wayne		AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
Council 31/03/2022 RESOLUTION 27/22	Dyer, John T Neate, Wayne		AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc	Dyer, John T Neate, Wayne te Cumstie	echnical Services	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To	Dyer, John T Neate, Wayne te Cumstie	echnical Services	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving.	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving. In Favour: Crs Geoff	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving.	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving. In Favour: Crs Geoff	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving. In Favour: Crs Geoff	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.
Council 31/03/2022 RESOLUTION 27/22 Moved: Cr Paul Whi Seconded: Cr Peter Mc That Council award To and Paving. In Favour: Crs Geoff	Dyer, John T Neate, Wayne te Cumstie ender T6-2021 Fitzroy a	echnical Services and Clarendon works t	AWARD OF TENDER T6-2021 PROJECT 1 – FITZROY STREET – DRAINAGE, STABILIZATION AND BITUMEN SEALING WORKS AND PROJECT 2 – CLARENDON STREET - RECONSTRUCTION, DRAINAGE AND BITUMEN SEALING WORKS.

Outstanding	Division:		Date From:
	Committee:		Date To:
	Officer:		
Action Sheets Report			Printed: 16 June 2022 2:47 PM
Meeting	Officer/Director	Section	Subject
Council 26/05/2022	Dyer, John Neate, Wayne	Technical Services	Award of Tender T1-2022 - Various Road Re-sealing Works - Derby Townsite
RESOLUTION 68/22			
Moved: Cr Peter McCur Seconded: Cr Paul White	nstie		
That Council;			
1. Award Tender T1-2	022 Reseal various	Derby townsite Streets to Buck	kley's Earthworks and Paving Pty Ltd.
2. Reallocate the \$150).000 set aside for t	he Remote controlled road cor	ndition signage to the Derby Re-seal roads project;
3. Reallocate the \$80,	, 000 set aside for Va	arious Kerbing repairs to the De	erby Re-seal roads project
			regarding the reallocation of funds from either the Local Community and Road
•	•	-	s for the short fall of the \$121,000.00.
			Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
	ciewa, i aui winte,	Geon Davis, Andrew Twaddie,	towena mouda, rat filey, ketur beutora, Enda Evans and reter meeunste
<u>Against:</u> Nil			
			CARRIED 9/0
Meeting	Officer/Director	Section	Subject
Council 31/03/2022	Edwards, Shane Martin, Stuart	Community and Recreation Services	Request for Funding - Boab Festival at Derby Inc.

RESOLUTION	32/22
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Moved: Cr Paul White Seconded: Cr Linda Evans

That Council:

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Outstanding	Division:		Date From:
oustanding	Committee:		Date To:
	Officer:		
Action Sheets Report			Printed: 16 June 2022 2:47 PM
events subject to:			b Festival at Derby Inc. as contribution to the Mardi Gras and Get Ya Bounce on
1.1 the Boab Festival o	f Derby Inc. obtainii	ng relevant event approv	als; and
1.2 the Boab Festival o	f Derby Inc. submitt	ing an acquittal at the co	nclusion of the events.
In Favour: Crs Geoff Haer	ewa, Paul White, Ge	off Davis, Andrew Twadd	le, Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
Against: Nil			
			CARRIED 9/0
			CARRIED 5/0
Meeting	Officer/Director	Section	Subject
Council 24/02/2022	Hartley, Neil Ex Dexter, Amanda	ecutive Services	Derby Port Precinct - Boat and Trailer Storage Areas and Licences
RESOLUTION 06/22			
Moved: Cr Andrew Twado	dle		
Seconded: Cr Paul White			
That Council:			
1. Endorse the principle o	f controlled boat/tr	ailer parking at the Derb	y Port;
2. Endorse the indicative	plan for the Derby F	ort Boat/Trailer Parking	Area as outlined in the attachment to this report;
3. Endorse the attached	draft User Agreeme	ent for the Derby Port B	pat/Trailer Parking Area (and authorise the CEO to make minor amendments as
	-	fective and contempora	
4. Authorise the use of up	o to \$10,000 of exist	ing Derby Port budget fu	nds to be allocated to site-works/levelling at the area defined in (2) above; and
			ents of S. 3.58 of the Local Government Act prior to their original issue (with a n where a public submission is forthcoming).
In Favour: Crs Geoff Haer	ewa, Paul White, Ge	off Davis, Andrew Twadd	le, Rowena Mouda, Keith Bedford and Peter McCumstie

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Outstanding		Division: Committee:		Date From: Date To:
		Officer:		
Action Sheet	s Report			Printed: 16 June 2022 2:47 PM
Against:	Nil			
				CARRIED 7/0
	- 10:00 AM - Neil Hart	,		
-		rtley, Neil From: 10 Mar otential Licencees. No l		e site will occur on an "as needs" basis, or if surplus fill/staff pland and labour are available.
Meeting		Officer/Director	Section	Subject
Council 25/11	1/2021	Hartley, Neil	Matters for which the Meeting May Be Closed (Confi	Derby Jetty - Insurance and Related Considerations
		Dexter, Amanda	,	
RESOLUTI	ION 159/21			
Moved	Cr Paul White			
	Cr Paul White I: Cr Geoff Davis			
Seconded	I: Cr Geoff Davis			
Seconded That Cour	l: Cr Geoff Davis ncil:			
Seconded	l: Cr Geoff Davis ncil: Accepts the po	•		
Seconded That Cour	l: Cr Geoff Davis ncil: Accepts the po catastrophic en	ent which destro	yed the jetty, the jetty would not	t be reinstated or replaced utilising the existing design and specifications, an
Seconded That Cour	l: Cr Geoff Davis ncil: Accepts the po catastrophic en	ent which destro	yed the jetty, the jetty would not	the Derby Jetty can be insured for \$5.6m on the basis that in the event of t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa
Seconded That Cour	l: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built);	vent which destro Ild be to clear the	yed the jetty, the jetty would not site and reinstate a small recrea	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa
Seconded That Cour 1.	l: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands t	vent which destro Ild be to clear the nat any costs abov	yed the jetty, the jetty would not site and reinstate a small recrea ve the insured level would be the	t be reinstated or replaced utilising the existing design and specifications, an
Seconded That Cour 1.	I: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands th arrange for en debris/clean-u	vent which destro Ild be to clear the nat any costs abor ngineering studies p can be underta	yed the jetty, the jetty would not site and reinstate a small recrea- ve the insured level would be the s to be sought to confirm the aken, and construction/reinstate	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b
Seconded That Cour 1.	I: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands th arrange for en debris/clean-u	vent which destro Ild be to clear the nat any costs abor ngineering studies p can be underta	yed the jetty, the jetty would not site and reinstate a small recrea we the insured level would be the s to be sought to confirm the p	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b
Seconded That Cour 1.	I: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands th arrange for en debris/clean-u achieved, with	vent which destro Ild be to clear the nat any costs abou ngineering studies p can be underta out there being ar	yed the jetty, the jetty would not e site and reinstate a small recrea- ve the insured level would be the s to be sought to confirm the r aken, and construction/reinstate ny undue risk of excess costs resu	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b
Seconded That Cour 1. 2.	I: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands th arrange for en debris/clean-u achieved, with Confirms the n	vent which destro Id be to clear the nat any costs about ngineering studies p can be underta out there being ar need to maintain	yed the jetty, the jetty would not e site and reinstate a small recrea- ve the insured level would be the s to be sought to confirm the r aken, and construction/reinstate ny undue risk of excess costs resu	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b liting. s (until 2023 when the MPA Fish Farms Lease is due to expire) unless lega
Seconded That Cour 1. 2.	I: Cr Geoff Davis ncil: Accepts the po catastrophic en the intent wou first built); Understands th arrange for en debris/clean-u achieved, with Confirms the n advice is obtain	vent which destro Id be to clear the nat any costs about gineering studies p can be underta out there being ar need to maintain ned that reasonab	yed the jetty, the jetty would not e site and reinstate a small recrea- we the insured level would be the s to be sought to confirm the n aken, and construction/reinstate my undue risk of excess costs resu current levels of insurance level by allows the changes to be broug	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b liting. Is (until 2023 when the MPA Fish Farms Lease is due to expire) unless leg- ght in earlier;
That Cour 1. 2. 3.	I: Cr Geoff Davis ncil: Accepts the po catastrophic et the intent wou first built); Understands th arrange for et debris/clean-u achieved, with Confirms the t advice is obtain Notes that the insurance;	vent which destro Id be to clear the nat any costs about gineering studies p can be underta out there being ar need to maintain ned that reasonab	yed the jetty, the jetty would not e site and reinstate a small recrea- we the insured level would be the s to be sought to confirm the re- aken, and construction/reinstate my undue risk of excess costs resu current levels of insurance level by allows the changes to be broug enegotiations with Kimberley M	t be reinstated or replaced utilising the existing design and specifications, an ational jetty (due to the change in demand and utilisation since the Jetty wa e responsibility of the Shire to bear, and asks that the Chief Executive Office most prudent level of insurance that should be set, such that removal of ment of a small recreational jetty to replace the existing structure can b liting. s (until 2023 when the MPA Fish Farms Lease is due to expire) unless lega

