



**Shire of Derby /  
West Kimberley**

# **AGENDA**

## **Ordinary Council Meeting Thursday, 29 August 2019**

**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Thursday, 29 August 2019**

**Time: 5.30 pm**

**Location: Council Chambers  
Clarendon Street  
Derby**

**Amanda O'Halloran**

**Chief Executive Officer**







## Our Guiding Values

### **Respectful**

By being helpful, friendly and supportive

### **Integrity**

Through honesty, accountability and ethical behaviour

### **Leadership**

By the Shire at the local and regional level and through encouragement of community leaders

### **Knowledgeable**

By being well informed and accurate in what we do

### **Building Good Relationships**

By being communicative, responsive and inclusive

## Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Derby/West Kimberley (Shire) for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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

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

## Notes for Members of the Public

### **PUBLIC QUESTION TIME**

The Shire of Derby/West Kimberley extends a warm welcome to you in attending any Shire meeting. The Shire is committed to involving the public in its decision making processes whenever possible. The ability to ask questions during 'Public Question Time' is of critical importance in pursuing this public participation objective. The Shire sets aside a period of 'Public Question Time' to enable a member of the public to put questions. Questions should only relate to the business of the Shire and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Presiding Member may either answer the question or direct it to an officer to answer, or it will be taken on notice.

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

### **MEETING FORMALITIES**

Local government Council meetings are governed by legislation and regulations. During the meeting, no member of the public may interrupt the meetings proceedings or enter into conversation. Members of the public shall ensure that their mobile telephone or audible pager is not switched on or used during any Shire meeting.

Members of the public are hereby advised that the use of any electronic, visual or audio recording device or instrument to record proceedings of the meeting is not permitted without the permission of the Presiding Member.

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## Notes for Elected Members

### NATURE OF COUNCIL'S ROLE IN DECISION MAKING

Advocacy:	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
Executive/Strategic:	The substantial direction setting and oversight role of the Council such as adopting plans and reports, accepting tenders, directing operations, grants, and setting and amending budgets.
Legislative:	Includes adopting local laws, town planning schemes and policies.
Administrative:	When Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.
Review:	When Council reviews a decision made by Officers.
Information:	Includes items provided to Council for information purposed only that do not require a decision of Council (that is for 'noting').

### ALTERNATIVE MOTIONS

Councillors wishing to make alternative motions to officer recommendations are requested to provide notice of such motions in written form to the Director Corporate and Community Services prior to the Council meeting.

### DECLARATIONS OF INTERESTS

Elected Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences. Section 5.60A of the *Local Government Act 1995* states;

*"a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."*

Section 5.60B states;

*"a person has a proximity interest in a matter if the matter concerns –*

*(a) a proposed change to a planning scheme affecting land that adjoins the person's land;*  
*or*

*(b) a proposed change to the zoning or use of land that adjoins the person's land; or*

*(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."*

Regulation 34C (Impartiality) states;

*"interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."*

**2019 MEETING DATES**

At its Ordinary Meeting of Council on 28 November, 2018, Council adopted the following meeting dates for 2019;

January			Council in Recess
Thursday	28 February 2019	5.30 pm	Council Chambers, Derby
Thursday	28 March 2019	1.00 pm	Library, Fitzroy Crossing
Tuesday	30 April 2019*	5.30 pm	Council Chambers, Derby
Thursday	30 May 2019	5.30 pm	Council Chambers, Derby
Thursday	27 June 2019	1.00 pm	Library, Fitzroy Crossing
Thursday	25 July 2019	5.30 pm	Council Chambers, Derby
Thursday	29 August 2019	5.30 pm	Council Chambers, Derby
Thursday	26 September 2019	1.00 pm	Council Chambers, Derby
Thursday	31 October 2019	5.30 pm	Council Chambers, Derby
Thursday	21 November 2019	1.00 pm	Library, Fitzroy Crossing
Thursday	12 December 2019	5.30 pm	Council Chambers, Derby

\* amended to 18 April 2019 at 12.00pm Council Chambers, Derby.

Council's Compliance and Strategic Review Committee and the Housing and Works Committee meet when required. Details of these meetings are advised as appropriate.

**APPLICATION FOR LEAVE OF ABSENCE**

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

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

**Order Of Business**

<b>1</b>	<b>Declaration of Opening, Announcement of Visitors.....</b>	<b>11</b>
<b>2</b>	<b>Attendance via Telephone/Instantaneous Communications.....</b>	<b>11</b>
<b>3</b>	<b>Disclosure of Interests .....</b>	<b>11</b>
3.1	Declaration of Financial Interests .....	11
3.2	Declaration of Proximity Interests .....	11
3.3	Declaration of Impartiality Interests.....	11
<b>4</b>	<b>Applications for Leave of Absence .....</b>	<b>11</b>
<b>5</b>	<b>Responses to Previous Public Questions taken on Notice .....</b>	<b>11</b>
<b>6</b>	<b>Public Time.....</b>	<b>11</b>
6.1	Public Question Time .....	11
6.2	Public Statements .....	11
<b>7</b>	<b>Petitions, Deputations, Presentations and Submissions .....</b>	<b>12</b>
<b>8</b>	<b>Announcements by Presiding Person without Discussion .....</b>	<b>12</b>
<b>9</b>	<b>Confirmation of Minutes of Previous Meetings .....</b>	<b>12</b>
<b>10</b>	<b>Recommendations and Reports of Committees .....</b>	<b>13</b>
10.1	Elections - Caretaker Policy .....	13
10.2	Adoption of 2019/20 Draft Budget .....	25
10.3	Report on matters Identified as significant in the 2018/19 Audit Report .....	106
	<b>Reports .....</b>	<b>154</b>
<b>11</b>	<b>Executive Services .....</b>	<b>154</b>
11.1	Approval for Remote Attendance .....	154
11.2	Installation of Signage to Hospital Carpark and Verge.....	157
11.3	Minutes of the joint meeting of the Kimberley Zone and Kimberley Regional Group held 6 August 2019.....	160
11.4	Installation of Shade Sails and Pool at 4 Woollybutt Corner, Derby.....	207
<b>12</b>	<b>Corporate Services .....</b>	<b>211</b>
12.1	Statement of Financial Activity for the Period Ending 30 June 2019.....	211
12.2	Council Meeting Venue .....	238
12.3	Statement of Financial Management Reporting for the Period Ending 31 July 2019.....	242
12.4	Accounts for Payment - July 2019 .....	266
12.5	Differential Rates - Revised 2019-20 Objects and Reasons .....	283
12.6	Christmas Closure.....	296
12.7	Change of Date - September Ordinary Council Meeting .....	300

<b>13</b>	<b>Technical Services.....</b>	<b>303</b>
	Nil	
<b>14</b>	<b>Development Services .....</b>	<b>304</b>
	14.1 Application for more than the prescribed number of dogs.....	304
<b>15</b>	<b>Community and Recreation Services .....</b>	<b>318</b>
	15.1 Group Fitness - Request for Community/ Non Government Fees and Charges for the Derby Community Room .....	318
<b>16</b>	<b>Motions of which Previous Notice has been Given .....</b>	<b>322</b>
<b>17</b>	<b>New Business of an Urgent Nature .....</b>	<b>322</b>
<b>18</b>	<b>Matters for which the Meeting may be Closed (Confidential Matters).....</b>	<b>323</b>
	18.1 Deed of Variation and Extension - Spring High Pty Ltd.....	323
	18.2 Derby Speedway Club - Debt Write Off.....	323
<b>19</b>	<b>Closure.....</b>	<b>324</b>
	19.1 Date of Next Meeting.....	324
	19.2 Closure of Meeting.....	324





**1 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS****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.

**3 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.

**3.1 Declaration of Financial Interests****3.2 Declaration of Proximity Interests****3.3 Declaration of Impartiality Interests****4 APPLICATIONS FOR LEAVE OF ABSENCE****5 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE****6 PUBLIC TIME****6.1 Public Question Time****6.2 Public Statements**

**7 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS**

Presentation from Jacinta Thompson – Department of Communities – Essential and Municipal Services upgrade program.

**8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

**9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of the Shire of Derby/West Kimberley held at the Council Chambers, Clarendon Street, Derby, on 25 July 2019 be CONFIRMED.**

## 10 RECOMMENDATIONS AND REPORTS OF COMMITTEES

### 10.1 ELECTIONS - CARETAKER POLICY

**File Number:** 4160

**Author:** Danielle Hurstfield, Manager Administration and Governance

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Administrative

#### SUMMARY

This report provides Council with framework through a draft Policy that establishes clear guidelines in relation to the activities of Elected Members, Shire staff and election candidates during election periods.

#### DISCLOSURE OF ANY INTEREST

Nil.

#### BACKGROUND

The Shire of Derby/West Kimberley has not previously had an Elections – Caretaker Policy. Principally, the purpose of the policy is to:

- limit major decision-making that may bind an incoming Council;
- ensure public resources and Council decisions during this period are not seen to be advantageous to Elected Members seeking re-election; and
- ensure the Shire of Derby/West Kimberley's Administration acts impartially in relation to candidates. The Department of Local Government, Sport and Cultural Industries (DLGSC) recommend that Local Governments adopt a policy to cover the 'Caretaker Period' prior to local government elections. The 'Caretaker Period' applies from the close of nominations being 37 days prior to the Election Day in accordance with section 4.49(a) of the Local Government Act 1995, until 6pm on Election Day. For the 2019 election, the 'Caretaker Period' will commence on Thursday 12, September 2019.

#### STATUTORY ENVIRONMENT:

##### Local Government Act 1995

Part 4, Division 11 — Electoral offences

##### *4.87. Printing and publication of electoral material*

- (1) A person who prints, publishes or distributes electoral material or causes electoral material to be printed, published or distributed, commits an offence unless —
  - (a) in the case of all electoral material, the name and address (not being a post office box) of the person who authorised the electoral material appears at the end of the electoral material; and
  - (b) in the case of electoral material that is printed otherwise than in a newspaper, the name and business address of the printer appears at the end of the electoral material.

Penalty: \$2 000.

(2) Subsection (1) does not apply to electoral material on an item included in a prescribed class of items.

(3) In this section —

electoral material means any advertisement, handbill, pamphlet, notice, letter or article that is intended or calculated to affect the result of an election but does not include an advertisement in a newspaper announcing the holding of a meeting;

print includes photocopy or reproduce by any means.

[Section 4.87 amended: No. 49 of 2004 s. 41.]

#### Part 5, Division 7 — Access to information

##### 5.93. *Improper use of information*

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person.

Penalty: \$10 000 or imprisonment for 2 years.

##### 5.103. *Codes of conduct*

(1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

[(2) deleted]

(3) Regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government under subsection (1) is of effect only to the extent to which it is not inconsistent with regulations.

[Section 5.103 amended: No. 49 of 2004 s. 55; No. 1 of 2007 s. 10.]

#### **Local Government (Rules of Conduct) Regulations 1996**

##### Part 2, Division 2 - Rules of conduct: general

##### 8. *Misuse of local government resources*

A person who is a council member must not either directly or indirectly use the resources of a local government —

- (a) for the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918; or
- (b) for any other purpose,

unless authorised under the Act, or authorised by the council or the CEO, to use the resources for that purpose.

#### **POLICY IMPLICATIONS**

This is a new policy.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with the adoption of this policy.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Goal 4:  Good governance and an effective organisation  Leadership that provides strategic direction for the community, supported by efficient and effective service delivery	Outcome 4.1:  Effective governance and leadership	Strategy 4.1.1:  Provide leadership in balancing the needs of the community, government, industry and the environment

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Reputation:</b>  Decisions made by an outgoing Council and conduct/motives of elected members, staff and candidates could be called into question	Possible	Moderate	Medium	Adoption of recommendation of policy for Elections – Caretaker to provide framework and guidelines

**CONSULTATION**

Adopted Caretaker Policies from numerous other Local Governments were reviewed and content discussed with the Western Australian Electoral Commission’s Returning Officer.

**COMMENT**

Good governance principles support the implementation of caretaker provisions and this Policy will further complement the Shire’s evolving governance framework. Adoption of the Policy will bring the Shire in line with most other Local Governments who have adopted a similar Policy since first being recommended by DLGSC in 2013. The Policy will be beneficial during the lead up to the October 2019 election by providing a clear set of guidelines to follow and refer to. The policy itself has a detailed procedural element. This component might otherwise be housed separately as an internal procedure but for added external transparency has been retained within the body of the Policy. This approach is consistent with other Local Governments.

The procedural element includes detailed guidance on:

- Information and material published by the Shire, including use of the Shire logo and website;

- Prohibition on public consultation during the caretaker period;
- Attendance and participation at Events/Functions/Meetings;
- Use of Shire resources including the appropriate use of Shire provided email address;
- Access to Council information, electoral information and assistance, media advice, publicity campaigns, restriction on staff making public statements on election issues and the handling of election process queries;

Staff will be provided with the necessary training to implement the policy and ensure operational compliance. Elected members and candidates will be briefed on the new Policy during the candidate information session to be held late August/September so that they can become conversant prior to nominations opening on 5 September 2019.

#### **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

1. **Draft - Elections Caretaker Policy**  

#### **RECOMMENDATION**

**That Council:**

1. **Adopt the Elections – Caretaker Policy attached.**

## C9 – ELECTIONS CARETAKER POLICY

### OBJECTIVE

This Policy establishes protocols for the purpose of avoiding actual and perceived advantage or disadvantage to a candidate in a Local Government Election, through the use of public resources or decisions made by the Council or administration on behalf of the Shire of Derby/West Kimberley during the period immediately prior to an election.

### SCOPE

This policy applies to Council Members and Employees during a 'Caretaker Period' relevant to:

- (a) Decisions made by the Council;
- (b) Decisions made under delegated authority;
- (c) Decisions made administratively;
- (d) Promotional materials published by the Shire of Derby/West Kimberley;
- (e) Discretionary community consultation;
- (f) Events and functions, held by the Shire of Derby/West Kimberley or other organisations;
- (g) Use of the Shire of Derby/West Kimberley's resources;
- (h) Access to information held by the Shire of Derby/West Kimberley.

### STATEMENT

#### 1. CARETAKER PERIOD PROTOCOLS - DECISION MAKING

The CEO will ensure that:

- (a) At least 30-days prior to a Caretaker Period, the CEO will advise Council Members and employees in writing of the dates that the Caretaker Period commences and concludes.
- (b) Candidates are provided with a copy of this Policy at the time of their nomination for election, to ensure their awareness of the protocols and equitable access requirements.

#### 1.1 Scheduling Significant Local Government Decisions

1. During a Caretaker Period, unless Extraordinary Circumstances apply, the CEO will reasonably ensure that:
  - (a) Council or Committee Agenda, do not include reports and/or recommendations that constitute Significant Local Government Decisions; and
  - (b) Council Forums, Workshops or Briefings, do not list for discussions matters that relate to Significant Local Government Decisions.
2. The CEO shall reasonably ensure that, unless Extraordinary Circumstances apply, Significant Local Government Decisions are either:
  - (a) Considered by the Council prior to the Caretaker Period; or
  - (b) Scheduled for determination by the incoming Council.
3. The CEO shall reasonably ensure that, unless Extraordinary Circumstances apply, Delegated Authority from the Council to the CEO or a Committee is not exercised where the exercise of that

delegated authority relates to a Significant Local Government Decision or an election campaign issue.

## **1.2 Council Reports Electoral Caretaker Period Policy Statement**

### **1.2.1 Extraordinary Circumstances**

#### **1. Council Reports**

Where, during a Caretaker Period, the CEO determines that Extraordinary Circumstances apply, the CEO may submit a report on a Significant Local Government Decision for Council's consideration, subject to the report including:

- (a) Details, if applicable, of options for what aspects of the decision are necessary to be made within the Caretaker Period and what aspects may be deferred until after the Caretaker Period.
- (b) An Electoral Caretaker Period Policy Statement, which details why Extraordinary Circumstances apply.

#### **2. Council Forums, Workshops or Briefings**

Where, during a Caretaker Period, the CEO determines that Extraordinary Circumstances apply, the CEO may include matters relating to a Significant Local Government Decision for Council Member discussion at Council Forums, Workshops or Briefings.

The CEO is required to provide Council with advice as to why Exceptional Circumstance apply. Details of this advice is to be retained, with the Forum, Workshop or Briefing notes, as a Local Government record.

## **1.3 Managing CEO Employment**

This Policy, prohibits Significant Local Government Decisions relating to the employment, remuneration or termination of the CEO during a Caretaker Period.

The Council is however required to fulfil its obligations as the CEO's employer regardless of a Caretaker Period. Therefore, during a Caretaker Period:

1. The Council may consider and determine:
  - (a) CEO's leave applications;
  - (b) appoint an Acting CEO, where necessary;
  - (c) suspend the current CEO, where appropriate and in accordance with the terms of their contract.
2. The Council may not initiate a new CEO recruitment process or initiate or undertake a CEO performance review process, during a Caretaker Period.



#### **1.4 Delegated Authority Decision Making in Extraordinary Circumstances**

During a Caretaker Period, Employees who have Delegated Authority are required to consider if a proposed delegated authority decision may relate, or be subsidiary, to a Significant Local Government Decision or election campaign issue and if so, refer the matter to the CEO for review and consideration in accordance with clause 2.1(3) above.

#### **2 Caretaker Period Protocols - Candidates**

Candidates, including Council Members who have nominated for re-election, relevant to an Election Day or Extraordinary Election Day, shall be provided with equitable access to the Shire of Derby/West Kimberley's public information in accordance with s.5.94 of the *Local Government Act 1995*.

The CEO shall ensure that assistance and advice provided to candidates as part of the conduct of the election is provided equally to all candidates.

Council Members nominating for re-election, may access information and assistance regarding the Shire of Derby/West Kimberley's operations and Council matters during a Caretaker Period, but only to the extent necessary to perform their role as a Councillor and limited to matters currently relevant to the Shire of Derby/West Kimberley [refer s.5.92 of the *Local Government Act 1995*].

All election process enquiries from Candidates, including Council Members who have nominated for re-election, will be directed to the Returning Officer, or where the matter is outside the responsibility of the Returning Officer, to the CEO.

##### **2.1 Candidate Requests on behalf of Electors, Residents or Ratepayers**

Where a Candidate, including Council Members who have nominated for re-election, requires the assistance of the Administration to respond to a request made by an Elector, Resident or Ratepayer, then the Administration will provide the response directly to the requesting Elector, Resident or Ratepayer and will also advise the candidate of the outcome.

##### **2.2 Candidate Campaign Electoral Materials**

Candidates, including Council Members who have nominated for re-election, should note that the Shire of Derby/West Kimberley's official crest or logo may not be used in campaign Electoral Materials without the express permission of the Shire of Derby/West Kimberley.

##### **2.3 Candidate attendance at Meetings**

To ensure equitable access to information about Council's decision making during a Caretaker Period, the CEO shall ensure that Candidates, who are not sitting Council Members, are advised of Ordinary and Special Council Meetings (if open to the public) called and convened during a Caretaker Period; providing each Candidate with a copy of the meeting agenda at the time it is distributed to Council Members.

For the purposes of transparency and the benefit of the public gallery, Candidates are requested to identify themselves as an election candidate prior to asking a question or making a statement at a Council or Committee meeting.

### **3 COUNCIL MEMBER CARETAKER PERIOD PROTOCOLS**

#### **3.1 Access to Information and Advice**

During a Caretaker Period all Council Members will scrupulously avoid using or accessing Shire of Derby/West Kimberley information, resources or employee resources and expertise for the purpose of gaining electoral advantage or disadvantage relevant to their own candidacy or any other person's candidacy [*refer s.5.93 of the Local Government Act 1995*].

During a Caretaker Period, all Council Member requests for information and advice from the Shire of Derby/West Kimberley will be reviewed by the CEO and where the subject of the information or advice is considered as relating to an election campaign issue, the CEO will either make a determination, or refer the request for Council's determination, as to if the information or advice is/is not to be provided, including if information is provided to one candidate, or if that information is also to be provided to all candidates (i.e. including candidates who are not current Council Members).

#### **3.2 Media and Publicity**

During a Caretaker Period, all Council Member requests for media advice or assistance, including Council Members who have nominated for re-election, will be referred to the CEO for review.

The CEO will only authorise Council Member access to media advice or assistance where, in the CEO's opinion, the subject matter is relevant to the Shire of Derby/West Kimberley's objectives or operations and is not related to an election campaign purpose or issue or to the Council Member's candidacy or the candidacy of another person.

#### **3.3 Council Member Business Cards, Shire of Derby/West Kimberley Printed Materials**

Council Members must ensure that Shire of Derby/West Kimberley business cards and Local Government printed materials are only used for purposes associated with their role as a Councillor, in accordance with section 2.10 of the *Local Government Act 1995*.

Council Members are prohibited from using Shire of Derby/West Kimberley business cards or printed materials at any time, including times outside a Caretaker Period, for any election campaign purpose, either in support of their own candidacy or the candidacy of another person.

#### **3.4 Council Member Participation in Events and Functions**

During a Caretaker Period Council Members may continue to fulfil their role through attendance at events and functions hosted by external bodies.

#### **3.5 Council Member Delegates to External Organisations**

At any time, including times outside of a Caretaker Period, Council Members who are the Council's appointed delegate to an external organisation, must not use their attendance at an external organisation's meeting, event or function for any purpose associated with an election campaign purpose, including; recruiting campaign assistance or to promote their own candidacy or the candidacy of another person.

### **3.6 Council Member Addresses/Speeches**

Excluding the Shire of Derby/West Kimberley and Deputy Shire President, when fulfilling their functions prescribed in sections 2.8 and 2.9 of the *Local Government Act 1995*, Council Members who have nominated for re-election, shall not be permitted to make speeches or addresses during a Caretaker Period at events or functions organised or sponsored by the Shire of Derby/West Kimberley, unless expressly authorised by the CEO.

In any case, the Shire President, Deputy Shire President and Council Members are prohibited from using an official speech or address during a Caretaker Period to promote an election campaign purpose.

### **3.7 Council Member Misuse of Local Government Resources**

A Council Member who uses Shire of Derby/West Kimberley resources for the purpose of persuading electors to vote in a particular way is a "misuse of Local Government resources" breach in accordance with Regulation 8 of the *Local Government (Rules of Conduct) Regulations 2007*.

This prohibition on misuse of Local Government Resources for electoral purposes applies at all times and is not only applicable to a Caretaker Period.

For clarity, Local Government resources includes, but is not limited to: employee time or expertise, Shire of Derby/West Kimberley provided equipment, information and communication technologies, stationery, hospitality, images, communications, services, reimbursements and allowances provided by the Shire of Derby/West Kimberley.

## **4 SHIRE OF DERBY/WEST KIMBERLEY PUBLICITY, PROMOTIONAL AND CIVIC ACTIVITIES**

Publicity campaigns and promotional activities during a Caretaker Period may be undertaken only for the purposes of:

- (a) Promoting Shire of Derby/West Kimberley services and activities, where such promotion do not relate to an electoral campaign issue and would otherwise be undertaken as part of normal operations; and,
- (b) Conducting the Election and promoting Elector participation in the Election.

All other, publicity and promotional activities of Shire of Derby/West Kimberley initiatives will be, where reasonably practicable, avoided during the Caretaker Period, including the announcement of Significant Local Government Decisions, made prior to the commencement of a Caretaker Period or proposed to be made after a Caretaker Period.

The CEO may determine if Exceptional Circumstances apply and if a Significant Local Government Decision announcement is necessary during a Caretaker Period.

### **4.1 Civic Events and Functions**

The Shire of Derby/West Kimberley will avoid the scheduling of Civic Events and Functions during a Caretaker Period, which may give rise to any actual or perceived electoral advantage to Council Members who have nominated for re-election.

Where the Shire of Derby/West Kimberley is required to schedule a Civic Event or Function during a Caretaker Period at which Council Members would usually be invited, then all Candidates will also be invited to attend and will be acknowledged as candidates immediately following any acknowledgement provided to Council Members. For example; Candidates will be introduced at the function immediately following the introduction of Council Members.

#### **4.2 Shire of Derby/West Kimberley Publications and Communications**

All Shire of Derby/West Kimberley publications and communications distributed during a Caretaker Period must not include content that:

- (a) may actually, or be perceived to, persuade voting in an election; or
- (b) is specific to a candidate or candidates, to the exclusion of other candidates;
- (c) draws focus to or promotes a matter which is a Significant Local Government Decision or which is an electoral campaign issue.

All Shire of Derby/West Kimberley publications and communications proposed to occur immediately prior to, throughout or during, a Caretaker Period must be reviewed and approved by the CEO prior to publication or distribution.

#### **4.3 Shire of Derby/West Kimberley Website and Social Media Content**

1. During the Caretaker Period, this Policy applies to content proposed for publication on the Shire of Derby/West Kimberley's website and social media channels.

Website and social media content regarding Council Members will be limited to: Council Member names, contact details, membership of committees and Council appointments as Shire of Derby/West Kimberley Delegates on external committees and organisations however, all other biographical information related to a sitting Council Member who is also a candidate will be removed from public access for the duration of the Caretaker Period.

The Candidate Election Profiles prescribed in s.4.49(b) of the Local Government Act 1995, may also be published on the Shire of Derby/West Kimberley's website and social media.

2. Website and social media content, published prior to a Caretaker Period, will not be subject to this Policy.
3. New website or social media content which relates to Significant Local Government Decisions or election campaign issues will not be published during a Caretaker Period, unless Exceptional Circumstances apply.
4. Content posted by the public, candidates or Council Members on the Shire of Derby/West Kimberley's social media channels, which is perceived as candidate election campaign material or promotes a candidate or candidates will be removed.

#### **4.4 Community Consultation**

The Shire of Derby/West Kimberley will undertake planned community consultation (discretionary and legislative) during a Caretaker Period, unless the consultation relates to a Significant Local Government Decision or potentially contentious election campaign issue.

**Definitions**

**'Caretaker Period'** means the period of time prior to an Election Day, specifically being the period from the close of nominations (37 days prior to the Election Day in accordance with s.4.49(a) of the *Local Government Act 1995*) until 6.00pm on Election Day.

**'CEO'** means the Chief Executive Officer of the Shire of Derby/West Kimberley.

**'Election Day'** means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election. For the purposes of this Policy, 'Election Day' meaning generally excludes an Extraordinary Election Day unless otherwise specified in this Policy.

**'Electoral Material'** includes any advertisement, handbill, pamphlet, notice, letter, email, social media post or article that is intended or calculated to affect an Election Day result, but does not include:

- (a) An advertisement in a newspaper announcing the holding of a meeting (s.4.87(3) of the *Local Government Act 1995*); or
- (b) Any materials exempted under Regulation 78 of the *Local Government (Elections) Regulations 1997*; or
- (c) Any materials produced by the Shire of Derby/West Kimberley relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.

**'Events and Functions'** including gatherings for the purpose of discussion, review, acknowledgement, communication, consultation, celebration or promotion, of any matter relevant to the Shire of Derby/West Kimberley and / or its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions, including; gatherings coordinated or facilitated by the Shire of Derby/West Kimberley or an external entity.

**'Extraordinary Circumstances'** including a circumstance that requires the Council to make or announce a Significant Local Government Decision during the Caretaker Period because, in the CEO's opinion, delaying the decision or announcement to occur after the Caretaker Period has reasonable potential to:

- (a) incur or increase legal, financial and/or reputational risk; or
- (b) cause detriment to the strategic objectives of the Shire of Derby/West Kimberley.

**'Significant Local Government Decision'** includes any decision:

- (a) Relating to the employment, remuneration or termination of the CEO or any other designated Senior Employee [s.5.37], other than a decision to appoint an Acting CEO, or suspend the current CEO (in accordance with the terms of their Contract of Employment), pending the Election Day result;
- (b) Relating to the Shire of Derby/West Kimberley entering into a sponsorship arrangement with a total Shire of Derby/West Kimberley contribution that would constitute Significant Expenditure, unless the Council resolved "in principle" support for the sponsorship prior to the Caretaker Period taking effect and sufficient funds are allocated in the Annual Budget;
- (c) Relating to the Shire of Derby/West Kimberley entering into a commercial enterprise as defined by Section 3.59 of the *Local Government Act 1995*;

- (d) That would commit the Shire of Derby/West Kimberley to Significant Expenditure or actions that, in the CEO’s opinion, are significant to the Local Government operations, strategic objectives and / or will have significant impact on the community,
- (e) To prepare a report, initiated by the Administration, a Council Member, candidate or member of the public that, in the CEO’s opinion, may be perceived as or is actually an election campaign issue;
- (f) Initiated through a Notice of Motion by a Council Member, where the effect of that motion will change the status quo or, in the CEO’s opinion, may be relevant to the circumstances described in sub-clauses (a) to (e) above.
- (g) That adopts a new, or significantly changes an existing, policy, service or service level that incurs Significant Expenditure, unless the decision is necessary to comply with legislation.
- (h) That initiates or adopts a new Local Planning Scheme, amendment to a Local Planning Scheme or Planning Policy.
- (i) Significant Local Government Decision does NOT include any decision necessary in response to an Emergency, either declared by the State or Federal Government or by the Shire President in accordance with s.6.8(1)(c) of the *Local Government Act 1995*.

**‘Caretaker Protocol’** means the practices or procedures prescribed in this Policy.

**‘Public Consultation’** includes a process which involves an invitation to individuals, groups, organisations or the wider community to provide comment on a matter, proposed action or proposed policy which may be perceived as or is actually an electoral / campaign issue, but does not include statutory consultation / submission periods prescribed in a written law.

<b>Relevant Legislation:</b>	<i>Local Government Act 1995</i> Part 4, Division 11 — Electoral offences, Section 4.87 Part 5, Division 7 — Access to information, Sections 5.93 and 5.103 <i>Local Government (Rules of Conduct) Regulations 1996</i> Part 2, Division 2 - Rules of conduct: general, Section 8
<b>Related Documents:</b>	Shire of Derby/West Kimberley Code of Conduct
<b>Related Local Law:</b>	
<b>Related Policies:</b>	
<b>Last Reviewed:</b>	
<b>Next Review Date:</b>	
<b>Adopted:</b>	

**10.2 ADOPTION OF 2019/20 DRAFT BUDGET****File Number: 5120****Author: Myra Henry, Manager Finance****Responsible Officer: Amanda O'Halloran, Chief Executive Officer****Authority/Discretion: Executive****SUMMARY**

The 2019/20 Draft Annual Budget for the year ending June 2020 is prepared and delivers on the Shires strategies adopted in the Strategic Community Plan and Corporate Business Plan. The budget is a fiscally responsible Budget which provides for the maintenance of service levels, ongoing focus on road infrastructure and the financing of Port and Airport capital works.

**DISCLOSURE OF ANY INTEREST**

Nil.

**BACKGROUND**

Local governments must prepare annual budgets in the format prescribed in the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

In preparing the draft budget officers have used the Councils Integrated Planning and Reporting documents such as the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Workforce Plan and various Asset Management Plans previously adopted by Council to prioritise budget submissions and new initiatives.

The proposed differential general rates were approved by the Council on 30 May 2019 and advertised for public comment in accordance with section 6.36 of the Local Government Act 1995.

Approval from the Minister of Department of Local Government, Sport and Cultural Industries was received on the 23/08/2019 (attached) to allow the Shire to levy differential rates.

The 2019/20 Draft Annual Budget has now been balanced and converted to the statutory format informed by Council, the Strategic Community Plan and the Corporate Business Plan.

The 2019/20 Draft Annual Budget has been prepared with due regard to the adopted Corporate Business Plan. In this respect Council has been able to accommodate many of the proposed activities.

**STATUTORY ENVIRONMENT:**

Section 6.2 of *the Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The 2019/2020 draft budget as presented is considered to meet statutory requirements.

*Local Government Act, 1995*

- 6.2 Local Government to prepare Annual Budget
- 6.32 Rates and Service Charges
- 6.33 Differential General Rates
- 6.34 Limit on Revenue or Income from General Rates
- 6.35 Minimum Payments
- 6.36 Local Government to give notice of certain rates
- 5.98 Fees etc. for Council Members
- 5.98A Allowance for Deputy Mayor or Deputy President
- 5.99 Annual Fee for Council Members in lieu of fees for attending meetings
- 5.99A Allowances for Council Members in lieu of reimbursement of expenses
- 6.16 Imposition of Fees and Charges
- 6.17 Setting level of Fees and Charges
- 6.51 Accrual of Interest on Overdue Rates or Service Charges
- 6.45 Options for Payment of Rates or Service Charges

*Local Government (Financial Management) Regulations 1996*

- 52 Minimum Payment — Maximum Percentage — s6.35(4)
- 70 Maximum Rate of Interest on Overdue Rates and Service Charges — s6.51(2)
- 68 Maximum Interest component in Instalments — s6.45(4)(e)
- 67 Additional charge for payment by Instalments
- 34 Financial Activity Statement Report — s6.4
- 5A Local Governments to comply with AAS

*Local Government (Administration) Regulations 1996*

- 30 Meeting Attendance Fees (Act s5.98(1) and (2A))

*Waste Avoidance and Resource Recovery Act 2007*

- 66 Local Government may impose Waste Collection Rate
- 67 Local Government may impose Receptacle Charge
- 68 Fees and Charges fixed by Local Government

Salaries and Allowances Tribunal Determination Dated 11 April 2017

*Planning and Development Act 2005* and associated Regulations

*Health Act 1911* and associated Regulations

*Freedom of Information Act 1992* and associated Regulations

*Litter Act 1979* and associated Regulations

*Dog Act 1976* and associated Regulations

*Cat Act 2011* and associated Regulations

Australian Accounting Standards

**POLICY IMPLICATIONS**

F2 – Budget Issues

F3 – Rates

F5 – Loans

AF20 – Rating Administration



AF34 – Significant Accounting Policies

The budget is based on the principles contained in the Plan for the Future of the District, Corporate Business Plan and Long Term Financial Plan.

**FINANCIAL IMPLICATIONS**

The budget is the primary financial document for the 2019/2020 financial year and sets the parameters for expenditure of Shire resources.

The Shire of Derby/West Kimberley must meet its legislative and debt obligations through endorsement of a budget, failure to do so incurs considerable financial and other risks to the Shire.

Financial implications are detailed in the budget papers. All amounts quoted in this report are exclusive of GST, unless otherwise stated.

**STRATEGIC IMPLICATIONS**

The 2019/2020 draft budget has been developed with reference to the objectives set in the Shire of Derby/West Kimberley Integrated Planning and Reporting Framework documents adopted by Council.

GOAL	OUTCOME	STRATEGY
4: Good governance and effective organisation	4.4: Financial sustainability and accountability for performance	4.4.4: Provide resources to support the Shire’s operations and to meet planning, reporting and accountability requirements

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Financial:</b> Council does not endorse the 2019/2020 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension

<p><b>Legal &amp; Compliance:</b> Council does not endorse the 2019/2020 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension
<p><b>Organisation's Operations:</b> Council does not endorse the 2019/2020 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension
<p><b>Reputation:</b> Council does not endorse the 2019/2020 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension

**CONSULTATION**

Community consultation was specifically sort for the Strategic Community Plan and Corporate Business Plans but further consultation was not sort during the 2019-20 Draft Budget.

The proposed differential rates were advertised for public comment.

Internal consultation has occurred between all departments and through briefings held with Elected Members.

Department of Local Government and Communities.

Moore Stephens (WA) Pty Ltd

**COMMENT**

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The main features of the draft budget include:

- The budget has been prepared with a 6% rate increase. For the last three years the Shire has imposed very minimal rate increases endeavouring to lessen the financial burden felt by local businesses and families eg:2016/17 – 0.5% increase, 2017/18 – 1.5% increase and 2018/19 – 0.9%. Unfortunately the Shire has shouldered the biggest impacts of the Shire wide economic downturn with little to no private investment occurring in the Shire over the last 3 years and is not in a position to continue to shoulder this burden and sustainably operate. A proposed 6% rate increase to all rating categories is in line with council’s Strategic Community Plan 2012-2021 and is necessary to maintain our current service levels and operations. The Shire is currently undergoing external financial review and is actively undertaking a full review of its Community Strategic Plan, Corporate Business Plan and corresponding LTFP to review service levels to inform the Shires on going Rating Strategy to ensure transparency and ongoing sustainability
- Fees and charges have increased for the 2019/20 year to include any statutory increase applied by the State Government and appropriate cost recovery for Administrative costs.
- Household and commercial waste charges are proposed to increase in accordance with contract increases and are itemised separately in the draft budget.
- Renegotiated Loan borrowings to fund works at the Derby Wharf and Derby Airport are proposed.
- A capital works programme for investment in infrastructure is planned. Expenditure on road infrastructure is a major component of this in line with Council’s strategy to increase the investment in roads and associated assets.

Human Resources

A concerted effort has been made in this budget to contain staff costs in the 2019/20 and future years, however additional staff are required to maintain and develop Council’s facilities and services to the community.

Additional Positions included in the Draft Budget.

<b>POSITION</b>	<b>COMMENT</b>	<b>FTE</b>
<b>FINANCE – ACCOUNTANT</b>	To assist the Finance Team meet its statutory responsibilities and day to day high level workloads. This role will support council’s strategic oversight of it financial management.	1.0
<b>FINANCE OFFICER</b>	To assist with meeting creditor and auditing obligations	0.6
<b>RECREATION – AQUATIC AND REC OFFICER</b>	To assist in meeting aquatic requirements and improve recreation support provided to the community	1.0
<b>ADMINISTRATION OFFICER</b>	To assist with the day to day administration requirements day to day administration requirements across the shire and help meet the statutory record keeping requirements.	0.6

Operating Budget

The economic environment in the last few years has been defined by sustained low growth, low inflation and low interest rates and that situation is not expected to change significantly in the near term. This has framed the context for the Shire of Derby/West Kimberley's 2019/2020 draft budget.

The 2019/2020 draft budget delivers on the strategies adopted by the Council and maintains a high level of service across all programs while ensuring continued focus on roads.

In development it has been guided by a long term financial planning framework aimed at securing the financial sustainability of the Shire of Derby/West Kimberley.

Challenges the Shire has had to consider in framing the draft budget include:

- The economic outlook remains uncertain
  - o Obtaining grant funding remains challenging
  - o Cost shifting to local government continues to be a concern such as libraries and emergency services.
  - o Pensioner Rebates capping to remain at \$750
- Community expectations on the Shire's capacity to continuously provide or contribute significantly to community and sporting infrastructure.

There is no surplus capacity to undertake or implement unbudgeted or unplanned works or services during 2019/2020.

#### Expenditure Program

The 2019/2020 expenditure program includes a number of significant projects and programs including:

- Local government elections being conducted by the Western Australian Electoral Commission.
- \$414,078 CCTV project funded by WAPOL and Department of Prime Minister and Cabinet.
- \$4.4 million for various road construction, drainage and other infrastructure including:
  - Stage 3 of Knowsley Street West
  - Ashley St Drainage
  - Sandford- Skuthorpe Road
  - Russ Rd – Forrest Road
  - Street Number Project
  - Geike Gorge Rd
- \$431,250 fencing project for the Fitzroy Crossing Airport funded by Department of Industry, Innovation and Science and the Department of Transport.

#### Key Operations Considerations

- Presidents Allowance increased in 2018/19 and will remain at \$62,727.00 (Remuneration for work undertaken) and Deputy President Allowance to be 25% of the President Allowance.
- Councillor remuneration unchanged from 2018/19 levels (no increase) WA wages & Salaries

- Tribunal recommended a 1% increase.
- Audit fee increasing to \$65,000 an increase of 46.15% as a consequence of greater scrutiny by the Auditor General's Office.

#### Refuse and recycling charges

- Waste sites continue to provide access to community at no cost

#### Implementation and finalisation of CCTV project

#### Fees and charges

- Explained extensive review undertaken charges brought into line with regional trends
- The Shire has reviewed its fees and charges to ensure they reflect legislative requirements, current polices and are set at appropriate levels for the services provided. The Shire is mindful of the impacts of fee increases on the community has set modest increases to move towards cost recovery.
- There was an increased focus to officers on cost recovery and market pricing and a conscious regards for the current economic climate.

#### Reserve Transfers

- The Shire of Derby/West Kimberley has established various reserve accounts to which monies are set aside at the discretion of Council to fund future Shire requirements and projects.
- During the 2019/2020 financial year the Shire has no intention of transfer to reserves but will utilise some reserve funding for the purpose of leave liabilities.
- Details of reserves are described in the Notes To and Forming Part of the Budget at Note 7.

#### Loan Borrowings

- The Shire of Derby/West Kimberley is proposing to renegotiate borrowings during the 2019/2020 financial year of 2 million for Derby Airport and Wharf Infrastructure.
- Details of existing and new borrowings are described in the Notes To and Forming Part of the Budget at Note 6.