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Outstanding	Con	sion: nmittee:		Date From: Date To:
Action Sheets		cer:		Printed: 16 June 2022 2:47 PM
	"replacement", to a "re	moval of	debris/clean up only" clause);	
6.	• •		Port/Jetty Leases provide clarit s position be suitably protected;	y on the Shire's capacity going forward to undertake Jetty maintenance or
7.	Requires that a Derby I the Derby Port; and	Port Mast	terplan workshop be scheduled v	with Councillors, to outline options available for the sustainable operation of
8.	Requires that a review	of Derby J	Jetty fees/charges be undertaker	and a report be presented to Council on the options available to it.
In Favour:	Crs Geoff Haerewa, P	aul White	e, Geoff Davis, Andrew Twaddle, F	Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
Against:	Nil			
Revised Target Reason: Insura		ted by LGIS, ł	out can generally only occur once each year,	
Revised Target Reason: Insura MPA Fish Farm	t Date changed by: Hartley, Neil F ance changes can be accommoda ns lease clauses and commitment	ted by LGIS, ł	out can generally only occur once each year,	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and
Revised Target Reason: Insura	t Date changed by: Hartley, Neil F ance changes can be accommodal ns lease clauses and commitment Office /2021 Hartle	ted by LGIS, k s. It is hoped	but can generally only occur once each year, I that a change to Removal of Debris Only in:	
Revised Target Reason: Insura MPA Fish Farm Meeting Council 28/10/	t Date changed by: Hartley, Neil F ance changes can be accommodal ns lease clauses and commitment Office /2021 Hartle	ted by LGIS, k s. It is hoped r/Director y, Neil	but can generally only occur once each year, I that a change to Removal of Debris Only ins Section Matters for which the Meeting May Be	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and surance can be arranged to occur from 1 July 2023. Subject
Revised Target Reason: Insura MPA Fish Farm Council 28/10/ RESOLUTIC Moved:	t Date changed by: Hartley, Neil F ance changes can be accommodal ns lease clauses and commitment Office /2021 Hartle Dexter	ted by LGIS, k s. It is hoped r/Director y, Neil	but can generally only occur once each year, I that a change to Removal of Debris Only ins Section Matters for which the Meeting May Be	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and surance can be arranged to occur from 1 July 2023. Subject
Revised Target Reason: Insura MPA Fish Farm Council 28/10/ RESOLUTIC Moved: Seconded:	t Date changed by: Hartley, Neil F ance changes can be accommodal ns lease clauses and commitment /2021 Hartle Dexter DN 139/21 Cr Linda Evans	ted by LGIS, t s. It is hoped r/Director y, Neil r, Amanda	but can generally only occur once each year, I that a change to Removal of Debris Only ins Section Matters for which the Meeting May Be	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and surance can be arranged to occur from 1 July 2023. Subject
Revised Target Reason: Insura MPA Fish Farm Council 28/10/ RESOLUTIC Moved: Seconded: That Counc 1. Acc	t Date changed by: Hartley, Neil F ance changes can be accommodal ns lease clauses and commitment /2021 Hartle /2021 Cr Linda Evans Cr Linda Evans Cr Keith Bedford cil by Absolute Majority: cepts the offer of the Ro	ted by LGIS, t s. It is hoped r/Director y, Neil r, Amanda	but can generally only occur once each year, d that a change to Removal of Debris Only ins Section Matters for which the Meeting May Be Closed (Confi g Doctor Service to in addition to	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and surance can be arranged to occur from 1 July 2023. Subject
Revised Target Reason: Insura MPA Fish Farm Council 28/10/ RESOLUTIC Moved: Seconded: That Counc 1. Acc equ 2. Agu	t Date changed by: Hartley, Neil F ance changes can be accommodations lease clauses and commitment (2021 Hartle Dexter ON 139/21 Cr Linda Evans Cr Keith Bedford cil by Absolute Majority: cepts the offer of the Rou	ted by LGIS, t s. It is hoped r/Director y, Neil r, Amanda yyal Flying	but can generally only occur once each year, d that a change to Removal of Debris Only ins Section Matters for which the Meeting May Be Closed (Confi g Doctor Service to in addition to be fee from 1 July 2021 until the e	on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and surance can be arranged to occur from 1 July 2023. Subject Derby Airport - Royal Flying Doctor Service Lease/Landing Fees

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Outstanding	Division: Committee:		Date From: Date To:
Action Sheets Re	Officer: port		Printed: 16 June 2022 2:47 PM
inclu	ding if required, reasonable use	of the Derby Airport Terminal fo	r patient transfers.
<u>In Favour:</u>	Crs Geoff Haerewa, Paul White	e, Geoff Davis, Andrew Twaddle, R	owena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
Against:	Nil		
			CARRIED 9/0
	2 PM - Neil Hartley		
Reason: Still awai 16 May 2022 - 4: Revised Target Da Reason: Deed of	36 PM - Neil Hartley ate changed by: Hartley, Neil From: 31 May	e (RFDS producing documentsaion "in-house" 2 2022 To: 30 Jun 2022	up the lease extension, following which that final clause can be worded and the document executed. Subject
Reason: Still awai 16 May 2022 - 4: Revised Target Da	iting final documents from RFDS to execute 36 PM - Neil Hartley ate changed by: Hartley, Neil From: 31 May Agreement settled but awaiting RFDS Boar Officer/Director 22 Hartley, Neil	e (RFDS producing documentsaion "in-house" / 2022 To: 30 Jun 2022 d Meeting to confirm it does not wish to take	up the lease extension, following which that final clause can be worded and the document executed.
Reason: Still awai 16 May 2022 - 4: Revised Target D. Reason: Deed of Meeting Council 26/05/20 RESOLUTION Moved: C Seconded: C	iting final documents from RFDS to execute 36 PM - Neil Hartley ate changed by: Hartley, Neil From: 31 May Agreement settled but awaiting RFDS Boar Officer/Director 22 Hartley, Neil Dexter, Amanda	e (RFDS producing documentsaion "in-house" / 2022 To: 30 Jun 2022 d Meeting to confirm it does not wish to take Section Matters for which the Meeting May Be	up the lease extension, following which that final clause can be worded and the document executed. Subject Derby Port - Kimberley Mineral Sands Lease Modifications (Major Land Transaction) - Negotiation

- the 31 January 2022 closing date;
- 2. Notes the numerous modified positions from the positions taken at the 9 December 2021 Council Meeting;
- 3. Accepts the changes as referred to in #2 and in particular, to road refurbishment/maintenance responsibilities (vis. that the Shire will retain responsibility for this infrastructure), and considers these changes to be a "not significantly different" from the position taken at the 9 December 2021 Council Meeting, or as conditionally outlined in the advertised Business Case;

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Outstanding	Division: Committee: Officer:		Date From: Date To:				
Action Sheets Report			Printed: 16 June 2022 2:47 PM				
4. Resolves to proc	eed with the transac	tion as modified;					
5. Directs the CEO acts expeditiously in consultation with the Shire's legal advisors, to prepare the necessary legal documentation to suitably modify the existing lease, including addressing any legal matters or other variations that need to be resolved between the parties as part of that re- drafting process;							
6. Authorises the P	resident and the CEC) to execute the documents on t	he Shire's behalf, an apply the Common Seal if required;				
lease's outcomes	7. Notes that the matter of transitioning the insurance for the Derby Jetty from "replacement" to "removal of debris only" is still subject to the sub- lease's outcomes and in particular, Kimberley Mineral Sands' decision on whether to utilise the Derby Port, and that implementation be deferred in accordance with the new lease position on insurance; and						
	ft Derby Port Maste ument's strategic dir		d for presentation to the 16 June Councillors' Forum, to facilitate Councillor				
In Favour: Crs Geoff H	laerewa, Paul White,	, Geoff Davis, Andrew Twaddle, F	Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie				
Against: Nil							
			CARRIED 9/0 BY ABSOLUTE MAJORITY				
Meeting	Officer/Director	Section	Subject				
Council 24/02/2022	Hartley, Neil	Matters for which the Meeting May Be Closed (Confi	Derby Airport - Lease to Dunning's Fuel Supplies (#'s 2 and 10) and Renewal of KAS Helicopters Leases (#'s 3 and 5)				
	Dexter, Amanda	·	· · ·				
RESOLUTION 14/22							
Moved: Cr Peter McC	umstie						

Seconded: Cr Geoff Davis

That Council;

1. In regard to Dunning's Fuels Lease Areas 2 and 10:

(a) Notes the submission lodged by BP Australia and endorses the responses to the submission as outlined in the Comment section of this report;

(b) Agrees to lease two separate portions of the Derby Airport land (Lot 143 on Deposited Plan 144238 and being the whole of the land comprised

Infocouncil

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Outstanding	Division:	Date From:
	Committee: Officer:	Date To:
Action Sheets		Printed: 16 June 2022 2:47 PM
	in Certificate of Title Volume 2037 Folio 326) described as Areas 2 existing KAS Helicopters Lease Area 3 site, to Dunning's Fuel);	2 and 10 and on the attached Airport Lease Area Plan (inclusive of part of the
(c)	Endorses the lease period for both Areas 2 and 10 are to be 10 + minimum of \$16,500pa for an up to 1,000m² lease is to apply (pro	10 years and a commencement lease fee for each individual area of a oportionately more if the eventual area is above 1,000m²);
(d)		nentation for both Dunning's Fuel leases, and any required modifications to f Executive Officer to execute the necessary documentation and apply the
2. In re	gard to KAS Helicopters leases (lease areas 3 and 5):	
(a)	•	same terms and conditions of the existing leases, with both leases now due to he extension being legally formalised, an assignment to an alternative lease
(b)	Notes that there may be a lease fee reduction for Lease Area calculation in (1c) above requires a reduction to below the currer	3, but only if the new area of Lease Area 3 reduces such that the valuation nt annual lease fee of \$27,096.76; and
(c)	Authorise the President and Chief Executive Officer to execute the	ne necessary documentation and apply the Shire's Common Seal (if required).
<u>In Favour:</u>	Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle,	Rowena Mouda, Keith Bedford and Peter McCumstie
Against:	Nil	
		CARRIED 7/0
Revised Targe Reason: Assig 3 May 2022 - Revised Targe Reason: 1. BP 2. KAS Helicop 3. Leases for A 3 Jun 2022 - 1 Revised Targe	- 2:31 PM - Neil Hartley et Date changed by: Hartley, Neil From: 10 Mar 2022 To: 15 Apr 2022 nment and lease extension documentation prepared and ready for execution. 1:44 PM - Neil Hartley et Date changed by: Hartley, Neil From: 31 May 2022 To: 31 May 2022 Australia advised that its submission was noted; oters Lease Area 3 site modified and new lease and assignment executed; Areas 2 and 10 finalised and awaiting signatures from the parties. 0:28 AM - Neil Hartley et Date changed by: Hartley, Neil From: 31 May 2022 To: 30 Jun 2022 ting return of executed documents from Dunnings.	

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Outstanding		Division: Committee:		Date	From:
		Officer:		Date	10.
Action Sheets Rep	port			Print	ed: 16 June 2022 2:47 PM
Meeting		Officer/Director	Section	Subject	
Council 26/05/202	22	Hartley, Neil Dexter, Amanda	Executive Services	Fitzroy Crossing Airport - Lease Renewal for Bureau of	Meteorology
RESOLUTION	62/22				
	r Paul White r Peter McCums	tie			
That Council	lease part of Res	serve #'s 20668 (Fitzroy Crossing Airport) to the	Bureau on the following significant condit	ions:
а.	lease area to b	e consistent wit	h the description outlined in Ite	m #6 of the Lease Schedule;	
b.	the lease fee to	o be \$3,000 for t	he ten year period (vis. \$300pa	equivalent);	
с.	the lease perio	od to be preferat	oly to 31/03/2023 (to align with	Derby Airport lease) or alternatively, for 1	0 years.
<u>In Favour:</u>	Crs Geoff Haere	ewa, Paul White,	Geoff Davis, Andrew Twaddle, I	Rowena Mouda, Pat Riley, Keith Bedford, Li	nda Evans and Peter McCumstie
Against:	Nil				
					CARRIED 9/0

Meeting	Officer/Director	Section	Subject
Council 26/05/2022	Hartley, Neil	Corporate Services	Budget Adjustment
	Dexter, Amanda		
THE ITEM WAS NOT FOUND (BOOKMA	RK: PDF2_ReportNam	ne_10881)	
CHECK THE INTEGRITY OF THE ITEM IN	THE MINUTES DOCUI	MENT	
DOCUMENT: \\SDWK-APPO2\INFOCOL Resolution not found	UNCIL \DOCUMENTS \C	COUNCIL\MINUTES\CO_20220526_MIN_223	3_AT.DOCX

Meeting	Officer/Director	Section	Subject
Council 26/05/2022	Hartley, Neil Dexter, Amanda	Executive Services	Delegation of Authority Register - Annual Review
RESOLUTION 61/22			
Infocouncil			Page 10 of 33

Outstanding	Division:	Date From:
	Committee:	Date To:
	Officer:	
Action Sheets Report		Printed: 16 June 2022 2:47 PM
Moved: Cr Pete	er McCumstie	
Seconded: Cr Lind	Ja Evans	
That Council:		
1. Notes that	t the review of the Shire's delegations has been complete	d and requires the next review to be reported to Council by 30 June 2023; and
2. Endorses	the attached Shire of Derby/West Kimberley Delegations	of Authority Register, noting that no changes are required on this occasion.
<u>In Favour:</u> Crs	Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle,	Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
<u>Against:</u> Nil		
		CARRIED 9/0 BY ABSOLUTE MAJORITY

Meeting	Officer/Director	Section	Subject
Council 24/02/2022	Hartley, Neil	Matters for which the Meeting May Be Closed (Confi	Ngiyali Roadhouse, Fitzroy Crossing (Part Lot 315 Great Northern Highway) - Rating Review Assessment
	Dexter, Amanda		
RESOLUTION 15/22			
Moved: Cr Paul White Seconded: Cr Andrew Twadd	lle		
That Council by Absolute Maj	jority:		
		reat Northern Highway, Fitzroy be rated similarly to other comm	Crossing (vis. Ngiyali Roadhouse site) generally depicted within attachment ercial sites within the district;
		n application under S. 6.26 of th e conditions of that section can k	e Local Government Act to have the roadhouse portion of Lot 315 remain as be met by it;
		odology for the new portion of I Unimproved Valuation);	ot 315, Great Northern Highway, Fitzroy Crossing (Ngiyali Roadhouse site) to
4. Seeks the Minister fo	r Local Governn	nent's determination on the me	thod of valuing the land (in accordance with the provisions of S6.28 of the

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A				
Outstanding	Division: Committee:			Date From: Date To:
	Officer:			
Action Sheets Re	port			Printed: 16 June 2022 2:47 PM
	Government Act);			
5. Auth	orises the CEO to take the necess	ary actions to progress and impl	ement the valuation change; and	
	0		s ownership, that rates not be soug , however, no phasing beyond 1 July	ht to be introduced (either by way of a 2022 is proposed to apply.
<u>In Favour:</u>	Crs Geoff Haerewa, Paul White,	Geoff Davis, Andrew Twaddle, R	owena Mouda, Keith Bedford and Pet	er McCumstie
<u>Against:</u>	Nil			
				CARRIED 7/0 BY ABSOLUTE MAJORITY
Revised Target D	22 PM - Neil Hartley ate changed by: Hartley, Neil From: 10 Mar 2 's approval sought for a change to GRV. Ger			
Meeting	Officer/Director	Section	Subject	
Interesting		Section		
Audit Committee	24/03/2022 Hartley, Neil	Matters for which the Meeting May Be Closed (Confi	Kimberley Mineral Sands - Debt Write-Off	
Audit Committee	24/03/2022 Hartley, Neil Dexter, Amanda	u .	Kimberley Mineral Sands - Debt Write-Off	
		u .	Kimberley Mineral Sands - Debt Write-Off	
COMMITTEE Moved: C	Dexter, Amanda RESOLUTION AC28/22 r Peter McCumstie	u .	Kimberley Mineral Sands - Debt Write-Off	
COMMITTEE Moved: C	Dexter, Amanda RESOLUTION AC28/22	u .	Kimberley Mineral Sands - Debt Write-Off	
COMMITTEE Moved: C Seconded: C	Dexter, Amanda RESOLUTION AC28/22 r Peter McCumstie r Keith Bedford	Closed (Confi		and the Kimberley Mineral Sands group:
COMMITTEE Moved: C Seconded: C That the Auc 1. Writes	Dexter, Amanda RESOLUTION AC28/22 Ir Peter McCumstie Ir Keith Bedford lit Committee recommends that	Closed (Confi Council, conditional on a new su	b-lease being executed by the Shire a	and the Kimberley Mineral Sands group: v Ltd and Sheffield Resources Limited (of
COMMITTEE Moved: C Seconded: C That the Auc 1. Writes \$172,95	Dexter, Amanda RESOLUTION AC28/22 ir Peter McCumstie ir Keith Bedford lit Committee recommends that off the insurance contribution c 58.16); and	Closed (Confi Council, conditional on a new su laim made upon the Derby Port	b-lease being executed by the Shire a	
COMMITTEE Moved: C Seconded: C That the Auc 1. Writes \$172,95	Dexter, Amanda RESOLUTION AC28/22 ir Peter McCumstie ir Keith Bedford lit Committee recommends that off the insurance contribution c 58.16); and	Closed (Confi Council, conditional on a new su laim made upon the Derby Port lessee will apply (as per the lease's	b-lease being executed by the Shire a lessee's, Thunderbird Operations Pty	
COMMITTEE Moved: C Seconded: C That the Auc 1. Writes \$172,99 2. Notes t	Dexter, Amanda RESOLUTION AC28/22 Tr Peter McCumstie Tr Keith Bedford dit Committee recommends that off the insurance contribution c 58.16); and hat insurance contributions by the	Closed (Confi Council, conditional on a new su laim made upon the Derby Port lessee will apply (as per the lease's	b-lease being executed by the Shire a lessee's, Thunderbird Operations Pty	
COMMITTEE Moved: C Seconded: C That the Auc 1. Writes \$172,99 2. Notes t In Favour:	Dexter, Amanda RESOLUTION AC28/22 Tr Peter McCumstie Tr Keith Bedford dit Committee recommends that off the insurance contribution c 58.16); and hat insurance contributions by the Crs Keith Bedford, Peter McCur	Closed (Confi Council, conditional on a new su laim made upon the Derby Port lessee will apply (as per the lease's	b-lease being executed by the Shire a lessee's, Thunderbird Operations Pty	

Outstanding	Division: Committee:		Date From: Date To:
Antine Chante Daw ant	Officer:		Printed: 16 June 2022 2:47 PM
Action Sheets Report	1		Printed: 16 June 2022 2:47 Pivi
3 Jun 2022 - 10:29 AM - Neil Hartley Revised Target Date changed by: Har	with report hoped to be rtley, Neil From: 26 May	presented to the 26 May 2022 Council Mee	
Meeting	Officer/Director	Section	Subject
Council 25/02/2021	Hartley, Neil Dexter, Amanda	Matters for which the Meeting May Be Closed (Confi	Rating Review - Location 210 Great Northern Highway (Kimberley Meat Company)
RESOLUTION 12/21	Dexter, Amanda		
Moved: Cr Chris Kloss Seconded: Cr Geoff Davis			
That Council:			
 Endorse the change Valuation); 	in valuation meth	od for Kimberley Meat Company	(Dampier Location 210) to now be Gross rental Valuation (from Unimproved
Seek the Minister for Government Act);	or Local Governme	ent's determination on the metho	od of valuing the land (in accordance with the provisions of S6.28 of the Loca
3. Authorises the CEO	to take the neces	sary actions to progress and impl	ement the valuation change; and
4. Confirms that on ba	llance, there is ins	ufficient justification to warrant	the phasing in of the valuation, or to grant a concession, on this occasion.
AMENDMENT			
Moved: Cr Chris Kloss Seconded: Cr Keith Bedfor	d		
	o read:		
That point 4 be amended t	o reau.		
-	erns outlined in th	e Kimberley Meat Company sub aluation's implementation date.	mission, agrees to apply the Local Government Act Section 6.31 three year

Outstanding	Division:	Date From:
	Committee:	Date To:
Action Sheets Report	Officer:	Printed: 16 June 2022 2:47 PM
In Favour: Crs	Chris Kloss, Pat Riley, Rowena Mouda and Keith Bedford	
Against: Crs	Paul White, Geoff Davis, Andrew Twaddle and Steve Ross	
		LOST 5/4
		Determined by Presiding Member's Casting Vote
Moved: Cr Chr	is Kloss	
Seconded: Cr Geo	off Davis	
That Council:		
1. Endorse th Valuation)		mpier Location 210) to now be Gross rental Valuation (from Unimproved
2. Seek the N Governme		f valuing the land (in accordance with the provisions of S6.28 of the Local
3. Authorises	s the CEO to take the necessary actions to progress and impleme	nt the valuation change; and
4. Confirms t	that on balance, there is insufficient justification to warrant the p	phasing in of the valuation, or to grant a concession, on this occasion.
In Favour: Crs	Paul White, Geoff Davis, Andrew Twaddle, Steve Ross and Rowen	a Mouda
Against: Crs	Chris Kloss, Pat Riley and Keith Bedford	
		CARRIED 5/3
Reason: Minister advise 8 Apr 2021 - 3:05 PM - M Revised Target Date cha Reason: Submission mar 5 Jul 2021 - 8:17 AM - M Revised Target Date cha Reason: Awaiting respor 9 Aug 2021 - 12:03 PM - Revised Target Date cha	anged by: Hartley, Neil From: 11 Mar 2021 To: 31 Mar 2021 ed of the Council's decision. Awaiting response and eventual Gazettal. <i>Veil Hartley</i> anged by: Hartley, Neil From: 31 Mar 2021 To: 30 Jun 2021 de the Department of Local Government. Awaiting response. <i>Veil Hartley</i> anged by: Hartley, Neil From: 30 Jun 2021 To: 30 Jul 2021 nse from Minister for Local Government.	