#### Emergency Services Levy Increases

- The Emergency Services Levy (ESL) is a State Government charge levied on all properties in Western Australia and is calculated on the GRV subject to both a minimum and maximum levy. There are six ESL categories and the Shire of Derby/West Kimberley is required to collect the levy on behalf of, and remit to, the State Government. The ESL appears as a separate line item on the Shire's rate notice but it is included in the total due for payment.
- The State Government has announced the levy cents in the dollar and the minimum and maximum levy for 2019/2020. The overall total increase in levy revenue, from across the State, expected in 2019/2020 is 3.5% or \$13.748 million making a State total ESL revenue of \$391.392 million.

#### Material Variances

- The Local Government (Financial Management) Regulations 1996 require that each year a local government is to adopt a materiality level for the purpose of reporting variances in the monthly Statement of Financial Activity.
- The current level of variance which is considered material for the purposes of reporting under regulation 34(5) of the Local Government (Financial Management) Regulations 1996 is \$30,000 or 10% of the appropriate base, whichever is the higher.
- It is not proposed to make any changes to that level.

Councillor Sitting Fees and Allowances.

- On 9 April 2019, the Salaries and Allowances Tribunal (the Tribunal) issued a determination in relation to the Local Government Elected Members and Chief Executive Officers (CEOs).
- The Tribunal determined a 1% increase in the remuneration, fees and expenses or allowances provided to the CEO’s and Elected Members.
- It is not proposed to make any changes as per determination and the elected members fees will remain the same as the 2018-19 year.



Budget Highlights

Feature	% increase Amount	Comment
<b>Perth CPI – March 2019</b>	1.1% increase	
<b>Local Government Cost Index</b>	1.8% increase	
<b>State Government Electricity Price Increase</b>	1.75% increase	
<b>State government Water Sewerage and drainage</b>	2.5% increase	
<b>State government Emergency service levy</b>	3.5% increase	
<b>National Wage Increase (minimum award increase)</b>	3.0% increase	
<b>Shire EBA</b>	2.5% increase	EBA renegotiations to occur in the 2019/20 year
<b>Salaries and Wages</b>	13% increase	Increase to in FTE of staff for operational purposes
<b>Shires Rates Income</b>	6% increase	Increase to ongoing maintenance and service provisions
<b>Financial Assistance Grants General purpose</b>	3% decrease	
<b>Financial Assistance Road</b>	5% increase to roads general with a 9% decrease in Aboriginal access Roads	
<b>Roads to Recovery</b>	0.13% increase	
<b>Regional Road Group</b>	2.23% decrease	
<b>Main Roads WA – Direct Grant</b>	1.14% increase	

**VOTING REQUIREMENT**

Absolute majority

**ATTACHMENTS**

1. 2019-20 Proposed Fees and Charges [↓](#) 
2. 2019-20 Draft Annual Budget [↓](#) 
3. Approval from the Minister to Levy Differential Rates [↓](#) 

**RECOMMENDATION**

That Council:

**1. Municipal Fund Budget for 2019/20 as per Attachment 2**

*Adopts, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and part 3 of the Local Government (Financial Management) Regulations 1996, the Municipal Fund Budget for the Shire of Derby/ West Kimberley for the 2019/20 financial year, as contained in Attachment 1, which includes the following:*

- *Statement of Comprehensive Income by Nature or Type showing a net result for the year of \$4,889,279 (Page 2);*
- *Statement of Comprehensive Income by Program showing a net result for the year of \$4,889,279 (Page 4);*
- *Statement of Cash Flows showing cash at the end of the year of \$1,921,068 (Page 6);*
- *Rate Setting Statement showing the amount required to be raised from rates of \$7,285,776 (Page 7);*
- *Notes to and Forming Part of the Budget (Pages 8 to 25);*
- *Transfers from Reserve Accounts \$20,000 (Pages 19);*
- *Transfer to Reserves \$288,465 (Pages 19); and*
- *Capital Expenditure and New Initiatives - \$5,482,735 (Pages 14)*

**ABSOLUTE MAJORITY REQUIRED**

**2. General and Minimum Rates. Instalment Payment Arrangements:**

a) For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part 1 above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, imposes the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

**1.1 Differential Rates**

<b>GRV General</b>	<b>13.3772 cents in the dollar</b>
<b>UV General</b>	<b>22.9955 cents in the dollar</b>
<b>UV Mining</b>	<b>28.4327 cents in the dollar</b>
<b>UV Pastoral</b>	<b>6.8300 cents in the dollar</b>

**1.2 Minimum Payments**

GRV General	\$1027.00
UV General	\$1027.00
UV Mining	\$1027.00
UV Pastoral	\$1027.00

This equates to a general increase in rates of 6%.

- b) Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, nominates the following due dates for the payment of rates in full, and service charges by instalments: Issue Date 03/09/2019
- (1) To pay in full 08/10/2019 (or within 35 days of issue of the rates notice);
- (2) To pay by 2 equal instalments being:
- (a) 08/10/2019 (or within 35 days of issue of the rates notice)
- (b) 09/02/2020 (or within 4 months of (a))
- (3) To pay by 4 equal instalments being:
- (a) 08/10/2019 (or within 35 days of issue of the rates notice)
- (b) 09/12/2019 (or within 2 months of (a))
- (c) 09/02/2020 (or within 2 months of (b))
- (d) 14/04/2020 (or within 2 months of (c))
- c) Pursuant to Section 6.46 of the *Local Government Act 1995*, Council offers a discount of 2.0% to rate payers on general rates only, on the condition that all rates (including Rubbish Rates & ESL Levy) and all arrears are paid in full on or before 21 days from date of issue.
- d) Adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$15 for each instalment after the initial instalment is paid, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of *Local Government (Financial Management) Regulations 1996*.
- e) Adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of *Local Government (Financial Management) Regulations 1996*.
- f) Adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable, pursuant to section 6.51(1) and subject to section 51(4) of the *Local Government Act 1995* and regulation 70 of *Local Government (Financial Management) Regulations 1996*.



- g) Pursuant to Section 6.16 of the *Local Government Act 1995* and Regulations 67 of the *Local Government (Financial Management) Regulations 1996*, impose and administration fee of \$44.00 on any ratepayers who wishes to negotiate a rates special payment arrangement **ABSOLUTE MAJORITY REQUIRED**

3. **General Fees and Charges for 2019/20**

Adopts the Fees and Charges included as Attachment 1 inclusive of the draft 2019/20 Budget. **ABSOLUTE MAJORITY REQUIRED**

4. **Other Statutory Fees for 2019/20**

1. Imposes a swimming pool inspection levy of \$57.45 (GST exempt) for the 2019/20 financial year for each property where there is located a private swimming pool, in accordance with regulation 53 of the Building Regulations 2012.

**SIMPLE MAJORITY REQUIRED**

2. Adopts in accordance with section 67 of the Waste Avoidance and Resources Recovery Act 2007, the following charges for the removal and deposit of domestic and commercial waste:

a) Residential Premises:

1. Domestic service (annual charge) \$580.00 (GST free)

Service includes:

- 240 litre waste bin collected weekly;

2. Additional Domestic Refuse Service Charges (annual charge):

- Additional 240lt Bin collected weekly \$630.00 (GST free)

b) Commercial Premises:

1. Commercial service (annual charge) \$900.00 (GST free) Service includes:

- 240 litre waste bin collected weekly;

2. Additional Commercial Refuse Service Charges (annual charge):

- Additional Rubbish service \$500.00 (GST free)

3. Additional Commercial Refuse Service Charges (annual charge):

- Additional Rubbish Bin \$1000.00 (GST free)

**SIMPLE MAJORITY REQUIRED**

5. Pursuant to Section 5.99 of the *Local Government Act 1995* and Regulation 30 of the *Local Government (Administration ) Regulations 1996*, adopt the annual fees for payment to elected members:

- (a) President - \$22,125.00

**(b) Councillors - \$16,500.00**

6. Pursuant to Section 5.98 (5) of the Local Government Act 1995 and Regulation 30 of the Local Government (Administration) Regulations 1996 adopt the following annual Allowance for elected members to be paid in addition to the annual meeting allowance:

(a) President Allowance - \$62,727.00

(b) Deputy President Allowance - \$15,681.75

(c) Telecommunication Allowance - \$12,000.00 (\$1,333.33 per Elected Member)

***ABSOLUTE MAJORITY REQUIRED***

7. Adopts a material variance of \$30,000 or 10% of the appropriate base, whichever is the higher, for the 2019/20 Financial Activity Statement, for the purpose of reporting under regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality. ***SIMPLE MAJORITY REQUIRED***

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>03 General Purpose Funding</b>						
<b>Rates</b>						
<b>Instalment Charges</b>						
Instalment Plans - Administration Fee per instalment notice The administration fee does not apply to the first instalment (therefore a total fee of \$45 per year). The fee is only applicable to ratepayers who elect to pay either by the two or four instalments option by the due date	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 67	\$10.00	each	\$15.00
Interest on Instalment Plan	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 68	5.5% pa	annual rate	5.5% pa
<b>Interest Charges</b>						
Penalty Interest on Unpaid Rates - Calculated Daily if rates unpaid by due date	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 70	11% pa	annual rate	11% pa
<b>Rating Charges</b>						
Rates Direct Debit Arrangement - One off establishment fee	Yes	No	LG Act 1995	\$44.00	each	\$44.00
Direct Debit Dishonoured item - Cost per dishonoured transaction	Yes	No	LG Act 1995	N/A	each	\$25.00
Dishonoured Cheque including administration fee	Yes	No	LG Act 1995	\$50.00	each	\$55.00
Rates Reprint - Cost per reprint sent by e-mail	No	No		N/A	each	\$10.00
Rates Reprint - Cost per reprint sent by post	No	No		N/A	each	\$20.00
Account Enquiries - Rating Information per request only	No	No		\$50.00	each	\$55.00
Account Enquiries - Property Search which includes Building Dept Fee per request	No	No		\$120.00	each	\$120.00
Account Enquiries - Combined Rating and Property Search per request	No	No		N/A	each	\$160.00
Rate Book - Hard Copy per request *	No	No		\$180.00	each	\$200.00
Rate Book - Electronic Copy per request *	No	No		\$20.00	each	\$25.00
Electoral Roll per request	No	No		\$180.00	each	\$190.00
Rates - Alternative Payment Arrangements per request	No	No		\$44.00	each	\$50.00
Rates - Re-imbusement of Search/Legal Fees	No	No		N/A	each	Actual Cost
Debt Recovery Cost: Rates Collection - All legal and court costs	No	No		Actual Cost		Actual Cost
Caveat Lodgement Fee	No	No		Actual Cost		Actual Cost
Caveat Withdrawal Fee	No	No		Actual Cost		Actual Cost
<b>*Rate Book will only be provided on completion of a statutory declaration that the information will not be used for commercial purposes by the purchaser or another person</b>						

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>04 Governance</b>						
<b>Other Governance</b>						
<b>Administrative Charges</b>						
<b>Debtors</b>						
Cost to be set-up on a payment plan for any Shire charge excluding rates - By direct Debit*	Yes	No	LG Act 1995	\$44.00	each	\$44.00
Cost to be set-up on a payment plan for any Shire charge excluding rates - In person/Over the Counter	Yes	No	LG Act 1995	N/A	each	\$80.00
Debt Recovery Cost: Non-Rate Debts - All legal and court costs	No	No		Actual Cost		Actual Cost
Non Payment Penalty Interest - Sundry Debtors (calculated daily)	No	No	LG Act 1995 Section 6.13	N/A	annual rate	11%
* At discretion of Shire not to levy this charge						
Dishonoured Cheque including administration fee	No	Yes	LG Act 1995	\$50.00	each	\$55.00
<b>Council Publications</b>						
<b>Minutes and Agendas</b>						
Agenda - per copy per meeting	No	No	LG Act 1995	\$25.00	per copy	\$25.00
Minutes - per copy per meeting	No	No	LG Act 1995	\$25.00	per copy	\$25.00
Agenda and Minutes - per copy per meeting	No	No	LG Act 1995	\$45.00	per copy	\$45.00
<b>Freedom of Information Requests</b>						
Application for personal Information about the Applicant	No	Yes	FOI Reg 1993, Schedule 1	No Charge	each	No Charge
Application Fee under Section 12 (1) (e) for an application for non-personal information*	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	each	\$30.00
Charge for time taken dealing with application (per hour or pro rata for a part of an hour)	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	per hour	\$30.00
Charge for access time supervised by Staff (per hour or pro rata for a part of an hour)	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	per hour	\$30.00
Charge for photocopying – Staff time (per hour or pro rata for a part of an hour)	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	per hour	\$30.00
Charge for time taken by staff transcribing information from a tape or other device (per hour or pro rata for a part of an hour)	No	Yes	FOI Reg 1993, Schedule 1	30.00	per hour	\$30.00
Charge for duplicating a Tape, File or Computer Information	No	Yes	FOI Reg 1993, Schedule 1	Actual Cost		Actual Cost
Charge for delivery, packaging and postage	No	Yes	FOI Reg 1993, Schedule 1	Actual Cost		Actual Cost
Advance deposit may be required by the Shire of the estimated charges under Section 18 (1) of the FOI Act	No	Yes	FOI Reg 1993, Schedule 1	25.00%	% of cost	25.00%
Further advance deposit which may be required by the Shire under Section 18 (4) of the FOI Act	No	Yes	FOI Reg 1993, Schedule 1	75.00%	% of cost	75.00%

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
For financially disadvantaged applicants or those issued with a prescribed pensioner concession card, the charge payable is reduced by:	No	No		25.00%		25.00%
* Members of the public may request an estimate of charges when lodging an application. If the charges are likely to exceed \$25, the Shire will provide an estimate of charges and enquire whether the application is to proceed. The Shire must be notified within 30 days of an intention to proceed with the application. An advance deposit may be requested						
<b>Shire Special Series Number Plates</b>	Yes	No		\$280.00	each	\$300.00
<b>Photocopying/Printing/Scanning/Faxing/Laminating</b>						
<b>Scanning to Email:</b>						
1 to 20 pages	Yes	No		\$3.50	each	\$3.50
21 pages or more	Yes	No		\$3.50	each	\$5.00
<b>Faxing:</b>						
Charge per page (within Australia)	Yes	No		N/A	each	\$1.00
10 pages or more (within Australia)	Yes	No		N/A	each	\$10.00
Charge per page (International)	Yes	No		N/A	each	\$2.00
10 pages or more (International)	Yes	No		N/A	each	\$20.00
<b>Disc Cleaning:</b> - per disc	Yes	No		\$3.50	each	\$2.00
<b>Laminating:</b>						
A4 per page	Yes	No		\$4.50	each	\$3.00
A3 per page	Yes	No		\$7.00	each	\$4.00
<b>Printing or Copying:</b>						
A4 Black and White - per side	Yes	No	LG Act 1995	0.55	each	\$0.50
A4 Coloured - per side	Yes	No	LG Act 1995	2.20	each	\$1.00
A3 Black and White - per Side	Yes	No	LG Act 1995	1.10	each	\$1.00
A3 Coloured - per Side	Yes	No	LG Act 1995	3.30	each	\$2.50
Students - Above fees are at a discounted rate of 50%	Yes	No	LG Act 1995	50%	each	50%
<b>05 Law, Order, Public Safety</b>						
<b>Animal Control</b>						
<b>Animal Microchipping *</b>						
Microchipping of dog or cat - where either 1 dog or 1 cat only	Yes	No	LG Act 1995	\$55.00	each	\$55.00
Microchipping of dog or cat - per animal where two or more	Yes	No	LG Act 1995	\$50.00	each	\$50.00
Microchipping of dog or cat - Eligible Pensioners where either 1 dog or 1 cat only	Yes	No	LG Act 1995	\$50.00	each	\$50.00
Microchipping of dog or cat - Eligible Pensioners per animal where two or more	Yes	No	LG Act 1995	\$45.00	each	\$45.00
Registration of existing microchip to National database	Yes	No	LG Act 1995	\$20.00	each	\$20.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
* This service is a provision for the releasing dogs and cats from the pound - when and where other service providers are not available. It cannot be seen as an expectation from the Public and may not always be readily available. The principal Vet from the Derby Veterinary Clinic unconditionally supports the offer of this service						
<b>Dog/ Cat Containment Systems *</b>						
Pet Safe Standard Containment System (Kit - PIG19-15394/ 426.029)	Yes	No		\$270.00	each	\$270.00
Pet Safe Stubborn Containment System (Kit - PRF3004XW/ 426.027)	Yes	No		\$315.00	each	\$315.00
Pet Safe Little Dog Containment System (Kit - 426.051)	Yes	No		\$340.00	each	\$340.00
Pet Safe Standard Collar (PIG19-107764/ 426.030)	Yes	No		\$115.00	each	\$115.00
Pet Safe Stubborn Collar (428.028)	Yes	No		\$125.00	each	\$125.00
Pet Safe Large Dog Collar (426.052)	Yes	No		\$190.00	each	\$190.00
Pet Safe Cat Collar	Yes	No		\$145.00	each	\$145.00
Replacement Batteries 9V (ALK PAC11-12067/ 426.011)	Yes	No		\$15.00	each	\$15.00
Replacement Batteries 6V (RFA-67 2pk/ 426.013; RFA-18/70.219)	Yes	No		\$15.00	each	\$15.00
Replacement Batteries 3V (RFA-35-11 2pk/ 426.014; RFA-188/ 426.038)	Yes	No		\$15.00	each	\$15.00
Replacement Wire and Flags (426.031)	Yes	No		\$60.00	each	\$60.00
Pet Safe Bark Control Collar - Small Dog (426.053)	Yes	No		\$130.00	each	\$130.00
Pet Safe Bark Control Collar - Medium-Large Dog (426.054)	Yes	No		\$140.00	each	\$140.00
* List Prices may be higher at point of sale due to cost increases during the year						
<b>Cat Breeders</b>						
Cat Breeders - Application for grant of, or renewal of approval to breed cats	No	Yes	Cat Act 2011	\$100.00	each	\$100.00
<b>Cat Registration Fees and Charges *</b>						
Sterilised Cat - 1 year	No	Yes	Cat Reg 2012, Schedule 3	\$20.00	each	\$20.00
Sterilised Cat - If application is made after 31st of May until next 31st of October	No	Yes	Cat Reg 2012, Schedule 3	\$10.00	each	\$10.00
Sterilised Cat - 3 years	No	Yes	Cat Reg 2012, Schedule 3	\$42.50	each	\$42.50
Sterilised Cat - Lifetime Registration	No	Yes	Cat Reg 2012, Schedule 3	\$100.00	each	\$100.00
Eligible Pensioners - Amount of above fee payable	No	Yes	Cat Reg 2012, Schedule 3	50%	each	50%
* Cat Registrations are due and payable on 1st November in the year of expiry of the licence						
Replacement Cat Tag	Yes	No	LG Act 1995	\$5.00	each	\$5.00
Cat Seizure Fee - payable in addition to infringement fees	No	No	LG Act 1995	N/A	each	\$70.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Cat Infringements, Under Cat Regulations 2012, CAT Act 2011 - Fine per Cat</b>						
Unregistered Cat	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Failure to ensure cat is wearing its registration tag in public	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Removing, or interfering with a cat's registration tag	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Failure to ensure cat is microchipped	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Removing, or interfering with a cat's microchip	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Failure to ensure cat is sterilised	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Identifying a cat as sterilised that is not	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Transfer of a cat that is not micro chipped (and is not exempt)	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Transfer of a cat that is not sterilised (and is not exempt)	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Failure to notify local government or microchip database company of a new owner	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Failure to notify local government or microchip database company of a change of details	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Breeding cats, not being an approved cat breeder	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Cats not to be offered as prizes	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
Refusal by alleged offender to give information on request	No	Yes	Cat Reg 2012, Schedule 3	\$200.00	each	\$200.00
<b>Boarding Kennels</b>						
Boarding Kennel Registration and Annual Renewal Fee - licensed under section 27	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Note: Annual Inspection Fee is to be undertaken prior to the renewal of the licence						
<b>Dog Registration Fees and Charges *</b>						
Sterilised Dogs - 1 year	No	Yes	Dog Reg 2013, Section 17	\$20.00	each	\$20.00
Sterilised Dog - If application is made after 31st of May until next 31st of October	No	Yes	Dog Reg 2013, Section 17	\$10.00	each	\$10.00
Sterilised Dogs - 3 years	No	Yes	Dog Reg 2013, Section 17	\$42.50	each	\$42.50
Sterilised Dog - Lifetime Registration	No	Yes	Dog Reg 2013, Section 17	\$100.00	each	\$100.00
Eligible Pensioners - Amount of above fee payable	No	Yes	Dog Reg 2013, Section 17	50%	each	50%
Working Dogs - Bona fide used in droving or tendering stock, Amount of above fee payable	No	Yes	Dog Reg 2013, Section 17	25%	each	25%
Unsterilised Dogs - 1 year	No	Yes	Dog Reg 2013, Section 17	\$50.00	each	\$50.00
Unsterilised Dog - If application is made after 31st of May until next 31st of October	No	Yes	Dog Reg 2013, Section 17	\$25.00	each	\$25.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Unsterilised Dogs - 3 years	No	Yes	Dog Reg 2013, Section 17	\$120.00	each	\$120.00
Unsterilised Dog - Lifetime	No	Yes	Dog Reg 2013, Section 17	\$250.00	each	\$250.00
Eligible Pensioners - Amount of above fee payable	No	Yes	Dog Reg 2013, Section 17	50%	each	50%
Working Dogs - Bona fide used in droving or tendering stock, Amount of above fee payable	No	Yes	Dog Reg 2013, Section 17	25%	each	25%
<b>* Dog Registrations are due and payable on 1st November in the year of expiry of the licence</b>						
Guide Dogs	No	Yes		No Charge		No Charge
Dangerous Dog - 1 year	No	No		N/A	each	\$50.00
Replacement Dog Tag	Yes	No	LG Act 1995	\$5.00	each	\$5.00
<b>Dog Local Laws and Dog Charges</b>						
Dog Seizure Fee - payable in addition to infringement fees as per Dog Act 1976 and Dog Regulations 1976	No	No	LG Act 1995	\$70.00	each	\$70.00
Dog Maintenance in Pound - per dog per day	No	No	LG Act 1995	\$25.00	each	\$30.00
Destruction and/or Disposal of a Dog - At Owners request	Yes	No		\$55.00	each	\$55.00
Return Dog after hours	No	No		\$90.00	each	\$90.00
Application for more than 2 Dogs - Charge per application	No	No		\$110.00	each	\$150.00
<b>Dog Infringements, Under Dogs Local Law 2003, Dog Act 1976 - Fine per Dog</b>						
Unregistered Dog (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Unregistered Dog (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify local government of new owner	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Registration tag, certificate offences (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Registration tag, certificate offences (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Unlawful application of sterilisation tattoo	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to ensure dog microchipped	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to ensure dangerous dog microchipped	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify local government of microchip details	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Removing, or interfering with a dog's microchip	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Transfer of ownership of unmicrochipped dog	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to notify microchip database company of new owner	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Failure to notify local government, microchip database company of information changes (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Keeping more than the prescribed number of dogs (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Breach of kennel establishment licence	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog not wearing collar with attached registration tag	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog not held or tethered in certain public places	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog in exercise areas, rural areas offences	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Greyhound not muzzled	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog in place without consent (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog in place without consent (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dog attack or chase causing physical injury	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dog attack or chase causing no physical injury (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Dog attack or chase causing no physical injury (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog not wearing prescribed collar with prescribed information	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Not complying with dangerous dog enclosure requirements	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Not complying with commercial security dog requirements	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Warning signs about dangerous dogs not displayed	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog not muzzled	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog not held or tethered	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog not controlled by capable person	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog in prohibited place	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog (restricted breed) not sterilised	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog (restricted breed) or pup advertised	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog (restricted breed) or pup sold	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Dangerous dog (restricted breed) or pup transferred	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Buying or accepting ownership of dangerous dog (restricted breed) or pup	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Breeding, or breeding from, dangerous dog (restricted breed)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Dangerous dog (declared) sold or transferred to under 18 year old	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify person of responsibilities under Part VI Div. 2	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify local government of a dangerous dog event	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify new local government of a dangerous dog kept in it's district	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to provide a notice to new owner about a dangerous dog (declared)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to provide written notice to new owner about a dangerous dog (restricted breed) or dangerous dog (commercial security dog)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to notify local government of dangerous dog's new district or death	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to comply with a nuisance dog order (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to comply with a nuisance dog order (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to produce document when so required (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to produce document when so required (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
Failure to give name, date of birth or address on demand (for dogs other than dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$200.00	each	\$200.00
Failure to give name, date of birth or address on demand (dangerous dogs)	No	Yes	Dog Reg 2013, Section 17	\$400.00	each	\$400.00
All prescribed offences under Dogs Local Law 2003	No	No		As Prescribed	each	As Prescribed
<b>Other Animal Control</b>						
<b>Livestock Impoundment - Per animal</b>						
<b>Impounded after 6am and before 6pm</b>						
Entire horses, mules, asses, camels, bulls or boars per head	No	No		\$120.00	each	\$120.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	No	No		\$120.00	each	\$120.00
Wethers, ewes, lambs or goats per head	No	No		\$60.00	each	\$60.00
<b>Impounded after 6pm and before 6am</b>						
Entire horses, mules, asses, camels, bulls or boars per head	No	No		\$204.00	each	\$204.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	No	No		\$240.00	each	\$240.00
Wethers, ewes, lambs or goats per head	No	No		\$120.00	each	\$120.00
<b>Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother</b>						

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Livestock Poundage Fees</b>						
<b>First 24 hours</b>						
Entire horses, mules, asses, camels, bulls or boars per head	No	No		\$60.00	each	\$60.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	No	No		\$60.00	each	\$60.00
Wethers, ewes, lambs or goats per head	No	No		\$30.00	each	\$30.00
<b>Subsequent each 24 hours of part thereof</b>						
Entire horses, mules, asses, camels, bulls or boars per head	No	No		\$30.00	each	\$30.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	No	No		\$30.00	each	\$30.00
Wethers, ewes, lambs or goats per head	No	No		\$15.00	each	\$15.00
<b>Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother</b>						
<b>Charges for Sustenance of Stock Impounded - Daily Charge per animal</b>						
Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers or calves per head	No	No		\$35.00	each	\$35.00
Pigs of any description per head	No	No		\$35.00	each	\$35.00
Rams, wethers, ewes, lambs or goats per head	No	No		\$35.00	each	\$35.00
<b>Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother</b>						
<b>Vehicle Impoundment - Per Vehicle</b>						
Removing Vehicle from Property	No	No		\$250.00	each	\$250.00
Impounding of Vehicle	No	No		\$100.00	each	\$100.00
Impounded Vehicles - Storage Fee per Day	No	No		\$5.00	each	\$20.00
<b>07 Health</b>						
<b>Caravan Park and Camping Ground</b>						
Annual Registration Fee (Minimum)*	No	Yes		\$200.00	per annum	\$200.00
Transfer of Caravan Park Licence	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$100.00	each	\$100.00
<b>*OR - The amount calculated by multiplying the relevant amount below per site, by the maximum number of sites (including any sites that may be used in an overflow area) - WHICHEVER IS THE GREATER AMOUNT</b>						
Registration per Long Stay Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$6.00	per annum	\$6.00
Registration per Short Stay Site and Sites in Transit Parks	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$6.00	per annum	\$6.00
Registration per Camp Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$3.00	per annum	\$3.00
Registration per Overflow Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$1.50	per annum	\$1.50

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Additional fee for renewal after expiry (Reg 53)	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$20.00	each	\$20.00
Temporary Licence - Refer to Schedule 3. Pro rata amount of the application fee payable for the period of time for which the licence is to be in force	No	Yes	Caravan Parks and Camping Ground Regulations 1997	Minimum of \$100	each	Minimum of \$100
<b>Lodging House</b>						
Annual Registration Fee	No	No	Health (Miscellaneous Provisions Act 1911)	\$180.00	per annum	\$180.00
Transfer of Ownership Licence	No	No	LG Act 1995	\$100.00	each	\$100.00
<b>Public Buildings</b>						
Low Risk - per building	No	No		\$100.00	each	\$100.00
Medium Risk - per building	No	No		\$200.00	each	\$200.00
High Risk - per building	No	No		\$300.00	each	\$300.00
Public Events	No	No		\$100.00	each	\$100.00
Reissue of Certificate of Approval	No	No		\$50.00	each	\$50.00
Public Event - Not-for-profit entity	No	No		N/A	each	No Charge
<b>Premises Inspection</b>						
Inspection Fee	No	No		\$80.00	each	\$80.00
<b>Fee for Service of Demand * - Includes Section 39 Certificate, freezer breakdown, inspection on request, assessment of noise management plans</b>						
1st hour or pro rata for a part of an hour	Yes	No		\$180.00	each	\$180.00
Every hour thereafter or pro rata for a part of an hour	Yes	No		\$90.00	each	\$90.00
Water Sampling/ Analysis *(Microbial) - per sample on request	Yes	No	LG Act 1995	N/A	each	\$100.00
Reissue of Certificate of Approval - All health related approvals	Yes	No		N/A	each	\$50.00
<b>Note: Fee for service applies to all Environmental Health Service Delivery and is not limited to food matters only</b>						
<b>Offensive Trades Fees</b>						
Fees for Offensive Trades are as prescribed by the Health (Offensive Trades Fees) Regulations 1976 under the Health Act 1911	No	Yes		Refer to Reg 3	each	Refer to Reg 3
<b>Septic Tank Applications *</b>						
Local Government Application Fee	No	No		\$118.00	each	\$118.00
Fee for Grant of Permit (Reg 10(2))	No	No		\$118.00	each	\$118.00
Septic Tank Inspection Fee	No	No		\$118.00	each	\$118.00
<b>*Other fees apply if building is not a single dwelling and produces more than 540 litres of sewerage per day (\$56.00 fee to HDWA)</b>						<b>(ie</b>

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Food Act Application Fee</b>						
Construct or establish a food premises (s110 (3)) which includes Notification Fee						
High Risk	No	No		\$400.00	each	\$400.00
Medium Risk	No	No		\$300.00	each	\$300.00
Low Risk	No	No		\$200.00	each	\$200.00
<b>Note: As per Food Act, any Fees and Charges set by statutory regulation take precedence over Council Fee's and Charges</b>						
<b>Food Act Notification Fee</b>						
High, Medium and Low Risk Premises	No	No		\$60.00	each	\$70.00
Exempted Food Premises, not-for-profit, community groups and food business's licenced under Activities on Thoroughfares and Trading	No	No		No Charge	each	No Charge
<b>Annual Risk Assessment/Inspection Fees</b>						
High Risk - 4 Assessments per year	No	No		\$500.00	each	\$500.00
Medium Risk - 2 Assessments per year	No	No		\$250.00	each	\$300.00
Low Risk - 1 Assessment per year	No	No		\$125.00	each	\$150.00
2nd and Subsequent Re-Assessment	No	No		\$75.00	each	\$100.00
Transfer Fee	No	No		\$60.00	each	\$100.00
<b>Stallholders Permit</b>						
Annual Fee	No	No		\$250.00	per annum	\$260.00
Monthly Fee	No	No		\$55.00	per month	\$60.00
Daily Fee	No	No		\$25.00	each	\$30.00
<b>Traders Permit</b>						
Annual Fee	No	No		\$1,550.00	per annum	\$1,565.00
Monthly Fee	No	No		\$260.00	per month	\$260.00
Daily Fee	No	No		\$55.00	each	\$55.00
<b>Infringements</b>						
Offences under the Food Act 2008	No	Yes		As prescribed	each	As prescribed
Offences under the Food Regulations 2009	No	Yes		As prescribed	each	As prescribed
<b>08 Education and Welfare</b>						
<b>School Holiday Program: Primary School Sessions</b>						
Individual Session	No	No		N/A	per session	10.00
One Week - All Sessions	No	No		N/A	per week	30.00
Two Weeks - All Sessions	No	No		N/A	per two weeks	60.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Youth Services</b>						
<b>Derby Youth Centre - Alcohol is not allowed at this venue</b>						
Community and Non-Government Use - per hour	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per day	Yes	No		\$70.00	per day	\$70.00
Commercial and Government Use - per hour	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per day	Yes	No		\$140.00	per day	\$140.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Bond	No	No		\$500.00	per hire	\$500.00
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	70.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	140.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	300.00
<b>Note: Hire fees may be waived at the discretion of Council for the delivery of Youth Life Skills Programs</b>						
<b>09 Housing</b>						
Housing - Council Staff, As per Council Policy AF23 - Provision of Staff Housing	No	No				
<b>10 Community Amenities</b>						
<b>Cemeteries:</b>						
The Municipality of the Shire of Derby West Kimberley Local Laws relating to Derby Public Cemetery - Reserve No. 1227 and Fitzroy Crossing Public Cemetery - Reserve No. 29060						
Cemetery Enquiry - Search of Cemetery Records	Yes	No		N/A	each	\$55.00
<b>On application for a "Form of Grant of Right of Burial" the following fees shall be payable:</b>						
Grant of Right of Burial	No	No		\$150.00	each	\$150.00
Sinking Fees - Ordinary Grave for an adult (1.8 - 2.1m deep)	No	No		\$500.00	each	\$600.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Sinking Fees - Grave for any child under 7 years (1.8 - 2.1m deep)	No	No		\$400.00	each	\$500.00
Sinking Fees - Grave for any stillborn child (1.4m deep)	No	No		\$300.00	each	\$400.00
Sinking fees - Double Burial Plot (2.4m deep)	No	No		N/A	each	\$650.00
Family to Dig Grave	No	No		\$200.00	each	\$350.00
<b>Extra Charges</b>						
For each additional metre or part thereof	No	No		\$150.00	per metre	\$150.00
Reopening an ordinary grave for each interment or exhumation - Standard Grave (1.8m deep)	No	No		\$500.00	each	\$750.00
Reopening Double Plot for second burial at 1.8m deep	No	No		N/A	each	\$600.00
Interment without due notice under By-law 6	No	No		\$250.00	each	\$250.00
Re-interment after exhumations	No	No		\$250.00	each	\$250.00
Note: Where removal of kerbing, tiles, grass etc. is necessary, fees will be charged per labour hour incurred				Actual Cost	each	Actual Cost
<b>Miscellaneous Charges</b>						
Plot Reservation/Registration of Right of Burial (25 years)	No	No		\$150.00	each	\$150.00
Registration of "Transfer of Form of Grant of Right of Burial"	No	No		\$25.00	each	\$25.00
Copy of Right of Burial	No	No		\$25.00	each	\$25.00
Funeral Director's Annual Licence Fee	No	No		\$150.00	per annum	\$250.00
Monumental Mason's Annual Licence Fee	No	No		\$100.00	per annum	\$150.00
Permit to erect Headstone	No	No		\$25.00	each	\$40.00
<b>Sanitation Household</b>						
<b>Refuse Collection</b>						
Residential Rubbish - One Collection per bin per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$565.00	per annum	\$580.00
Residential Rubbish - Additional Bin Charge for one collection per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$617.00	per annum	\$630.00
Commercial Rubbish - One Collection per bin per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$870.00	per annum	\$900.00
Commercial Rubbish - Additional Service per day/week	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$460.00	per annum	\$500.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Commercial Rubbish - Additional Bin Charge for one collection per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$980.00	per annum	\$1,000.00
Domestic/Commercial Rubbish Bins - Replacement cost per bin	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$170.00	each	\$170.00
<b>Derby/Fitzroy Crossing Waste Management Facilities - Disposal Charge</b>						
<b>Domestic Household Refuse - Disposal at Landfill Site Only</b>						
Delivered in trailer or utility loads only, including recyclables	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	No Charge	per m3	No Charge
<b>Note: Any refuse from domestic premises if brought in by a commercial vehicle or operator will be charged at the commercial and industrial rates</b>						
<b>Separated Green Waste Suitable for Mulching</b>						
Domestic	No	No		No Charge	per m3	No Charge
Commercial	No	No		No Charge	per m3	No Charge
<b>Refuse from Commercial and Industrial Premises and 'Authorised' Collection of Household Waste, and Demolition Waste</b>						
Not Compacted - per cubic metre or part thereof	Yes	No		\$55.00	per m3	\$60.00
Compacted - Compactor Vehicles - per cubic metre or part thereof	Yes	No		\$75.00	per m3	\$80.00
<b>Airconditioners</b>						
General Public	No	No		No Charge	each	No Charge
Commercial Business - per item	Yes	No		\$50.00	each	\$50.00
<b>Asbestos Disposal</b>						
Asbestos Disposal per cubic metre	Yes	No		\$115.00	per m3	\$120.00
Asbestos Disposal Minimum Charge	Yes	No		\$280.00	per m3	\$280.00
<b>Batteries</b>						
	No	No		No Charge	each	No Charge
<b>Car Bodies – See Waste Facility Contractors</b>						
	No	No		No Charge	each	No Charge
<b>Clinical Waste</b>						
Clinical Waste Disposal - per cubic metre or part thereof	Yes	No		\$210.00	per m3	\$210.00
<b>Disposal of Animal Carcasses - Large Stock</b>						
Large animals e.g horses, cattle, camels, pigs	Yes	No		\$40.00	each	\$50.00
<b>E-Waste</b>						
	No	No		No Charge	each	No Charge
<b>Empty Plastic 205 Litre Drums</b>	Yes	No		\$15.00	each	\$15.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Empty Steel 205 Litre Drums</b>	No	No		No Charge	each	No Charge
<b>Gas Bottles</b>	No	No		No Charge	each	No Charge
<b>Liquid/Septage/Grease Trap Waste</b>						
Deposited at Council Facility - per 1,000 ltrs or part thereof	Yes	No		\$100.00	per kilolitre	\$150.00
<b>Note: Arrangements to be made with private contractors</b>						
<b>Motor Oil and Cooking Oil</b>						
Contact Shire Officers for disposal information	No	No		No Charge	per litre	No Charge
<b>Refrigerators or Freezers</b>						
General Public	No	No		No Charge	each	No Charge
Commercial Business - per item	Yes	No		\$50.00	each	\$50.00
<b>Truck Bodies – See Waste Facility Contractors</b>	No	No		No Charge	each	No Charge
<b>Tyres</b>						
Car Tyres	Yes	No		\$8.00	each	\$9.00
Light Truck Tyres	Yes	No		\$10.00	each	\$11.00
Truck Tyres	Yes	No		\$20.00	each	\$25.00
Tractor and Large Machinery Tyres	Yes	No		\$50.00	each	\$55.00
Haul Pack/Dumptruck Tyres	Yes	No		\$1,110.00	each	\$1,110.00
<b>Note: Any waste from outside the Shire's boundaries will incur double the stated fees above</b>						
Minimum Charge of \$15 per invoice per month	Yes	No		\$14.00	each	\$15.00
<b>Town Planning and Regional Development</b>						
<b>Statutory Planning Applications - In accordance with Planning and Development Regulations 2009, Reg 47 Schedule 2</b>						
<b>Fees are based on the estimated cost of development - Per Application</b>						
Determination of a Development Application (other than for an Extractive Industry) where the Development has not commenced or been carried out and the estimated cost of the Development is:						
A) Not more than \$50,000	No	Yes	Planning and Development Act 2005	\$147.00	each	\$147.00
B) More than \$50,000 but not more than \$500,000	No	Yes	Planning and Development Act 2005	0.32% of the estimated cost of development		0.32% of the estimated cost of development
C) More than \$500,000 but not more than \$2.5 million	No	Yes	Planning and Development Act 2005	\$1,700 plus 0.257% for every \$1 in excess of \$500,000		\$1,700 plus 0.257% for every \$1 in excess of \$500,000
D) More than \$2.5 million but not more than \$5 million	No	Yes	Planning and Development Act 2005	\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million		\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
E) More than \$5 million but not more than \$21.5 million	No	Yes	Planning and Development Act 2005	\$12,633 plus 0.123% for every \$1 in excess of \$5 million		\$12,633 plus 0.123% for every \$1 in excess of \$5 million
F) More than \$21.5 million	No	Yes	Planning and Development Act 2005	\$34,196.00	each	\$34,196.00
<b>NOTE: If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is twice the amount of the fee payable for the determination of the application fees shown above, in addition to the normal application fee. Thus the fee payable is three times the standard fee. This is a statutory fee</b>						
Advertising Costs (TPS 5) SA/AA as appropriate	No	No		At Cost	each	At Cost
Resubmission of Lapsed Planning Approval	No	No		\$295.00	each	\$295.00
Request for Consideration of Amended Plan	No	No		\$295.00	each	\$295.00
Request for Extension of Time	No	No		\$295.00	each	\$295.00
Determining an application to cancel the development approval	No	No		\$0.00	each	\$0.00
<b>Extractive Industry</b>						
Determination of Development Application	No	Yes	Planning and Development Act 2005	\$739.00	each	\$739.00
<b>Note: If the Development has commenced or been carried out without approval, an additional amount of \$1,478.00 by way of penalty is payable, in addition to the normal application fee. Thus the fee payable is 3 times the standard fee. This is a statutory fee</b>						
<b>Change of Use and Non Conforming Use Application Only</b>						
Application for change of use or for change of continuation of a non-conforming use where development is not occurring.	No	Yes	Planning and Development Act 2005	\$295.00	each	\$295.00
Alteration, extension or change of non-conforming use where development already commenced or been carried out	No	Yes	Planning and Development Act 2005	\$590.00	each	\$885.00
<b>Miscellaneous Fees</b>						
Section 40 Certificate	No	Yes		\$73.00	each	\$73.00
<b>Rural Roads</b>						
Development Bond for Transportable Houses - Refundable	No	No		\$10,000.00	each	\$10,000.00
<b>Development Assessment Panel (DAP) - In accordance with Planning and Development Assessment Panels Regulations 2011</b>						
Determination of a Development Application (other than for an Extractive Industry) where the Development has not commenced or been carried out and the estimated cost of the Development is:						
A) \$2 million but less than \$7 million	Yes	Yes	DAP Amendment Regulations 2017	\$5,603.00	each	\$5,603.00
B) \$7 million but less than \$10 million	Yes	Yes	DAP Amendment Regulations 2017	\$8,650.00	each	\$8,650.00
C) \$10 million but less than \$12.5 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,411.00	each	\$9,411.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
D) \$12.5 million but less than \$15 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,680.00	each	\$9,680.00
E) \$15 million but less than \$17.5 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,948.00	each	\$9,948.00
F) \$17.5 million but less than \$20 million	Yes	Yes	DAP Amendment Regulations 2017	\$10,218.00	each	\$10,218.00
G) \$20 million or more	Yes	Yes	DAP Amendment Regulations 2017	\$10,486.00	each	\$10,486.00
Amendment or cancellation	Yes	Yes	DAP Amendment Regulations 2017	\$241.00	each	\$241.00
<b>Home Occupation - In accordance with Planning and Development Regulations 2009, Reg 47, Schedule 2</b>						
Initial Application for approval of a home occupation where the home occupation has not commenced	No	Yes	Planning and Development Act 2005	\$222.00	each	\$222.00
Initial Application for approval of a home occupation where the home occupation has commenced	No	Yes	Planning and Development Act 2005	\$418.00	each	\$666.00
Application for the renewal of approval of a home occupation before the approval expires	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Application for the renewal of approval of a home occupation after the approval has expired	No	Yes	Planning and Development Act 2005	\$146.00	each	\$219.00
<b>Planning Advice</b>						
Issue of written planning advice	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Replying to a property settlement questionnaire	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
<b>Zoning</b>						
Issue of Zoning Certificate	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Written Zoning Enquiries	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
<b>Copy of Monthly Statistics</b>						
Per Month	Yes	No		\$20.00	each	\$20.00
Per Annum	Yes	No		\$200.00	each	\$200.00
<b>Scheme Amendment and Structure Plans</b>						
Calculated for individual applications as per Part 2 and 3 of the Town Planning (Local Government Planning Fees) Regulations 2000						
Simple Amendment - Primarily 1 or 2 lot re-zoning	No	Yes		N/A	each	\$1,000.00
All other amendments	No	Yes		N/A	each	\$3,000.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Any required amendments or changes to the application undertaken by a Shire Officer will be charged for the time taken. This charge is per hour <b>*Above fees are based on the completed application being lodged*</b>	No	Yes	Planning and Development Regulations 2009	N/A	per hour	\$145.00
<b>Provision of a Sub-Division/Strata Clearance (per lot)</b>						
A) 1 to 5 lots - Charge per lot	No	Yes	Planning and Development Regulations 2009	\$73.00	per lot	\$73.00
B) Between 6 and 195 lots - Charge for first 5 lots \$365.00, then \$35.00 per additional lot	No	Yes	Planning and Development Regulations 2009	\$365.00 for the first 5 lots, then \$35.00 per additional lot	per lot	\$365.00 for the first 5 lots, then \$35.00 per additional lot
C) More than 195 lots	No	Yes	Planning and Development Regulations 2009	\$7,393.00	each	\$7,393.00
Strata Form 7 Clearance Certificate under section 5B(2), 8A(f) or 9(3) of the Strata Titles Act - Minimum Fee of \$100.00 applies	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	0.20 per sqm of floor area	each	0.20 per sqm of floor area
<b>11 Recreation and Culture</b>						
<b>Kimberley Art Prize</b>						
Artist Entry Fee	Yes	No		\$50.00	each	\$60.00
Artist Entry Fee - Youth Category	Yes	No		\$25.00	each	\$25.00
Commission on Sale of Works	Yes	No		18.00%	per item	20.00%
Concession - Future Awards	Yes	No		\$25.00	each	\$25.00
<b>Kimberley Photographic Awards</b>						
Entry Fee	Yes	No		\$25.00	each	\$30.00
<b>Library Services</b>						
Lost or Damaged Membership Card replacement	Yes	No		\$5.00	each	\$5.00
<b>Lost and Damaged Books/Items/Stock:</b>						
Administration Fee	Yes	No		\$5.50	each	\$5.50
Replacement Books	Yes	No		At Cost	each	At Cost
DVD Case - Single	Yes	No		\$1.00	each	\$1.00
DVD Case - Multi	Yes	No		\$2.50	each	\$2.50
CD Case	Yes	No		\$12.00	each	\$12.00
Exam Fee invigilation per person including exam room hire (per hour or pro rata for a part of an hour)	Yes	No		N/A	per hour	\$110.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Crafty Corner at Derby Library - per child for the School Term	Yes	No		N/A	per child per school term	\$20.00
Kids afternoon activities at Derby Library - per child for the School Term	Yes	No		N/A	per child per school term	\$20.00
<b>Internet/Email Use:</b>						
First 5 minutes - Once per person per day only, for information search	No	No		N/A	per day	Free of Charge
Between 6 and 30 minutes	Yes	No		N/A	per use	\$2.50
Between 31 minutes and 1 hour	Yes	No		N/A	per use	\$5.00
Between 1 and 2 hours	Yes	No		N/A	per use	\$10.00
Between 2 and 3 hours	Yes	No		N/A	per use	\$15.00
Students: Free internet use for study/homework only	No	No		N/A	each	Free of Charge
<b>Scanning to Email:</b>						
1 to 20 pages	Yes	No		\$3.50	each	\$3.50
21 pages or more	Yes	No		N/A	each	\$5.00
<b>Faxing:</b>						
Charge per page (within Australia)	Yes	No		\$3.50	each	\$1.00
10 pages or more (within Australia) - Maximum Charge	Yes	No		N/A	each	\$10.00
Charge per page (International)	Yes	No		N/A	each	\$2.00
10 pages or more (International) - Maximum Charge	Yes	No		N/A	each	\$20.00
<b>Disc Cleaning:</b> - per disc	Yes	No		\$3.50	each	\$2.00
<b>Laminating:</b>						
A4 per page	Yes	No		\$4.50	each	\$3.00
A3 per page	Yes	No		\$7.00	each	\$4.00
<b>Printing or Photocopying:</b>						
A4 Black and White - per side	Yes	No		\$0.55	each	\$0.50
A4 Coloured - per side	Yes	No		\$2.20	each	\$1.00
A3 Black and White - per Side	Yes	No		\$1.10	each	\$1.00
A3 Coloured - per Side	Yes	No		\$3.30	each	\$2.50
Students - Above fees are at a discounted rate of 50%	Yes	No		50%	each	50%
<b>Aquatic Facilities</b>						
<b>Derby Memorial Swimming Pool</b>						
Spectator - Casual Entry	Yes	No		\$1.00	each	\$1.00
Child 0 - 4 - Casual Entry	No	No		No Charge	each	No Charge

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Child 5 to 15 - Casual Entry	Yes	No		\$3.50	each	\$3.50
Child 5 to 15 - 3 Month Pool Membership	Yes	No		\$65.00	each	\$65.00
Child 5 to 15 - 6 Month Pool Membership	Yes	No		N/A	each	\$100.00
Child 5 to 15 - 12 Month Pool Membership	Yes	No		\$160.00	each	\$160.00
Adult 16+ - Casual Entry	Yes	No		\$5.50	each	\$5.50
Adult 16+ - 3 Month Pool Membership	Yes	No		\$100.00	each	\$100.00
Adult 16+ - 6 Month Pool Membership	Yes	No		N/A	each	\$200.00
Adult 16+ - 12 Month Pool Membership	Yes	No		\$300.00	each	\$300.00
Concession - Casual Entry	Yes	No		\$3.50	each	\$3.50
Concession - 3 Month Pool Membership	Yes	No		\$65.00	each	\$65.00
Concession - 6 Month Pool Membership	Yes	No		N/A	each	\$100.00
Concession - 12 Month Pool Membership	Yes	No		\$160.00	each	\$160.00
School Groups - Per student, pool opening hours only	Yes	No		\$2.00	each	\$2.00
Family* - Casual Entry	Yes	No		\$15.00	each	\$15.00
Family* - 3 Month Pool Membership	Yes	No		\$260.00	each	\$260.00
Family* - 6 Month Pool Membership	Yes	No		N/A	each	\$400.00
Family* - 12 Month Pool Membership	Yes	No		\$600.00	each	\$600.00
* Family consists of 2 Adults and up to 4 Children						
<b>10 Swim Vouchers</b>						
Adult	Yes	No		\$50.00	each	\$50.00
Child 5 to 15	Yes	No		\$30.00	each	\$30.00
Concession	Yes	No		\$30.00	each	\$30.00
<b>Aquatic Programs</b>						
Adult	Yes	No		\$10.00	each	\$10.00
Junior	Yes	No		\$5.00	each	\$5.00
Concession -Seniors, students, healthcare card	Yes	No		\$8.00	each	\$8.00
<b>Swimming Lessons</b>						
Adult - Group (term and programs shorter than this will be advertised) - per 10 lessons	Yes	No		\$150.00	each	\$150.00
Junior - Group (week term and programs shorter than this will be advertised) - per 10 lessons	Yes	No		\$130.00	each	\$130.00
Junior - Group (3 or more children same family - \$130 per child first two children, then \$110 each additional child) - per 10 lessons	Yes	No		\$130/\$110	each	\$130/\$110
Programs Shorter than 10 weeks will be charged at the pro rata rate of \$13.00 per lesson - Child only	Yes	No		\$13.00	each	\$13.00
Adult - 1:1 teaching per 1/2 hour lesson	Yes	No		\$37.00	each	\$37.00
Junior - 1:1 teaching per 1/2 hour lesson	Yes	No		\$37.00	each	\$37.00
Additional Adult/Junior - 1:1 teaching per 1/2 hour lesson	Yes	No		\$21.00	each	\$21.00
<b>Aquatic - Other</b>						
Lane Hire per hour - Per Lane	Yes	No		N/A	per hour	\$15.00
Pool Hire - per hour (Outside of normal opening hours with prior agreement only)	Yes	No		\$100.00	per hour	\$100.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Pool Hire with Inflatable - per hour (Outside of normal opening hours with prior agreement only)	Yes	No		\$100 to \$300	per hour	\$150.00
Facility Hire - Exclusive use eg School Carnivals	Yes	No		\$450.00	per hire	\$450.00
Bond	No	No		\$400.00	per hire	\$300.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred The bond amount will normally be \$300.00 for hire of the Derby Swimming Pool</b>						
<b>Cancellation of Bookings</b>						
7 Days or more prior to booking				N/A		Full Refund
Between 1 and 7 Days prior to booking				N/A		50% Refund
Within 24 Hours of booking				N/A		No Refund
<b>Other Recreation and Sport</b>						
<b>Marquee and Pop-up Gazebo Hire</b>						
Daily Hire Fee	Yes	No		\$150.00	per day	\$200.00
Labour Hire to Erect and Dismantle	Yes	No		\$350.00	each	\$375.00
Bond	No	No		\$500.00	per hire	\$550.00
<b>Note: It is compulsory for the Shire to erect and dismantle the Marquee</b>						
<b>Equipment</b>						
BBQ Trailer Day Hire	Yes	No		\$66.00	per day	\$80.00
<b>Equipment Hire</b>						
Public Address System	Yes	No		\$60.00	per day	\$75.00
Projector	Yes	No		\$35.00	per day	\$50.00
Screen	Yes	No		\$25.00	per day	\$25.00
Bond	No	No		\$200.00	per hire	\$250.00
Outdoor Cinema Screen	Yes	No		\$500.00	per day	\$500.00
Bond	No	No		\$500.00	per hire	\$500.00
<b>Note: Staff required to provide training</b>						
Gladiator Ring	Yes	No		\$500.00	per day	\$500.00
Bond	No	No		\$500.00	per hire	\$500.00
<b>Note: Staff required to provide training</b>						
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Facility Hire</b>						
<b>Civic Centre</b>						
<b>Alcohol is allowed at this Venue</b>						
Community and Non-Government Organisations - Daily Hall Hire Sunday to Thursday 10am to 11pm	Yes	No		\$260.00	per day	\$260.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Community and Non-Government Organisations - Daily Hall Hire Friday and Saturday 10am to midnight	Yes	No		\$260.00	per day	\$260.00
Community and Non-Government Organisations - Hall Hire per hour	Yes	No		\$40.00	per hour	\$40.00
Government and Commercial Organisations - Daily Hall Hire Sunday to Thursday 10am to 11pm	Yes	No		\$400.00	per day	\$600.00
Government and Commercial Organisations - Daily Hall Hire Friday and Saturday 10am to midnight	Yes	No		\$400.00	per day	\$1,000.00
Government and Commercial Organisations - Hall Hire per hour	Yes	No		\$70.00	per hour	\$80.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond - Without alcohol consumption	No	No		\$500.00	per event	\$500.00
Bond - With alcohol consumption	No	No		\$1,000.00	per event	\$2,000.00
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$260.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - Charge per Day Sunday to Thursday	Yes	No		N/A	each	\$600.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - Charge per Day Friday and Saturday	Yes	No		N/A	each	\$1,100.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
Charitable / Not for Profit Fundraising Events						
Hall Hire with Alcohol - Per hour	Yes	No		\$30.00	per hour	\$80.00
Hall Hire with Alcohol - Per day	Yes	No		\$132.00	per day	\$250.00
Hall Hire without Alcohol - per hour	Yes	No		\$20.00	per hour	\$40.00
Hall Hire without Alcohol - per day	Yes	No		\$85.00	per day	\$150.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Hall Hire for funeral service Only - per hour	Yes	No		\$30.00	per hour	\$50.00
Hall Hire for funeral service Only - per day	Yes	No		\$85.00	per day	\$100.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond	No	No		\$300.00	per event	\$300.00
Late key return, Hall Hire with Alcohol - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$250.00
Late key return, Hall Hire without Alcohol - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$150.00
Late key return, Hall Hire for funeral service - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$100.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>**Per day rate is defined as 8 hours or greater of continual use, otherwise the facility is charged per hour of usage**</b>						
Key deposit – Per Key (Maximum of 2 keys per hire at discretion of Shire)	No	No		\$100.00	each	\$100.00
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				N/A		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Equipment</b>						
Chairs and trestle tables are included in the facility booking fee. They will not be hired for use outside of Council facilities						
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Derby Recreation Centre - Alcohol is not allowed at this Venue</b>						
<b>Squash Courts - Charges are per Court</b>						
Per 1/2 hour	Yes	No		\$10.00	per 30 minutes	\$10.00
Per hour	Yes	No		\$16.00	per hour	\$16.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
<b>Community Room</b>						
Community and Non-Government Use - per hour	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per day	Yes	No		\$80.00	per day	\$80.00
Commercial and Government Use - per hour	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per day	Yes	No		\$165.00	per day	\$165.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond	No	No		\$300.00	per event	\$300.00
Late key return, Community and Non-Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$80.00
Late key return, Commercial and Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$165.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Derby Courts - Charges are per Court</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$20.00	per hour	\$20.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$30.00	per hour	\$30.00
Community and Non-Government Use - per day - 6am to 6pm	Yes	No		\$100.00	per day	\$100.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$40.00	per hour	\$40.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$70.00	per hour	\$70.00
Commercial and Government Use - per day - 6am to 6pm	Yes	No		\$300.00	per day	\$300.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond **	No	No		\$300.00	per event	\$300.00
Late key return, Community and Non-Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$100.00
Late key return, Commercial and Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$300.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Derby Oval</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$40.00	per hour	\$40.00
Community and Non-Government Use - per day - Without Lighting	Yes	No		\$80.00	per day	\$80.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$80.00	per hour	\$80.00
Commercial and Government Use - per day - Without Lighting	Yes	No		\$165.00	per day	\$165.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond*	No	No		\$500.00	per event	\$500.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				N/A		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Bonds</b>						
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
** Council retains the right to retain bond if the hirer breaches any conditions of hire.						
* Council retains the right to charge a higher bond if the hirer has previously caused damage or if the activity is likely to cause damage						
** Council retains the right to refuse bookings where there has been a prior breach of conditions of hire by the hirer for any of the shire venues at any time in the past						
** Where an organisation will be hiring a venue or equipment multiple times throughout the year, one bond can be paid and held by the Shire for the entire year or until a refund of the bond is requested. The bond must be of the bond value applicable to the venue or equipment being hired. If multiple venues or equipment are required on the same day, the person or organisation hiring the facilities or equipment are to pay the additional bond applicable.						
<b>Definitions:</b>						
Alcohol - Where alcohol is being served or otherwise provided, including BYO and gratis provision						
Per Day Rates - Per day rate is up to a maximum of 14 hrs eg 10am - 12 midnight, Friday and Saturday only						
Community and Non-Government Organisations - This category covers individuals (eg: birthday parties and weddings except where alcohol is being served), incorporated and non-incorporated community groups where the purpose is not for profit. This includes groups such as Churches, Playgroups, and Aboriginal Community Organisations (eg: Land Council etc)						
Commercial and Government - All state, federal and other local governments including their agencies, or where the purpose is to generate a profit by a business (excludes fairs, circuses, sideshows or other large scale events)						
<b>Fitzroy Crossing Recreation Centre</b>						
Community and Non-Government Use - per hour	Yes	No		\$20.00	per hour	\$24.00
Community and Non-Government Use - per day	Yes	No		\$100.00	per day	\$120.00
Commercial and Government Use - per hour	Yes	No		\$50.00	per hour	\$60.00
Commercial and Government Use - With alcohol per day	Yes	No		\$250.00	per day	\$300.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond - No Alcohol	No	No		\$500.00	per event	\$500.00
Bond - With alcohol	No	No		\$1,000.00	per event	\$2,000.00
Late key return, Community and Non-Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$120.00
Late key return, Commercial and Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$300.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Fitzroy Crossing Courts - Charges are per Court</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$20.00	per hour	\$20.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$30.00	per hour	\$30.00
Community and Non-Government Use - per day - 6am to 6pm	Yes	No		\$100.00	per day	\$100.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$40.00	per hour	\$40.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$70.00	per hour	\$70.00
Commercial and Government Use - per day - 6am to 6pm	Yes	No		\$300.00	per day	\$300.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Bond	No	No		\$300.00	per event	\$300.00
Late key return, Community and Non-Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$100.00
Late key return, Commercial and Government Use - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$300.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Fitzroy Crossing Canteen</b>						
Canteen Hire - per hour	Yes	No		\$15.00	per hour	\$15.00
Canteen Hire - per day	Yes	No		\$70.00	per day	\$70.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond	No	No		\$300.00	per event	\$300.00
Late key return - for keys not returned within hire period as specified above - Charge per Day	Yes	No		N/A	each	\$70.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		N/A	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above	Yes	No		N/A	each	\$300.00
<b>Fitzroy Crossing Gym (managed by Garnduwa)</b>						
Key Bond	No	No		\$250.00	each	\$250.00
<b>**Per day rate is defined as 8 hours or greater of continual use, otherwise the facility is charged per hour of usage**</b>						



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Fitzroy Crossing Oval</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$40.00	per hour	\$40.00
Community and Non-Government Use - per day - Without Lighting	Yes	No		\$80.00	per day	\$80.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$80.00	per hour	\$80.00
Commercial and Government Use - per day - Without Lighting	Yes	No		\$165.00	per day	\$165.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		N/A	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A	per hour	Facility Hourly Rate
Bond *	No	No		\$500.00	per event	\$500.00
<b>Large Events</b>						
Sideshows/Fairs/Expos/Travelling Shows per night of operation	Yes	No		\$222.50	per night	\$290.00
Sideshows/Fairs/Expos/Travelling Shows per night of non operation	Yes	No		\$111.25	per night	\$145.00
Circuses per night of operation	Yes	No		\$387.00	per night	\$500.00
Circuses per night of non operation	Yes	No		\$111.25	per night	\$145.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A	per hour	\$110.00
Staff to attend - Call Out Fee (Outside of user agreement) - per hour	Yes	No		N/A	per hour	\$80.00
Bond *	No	No		\$1,000.00	per event	\$1,000.00
Bond - For Oval	No	No		\$5,000.00	per event	\$5,000.00
* Council retains the right to charge a higher bond if the event is likely to cause damage						
<b>Recreation Programs</b>						
Adult Sports - per session	Yes	No		\$10.00	per session	\$10.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Children - per session	Yes	No		\$5.00	per session	\$5.00
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				N/A		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Bonds</b>						
<b>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</b>						
** Council retains the right to retain bond if the hirer breaches any conditions of hire						
* Council retains the right to charge a higher bond if the hirer has previously caused damage or if the activity is likely to cause damage						
** Council retains the right to refuse bookings where there has been a prior breach of conditions of hire by the hirer for any of the shire venues at any time in the past						
** Where an organisation will be hiring a venue or equipment multiple times throughout the year, one bond can be paid and held by the Shire for the entire year or until a refund of the bond is requested. The bond must be of the bond value applicable to the venue or equipment being hired. If multiple venues or equipment are required on the same day, the person or organisation hiring the facilities or equipment are to pay the additional bond applicable.						
<b>Definitions:</b>						
Alcohol - Where alcohol is being served or otherwise provided, including BYO and gratis provision						
Per Day Rates - Per day rate is up to a maximum of 14 hrs eg 10am - 12 midnight, Friday and Saturday only						
Community and Non-Government Organisations - This category covers individuals (eg: birthday parties and weddings except where alcohol is being served), incorporated and non-incorporated community groups where the purpose is not for profit. This includes groups such as Churches, Playgroups, and Aboriginal Community Organisations (eg: Land Council etc)						
Commercial and Government - All state, federal and other local governments including their agencies, or where the purpose is to generate a profit by a business (excludes fairs, circuses, sideshows or other large scale events)						
<b>Sport and Recreation User Agreements</b>						
<b>Derby:</b>						
Derby Oval – No Lights Team/Associations	Yes	No		\$650.00		\$650.00
Derby Oval – No Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
Derby Oval – With Lights Team/Associations	Yes	No		\$1,000.00		\$1,000.00
Derby Oval – With Lights Jnr Team/Associations	Yes	No		\$375.00		\$375.00
Derby Community Room - Recreation Centre Jnr Team/Associations	Yes	No		N/A		\$165.00
Derby Community Room - Recreation Centre Team/Associations	Yes	No		N/A		\$455.00
Derby Covered Courts – No Lights Team/Associations - Per Court	Yes	No		\$350.00		\$350.00
Derby Covered Courts – No Lights Jnr Team/Associations - Per Court	Yes	No		\$125.00		\$125.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Derby Covered Courts – With Lights Team/Associations - Per Court	Yes	No		\$700.00		\$700.00
Derby Covered Courts – With Lights Jnr Team/Associations - Per Court	Yes	No		\$275.00		\$275.00
Derby Outside Courts – No Lights Team/Associations - Per Court	Yes	No		\$175.00		\$175.00
Derby Outside Courts – No Lights Jnr Team/Associations - Per Court	Yes	No		\$62.50		\$62.50
Derby Outside Courts – With Lights Team/Associations - Per Court	Yes	No		\$350.00		\$350.00
Derby Outside Courts – With Lights Jnr Team/Associations - Per Court	Yes	No		\$137.50		\$137.50
Additional Cleaning Charges per hour (where required)	Yes	No		N/A		\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A		\$110.00
Staff to attend - Call Out Fee (Outside of user agreement) - per hour	Yes	No		N/A		\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A		Facility Hourly Rate
User Agreement Key Bonds	No	No		\$100.00		\$100.00
<b>Fitzroy Crossing:</b>						
Fitzroy Crossing Oval – No Lights Team/Associations	Yes	No		\$650.00		\$650.00
Fitzroy Crossing Oval – No Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
Fitzroy Crossing Oval – With Lights Team/Associations	Yes	No		\$1,000.00		\$1,000.00
Fitzroy Crossing Oval – With Lights Jnr Team/Associations	Yes	No		\$375.00		\$375.00
FX Covered Courts Single Court – No Lights Team/Associations	Yes	No		\$175.00		\$175.00
FX Covered Courts Single Court – No Lights Jnr Team/Associations	Yes	No		\$70.00		\$70.00
FX Covered Courts Single Court – With Lights Team/Associations	Yes	No		\$385.00		\$385.00
FX Covered Courts Single Court – With Lights Jnr Team/Associations	Yes	No		\$155.00		\$155.00
FX Covered Courts Two Courts – No Lights Team/Associations	Yes	No		\$350.00		\$350.00
FX Covered Courts Two Courts – No Lights Jnr Team/Associations	Yes	No		\$125.00		\$125.00
FX Covered Courts Two Courts – With Lights Team/Associations	Yes	No		\$700.00		\$700.00
FX Covered Courts Two Courts – With Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
Additional Cleaning Charges per hour (where required)	Yes	No		N/A		\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		N/A		\$110.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Staff to attend - Call Out Fee (Outside of user agreement) - per hour	Yes	No		N/A		\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		N/A		Facility Hourly Rate
User Agreement Key Bonds	No	No		\$100.00		\$100.00
<b>Sport and Recreation User Agreements Conditions</b>						
User Agreements entitle teams or associations to use the facility for up to two x 2 hour sessions per week, for the duration of their season						
This flat fee structure remains the same irrespective of whether teams/organisations use the facility or not						
Wet Season is from October to March and Dry Season from April to September. Groups who exceed a six (6) month season, may be charged for multiple agreements						
The duration of each booking is negotiated with Shire staff dependent on demand and availability						
There may be some requirement for organisations to share venues during periods of peak demand						
Bookings do not automatically recur each season but must always be renewed						
<b>12 Transport</b>						
<b>Curtin Airport</b>						
As per aviation regulations, airport landing charges will be invoiced to the registered owner of the aircraft only. This information gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is presented to the Ports Working Group						
<b>Aircraft Landing Fees Calculated on Maximum Take-Off Weight of the Aircraft - per tonne</b>						
All regular passenger traffic and charter operators > 10,750kg	Yes	No		\$27.00	per landing	\$27.00
Discount may apply to RPT if performed under DPI protected route						
General Aviation	Yes	No		\$20.00	per landing	\$20.00
<b>Security Officer/Passenger Handling Officer/Ground Handling Officer/ Check In Officer/Baggage Handling Officer/Refuelling Officer</b>						
<b>Charge if passenger handling fee not utilised</b>						
Labour at Ordinary and Overtime Rates	Yes	No		Cost plus 30%	per hour	Cost plus 30%
<b>Fuel Delivery Charge</b>						
Per litre additional charge to registered fuel price of litres issued into plane - Normal RPT Jet Flight times	Yes	No		\$0.16	per litre	\$0.16
Per litre additional charge to registered fuel price of litres issued into plane - Public holidays and outside of normal working hours	Yes	No		\$0.23	per litre	\$0.23
Emergency Call Out/Out of Hours Work - Per Hour, Minimum Charge 3 Hours	Yes	No		\$123.00	per hour	\$123.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Aircraft Parking Fees</b>						
Itinerant/non-regular Aircraft						
For aircraft under 20 tonne - per day	Yes	No		\$15.00	per day	\$15.00
For aircraft over 20 tonne - per day	Yes	No		\$30.00	per day	\$30.00
<b>Rotary Winged Aircraft (Helicopters)</b>						
Rotary Winged Aircraft - per 1,000kg per landing	Yes	No		\$15.00	per landing	\$15.00
<b>Terminal Space</b>						
As per applicable User agreement - per square metre, per year	Yes	No		\$290.00	per m2 per annum	\$290.00
Signage (if no user agreement) - per square metre, per year	Yes	No		\$290.00	per m2 per annum	\$290.00
Minimum Charge per year	Yes	No		\$290.00	per annum	\$290.00
Sandwich Boards - per year	Yes	No		\$355.00	per annum	\$355.00
<b>Land Space</b>						
As per applicable Temporary User Agreement - per square metre, per year	Yes	No		\$15.00	per m2 per annum	\$15.00
Minimum Charge per year	Yes	No		\$550.00	per annum	\$550.00
<b>Minimum Charge of \$14.00 per invoice per month</b>	Yes	No		\$14.00	per invoice	\$14.00
<b>RPT Passenger Service Fee</b>						
Per Embarking Head	Yes	No		\$13.00	per passenger	\$13.00
Per Disembarking Head	Yes	No		\$13.00	per passenger	\$13.00
<b>Derby Airport</b>						
As per aviation regulations, Airport landing charges will be invoiced to the registered owner of the aircraft only. This information gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is presented to the Ports Working Group						
<b>Non Regular Passenger Traffic including Charters</b>						
Weight – KG						
Up to 6,000 - per landing tonne	Yes	No		\$15.00	per landing	\$16.00
6,001 – 8,000 - per landing tonne	Yes	No		\$23.00	per landing	\$25.00
8,001 or greater - per landing tonne	Yes	No		\$27.00	per landing	\$30.00
<b>Parking Fees - Private Aircraft</b>						
Single Engine (same aircraft) - per annum	Yes	No		\$830.00	per annum	\$1,100.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Twin Engine (same aircraft) - per annum	Yes	No		\$1,290.00	per annum	\$1,290.00
<b>Parking Fees - Charter Aircraft</b>						
Single Engine (same aircraft) - per annum	Yes	No		\$1,900.00	per annum	\$2,000.00
Single Engine (alternating aircraft) - per quarter	Yes	No		\$735.00	per quarter	\$850.00
Twin Engine (same aircraft) - per annum	Yes	No		\$3,425.00	per annum	\$3,700.00
Twin Engine (alternating aircraft) - per quarter	Yes	No		\$1,115.00	per quarter	\$1,300.00
<b>Rotary Winged Aircraft (Helicopters)</b>						
Aircraft - Doesn't operate from an airport based hanger - per 1,000kg per landing	Yes	No		\$8.00	per landing	\$15.00
Aircraft - Operates from an airport based hanger - per 1,000kg per landing	Yes	No		\$4.00	per landing	\$6.00
<b>Terminal Space</b>						
As per applicable User agreement - per day	Yes	No		\$290.00	per day	\$35.00
Signage (if no user agreement) - per sign per day	Yes	No		\$290.00	per day	\$1.00
Sandwich Boards - per year	Yes	No		\$350.00	per annum	\$350.00
<b>Land Space</b>						
As per applicable Temporary User Agreement - per square metre, per year	Yes	No		\$14.00	per m2 per annum	\$14.00
Minimum Charge per year	Yes	No		\$525.00	per annum	\$525.00
<b>Head Tax Derby</b>						
Regular Passenger Traffic and Charter Operations with a seating capacity exceeding 30 passengers - per embarking head	Yes	No		\$12.00	per passenger	\$12.00
Regular Passenger Traffic and Charter Operations with a seating capacity exceeding 30 passengers - per disembarking head	Yes	No		\$12.00	per passenger	\$12.00
<b>Aircraft Parking Fees</b>						
For aircraft under 20 tonne - per day	Yes	No		\$15.00	per day	\$15.00
For aircraft over 20 tonne - per day	Yes	No		\$30.00	per day	\$30.00
<b>Minimum Charge of \$14.00 per invoice per month</b>	Yes	No		\$14.00	per invoice	\$14.00
<b>Fitzroy Airport</b>						
As per aviation regulations, Airport landing charges will be invoiced to the registered owner of the aircraft only. This information gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is presented to the Ports Working Group						

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Landing Fees Calculated on Maximum Take-Off Weight of the Aircraft - per tonne</b>						
Weight – KG						
Up to 6,000 - per landing tonne	Yes	No		\$15.00	per landing	\$16.00
6,001 – 8,000 - per landing tonne	Yes	No		\$23.00	per landing	\$25.00
8,001 or greater - per landing tonne	Yes	No		\$27.00	per landing	\$30.00
<b>Parking Fees - Private Aircraft</b>						
Single Engine (same aircraft) - per annum	Yes	No		\$830.00	per annum	\$1,100.00
Twin Engine (same aircraft) - per annum	Yes	No		\$1,290.00	per annum	\$1,290.00
<b>Parking Fees - Charter Aircraft</b>						
Single Engine (same aircraft) - per annum	Yes	No		\$1,900.00	per annum	\$2,000.00
Single Engine (alternating aircraft) - per quarter	Yes	No		\$735.00	per quarter	\$850.00
Twin Engine (same aircraft) - per annum	Yes	No		\$3,425.00	per annum	\$3,700.00
Twin Engine (alternating aircraft) - per quarter	Yes	No		\$1,115.00	per quarter	\$1,300.00
<b>Rotary Winged Aircraft (Helicopters)</b>						
Aircraft - Doesn't operate from an airport based hanger - per 1,000kg per landing	Yes	No		\$8.00	per landing	\$15.00
Aircraft - Operates from an airport based hanger - per 1,000kg per landing	Yes	No		\$4.00	per landing	\$6.00
<b>Land Space</b>						
As per applicable Temporary User Agreement - per square metre, per year	Yes	No		\$15.00	per m2 per annum	\$15.00
Minimum Charge per year	Yes	No		\$555.00	per annum	\$555.00
<b>Head Tax Fitzroy Crossing</b>						
Regular Passenger Traffic and Charter Operations with a seating capacity exceeding 30 passengers - per embarking head	Yes	No		\$7.50	per passenger	\$7.50
Regular Passenger Traffic and Charter Operations with a seating capacity exceeding 30 passengers - per disembarking head	Yes	No		\$7.50	per passenger	\$7.50
<b>Aircraft Parking Fees</b>						
For aircraft under 20 tonne - per day	Yes	No		\$15.00	per day	\$15.00
For aircraft over 20 tonne - per day	Yes	No		\$30.00	per day	\$30.00
<b>Minimum Charge of \$14.00 per invoice per month</b>	Yes	No		\$14.00	per invoice	\$14.00

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Derby Wharf</b>						
The CEO is authorised to negotiate with commercial proponents on the condition that any proposal is presented to the Ports Working Group						
<b>Wharfage Rates</b>						
General Cargo - per tonne or m3 whichever is greater	Yes	No		\$9.75	Greater of per tonne or m3	\$9.75
Feed - Primary Producer - per tonne or m3 whichever is greater	Yes	No		N/A	Greater of per tonne or m3	\$3.50
Fish including ice - Primary Producer - per tonne or m3 whichever is greater	Yes	No		N/A	Greater of per tonne or m3	\$7.00
Bulk fuel by Road Tanker - per kilolitre	Yes	No		\$13.85	per kilolitre	\$13.85
Bulk Minerals - per tonne	Yes	No		\$6.75	per tonne	\$6.75
20 Foot Empty Containers - per TEU * - roll on ramp charge	Yes	No		\$60.00	per TEU	\$60.00
20 Foot Loaded Containers - per TEU * - roll on ramp charge	Yes	No		\$210.00	per TEU	\$210.00
40 Foot Empty Containers - per TEU * - roll on ramp charge	Yes	No		\$120.00	per TEU	\$120.00
40 Foot Loaded Containers - per TEU * - roll on ramp charge	Yes	No		\$415.00	per TEU	\$415.00
Livestock (Cattle)	Yes	No		\$2.70	each	\$2.70
Change of booking < 24hrs notice	Yes	No		\$265.00	each	\$265.00
* TEU = twenty-foot equivalent units. A twenty-foot equivalent unit is a measure of containerised cargo. In metric units this is 6.10 m (length) x 2.44 m (width) x 2.59 m (height), or approximately 39m <sup>3</sup>						
<b>Berthage Dues</b>						
Vessels over 200 GRT (Max 3hr period) - per tonne or Lm	Yes	No		\$1.20	per tonne or lineal metre	\$1.20
Vessels over 200 GRT (Max 3hr period) - minimum charge	Yes	No		\$255.00	each	\$255.00
Vessels under 200GRT (Max 3hr period) - per tonne or Lm	Yes	No		\$1.20	per tonne or lineal metre	\$1.20
Vessels under 200GRT (Max 3hr period) - minimum charge	Yes	No		\$130.00	each	\$130.00
Passenger/Charter Vessels (Max 3hr period) - per metre	Yes	No		\$6.50	per metre	\$6.50
Passenger/Charter Vessels (Max 3hr period) - minimum charge	Yes	No		\$130.00	each	\$130.00
Barging Vessels - per berthage	Yes	No		\$160.00	each	\$160.00
<b>Storage Fees</b>						
Cargo Storage: 1-3 Days - rate greater of per tonne or per m3 per day	Yes	No		\$0.60	Greater of per tonne or m3	\$0.60



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Cargo Storage: 4-10 Days - rate greater of per tonne or per m3 per day	Yes	No		\$1.60	Greater of per tonne or m3	\$1.60
Cargo Storage: >10 Days - rate greater of per tonne or per m3 per day	Yes	No		\$4.50	Greater of per tonne or m3	\$4.50
It is the responsibility of the transporters of goods, to notify the Council of shipping/barging movements and quantities						
<b>Security Officer - Minimum Charge of 2 hours</b>						
Labour/Security Officer per hour	Yes	No		\$120.00	per hour	\$120.00
Labour/Security Officer per hour at time and a half	Yes	No		\$180.00	per hour	\$180.00
Labour/Security Officer per hour at Double time	Yes	No		\$240.00	per hour	\$240.00
<b>Water Delivery</b>						
Water per 1,000Lt - sourced from tanks onsite	Yes	No		\$19.80	per kilolitre	\$19.80
Includes Admin Fee, Water Cost and Headworks/Infrastructure Charge						
Delivery of Water to Barge at Wharf - Delivered by Truck	Yes	No		Cost + 10%	per litre	Cost + 10%
<b>Minimum Charge of \$14.00 per invoice per month</b>						
<b>Land Space</b>						
As per applicable Temporary User Agreement - per square metre, per year	Yes	No		\$15.75	per m2 per year	\$15.75
Minimum Charge per year	Yes	No		\$555.00	per year	\$555.00
<b>13 Economic Services</b>						
<b>Fitzroy Crossing Visitor Centre</b>						
Souvenirs - At Manufacturer Recommended Retail Price	Yes	No		RRP	each	RRP
Commissionable Souvenirs and Art Work	Yes	No		15.0%	% of sales	12.5% - 20%
<b>All tours and bus ticket prices as per tour and bus companies pricing structure</b>						
Tours and Accommodation Commission where applicable	Yes	No		10% - 20%	% of sales	10% - 20%
Greyhound Bus Ticket Sales Commission	Yes	No		12.5%	% of sales	5% - 20%
Greyhound Freight Commission	Yes	No		20%	% of freight value	20.00%
Greyhound Freight Handling Fee - Per Item	Yes	No		\$1.10	each	\$1.10
Integrity Bus Ticket Sales Commission	Yes	No		15%	% of sales	15.00%
Booking Fee - Non-Commissionable product	Yes	No		\$5.50	each	\$5.50

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
<b>Building Control</b>						
<b>Applications for Building and or Demolition Permits - In accordance with Building Act 2011 (s. 16(1))</b>						
<b>Certified Application for a Building Permit (s. 16(1))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
(a) For building work for a Class 1 or Class 10 building or incidental structure - * Value of the building work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.19 % of the estimated value of work*		0.19 % of the * estimated value of the building work
(b) For building work for a Class 2 to Class 9 building or incidental structure * Value of the building work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.09 % of estimated value of work*		0.09 % of the estimated value of the building work *
<b>Uncertified Application for a Building Permit (s. 16(1))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
* Estimated value of the building work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.32 % of estimated value of work		0.32 % of the estimated value of the building work *
<b>Application for a Demolition Permit (s. 16(1))</b>						
(a) For demolition work in respect of a Class 1 or Class 10 building or incidental structure	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
(b) For demolition work in respect of a Class 2 to Class 9 building	No	Yes	Building Regulations 2012 Schedule 2	\$97.70 for each storey		\$105.00 for each storey of the building
<b>Application to Extend the time during which a Building or Demolition Permit has effect (s. 32(3)(f))</b>						
	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
<b>Application for Occupancy Permits and Building Approval Certificates</b>						
Application for an Occupancy Permit for a completed building (s. 46)	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application for a Temporary Occupancy Permit for an incomplete building (s. 47)	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application for modification of an Occupancy Permit for additional use of a building on a temporary basis (s. 48)	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application for a Replacement Occupancy Permit for Permanent Change of the building's use, classification (s. 49)	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00



Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Application for an Occupancy Permit or Building Approval Certificate for registration of strata scheme or plan of re-subdivision (s. 50(1) and (2))	No	Yes	Building Regulations 2012 Schedule 2	\$10.80 for each strata unit but not less than \$107.70		\$11.60 for each strata unit covered by the application, but not less than \$115.00
<b>Application for an Occupancy Permit for a building in respect of which unauthorised work has been done (s. 51(2))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
* Estimated value of the unauthorised work as determined by the relevant permit authority.	No	Yes	Building Regulations 2012 Schedule 2	0.18% of the estimated value of the unauthorised work* but not less than \$97.70		0.18% of the estimated value of the unauthorised work* but not less than \$105.00
<b>Application for a Building Approval Certificate for a building or an incidental structure in respect of which unauthorised work has been done (s. 51(3))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
* Estimated value of the unauthorised work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.38% of the estimated value of the unauthorised work* but not less than \$97.70		0.38% of the estimated value of the unauthorised work* but not less than \$105.00
Application to replace an Occupancy Permit for an existing building (s. 52(1))	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application for a Building Approval Certificate for an existing building or an incidental structure where unauthorised work has not been done (s. 52 (2))	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect (s. 65(3)(a))	No	Yes	Building Regulations 2012 Schedule 2	\$97.70	each	\$105.00
Application for Variation/Modification of Building Standards in which declaration is sought from Building Commissioner as defined in Regulation 31 (for each Building Standard in respect of which a Declaration is sought)	No	Yes	Building Regulations 2012, Part 9, Division 3	\$2,160.15	per standard variation	\$2,160.15

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Inspections of Swimming Pool Enclosures \$57.45, as defined in Regulation 53 (2), Division 2 of the Building Regulations Act 2012. This fee will be charged pro-rata on the Rates Notice for all properties with private swimming pools	No	Yes	Building Regulations 2012, Part 8, Division 2, reg 53 (2)	\$14.36	per annum	\$14.36
Swimming Pool re-inspection(s) and per request outside of normal inspection programs (Pursuant to S6.162 of the Local Government Act 1995)	No	No	LG Act 1995	N/A	each	\$220.00
Application for approval of Battery Powered Smoke Alarms	No	Yes	Building Regulations 2012, Part 8, Division 3, reg 61 (3) (b)	\$179.40	each	\$179.40
Application for a Copy of Properties Plans	No	No		\$52.00	each	\$52.00
<b>Building Services Levy \$45,000 or Less - Set by Building Services Commission</b>						
Building Permit	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Demolition Permit	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	\$123.30	each	\$123.30
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	\$123.30	each	\$123.30
<b>Building Services Levy Over \$45,000 - Set by Building Services Commission</b>						
Building Permit	No	Yes	Building Services Act 2011	0.137% of the value of the work	each	0.137% of the value of the work
Demolition Permit	No	Yes	Building Services Act 2011	0.137% of the value of the work	each	0.137% of the value of the work
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	0.274%	each	0.274% of the value of the work

Fee Description	GST	Statutory Fee	Legislation	Fee 2018/19	Fee Unit	Fee 2019/20
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	0.274%	each	0.274% of the value of the work
<b>14 Other Property and Services</b>						
<b>Plant and Labour Charge Out Rates</b>						
Please note for plant items not specifically listed below, the CEO has the ability to approve hire and set rates on a per request basis						
<b>Council Policy</b>						
Council will only make plant available outside normal working hours. The plant is operated by a Shire employee, unless otherwise authorised by the Chief Executive Officer (only in an emergency)						
<b>Plant Item</b>						
Loader Kubota	Yes	No		\$70.00	per hour	\$70.00
Tractor - 4000kg - 6000kg	Yes	No		\$70.00	per hour	\$70.00
John Deere Tractor 6630	Yes	No		\$100.00	per hour	\$100.00
Tip Truck - up to 4T	Yes	No		\$95.00	per hour	\$95.00
Road Broom (Tractor Drawn)	Yes	No		\$120.00	per hour	\$120.00
Road Sweeper (Kubota Loader)	Yes	No		\$100.00	per hour	\$100.00
Tractor and Slasher	Yes	No		\$120.00	per hour	\$120.00
Plate Compactor	Yes	No		\$35.00	per hour	\$35.00
Litter Vacuum	Yes	No		\$55.00	per hour	\$55.00
Ute	Yes	No		\$40.00	per hour	\$40.00
Backhoe	Yes	No		\$80.00	per hour	\$80.00
12 Seater Bus	Yes	No		\$40.00	per hour	\$40.00
Truck 13T	Yes	No		\$135.00	per hour	\$135.00
Mower - Kubota Ride-On	Yes	No		\$55.00	per hour	\$55.00
<b>All Plant items are charged per hour of usage, plus Day Labour Charge</b>						
<b>Materials</b>	Yes	No		Cost plus 30%	per hour	Cost plus 30%
<b>Staff Charge Out Rates - A minimum of one hour applies</b>						
<b>Staff Charge Out Rates: 6am to 6pm Monday to Friday - Per Hour:</b>						
Labour - Operator	Yes	No		N/A	per hour	\$102.00
Labour - Leading Hand	Yes	No		N/A	per hour	\$126.00
Manager Works and Services	Yes	No		N/A	per hour	\$174.00
Executive Manager Works and Services	Yes	No		N/A	per hour	\$195.00
<b>Staff Charge Out Rates: Evenings, Weekends and Public Holidays - Per Hour:</b>						
Labour - Operator	Yes	No		N/A	per hour	\$204.00
Labour - Leading Hand	Yes	No		N/A	per hour	\$252.00
Manager Works and Services	Yes	No		N/A	per hour	\$348.00
Executive Manager Works and Services	Yes	No		N/A	per hour	\$390.00
<b>Standpipe Water</b>						
Water taken from Standpipe at Shire Depot - per kilolitre	No	No		\$3.50	per kilolitre	\$3.50

**SHIRE OF DERBY/WEST KIMBERLEY**  
**BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**TABLE OF CONTENTS**

Statement of Comprehensive Income by Nature or Type	2
Basis of Preparation	3
Statement of Comprehensive Income by Program	4
Statement of Cash Flows	6
Rate Setting Statement by Program	7
Rates and Service Charges	8
Net Current Assets	11
Reconciliation of Cash	14
Fixed Assets	15
Asset Depreciation	17
Borrowings	18
Cash Backed Reserves	20
Fees and Charges	21
Grant Revenue	21
Other Information	22
Major Land Transactions	23
Major Trading Undertaking	23
Interests in Joint Arrangements	23
Trust	24
Significant Accounting Policies - Other	25
Significant Accounting Policies - Change in Accounting Policies	26

**SHIRE'S VISION**

A friendly and diverse place with awesome opportunities.

SHIRE OF DERBY/WEST KIMBERLEY

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY NATURE OR TYPE**

	NOTE	2019/20 Budget	2018/19 Actual	2018/19 Budget
		\$	\$	\$
<b>Revenue</b>				
Rates	1(a)	7,285,776	6,678,945	6,716,700
Operating grants, subsidies and contributions	9	6,823,878	6,583,898	3,417,300
Fees and charges	8	3,699,340	3,861,315	3,754,500
Interest earnings	10(a)	320,075	391,058	306,500
Other revenue	10(b)	203,000	635,992	290,200
		18,332,069	18,151,208	14,485,200
<b>Expenses</b>				
Employee costs		(7,080,355)	(6,444,273)	(6,420,600)
Materials and contracts		(8,434,621)	(10,389,531)	(14,296,900)
Utility charges		(1,011,098)	(964,190)	(1,011,300)
Depreciation on non-current assets	5	(8,554,193)	(6,668,195)	(9,018,200)
Interest expenses	10(d)	(259,622)	(192,987)	(244,300)
Insurance expenses		(971,377)	(956,677)	(989,000)
Other expenditure		(415,050)	(1,256,263)	(1,097,200)
		(26,726,316)	(26,872,116)	(33,077,500)
<b>Subtotal</b>				
		(8,394,247)	(8,720,908)	(18,592,300)
Non-operating grants, subsidies and contributions	9	3,639,968	5,921,502	9,979,700
Loss on asset disposals	4(b)	(135,000)	0	0
		3,504,968	5,921,502	9,979,700
<b>Net result</b>				
		<b>(4,889,279)</b>	<b>(2,799,406)</b>	<b>(8,612,600)</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	0	0
<b>Total other comprehensive income</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income</b>				
		<b>(4,889,279)</b>	<b>(2,799,406)</b>	<b>(8,612,600)</b>

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

SHIRE OF DERBY/WEST KIMBERLEY

FOR THE YEAR ENDED 30TH JUNE 2020

**BASIS OF PREPARATION**

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget 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 of Derby/West Kimberley controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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 13 to the budget.

**2018/19 ACTUAL BALANCES**

Balances shown in this budget as 2018/19 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

**CHANGE IN ACCOUNTING POLICIES**

On the 1 July 2019 the following new accounting policies are to be adopted and have impacted on the preparation of the budget:  
 AASB 15 - Revenue from Contracts with Customers;  
 AASB 16 - Leases; and  
 AASB 1058 - Income of Not-for-Profit Entities.

Explanation of the changes arising from these standards is provided at Note 15.

**KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

**REVENUES**

**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 offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**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.

Excludes 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.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**REVENUES (CONTINUED)**

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**FEES AND CHARGES**

Revenue (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.

**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, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

**EXPENSES**

**EMPLOYEE COSTS**

All costs associated 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**

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

**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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF DERBY/WEST KIMBERLEY

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY REPORTING PROGRAM**

	NOTE	2019/20 Budget	2018/19 Actual	2018/19 Budget
<b>Revenue</b>	1, 8, 9, 10(a),(b)	\$	\$	\$
Governance		100	29,666	62,100
General purpose funding		10,400,121	11,535,985	9,028,200
Law, order, public safety		45,350	43,957	46,500
Health		699,038	545,100	527,600
Education and welfare		515,590	149,189	400,000
Housing		78,890	15,171	18,100
Community amenities		1,802,700	1,871,351	1,877,300
Recreation and culture		344,050	312,588	295,700
Transport		4,304,530	3,479,599	2,076,700
Economic services		94,500	109,609	89,000
Other property and services		47,200	58,993	64,000
		18,332,069	18,151,208	14,485,200
<b>Expenses excluding finance costs</b>	5,10(c)(e)(f)(f)			
Governance		(1,014,468)	(1,950,797)	(1,405,100)
General purpose funding		(168,893)	(482,895)	(301,000)
Law, order, public safety		(614,843)	(402,078)	(463,400)
Health		(1,523,148)	(814,562)	(905,800)
Education and welfare		(399,035)	(568,585)	(713,700)
Housing		(29,993)	(167,071)	(157,500)
Community amenities		(3,895,486)	(3,807,283)	(4,032,900)
Recreation and culture		(5,771,038)	(3,624,505)	(4,347,500)
Transport		(11,858,931)	(12,888,641)	(18,212,000)
Economic services		(1,246,334)	(534,756)	(702,800)
Other property and services		55,475	(1,437,956)	(1,591,500)
		(26,466,694)	(26,679,129)	(32,833,200)
<b>Finance costs</b>	6, 10(d)			
Governance		0	(28,345)	0
General purpose funding		0	(369)	(1,000)
Housing		(68,137)	(46,644)	(65,600)
Recreation and culture		(2,186)	(1,740)	(3,900)
Transport		(164,212)	(107,156)	(156,400)
Economic services		(25,087)	(8,733)	(17,400)
		(259,622)	(192,987)	(244,300)
<b>Subtotal</b>		(8,394,247)	(8,720,908)	(18,592,300)
Non-operating grants, subsidies and contributions	9	3,639,968	5,921,502	9,979,700
(Loss) on disposal of assets	4(b)	(135,000)	0	0
		3,504,968	5,921,502	9,979,700
<b>Net result</b>		<b>(4,889,279)</b>	<b>(2,799,406)</b>	<b>(8,612,600)</b>
<b>Other comprehensive income</b>				
Changes on revaluation of non-current assets		0	0	0
<b>Total other comprehensive income</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income</b>		<b>(4,889,279)</b>	<b>(2,799,406)</b>	<b>(8,612,600)</b>

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



SHIRE OF DERBY/WEST KIMBERLEY

**FOR THE YEAR ENDED 30TH JUNE 2020**

**KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS**

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

**OBJECTIVE**

**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.



SHIRE OF DERBY/WEST KIMBERLEY

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY NATURE OR TYPE**

NOTE	2019/20 Budget	2018/19 Actual	2018/19 Budget
	\$	\$	\$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates	7,285,776	9,570,265	6,716,700
Operating grants, subsidies and contributions	9,162,228	6,023,111	8,504,100
Fees and charges	3,699,340	3,861,315	3,754,500
Interest earnings	320,075	391,058	306,500
Goods and services tax	171,907	(362,474)	1,620,090
Other revenue	203,000	635,992	290,200
	20,842,326	20,119,267	21,192,090
<b>Payments</b>			
Employee costs	(7,080,355)	(6,699,009)	(6,420,600)
Materials and contracts	(10,059,723)	(9,390,564)	(14,983,100)
Utility charges	(1,011,098)	(964,190)	(1,011,300)
Interest expenses	(259,622)	(192,987)	(244,300)
Insurance expenses	(971,377)	(956,677)	(989,000)
Goods and services tax	(171,907)	(124,709)	(1,620,090)
Other expenditure	(415,050)	(1,256,263)	(1,097,200)
	(19,969,132)	(19,584,399)	(26,365,590)
<b>Net cash provided by (used in) operating activities</b>	3	873,194	534,868
			(5,173,500)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for purchase of property, plant & equipment	4(a)	0	(1,213,164)
Payments for construction of infrastructure	4(a)	(5,482,735)	(5,161,066)
Non-operating grants, subsidies and contributions used for the development of assets	9	3,639,968	5,921,502
Proceeds from sale of plant & equipment	4(b)	150,000	0
			419,500
<b>Net cash provided by (used in) investing activities</b>		(1,692,767)	(452,728)
			1,093,900
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	6(a)	(5,642,809)	(146,890)
Proceeds from new borrowings	6(b)	2,000,000	0
			0
<b>Net cash provided by (used in) financing activities</b>		(3,642,809)	(146,890)
			(160,700)
<b>Net increase (decrease) in cash held</b>		(4,462,382)	(64,750)
Cash at beginning of year		6,383,450	6,448,200
<b>Cash and cash equivalents at the end of the year</b>	3	<b>1,921,068</b>	<b>6,383,450</b>
			<b>2,212,900</b>

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

SHIRE OF DERBY/WEST KIMBERLEY

**RATES SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2020**

**BY REPORTING PROGRAM**

	NOTE	2019/20 Budget	2018/19 Actual	2018/19 Budget
		\$	\$	\$
<b>OPERATING ACTIVITIES</b>				
<b>Net current assets at start of financial year - surplus/(deficit)</b>	2 (b)(i)	5,464,095	7,178,393	3,626,300
		5,464,095	7,178,393	3,626,300
<b>Revenue from operating activities (excluding rates)</b>				
Governance		100	29,666	62,100
General purpose funding		3,114,345	4,857,040	2,311,500
Law, order, public safety		45,350	43,957	46,500
Health		699,038	545,100	527,600
Education and welfare		515,590	149,189	400,000
Housing		78,890	15,171	18,100
Community amenities		1,802,700	1,871,351	1,877,300
Recreation and culture		344,050	312,588	295,700
Transport		4,304,530	3,479,599	2,076,700
Economic services		94,500	109,609	89,000
Other property and services		47,200	58,993	64,000
		11,046,293	11,472,263	7,768,500
<b>Expenditure from operating activities</b>				
Governance		(1,014,468)	(1,979,142)	(1,405,100)
General purpose funding		(168,893)	(483,264)	(302,000)
Law, order, public safety		(614,843)	(402,078)	(463,400)
Health		(1,523,148)	(814,562)	(905,800)
Education and welfare		(399,035)	(568,585)	(713,700)
Housing		(233,130)	(213,715)	(223,100)
Community amenities		(3,895,486)	(3,807,283)	(4,032,900)
Recreation and culture		(5,773,224)	(3,626,245)	(4,351,400)
Transport		(12,023,143)	(12,995,797)	(18,368,400)
Economic services		(1,271,421)	(543,489)	(720,200)
Other property and services		55,475	(1,437,956)	(1,591,500)
		(26,861,316)	(26,872,116)	(33,077,500)
Non-cash amounts excluded from operating activities	2 (b)(ii)	8,669,193	6,624,382	9,018,200
<b>Amount attributable to operating activities</b>		(1,681,735)	(1,597,078)	(12,664,500)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions	9	3,639,968	5,921,502	9,979,700
Purchase property, plant and equipment	4(a)	0	(1,213,164)	(2,319,400)
Purchase and construction of infrastructure	4(a)	(5,482,735)	(5,161,066)	(6,985,900)
Proceeds from disposal of assets	4(b)	150,000	0	419,500
<b>Amount attributable to investing activities</b>		(1,692,767)	(452,728)	1,093,900
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	6(a)	(5,642,809)	(146,890)	(160,700)
Proceeds from new borrowings	6(b)	2,000,000	0	0
Transfers to cash backed reserves (restricted assets)	7(a)	(288,465)	0	(1,287,900)
Transfers from cash backed reserves (restricted assets)	7(a)	20,000	0	6,302,500
<b>Amount attributable to financing activities</b>		(3,911,274)	(146,890)	4,853,900
<b>Budgeted deficiency before general rates</b>		(7,285,776)	(2,196,696)	(6,716,700)
<b>Estimated amount to be raised from general rates</b>	1	7,285,776	6,678,945	6,716,700
<b>Net current assets at end of financial year - surplus/(deficit)</b>	2 (b)(i)	0	4,482,249	0

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

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2019/20 Budgeted rate revenue	2019/20 Budgeted interim rates	2019/20 Budgeted back rates	2019/20 Budgeted total revenue	2018/19 Actual total revenue	2018/19 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
<b>Differential general rate or general rate</b>									
<b>Gross rental valuations</b>									
GRV General	0.133772	1,508	38,012,810	5,085,050	0	0	5,085,050	4,706,537	4,649,100
<b>Unimproved valuations</b>									
UV Pastoral	0.068300	41	14,654,438	1,000,898	0	0	1,000,898	943,052	941,300
UV Mining	0.284327	113	3,106,775	883,340	32,632	0	915,972	781,861	687,100
UV Other	0.229955	11	1,211,740	278,646	0	0	278,646	237,657	279,600
<b>Sub-Totals</b>		1,673	56,985,763	7,247,934	32,632	0	7,280,566	6,669,107	6,557,100
<b>Minimum payment</b>	<b>\$</b>								
<b>Gross rental valuations</b>									
GRV General	993	165	687,398	163,845	0	0	163,845	157,947	157,000
<b>Unimproved valuations</b>									
UV Pastoral	993	3	18,500	2,979	0	0	2,979	2,907	2,900
UV Mining	993	79	82,792	78,447	0	0	78,447	69,768	74,600
UV Other	969			0			0		0
<b>Sub-Totals</b>		247	788,690	245,271	0	0	245,271	230,622	234,500
		1,920	57,774,453	7,493,205	32,632	0	7,525,837	6,899,729	6,791,600
Discounts (Refer note 1(f))							(79,404)	(69,184)	(74,900)
Concessions (Refer note 1(g))							(160,657)	(151,600)	(151,600)
<b>Total amount raised from general rates</b>							7,285,776	6,678,945	6,565,100
Specified area rates (Refer note 1(d))							0	0	0
<b>Total rates</b>							7,285,776	6,678,945	6,565,100

All land (other than exempt land) in the Shire of Derby/West Kimberley is rated according to its Gross Rental Value (GRV) where it is non-rural use or Unimproved Value (UV) in the remainder of the Shire of Derby/West Kimberley.

The general rates detailed for the 2019/20 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**1. RATES AND SERVICE CHARGES (CONTINUED)**

**(b) Interest Charges and Instalments - Rates and Service Charges**

The following instalment options are available to ratepayers for the payment of rates and service charges.

<b>Instalment options</b>	<b>Date due</b>	<b>Instalment plan admin charge</b>	<b>Instalment plan interest rate</b>	<b>Unpaid rates interest rates</b>
		\$	%	%
<b>Option one</b>				
Payment in full	8/10/2019	0	0.0%	11.0%
<b>Option two</b>				
Two instalments	8/10/2019	0	0.0%	11.0%
	9/02/2020	15	5.5%	11.0%
<b>Option three</b>				
Four instalments	8/10/2019	0	0.0%	11.0%
	9/12/2019	15	5.5%	11.0%
	9/02/2020	15	5.5%	11.0%
	14/04/2020	15	5.5%	11.0%

	<b>2019/20 Budget revenue</b>	<b>2018/19 Actual revenue</b>	<b>2018/19 Budget revenue</b>
	\$	\$	\$
Instalment plan admin charge revenue	10,500	9,370	10,500
Instalment plan interest earned	22,575	22,086	21,500
Unpaid rates and service charge interest earned	199,500	190,000	190,000
	<b>232,575</b>	<b>221,456</b>	<b>222,000</b>

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**1. RATES AND SERVICE CHARGES (CONTINUED)**

**(c) Objectives and Reasons for Differential Rating**

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating.

**Differential general rate**

<b>Description</b>	<b>Characteristics</b>	<b>Objects</b>	<b>Reasons</b>
GRV General Rate	Properties with Gross Rental Value as the basis of Valuation	This rate is to contribute to the service desired by the community. All GRV properties within the Shire have the same rate in the dollar applied.	This is considered to be the base rate above which all other GRV rated properties are assessed.
UV General Rate	Properties with Unimproved Value as the basis of Valuation which is not within the UV Mining or UV Pastoral Categories	This rate is set to achieve an equitable contribution to the cost of services desired by the community. It is lower than the mining rate as the impact of these properties on Shire assets is lower than mining properties yet higher than that of Pastoral properties as the access to Shire services is greater than for pastoral properties.	The higher rate is proposed in order to levy a rate aligned with the impact on the Shire of servicing these properties i.e. heavy haulage vehicle movements, environmental health and strategic planning. These properties have access to all other services and facilities provided by the Shire.
UV Mining	Consists of properties that are used for mining, exploration or prospecting purposes.	This category is rated higher than UV General to reflect the higher road infrastructure maintenance costs to Council as a result of heavy vehicle use over Shire roads.	The higher rate mining properties pay is to ensure they adequately contribute to the cost of the Shire services as they are heavy users of the Shire's road system (Comparative to Pastoral), and contribute to its deterioration at a far higher level than other ratepayers.
UV Pastoral	Consists of properties that are exclusively for pastoral use.	This category is rated lower than the other UV categories due to large increases in property values applied to Pastoral Station Leases by the State while still ensuring an equitable contribution to the maintenance of Shire roads.	This is considered the base rate above which all other UV rated properties are assessed. The Pastoral category on average have seen an increase in the value of properties. These increases have meant an inequity in the rates charged for pastoral properties. The lower Rate in the Dollar ensures that mining and pastoral properties provide equally for the upkeep of Shire Infrastructure.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**1. RATES AND SERVICE CHARGES (CONTINUED)**

**(d) Specified Area Rate**

The Shire did not raise specified area rates for the year ended 30th June 2020.

**(e) Service Charges**

The Shire did not raise service charges for the year ended 30th June 2020.

**(f) Rates discounts**

Rate or fee to which discount is granted	Discount %	2019/20 Budget	2018/19 Actual	2018/19 Budget	Circumstances in which discount is granted
General rates	2.0%	\$ 79,404	\$ 69,184	\$ 74,900	A discount is offered to ratepayers whose payment of the on or before 21 days after the date appearing on the rate notice. The discount will apply to interim rates issued after
		79,404	69,184	74,900	

**(g) Waivers or concessions**

Rate or fee and charge to which the waiver or concession is granted	Type	Discount (\$)	2019/20 Budget	2018/19 Actual	2018/19 Budget	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
Rates	Concession	\$	\$ 160,657	\$ 151,600	\$ 151,600	Concession to a vacant island which is minimum rated, two parcels of land outside the town boundary which are minimum rated and one rural property which is rated on the basis of a reduced area.	To allow for minimum services provided and cultural related matters.
Landing Fees	Concession	\$	55,000	55,000	55,000	100% of landing fees incurred by Royal Flying Doctor Service.	To retain the RFDS services in the community and acknowledge the vital service provided.
Fees and Charges	Facility Hire Charges	\$	2,000	20	2,000	50% use for some community organisations and shire staff.	To support clubs for contributions made to the community and to protect health and lifestyle of shire staff.
			217,657	206,620	208,600		

SHIRE OF DERBY/WEST KIMBERLEY

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

2 (a). NET CURRENT ASSETS

Note	2019/20 Budget 30 June 2020	2019/20 Budget 01 July 2019	2018/19 Estimated Actual 30 June 2019	2018/19 Budget 30 June 2019
	\$	\$	\$	\$
<b>Composition of estimated net current assets</b>				
<b>Current assets</b>				
Cash - unrestricted	99,951	4,830,798	4,830,798	299,300
Cash - restricted reserves	1,821,117	1,552,652	1,552,652	1,913,600
Receivables	3,896,091	3,896,091	3,896,091	2,000,000
Contract assets	0	2,338,350	0	0
Inventories	106,580	106,580	106,580	90,000
	5,923,739	12,724,471	10,386,121	4,302,900
<b>Less: current liabilities</b>				
Trade and other payables	(3,782,567)	(4,051,165)	(4,051,165)	(2,389,300)
Contract liabilities	0	(1,356,504)	0	0
Provisions	(752,496)	(752,496)	(752,496)	(929,400)
	(4,535,063)	(6,160,165)	(4,803,661)	(3,318,700)
<b>Net current assets</b>	<b>1,388,676</b>	<b>6,564,306</b>	<b>5,582,460</b>	<b>984,200</b>

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Operating activities excluded from budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

Note	2019/20 Budget 30 June 2020	2019/20 Budget 01 July 2019	2018/19 Estimated Actual 30 June 2019	2018/19 Budget 30 June 2019
	\$	\$	\$	\$
<b>(i) Current assets and liabilities excluded from budgeted deficiency</b>				
<b>Net current assets</b>	1,388,676	6,564,306	5,582,460	984,200
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.				
<b>Adjustments to net current assets</b>				
Less: Cash - restricted reserves	(1,821,117)	(1,552,652)	(1,552,652)	(1,913,600)
Add: Current liabilities not expected to be cleared at end of year - Employee benefit provisions	432,441	452,441	452,441	929,400
<b>Adjusted net current assets - surplus/(deficit)</b>	<b>0</b>	<b>5,464,095</b>	<b>4,482,249</b>	<b>0</b>
<b>(ii) Operating activities excluded from budgeted deficiency</b>				
The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.				
<b>Adjustments to operating activities</b>				
Less: Movement in liabilities associated with restricted cash	(20,000)	(43,813)	(43,813)	0
Add: Loss on disposal of assets	135,000	0	0	0
Add: Change in accounting policies	0	(643,496)	0	0
Add: Depreciation on assets	8,554,193	6,668,195	6,668,195	9,018,200
<b>Non cash amounts excluded from operating activities</b>	<b>8,669,193</b>	<b>5,980,886</b>	<b>6,624,382</b>	<b>9,018,200</b>
<b>(iii) Reason for adjustment to Adjusted net current assets - surplus/(deficit) on 1 July 2019</b>				

The Shire has elected to retrospectively apply the cumulative effect of applying AASB 1058 Income of Not-for-Profit Entities at the date of initial application of the standard, being 1 July 2019. The impact of applying the standard was to recognise unspent grants and contributions for construction of recognisable non-financial assets controlled by the Shire as a liability. The opening budgeted surplus/deficit on 1 July 2019 has been amended accordingly from the estimated actual closing surplus/deficit. Refer to note 15 for further explanation of the impact of the changes in accounting policies



**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**2 (c). NET CURRENT ASSETS (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES**

**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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

**TRADE AND OTHER PAYABLES**  
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Derby/West Kimberley 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.

**CONTRACT ASSETS**  
A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

**PROVISIONS**  
Provisions are recognised when the Shire has a 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.

**INVENTORIES**  
**General**  
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.

**Superannuation**  
The Shire of Derby/West Kimberley contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Derby/West Kimberley contributes are defined contribution plans.

**TRADE AND OTHER RECEIVABLES**  
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 doubtful debts is raised when there is objective evidence that they will not be collectible.

**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 be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

**EMPLOYEE BENEFITS**  
**Short-term employee benefits**  
Provision is made for the Shire of Derby/West Kimberley'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 of Derby/West Kimberley'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 statement of financial position. The Shire of Derby/West Kimberley's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.



**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**3. RECONCILIATION OF CASH**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	<b>2019/20 Budget</b>	<b>2018/19 Actual</b>	<b>2018/19 Budget</b>
	\$	\$	\$
Cash - unrestricted	99,951	4,830,798	299,300
Cash - restricted	1,821,117	1,552,652	1,913,600
	<b>1,921,068</b>	<b>6,383,450</b>	<b>2,212,900</b>
The following restrictions have been imposed by regulation or other externally imposed requirements:			
Leave	432,441	452,441	452,400
Office building	814,511	814,511	764,500
Airport	28,456	28,456	0
Wharf maintenance	3,721	3,721	0
Economic development	19,935	19,935	0
Fitzroy resource centre	46,771	46,771	46,800
Staff housing	159,965	159,965	160,000
Energy developments	26,852	26,852	0
Capital works	288,465	0	203,600
Unspent grants	0	0	286,300
	<b>1,821,117</b>	<b>1,552,652</b>	<b>1,913,600</b>
<b>Reconciliation of net cash provided by operating activities to net result</b>			
<b>Net result</b>	<b>(4,889,279)</b>	<b>(2,799,406)</b>	<b>(8,612,600)</b>
Depreciation	8,554,193	6,668,195	9,018,200
(Profit)/loss on sale of asset	135,000	0	0
(Increase)/decrease in receivables	0	1,843,350	5,086,800
(Increase)/decrease in contract assets	2,338,350	0	
(Increase)/decrease in inventories	0	19,076	35,800
Increase/(decrease) in payables	713,248	952,106	(722,000)
Increase/(decrease) in contract liabilities	(1,356,504)	0	
Increase/(decrease) in employee provisions	0	(226,951)	0
Change in accounting policies transferred to retained surplus (refer to Note 15)	(981,846)	0	0
Grants/contributions for the development of assets	(3,639,968)	(5,921,502)	(9,979,700)
<b>Net cash from operating activities</b>	<b>873,194</b>	<b>534,868</b>	<b>(5,173,500)</b>

**SIGNIFICANT ACCOUNTING POLICES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments 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 shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**4. FIXED ASSETS**

**(a) Acquisition of Assets**

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program		2019/20 Budget total	2018/19 Actual total	2018/19 Budget total
	Law, order, public safety	Transport			
	\$	\$	\$	\$	\$
<i>Property, Plant and Equipment</i>					
Buildings - non-specialised	0	0	0	391,761	1,683,400
Furniture and equipment	0	0	0	10,792	38,000
Plant and equipment	0	0	0	709,903	598,000
Computer equipment	0	0	0	100,708	0
	0	0	0	1,213,164	2,319,400
<i>Infrastructure</i>					
Infrastructure - Roads	0	4,466,407	4,466,407	2,160,175	5,440,800
Infrastructure - Footpaths	0	0	0	0	82,500
Infrastructure - Drainage	0	0	0	667,865	40,000
Infrastructure - Parks and Ovals	0	0	0	122,108	285,300
Infrastructure - Airports	0	502,250	502,250	951,467	186,800
Infrastructure - Derby Wharf	0	100,000	100,000	887,240	950,500
Infrastructure - Buildings & Structures		0	0	0	0
Infrastructure - Other	414,078	0	414,078	372,211	0
	414,078	5,068,657	5,482,735	5,161,066	6,985,900
<b>Total acquisitions</b>	<b>414,078</b>	<b>5,068,657</b>	<b>5,482,735</b>	<b>6,374,230</b>	<b>9,305,300</b>

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information att:

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

4. FIXED ASSETS (CONTINUED)

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss	2018/19 Actual Net Book Value	2018/19 Actual Sale Proceeds	2018/19 Actual Profit	2018/19 Actual Loss	2018/19 Budget Net Book Value	2018/19 Budget Sale Proceeds	2018/19 Budget Profit	2018/19 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>By Program</b>												
Governance	0	0	0	0	0	0	0	0	50,000	50,000	0	0
Law, order, public safety	0	0	0	0	0	0	0	0	15,000	15,000	0	0
Housing	285,000	150,000	0	(135,000)	0	0	0	0	307,500	307,500	0	0
Other property and services		0	0	0	0	0	0	0	47,000	47,000	0	0
	285,000	150,000	0	(135,000)	0	0	0	0	419,500	419,500	0	0
<b>By Class</b>												
<i>Property, Plant and Equipment</i>												
Buildings - non-specialised	285,000	150,000	0	(135,000)	0	0	0	0	292,500	292,500	0	0
Buildings - specialised	0	0	0	0	0	0	0	0	127,000	127,000	0	0
	285,000	150,000	0	(135,000)	0	0	0	0	419,500	419,500	0	0

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**5. ASSET DEPRECIATION**

**By Program**

Governance
Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2019/20 Budget	2018/19 Actual	2018/19 Budget
\$	\$	\$
0	49,249	71,700
25,233	25,233	34,900
24,246	24,246	22,700
53,028	53,028	56,300
166,733	166,733	170,000
710,062	710,062	733,600
804,731	804,732	711,900
6,381,398	4,495,400	6,899,700
112,755	112,755	123,900
276,007	226,757	193,500
<b>8,554,193</b>	<b>6,668,195</b>	<b>9,018,200</b>
<b>730,382</b>	<b>569,350</b>	<b>770,000</b>
<b>30,354</b>	<b>23,661</b>	<b>32,000</b>
<b>256,108</b>	<b>199,642</b>	<b>270,000</b>
<b>5,264,440</b>	<b>4,103,755</b>	<b>5,550,000</b>
<b>137,539</b>	<b>107,215</b>	<b>145,000</b>
<b>659,241</b>	<b>513,894</b>	<b>695,000</b>
<b>1,476,129</b>	<b>1,150,678</b>	<b>1,556,200</b>
<b>8,554,193</b>	<b>6,668,195</b>	<b>9,018,200</b>

**By Class**

Buildings - non-specialised
Furniture and equipment
Plant and equipment
Infrastructure - Roads
Infrastructure - Footpaths
Infrastructure - Drainage
Infrastructure - Parks and Ovals

**SIGNIFICANT ACCOUNTING POLICIES**

**DEPRECIATION**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Major depreciation periods used for each class of depreciable asset are:

Buildings	25 to 40 years
Furniture and equipment	3 to 10 years
Plant and equipment	4 to 15 years
Sealed road pavement	40 years
Bituminous seals	15 years
Asphalt surfaces	15 years
Gravel sheet	8 years
Footpaths	15 years
Car parks	25 years
Drainage	35 years
Airport electrical facilities	10 years
Airport runways, aprons and taxiways	8 years
Signage	5 years
Other infrastructure assets	10 years

**DEPRECIATION (CONTINUED)**

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

**RECOGNITION OF ASSETS**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

SHIRE OF DERBY/WEST KIMBERLEY

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30TH JUNE 2019

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Budget Principal 1 July 2019	2019/20 Budget New loans	2019/20 Budget Principal repayments	2019/20 Budget Interest repayments	Budget Principal outstanding 30 June 2020	Actual Principal 1 July 2018	2018/19 Actual New loans	2018/19 Actual Principal repayments	2018/19 Actual Interest repayments	Actual Principal outstanding 30 June 2019	Budget Principal 1 July 2018	2018/19 Budget New loans	2018/19 Budget Principal repayments	2018/19 Budget Interest repayments	Budget Principal outstanding 30 June 2019
		\$	\$	\$	\$		\$	\$	\$		\$	\$	\$	\$	\$
<b>Housing</b>															
Loan 136 - Staff Housing	117,945	0	20,646	7,404	97,299	137,301	0	19,356	8,694	117,945	117,962	0	22,400	5,200	95,562
Loan 146 - Staff Housing	652,881	0	42,630	40,663	610,251	687,881	0	35,000	40,000	652,881	689,308	0	37,600	45,700	651,708
Loan 148 - Staff Housing	306,437	0	25,703	20,070	280,734	308,005	0	1,568	10,000	306,437	326,707	0	15,900	14,700	310,807
<b>Recreation and culture</b>															
Loan 135 - Civic Centre Renovations	49,055	0	32,264	2,186	16,791	78,833	0	29,778	4,714	49,055	79,362	0	30,600	3,900	48,762
<b>Transport</b>															
Loan 145 - Wharf Fenders and Boat Ramp	253,528	0	34,855	24,956	218,673	275,608	0	22,080	17,787	253,528	274,878	0	0	67,300	274,878
Loan 150 - Derby Airport Infrastructure	5,315,200	0	5,315,200	92,883	0	5,315,200	0	0	92,883	5,315,200	5,313,833	0	0	74,300	5,313,833
Loan 152 - Refinance Derby Airport Infrastructure & Wharf	0	2,000,000	86,491	30,000	1,913,509	0	0	0	0	0	0	0	0	0	0
Loan 151 - Fitzroy Airport Infrastructure	378,892	0	52,891	16,373	326,001	396,000	0	17,108	5,980	378,892	395,898	0	33,500	14,800	362,398
<b>Economic services</b>															
Loan 149 - Derby Visitors Centre	383,047	0	32,129	25,087	350,918	405,047	0	22,000	12,929	383,047	382,891	0	20,700	17,400	362,191
	<b>7,456,985</b>	<b>2,000,000</b>	<b>5,642,809</b>	<b>259,622</b>	<b>3,814,176</b>	<b>7,603,875</b>	<b>0</b>	<b>146,890</b>	<b>192,987</b>	<b>7,456,985</b>	<b>7,580,839</b>	<b>0</b>	<b>160,700</b>	<b>243,300</b>	<b>7,420,139</b>
	<b>7,456,985</b>	<b>2,000,000</b>	<b>5,642,809</b>	<b>259,622</b>	<b>3,814,176</b>	<b>7,603,875</b>	<b>0</b>	<b>146,890</b>	<b>192,987</b>	<b>7,456,985</b>	<b>7,580,839</b>	<b>0</b>	<b>160,700</b>	<b>243,300</b>	<b>7,420,139</b>

All borrowing repayments will be financed by general purpose revenue. The self supporting loan(s) repayment will be fully reimbursed.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**6. INFORMATION ON BORROWINGS (CONTINUED)**

**(b) Refinancing of Borrowings - 2019/20**

In accordance with FM Reg 29(e) the Shire has resolved to refinance a loan in the budget year.