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Outstanding	Division:	Date From:			
	Committee:	Date To:			
	Officer:				
Action Sheets Report		Printed: 16 June 2022 2:47 PM			
10 Sep 2021 - 4:35 PM - Neil	l Hartley				
Revised Target Date changed	Revised Target Date changed by: Hartley, Neil From: 30 Sep 2021 To: 31 Oct 2021				
Reason: Awaiting response f	Reason: Awaiting response from Minister for Local Government.				
2 Nov 2021 - 2:50 PM - Neil	2 Nov 2021 - 2:50 PM - Neil Hartley				
Revised Target Date changed	d by: Hartley, Neil From: 31 Oct 2021 To: 31 Jan 2022				
Reason: Minister's approval	now recieved. Commencement date for rating has been set at 25 C	ctober 2021. Valuer General to now supply final valuation so rating can be initiated.			
7 Feb 2022 - 7:34 AM - Neil I	Hartley				

Revised Target Date changed by: Hartley, Neil From: 31 Jan 2022 To: 31 Mar 2022

Reason: Move to GRV endorsed, but still awaiting values from the Valuer General to finalise.

16 Mar 2022 - 10:01 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 31 Mar 2022 To: 30 Jun 2022

Reason: Awaiting valuation and Gazettal.

Meeting	O	ficer/Director	Section	Subject
Council 29/10/202		artley, Neil exter, Amanda	Executive Services	Rating Review - Changing Methods of Valuation
RESOLUTION	186/20			
	Paul White			
Seconded: Ci	Steve Ross			
That Council:				
1. Endor	ses a review of the	rateable pro	perties in the district bei	ng undertaken;
	that a report will ht warranted; and	be presente	d to Council for its final	decision, if the review locates any rate assessments that a change of valuation is
· ·	res that any report be considered by		, include an assessment (of whether phasing in of any modified valuation/rates (either singularly or in total)
<u>In Favour:</u>	Crs Geoff Haerew	a, Paul White,	Geoff Davis, Chris Kloss, A	Andrew Twaddle, Steve Ross, Rowena Mouda and Pat Riley
<u>Against:</u>	Nil			
				CARRIED 8/0
14 Dec 2020 - 10:2	28 AM - Neil Hartley			
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Outstanding	Division:	Date From:
	Committee:	Date To:
	Officer:	
Action Sheets Report		Printed: 16 June 2022 2:47 PM

Revised Target Date changed by: Hartley, Neil From: 12 Nov 2020 To: 28 Feb 2021

Reason: Progressing. First property to be referred to February 2020 Council Meeting. Assessment of others is ongoing (as they are located). 1 Feb 2021 - 5:08 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 28 Feb 2021 To: 30 Apr 2021

Reason: First property to be referred to February 2020 Council Meeting. Assessment of others is ongoing (as they are located).

8 Apr 2021 - 3:02 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Apr 2021 To: 30 Jun 2021

Reason: Reviews progressing with two underway as at April 2021.

5 Jul 2021 - 8:38 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2021 To: 30 Jun 2022

Reason: Valuation reviews are ongoing, with reports presented to Council as they are located.

Meeting	Officer/Director	Section	Subject
Council 29/04/2021	Hartley, Neil Dexter, Amanda	Executive Services	Complaints handling policy and/or procedure
RESOLUTION 34/21			
Moved: Cr Chris Kloss Seconded: Cr Rowena Mou	da		
That Council:			
1. Request that the government industr			ssociation develop a <i>model</i> Complaints Handling Policy/Procedure for the local
2. Require that comm	unity consultation	occur prior to any docun	nent being finally endorsed by Council.
In Favour: Crs Geoff Hae	erewa, Paul White,	Geoff Davis, Chris Kloss, S	Steve Ross, Rowena Mouda, Pat Riley and Keith Bedford
<u>Against:</u> Nil			
			CARRIED 8/0
5 Jul 2021 - 8:20 AM - Neil Hartley Revised Target Date changed by: Har Reason: Awaiting WALGA Templates 2 Aug 2021 - 8:50 AM - Neil Hartley Revised Target Date changed by: Har Reason: Awaiting advice from WALG/ 10 Sep 2021 - 4:29 PM - Neil Hartley	to be distributed to WA l	ocal governments.	
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Outstanding	Division:			Date From:
	Committee: Officer:			Date To:
Action Sheets Rep				Printed: 16 June 2022 2:47 PM
Device of Tennet Det		1 D 2024		
	e changed by: Hartley, Neil From: 31 Oct 2021 To: 3 dvice from WALGA.	1 Dec 2021		
15 Dec 2021 - 9:50				
	e changed by: Hartley, Neil From: 31 Dec 2021 To: 2 als from WALGA forthcoming. Will attempt to draft		at least as a short term measure.	
7 Feb 2022 - 7:26 A	M - Neil Hartley			
	e changed by: Hartley, Neil From: 28 Feb 2022 To: 3 /ALGA model document. Other work related priori		ity for this project	
8 Mar 2022 - 5:09			ty for this project.	
	e changed by: Hartley, Neil From: 31 Mar 2022 To: 3		~	
Reason: Other prio 3 May 2022 - 2:07	rities have delayed this project. Hopefully to be a ta PM - Neil Hartley	ask for the new Governance O	fficer to assist with.	
1 '	e changed by: Hartley, Neil From: 30 Apr 2022 To: 3	0 Jun 2022		
Reason: Awaiting a	ppointment of new Governance Officer to progress			
Meeting	Officer/Director	Section	Subject	
Council 27/05/202	· · · · · · · · · · · · · · · · · · ·	ve Services	Sale of "Dongas" - Derby Airport	
	Dexter, Amanda			
RESOLUTION	49/21			
	Paul White			
	Andrew Twaddle			
That Council;				
· ·				
	he offer from Department of Biodiven nents transportable buildings (current	• •	• • •	o purchase six of the remaining eight surplus to
2. Authoris	e the CEO to negotiate with the Depa	rtment of Biodiversity	, Conservation and Attractions w	vith the view to it also taking the remaining two
units, ar	d for those units to be relocated from	the airport. Alternat	ively, if that cannot be agreed to	, to dispose of the remaining two units if within
a reason	able period of time a use cannot be fo	ound for them within t	he community, or a buyer is not f	forthcoming.
<u>In Favour:</u>	Crs Geoff Haerewa, Paul White, Geoff	Davis, Chris Kloss, And	rew Twaddle, Steve Ross, Rowena	Mouda, Pat Riley and Keith Bedford
Against:	Nil			
				CARRIED 9/0 BY ABSOLUTE MAJORITY
4 Jun 2021 - 3:32 P	M - Neil Hartley			
	-/			
Infocouncil				Page 17 of 33

Outstanding	Division: Committee: Officer:	Date From: Date To:					
Action Sheets Report	onder.	Printed: 16 June 2022 2:47 PM					
	artley, Neil From: 10 Jun 2021 To: 31 Jul 2021						
Reason: Sale no longer progressing	g. Other options being explored.						
5 Jul 2021 - 8:37 AM - Neil Hartley							
Revised Target Date changed by: H	lartley, Neil From: 31 Jul 2021 To: 31 Dec 2021						
Reason: Dongas sold to Mt Hart. F	temoval to occur in November/December 2021.						
8 Mar 2022 - 5:08 PM - Neil Hartle	Y .						
Revised Target Date changed by: H	artley, Neil From: 28 Feb 2022 To: 30 Apr 2022						
Reason: Transport has not occurre	Reason: Transport has not occurred as promised, but purchaser has advised that dongas will be removed as soon as possible.						
31 Mar 2022 - 2:46 PM - Neil Hartley							
Revised Target Date changed by: H	artley, Neil From: 30 Apr 2022 To: 30 Jun 2022						
	move the dongas. Mt Hart contacted but it has unfortunately not met its commitments.						