*(i) Original Debenture*

Particulars/Purpose	Objectives of Refinancing	Reasons for Refinancing	Institution	Loan type	Term (years)	Interest rate	Total interest & charges
Loan 152 - Derby Airport and Wharf infrastructure	Longer term financing	Improve short term liquidity	WATC	Debenture	1	2.3%	\$ 185,766
							185,766

*(ii) Refinanced Debenture*

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount to be Refinanced	Amount Principal varies to original	Total interest & charges
Loan 152 - Derby Airport and Wharf infrastructure	WATC	Debenture	40	3.0%	\$ 2,000,000	\$ (2,815,200)	\$ 329,829
					2,000,000	(2,815,200)	329,829

**(c) Unspent borrowings**

Loan Details	Purpose of the loan	Year loan taken	Amount b/fwd.	Amount used 2019/20 Budget	Amount as at 30th June 2020
Loan 152 Derby Wharf Infrastructure	Improvements to Wharf	2017/18	\$ 803,226	\$ (803,226)	\$ 0
			803,226	(803,226)	0

**(d) Credit Facilities**

	2019/20 Budget	2018/19 Actual	2018/19 Budget
<b>Undrawn borrowing facilities credit standby arrangements</b>	\$	\$	\$
Bank overdraft limit			0
Bank overdraft at balance date			0
Credit card limit	50,000	50,000	50,000
<b>Total amount of credit unused</b>	50,000	50,000	50,000
<b>Loan facilities</b>			
Loan facilities in use at balance date	3,814,176	7,456,985	7,420,139
Unused loan facilities at balance date	0	803,226	0

**SIGNIFICANT ACCOUNTING POLICIES**

**BORROWING COSTS**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2019/20 Budget Opening Balance	2019/20 2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance	2018/19 Actual Opening Balance	2018/19 Actual Transfer to	2018/19 Actual Transfer (from)	2018/19 Actual Closing Balance	2018/19 Budget Opening Balance	2018/19 Budget Transfer to	2018/19 Budget Transfer (from)	2018/19 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave	452,441	0	(20,000)	432,441	452,441	0	0	452,441	452,400	0	0	452,400
Office building	814,511	0	0	814,511	814,511	0	0	814,511	814,500	0	(50,000)	764,500
Airport	28,456	0	0	28,456	28,456	0	0	28,456	28,500	0	(28,500)	0
Wharf maintenance	3,721	0	0	3,721	3,721	0	0	3,721	3,700	0	(3,700)	0
Economic development	19,935	0	0	19,935	19,935	0	0	19,935	19,900	0	(19,900)	0
Fitzroy resource centre	46,771	0	0	46,771	46,771	0	0	46,771	46,800	0	0	46,800
Staff housing	159,965	0	0	159,965	159,965	0	0	159,965	160,000	0	0	160,000
Energy developments	26,852	0	0	26,852	26,852	0	0	26,852	26,900	0	(26,900)	0
Capital works	0	288,465	0	288,465	0	0	0	0	0	1,001,600	(798,000)	203,600
Unspent grants	0	0	0	0	0	0	0	0	5,375,500	286,300	(5,375,500)	286,300
	1,552,652	288,465	(20,000)	1,821,117	1,552,652	0	0	1,552,652	6,928,200	1,287,900	(6,302,500)	1,913,600

(b) Cash Backed Reserves - Purposes

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

Reserve name	Anticipated date of use	Purpose of the reserve
Leave	ongoing	To be used to fund annual and long service leave requirements
Office building	ongoing	To be used to fund the new Derby administration building
Airport	ongoing	To be used to fund airport capital works, primarily bitumen resealing
Wharf maintenance	ongoing	To be used to carry out wharf maintenance
Economic development	ongoing	To promote economic development within the Shire
Fitzroy resource centre	ongoing	To be used to quarantine funds received from the lease of the FX Recreation Hall to be utilised for any upgrade works
Staff housing	ongoing	To be used for the construction of staff housing
Energy developments	ongoing	To administer the funds provided by Energy Developments Limited to create lasting value throughout the West Kimberley by contributing to not-for-profit projects or activities that benefit the Shire of Derby/West Kimberley
Capital works	ongoing	To help with the construction/maintenance of major capital works
Unspent grants	ongoing	To be used to quarantine unspent grant funds and contributions at the end of each financial year

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**8. FEES & CHARGES REVENUE**

	<b>2019/20 Budget</b>	<b>2018/19 Actual</b>	<b>2018/19 Budget</b>
	\$	\$	\$
Governance	0	16,686	37,600
General purpose funding	15,000	13,755	15,000
Law, order, public safety	26,300	18,766	25,200
Health	34,000	45,705	30,000
Education and welfare	0	0	4,000
Housing	78,890	11,444	16,100
Community amenities	1,801,700	1,871,351	1,877,300
Recreation and culture	116,300	128,595	213,400
Transport	1,510,300	1,694,680	1,436,500
Economic services	94,400	21,186	47,100
Other property and services	22,450	39,147	52,300
	<b>3,699,340</b>	<b>3,861,315</b>	<b>3,754,500</b>

**9. GRANT REVENUE**

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

**By Program:**

**Operating grants, subsidies and contributions**

General purpose funding	2,779,270	4,269,697	1,970,000
Health	661,288	489,835	492,000
Education and welfare	494,590	127,399	362,000
Recreation and culture	94,500	27,165	34,300
Transport	2,794,230	1,661,020	551,000
Other property and services	0	8,782	8,000
	<b>6,823,878</b>	<b>6,583,898</b>	<b>3,417,300</b>

**Non-operating grants, subsidies and contributions**

Law, order, public safety	414,078	0	231,000
Recreation and culture	0	158,789	168,800
Transport	3,225,890	5,762,713	9,579,900
	<b>3,639,968</b>	<b>5,921,502</b>	<b>9,979,700</b>



**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**10. OTHER INFORMATION**

	<b>2019/20 Budget</b>	<b>2018/19 Actual</b>	<b>2018/19 Budget</b>
<b>The net result includes as revenues</b>	\$	\$	\$
<b>(a) Interest earnings</b>			
Cash and cash equivalents			
- Other funds	98,000	178,972	95,000
Other interest revenue (refer note 1b)	222,075	212,086	211,500
	<b>320,075</b>	<b>391,058</b>	<b>306,500</b>
<b>(b) Other revenue</b>			
Reimbursements and recoveries	112,109	342,331	0
Other	90,891	293,661	290,200
	<b>203,000</b>	<b>635,992</b>	<b>290,200</b>
<b>The net result includes as expenses</b>			
<b>(c) Auditors remuneration</b>			
Audit services	65,000	46,000	65,000
Other services	0	77,000	85,000
	<b>65,000</b>	<b>123,000</b>	<b>150,000</b>
<b>(d) Interest expenses (finance costs)</b>			
Borrowings (refer Note 6(a))	259,622	192,987	243,300
Other	0	0	1,000
	<b>259,622</b>	<b>192,987</b>	<b>244,300</b>
<b>(e) Elected members remuneration</b>			
Meeting fees	148,500	145,875	148,500
President's allowance	63,000	62,727	40,000
Deputy President's allowance	16,000	9,604	10,000
Telecommunications allowance	12,000	9,333	12,000
	<b>239,500</b>	<b>227,539</b>	<b>210,500</b>

SHIRE OF DERBY/WEST KIMBERLEY

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020****11. MAJOR LAND TRANSACTIONS AND TRADING UNDERTAKINGS**

It is not anticipated the Shire will be party to any Major Land Transactions or Trading Undertakings during 2019/20.

**12. INTERESTS IN JOINT ARRANGEMENTS**

It is not anticipated the Shire will be party to any joint venture arrangements during 2019/20.

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**13. TRUST FUNDS**

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

<b>Detail</b>	<b>Balance 1 July 2019</b>	<b>Estimated amounts received</b>	<b>Estimated amounts paid</b>	<b>Estimated balance 30 June 2020</b>
	\$	\$	\$	\$
Deposits Nomination	0	240	(240)	0
	0	240	(240)	0

**NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30TH JUNE 2020**

**14. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION**

**GOODS AND SERVICES TAX (GST)**

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.

**CRITICAL ACCOUNTING ESTIMATES**

The preparation of a budget 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.

**ROUNDING OFF FIGURES**

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

**COMPARATIVE FIGURES**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**BUDGET COMPARATIVE FIGURES**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**REVENUE RECOGNITION**

Accounting Policies for the recognition of income and revenue from contracts with customers is described in Note 15.

SHIRE OF DERBY/WEST KIMBERLEY

**NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30TH JUNE 2020**

**15. SIGNIFICANT ACCOUNTING POLICIES - CHANGE  
IN ACCOUNTING POLICIES**

This note explains the impact of the adoption of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1058 Income for Not-for-Profit Entities.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

The Shire of Derby/West Kimberley adopted AASB 15 on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Shire of Derby/West Kimberley has adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments were made to the amounts recognised in the balance sheet at the date of initial application (1 July 2019):

	AASB 118 carrying amount 30 June 19	Reclassification	AASB 15 carrying amount 01 July 19
	\$	\$	\$
Contract assets	0	2,338,350	2,338,350
Adjustment to retained surplus from adoption of AASB 15		2,338,350	

**LEASES**

On adoption of AASB 16, for leases which had previously been classified as an 'operating lease' when applying AASB 117, the Shire of Derby/West Kimberley is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5).

**INCOME FOR NOT-FOR-PROFIT ENTITIES**

The Shire of Derby/West Kimberley has adopted AASB 1058 from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire of Derby/West Kimberley has adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 no changes occurred to the financial statement line items by application of AASB as compared to AASB 1004 Contributions before the change.

	AASB 1004 carrying amount 30 June 19	Reclassification	AASB 1058 carrying amount 01 July 19
	\$	\$	\$
Trade and other payables	4,051,165	1,356,504	5,407,669
Adjustment to retained surplus from adoption of AASB 1058		(1,356,504)	

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised by the Shire of Derby/West Kimberley. When the taxable event occurs the financial liability is extinguished and the Shire of Derby/West Kimberley recognises income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration that was significantly less than fair value principally to enable the Shire of Derby/West Kimberley to further its objectives may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation to Volunteer Fire Services have not been recognised in budgeted revenue and budgeted expenditure as the fair value of the services can not be reliably estimated and the services would not have been purchased if they had not been donated.

The impact on the Shire of Derby/West Kimberley of the changes as at 1 July 2019 is as follows:

	2019
	\$
Retained surplus - 30/06/2019	65,670,839
Adjustment to retained surplus from adoption of AASB 15	2,338,350
Adjustment to retained surplus from adoption of AASB 1058	(1,356,504)
Retained surplus - 01/07/2019	66,652,685



Department of  
**Local Government, Sport  
and Cultural Industries**

Our ref DW5-1#03; E1921713  
Enquiries Alex Botar  
Phone (08) 6552 1418  
Email Legislation@dlgsc.wa.gov.au

Ms Amanda O'Halloran  
Chief Executive Officer  
Shire of Derby/West Kimberley  
30 Loch Street  
DERBY WA 6728

Dear Ms O'Halloran

**DIFFERENTIAL GENERAL RATES 2019/20**

I refer to the Shire's application received 18 July 2019 requesting approval to impose differential general rates that are more than twice the lowest rate in the unimproved value (UV) Mining category.

Under delegated authority from the Minister for Local Government and in accordance with section 6.33(3) of the *Local Government Act 1995*, I have approved the Shire's application to impose differential general rates for the 'Mining (UV)' category, which are more than twice the lowest rate in the UV category being the 'Pastoral (UV)' category, as follows:

Category of Rating	Rate in the dollar 2019/20 (Cents)
UV Mining	28.4327
UV Pastoral	6.8300

The approval is valid for the 2019/20 financial year.

During the course of the assessment, the Department requested the Shire submit revised Objects and Reasons as they did not meet the 'fairness and equity' principle of the Minister's 'Rating Policy: Differential Rates'. The Shire's reasoning that "Shire Assets and Infrastructure are already established and have been provided by previous rate payers" does not clearly justify how the current ratepayers are receiving greater benefit from Council expenditure/activities.

The Shire must present the revised Objects and Reasons for Council endorsement upon adopting the Annual Budget.

In future years, the Shire must continue to provide greater justification as to why ratepayers in the UV Mining category are subject to a much higher rate in the dollar than ratepayers in the UV Pastoral category and this must be reflected in the advertised Objects and Reasons.

Gordon Stephenson House, 140 William Street  
PO Box 8349 Perth Business Centre, WA 6849  
Telephone (08) 6552 7300  
Email info@dlgsc.wa.gov.au  
Web www.dlgsc.wa.gov.au

-2-

It is also noted that while Council considered the submissions received at its 5 July 2019 meeting, it is not clear in the Minutes that it has considered the Shire's responses, as required in the Policy, which states:

'The ratepayers' submissions, if any, and the local government's response to each ratepayer's submission (as recorded in the minutes of the Council meeting at which the response was adopted) have been provided to the Minister'.

Please ensure this is addressed in future years.

If you have any questions, please do not hesitate to contact Alex Botar at the Department of Local Government, Sport and Cultural Industries, on 6552 1418 or by email at [Legislation@dlgsc.wa.gov.au](mailto:Legislation@dlgsc.wa.gov.au).

Yours sincerely



Michael Connolly  
DEPUTY DIRECTOR GENERAL - REGULATION

*23* August 2019

**10.3 REPORT ON MATTERS IDENTIFIED AS SIGNIFICANT IN THE 2018/19 AUDIT REPORT****File Number: 4105****Author: Amanda O'Halloran, Chief Executive Officer****Responsible Officer: Amanda O'Halloran, Chief Executive Officer****Authority/Discretion: Executive****SUMMARY**

To provide the Compliance and Strategic Review Committee with a report on the significant adverse trends in the financial position and in the financial management practices of the Shire, reported by the Shires Auditors in the 2018/19 Annual Audit.

Changes to section 7.12A of the Local Government Act 1995 states that a Local Government must prepare a report addressing any matters identified as significant by the auditor. The Shire is required to prepare a report stating what action it has taken or intends to take with respect to each of those matters.

**DISCLOSURE OF ANY INTEREST**

Nil.

**BACKGROUND**

The Department of Local Government, Sport and Cultural Industries (DLGSC) wrote to council on the 12 July 2019 to highlight the requirement of Council to prepare a report addressing any matters identified as significant by the auditor in the annual audit report and stating what action the Local government has taken or intends to take with respect to each of those matters. The amendment came into effect in 2017, and with the changeover in CEO's the requirement to report to Council has not been attended to.

7.12A. Duties of local government with respect to audits

- (4) A local government must —
- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
  - (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.
- (5) Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

The Annual Audit Report for 2017/18 was reported to the 18 April 2019 Compliance and Strategic Review Committee and the Ordinary Meeting of Council held on the same date. The significant adverse trends in the financial position and in the financial management practices of the Shire were identified as follows:

- Structural deficit in the operating results for the last two years;
- Deterioration of the Operating Surplus Ratio;



- Inability to reconcile year end position on a timely basis;
- Preparedness for the auditors visit;
- Inability to respond to requests for information in a timely manner; and
- Quality of organisation and coordination of provided information.

The Shire did provide a response and action report within the required timeframes, however the action plan had not formally been presented to Council and was not endorsed by the Compliance and Strategic Review Committee, this requirement is being attended to in this item.

The Auditors reported a structural deficit in the operating results in the 2016/17 annual audit as well and this to date has not been formally addressed. As a result of the structural deficit the Shires Operating Surplus Ratio has deteriorated and the DLGSC is requiring the Shire to outline the actions it will undertake to address these issues.

### **POLICY IMPLICATIONS**

As a result of the report from the auditor and the identified issues, the Shire will be required to undertake a review of the relevant policies and ensure that they are tailored to ensure that the statutory and management outcomes of the Shire operations are maintained.

### **STATUTORY IMPLICATIONS**

#### *Local Government Act 1995*

#### 7.12A. Duties of local government with respect to audits

- (4) A local government must —
- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
  - (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.
- (5) Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

#### *Local Government (Financial Management) Regulations 1996*

#### 50. Financial ratios to be included in annual financial report

- (1) The annual financial Report is to include, for the financial year covered by the annual financial report and the 2 preceding financial years —
- a. The current ratio; and
  - b. The asset consumption ratio; and
  - c. The asset renewal funding ratio; and
  - d. The asset sustainability ratio; and
  - e. The debt service cover ratio; and
  - f. The operating surplus ratio; and
  - g. The own source revenue coverage ratio.

### **FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

<b>GOAL</b>	<b>OUTCOME</b>	<b>STRATEGY</b>
Goal 4: Good Governance and an effective organisation	Outcome 4.1: Effective Governance and Leadership	Strategy 4.1.4 Ensure governance policies and procedures are in accordance with legislative requirements.

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<b>Legal &amp; Compliance:</b> Failure to fulfil compliance requirements (statutory, regulatory)	Likely	Moderate	Medium	The Shire and Council are committed to implementing initiatives to support the Shires operations improve and become sustainable into the future.

**CONSULTATION**

Department of Local Government, Sport and Cultural Industries (DLGSC), Shire of Derby/West Kimberley Councillors and Senior Staff, Moore Stephens.

**COMMENT**

The Shire of Derby/West Kimberley has undergone significant management changes since December 2018, this has been resolved in June 2019 with the appointment of Amanda O’Halloran as CEO. The Council has directed the CEO to ensure that there is a renewed focus on compliance and sustainable financial management. The Audit Report and the Department of Local Government, Sport and Cultural Industries recent letter highlight a number of significant concerns and practices that have recently lead to many changes in the Council. The new initiatives implemented over the last 12 months include, but are not limited to:

- Implementation of the ATAIN Governance Management System; and
- Improved compliance in Records Management and the adoption of an approved Records Management Plan, resulting in an improved internal culture in regards to Records Management; and
- Implementation of Synergy System Tools to support service mapping, and
- Review of Documented Policies and Procedures
- Whole of Staff training in Policies and Procedures and implementation of renewed Induction Process; and
- Implementation of Manager of Administration and Governance with associated resources; and
- Council implemented a monthly Compliance and Strategic Review Committee in October 2018; and

It is the intention of the new Administration and Council direction to improve compliance and increase Elected Member Engagement and Strategic Decision Making. This will be the major focus of the organisation over the next 12 months.

Please find attached the Shires comments to concerns raised and considered realistic timeframes for correction or implementation of internal controls where required to improve compliance and general business administration.

### **Significant Structural Deficit**

Operating revenue has shown a steady and marked decline since 2011/12. Operating revenues have been in decline due to a number of factors namely, loss of income from airport operations (flights have ceased into Derby), reduction in FAGS Grant (approx. \$1M reduction over the last few years), reduction in fees and charges from the loss of substantial business operations in the Shire and reduction in rates due to cessation of mining operations (Pluton and Kimberley Diamond Mine closures). Unfortunately the operating expenditure has not undergone corresponding decreases, due to the pressures of maintaining services to Derby and Fitzroy and supporting 50 Aboriginal Communities in trying and often complex climatic conditions (Wet Season) and this is demonstrating concerning trends for the Shire into the future.

The Shire Administration and Council are aligned in the plan for the future and the commitment to improving the Shires financial performance over the next 3 years.

The Council will receive for adoption the 2019/20 Annual Budget and Long Term Financial Plan at the Council Meeting on the 29 August 2019, which demonstrates a serious commitment to a reduction in expenditure, the Council has also committed to a major review of its IPR Framework and the supporting and corresponding documents in an effort to further outline productivity and financial sustainability measures in conjunction with the community.

### **Operating Surplus Ratio**

The Operating Surplus ratio is explained in the guidelines as, "A key indicator of a local governments financial performance is measured by the 'Operating Surplus Ratio'. If a local government consistently achieves a positive operating surplus ratio and has a soundly based long term financial plans showing that it can continue to do so in the future, having regard to asset management and the community's service level needs, then it is considered financially sustainable.

A positive ratio indicates the percentage of total own source revenue available to help fund proposed capital expenditure, transfer to cash reserves or to reduce debt.

A negative ratio indicates the percentage increase in total own source revenue (principally rates) that would have been required to achieve a break-even operating result.

The guideline states:

$$\text{Operating Surplus Ratio} = \frac{\text{Operating Revenue minus Operating Expenses}}{\text{Own Source Operating Revenue}}$$

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

**Standards:** Basic Standard between 1% and 15% (0.01 and 0.15)  
Advanced Standard > 15% (>0.15).

Definitions: Operating revenue – Means the revenue that is operating revenue for the purposes of the Australian Accounting Standards (AAS), excluding grants and contributions for the development or acquisition of assets.

Operating expense – Means the expense that is operating expense for the purposes of the AAS.

Own source operating revenue – Means revenue from rates and service charges, fees and user charges, reimbursements and recoveries, interest income and profit on disposal of assets.

The 2017/18 Annual report at Note 26 Financial Ratios shows:

**Operating Surplus Ratio**

2018	2017	2016
(1.51)	(0.71)	(0.84)

Each year’s Operating surplus ratio is made up of:

Operating revenue minus operating expense

Own source operating revenue

2018	2017	2016
<u>(16,392,988)</u>	<u>(7,360,981)</u>	<u>(10,982,117)</u>
10,853,878	10,444,154	13,017,361

Operating revenue excludes grants that are for the development or acquisition of assets and contributions for the development or acquisition of assets. Ongoing deficits will reduce the ability of a local government to maintain operational service levels and its asset base.





A basic standard can only be achieved, as shown by the formula, by achieving a positive operating revenue less operating expense amount. Own source revenue raising ability and operational expenditure levels should be examined to achieve this requirement. The Shire Administration will work with Council to review service levels and operational expenditure over the coming 12 months and working together with the Community will look to ensure sustainable strategies are implemented through Council to work to improve Councils finances going forward.

See attached Guidelines further explain ratio calculations.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. Report on matters identified as significant in 2017/18 audit report  
2. Guidance notes Local Government Financial Ratios  

**RECOMMENDATION**

**That the Compliance and Strategic Review Committee recommend Council**

- 1. endorse the report by Management on the matters identified as significant by Moore Stephens Auditors Report for 2017-2018; and**
- 2. that it is forwarded to the Department of Local Government, Sport and Cultural Industries and published on the Shires Website as required by section 7.12A duties of Local government with respect to audits.**

# Shire of Derby/West Kimberley

## Report on Matters Identified as Significant in 2017/18 Audit Report

### Executive Summary

The Shire of Derby/West Kimberley's operating revenue has shown a steady and marked decline since 2011/12. Operating revenues have been in decline due to a number of factors namely, loss of income from airport operations, reduction in FAGS Grant, reduction in fees and charges from the loss of substantial business operations in the Shire and reduction in rates due to cessation of mining operations. Unfortunately the operating expenditure has not undergone corresponding decreases and this is demonstrating concerning trends for the Shire into the future.

The Shire Administration and Council are aligned in the plan for the future and the commitment to improving the Shires financial performance over the next 3 years.

The Council will receive for adoption the 2019/20 Annual Budget and Long Term Financial Plan at the Council Meeting on the 29 August 2019, which demonstrates a serious commitment to a reduction in expenditure, the Council has also committed to a major review of its IPR Framework and the supporting and corresponding documents in an effort to further outline productivity and financial sustainability measures in conjunction with the Community.

The Shire has undergone significant management changes since December 2018, this has been resolved in June 2019 with the appointment of Amanda O'Halloran as CEO. The Council has directed the CEO to ensure that there is a renewed focus on compliance and sustainable financial management. The Audit Report and the Department of Local Government, Sport and Cultural Industries recent Letter highlight a number of significant concerns and practices that have recently lead to many changes in the Council over the last 12 months which include, but are not limited to:

- Implementation of the ATTAIN Governance Management System
- Improved compliance in Records Management and the adoption of an approved Records Management Plan, resulting in an improved internal culture in regards to Records Management.
- Implementation of Synergy System Tools to support service mapping
- Review of Documented Policies and Procedures
- Whole of Staff training in Policies and Procedures and implementation of renewed Induction Process
- Implementation of Manager of Administration and Governance with associated resources
- Council implemented a monthly Compliance and Strategic Review Committee in October 2018

It is the intention of the New Administration and Council to improve compliance and increase Elected Member Engagement and Strategic Decision Making. This will be the major focus of the organisation o

Please find below the Shires comments to concerns raised and considered realistic timeframes for correction or implementation of internal controls where required to improve compliance and general business administration.

Amanda O'Halloran  
**Chief Executive Officer**

23 August 2019

Issue Identified		Shire Comment	Action to be undertaken	Time Frame
1. Audit Report and Management Letter for the Year ended 30 June 2018				
Audit Report Issues	<ul style="list-style-type: none"> <li>• Significant Structural deficit in the operating results for the previous two years;</li> <li>• Inability to reconcile the year end position;</li> <li>• Year End Audit Readiness and Efficiency.</li> </ul>	<p>It is Council’s position that the Management Report findings have been complicated by long term Staffing issues, Resignation of the CEO, Significant Economic downturn in the region with the closure of the Curtin Detention Centre and local significant Mining Operations and the impact of WANDRRA on the financial position of the Shire.</p> <p>Council has engaged the external assistance of Moore Stephens to achieve an up-to-date an accurate Long Term Financial Management Plan and Asset Management Plan in conjunction with Council</p> <p>The Shire has engaged Moore Stephens to undertake an independent compliance check, by undertaking a Financial Management Review, to be undertaken over the next quarter.</p> <p>The Shire is working to increase the resourcing of the Finance Team and improve long term retention issues. This week The CEO has engaged the services of 3 extra experienced staff to undertake, audit readiness, reconciling review and improve financial management practices across the Shire.</p>	<p>LTFP &amp; AMP work shop with Council in Derby</p> <p>Moore Stephens to undertake a Financial Management Review by September 30, 2019</p> <p>Senior Finance Officer employed through HAYS for 4 months to support Audit Readiness, Senior Finance Officer employed locally and previous experienced Staff member contracted back locally to help meet immediate concerns.</p>	<p>30 August 2019</p> <p>30 September 2019</p> <p>2 x Staff to start on the 8 July 2019 and Senior Finance Officer to commence on the 9 Septmber2019</p>
Issue Identified		Shire Comment	Action to be undertaken	Time Frame
Item 10.3 - Attachment 1	Operating Ratio below	The Shires Operating Ratio has been impacted by the	Support to decrease	30 June 2020.



Issue Identified		Shire Comment	Action to be undertaken	Time Frame
<p><b>1. Management Report Issues</b></p>	<p>Meeting with the Auditor cancelled;</p>	<p>works are due to be finalised during the 2019/20 Financial Year and this should improve these ratios. The Meeting with the Auditor was cancelled as the Shire had experienced staff issues and identified serious financial performance issues (including deleting of accounting data), it was considered to be an appropriate course of action, given the distance and resources involved in the Auditor attending an onsite meeting in Derby. Cash flow will be distributed more generationaly, rather than the short term intention previously considered by Council.</p>	<p>is being provided by Moore Stephens. Council is committed to reviewing service levels and operational capability and making the changes where necessary. This work will be ongoing thorough out the financial year.</p>	<p>Finalised</p>
	<ul style="list-style-type: none"> <li>Non-Compliance Issues Year End Efficiency and Readiness, Audit Report</li> <li>Journal entries posted without being reviewed</li> <li>Lateness of accounts and financial report (partly due to deleting of accounting data);</li> <li>Asset Management Plan and Long Term Financial Management Plan not up to date;</li> </ul>	<p>Council notes that in both these instances the Shire was non-compliant and as mentioned above is working to ensure that these issues do not occur again. Finance has a new priority within the Organisation and a complete review of all finance related internal controls is being implemented, the Shire is working with our Neighbouring Shire of Broome and Wyndham East Kimberley to share resources and seek mentoring and training opportunities (unauthorised deleting of accounting data), this impacted considerably on the ability to present internal controls and has been rectified, and all journals are reviewed by Senior Staff.</p> <p>Moore Stephens was engaged in February 2019 to undertake a full review of all Finance Internal Controls, they have been delayed to date and it is proposed that interim improvements that may be identified are implemented by September 30 2019. Elected Member workshops and Management Review have been booked to occur in Derby during July, to have these reports finalised to influence the budget, long term Strategic planning and investment</p>	<p>The Shire is actively recruiting, has engaged Moore Stephens, and 2 x New Staff to help improve Financial operations.</p> <p>Finalised</p> <p>New Forms implemented to document that the review has been undertaken and signed off by Reviewing Officer</p> <p>Elected Member Review of finance Dept and Internal Controls &amp; implementation of improvements</p>	<p>30 September 2019</p> <p>Finalised</p> <p>10 June 2019</p> <p>To be finalised by August 30 2019</p>

		strategies.		
Issue Identified		Shire Comment	Action to be undertaken	Time Frame
	<ul style="list-style-type: none"> <li>• Credit Card Agreement form left unsigned;</li> <li>• Financial Interest Register, errors in returns;</li> <li>• Lateness on public notice on the availability of the Annual Report;</li> <li>• Lateness of the submission of the Annual Budget and Budget Review to the Department;</li> </ul>	<p>This matter is being reviewed and will be rectified by 30 July 2019.</p> <p>Council notes this has occurred and has implemented the ATTAIn Governance Management System to improve Governance across the Organisation and for Elected Members. The system supports completion of Primary and Annual Returns, Financial Interests and delegation reporting. The system is online and is accessible to all Councillors and authorised Staff. The system has forcing functions to ensure no fields are left blank and forces responses when required.</p> <p>Once again the Shire acknowledges this occurred, after investigation of the matter it appears that a number of factors contributed to the outcome including Officer error, Christmas shutdown and Shire operations etc... Council has implemented internal controls to ensure that this incident does not occur again into the future.</p> <p>The Shire and Council are committed to working with the Auditor General Auditors this financial year to ensure that these incidents do not occur again into the future. An internal reporting time line has been implemented outlining key governance requirements and reporting deadlines. Extra resource has been recruited to support the internal operations of finance</p>	<p>Review being undertaken in July 2019</p> <p>Finalised</p> <p>Finalised</p> <p>30 June 2020</p>	<p>30 July 2019</p> <p>Finalised</p> <p>Finalised</p> <p>30 June 2020</p>

Issue Identified		Shire Comment	Action to be undertaken	Time Frame
	<ul style="list-style-type: none"> <li>• Tender Register insufficient;</li> <li>• No review of the Strategic Community Plan and Corporate Business Plan as required;</li> <li>• No evidence of month end reconciliations was reviewed by senior staff;</li> <li>• No evidence of Journal entries reviewed nor authorised by senior staff</li> </ul>	<p>In this instance it appears the two matters referred to were open tenders listed in the register, where the closing date had not been reached. The Tender Register is complete and available for further inspection. Internal Controls are in place and adequate.</p> <p>Council has not attended to these reviews to date, it appears this has occurred due to the resignation of the CEO (12 months' notice was given), and the lack of financial and human resourcing to undertake the reviews. The Corporate Business Plan is currently being reviewed with the support of Moore Stephens prior to the adoption of the Annual Budget to ensure ongoing compliance and the Strategic Community Plan will be reviewed over the next 12 months in conjunction with Elected Members and the Community.</p> <p>This has been implemented with the help and support of Moore Stephens and Month End Process and Procedures now guide Staff in their actions to ensure compliance in these matters.</p> <p>An appropriate internal Control has been implemented to ensure this occurs into the future.</p>	<p>Finalised</p> <p>Corporate Business Plan Review to be completed by 30 August 2019</p> <p>Strategic Community Plan to be reviewed and completed by June 30 2020.</p> <p>Finalised</p> <p>Finalised</p>	<p>Finalised</p> <p>30 August 2019</p> <p>June 30 2020</p> <p>Finalised</p> <p>Finalised</p>

Issue Identified		Shire Comment	Action to be undertaken	Time Frame
<b>2. 2018 – 2019 Budget Review</b>				
	<ul style="list-style-type: none"> <li data-bbox="450 285 743 384">• Proposed unlawful transfers to reserves</li>   <li data-bbox="450 647 743 746">• Concerns over Budget examination prior to adoption</li>   <li data-bbox="450 930 743 1070">• Discrepancy regarding closing and opening balance</li> </ul>	<p data-bbox="770 285 1482 564">The current Shire Administration does not intend to undertake any unlawful actions in relation to the Budget Review. The Shire has engaged Moore Stephens Senior Consultants to support and mentor our Finance Manager in regards to what is appropriate actions and to ensure the finalisation of the financials is lawful. The Shire will definitely present the Budget Review in a timelier manner going forward and will ensure compliance at this level.</p> <p data-bbox="770 647 1482 890">In regards to the Financial Management Comments, due to the changes in senior staff from the CEO to Senior Finance Staff, we are unable to comment at this time. As discussed previously the NEW Shire Administration Team is and will continue to remain committed to providing Elected Members with timely, accurate reports, providing them with the appropriate tools to make informed decisions.</p> <p data-bbox="770 930 1482 1358">Response supplied to department by email on the 3 May 2019 - The Shire prepared and adopted the Budget Review, prior to finalised Audited Annual Financial Statements being available. The figure used in the Budget Review was an estimate. The 17/18 financials were being audited at the same time, and during this time there was some issues with how a number of end of year journals were treated. On advice from the auditors, journals where reversed which had the identified impact on final figures. Due to Staff leave Journals not available at this time, to validate response – aim to provide to Department by 19 July 2019</p>	<p data-bbox="1509 285 1818 528">Ongoing – mentoring and oversight to be provided through Moore Stephens, Office of the CEO and during the undertaking of the Financial Management Review.</p> <p data-bbox="1509 647 1608 671">Ongoing</p> <p data-bbox="1509 930 1783 1029">Provide Journals to the department by the 19 July 2019</p>	<p data-bbox="1845 285 1973 344">December 2019</p> <p data-bbox="1845 930 1995 959">19 July 2019</p>
Issue Identified		Shire Comment	Action to be undertaken	Time Frame

<b>3. Compliance Audit Return 2018</b>				
	<ul style="list-style-type: none"> <li>Response inconsistent with Auditors Report</li> </ul>	<p>Due to the significant staff changes at the Shire over the last 3-6 months, it is difficult to understand fully what occurred in this matter, however as explained previously the Shire has moved to the ATTAIN Governance Management System to improve Governance across the Organisation and for Elected Members. The system supports completion of Primary and Annual Returns, Financial Interests and delegation reporting. The system is online and is accessible to all Councillors and authorised Staff. The system has forcing functions to ensure no fields are left blank and forces responses when required. This will provide easy access to accurate evidence. The Shire Administration do not anticipate this occurring again.</p>	Finalised	Finalised
	<ul style="list-style-type: none"> <li>Non compliance with statutory requirements:-</li> </ul> <ol style="list-style-type: none"> <li>The Shires Strategic Community Plan has not been reviewed every 4 years as required</li> <li>The Shires Corporate Business Plan has not been reviewed annual as is required.</li> </ol>	<p>Due to the significant staff changes at the Shire over the last 3-6 months, it is difficult to understand fully why the Strategic Community Plan has not undergone review, Council and the Shire Administration are committed to 30 June 2020.</p> <p>Due to the significant staff changes at the Shire over the last 3-6 months, it is difficult to understand fully why the Corporate Business Plan has not undergone review – other than significant resourcing limitation. However a review is currently underway to ensure that the Corporate Business Plan is reviewed Prior to the adoption of the 2019/20 Annual Budget.</p>	<p>Full review of the Strategic Community Plan to be undertaken by 30 June 2020.</p> <p>Review to be completed 30 August 2019</p>	<p>30 June 2020</p> <p>30 August 2019.</p>

MOORE STEPHENS

Guidance Series

**Short Guide to Financial Ratios**

**May 2019**

**About the Short Guide Series:**

This document and others in the Moore Stephens Short Guide Series are intended as a guide to good practice.

They are not designed to be a definitive authority on the various topics. Rather, as the name suggests, they are a guide to assist both Council and management alike.

They are based on the author's many years experience within the local government industry. They should be interpreted with this in mind.

[www.moorestephens.com.au](http://www.moorestephens.com.au)

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**Contents**

1.0 **Overview** .....3

2.0 **Current Ratio** .....4

2.1 Current Ratio.....4

3.0 **Asset Ratios** .....6

3.1 Asset Consumption Ratio .....6

3.2 Asset Sustainability Ratio .....7

3.3 Asset Renewal Funding Ratio .....8

4.0 **Debt Ratio** .....10

4.1 Debt Service Cover Ratio.....10

5.0 **Operating Surplus** .....11

5.1 Operating Surplus Ratio .....11

5.2 Own Source Revenue Coverage Ratio .....12





## 1.0 Overview

Financial ratios are designed to provide users of financial information a clearer picture of the performance and results as well as a comparison across periods.

The purpose of this guide is to:-

- assist the Council and management group of local governments gain a greater understanding of the individual ratios; and
- assist with understanding what constitutes a good or poor ratio.

Over time, it has become apparent inconsistencies in the calculation of the ratios occur. If ratio information is to be meaningful, then it is important it is prepared both accurately and consistently.

The ratios selected in this guide are the seven currently defined in Local Government (Financial Management) Regulation 50 and required to be disclosed in the annual financial report. These are explained in detail in the various sections which follow.

Whilst these ratios are a useful guide, it should be remembered there are many indicators of the financial position of a local government.

Each ratio should not be considered in isolation.

Rather, they should all be assessed in context of the particular local government's circumstances and each considered as part of the picture.

A picture with both good and poor ratios may indicate some remedial policies need to be implemented.

A picture with nearly all poor ratios may indicate serious financial repairs are needed.

Local Government (Financial Management) Regulation 50 (1a) allows ratios to be disclosed either as a percentage or as a factor of one.

Our guide uses risk indicators which correspond to the standards established by the Department of Local Government, Sport and Cultural Industries (DLGSCI) and contained within *Local Government Operational Guidelines – Number 18* issued in June 2013.

We have also detailed the Office of Auditor General (OAG) threshold when assessing whether a Local Government meets the basic standard or not.

For each ratio, we have also provided comments and information relating to potential problems with interpretation or financial reporting.

Please note, our comments are in relation to the basic standard established by the DLGSCI. The OAG's basic standard is used for assessing in an audit report context and is highlighted for information only.

**NOTE: THIS GUIDE HAS BEEN UPDATED AND IS CURRENTLY EFFECTIVE FROM 1 JULY 2012.**

**FOR DETAILS OF RATIOS APPLICABLE FOR THE YEAR ENDED 30 JUNE 2012 AND PRIOR YEARS, PLEASE REFER TO EARLIER VERSIONS OF THIS GUIDE.**

Should you have any queries in relation to this guide, please contact Russell Barnes or Greg Godwin of Moore Stephens by:

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## 2.0 Current Ratio

### 2.1 Current Ratio

$$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$$

**Current Assets** - total current assets as shown in the balance sheet

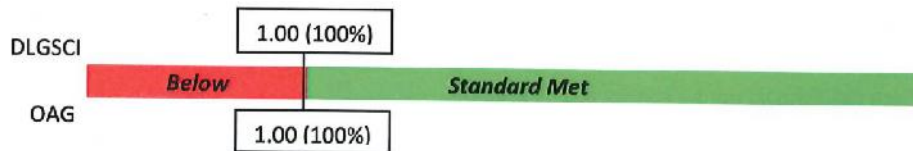
**Current Liabilities** - total current liabilities as shown in the balance sheet

**Liabilities Associated with Restricted Assets** – the lesser value of a current liability or the cash component of restricted assets held to fund that liability

**Interpretation:**

This ratio is a measure of short term (unrestricted) liquidity. That is, the ability of the local government to meet its short term financial obligations from unrestricted current assets as and when they fall due.

**Risk Indicators:**



**Standard met – 1.00 (100%) or greater**

A ratio of greater than 1.00 (100%) indicates the local government has more current assets than current liabilities.

**Below standard – Less than 1.00 (100%)**

If less than 1.00 (100%), current liabilities are greater than current assets and the local government may have a short term funding issue.

**Comment:**

Provided restricted assets are excluded correctly, it is a very useful indicator of the “true” financial position of the local government, particularly in the short term.

As a general rule, when the current ratio of a local government is calculated at less than one (100%) it indicates a short term funding issue. However, it also needs to be considered in context of the overall financial position.

If monitored correctly during the course of the year (particularly with the benefit of comparative historical information) it is a good indicator for when follow up action is necessary.



## 2.0 Current Ratio (Continued)

### 2.1 Current Ratio (continued)

#### Potential Problems for Financial Reporting:

Errors in calculation are often made with this ratio as balances which should be included are not (or vice versa).

- As this is the current ratio it only considers **current** assets and **current** liabilities;
- Only make a deduction for current liabilities associated with restricted assets if there are restricted assets associated with the liabilities in question;
- If the restricted account balance is greater than the current liability amount associated with it, you may only deduct up to the amount of the liability;
- If the liability amount associated with the restricted account balance is greater than the restricted account balance itself, you may only deduct up to the amount of the restricted account; and
- If a restricted account is for one purpose only (eg long service leave) you may only deduct the current liability in respect to it (ie current portion of long service leave liability). The current liability for annual leave cannot be deducted in this instance.

**NOTE:** On occasions, anomalies may arise due to heavy loan repayments in the twelve months following the point of calculation of the current ratio. This will effectively inflate the level of current liabilities when in fact they are not necessarily due at the point of calculation. They are due over the course of the next twelve months and, in accordance with budgeting protocol, are budgeted to be funded from sources in the following financial year.

Under the current definition it is not possible to adjust for this in the "official" ratio. In these circumstances you may wish to do so to determine the "underlying" ratio for illustrative purposes.



## 3.0 Asset Ratios

### 3.1 Asset Consumption Ratio

$$\frac{\text{depreciated replacement cost of assets}}{\text{current replacement cost of depreciable assets}}$$

**Depreciated Replacement Cost of Assets** – the meaning given in Australian Accounting Standards

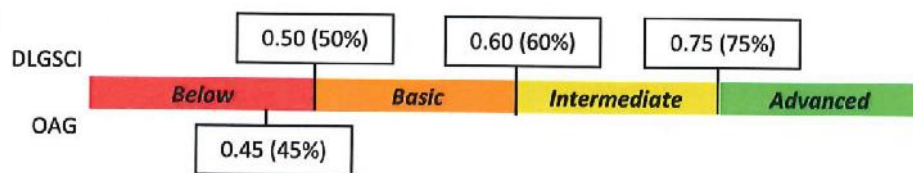
**Current Replacement Cost of Depreciable Assets** – the cost of replacing assets at current prices

**Interpretation:**

Measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost.

Where the written down value is based on a condition assessment of the assets, the ratio highlights the aged condition of the depreciable assets.

**Risk Indicators:**



**Advanced standard – greater than 0.75 (75%)**

Indicates a local government is investing in asset renewal to a level where a high percentage of the local government depreciable assets remain in an ‘as new’ condition.

**Intermediate (improving) standard – between 0.60 (60%) and 0.75 (75%)**

**Basic standard – greater than 0.50 (50%) up to 0.60 (60%)**

Ratios below 0.50 (50%) are higher risk and, if sustained over a long period, will indicate a local government is having difficulty maintaining the average ‘aged’ condition of its assets.

**Comment:**

When this ratio enters the higher risk zone it should immediately prompt a review of depreciation rates and asset valuations to ensure they are reasonable and are generating reliable and representative written down values.

It should also prompt a review of operations and revenue raising capacity necessary to support ongoing asset renewal.

**Potential Problems for Financial Reporting:**

- This ratio relies on accurate written down values being maintained.
- Current Replacement Cost may be problematic if net method of disclosure is used as current replacement cost will not be disclosed within the financial statements.



### 3.0 Asset Ratios (Continued)

#### 3.2 Asset Sustainability Ratio

$$\frac{\text{capital renewal and replacement expenditure}}{\text{Depreciation expense}}$$

**Capital Renewal and Replacement Expenditure** – expenditure to renew or replace existing assets

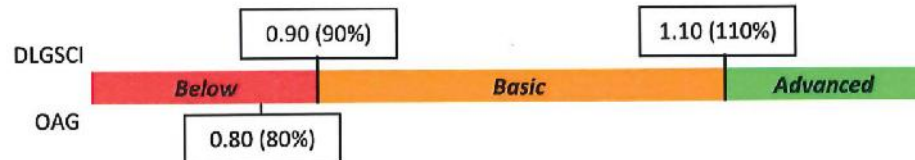
**Depreciation Expense** – has the meaning given in Australian Accounting Standards

**Interpretation:**

Measures the extent to which assets are being renewed/replaced compared to the amount consumed (depreciation).

Interpretation of this ratio is much improved if it is calculated as an average over time (say at least 5 years) as this reduces skewing caused by large scale intermittent investment in major infrastructure (such as buildings and facilities).

**Risk Indicators:**



**Advanced standard – greater than 1.10 (110%)**

Indicates a local government is investing in asset renewal/replacement to the degree that offsets the current consumption of its assets (1.00) and provides for the effect of inflation.

**Basic standard – between 0.90 (90%) and 1.10 (110%)**

When less than 0.90 (90%) a higher risk is evident and indicates the local government is having difficulty undertaking a sustained capital investment program sufficient to renew/replace assets while also negating the effect of inflation on purchasing power over time.

**Comment:**

A ratio classified as below the basic standard should immediately prompt a review of the local government’s depreciation rates and asset valuations to ensure that they are reasonable and are generating reliable and representative depreciation expenditure.

It should also prompt a review of operations and revenue raising capacity necessary to support the ongoing asset base. This should be performed with reference to the forward expenditure estimates detailed in the Asset Management Plan of the local government.

**Potential Problems for Financial Reporting:**

- Need a clear definition as to what is considered replacement expenditure. Including gross cost of plant and equipment rather than net of trade in has the potential to skew this ratio and reduce its intended effectiveness.
- Need to make sure new expenditure is excluded.





## 3.0 Asset Ratios (Continued)

### 3.3 Asset Renewal Funding Ratio

$$\frac{\text{NPV of planned capital renewals over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$$

**NPV** – net present value

**Planned Capital Renewals** –capital renewals and replacement expenditure as estimated in the long-term financial plan

**Required Capital Expenditure** – capital renewal and replacement expenditure as estimated in the asset management plan

**Interpretation:**

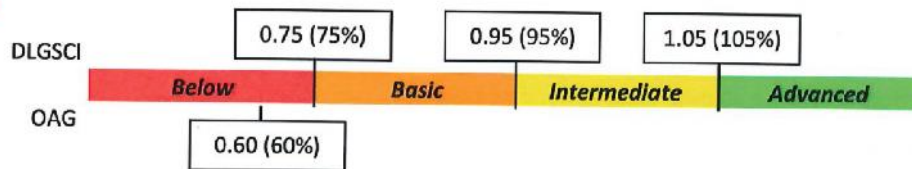
Measures the extent to which assets are being renewed compared to the amount consumed (depreciation).

Provides an indication whether the local government has the financial capacity to fund asset renewals as required and can continue to provide existing levels of services in the future without requiring:

- additional income;
- reduction in expenditure; or
- increase in borrowings (above current projections)

Interpretation of this ratio is much improved if it is calculated as an average over time (say at least 5 years) as this reduces skewing caused by large scale intermittent investment in major infrastructure (such as buildings and facilities).

**Risk Indicators:**



**Advanced standard – greater than 1.05 (105%)**

Indicates a local government is investing in asset renewal to the degree that offsets the current consumption of its assets (1.00) and provides for the effect of inflation.

**Intermediate standard – between 0.95 (95%) and 1.05 (105%)**

**Basic standard – between 0.75 (75%) up to 0.95 (95%)**

A ratio below 0.75 (75%) is considered to be in the higher risk zone and indicates the local government is having difficulty undertaking a sustained capital investment program sufficient to renew assets while also negating the effect of inflation on purchasing power over time.



## 3.0 Asset Ratios (Continued)

### 3.3 Asset Renewal Funding Ratio (continued)

#### Comment:

The Asset Renewal Funding Ratio (ARFR) should be read in conjunction with **Asset Consumption Ratio (ACR)** and the **Asset Sustainability Ratio (ASR)**

The DLGSCI provides a guideline for a satisfactory combination as follows:

ARFR – 95%+

ACR – 50%+

ASR – 90%+

When this ratio or the combination of ratios indicates a higher risk it should immediately prompt a review of the local government's depreciation rates and asset valuations to ensure that they are reasonable and are generating reliable and representative depreciation expenditure.

It should also prompt a review of operations and revenue raising capacity necessary to support the ongoing asset base.

#### Potential Problems for Financial Reporting:

- NPV requires more complex calculations and means the forecasts contained in the long term financial and asset management plans need to be kept up to date to be meaningful and verifiable.



## 4.0 Debt Ratio

### 4.1 Debt Service Cover Ratio

$$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$$

**Annual Operating Surplus before Interest and Depreciation** – operating revenue minus net operating expense

**Depreciation** – has the meaning given in Australian Accounting Standards

**Interest** – interest expense for moneys borrowed, credit obtained or financial accommodation arranged under section 6.20.

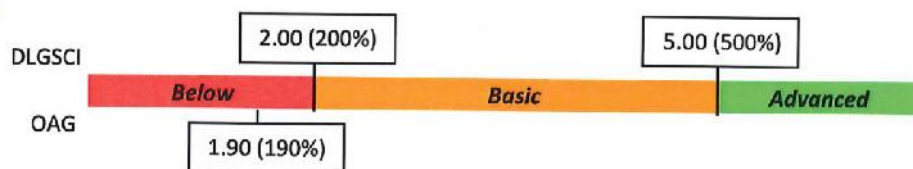
**Principal and Interest** – all principal and interest for money borrowed, credit obtained or financial accommodation arranged under section 6.20

**Interpretation:**

Not unlike the previous debt service ratio although an inverse application.

Measures a Council’s ability to service debt out of its uncommitted or general purpose fund available for its operations.

**Risk Indicators:**



**Advanced standard** – greater than 5.00 (500%)

**Basic standard** – 2.00 (200%) or greater

Below 2.00 (200%) starts to indicate a higher risk

**Comment:**

Those local governments with a higher proportion of revenue from rates can also effectively operate at lower debt service ratios as they are more able to generate income (via rate increases) to cope with the debt burden.

Consequently, the effect of any borrowing increases in a particular year should be considered when formulating funding options for the budget in any given year.

The longer term effect on the ratios when repayments do kick in should not be ignored (as often is the case).

Quite often, borrowings are proposed in one year and repayments do not commence until the following year and it is only then, the true effect of the debt servicing costs become evident in budget deliberations.

It is important the knock on effect on debt ratios are considered as a part of borrowing deliberations.

These ratios also need to be weighed with the need for the local government to consider the future plans/growth including the rationalisation of Reserve funds.

Reference to the Long Term Financial Plan of the local government may assist in identifying these trends.



## 5.0 Operating Surplus

### 5.1 Operating Surplus Ratio

$$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$$

**Operating Revenue** – the revenue that is operating revenue for the purposes of Australian Accounting Standards, excluding –

- a) grants for the development or acquisition of assets; and
- b) contributions for the development or acquisition of assets

**Operating Expense** – the expense that is operating expense for the purposes of Australian Accounting Standards

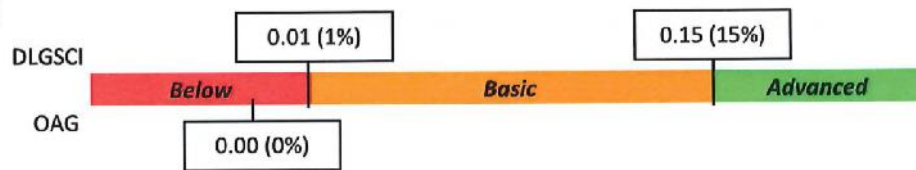
**Own source operating revenue** – revenue from rates and service charges, fees and user charges, reimbursements and recoveries, interest income and profit on disposal of assets

**Interpretation:**

Effectively highlights the scale/extent of any operating surplus or deficit in relation to the overall size of the local government.

Helps to measure if own source revenue raised is able to meet operational needs and have revenues available for capital or other purposes.

**Risk Indicators:**



**Advanced standard – greater than 0.15 (15%)**

The local government is providing a strong operating surplus which will give flexibility in the future in relation to operational service levels and asset base.

**Basic standard – between 0.01 (1%) and 0.15 (15%)**

When this ratio starts to drift into negative territory it indicates a deficit and higher risk.

**Comment:**

A sustained period of deficits will erode the local government’s ability to maintain both its operational service level and asset base.

**Potential Problems for Financial Reporting:**

- Own Source Operating Revenue includes reimbursements and recoveries which are not currently a separate nature or type. It is important the accounting system allows for this to be tracked/obtained. The Somewhere manual/model does provide for separate disclosure for ease of reference.





## 5.0 Operating Surplus (Continued)

### 5.2 Own Source Revenue Coverage Ratio

$$\frac{\text{own source operating revenue}}{\text{operating expense}}$$

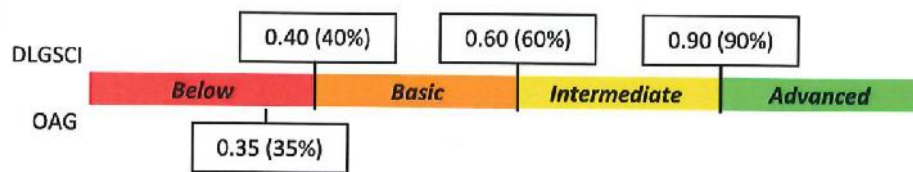
**Own source operating revenue** – revenue from rates and service charges, fees and user charges, reimbursements and recoveries, interest income and profit on disposal of assets

**Operating Expense** – the expense that is operating expense for the purposes of Australian Accounting Standards, including net interest expense and depreciation expense

**Interpretation:**

Measures the local government’s ability to cover operating expenses from own source revenue.

**Risk Indicators:**



**Advanced standard** – greater than 0.90 (90%)

**Intermediate standard** – between 0.60 (60%) and 0.90 (90%)

**Basic standard** – less than 0.60 (60%) but no lower than 0.40 (40%)

Below 0.40 (40%) indicates a higher risk.

**Comment:**

The higher the ratio, the more self-reliant the local government is it allows greater flexibility as less external funds are required for operational purposes.

Notwithstanding this, some rural and remote local governments have a limited rate base and revenue raising capability.

At the other extreme, major metropolitan and regional local governments have a significantly greater rate base and own source revenue.

The particular nature/circumstances of the local government need to be considered. Analysis also needs to recognise the varying revenue raising capabilities across the sector when determining the most applicable standard.

In the current funding environment, it is unrealistic to expect rural and remote local governments to operate at the intermediate and advanced standard.

Likewise, major metropolitan and regional local governments would be experiencing financial stress if they operated at the basic standard or even the bottom half of the intermediate standard.

**Potential Problems for Financial Reporting:**

- Own Source Operating Revenue includes reimbursements and recoveries which are not currently a separate nature or type. It is important the accounting system allows for this to be tracked/obtained.

The Somewhere manual/model does provide for separate disclosure for ease of reference.



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Short Guide to Financial Ratios  
May 2019

| 13





Government of **Western Australia**  
Department of **Local Government and Communities**

# Local Government Operational Guidelines

Number 18 – June 2013



## Financial Ratios



## 1. Introduction

This guideline is intended to provide a clear explanation of each ratio required to be included in the annual financial report under section 6.4(2) of the *Local Government Act 1995* and Regulation 50 of the *Local Government (Financial Management) Regulations 1996*.

An explanation of the purpose of each ratio is included to ensure staff and elected members are able to interpret what the ratio result means for the local government.

Definitions are included to fully describe what is meant by the terms used in the ratios.

## 2. Purpose

The guideline is designed to assist local government officers in preparing financial ratios, and provide elected members and officers with an understanding of each ratio.

Financial ratios are designed to provide users of annual financial reports with a clearer interpretation of the performance and financial results of a local government and a comparison of trends over a number of years.

On occasions, there have been inconsistencies in the calculation and interpretation of financial ratios. If information is to be meaningful, it should be prepared accurately and consistently. Ratios may be disclosed as a percentage or a factor of one.

These indicators provide a short term measure of the financial sustainability of local governments and complement the national criteria endorsed by the Local Government and Planning Ministers' Council. They provide for a comprehensive

tool for monitoring the financial sustainability of local governments.

## 3. Legislation

Financial ratios are included in the notes to the annual financial report. These ratios provide users with key indicators of the financial performance of a local government and include comparisons with two prior years.

Under regulation 50 of the *Local Government (Financial Management) Regulations 1996*, the annual financial report is to include, for the financial year covered by the annual financial report and the two preceding financial years, the following:

- a) current ratio;
- b) asset consumption ratio;
- c) asset renewal funding ratio;
- d) asset sustainability ratio;
- e) debt service cover ratio;
- f) operating surplus ratio; and
- g) own source revenue coverage ratio.

As several of the ratios are to be reported for the first time in the 2012/13 financial year, local governments are expected to make reasonable efforts to calculate the ratios for the two prior years. However comparatives for 2010/11 and 2011/12 are not required for the assets consumption ratio or asset renewal funding ratio.

This guideline analyses each of these ratios according to the information they provide. The ratios are classified under the following headings:

- (i) liquidity ratio;
- (ii) debt ratio;
- (iii) coverage ratio;
- (iv) financial performance ratio; and
- (v) asset management ratios.

## 4. Ratios

### 4.1 Liquidity Ratio

Liquidity refers to how quickly and cheaply an asset can be converted into cash. A local government's liquidity is measured by the 'Current Ratio'. This ratio provides information on the ability

of a local government to meet its short-term financial obligations out of unrestricted current assets. The calculation of this ratio is explained as follows:

Current Ratio	
Current Ratio =	$\frac{(\text{Current Assets MINUS Restricted Assets})}{(\text{Current Liabilities MINUS Liabilities Associated with Restricted Assets})}$
Purpose:	This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions.
Standards	The standard is not met if the ratio is lower than 1:1 (less than 100%) The standard is met if the ratio is greater than 1:1 (100% or greater) A ratio less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments. This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.
<b>Definitions:</b>	
'Current Assets'	Means the total current assets as shown in the balance sheet.
'Current Liabilities'	Means the total current liabilities as shown in the balance sheet.
'Restricted Asset'	Means an asset the use of which is restricted, wholly or partly, by a law made or a requirement imposed outside of the control of the local government, where the restriction is relevant to assessing the performance, financial position or financing and investment of the local government. This includes all section 6.11 cash reserves as these are restricted by the Act '... by a law made ...'; unspent specific grants and other restricted cash identified by the local government, as these are restricted by '... a requirement imposed outside of the control of the local government ...'
'Liabilities Associated with Restricted Assets'	Means the lesser value of a current liability or the cash component of restricted assets held to fund that liability. Commonly this is the cash reserve for long service leave, annual leave and other employee entitlements. Ideally the cash reserve amount should be the same as the provision amount but this is rarely the case. <ul style="list-style-type: none"> <li>• Only make a deduction if there is a cash reserve.</li> <li>• If the cash reserve is greater than the provision amount, only deduct the amount of the provision.</li> <li>• If the provision amount is greater than the cash reserve, only deduct the amount of the cash reserve.</li> <li>• If the cash reserve is for the purpose of long service leave (or other specific leave) then only adjust for that specific leave provision and not the total of all leave provisions.</li> </ul>



#### 4.2 Debt Ratio

A local government's ability to service debt is measured by the 'Debt Service Cover Ratio'. This is the measurement of a local government's ability to produce enough cash to cover its debt payments.

Debt Service Cover Ratio	
Debt Service Cover Ratio =	$\frac{\text{Annual Operating Surplus BEFORE Interest and Depreciation}}{\text{Principal and Interest}}$
Purpose:	This ratio is the measurement of a local government's ability to repay its debt including lease payments. The higher the ratio is, the easier it is for a local government to obtain a loan.
Standards	A <b>Basic</b> standard is achieved if the ratio is greater than or equal to two. An <b>Advanced</b> standard is achieved if the ratio is greater than five.
<b>Definitions:</b>	
'Annual Operating Surplus Before Interest and Depreciation'	Means operating revenue minus net operating expense.
'Operating Revenue'	Means the revenue that is operating revenue for the purposes of the AAS, excluding grants and contributions for the development or acquisition of assets.
'Net Operating Expense'	Means operating expense excluding interest and depreciation.
'Interest'	Means interest expense for moneys borrowed, credit obtained or financial accommodation arranged under section 6.20 of the Act.
'Depreciation'	Has the meaning given in the AAS.
'Principal and Interest'	Means all principal and interest for moneys borrowed, credit obtained or financial accommodation arranged under section 6.20 of the Act.

### 4.3 Coverage Ratio

A local government's ability to cover its costs through its own taxing and revenue efforts is measured by the 'Own Source Revenue Coverage Ratio'.

Own Source Revenue Coverage Ratio	
Own Source Revenue Coverage Ratio =	$\frac{\text{Own Source Operating Revenue}}{\text{Operating Expense}}$
Purpose:	This ratio is the measurement of a local government's ability to cover its costs through its own revenue efforts. Different standards have been established to recognise the varying revenue raising capacities across the sector, where some rural and remote local governments have limited rate bases and revenue raising capacity, whereas others such as major metropolitan and regional local governments have significant rate bases and other own source revenues.
Standards	A <b>Basic</b> standard is achieved if the ratio is between 40% and 60% (or 0.4 and 0.6). An <b>Intermediate</b> standard is achieved if the ratio is between 60% and 90% (or 0.6 and 0.9). An <b>Advanced</b> standard is achieved if the ratio is greater than 90% (or > 0.9).
<b>Definitions:</b>	
'Own Source Operating Revenue'	Means revenue from rates and service charges, fees and user charges, reimbursements and recoveries *, interest income and profit on disposal of assets.
'Operating Expense'	Means the expense that is operating expense for the purposes of the AAS.

\*Note: Typically local governments disclose, in their annual financial statements, a nature or type classification described as 'Reimbursements and Recoveries, Contributions and Donations' (or similar). In order to calculate the value of own source revenue, it is essential that reimbursements and recoveries are disclosed separately from contributions and donations. This can be by way of note.



**4.4 Financial Performance Ratio**

A key indicator of a local government’s financial performance is measured by the ‘Operating Surplus Ratio’. If a local government consistently achieves a positive operating surplus ratio and has soundly based long term financial plans showing that it can continue to do so in future, having regard to asset management and the community’s service level needs, then it is considered financially sustainable.

A positive ratio indicates the percentage of total own source revenue available to help fund proposed capital expenditure, transfer to cash reserves or to reduce debt.

A negative ratio indicates the percentage increase in total own source revenue (principally rates) that would have been required to achieve a break-even operating result.

Operating Surplus Ratio	
Operating Surplus Ratio =	$\frac{(\text{Operating Revenue MINUS Operating Expense})}{\text{Own Source Operating Revenue}}$
Purpose:	This ratio is a measure of a local government’s ability to cover its operational costs and have revenues available for capital funding or other purposes.
Standards:	<b>Basic</b> Standard between 1% and 15% (0.01 and 0.15) <b>Advanced</b> Standard > 15% (>0.15).
<b>Definitions:</b>	
‘Operating Revenue’	Means the revenue that is operating revenue for the purposes of the AAS, excluding grants and contributions for the development or acquisition of assets.
‘Operating Expense’	Means the expense that is operating expense for the purposes of the AAS.
‘Own Source Operating Revenue’	Means revenue from rates and service charges, fees and user charges, reimbursements and recoveries *, interest income and profit on disposal of assets.

\*Note: Typically local governments disclose in their annual financial statements, a nature or type classification described as ‘Reimbursements and Recoveries, Contributions and Donations’ (or similar). In order to calculate the value of own source revenue, it is essential that reimbursements and recoveries are disclosed separately from contributions and donations. This can be by way of note.

#### 4.5 Asset Consumption Ratio

This ratio seeks to highlight the aged condition of a local government’s stock of physical assets.

If a local government is responsibly maintaining and renewing / replacing its assets in accordance with a well prepared

asset management plan, then the fact that its Asset Consumption Ratio may be relatively low and/or declining should not be cause for concern – providing it is operating sustainably.

Asset Consumption Ratio	
Asset Consumption Ratio=	$\frac{\text{Depreciated Replacement Cost of Depreciable Assets}}{\text{Current Replacement Cost of Depreciable Assets}}$
Purpose:	This ratio measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost.
Standards:	Standard is met if the ratio can be measured and is 50% or greater (0.50 or >). Standard is improving if the ratio is between 60% and 75% (0.60 and 0.75).
<b>Definitions:</b>	
‘Depreciated Replacement Cost of Assets’	Has the meaning given in the AAS. AASB 136 paragraph Aus 6.2 defines depreciated replacement cost as ‘... the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.’
‘Current Replacement Cost’	In AASB 136 paragraph Aus 32.2 ‘The current replacement cost of an asset is its cost measured by reference to the lowest cost at which the gross future economic benefits of that asset could currently be obtained in the normal course of business.’ In addition, AASB 13 paragraph B8 provides ‘The cost approach reflects the amount that would be required currently to replace the service capacity of an asset (often referred to as current replacement cost).’ More detailed explanation is included in AASB 13 paragraph B9.
‘Current Replacement Cost of Depreciable Assets’	Means the cost of replacing assets at current prices.

Note that the values for depreciated replacement cost of depreciable assets and the current replacement cost of depreciable assets are not amounts disclosed in the annual financial statements and the calculations involved should be discussed with auditors.



#### 4.6 Asset Sustainability Ratio

This ratio is an approximation of the extent to which assets managed by a local government are being replaced as these reach the end of their useful lives. It is calculated by measuring capital expenditure on **renewal** or **replacement** of assets, relative to depreciation expense. Expenditure on new or additional assets is excluded.

Depreciation expense represents an estimate of the extent to which the assets have been consumed during that period. Measuring assets at fair value is critical to the calculation of a valid depreciation expense value.

Asset Sustainability Ratio	
Asset Sustainability Ratio =	$\frac{\text{Capital Renewal and Replacement Expenditure}}{\text{Depreciation}}$
Purpose:	This ratio indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.
Standards:	Standard is met if the ratio can be measured and is 90% (or 0.90) Standard is improving if this ratio is between 90% and 110% (or 0.90 and 1.10).
<b>Definitions:</b>	
'Capital Renewal and Replacement Expenditure'	Means expenditure to renew or replace existing assets. In other words, it is expenditure on an existing asset to return the service potential or the life of the asset up to that which it had originally. It is periodically required expenditure. As it reinstates existing service potential it may reduce operating and maintenance costs.
'Depreciation'	Has the meaning given in the AAS. Under AASB 116 paragraph 6, 'Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life.' In other words, depreciation represents the allocation of the value of an asset (its cost less its residual value) over its estimated useful life to the local government. Depreciation expense can be sourced from the audited annual financial report.
'Depreciable Amount'	Under AASB 116 paragraph 6, 'Depreciable amount is the cost of an asset, or other amount substituted for cost, less its residual value.'
'Residual Value'	Under AASB 116 paragraph 6, 'The residual value of an asset is the estimated amount that an entity would currently obtain from disposal of the asset, after deducting the estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.'
'Useful Life'	Under AASB 116 paragraph 6, 'Useful life is: (a) the period over which an asset is expected to be available for use by an entity; or (b) the number of production or similar units expected to be obtained from the asset by an entity.'

#### 4.7 Asset Renewal Funding Ratio

This ratio indicates whether the local government has the financial capacity to fund asset renewal as required, and can continue to provide existing levels of services in future, without additional operating income; or reductions in operating expenses.

The ratio is calculated from information included in the local government’s Long Term Financial Plan and Asset Management Plan; **not** the Annual Financial Report. For the ratio to be meaningful, a consistent discount rate should generally be applied in Net Present Value (NPV) calculations.

Asset Renewal Funding Ratio	
Asset Renewal Funding Ratio =	$\frac{\text{NPV of Planned Capital Renewals over 10 years}}{\text{NPV of Required Capital Expenditure over 10 years}}$
Purpose:	This ratio is a measure of the ability of a local government to fund its projected asset renewal / replacements in the future.
Standards:	Standard is met if the ratio is between 75% and 95% (or 0.75 and 0.95). Standard is improving if the ratio is between 95% and 105% (or 0.95 and 1.05), and the ASR falls within the range 90% to 110%, and ACR falls within the range 50% to 75%.
<b>Definitions:</b>	
‘NPV’	Means Net Present Value.
‘Planned Capital Renewals’	Means capital renewal and replacement expenditure as estimated in the long-term financial plan.
‘NPV of Planned Capital Renewals’ is therefore	The total of all capital expenditures on renewals and replacement included in the 10-year long term financial plan, expressed in current year values.
‘Required Capital Expenditure’	Means capital renewal and replacement expenditure as estimated in the asset management plan.
‘NPV of Required Capital Expenditure’ is therefore	The total of all required capital expenditures on renewals in the 10-year forecast period as indicated in the asset management plans or asset forecasts, expressed in current year values.



### 5. Ratio Calculations

Detailed calculations of each of the seven ratios are included in this section. The calculations are based on the extracts of financial information from annual financial statements or long-term and asset management plans included at section six (6) of this guideline.

Ratio Calculations are for the year 200Y				
<b>a) Current Ratio</b>	(Current Assets MINUS Restricted Assets)			
	(Current Liabilities MINUS Liabilities Associated with Restricted Assets)			
=	(1)	(2)	(3)	(4)
	(8,156,143 – 6,728,955)		1,427,188	<b>1.03:1</b>
	(2,033,690 – 644,160)		1,389,530	<b>(or 103%)</b>
[Numbers taken from statement of financial position and cash and cash equivalents note]				

<b>b) Debt Service Cover Ratio</b>	Annual Operating Surplus BEFORE Interest and Depreciation			
	Principal and Interest			
=	(5)	(6)	(7)	(8)
	(20,707,319+44,048) – (21,365,583+50,000		6,241,123	<b>37.4</b>
	+98,325) – (6,907,407+96,257))		166,854	
	(70,597 + 96,257)			
[Numbers taken from statement of comprehensive income by nature or type and rate setting statement]				

<b>c) Own Source Revenue Coverage Ratio</b>	Own Source Operating Revenue			
	Operating Expense			
=	(13)	(14)	(15)	(16)
	(8,165,843+4,999,717+498,964+55,200+44,048)		13,763,772	<b>0.64</b>
	(21,365,583+98,325+50,000)		21,513,908	<b>(or 64%)</b>
[Numbers drawn from statement of comprehensive income by nature or type]				

Ratio Calculations are for the year 200Y			
<b>d) Operating Surplus Ratio</b>	$\frac{\text{(Operating Revenue MINUS Operating Expense)}}{\text{Own Source Operating Revenue}}$		
=	$\frac{\text{[(20,707,319+44,048) - (21,513,908)]}}{13,763,772}$	=	$\frac{-762,541}{13,763,772} = \mathbf{-5.5\%}$ <b>(or -0.055)</b>
	[5] [6] [17] [18]		
[Numbers drawn from statement of comprehensive income by nature or type and Own Source Operating Revenue same as in c) above]			

<b>e) Asset Consumption Ratio</b>	$\frac{\text{Depreciated Replacement Cost of Depreciable Assets}}{\text{Current Replacement Cost of Depreciable Assets}}$		
=	$\frac{(18,847,904+183,226,214)}{(29,284,194+283,543,863)}$	=	$\frac{202,074,118}{312,828,057} = \mathbf{64.6\%}$ <b>(or 0.646)</b>
	[19] [20] [21] [22]		
[Numbers drawn from notes 7a. and 8a.]			

<b>f) Asset Sustainability Ratio</b>	$\frac{\text{Capital Renewal and Replacement Expenditure}}{\text{Depreciation Expense}}$		
=	$\frac{660,185* + 2,031,457 + 46,798 + 2,976,240}{6,907,407}$	=	$\frac{5,714,680}{6,907,407} = \mathbf{82.7\%}$ <b>(or 0.827)</b>
	[23] [24] [25] [26] [10]		
*Note: while described as land and building in the rate setting statement, for the purpose of this example the expenditure is assumed to all relate to buildings. [Numbers drawn from rate setting statement]			

<b>g) Asset Renewal Funding Ratio</b>	$\frac{\text{NPV of Planned Capital Renewals over 10 years}}{\text{NPV of Required Capital Expenditure over 10 years}}$		
NPV Planned from LTF Plan	=	$\frac{67,398}{73,099}$	= <b>92.2%</b> <b>(or 0.922)</b>
NRV Required from AM Plan		[27] [28]	
[Numbers drawn from Long Term Financial Plan (planned renewals) and Asset Management Plan (required renewals)]			



## 6. Extracts of Financial Information from which ratios are calculated

### 6.1 Annual Financial Statements Extracts

Statement Of Financial Position For The Year Ended 30 June 201Y			
	NOTE	Current Actual \$	Prior Actual \$
<b>Current Assets</b>			
Cash and Cash Equivalents	3	6,781,850	6,005,704
Investments	4	190,000	0
Trade and Other Receivables		527,980	594,914
Inventories		656,313	590,852
<b>Total Current Assets</b>		<b>8,156,143</b> (1)	<b>7,191,470</b>
<b>Non-Current Assets</b>			
Receivables		475,355	461,669
Inventories		2,878,873	2,000,000
Property, Plant and Equipment		31,578,071	31,445,812
Infrastructure		183,226,214 (20)	181,334,195
<b>Total Non-Current Assets</b>		<b>218,158,483</b>	<b>215,241,676</b>
<b>Total Assets</b>		<b>226,314,626</b>	<b>222,433,146</b>
<b>Current Liabilities</b>			
Trade and Other Payables		1,126,295	893,304
Long Term Borrowings		83,612	64,886
Provisions	11	823,783	924,356
<b>Total Current Liabilities</b>		<b>2,033,690</b> (3)	<b>1,882,546</b>
<b>Non-Current Liabilities</b>			
Long Term Borrowings		2,358,215	419,894
Provisions	11	459,277	648,258
<b>Total Non-Current Liabilities</b>		<b>2,817,492</b>	<b>1,068,152</b>
<b>Total Liabilities</b>		<b>4,851,182</b>	<b>2,950,698</b>
<b>Net Assets</b>		<b>221,463,444</b>	<b>219,482,448</b>
<b>Equity</b>			
Retained Surplus		113,817,172	112,717,798
Reserves - Cash/Investment Backed	12	5,162,318	3,530,196
Reserves - Asset Revaluation		102,483,954	103,234,454
<b>Total Equity</b>		<b>221,463,444</b>	<b>219,482,448</b>



<b>Statement Of Comprehensive Income By Nature Or Type For The Period Ended 30 June 201Y</b>				
	NOTE	201Y Actual \$	201Y Budget \$	201X Actual \$
<b>Revenue</b>				
Rates	24	8,165,843 (13)	8,074,469	7,633,920
Operating Grants, Subsidies and Contributions	30	6,987,595	5,548,348	5,609,425
Fees and Charges	29	4,999,717 (14)	4,253,486	4,165,652
Service Charges	26	0	0	0
Interest Earnings	2(a)	498,964 (15)	385,100	413,708
Other Revenue		55,200 (16)	27,304	30,435
		<b>20,707,319 (5)</b>	<b>18,288,707</b>	<b>17,853,140</b>
<b>Expenses</b>				
Employee Costs		(8,896,802)	(8,772,958)	(7,826,475)
Materials and Contracts		(4,120,422)	(3,926,230)	(3,064,784)
Utilities		(443,972)	(435,600)	(404,245)
Depreciation	2(a)	(6,907,407) (10)	(7,100,000)	(7,435,789)
Interest Expenses	2(a)	(96,257) (11)	(399,441)	(37,753)
Insurance		(336,390)	(333,163)	(326,578)
Other Expenditure		(564,333)	(828,951)	(512,377)
		<b>(21,365,583) (7)</b>	<b>(21,796,343)</b>	<b>(19,608,001)</b>
		(658,264)	(3,507,636)	(1,754,861)
Non-Operating Grants, Subsidies and Contributions	30	3,494,037	5,856,328	4,933,510
Fair Value Adjustments to financial assets at fair value through profit and loss	2(a)	(50,000) (8)	0	0
Profit on Asset Disposals	21	44,048 (6)	2,333,736	96,518
Loss on Asset Disposal	21	(98,325) (9)	(49,155)	(43,985)
		<b>3,389,760</b>	<b>8,140,909</b>	<b>4,986,043</b>
<b>Net Result</b>		<b>2,731,496</b>	<b>4,633,273</b>	<b>3,231,182</b>
<b>Other Comprehensive Income</b>				
Changes on revaluation of non-current assets	13	(750,500)	0	0
<b>Total Other Comprehensive Income</b>		<b>(750,500)</b>	<b>0</b>	<b>0</b>
<b>Total Comprehensive Income</b>		<b>1,980,996</b>	<b>4,633,273</b>	<b>3,231,182</b>

<b>Rate Setting Statement For The Period Ended 30 June 201Y</b>				
	<b>NOTE</b>	<b>201Y Actual</b>	<b>201Y Budget</b>	<b>201X Actual</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Revenue</b>				
Governance		108,566	93,221	81,376
General Purpose Funding (Excl Rates)		4,104,679	3,970,416	3,855,332
Law, Order, Public Safety		686,829	556,802	864,126
Health		262,378	176,240	175,879
Education and Welfare		1,660,935	1,416,806	1,291,279
Housing		520	600	460
Community Amenities		1,688,168	1,803,650	1,324,894
Recreation and Culture		1,328,903	2,171,562	1,403,700
Transport		4,783,531	3,960,367	5,365,366
Economic Services		503,702	387,060	385,897
Other Property and Services		1,000,611	3,916,478	499,839
		<b>16,128,822</b>	<b>18,453,202</b>	<b>15,248,148</b>
<b>Expenses</b>				
Governance		(826,169)	(908,185)	(763,010)
General Purpose Funding		(171,816)	(158,077)	(154,898)
Law, Order, Public Safety		(1,137,630)	(1,349,794)	(928,250)
Health		(356,604)	(331,717)	(296,011)
Education and Welfare		(1,743,528)	(1,682,025)	(1,495,536)
Housing		(1,657)	(1,500)	(1,432)
Community Amenities		(2,859,238)	(3,057,906)	(2,755,017)
Recreation and Culture		(4,259,938)	(4,243,523)	(3,800,603)
Transport		(8,641,626)	(8,380,666)	(8,156,823)
Economic Services		(616,182)	(598,183)	(469,186)
Other Property and Services		(899,520)	(1,133,922)	(831,220)
		<b>(21,513,908)</b>	<b>(21,845,498)</b>	<b>(19,651,986)</b>
<b>Net Result Excluding Rates</b>		<b>(5,385,086)</b>	<b>(3,392,296)</b>	<b>(4,403,838)</b>
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
(Profit)/Loss on Asset Disposals	21	54,277	(2,284,581)	(52,533)
Movements in Assets/Liabilities		2,077	0	104,502
Depreciation on Assets	2(a)	6,907,407	7,100,000	7,435,789
<b>Net Non-Cash Expenditure/Revenue</b>		<b>6,963,761</b>	<b>4,815,419</b>	<b>7,487,758</b>



Rate Setting Statement For The Period Ended 30 June 201Y				
	NOTE	201Y Actual \$	201Y Budget \$	201X Actual \$
<b>Capital Expenditure/Revenue</b>				
Purchase of Land Held for Resale		(2,056,759)	(4,076,189)	(702,227)
Purchase Land and Buildings	20	(660,185)	(1,787,479)	(957,226)
Purchase Plant and Equipment	20	(2,031,457)	(2,686,903)	(2,165,913)
Purchase Furniture and Equipment	20	(46,798)	0	0
Infrastructure Assets	20	(2,976,240)	(3,704,824)	(6,319,171)
Infrastructure Assets – New		(3,710,100)	(7,500,000)	0
Repayment of Debentures	23(a)	(70,597)	(70,597)	(68,526)
Proceeds from Disposal of Assets	21	759,429	5,904,712	655,232
Proceeds from New Debentures	23	2,027,644	2,188,452	350,000
SS Loan Principal Income	23	24,393	24,393	48,098
Transfers to Reserves	12	(3,376,061)	(1,478,584)	(2,952,482)
Transfers from Reserves	12	1,743,939	2,447,854	1,883,320
ADD Surplus/(Deficit) July 1 B/F	24(b)	1,841,049	1,290,473	1,351,004
LESS Surplus/(Deficit) June 30 C/F	24(b)	1,163,514	0	1,841,049
<b>Amount Required to be Raised from Rates</b>	<b>24(a)</b>	<b>(8,116,582)</b>	<b>(8,025,569)</b>	<b>(7,635,020)</b>

3 Cash And Cash Equivalents				
	NOTE	201Y \$	201X \$	
Cash - Unrestricted Muni		52,895	850,416	
Cash - Restricted		6,728,955	(2) 5,155,288	
	14(a)	6,781,850	6,005,704	
<b>The following restrictions have been imposed by regulations or other externally imposed requirements:</b>				
Land Purchase and Development Reserve	12	941,906	434,375	
Plant Reserve	12	1,175,544	806,956	
Building Reserve	12	1,777,669	1,224,785	
Sanitation Services Reserve	12	623,039	406,750	
Employee Entitlements	12	644,160	(4) 657,330	
<b>Total Reserves</b>		<b>5,162,318</b>	<b>3,530,196</b>	
Unspent Grants	2(d)	1,566,637	1,625,092	
<b>Total Unspent Grants and Loans</b>		<b>1,566,637</b>	<b>1,625,092</b>	
<b>Total Restricted Cash</b>		<b>6,728,955</b>	<b>5,155,288</b>	

7a Property, Plant and Equipment (PP&E)		
	201Y \$	201X \$
Land – Fair Value	12,730,167	12,457,362
Less Accumulated Depreciation	0	0
	12,730,167	12,457,362
Buildings – Fair Value	15,081,793	14,694,413
Less Accumulated Depreciation	(3,746,056)	(3,379,285)
	11,335,737	11,315,128
Furniture and Equipment – Fair Value	895,174	1,426,495
Less Accumulated Depreciation	(638,235)	(1,115,109)
	256,939	311,386
Plant and Equipment – Fair Value	2,865,445	2,814,165
Less Accumulated Depreciation	(2,123,703)	(1,950,728)
	741,742	863,437
Plant and Equipment Under Lease	2,270,110	2,037,911
Less Accumulated Depreciation	(595,703)	(401,210)
	1,674,407	1,636,701
Road Construction Plant – Fair Value	8,171,672	7,920,130
Less Accumulated Amortisation	(3,332,593)	(3,058,332)
	4,839,079	4,861,798
<b>Depreciated Cost of PP&amp;E at Fair Value</b>	<b>31,578,071</b>	<b>31,445,812</b>
<b>Current Replacement Cost of</b> Depreciated PP&E at Fair Value	29,284,194 (21)	28,893,114
<b>Less</b> Accumulated Depreciation	(10,436,290)	(9,904,664)
<b>Depreciated Replacement Cost of</b> Depreciated PP&E at Fair Value	18,847,904 (19)	18,988,450
<b>Land</b> (Non-Depreciable)	12,730,167	12,457,362
<b>Depreciated Cost of PP&amp;E at Fair Value</b>	<b>31,578,071</b>	<b>31,445,812</b>



8a	Infrastructure	
	201Y \$	201X \$
Roads – Fair Value	260,058,298	253,772,740
Less Accumulated Depreciation	(88,538,837)	(83,677,423)
	171,519,461	170,095,317
Drainage – Fair Value	2,832,873	2,711,180
Less Accumulated Depreciation	(1,044,492)	(976,459)
	1,788,381	1,734,721
Bridges – Fair Value	861,642	811,414
Less Accumulated Depreciation	(285,302)	(244,299)
	576,340	567,115
Footpaths and Cycleways – Fair Value	4,701,608	4,305,552
Less Accumulated Depreciation	(1,352,095)	(1,207,616)
	3,349,513	3,097,936
Parks and Gardens – Fair Value	6,518,991	6,258,991
Less Accumulated Depreciation	(5,009,798)	(4,696,849)
	1,509,193	1,562,142
Airports – Fair Value	2,398,359	2,178,649
Less Accumulated Depreciation	(483,853)	(422,827)
	1,914,506	1,755,822
Sewerage – Fair Value	4,576,113	4,506,113
Less Accumulated Depreciation	(3,388,338)	(3,275,685)
	1,187,775	1,230,428
Other – Fair Value	1,595,979	1,461,034
Less Accumulated Depreciation	(214,934)	(170,320)
	1,381,045	1,290,714
	<b>183,226,214</b>	<b>181,334,195</b>
<b>Current Replacement Cost</b> of Infrastructure at Fair Value	<b>283,543,863</b> (22)	<b>276,005,673</b>
<b>Less</b> Accumulated Depreciation	<b>(100,317,649)</b>	<b>(94,671,478)</b>
<b>Depreciated Replacement</b> Cost of Infrastructure	<b>183,226,214</b> (20)	<b>181,334,195</b>

<b>11 Provisions</b>		
	<b>201Y</b>	<b>201X</b>
	<b>\$</b>	<b>\$</b>
<b>Current</b>		
Provision for Annual Leave	668,540	756,421
Provision for Long Service Leave	155,243	167,935
	<b>823,783</b>	<b>924,356</b>
<b>Non-Current</b>		
Provision for Long Service Leave	459,277	648,258
	<b>459,277</b>	<b>648,258</b>

<b>12f Reserves – Cash/Investment Backed</b>		
	<b>201Y</b>	<b>201X</b>
	<b>\$</b>	<b>\$</b>
<b>Employee Entitlements</b>		
Purpose: To be used to fund Annual and Long Service Leave		
Opening Balance	657,330	427,366
Amount Set Aside / Transfer to Reserve	171,082	260,529
Amount Used / Transfer from Reserve	(184,252)	(30,565)
	<b>644,160</b>	<b>657,330</b>

**6.2 Long-term Financial Plan and Asset Management Plan Extracts**

<b>Renewals / Upgrades</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>Year 6</b>	<b>Year 7</b>	<b>Year 8</b>	<b>Year 9</b>	<b>Year 10</b>
	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s	\$000s
<b>Long Term Financial Plan</b>										
Buildings	570	600	700	750	800	850	1,500	1,500	1,500	1,500
Motor Vehicles	182	200	215	220	250	235	260	270	270	280
Plant and Equipment	885	385	290	930	790	390	1,045	790	545	1,050
Infrastructure Roads	7,184	6,359	6,728	7,100	4,744	5,084	5,426	5,772	6,119	6,221
Infrastructure Other	1,235	250	350	400	750	750	800	800	850	850
<b>Total Planned Renewals</b>	<b>10,056</b>	<b>7,794</b>	<b>8,283</b>	<b>9,400</b>	<b>7,334</b>	<b>7,309</b>	<b>9,031</b>	<b>9,132</b>	<b>9,284</b>	<b>9,901</b>
<b>Asset Management Plan</b>										
Buildings	600	650	750	800	850	875	1,700	1,700	1,800	1,800
Motor Vehicles	182	200	215	220	250	235	260	270	270	280
Plant and Equipment	885	385	290	930	790	390	1,045	790	545	1,050
Infrastructure Roads	7,500	7,700	7,900	8,000	5,200	5,400	5,700	6,000	6,400	6,500
Infrastructure Other	1,250	250	380	420	800	800	850	850	900	900
<b>Total Required Renewals</b>	<b>10,417</b>	<b>9,185</b>	<b>9,535</b>	<b>10,370</b>	<b>7,890</b>	<b>7,700</b>	<b>9,555</b>	<b>9,610</b>	<b>9,915</b>	<b>10,530</b>

Discount Rate = 0.05  
 NPV Planned Renewals 67,398 (27)  
 NPV Required Renewals 73,099 (28)  
 Ratio = 67,398/73,099 92.2%



These guidelines are also available on the Department's website at [www.dlgc.wa.gov.au](http://www.dlgc.wa.gov.au)



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## REPORTS

### 11 EXECUTIVE SERVICES

#### 11.1 APPROVAL FOR REMOTE ATTENDANCE

**File Number:** 4150

**Author:** Danielle Hurstfield, Manager Administration and Governance

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Executive

#### SUMMARY

Council is required to approve a Councillors attendance via telephone or other means of instantaneous communications if a Councillor is not physically present at a meeting.