Meeti	ng	Officer/Director	Section	Subject
Counc	il 28/10/2021	Hartley, Neil	Matters for which the Meeting May Be Closed (Confi	Fitzroy Crossing Airport - Lease to Recharge Fuel Supplies
		Dexter, Amanda		
RESC	DLUTION 138/2	1		
Mov	ed: Cr Paul W nded: Cr Rowei			
	Council;			
	council,			
1.				Government Act for the requested Recharge Fuel lease at Fitzroy Crossing location if prior to advertising, that is requested by Recharge and agreed to
2.	Authorises the	CEO to progress the pro	posal, conditional on:	
			-	d addressing all of the necessary airport related aspects (like safety, , appropriate fuel licencing requirements, etc);
	(b) Recharge	e Fuels agreement to mee	eting the necessary costs, estima	ated at \$9,000;
3.	until after the	period of public consulta	tion has closed and any submiss	rernment Act, Council cannot make a final decision on the question of a lease sions received have been assessed and considered (unless there are no ses the Chief Executive Officer to finalise the lease); and
<u> </u>				

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Outstanding	Division:		Date From:
Outstanding	Committee:		Date From: Date To:
	Officer:		
Action Sheets Re	port		Printed: 16 June 2022 2:47 PM
4. Autho			e necessary documentation and apply the Shire's Common Seal (if required).
In Favour:	-	te, Geoff Davis, Andrew Twad	dle, Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
<u>Against:</u>	Nil		
			CARRIED 9/0
Revised Target D Reason: Whilst R	58 PM - Neil Hartley late changed by: Hartley, Neil From: 11 No echarge has been advised it may lease th neering certification, appropriate fuel licer	e site, it has not as yet lodged a formal p	proposal addressing all of the necessary airport related aspects (like safety, hardstand/apron access and
Meeting	Officer/Director	Section	Subject
Seconded: C That Council 1. Endors opport 2. Author	Dexter, Amanda N 160/21 Cr Peter McCumstie Cr Keith Bedford I: se the principle and thrust of tunity;	f Executive Officer to facilitat	Fitzroy Crossing Airport - Proposal for State Government Funding Plan
3. Notes	that a separate report on Curti	n and Derby airports, includi	ng asset and operational cost considerations at those sites, will be forthcoming.
<u>In Favour:</u>	Crs Geoff Haerewa, Paul Whi	te, Andrew Twaddle, Rowena	Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
Against:	Nil		
			CARRIED 8/0
Revised Target D	53 AM - Neil Hartley late changed by: Hartley, Neil From: 23 De prwarded to State Minister for Health. Aw		o finalise Funding Proposal with accurate asset management estimates (awaiting consultant engineering report).
Infocouncil			

Outstanding		Division:			Date From:
		Committee: Officer:			Date To:
Action Sheets Re	eport				Printed: 16 June 2022 2:47 PM
Revised Target D Reason: Minister <i>3 Jun 2022 - 10:3</i> Revised Target D Reason: In ongoi	r for Health has pass 35 AM - Neil Hartley Date changed by: Ha ing discussions with	rtley, Neil From: 30 Jun 2022 T	rt. Requires ongoing lobbying o: 30 Sep 2022 et Management Plans being p	of state government. prepared for DoT consideration to justify ongoing state su	pport. \$1.5m(State - approved) + \$1.5m(Federal -
Meeting		Officer/Director	Section	Subject	
Council 9/12/202	21		cutive Services	Proposed Lease to Derby Visitor Centre (Inc)	
RESOLUTION	N 165/21				
Seconded: (That Counci	. lease area to	Reserve #'s 6929, 30 Lo o be consistent with th	e description outlined	erby Visitor Centre (Inc.) on the following s I in Annexure #1 of the attachment as "Ske ease fee be consistent with a Community L	etch of Premises");
c	. the lease pe	riod to be 10 + 10 year	rs (with renewals at th	e Shire's sole discretion);	
d	. the Schedul lease; and	e of Lessee Costs Res	ponsibilities as outline	ed in the Financial Implications section o	of this report to be incorporated into the
е	. the Special (Conditions as outlined	in the Comments sect	ion of this report to be also incorporated i	nto the lease.
<u>In Favour:</u>	Crs Geoff Ha	erewa, Paul White, And	drew Twaddle, Rowena	a Mouda, Pat Riley, Keith Bedford, Linda Eva	ans and Peter McCumstie
<u>Against:</u>	Nil				
					CARRIED 8/0
	54 AM - Neil Hartley Date changed by: Ha gal to prepare docu	, rtley, Neil From: 23 Dec 2021 T	o: 28 Feb 2022		

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Outstanding	Division:	Date From:
	Committee:	Date To:
	Officer:	
Action Sheets Report		Printed: 16 June 2022 2:47 PM

Reason: Lease discussions and Lease drafting underway. Will require Visitor Centre to consider and approve. *3 Jun 2022 - 10:31 AM - Neil Hartley* Revised Target Date changed by: Hartley, Neil From: 31 May 2022 To: 30 Jun 2022 Reason: Lease provided to Visitor Centre to consider and execute.

Meeting	Officer/Director	Section	Subject		
Audit Committee 20/05/2021	Mildenhall, Christie Dexter, Amanda	Reports	Change to entry fees - Derby Memorial Swimming Pool		
COMMITTEE RESOLUTION A	C36/21				
Moved: Cr Keith Bedford Seconded: Cr Geoff Davis					
That the Audit Committee re	ecommends that C	ouncil BY AN ABOLOSUTE	MAJORITY;		
1. Approves a corporate community organisation		for casual pool entry at	the Derby Memorial Swimming Pool is made available to local businesses and		
2. Approves the advertisi	ng of these change	es to its list of fees and ch	arges in accordance with Section 6.19 of the Local Government Act 1995.		
In Favour: Crs Geoff Haer	ewa, Keith Bedfor	d, Geoff Davis and Rowena	a Mouda		
<u>Against:</u> Nil					
			CARRIED 4/0 BY ABSOLUTE MAJORITY		
 12 Jul 2021 - 1:55 PM - Christie Mildenhall Working on background procedural documents prior to advertising and rolling out. Expected to be ready to progress by end of month. 13 Sep 2021 - 10:57 AM - Christie Mildenhall No further update. Still working through associated procedure. 18 Oct 2021 - 2:33 PM - Sarah Smith Revised Target Date changed by: Smith, Sarah From: 3 Jun 2021 To: 18 Nov 2021 Reason: Working through paper work - needs to be updated 8 Nov 2021 - 3:58 PM - Christie Mildenhall No further update. 13 Jun 2022 - 10:22 AM - Christie Mildenhall To be included in 2022/23 Fees and Charges. 					

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Outstanding	Division: Committee:		Date From: Date To:
	Officer:		
Action Sheets Report			Printed: 16 June 2022 2:47 PM
Meeting	Officer/Director	Section	Subject
Council 25/06/2020	Neate, Wayne Dexter, Amanda	Technical Services	Fitzoy Crossing - Low level Crossing
RESOLUTION 111	/20		
Moved: Cr Geo Seconded: Cr Pau	off Davis I White		
That Council;			
1. Include the I works.	Fitzroy Crossing Low Level (rossing in the Road Main	ntenance Strategy 2020-25 with updated pricing for the risk assessment and upgrade
2. Close the Fit	zroy Crossing Low Level Cro	ssing to all traffic and ad	vertise the decision as per the requirements of the Local Government Act 1995.
3. Instruct Office River.	cers to investigate feasible	options to close the Fitzr	oy Crossing Low Level Crossing to traffic but allow access to the banks of the Fitzroy
	cers to investigate alternati	ve sources of funding for	the Low Level Crossing.
	-	-	Andrew Twaddle, Steve Ross, Rowena Mouda, Pat Riley and Keith Bedford
Against: Nil	, , ,	, , , , , , , , , , , , , , , , , , , ,	, , ,
			CARRIED 9/0
5 Feb 2021 - 3:19 PM - A Revised Target Date char Reason: This project is of 4 Jun 2021 - 3:33 PM - So Revised Target Date char Reason: This project is of 16 Mar 2022 - 12:25 PM Revised Target Date char	urther advice is being sought from M Amanda Dexter nged by: O'Halloran, Amanda From: 9 ngoing arah Smith nged by: Smith, Sarah From: 31 Mar 2 ngoing	Jul 2020 To: 31 Mar 2021 021 To: 30 Jun 2021 2021 To: 01 Jun 2022	integrity and funding is being sought to implement the social infrastrucuture.
Meeting	Officer/Director	Section	Subject

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Outstanding	Division:			Date From:
Outstanding	Committee:			Date From: Date To:
	Officer:			
Action Sheets Report				Printed: 16 June 2022 2:47 PM
Council 26/05/2022	Neate, Wayne Dexter, Amanda	Technical Services	Award of Tender T3-2022 Flood Damage	e Reinstatement AGRN 951
RESOLUTION 67/	/22			
Moved: Cr Line Seconded: Cr Pau	da Evans ul White			
That Council awa	rd tender T3-2022 Flood Da	mage Re-instatement wor	k for event AGRN 951 as follows;	
1. Buckley's Ea	arthworks and Paving for pa	ckage Area 1;		
2. Young's Ear	thmoving for package Area	2; and		
	-		thmoving not be able to undertake t ward either package to AK Evans.	the work or not sign a contract due to other
In Favour: Crs	Geoff Haerewa, Paul White	, Geoff Davis, Andrew Twa	ddle, Rowena Mouda, Pat Riley, Keith B	Bedford, Linda Evans and Peter McCumstie
<u>Against:</u> Nil				
				CARRIED BY ABSOLUTE MAJORITY 9/0
10 Jun 2022 - 3:39 PM -	Wayne Negte			
	anged by: Neate, Wayne From: 9 Jun 2	2022 To: 01 Aug 2022		
	s been sent to DFES for approval of ra		pre contracts committed to	
Meeting	Officer/Director	Section	Subject	
Council 25/03/2021	Neate, Wayne Dexter, Amanda	Technical Services	Carparking and Verge Control	
RESOLUTION 23	/21			
-	 Jl White			
Moved: Cr Pau Seconded: Cr And				
That Council;				
1. Endorse the the verge.	e plan to convert the grasse	d areas of verge into mul	ched garden beds with strategically pl	aced rocks to prevent the issues of parking on