#### DISCLOSURE OF ANY INTEREST

Nil

#### BACKGROUND

In accordance with regulation 14A of the *Local Government (Administration) Regulations 1996*, Council must approve, by absolute majority, the attendance of a person

To approve Cr Peter McCumstie's attendance at the Ordinary Council Meeting held 26 September 2019 via telephone communication.

#### LEGISLATIVE IMPLICATIONS

##### 14A. Attendance by telephone etc. (Act s. 5.25(1)(ba))

- (1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —
  - (a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and
  - (b) the person is in a suitable place; and
  - (c) the council has approved\* of the arrangement.
- (2) A council cannot give approval under subregulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a person with a disability) who was not physically present was taken to be present in accordance with this regulation.
- (3) A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.
- (4) In this regulation —

**disability** has the meaning given in the *Disability Services Act 1993* section 3;

**suitable place** —

  - (a) in relation to a person with a disability — means a place that the council has approved\* as a suitable place for the purpose of this paragraph; and

- (b) in relation to any other person — means a place that the council has approved\* as a suitable place for the purpose of this paragraph and that is located —
  - (i) in a townsite or other residential area; and
  - (ii) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;

**townsite** has the same meaning given to that term in the *Land Administration Act 1997* section 3(1).

\* Absolute majority required.

[Regulation 14A inserted: Gazette 31 Mar 2005 p. 1031; amended: Gazette 4 Mar 2016 p. 649-50.]

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation	4.1 Effective governance and leadership	4.1.4 Ensure governance policies and procedures are in accordance with legislative requirements.

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Legal &amp; Compliance:</b> Compliance	Unlikely	Minor	Low	Council approve attendance via telephone or instantaneous communications.

**CONSULTATION**

Internal consultation has been undertaken with relevant areas.

**COMMENT**

Councillors have advised that prior commitments may result in a quorum for the September 2019 Ordinary Council Meeting not being achieved. On this basis this item approval for Cr Peter McCumstie’s attendance via telephone or instantaneous communications prior to the meeting being opened.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS****Nil****RECOMMENDATION****That Council, BY AN ABSOLUTE MAJORITY:**

- 1. APPROVES Cr Peter McCumstie's and Cr \_\_\_\_\_ attendance at the Council Meeting to be held 26 September 2019 via telephone or instantaneous communications in accordance with regulation 14A(1) of the *Local Government (administration) Regulations 1996*;**
- 2. APPROVES Perth, Western Australia, and \_\_\_\_\_, Western Australia as a suitable place for Councillor attendance in accordance with regulation 14A(4) of the *Local Government (Administration) Regulations 1996*.**

**11.2 INSTALLATION OF SIGNAGE TO HOSPITAL CARPARK AND VERGE****File Number: 8150****Author: Wayne Neate, Director Technical and Development Services****Responsible Officer: Amanda O'Halloran, Chief Executive Officer****Authority/Discretion: Administrative****SUMMARY**

This item is being referred to Council to approve the installation of signage at the Derby Hospital (DH) Carpark on Clarendon Street, Derby and request that the costs of purchasing the signage be passed onto the Western Australian Country Health Service (WACHS) being DH. It is also to approve the installation of bollards around the heritage trail sign outside the Mary Island Fishing Club on Elder St, Derby and approve the installation of bollards adjacent to the footpath on the corner of Neville and Rowan Streets, Derby.

**DISCLOSURE OF ANY INTEREST**

Nil

**BACKGROUND**

With the expansion of the hospital several years ago staffing numbers increased at the hospital due to the upgrades and expansion. During this time an upgrade of the Neville and Clarendon Street intersection occurred and as a part of that work a new car park was constructed to create further parking and to formalise what was already happening on the verge. This went some way to alleviate to issues of the parking congestion on Clarendon Street however over time the amount of vehicles parking on the verge has increased.

Some of those vehicles are staff of the hospital with the other portion being visitors attending the Hospital. This parking has been raised as a concern over a number of years by the Shire's Road wise committee as there are many safety concern this practice raises and also by the Hospital Administration.

The practice of parking on the verge does obstruct the view of people exiting and entering the carparks off Clarendon Street. Over time many vehicles including numerous state government vehicles have been damaged by not using the designated parking bays with cars being reversed into and damaged by other vehicles.

At this point in time the Shire does not have any capacity to enforce any parking on verges unless it is a large vehicle over 4.5 gross mass tonnes and over 7m in length, the enforcement provisions for this are under the "*Activities Thoroughfares and Trading in Thoroughfares and Public Places Local Law*". For a standard passenger vehicle there are currently no enforcement provisions if signage is ignored.

The heritage signs were installed as part of the trails project a few years ago, of which one of those signs was outside the Mary Island Fishing Club fishing premises. When the Fishing club holds large events the parking for the venue spills onto the verge of the fishing club where one of these signs are located. The sign currently has been damaged by a vehicle.

Following recent upgrades to the intersection of Neville and Rowan Streets which was funded by Blackspot funding it has become apparent that significant numbers of vehicles are using the verge

area to get to the shops rather than the road. This has an impact on the pedestrian use and the footpath as an asset which will become damaged overtime due to the vehicle load that is now using the verge rather than the road.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Signage at the hospital will cost an estimated value of \$110/sign which includes the sign, post and concrete plus two days labour by two employees plus plant. Installation of the signs could vary if services or varied soil conditions are encountered. The painted no parking signs will cost approximately \$8 in paint/sign with the stencil costing an additional \$300 but will remain the property of the Shire and will take two staff one day to install plus plant.

Bollards on Elders Street will cost a value of \$150/bollard which includes the bollard and concrete plus one days labour by two employees plus plant. Installation of the bollards could vary if services or varied soil conditions are encountered.

Bollards on Rowan and Neville Street will cost a value of \$150/bollard which includes the bollard and concrete plus one days labour by two employees plus plant. This installation cost will vary as quotes are being obtained for non-invasive pot holing due to services being located in the area.

The costs for labour are already borne by Council and will be a reallocation of expenditure.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
2.0 A Balance between the natural and built environment	2.2 Attractive streetscapes, open spaces, parks and gardens	2.2.1 Manage and maintain the Shire’s parks, gardens and open space at appropriate standards

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Reputation:</b> Placing signage that cannot be enforced may be seen as waste of time and money and ignored	Likely	Minor	Medium	Would be best not to install signs if there are no enforcement powers

**CONSULTATION**

Officers have been in attendance at Road wise committee meetings where the matter has been raised as a concern and discussed. Councillors have attended meetings with Western Australian Country Health staff who have also outlined their concerns and are trying to enforce a no parking option upon their staff.



**COMMENT**

Although the installation of the signage around the hospital carparks on Clarendon Street may reduce the illegal parking for a time and resolve some sight issues, over the long term if there is minimal or no enforcement the result will not change. It is felt that the ownership of the issue needs to sit with WACHS and DH, it is therefore felt that the purchase of the materials for the signs should be passed onto WACHS and DH.

The installation of bollards should protect the heritage trail marker sign and footpath from further damage or being completely destroyed and are a simple low cost and effective method to protect the sign and footpath from further damage.

Note none of these items are included in the current budget.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**That Council;**

- 1. Approve of the installation of the "No Parking" signage at Derby Hospital, with the costs of the signs being recouped from the Western Australian Country Health Service being Derby Hospital and the cost of installation the responsibility of the Shire of Derby/West Kimberley.**
- 2. Approve of the installation of bollards to the heritage sign outside of the Mary Island fishing Club and Elder Street.**
- 3. Approve of the installation of bollards to protect the footpath outside of Sampey Meats to the corner of Neville and Rowan Street.**

**11.3 MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE AND KIMBERLEY REGIONAL GROUP HELD 6 AUGUST 2019**

**File Number:** 4221  
**Author:** Amanda O'Halloran, Chief Executive Officer  
**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer  
**Authority/Discretion:** Advocacy

**SUMMARY**

This report presents for Council endorsement the Minutes from the Joint Meeting of the Kimberley Zone of the Western Australian Local Government Association (WALGA) and the Kimberley Regional Group held on 6 August 2019.

**DISCLOSURE OF ANY INTEREST**

Nil.

**BACKGROUND**

A copy of the minutes from the joint meeting held 6 August 2019 between members of the Kimberley Zone of WALGA (Zone) and Kimberley Regional Group (KRG) is attached for Council consideration.

As a result of a past decision of the group, both the Kimberley Zone and KRG meetings are joined.

It should be remembered that the Kimberley Zone of WALGA is a group established to represent regional issues to the State Council of WALGA. This group includes the four Kimberley Shires in addition to the Shires of Christmas Island and Cocos Keeling Islands.

The KRG is a group defined through a deed of agreement between the four Kimberley local governments with the Minister for Local Government.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
4. Good governance and effective organisation	4.1 Effective governance and leadership 4.2 Effective engagement with community and stakeholders	4.1.1 Provide leadership in balancing the needs of the community, government industry and the environment 4.2.2 Work cooperatively with other

		Kimberley Shires and support the regional governance group
--	--	--

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Community:</b> That the Shire’s interests and contribution to the zone are represented and reflect the views of the community	Unlikely	Minor	Low	Minutes received and endorsed by Council to allow for transparency and assist zone attendees with clear direction

**CONSULTATION**

Nil.

**COMMENT**

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed by the Group. Additional recommendations have been made where necessary for Council’s consideration.

**8.1 WALGA ANNUAL GENERAL MEETING 2019**

This report provided members with the Western Australian Local Government Association (WALGA) Annual General Meeting (AGM) Agenda.

The item was carried.

**9.1 BUSINESS PLAN STATUS UPDATE**

This report provided an update of the Strategic Community Plan and Regional Business Plan 2019-2022 for the period May 1 2019 to 30 June 30 2019.

The item was carried.

**9.2 EXECUTIVE REPORT**

This report provided an overview of the activity undertaken by the consultant to support the activities of the Zone for the period 1 May 2019 to 30 June 2019.

The item was carried.

**9.3 ANNUAL PERFORMANCE REPORT**

The Annual Performance Report is a requirement of the Kimberley Regional Group (KRG) Memorandum of Understanding (MOU).

The item was carried.

**9.4 KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT JUNE 2019**

This report presents the Kimberley Regional Group Financial Activity Report for the period ended 30 June 2019. The report recommends that the Kimberley Regional Group (KRG) adopt the Financial Activity Report.

This item was carried.

**9.5 ALCOGOL MANAGEMENT REPORT JULY 2019**

This report provided an update on member Shire activities in relation to Alcohol Management.

The item was carried.

**9.6 WASTE TAG MEETING MINUTES**

This report provided the minutes of the Kimberley Regional Group (KRG) Waste Technical Advisory Group (TAG) meeting held on 7 March 2019.

The item was carried.

**9.7 CANBERRA DELEGATION**

This item proposed that a Kimberley Regional Group (KRG) delegation to Canberra be organised from 25 to 28 November 2019 to promote the opportunities and needs of the Kimberley region, including hosting a function for relevant Ministers.

The item was carried.

**9.8 PASTORAL ANIMA HAZARDS ADVISORY GROUP UPDATE**

This report provided an update to members on the Pastoral Animal Hazard Advisory Group (PAHAG) Update.

The item was carried.

**9.9 DISASTER RELIEF FUNDING ARRANGEMENTS**

This item sought approval for the distribution of a letter to the Minister for Emergency Services relating to issues experienced by member Council's when accessing Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) following emergency events.

The item was carried.

**9.10 JOINT PILBARA KIMBERLEY FORUM - OUTCOMES**

This item provided members with an update of the outcomes of the Kimberley Pilbara Regional Forum.

The item was carried.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. Minutes KRG August 2019 [↓](#) 

**RECOMMENDATION**

That Council

1. **Receives and endorses the resolutions of the Kimberley Zone of WALGA and Kimberley Regional Group as attached in the minutes from the Joint Meeting held 6 August 2019;**
2. **Notes and endorses:**
  - (a) **Business Plan Status Report**
  - (b) **Executive Support Report 1 May 2019 to 30 June 2019**
  - (c) **Annual Performance Report 2019**
  - (d) **Financial Activity Report for the period ended 30 June 2019**
  - (e) **Alcohol Management Report July 2019**
  - (f) **Disaster Relief Funding Arrangements**
  - (g) **Outcomes from the Joint Pilbara Kimberley Forum**



**KIMBERLEY REGIONAL GROUP  
Meeting**

**UNCONFIRMED  
MINUTES**

**1:00PM, 6 AUGUST 2019**

**Mercure Hotel  
10 Irwin Street Perth**



**KIMBERLEY REGIONAL GROUP**

**TUESDAY 6 AUGUST 2019**

**INDEX – MINUTES**

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	4
2.	RECORD OF ATTENDANCE / APOLOGIES.....	4
3.	DECLARATION OF INTERESTS.....	5
4.	CONFIRMATION OF MINUTES.....	5
5.	BUSINESS ARISING FROM PREVIOUS MEETING .....	5
6.	PRESENTATIONS FROM REPRESENTATIVES.....	5
7.	REPORTS FROM REPRESENTATIVES.....	6
8.	REPORTS FROM KIMBERLEY COUNTRY ZONE .....	7
	8.1 WALGA ANNUAL GENERAL MEETING 2019.....	7
9.	REPORTS FROM KIMBERLEY REGIONAL GROUP .....	12
	9.1 BUSINESS PLAN STATUS UPDATE.....	12
	9.2 EXECUTIVE REPORT .....	16
	9.3 ANNUAL PERFORMANCE REPORT .....	19
	9.4 KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT JUNE 2019.....	21
	9.5 ALCOHOL MANAGEMENT REPORT JULY 2019 .....	25
	9.6 WASTE TAG MEETING MINUTES.....	28
	9.7 CANBERRA DELEGATION.....	30
	9.8 PASTORAL ANIMAL HAZARDS ADVISORY GROUP UPDATE .....	32
	9.9 DISASTER RELIEF FUNDING ARRANGEMENTS .....	35
	9.10 JOINT PILBARA KIMBERLEY FORUM - OUTCOMES .....	38
10.	CORRESPONDENCE.....	42
	10.1 LETTER FROM THE PREMIER - RESPONSE TO CORRESPONDENCE FOR THE UPGRADE OF TANAMI ROAD.....	42
	10.2 DIRECTOR GENERAL DEPARTMENT OF COMMUNITIES - INVITATION TO KRG AUGUST MEETING.....	42
	10.3 MINISTER FOR EDUCATION AND TRAINING - INVITATION TO KRG AUGUST MEETING .....	42
	10.4 MINISTER FOR TOURISM; RACING AND GAMING - INVITATION TO KRG AUGUST MEETING .....	42

Chairperson.....Date.....

10.5 MINISTER FOR TRANSPORT; PLANNING - INVITATION TO KRG AUGUST MEETING ..... 42

10.6 TREASURER - INVITATION TO KRG AUGUST MEETING ..... 42

11. GENERAL BUSINESS ..... 43

12. MATTERS BEHIND CLOSED DOORS ..... 43

13. MEETING CLOSURE..... 43

Chairperson ..... Date.....

**MINUTES OF THE KIMBERLEY REGIONAL GROUP OF THE SHIRE OF BROOME,  
HELD IN THE MERCURE HOTEL, 10 IRWIN STREET PERTH, ON TUESDAY 6 AUGUST  
2019, COMMENCING AT 1:00PM.**

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

The Chairman welcomed Members and Officers and declared the meeting open at 1:10pm.

**2. RECORD OF ATTENDANCE / APOLOGIES**

**ATTENDANCE:**

Sam Mastrolembo	Shire of Broome
Cr Chris Mitchell	Shire of Broome
Cr Harold Tracey	Shire of Broome
James Watt	Shire of Broome
Amanda O’Halloran	Shire of Derby West Kimberley
Cr Geoff Haerewa	Shire of Derby West Kimberley
Cr Chris Kloss	Shire of Derby West Kimberley
Cr Paul White	Shire of Derby/West Kimberley
Cr Peter McCumstie	Shire of Derby/West Kimberley
Carl Askew	Shire of Wyndham East Kimberley
Cr David Menzel	Shire of Wyndham East Kimberley
Cr Tony Chafer	Shire of Wyndham East Kimberley
Cr Judy Farquhar	Shire of Wyndham East Kimberley
Noel Mason	Shire of Halls Creek
Cr Malcolm Edwards	Shire of Halls Creek
Cr Chris Loessl	Shire of Halls Creek
Cr Virginia O’Neill	Shire of Halls Creek
Andrea Selvey	Shire of Cocos (Keeling) Islands
Debra Thomson	Zone Executive – ATEA
Neil Thomson	Zone Executive - ATEA
Alison Maggs	WALGA
Jo Burgess	WALGA
Tim Bray	Kimberley Development Commission

**APOLOGIES:**

David Price	Shire of Christmas Island
-------------	---------------------------

Chairperson.....Date.....



**6.3 DEPARTMENT PLANNING LANDS & HERITAGE**

**Moss Wilson, Heritage Services**

Purpose: To provide an update on the new Heritage Act and the implications for Local Governments.

**7. REPORTS FROM REPRESENTATIVES**

**7.1 RDA KIMBERLEY**

**Chris Mitchell, Executive Officer**

**7.2 KIMBERLEY DEVELOPMENT COMMISSION**

**Tim Bray, Director Regional Planning and Projects Delivery**

Chairperson.....Date.....

**8. REPORTS FROM KIMBERLEY COUNTRY ZONE**

<b>8.1 WALGA ANNUAL GENERAL MEETING 2019</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	19 July 2019

**SUMMARY:** To provide members with the Western Australian Local Government Association (WALGA) Annual General Meeting (AGM) Agenda.

**BACKGROUND**

Previous Considerations

Nil.

**COMMENT**

The WALGA AGM will be held in the Riverside Theatre, Level 2 Perth Convention Exhibition Centre on Wednesday 7 August 2019 at 1.30p.m.

Voting at the WALGA AGM

- Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- Only eligible and registered delegates may vote.
- A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.

Executive and member motions are provided below:

	Matters for Decision	WALGA Motion	Zone Recommendation
3.1	Coastal Erosion	<i>Shire of Gingin Delegate to move:</i> That WALGA advocate to the Federal and State Governments with respect to the importance of responding to the increasing	Support

Chairperson.....Date.....



		<p>challenges faced by Coastal Councils, and develop policy initiatives to include:</p> <p>Introduction of a national funding formula to provide the resources necessary to manage and maintain the coast effectively on behalf of all Australians, including the funds needed to increase the adaptive capacity of Councils to address climate impacts. Allocation of additional Financial Assistance Grants to address coastal hazards, and broadening of the range of 'disabilities' listed under Financial Assistance Grants to include factors such as the vulnerability of coastal areas and communities to coastal hazards.</p> <p>Development of an intergovernmental agreement on the Coastal Zone that will provide a co-ordinated national approach to coastal governance through and in cooperation with Australian state, territory and local governments and clearly define the roles and responsibilities of each tier of government in relation to coastal zone management.</p> <p>Creation of a National Coastal Policy, the basis of which is formed by the intergovernmental agreement on the Coastal Zone, that outlines the principles, objectives and actions to be taken to address the challenges of integrated coastal zone management for Australia.</p> <p>An increase in funding for Australian climate science research programs conducted by CSIRO and other research bodies, including the restoration of funding for the National Climate Change Adaption Research Facility or establishment of a similar body, and continuing support for <i>CoastAdapt</i>. This is essential to ensure that appropriate guidance in responding to coastal hazards is accessible by Australia's coastal Councils so that coastal communities and assets are adequately prepared to address the adverse effects of climate change impacts.</p>	
3.2	Department of Housing Leasing Residential Property to Charitable Organisations	<p><i>City of Kwinana Delegate to move:</i></p> <p>That WALGA advocate to the Minister for Housing to:</p> <ol style="list-style-type: none"> <li>1. Cease the policy of the Department of Housing leasing their housing assets to charitable/not for profit organisations who are then eligible for charitable Local</li> </ol>	Support

Chairperson.....Date.....

		Government rate exemptions; or 2. Provide Local Governments with a rate equivalent payment annually as compensation for the loss of rates income; or 3. Include in the lease agreements with charitable institutions that they must pay Local Government rates on behalf of the Department of Housing recognising the services Local Government provides to its tenants.	
3.3	Motorist Taxation Revenue and Spending in WA	<i>Shire of Manjimup Delegate to move</i> To support the independent position of the RAC, that WALGA call on the State and Federal Government to: 1. Provide a fairer distribution of funding from revenue collected from Western Australian motorists (consistently a minimum of 50%) to remediate Western Australia’s \$845m road maintenance backlog and tackle the increasing costs of congestion and road trauma, to deliver productivity and liveability outcomes; and 2. Hold an inquiry into road user pricing as part of a broader reform of motorist taxation that would remove revenue raising fees and charges, and / or hypothecate money collected for the provision of transport infrastructure and services.	Support
3.4	Biosecurity Groups (RBGs)	<i>Shire of Bridgetown-Greenbushes Delegate to move</i> That WALGA revokes its current policy position of not supporting the establishment and operations of Recognised Biosecurity Groups (RBGs) and that the decision on whether to support RBGs is to rest with individual Local Governments.	
3.5	WALGA Members Support for Waste to Energy	<i>Shire of Dardanup Delegate to move:</i> That WALGA continue to support Western Australia’s Waste Avoidance and Resource Recovery Strategy 2030 and seek firm commitments from the State Government about how the waste avoidance, resource recovery and diversion from landfill targets will be achieved, including local options for reprocessing, recycling and waste to energy. In particular these commitments should clearly indicate how the State Government will cease the proliferation of landfills in the	Support

Chairperson.....Date.....

		non-metropolitan areas which are predominantly taking metropolitan waste or waste generated elsewhere in the state including mining and construction camps. These commitments should encourage alternative options and outline what incentives the Government will put in place to reduce, and eventually eliminate, our reliance on landfill.	
3.6	Membership of Development Assessment Panels	<i>Shire of Mundaring Delegate to move:</i> That WALGA investigate increasing Local Government membership in Development Assessment Panels.	Support
3.7	Review of the Mining Act 1978	<i>Shire of Dundas Delegate to move</i> That: 1. WALGA requests that the Hon. Bill Johnston, Minister for Mines and Petroleum, undertakes a review of the outdated <i>Mining Act 1978</i> and that the revision address FIFO and DIDO, and its impact on local communities; and 2. The Mining application process includes a mandatory MOU with the Local Government which would be overseen by the Auditor General to ensure fairness to the Community by having the mining company contribute to local infrastructures as a Legacy project.	Support
3.8	Financial Assistance Grant	<i>Shire of Dundas Delegate to move</i> That WALGA requests the Hon. Minister of Local Government and Communities David Templeman to assist all Local Governments to Lobby the Federal Government to retain the Financial Assistance Grant at one percent of the of Commonwealth Taxation Revenue.	Support
3.9	Third Party Appeal Rights	<i>City of Bayswater Delegate to move:</i> 1. That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties in addition to Local Governments are able to make an appeal. 2. That there be an amendment to the Third Party Appeals Process Preferred Model, being that third parties are able to appeal decisions made by the Western Australian Planning Commission and the State Administrative Tribunal, in addition to	Support

Chairperson.....Date.....

		Development Assessment Panels.	
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**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Recognition of Kimberley Local Government issues and opportunities

**VOTING REQUIREMENTS**

*Simple Majority*

**KIMBERLEY ZONE RESOLUTION:**  
**(REPORT RECOMMENDATION)**

**Moved: Cr M Edwards** **Seconded: Cr C Mitchell**

**That the Kimberley Zone:**

- 1. Notes the date, time and venue for the WALGA meeting;**
- 2. Supports the Recommendations in relation to Member and Executive Motions.**

**CARRIED UNANIMOUSLY 5/0**

**Attachments**

1. WALGA AGM AGENDA 2019

Chairperson.....Date.....

**9. REPORTS FROM KIMBERLEY REGIONAL GROUP**

**9.1 BUSINESS PLAN STATUS UPDATE**

**LOCATION/ADDRESS:** Kimberley Region  
**APPLICANT:** Nil  
**FILE:** RCG01  
**AUTHOR:** Zone Executive  
**CONTRIBUTOR/S:** Nil  
**RESPONSIBLE OFFICER:** Director Corporate Services  
**DISCLOSURE OF INTEREST:** Nil  
**DATE OF REPORT:** 21 July 2019

**SUMMARY:** This report provides an update of the Strategic Community Plan and Regional Business Plan 2018-2022 for the period May 1 2019 to June 30 2019.

**BACKGROUND**

Previous Considerations

Nil.

**COMMENT**

The Strategic Community Plan and Business Plan for the period 2018-2022 was adopted in December 2018. The attached report provides an update on progress towards the achievement of the Business Plan for items identified for completion by end of FY 2020.

The following items have been progressed:

Item	Description	Comment
2.2.2.1	Develop a strategy for regional Integrated Waste Management, which includes waste generated in towns and communities, to explore the use of transfer stations, mobile and in-situ equipment and the re-use of waste materials and any staging that would be required for implementation. <sup>1</sup>	Review of information and scope to develop a project schedule to ensure all items are completed consistent with the Business Plan and the Integrated Waste Management Plan. Work with the Waste TAG on key infrastructure item costing and requirements.
3.2.1.1	Savannah Way Business Case Implementation Plan. Review matters that remain outstanding in the	Review of original business case to identify items attributable to each Shire as the basis for a

<sup>1</sup> The work of the Waste TAG will inform the Discussion Paper.

Chairperson.....Date.....

	Savannah Way Business Case and develop a Communications and Stakeholder Engagement Plan to progress those matters.	survey.
3.4.3.2	Develop a Discussion Paper on opportunities for alternative power provision in the Kimberley.	Review of information and scope to develop a project schedule to ensure all items are completed consistent with the Business Plan.
4.3.1.3	Alcohol Management Initiatives	Discussions with the office of the Minister for Racing and Gaming and liaison with the Shire of Broome and other Kimberley Shires.
3.1.1.1	Develop a Freight Logistics Infrastructure Discussion Paper, including a gap analysis between existing priorities in third party reports, priorities identified by members, the need to develop or update the business case(s), and a recommended listing of integrated logistics priorities for Zone approval.	Consideration of background information for key infrastructure including forward logistics calculations to 2030. Review of information and scope to develop a project schedule to ensure all items are completed consistent with the Business Plan.

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Effective engagement with Aboriginal governance structures

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

Chairperson.....Date.....

**Natural Environment Goal – Responsible management of the environment:**

- Secure quality water supply
- Integrated waste management
- Reuse of waste water
- Recognition of significant heritage areas.

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

- Liveable towns supporting regional communities
- Improved regional arterial road network, ports and airports
- Adequate land supply
- High standard of infrastructure planning
- Reliable and adequate power and communications.

**Community Goal – A vibrant community based on equity, inclusion and opportunity for all:**

- Innovative and joined up approach to housing development, ownership and design through community participation
- Improved Kimberley regional outcomes in health
- Improved Kimberley regional outcomes in education
- Greater participation in the community and workforce
- Better alcohol management across the Kimberley.

**Economy Goal – A sustainable and diverse economy:**

- Generational advantage that captures the wealth for the region
- Improved outcomes in employment
- Sustainable tourism market and tourism experiences
- Sustainable primary industries
- Energy sustainability
- Sustainable Local Government revenue
- Improved regional infrastructure

**VOTING REQUIREMENTS**

Chairperson .....Date.....



*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION:**  
**(REPORT RECOMMENDATION)**

***Moved: Cr G Haerewa***

***Seconded: Cr M Edwards***

***That the Kimberley Regional Group notes the Business Plan Status Report.***

***CARRIED UNANIMOUSLY 4/0***

**Attachments**

1. Business Plan Status Report July 2019

Chairperson.....Date.....

<b>9.2 EXECUTIVE REPORT</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 July 2019

**SUMMARY:** This report provides an overview of the activity undertaken by the consultant to support the activities of the Zone for the period 1 May 2019 to 30 June 2019.

**BACKGROUND**

Previous Considerations

Nil.

**COMMENT**

The Kimberley Zone of WALGA (Zone) and the Kimberley Regional Group (KRG) appointed ATEA Consulting on the 22 July 2018 to perform the role of part-time Executive Officer.

This report provides an overview of the activities undertaken by ATEA Consulting in the period from 1 May 2019 to 30 June 2019 and is attached for consideration.

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

**Local Government Act 1995**

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Chairperson.....Date.....

Effective engagement with Aboriginal governance structures

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**Natural Environment Goal – Responsible management of the environment:**

Secure quality water supply

Integrated waste management

Reuse of waste water

Recognition of significant heritage areas.

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

Liveable towns supporting regional communities

Improved regional arterial road network, ports and airports

Adequate land supply

High standard of infrastructure planning

Reliable and adequate power and communications.

**Community Goal – A vibrant community based on equity, inclusion and opportunity for all:**

Innovative and joined up approach to housing development, ownership and design through community participation

Improved Kimberley regional outcomes in health

Improved Kimberley regional outcomes in education

Greater participation in the community and workforce

Better alcohol management across the Kimberley.

**Economy Goal – A sustainable and diverse economy:**

Generational advantage that captures the wealth for the region

Improved outcomes in employment

Sustainable tourism market and tourism experiences

Sustainable primary industries

Chairperson.....Date.....

Energy sustainability

Sustainable Local Government revenue

Improved regional infrastructure

**VOTING REQUIREMENTS**

*Simple Majority*

<b><i>KIMBERLEY REGIONAL GROUP RESOLUTION: (REPORT RECOMMENDATION)</i></b>	
<b><i>Moved: Cr D Menzel</i></b>	<b><i>Seconded: Cr M Edwards</i></b>
<b><i>That the Kimberley Regional Group notes the Executive Support Report for the period 1 May 2019 to 30 June 2019 as attached.</i></b>	
<b><i>CARRIED UNANIMOUSLY 4/0</i></b>	

**Attachments**

1. Executive Support Report

Chairperson.....Date.....

<b>9.3 ANNUAL PERFORMANCE REPORT</b>	
<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 July 2019

**SUMMARY:** The Annual Performance Report is a requirement of the Kimberley Regional Group (KRG) Memorandum of Understanding (MOU) and is attached.

**BACKGROUND**

Previous Considerations

Nil.

**COMMENT**

It is a requirement under item 10.8 of the Memorandum of Understanding that a Performance Report is prepared within two months after 30 June each year. The Host Shire Chief Executive Officer or their delegate must, in consultation with the Board, prepare and provide to each Participant an end of year performance report setting out the annual performance of the KRG and addressing the matters referred to below:

- a) a description of the activities carried out by the KRG with reference to the Strategic Goals and Outcomes;
- b) a reasonable itemisation of the Operating Expenses incurred;
- c) a comparison of Operating Expenses incurred with budget estimates and comments on any significant variations;
- d) a brief description of the KRG’s planned activities for the next period, including details of any Projects anticipated to commence in the next 12 months;
- e) any other information that the Board directs to be included; and
- f) any other report the Participants may reasonably require to comply with their reporting obligations.

The attached Performance Report meets the requirement of 10.8(a) and (d). The finance report will be provided when the audit for the period is completed.

**CONSULTATION**

Nil

Chairperson.....Date.....

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**VOTING REQUIREMENTS**

*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION:**  
**(REPORT RECOMMENDATION)**

***Moved: Cr G Haerewa***

***Seconded: Cr D Menzel***

***That the Kimberley Regional Group endorses the Annual Performance Report 2019 as attached.***

***CARRIED UNANIMOUSLY 4/0***

**Attachments**

1. Performance Report 2019

Chairperson.....Date.....

<b>9.4 KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT JUNE 2019</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Director Corporate Services
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	22 July 2019

**SUMMARY:** This report presents the Kimberley Regional Group Financial Activity Report for the period ended 30 June 2019. The report recommends that the Kimberley Regional Group (KRG) adopt the Financial Activity Report.

**BACKGROUND**

Previous Considerations

Joint Meeting 31 July 2018	Item 9.3
Joint Meeting 3 September 2018	Item 9.1
Joint Meeting 9 October 2019	Item 9.1
Joint Meeting 19 March 2019	Item 9.3
Joint Meeting 19 March 2019	Item 9.5
Joint Meeting 19 March 2019	Item 9.6
Joint Meeting 19 March 2019	Item 9.7
Joint Meeting 30 April 2019	Item 9.1

**COMMENT**

At it’s October 9 Joint Meeting the KRG received the Annual Financial Statement for the period ending 30 June 2018. The statement included a carry-forward surplus of \$292,216.

The carry-forward surplus included \$65,000 of grant income received for the Kimberley Regional Volunteering Strategy and a carryover amount of \$14,710 for the Kimberley Regional Waste Management Plan. This reduced the opening surplus to \$212,506.

The 2018/19 budget had previously been endorsed at the 31 July 2018 Joint Meeting. The budget contained the following surplus funded projects:

- Kimberley Regional Education / Training Business Case (\$25,000);
- Savannah Way Business Case (\$25,000); and
- Liquid Waste Business Case (\$25,000).

A \$70,000 budget amendment to undertake a Tanami Road Business Case was endorsed at the 3 September 2018 Joint Meeting.

These budget amendments, totalling \$145,000, further reduced the opening surplus to \$67,506.

Chairperson.....Date.....



At its Joint Meeting held 19 March 2019 the group endorsed several budget amendments:

Kimberley Waste Management Plan

\$10,000 was allocated to account 22126 Kimberley Waste Management Plan to offset additional expenditure:

- Account 22128 Forums & Conferences was reduced by \$2,500.
- Account 22131 Meetings was reduced by \$2,500.
- Account 22133 Legal Advice was reduced by \$5,000.

Procurement Improvement Grant

A \$50,000 amendment was made to account 405384 to recognise the lack of available grant funding for this project. This reduced the total budget for the project to \$50,000.

Executive and Administrative Consultancy

\$14,000 was allocated from account 22146 Strategic Community Plan to account 22181 Executive Consultancy. The group also resolved to allocate \$27,600 and \$13,200 from reserve account 23597 to account 22181 Executive Consultancy and 22182 Administrative Consultancy respectively.

Tanami Road Variation

An amendment was approved to transfer \$7,315 from reserve account 23597 to account 22181 Executive Consultancy.

The overall impact of these amendments resulted in a reduction of the predicted end of year surplus to \$19,391.00.

Carryover Projects

At the 19 March 2019 meeting a budget workshop was held with representatives designed to inform the 2019/20 budget. During the workshop several projects were identified for carryover, with project briefs to be developed to refine the intended outcomes of each project. The following projects are recommended for carry over with funds transferred back to reserve:

- Land Tenure Implementation Plan (\$5,000)
- Kimberley Regional Education / Training Business Case (\$25,000)
- Savannah Way Business Case Implementation Plan (\$25,000)
- Liquid Waste Business Case (\$25,000)

Carryover adjustments will be made following member endorsement of the 2019/20 Annual Budget report which is also being tabled at the 30 April 2019 meeting.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

**Local Government Act 1995**

**FINANCIAL IMPLICATIONS**

As at the 30 June 2019 the Kimberley Regional Group surplus was \$241,013.42.

Chairperson.....Date.....