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Outstanding	Division:		Date From:			
	Committee:		Date To:			
Action Sheets Report	Officer:		Printed: 16 June 2022 2:47 PM			
·						
2. Advise the Western	n Australian Country Health	Service of the intenti	on to convert the grassed areas to garden beds.			
	Executive Officer to work w ssues for traffic entering or	•	e group to undertake planting of the verge areas with local native plants suitable ospital entries.			
4. Instruct the Chief E	xecutive Officer to develop	Parking Local Laws as	s part of the overall review of Local Laws.			
In Favour: Crs Geoff I Against: Nil	Haerewa, Paul White, Geoff	Davis, Chris Kloss, And	rew Twaddle, Rowena Mouda, Pat Riley and Keith Bedford			
			CARRIED 8/0			
12 May 2021 - 1:33 PM - Wayne I	Neate					
Revised Target Date changed by:	Neate, Wayne From: 8 Apr 2021 To:	30 Jun 2021				
Reason: Landcare group will be w	irtten to along with Hospiatl around	verge lanting and managemer	nt.			
13 Sep 2021 - 8:37 AM - Wayne N	leate					
a b c c	Neate, Wayne From: 30 Jun 2021 To					
	e being progressed. Awaiting design	of planting from Derby Landca	are Group.			
19 Dec 2021 - 1:03 PM - Wayne Neate						
Revised Target Date changed by: Neate, Wayne From: 1 Dec 2021 To: 11 Feb 2022 Reason: Planting plan has been submitted to Derby Ops Manager for approval.						
16 Mar 2022 - 12:26 PM - Wayne		approvai.				
,	Neate, Wayne From: 11 Feb 2022 To	· 01 Jun 2022				
a b i	roval to plan. Rocks have been order		ourced.			
17 May 2022 - 8:25 AM - Wayne						
	Neate, Wayne From: 1 Jun 2022 To:	01 Jul 2022				
Reason: Works underway	·					
Meeting	Officer/Director	Section	Subject			

Meeting	Officer/Director	Section	Subject
Council 24/06/2021	Neate, Wayne	Development Services	Proposal for Lease Agreement - Horizon Power Community Battery
	Dexter, Amanda		

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Outstanding	Division: Committee:	Date From: Date To:
Action Sheets Re	Officer: port	Printed: 16 June 2022 2:47 PM
RESOLUTION	1 78/21	
	r Geoff Davis r Rowena Mouda	
A motion wa	s moved that Council suspend standing orders.	
<u>In Favour:</u>	Crs Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda	Pat Riley and Keith Bedford
<u>Against:</u>	Nil	
		CARRIED 6/0
RESOLUTION	80/21	
	r Rowena Mouda r Geoff Davis	
That Council	:	
	the CEO to decide on the most appropriate location of the H at is deemed more appropriate.	prizon Power Community Battery at Nicholson Square Oval, or an alternative
-	to lease the required land to Horizon Power for \$500 p.a., utili that the CEO is authorised to make any necessary modification	sing the attached lease document (under confidential section Attachment "C"), s to ensure the Shire's interest are suitably protected; and
	that Horizon Power is an exempt body as that relates to the Sh isposing of Property) provisions.	ire being otherwise required to progress through the Local Government Act's S
<u>In Favour:</u>	Crs Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda	Pat Riley and Keith Bedford
<u>Against:</u>	Nil	
		CARRIED 6/0
1	PM - Philip Gehrmann	
-	ate changed by: Gehrmann, Philip From: 8 Jul 2021 To: 27 Aug 2021 feedback from Horizon Power on next steps.	
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Outstanding	Division:		Date From:
Ŭ.	Committee:		Date To:
	Officer:		
Action Sheets Report			Printed: 16 June 2022 2:47 PM
10 Sep 2021 - 4:06 PM - Sard	ah Smith		
		eason: Phillip Gerhmann no longer at S	DWK
18 Oct 2021 - 3:51 PM - Way			
	d by: Neate, Wayne From: 27 Aug	2021 To: 01 Dec 2021	
Reason: Horizon Power wor	0 1		
19 Dec 2021 - 1:09 PM - Wa		0001 T 01 A 2000	
	d by: Neate, Wayne From: 1 Dec 2 letermined at Nicholson Square, L		
16 Mar 2022 - 12:27 PM - W		Lease being progressed	
	d by: Neate, Wayne From: 1 Apr 2	2022 To: 01 Jun 2022	
Reason: Horizon Power yet		522 10. 01 Juli 2022	
17 May 2022 - 8:31 AM - We	•		
-	d by: Neate, Wayne From: 1 Jun 2	022 To: 01 Jul 2022	
0 0	mmenced however lease is not in		
Meeting	Officer/Director	Section	Subject
Meeting Council 24/06/2021	Officer/Director Neate, Wayne Dexter, Amanda	Section Development Services	Subject Proposal for Lease Agreement - Horizon Power Solar Farm
Council 24/06/2021	Neate, Wayne		•
	Neate, Wayne		•
Council 24/06/2021	Neate, Wayne Dexter, Amanda		•
Council 24/06/2021 RESOLUTION 81/21	Neate, Wayne Dexter, Amanda /hite		•
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff	Neate, Wayne Dexter, Amanda /hite		•
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council:	Neate, Wayne Dexter, Amanda /hite Davis	Development Services	Proposal for Lease Agreement - Horizon Power Solar Farm
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council: 1. Supports the lo	Neate, Wayne Dexter, Amanda /hite Davis ocation of a Horizon Powe	Development Services	Proposal for Lease Agreement - Horizon Power Solar Farm
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council: 1. Supports the lo 2. Agrees to lease	Neate, Wayne Dexter, Amanda /hite Davis ocation of a Horizon Powe e the required land to H	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a.,	Proposal for Lease Agreement - Horizon Power Solar Farm
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council: 1. Supports the lo 2. Agrees to lease "B"), noting the 3. Notes that Hor	Neate, Wayne Dexter, Amanda /hite Davis ocation of a Horizon Powe e the required land to H at the CEO is authorised t	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a., to make any necessary modi t body as that relates to the	Proposal for Lease Agreement - Horizon Power Solar Farm prt; , utilising the attached lease document (under confidential cover at Attachmen
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council: 1. Supports the lo 2. Agrees to lease "B"), noting the 3. Notes that Hor 3.58 (Disposing	Neate, Wayne Dexter, Amanda /hite Davis e the required land to H at the CEO is authorised t izon Power is an exempt of Property) provisions.	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a., to make any necessary modi t body as that relates to the	Proposal for Lease Agreement - Horizon Power Solar Farm ort; , utilising the attached lease document (under confidential cover at Attachmen ffications to ensure the Shire's interest are suitably protected; and Shire being otherwise required to progress through the Local Government Act's
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff I That Council: 1. Supports the lo 2. Agrees to lease "B"), noting the 3. Notes that Hor 3.58 (Disposing In Favour: Crs Paul	Neate, Wayne Dexter, Amanda /hite Davis e the required land to H at the CEO is authorised t izon Power is an exempt of Property) provisions.	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a., to make any necessary modi t body as that relates to the	Proposal for Lease Agreement - Horizon Power Solar Farm ort; , utilising the attached lease document (under confidential cover at Attachmen fications to ensure the Shire's interest are suitably protected; and
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff That Council: 1. Supports the lo 2. Agrees to lease "B"), noting the 3. Notes that Hor 3.58 (Disposing	Neate, Wayne Dexter, Amanda /hite Davis e the required land to H at the CEO is authorised t izon Power is an exempt of Property) provisions.	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a., to make any necessary modi t body as that relates to the	Proposal for Lease Agreement - Horizon Power Solar Farm ort; , utilising the attached lease document (under confidential cover at Attachmen ffications to ensure the Shire's interest are suitably protected; and Shire being otherwise required to progress through the Local Government Act's
Council 24/06/2021 RESOLUTION 81/21 Moved: Cr Paul W Seconded: Cr Geoff I That Council: 1. Supports the lo 2. Agrees to lease "B"), noting the 3. Notes that Hor 3.58 (Disposing In Favour: Crs Paul	Neate, Wayne Dexter, Amanda /hite Davis e the required land to H at the CEO is authorised t izon Power is an exempt of Property) provisions.	Development Services er Solar Farm at Derby Airpo lorizon Power for \$500 p.a., to make any necessary modi t body as that relates to the	Proposal for Lease Agreement - Horizon Power Solar Farm ort; , utilising the attached lease document (under confidential cover at Attachmen ffications to ensure the Shire's interest are suitably protected; and Shire being otherwise required to progress through the Local Government Act's

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Outstanding	Division:	Date From:
oustanding	Committee:	Date To:
	Officer:	Date 10.
Action Sheets Report	onder.	Printed: 16 June 2022 2:47 PM
19 Jul 2021 - 3:51 PM - Philip Gehr	mann	
Revised Target Date changed by: C	ehrmann, Philip From: 8 Jul 2021 To: 27 Aug 2021	
Reason: Awaiting feedback from H	orizon Power on next steps.	
10 Sep 2021 - 4:05 PM - Sarah Smi	th	
Action reassigned to Neate, Wayn	e by: Smith, Sarah for the reason: Phillip Gerhmann no longer at :	SDWK
18 Oct 2021 - 3:51 PM - Wayne Ne	ate	
Revised Target Date changed by: N	leate, Wayne From: 27 Aug 2021 To: 01 Dec 2021	
Reason: This project may not adva	nce dependant on Horizon Power	
19 Dec 2021 - 1:10 PM - Wayne Ne	pate	
Revised Target Date changed by: N	leate, Wayne From: 1 Dec 2021 To: 01 Apr 2022	
Reason: Confirmation being sough	t from Horizon Power about this project moving forward	
11 Jan 2022 - 1:14 PM - Wayne Ne	ate	
Revised Target Date changed by: N	leate, Wayne From: 1 Apr 2022 To: 01 Apr 2022	
Reason: Horizon Power have advis	ed that this was a back up plan in case the solar array on the hos	pital did not go ahead. Horizon Power have internally tabled the project as a future potential project as it aligns
with thier strategy for renewable e	energy. if surplus funds are found they may come back to the Shi	e. This could potentially be on hold for sometime.
16 Mar 2022 - 12:58 PM - Wayne I		
	leate, Wayne From: 1 Apr 2022 To: 01 Dec 2022	
	stated that this was a back up project if Hospital did not work ou	t. Still may eventuate for HP to meet energy alterntive energy targets however this may be some time away or
not eventuate at all.		

Meeti	ing		Officer/Director	Section	Subject
Cound	il 9/12/2	2021	Neate, Wayne	Development Services	Proposed new Parking Local Law
			Dexter, Amanda		
RESO	OLUTIO	ON 167/21			
Mov	ed:	Cr Paul White			
Seco	nded:	Cr Linda Evans			
That	Coun	cil;			
1.	In ac	cordance with sec	tions 3.12(3)(a) a	and (3a) of the Local Governmer	t Act 1995, State wide and local public notice be given stating that;
	(a)	It is proposed to	make a Shire of I	Derby/West Kimberley Parking I	ocal Law, and a summary of its purpose and effect;
	(b)	Copies of the pro	posed local law	may be inspected at the Shire of	fices and website;
	(c)	Submissions about	ut the proposed	local law may be made to the Sl	nire within a period of not less than six weeks after the notice is given;
2.		ccordance with s3 ernment;	.12(3)(b) of the	Act, as soon as the notice is	given, a copy of the proposed local law be sent to the Minister for Local
Infoco	ouncil				Page 27 of 33

Outstanding	Division: Committee:		Date From: Date To:
Action Sheets Report	Officer:		Printed: 16 June 2022 2:47 PM
3. In accordance w	vith s3.12(3)(c) of the Act. a	copy of the proposed lo	cal law be supplied to any person requesting it; and
			onsideration of any submissions received.
			Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
	on nacie wa, i adi winte, And		violua, rac nicy, neuro beuloid, Enua Evans and recen viceunistic
<u>Against:</u> Nil			
			CARRIED
,	by: Neate, Wayne From: 30 Mar 2022	2 To: 01 May 2022	
5 5	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission: Officer/Director	,	rity for approval Subject Allocation of Curtin Airport Donga's
Revised Target Date changed Reason: Advertisment has clo Meeting	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission Officer/Director	s will progress to relavent auth	Subject
Revised Target Date changed Reason: Advertisment has clo Meeting	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission: Officer/Director Neate, Wayne Exec Dexter, Amanda	s will progress to relavent auth	Subject
Revised Target Date changed Reason: Advertisment has clo Meeting Council 25/06/2020	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission: Officer/Director Neate, Wayne Exec Dexter, Amanda	s will progress to relavent auth	Subject
Revised Target Date changed Reason: Advertisment has clo Meeting Council 25/06/2020 RESOLUTION 105/20 Moved: Cr Rowent	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission: Officer/Director Neate, Wayne Exec Dexter, Amanda	s will progress to relavent auth	Subject
Revised Target Date changed Reason: Advertisment has clo Meeting Council 25/06/2020 RESOLUTION 105/20 Moved: Cr Rowent Seconded: Cr Paul W That Council; 1. Advertise notice	by: Neate, Wayne From: 30 Mar 2022 osed confirming any public submission: Officer/Director Neate, Wayne Exec Dexter, Amanda a Mouda hite	s will progress to relavent authors to relaven	Subject Allocation of Curtin Airport Donga's dation Block 3 to the Friends of Wharfinger House in accordance with section 3

- 3. Advertise notice of intention to dispose of the ex-Curtin Accommodation Block 5 to the Derby Golf Club in accordance with section 3.58 of the *Local Government Act 1995*, subject to the relevant approvals being gained;
- 4. Advertise notice of intention to dispose of the ex-Curtin Security Block to the Derby Regional Hospital in accordance with section 3.58 of the *Local Government Act 1995*, subject to the relevant approvals being gained;

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Outstanding	Division:	Date From:
	Committee:	Date To:
Action Sheets Report	Officer:	Printed: 16 June 2022 2:47 PM
5. Note that the s	Shire is using the remaining two Guard Houses f	or its own purposes; and
	he wider public for expression of interest for the e assets listed in points 1 through to 4 not occur	e use of the eight piece medical facility and for any of the other buildings should the for any reason.
In Favour: Crs Ge	eoff Haerewa, Paul White, Geoff Davis, Chris Klos	s, Andrew Twaddle, Steve Ross, Rowena Mouda, Pat Riley and Keith Bedford
<u>Against:</u> Nil		
		CARRIED 9/0 BY ABSOLUTE MAJORITY
Reason: All parties have bee extra dongs will be advertis 28 Oct 2020 - 10:34 AM - W Revised Target Date change Reason: All parties are now 5 Feb 2021 - 3:17 PM - Ama No formal application was r 5 Feb 2021 - 3:18 PM - Ama Revised Target Date change Reason: As per comments 8 Apr 2021 - 2:46 PM - Way Revised Target Date change Reason: No one has taken ti 13 Sep 2021 - 8:38 AM - Wa Revised Target Date change Reason: All Donga's have be 18 Oct 2021 - 3:53 PM - Wa Revised Target Date change Reason: We have recently v 19 Dec 2021 - 1:07 PM - Wa Revised Target Date change Reason: Hospital has moved Club and Golf Club	ad by: Neate, Wayne From: 9 Jul 2020 To: 30 Jul 2020 en written to about the allocation of the Donga's and have been r ied to the public for interest. <i>/ayne Neate</i> ad by: Neate, Wayne From: 30 Jul 2020 To: 01 Dec 2020 'in agreement to remove the Donga's as per agenda item just wai <i>inda Dexter</i> received - the Shire will need to review and seek further advice. <i>anda Dexter</i> ad by: O'Halloran, Amanda From: 1 Dec 2020 To: 31 Mar 2021 the oppourtunity to bid for these they will be advetised for sale ag <i>ayne Neate</i> ad by: Neate, Wayne From: 31 Mar 2021 To: 30 Jun 2021 the oppourtunity to bid for these they will be advetised for sale ag <i>ayne Neate</i> ad by: Neate, Wayne From: 30 Jun 2021 To: 01 Nov 2021 een allocated awaiting groups to remove and place onsite <i>ayne Neate</i> ad by: Neate, Wayne From: 1 Nov 2021 To: 01 Dec 2021 written to all of the groups in regards to the Dongas to confirm mo <i>ayne Neate</i> ad by: Neate, Wayne From: 1 Dec 2021 To: 31 Jan 2022 d Dongas. Medical facility is to be relocated to Mt Hart (8 piece). I	ain shortly.
Reason: One Donga has bee	ed by: Neate, Wayne From: 31 Jan 2022 To: 01 May 2022 en Handed back to re issue all others were promised to be collect:	ed prior to the Wet season. Will work with Groups post the wet season to ensure they are taken up
17 May 2022 - 8:33 AM - W Revised Target Date change	<i>ayne Neate</i> ed by: Neate, Wayne From: 1 May 2022 To: 01 Jul 2022	

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Outstanding	Division:			Date From:
	Committee: Officer:			Date To:
Action Sheets Report				Printed: 16 June 2022 2:47 PM
	,			
Reason: One Donga has been passe	d back in and awaiting othe	er Donga's to be removed by Comm	unity Groups and Colin Fitzgerald	
		A		
Meeting Council 25/03/2021	Officer/Director Paull, Robert	Section Development Services	Subject Policy H2 - Traders and Stall Holders Permits	(ravised)
council 23/03/2021	Martin, Stuart	Development services	Folicy fiz - fraders and stall holders refinits	(revised)
RESOLUTION 24/21				
Moved: Cr Rowena Mo	uda			
Seconded: Cr Paul White				
That Council:				
		overnment Act, 1995 adopt F seeks community consultat		s (revised) as presented in Attachment 1 of thi
2. Request the Chief Exec	cutive Officer to unde	rtake a consultation process	as addressed in the Shire Report and refer t	the matter back to Council for consideration.
In Favour: Crs Geoff Ha	aerewa, Paul White,	Geoff Davis, Chris Kloss, Ar	drew Twaddle, Rowena Mouda, Pat Rile	y and Keith Bedford
Against: Nil				
				CARRIED 8/
17 May 2021 - 3:49 PM - Robert Pau Further report to Council on outcon				
10 Sep 2021 - 4:14 PM - Robert Paul				
Report to be prepared for the 28 Oc	ctober 2021 Council meetir	ıg.		
Meeting	Officer/Director	Section	Subject	
Audit Committee 17/02/2022	Thornton, Alan	Reports	2021-22 MID-YEAR BUDGET REVIEW	
	Dexter, Amanda	Reports		
COMMITTEE RESOLUTION	AC11/22			
Moved: Cr Peter McCui	mstie			
Seconded: Cr Geoff Haere				
Infocouncil				Page 30 of

Outstanding	Division:			Date From:
	Committee: Officer:			Date To:
Action Sheets Report				Printed: 16 June 2022 2:47 PM
That the Audit Committe	ee:			
-	22 Mid-Year Budget Julations 1996; and	Review, forming attachments	1 & 2 in accordance with regu	lation 33A of the <i>Local Government (Financia</i>
	of the determination t and Cultural Industr	and said report to the Dep ies within 30 days.	artment of Local	
In Favour: Crs Geoff	Haerewa, Keith Bedfo	rd, Peter McCumstie, Pat Riley	and Andrew Twaddle	
<u>Against:</u> Nil				
				CARRIED 5/0
				CARRIED 5/0
Meeting	Officer/Director	Section	Subject	
Meeting Audit Committee 24/03/2022	Officer/Director Thornton, Alan Dexter, Amanda	Section New Business Of An Urgent Nature	Subject Short-Term Loan Facility	
	Thornton, Alan Dexter, Amanda			
Audit Committee 24/03/2022	Thornton, Alan Dexter, Amanda			
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC	Thornton, Alan Dexter, Amanda DN AC26/22 Cumstie			
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford	New Business Of An Urgent Nature		
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (New Business Of An Urgent Nature	Short-Term Loan Facility	
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Exect	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply	New Business Of An Urgent Nature	Short-Term Loan Facility sury Corporation for access to th	ne Short-term Lending Facility for a 12 month
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Execu term. Funds to be used to	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply for Disaster Recovery	New Business Of An Urgent Nature Council; to the Western Australia Trea	Short-Term Loan Facility sury Corporation for access to th	ne Short-term Lending Facility for a 12 month
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Execu term. Funds to be used to	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply for Disaster Recovery	New Business Of An Urgent Nature Council; to the Western Australia Trea flood damage claims AGRN907	Short-Term Loan Facility sury Corporation for access to th	ne Short-term Lending Facility for a 12 month
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Execu term. Funds to be used to In Favour: Crs Keith B	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply for Disaster Recovery	New Business Of An Urgent Nature Council; to the Western Australia Trea flood damage claims AGRN907	Short-Term Loan Facility sury Corporation for access to th	
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Execu term. Funds to be used to In Favour: Crs Keith B	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply for Disaster Recovery	New Business Of An Urgent Nature Council; to the Western Australia Trea flood damage claims AGRN907	Short-Term Loan Facility sury Corporation for access to th	ne Short-term Lending Facility for a 12 month CARRIED 3/0
Audit Committee 24/03/2022 COMMITTEE RESOLUTIO Moved: Cr Peter McC Seconded: Cr Keith Bed That the Audit Committe Request the Chief Execu term. Funds to be used to In Favour: Crs Keith B	Thornton, Alan Dexter, Amanda ON AC26/22 Cumstie ford ee recommends that (utive Officer to apply for Disaster Recovery	New Business Of An Urgent Nature Council; to the Western Australia Trea flood damage claims AGRN907	Short-Term Loan Facility sury Corporation for access to th	

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Outstanding		Division:				Date From:
		Committee:				Date To:
		Officer:				
Action Sheets Re	eport	1				Printed: 16 June 2022 2:47 PM
1		Dexter, Amanda				
соммітте	E RESOLUTION	AC23/22				
	Cr Peter McCu					
Seconded: (Cr Keith Bedfo	rd				
	dit Committee ending 28th Fel		uncil RECEIVI	ES the Monthly F	inancial Management Report incorporatir	ng the Statement of Financial Activity for
the period e	inding Zoth Fe	51uary 2022.				
In Favour:	Crs Keith Be	dford, Peter McCu	Imstie and Ar	ndrew Twaddle		
Against	Nil					
<u>Against:</u>	INTE					
1						CARRIED 3/0
						CARRIED 3/0
						CARRIED 3/0
						CARRIED 3/0
Meeting		Officer/Director		Section	Subject	CARRIED 3/0
Meeting Audit Committee	e 24/03/2022	Officer/Director Thornton, Alan	Reports	Section	Subject Long Term Financial Plan - 2022-23 to 2036-37	CARRIED 3/0
	e 24/03/2022	-	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee		Thornton, Alan Dexter, Amanda	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee	e 24/03/2022 E RESOLUTION	Thornton, Alan Dexter, Amanda	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee	E RESOLUTION	Thornton, Alan Dexter, Amanda AC24/22	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee COMMITTEE Moved: (E RESOLUTION Cr Peter McCu	Thornton, Alan Dexter, Amanda AC24/22 mstie	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee COMMITTEE Moved: (E RESOLUTION	Thornton, Alan Dexter, Amanda AC24/22 mstie	Reports	Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee COMMITTEE Moved: (Seconded: (E RESOLUTION Cr Peter McCu Cr Keith Bedfo	Thornton, Alan Dexter, Amanda AC24/22 mstie		Section	· · · · · · · · · · · · · · · · · · ·	CARRIED 3/0
Audit Committee COMMITTEE Moved: (Seconded: (That the Au	E RESOLUTION Cr Peter McCu Cr Keith Bedfo dit Committee	Thornton, Alan Dexter, Amanda AC24/22 mstie rd recommend that	Council:		· · · · · · · · · · · · · · · · · · ·	
Audit Committee COMMITTEE Moved: (Seconded: (That the Au	E RESOLUTION Cr Peter McCur Cr Keith Bedfor dit Committee orse the Long T	Thornton, Alan Dexter, Amanda AC24/22 mstie rd recommend that	Council: n 2022/23 –	2036/37 per atta	Long Term Financial Plan - 2022-23 to 2036-37	

CARRIED 3/0

 Meeting
 Officer/Director
 Section
 Subject

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Outstanding	Division: Committ Officer:		Date From: Date To:
Action Sheets R	eport		Printed: 16 June 2022 2:47 PM
Council 25/11/2	021 Thornton, A	Alan Matters for which the Meeting May Be Closed (Confi	Debt Write Off
	Dexter, Am		
RESOLUTIO	N 158/21		
	Cr Andrew Twaddle Cr Paul White		
That Counci	l by Absolute Majority, app	proves the write off of \$3,640.00 for	the employee listed in this report.
In Favour:	Crs Geoff Haerewa, Paul	White, Geoff Davis, Andrew Twaddle	, Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie
<u>Against:</u>	Nil		
			CARRIED 9/0 BY ABSOLUTE MAJORITY
	:40 PM - Neil Hartley d to Thornton, Alan by: Hartley, Neil	l for the reason: Debt Write-Off is coordinated by	Finance Team.

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7.6 COMPLIANCE REPORTS - COUNCILLOR MEETING ATTENDANCE

File Number:	4262 - Status Reports
Author:	Sarah Smith, Executive Services Coordinator
Responsible Officer:	Amanda Dexter, Chief Executive Officer
Authority/Discretion:	Information

SUMMARY

For the Committee to receive the information provided in the attached report and provide strategic direction as required.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

The Terms of Reference for the Compliance and Strategic Review Committee (now Audit Committee) adopted on 26 March 2015 detail the key role the Committee holds in assisting the Shire fulfil its corporate governance responsibilities in managing the affairs of the organisation. This includes financial reporting, risk management, compliance requirements and auditing.

The Committee will ensure compliance in the Shire's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the Shire's financial accounting systems to meet statutory requirements.

STATUTORY ENVIRONMENT

Local Government Act 1995

2.25. Disqualification for failure to attend meetings

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUR PRIORITIES	WE WILL
1. Leadership and	1.2 Capable, inclusive and	1.2.1 Provide strong civic leadership
Governance	effective organisation	1.2.2 Provide strong governance

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Financial: Financial, Legal and Compliance, Organisational Operations and Reputation	Unlikely	Severe	Extreme	Monthly reporting to the Audit Committee for awareness and direction where required.

CONSULTATION

Internal consultation has been undertaken with relevant areas to collate information.

COMMENT

Nil

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Council Meeting Attendance Table - 21/22 🗓 🛣

COMMITTEE RESOLUTION AC57/22

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee RECEIVES the information contained in the report detailing Councillor meeting attendance.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 5/0



MEETING ATTENDANCE

The following table provides information on attendance at the 2021/22 Financial Year Ordinary and Special Council Meetings:

Councillor	29	26	31	30	18	28	25	9	24	24	31	28	26	30
	Jul	Aug	Aug	Sep	Oct	Oct	Nov	Dec	Feb	Mar	Mar	Apr	May	June
	2021	2021	2021	2021	2021	2021	2021	2021	2022	2022	2022	2022	2022	2022
	OCM	OCM	Special	OCM	Special	OCM	OCM	OCM	OCM	Special	OCM	OCM	OCM	OCM
G Haerewa	~	~	~	~	~	~	~	~	~	√ Phone	~	~	~	
P McCumstie	N/A	N/A	N/A	N/A	~	~	~	~	√ Phone	√ Phone	√ Phone	~	~	
K Bedford	\checkmark	√ Phone	√ Phone	~	~	√ Phone	~							
R Mouda	LOA	~	~	~	~	~	~	~	~	~	√ Phone	~	~	
P Riley	\checkmark	~	√ Phone	~	~	√ Phone	~	√ Phone	~	√ Phone	√ Phone	~	√ Phone	
P White	√ Phone	~	~	~	~	~	~	~	~	~	~	~	~	
A Twaddle	~	~	~	~	~	~	~	~	~	~	~	LOA	~	
G Davis	√ Phone	~	√ Phone	√ Phone	~	√ Phone	~	LOA	√ Phone	√ Phone	~	~	√ Phone	
LEvans	N/A	N/A	N/A	N/A	~	~	~	~	LOA	~	~	~	~	



8 NEW BUSINESS OF AN URGENT NATURE

9 NEW AND EMERGING ITEMS FOR DISCUSSION

10 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)

COMMITTEE RESOLUTION AC58/22

Moved: Cr Geoff Haerewa

Seconded: Cr Keith Bedford

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 5/0

10.1 SUNDRY DEBTORS MAY 2022

This matter is considered to be confidential under Section 5.23(2) - b, e(ii) and e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the personal affairs of any person, a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

COMMITTEE RESOLUTION AC59/22

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

That the Audit Committee:

Recommends that Council receives the information contained in the report detailing Sundry Debtors as at 31 May 2022.

<u>In Favour:</u> Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0 BY ABSOLUTE MAJORITY

Colleen Boldison entered the meeting at 4:18pm.

10.2 RATES OUTSTANDING MAY 2022

This matter is considered to be confidential under Section 5.23(2) - b, e(ii) and e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the personal affairs of any person, a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

COMMITTEE RESOLUTION AC60/22

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

That the Audit Committee recommends that Council:

1. Receives the report on outstanding rate and service charge debt by financial year to the end of May 2022.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0

10.3 ROMAN CATHOLIC BISHOP OF BROOME 23 WODEHOUSE ST - FUTURE INTEREST CHARGES WRITE-OFF

This matter is considered to be confidential under Section 5.23(2) - e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

COMMITTEE RESOLUTION AC61/22

Moved: Cr Geoff Haerewa

Seconded: Cr Peter McCumstie

That the Audit Committee recommends Council:

Declines the ratepayer's request to deactivate interest accruals on their outstanding balance over the course of their payment arrangement. Instruct Shire officers to inform the ratepayer that they can lodge an application under the Shire of Derby/West Kimberley Financial Hardship policy to request a suspension or waiver of interest charges provided the ratepayer meets the Financial Hardship Criteria.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 5/0 BY ABSOLUTE MAJORITY

COMMITTEE RESOLUTION AC62/22

Moved: Cr Geoff Haerewa

Seconded: Cr Peter McCumstie

That Council moves out of Closed Council into Open Council.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

<u>Against:</u> Nil

CARRIED 5/0

11 DATE OF NEXT MEETING

The next meeting of Audit Committee will be held Thursday, 21 July 2022 in the Council Chambers, Clarendon Street, Derby.

12 CLOSURE OF MEETING

The Presiding Member closed the meeting at 4:22pm.

These minutes were confirmed at a meeting on				
21 July 2022				
2				
//				
Signed:				
Presiding Person at the meeting at which these minutes were confirmed.				
Date: 21 July 2022				
Date:				