Acct Code	Account	Original Budget	Current Budget	Actual
<b>OPENING SURPLUS CARRY FORWARD</b>				
100235970	Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp - MUN	-\$212,506.00	-\$212,506.00	-\$212,506.00
<b>CAPITAL INCOME</b>				
100235980	Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone MUN	-\$145,000.00	-\$47,115.00	-\$47,115.00
<b>TOTAL CAPITAL INCOME</b>		<b>-\$145,000.00</b>	<b>-\$47,115.00</b>	<b>-\$47,115.00</b>
<b>REMAINING SURPLUS</b>		<b>-\$67,506.00</b>	<b>-\$165,391.00</b>	<b>-\$165,391.00</b>
<b>OPERATING EXPENDITURE</b>				
100221280	Kimberley Zone - Forums & Conferences - Op Exp MUN	\$2,500.00	\$0.00	\$0.00
100221290	Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp MUN	\$41,000.00	\$41,000.00	\$13,714.00
100221310	Kimberley Zone - Meetings - Op Exp MUN	\$7,000.00	\$4,500.00	\$0.00
100221320	Kimberley Zone - Darwin Forum - Op Exp MUN	\$20,000.00	\$20,000.00	\$32,784.00
100221330	Kimberley Zone - Legal Advice - Op Exp MUN	\$5,000.00	\$0.00	\$0.00
100221340	Kimberley Zone - Annual Financial Audit - Op Exp MUN	\$5,000.00	\$5,000.00	\$4,100.00
100221360	Kimberley Zone - IT Support - Op Exp MUN	\$1,500.00	\$1,500.00	\$1,950.00
100221370	Kimberley Zone - Sundry Expenses - Op Exp MUN	\$1,000.00	\$1,000.00	\$0.00
100221430	Kimberley Zone - Savannah Way Membership - Op Exp MUN	\$5,000.00	\$5,000.00	\$5,000.00
100221460	Kimberley Zone - Strategic Community Plan - Op Exp MUN	\$14,000.00	\$0.00	\$0.00
100221810	Kimberley Zone - Executive Consultancy - Op Exp MUN	\$67,925.00	\$116,840.00	\$114,825.98
100221820	Kimberley Zone - Administrative Consultancy - Op Exp MUN	\$19,360.00	\$32,560.00	\$19,460.00
104052340	Kimberley Zone - Volunteering Strategy - Op Exp MUN	\$65,000.00	\$65,000.00	\$29,000.00
104052350	Kimberley Zone - Alcohol Management Initiatives - Op Exp MUN	\$30,000.00	\$30,000.00	\$0.00
104052360	Kimberley Zone - Procurement Improvement Program - Op Exp MUN	\$100,000.00	\$50,000.00	\$0.00
104052370	Kimberley Zone - ICT & Office 365 Improvements - Op Exp MUN	\$10,000.00	\$10,000.00	\$0.00
104052380	Kimberley Zone - Kimberley Waste Management Plan - Op Exp MUN	\$19,734.00	\$29,734.00	\$29,916.48
104052390	Kimberley Zone - Kimberley Land Tenure Implementation Plan - Op Exp MUN	\$5,000.00	\$0.00	\$0.00
104052400	Kimberley Zone - Kimberley Regional Education / Training Business Case - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052410	Kimberley Zone - Savannah Way Business Case Implementataion Plan - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052420	Kimberley Zone - Liquid Waste Business Case - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052430	Kimberley Zone - Tanami Business Case - Op Exp MUN	\$70,000.00	\$4,000.00	\$0.00
104052970	Kimberley Zone - Admin Cost Allocated - Op Exp MUN	\$5,000.00	\$5,000.00	\$0.00
104052980	Kimberley Zone - IT/Records Cost Allocated - Op Exp MUN	\$5,000.00	\$5,000.00	\$0.00
<b>TOTAL OPERATING EXPENDITURE</b>		<b>\$574,019.00</b>	<b>\$426,134.00</b>	<b>\$250,750.46</b>
<b>OPERATING INCOME</b>				
100230130	Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc MUN	-\$35,000.00	-\$35,000.00	-\$1,819.27

Chairperson.....Date.....

100230180	Kimberley Zone - Reimbursement Meetings - Op Inc MUN	-\$3,000.00	-\$3,000.00	\$0.00
100230190	Kimberley Zone - Reimbursement Darwin Forum - Op Inc MUN	-\$20,000.00	-\$20,000.00	-\$22,255.00
100230210	Kimberley Zone - Members Contribution Secretariat Costs - Op Inc MUN	-\$206,000.00	-\$206,000.00	-\$206,000.00
100230480	Kimberley Zone - Transfer From Restricted Cash Project Accounts - Op Inc MUN	\$0.00	\$0.00	\$0.00
100230610	Kimberley Zone - Members Contribution - Kimberley Waste Management Plan Op Inc MUN	-\$14,710.00	-\$14,710.00	-\$14,710.00
100235360	Kimberley Zone - Interest on Reserve - Op Inc. MUN	-\$5,000.00	-\$5,000.00	-\$5,473.61
10405370	Kimberley Zone - Kimberley Volunteer Strategy DLGC Grant	-\$65,000.00	-\$65,000.00	-\$29,000.00
10405385	Kimberley Zone - Alcohol Management Initiatives Grant	-\$30,000.00	-\$30,000.00	\$0.00
10405384	Kimberley Zone - Procurement Improvement Program Grants	-\$50,000.00	\$0.00	\$0.00
<b>TOTAL OPERATING INCOME</b>		<b>-\$428,710.00</b>	<b>-\$378,710.00</b>	<b>-\$279,257.88</b>
<b>TOTAL CAPITAL INCOME</b>		<b>-\$145,000.00</b>	<b>-\$47,115.00</b>	<b>-\$47,115.00</b>
<b>TOTAL OPERATING EXPENDITURE</b>		<b>\$574,019.00</b>	<b>\$426,134.00</b>	<b>\$250,750.46</b>
<b>TOTAL OPERATING INCOME</b>		<b>-\$428,710.00</b>	<b>-\$378,710.00</b>	<b>-\$279,257.88</b>
<b>TOTAL</b>		<b>\$309.00</b>	<b>\$309.00</b>	<b>-\$75,622.42</b>
<b>SURPLUS/DEFICIT</b>				
		<i>**Current Surplus = Actual Income less Actual Expenditure + Opening Surplus</i>		<b>-\$241,013.42</b>

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

**VOTING REQUIREMENTS**

Simple Majority

**KIMBERLEY REGIONAL GROUP RESOLUTION:  
(REPORT RECOMMENDATION)**

**Moved: Cr D Menzel**

**Seconded: Cr M Edwards**

**That the Kimberley Regional Group:**

- 1. Notes and receives the Financial Activity Report for the period ended 30 June 2019;**
- 2. Notes the \$241,013.42 surplus as at 30 June 2019, noting that the final end of year position can only be determined upon completion of end of year processes; and**
- 3. Notes that the final end of year position will be presented to the group as part of the 2018-19 Annual Financial Report following the annual audit.**

**CARRIED UNANIMOUSLY 4/0**

**Attachments**

Nil

Chairperson.....Date.....

<b>9.5 ALCOHOL MANAGEMENT REPORT JULY 2019</b>	
<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	26 July 2019

**SUMMARY:** To provide an update on member Shire activities in relation to Alcohol Management.

**BACKGROUND**

*Previous Considerations*

Joint Meeting 2 July 2018	Item 9.5
Joint Meeting 4 December 2018	Item 9.2
Joint Meeting 30 April 2019	Item 11.2
Joint Meeting 11 June 2019	Item 9.6

**COMMENT**

It was agreed to implement a Standing Item on Alcohol Management in the Kimberley Regional Group (KRG) Agenda with updates provided from each Shire.

**Summary**

	Shire of Broome	Shire of Derby West Kimberley	Shire of Wyndham East Kimberley	Shire of Halls Creek
Meeting Held	Deferred	Nil	Nil	N/A
Change of Position	No Change	No Change	No Change	No Change
Current Priorities	Voluntary Alcohol Restrictions	Meeting Schedule	Banned Drinkers Register	No Change

**Member Council Updates**

Shire of Derby West Kimberley

1. Date of most recent meeting of the Liquor Accord  
None since last Zone meeting
2. Any change from previous position of the Accord/Shire  
Nil.

Chairperson.....Date.....

3. Current actions by, and priorities of the Liquor accord  
Working to ensure meeting schedule is established.

Shire of Broome

1. Date of most recent meeting of the Liquor Accord  
Meeting scheduled for the 18 July 2019 was deferred due to school holidays. Funding is required for improvements to Alcohol Management to reduce alcohol related harm in the community. In order to progress improvements, statistical data is required at source of sale which will involve the installation of a takeaway alcohol management system (TAMS) and an independent review of the trends, along with data provided by police, Department of Health, Department of Communities, ranger groups and other on-ground providers.

Recent investigations indicate a cost of around \$150,000 for a 12 month period (based on a lease model) with allowance made for a statistical evaluation report. The period will coincide with the trial of the restricted alcohol sales which will provide for detailed monitoring of bulk sales. Costs for the TAMS system is lower than previously estimated, based on a fully serviced lease model and 12 month timeframe. Funding may need to be obtained from multiple sources to progress this item, however in the first instance \$100,000 is sought from the KRG to support the project.

2. Any change from previous position of the Accord/Shire No.
3. Current actions by, and priorities of the Liquor accord  
Funding for the TAMS system to support the introduction of voluntary restrictions.
4. Other noteworthy items  
Nil.

Shire of Wyndham East Kimberley

1. Date of most recent meeting of the Liquor Accord  
No meeting since last report
2. Any change from previous position of the Accord/Shire  
The Accord is waiting for a response from Mr Minchin with respect to alignment with the Pilbara restrictions noting the Pilbara restrictions are now being appealed.
3. Current actions by, and priorities of the Liquor accord.  
Undertaking more research with respect to the implementation of a local Banned Drinkers Register.

Shire of Halls Creek

The Shire of Halls Creek has a Section 64 ban on takeaway alcohol in place and therefore no Liquor Accord exists.

**CONSULTATION**

Chairperson.....Date.....



<b>9.6 WASTE TAG MEETING MINUTES</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 July 2019

**SUMMARY:** The minutes of the Kimberley Regional Group (KRG) Waste Technical Advisory Group (TAG) meeting held on 7 March 2019 are presented for consideration.

**BACKGROUND**

Previous Considerations

Joint Meeting 19 March 2019      Item 9.8

**COMMENT**

The minutes for the Waste TAG meeting held on the 26 June 2019 are provided as an attachment. The meetings are scheduled at monthly intervals to enable progress on the Regional Waste Management Plan.

**CONSULTATION**

Nil

**STATUTORY ENVIRONMENT**

*Waste Avoidance and Resource Recovery Act  
Local Government Act 1995*

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Chairperson.....Date.....



Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**Natural Environment Goal – Responsible management of the environment:**

Integrated waste management

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

Liveable towns supporting regional communities

High standard of infrastructure planning

Improved regional infrastructure

**VOTING REQUIREMENTS**

*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION:  
(REPORT RECOMMENDATION)**

**Moved: Cr G Haerewa**

**Seconded: Cr M Edwards**

***That the Kimberley Regional Group notes the minutes of the 7 March 2019 Waste Technical Advisory Group minutes.***

***CARRIED UNANIMOUSLY 4/0***

**Attachments**

- 1. Waste TAG Minutes June 2019

Chairperson.....Date.....

<b>9.7 CANBERRA DELEGATION</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	25 July 2019

**SUMMARY:** It is proposed that a Kimberley Regional Group (KRG) delegation to Canberra be organised from 25 to 28 November 2019 to promote the opportunities and needs of the Kimberley region, including hosting a function for relevant Ministers.

**BACKGROUND**

Previous Considerations

Nil.

**COMMENT**

The KRG led a successful delegation to Canberra in February 2019 and it has been proposed that a delegation return to Canberra as there has been a Federal election and resulting Ministerial portfolio adjustments. Through liaison with member Councils it has been ascertained that the most practical date for the delegation is the sitting week, 25 to 28 November 2019. Further, it is suggested that the KRG host a dinner in the Members Dining Room and invite the following Ministers and Assistant Ministers:

- The Prime Minister the Hon Scott Morrison
- Deputy Prime Minister the Hon Michael McCormack
- Minister for Water the Hon David Littleproud
- Minister for Agriculture Senator Bridget McKenzie
- Minister for Trade, Tourism and Investment Senator Simon Birmingham
- Minister for Resources and Northern Australia Senator Matt Canavan
- Minister for Defence Senator Linda Reynolds
- Minister for Regional Services, Decentralisation and Local Government; Assistant Minister for Trade and Investment the Hon Mark Coulton
- Assistant Minister for Road Safety and Freight Transport the Hon Scott Buchholz
- Assistant Minister to the Deputy PM the Hon Andrew Gee
- Assistant Minister for Regional Development and Territories the Hon Nola Merino

Chairperson.....Date.....



<b>9.8 PASTORAL ANIMAL HAZARDS ADVISORY GROUP UPDATE</b>	
<b>LOCATION/ADDRESS:</b>	Nil
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	KRG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 July 2019

**SUMMARY:** To provide an update to members on the Pastoral Animal Hazard Advisory Group (PAHAG) Update.

**BACKGROUND**

Previous Considerations

- Joint Meeting 4 December 2018 Item 11.1
- Joint Meeting 30 April 2019 Item 11.1
- Joint Meeting 11 June 2019 Item 9.3

**COMMENT**

The following is an update on the activities of the PAHAG during July 2019 from the WALGA representative Cr Malcolm Edwards, President, Shire of Halls Creek.

**Matters of relevance to the Kimberley**

- Main Roads’ Director Network Manager, Brett Belstead, has corresponded with Mr Chris Mitchell, Chair of the Kimberley Regional Group, to inform the group of the work that Main Roads and the PAHAG are undertaking to ensure that we can coordinate the delivery of the best possible outcomes.
- Main Roads’ Kimberley region have sought approval to utilise Animal Hazard Mitigation funding to undertake roadside vegetation clearance, over and above normal maintenance, to improve sightlines and improve visibility of cattle on the verge.
- The Kimberly region are also in the initial stages of discussion with Local Governments to use legal powers to muster and remove cattle from the roads reserve.

**Letters to Pastoralists**

The letters from Main Roads’ Executive Director Central will be sent to pastoralists accompanied by a plan showing the extent of the hotspot within the lease and a strip plan showing the number of animal strikes per km, per three year period. The average used for identifying a hotspot was 0.25 strikes/km/3 years and, in line with comments received from PAHAG, will remain at this level until agreed otherwise.

Chairperson.....Date.....

**Risk Based Funding**

To enable a proactive approach, an initial list of criteria relating to the likelihood and consequence of animal strikes have been developed with the intent to use the matrix to provide justification to situations where the strike rate does not meet the criteria, such as where a new area is being stocked.

**Animal Ear Tag Questionnaire**

The Pastoralists and Graziers Association has distributed a questionnaire and the results will be collated and presented at the next meeting PAHAG meeting in August.

**CONSULTATION**

Pastoral Animal Hazard Advisory Group

**STATUTORY ENVIRONMENT**

- Highways (Liability for Straying Animals) Act 1983*
- Local Government Miscellaneous Provisions) Act 1960*
- Land Administration Act 1997*

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

Improved regional arterial road network, ports and airports

**VOTING REQUIREMENTS**

*Simple Majority*

**KIMBERLEY REGIONAL GROUP RESOLUTION:**  
**(REPORT RECOMMENDATION)**

Chairperson.....Date.....

**Moved: Cr G Haerewa**

**Seconded: Cr M Edwards**

***That the Kimberley Regional Group notes the activities of the Pastoral Animal Hazards Advisory Group as provided in this update.***

***CARRIED UNANIMOUSLY 4/0***

**Attachments**

Nil

Chairperson.....Date.....

<b>9.9 DISASTER RELIEF FUNDING ARRANGEMENTS</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	21 July 2019

**SUMMARY:** This item seeks approval for the distribution of a letter to the Minister for Emergency Services relating to issues experienced by member Council’s when accessing Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) following emergency events.

**BACKGROUND**

Previous Considerations

Joint Meeting 11 June 2019           Item 11.1

**COMMENT**

At the Joint Meeting held 10 June 2019, the Kimberley Regional Group (KRG) resolved to develop an issues paper concerning the application of WANDRRA funding due to the ongoing concerns around the program guidelines minimising “betterment”.

Betterment, which limits the application of funding to replacement of current infrastructure, limits the effectiveness of repairs following natural disaster events. In areas such as the Kimberley which are prone to seasonal rainfall and flooding, this inability to use WANDRRA funding to improve infrastructure can often result in “band-aid” solutions which require ongoing repair. This was evidenced in the 2016/17 and 2017/18 WANDRRA events which saw funding used on similar segments of road infrastructure following wet season weather events.

The review of the WANDRRA and the subsequent establishment of the new Disaster Relief Funding Arrangements (DRFAWA) was considered by many Shires as an opportunity to streamline cost effective treatments after extreme events such as cyclones, floods and bushfires.

The new arrangements were to include three funding aspects being:

- immediate construction works;
- essential public asset reconstruction; and
- mitigation fund for new mitigation projects.

Only the first two have been funded, with no funding yet allocated for new mitigation projects.

Chairperson.....Date.....



In the North West of Western Australia, which suffers from flood and cyclone damage during wet season and bush fire risk during the dry season, the establishment of a mitigation fund is seen as a high priority. In the interim, arrangements should be put into place to facilitate more effective management of key infrastructure. By way of example only, the new design for a Shire drainage outlet includes larger rock sizes with a thicker overall layer, along with a concrete plinth at the top of the outlet to prevent scour. It also includes a reduced grade throughout to slow the water down. This is different from the previous drainage outlet and a form of betterment. The variation in cost would be marginal but would significantly increase the resilience of the infrastructure. Whilst the opportunity exists for Shires to fund the difference in the works, the reality is after a disaster there are many calls on Shire funds, limiting their ability to undertake works where gap funding is required.

A draft is attached in the form of a letter to the Minister.

**Audit of DRFAWA**

To facilitate ongoing discussion regarding the most effective investment of the DRFAWA, an audit of funding provided under the scheme over the past decade is recommended. This will identify instances of repeat funding for the same infrastructure repair or associated infrastructure repair in each Shire.

It is expected that the audit information will enable a more comprehensive case to be made for changes to the existing arrangements and improved outcomes for the impacted communities.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Emergency Management Act 2005*

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Secure funding for regional initiatives

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

Improved regional arterial road network, ports and airports

High standard of infrastructure planning

Chairperson.....Date.....

**Economy Goal – A sustainable and diverse economy:**

Improved outcomes in employment

Sustainable primary industries

Improved regional infrastructure

**VOTING REQUIREMENTS**

*Simple Majority*

<b><u>KIMBERLEY REGIONAL GROUP RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	
<b>Moved: Cr G Haerewa</b>	<b>Seconded: Cr M Edwards</b>
<b>That the Kimberley Regional Group:</b>	
<ol style="list-style-type: none"> <li>1. <b>Endorses the attached letter to the Minister for Emergency Services in relation to Disaster Relief Funding Arrangements (WA) funding;</b></li> <li>2. <b>Requests that the Secretariat send the letter to the Minister for Emergency Services on behalf of the group; and</b></li> <li>3. <b>Endorses the use of Zone Executive resources to undertake an audit of Western Australia Natural Disaster Relief and Recovery Arrangement funding received by each member Shire over the past 10 years.</b></li> </ol>	
<b>CARRIED UNANIMOUSLY 4/0</b>	

**Attachments**

1. Disaster Relief Funding Arrangements

Chairperson.....Date.....

<b>9.10 JOINT PILBARA KIMBERLEY FORUM - OUTCOMES</b>	
<b>LOCATION/ADDRESS:</b>	Kimberley Region
<b>APPLICANT:</b>	Nil
<b>FILE:</b>	RCG01
<b>AUTHOR:</b>	Zone Executive
<b>CONTRIBUTOR/S:</b>	Nil
<b>RESPONSIBLE OFFICER:</b>	Director Corporate Services
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	26 July 2019

**SUMMARY:** To provide members with an update of the outcomes of the Kimberley Pilbara Regional Forum.

**BACKGROUND**

Previous Considerations

Joint Meeting 19 March 2019	Item 9.1
Joint Meeting 30 April 2019	Item 9.5
Joint Meeting 11 June 2019	Item 9.6

**COMMENT**

The content and networking opportunities provided by the Joint Kimberley Pilbara Forum were well received by participants. The wrap up session highlighted the variation in the current budgetary situations of Shires/Councils across the north, exacerbated by fluctuations in economic circumstance and population. Delegates strongly supported a more “joined up” approach to advocacy, which could see stronger representation on behalf of the region to State and Federal Governments. A meeting of interested delegates across the Kimberley and Pilbara was held in Karratha in July, with further meetings to consider a joint approach on key issues being planned for August in Perth.

The Joint Kimberley Pilbara Forum had a budget framed at a break even point of 50 delegates including 14 complimentary places with 69 delegates attending the forum and 53 of those paying either the Early Bird or Full Delegate rate. Approximately half the delegates were from local government, with 20 percent each from the State Government agencies and private sector. The balance was made up of university, community and Aboriginal organisation representatives. There was a marginal surplus of approximately \$1100. This does not include the cost of organising the forum, which is now transparently calculated.

On average the organisation of forums costs in the order of \$20,000 (average in 2018 and 2019 was \$18,580). To fully recover all costs registrations would need to rise to around \$850 GST inclusive, which in turn is likely to impact on participation rates. Whilst the registration costs for major conferences exceed that amount, the duration and scope of activities is significantly greater. Holding one forum per annum does not justify the software to improve efficiencies, does not provide for longer term marketing across multiple events

Chairperson.....Date.....

and does not enable relationships with sponsors to be cultivated, making that interaction ad hoc, time consuming and often not delivering a surplus above management.

The benefits of bringing together local government, industry, academic, community and Aboriginal representatives was clear by the quality of the discussion on the day. There may be other mechanisms that can be employed which reduce the organisational overheads without significant deterioration in the outcomes achieved. These could include fully subsidised "by invitation" joint meetings to matters of common interest. A "menu" of opportunities could be developed with indicative costing to enhance the advocacy agenda of the KRG with the specific strategy identified annually as part of the budget process.

For future forums, the event date needs to recognise parliamentary sitting dates, school holidays and other state, regional and national events that could diminish or enhance attendance numbers. Lead times of at least six months are also advisable calculated from the endorsement of the theme and scope of the event.

**CONSULTATION**

Nil.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

**Governance Goal – A collaborative group demonstrating strong regional governance:**

Effective governance protocols and systems for business efficiency and improved services through collaboration

Secure funding for regional initiatives

Effective engagement with Aboriginal governance structures

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

**Natural Environment Goal – Responsible management of the environment:**

Secure quality water supply

Integrated waste management

Reuse of waste water

Recognition of significant heritage areas.

Chairperson.....Date.....

**Built Environment Goal – Improved and secure transport, communications, community and essential services:**

- Liveable towns supporting regional communities
- Improved regional arterial road network, ports and airports
- Adequate land supply
- High standard of infrastructure planning
- Reliable and adequate power and communications.

**Community Goal – A vibrant community based on equity, inclusion and opportunity for all:**

- Innovative and joined up approach to housing development, ownership and design through community participation
- Improved Kimberley regional outcomes in health
- Improved Kimberley regional outcomes in education
- Greater participation in the community and workforce
- Better alcohol management across the Kimberley.

**Economy Goal – A sustainable and diverse economy:**

- Generational advantage that captures the wealth for the region
- Improved outcomes in employment
- Sustainable tourism market and tourism experiences
- Sustainable primary industries
- Energy sustainability
- Sustainable Local Government revenue
- Improved regional infrastructure

**VOTING REQUIREMENTS**

*Simple Majority*

<b><u>KIMBERLEY REGIONAL GROUP RESOLUTION:</u></b>	
<b>(REPORT RECOMMENDATION)</b>	
<b>Moved: Cr G Haerewa</b>	<b>Seconded: Cr M Edwards</b>
<b>That the Kimberley Regional Group:</b>	
<b>1. Notes the outcomes of the Joint Kimberley Pilbara Forum; and</b>	
<b>2. Endorses further consideration of the range of opportunities that can be applied to</b>	

Chairperson.....Date.....

***raise the profile of the Kimberley Regional Group and the advocacy agenda for the region.***

***CARRIED UNANIMOUSLY 4/0***

**Attachments**

Nil

Chairperson .....Date.....

**10. CORRESPONDENCE**

**10.1 LETTER FROM THE PREMIER - RESPONSE TO CORRESPONDENCE FOR THE UPGRADE OF TANAMI ROAD**

**Attachments**

- 1. Attachment 1
- 2. Attachment 2

**10.2 DIRECTOR GENERAL DEPARTMENT OF COMMUNITIES - INVITATION TO KRG AUGUST MEETING**

**Attachments**

- 1. Director General Department of Communities - Invitation to KRG August Meeting

**10.3 MINISTER FOR EDUCATION AND TRAINING - INVITATION TO KRG AUGUST MEETING**

**Attachments**

- 1. Minister for Education and Training - invitation to KRG August meeting.

**10.4 MINISTER FOR TOURISM; RACING AND GAMING - INVITATION TO KRG AUGUST MEETING**

**Attachments**

- 1. Minister for Tourism; Racing and Gaming - Invitation to KRG August Meeting

**10.5 MINISTER FOR TRANSPORT; PLANNING - INVITATION TO KRG AUGUST MEETING**

**Attachments**

- 1. Minister for Transport; Planning - Invitation to KRG August Meeting

**10.6 TREASURER - INVITATION TO KRG AUGUST MEETING**

**Attachments**

- 1. Treasurer - Invitation to KRG August meeting

Chairperson.....Date.....



**11. GENERAL BUSINESS**

Nil.

**12. MATTERS BEHIND CLOSED DOORS**

Nil.

**13. MEETING CLOSURE**

There being no further business the chair declared the meeting closed at 3:01p.m.

Chairperson.....Date.....

**11.4 INSTALLATION OF SHADE SAILS AND POOL AT 4 WOOLLYBUTT CORNER, DERBY**

**File Number:** 8070.2

**Author:** Amanda O'Halloran, Chief Executive Officer

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Executive

**SUMMARY**

The CEO is seeking to obtain councils permission to make improvements to 4 Woollybutt Corner as the tenant of the property.

**DISCLOSURE OF ANY INTEREST**

The Author of the report is the tenant and interested party.

**BACKGROUND**

The CEO Amanda O'Halloran is residing at 4 Woollybutt Corner as part of the CEO contract. The Contract is for a term of 5 years. The CEO is seeking authorisation to install at the property, 2 Shade Sail structures and an above ground swimming pool with associated fencing.

**FINANCIAL IMPLICATIONS**

Nil at this time – the CEO is undertaking all work inclusive of costs, with no expectation on council to contribute. At the cessation of the CEO's contract, if Council agreed to enter into negotiations to keep the structures, and an agreement to the satisfaction of both parties was agreed upon, this may include further financial implications for the Shire.

However if no agreement was forthcoming the responsibility is on the CEO to remove all structures and remediate the property to the original occupancy state.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
<p><b>GOAL 2:</b> A balance between the natural and built environments</p>	<p>Outcome 2.4: Shire buildings and facilities that meet community needs.</p>	<p>Strategy 2.4.1 Ensure Shire Buildings, facilities and public amenities are provided and maintained to an appropriate standard</p> <p>Strategy 2.4.2: Develop new buildings and facilities in accordance with asset management principles and based on planned and prioritised approach.</p>

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<p><b>Property:</b> The Shire may incur costs to maintain and/or remove the structures identified in this report, should the relationship between Council and the CEO deteriorate</p>	Unlikely	Minor	Low	The CEO is required to remove all structures and remediate the property to the original occupancy state unless an agreement is confirmed with Council to indicate otherwise.

**CONSULTATION**

The CEO has discussed the Shires requirements and building implications with the Director of Technical Services and Development to ensure the approach will meet Council standards and expectations.

**COMMENT**

The CEO is seeking authorisation to install 2 shade sail structures and an above ground swimming pool and associated fencing at 4 Woollybutt Corner, Derby 6728.

The Shade sails will be installed as indicated below:

- 1 x Engineered Shade Sail Structure to the east of the carport, it is intended the structure will require three poles as per engineering design, and will be anchored to the carport roof. The structure is intended to be approx. 7m x 3.5m with a height of 4m. North West Trim and Shade will be supplying and installing the sails. The Sails will be retractable by a manual winch and easily removed to mitigate against damage where possible;
- 1 x Engineered Shade Sail Structure to the rear of the house over the back yard and above ground pool, it is intended the structure will require two poles as per engineering design, and will be anchored to main roof of the house. The structure is intended to be approx. 6m x 4m with a height of 3 -4m. North West Trim and Shade will be supplying and installing the sails. The Sails will be retractable by a manual winch and easily removed to mitigate against damage where possible;
- 1 x 7.4m x 3.6m x 1.2m Steel Side wall Oval Shaped Pool (Brand to be decided)
- Pool Fencing to meet Australian Standards AS1926.1 Safety Barriers for Pools and Spas
- Landscaping to ensure a high level amenity is provided

The CEO will be responsible for all costs associated with the installation of the shade sails, pool, associated fencing and landscaping and the pool in the first instance, this includes all establishment and ongoing running costs associated with the pool and the shade sails including the replacement of equipment.

It is proposed that at the completion of the CEO’s contract, prior to vacating the house the option for Council and the CEO to enter into negotiations regarding the Shire purchasing the above mentioned shade sails and/or pool and associated fencing remains open.

However if no agreement was reached the responsibility is on the CEO to remove all structures and remediate the property to the original occupancy state.

### **VOTING REQUIREMENT**

Simple majority

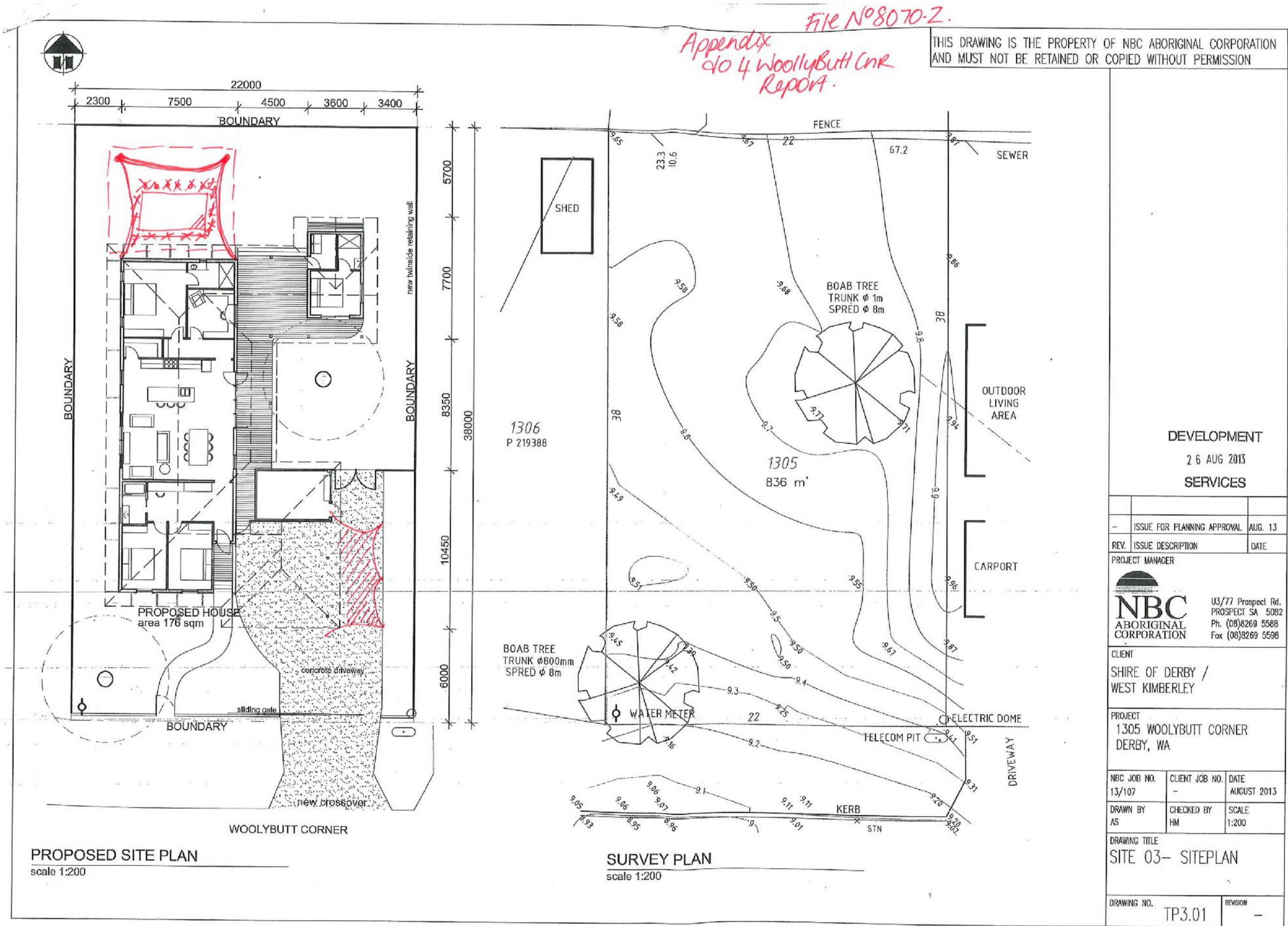
### **ATTACHMENTS**

1. **Layout Plan**  

### **RECOMMENDATION**

**That Council approve the CEO to install Shade Sails, Pool and associated fencing at her own cost, provided all improvements are subject to the necessary building licencing and approval processes and the following conditions are met**

1. **All costs associated with the installation of the Shade sails, pool, associated fencing and landscaping are in the first instance paid by the CEO**
2. **All establishment and ongoing running costs associated with the shade sails, pool, fencing and landscaping including the replacement of equipment be the responsibility of the CEO during their tenure.**
3. **Council and the CEO to discuss at the end of the CEO's tenure the decision to either purchase the shade sails, pool, associated fencing at an agreed value, if no agreement is entered into the responsibility is on the CEO to remove all structures and remediate the property to the original occupancy state.**



## 12 CORPORATE SERVICES

### 12.1 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30 JUNE 2019

**File Number:** 5152

**Author:** Myra Henry, Manager Finance

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Information

#### SUMMARY

This report has been compiled to fulfil the statutory reporting requirements of the 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 30 June 2019.

#### 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 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.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

**POLICY IMPLICATIONS**

AF14 – Significant Accounting Policies

AF18 – Sundry Debtors Collection

AF19 – Outstanding Rates Collection

FM4 – Reserve Accounts

FM7 – Cashflow Management

FM8 – Investments

**FINANCIAL IMPLICATIONS**

Expenditure for the period ending has been incurred in accordance with the 2018/19 Annual Budget as adopted by Council at its meeting held 30 August 2018 (Minute No. 077/2018 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**

<b>GOAL</b>	<b>OUTCOME</b>	<b>STRATEGY</b>
<b>4:</b> Good Governance and an effective organisation	<b>4.1:</b> Effective Governance and Leadership	<b>4.1.4:</b> Ensure governance policies and procedures are in accordance with



Leadership that provides strategic direction for the community, supported by efficient and effective service delivery		legislative requirements
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**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<p><b>Financial:</b></p> <p>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 stream 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.</p>	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 Polies
- 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 related summary graphs.

Comments are required for variances that are more than 10% of budget and \$50,000.

At the time of preparing the attached financials the Annual Financial Report has not been finalised and therefore the surplus of \$4,359,658 displayed may change due to year end and audit adjustments.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. **Monthly Financial Report for June 2019**  

**RECOMMENDATION**

**That Council RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 30 June 2019.**

**MOORE STEPHENS**

Ms Amanda O'Halloran  
Chief Executive Officer  
Shire of Derby/West Kimberley  
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**DERBY WA 6728**

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2 The Esplanade  
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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 30 June 2019. 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.

*Moore Stephens (WA) Pty Ltd*  
Moore Stephens (WA) Pty Ltd  
Chartered Accountants



**RUSSELL BARNES**  
**DIRECTOR**

30 July 2019

**SHIRE OF DERBY-WEST KIMBERLEY**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 June 2019**

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

**TABLE OF CONTENTS**

Monthly Summary Information	2-3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1      Net Current Assets	9
Note 2      Cash and Investments	10
Note 3      Receivables	11
Note 4      Payables	12
Note 5      Rating Revenue	13
Note 6      Disposal of Assets	14
Note 7      Capital Acquisitions	15
Note 8      Borrowings	17
Note 9      Reserves	18
Note 10     Grants and Contributions	19
Note 11     Trust Fund	20
Note 12     Budget Amendments	21
Note 13     Explanation of Material Variances	22

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2019**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 26 July 2019

**BASIS OF PREPARATION**

**REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. 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 statement, but a separate statement of those monies appears at Note 11.

**SIGNIFICANT ACCOUNTING POLICES**

**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.

**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.

**ROUNDING OFF FIGURES**

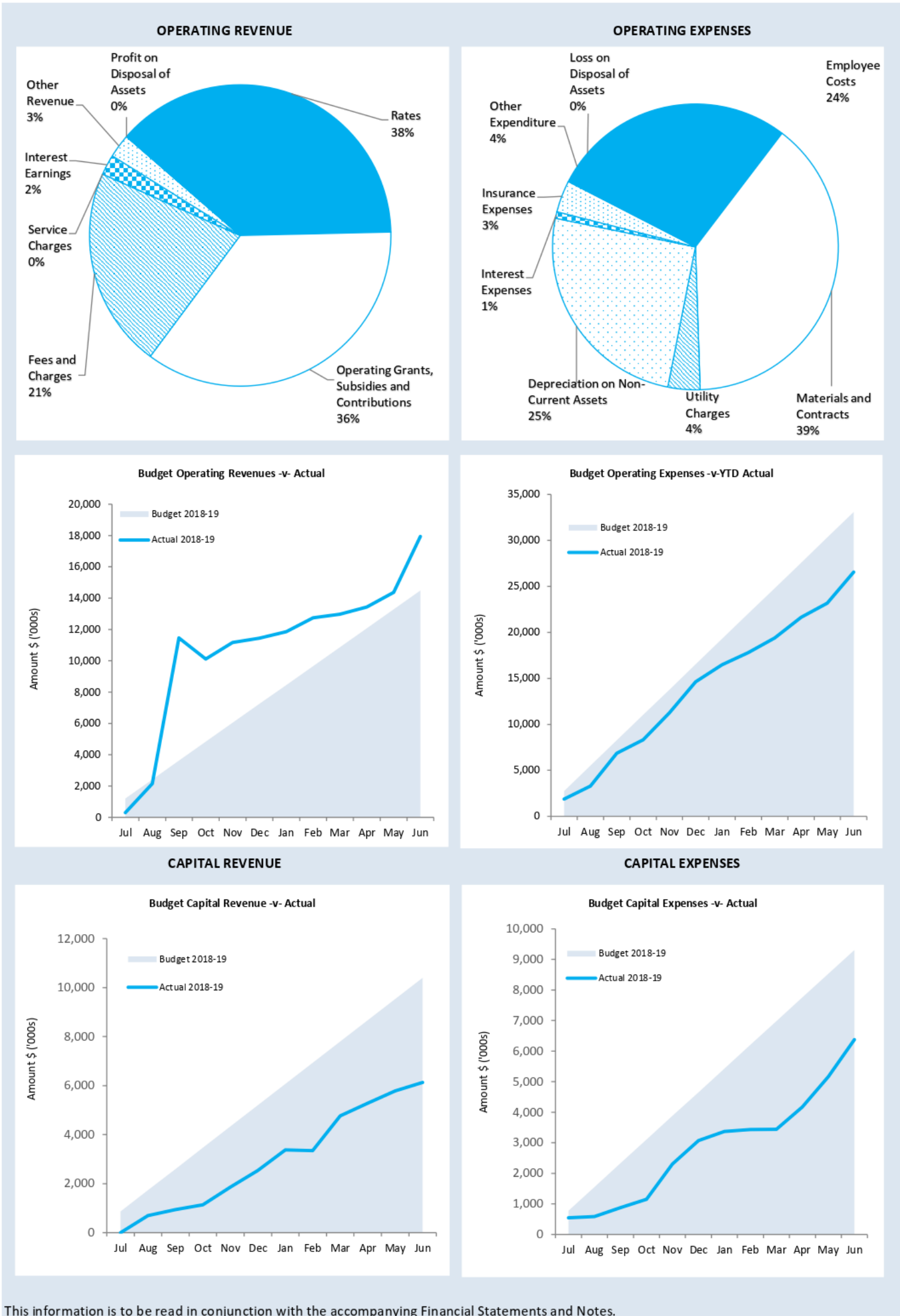
All figures shown in this statement are rounded to the nearest dollar.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 2

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2019**

**SUMMARY GRAPHS**



Please refer to the compilation report

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2019**

**STATUTORY REPORTING PROGRAMS**

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

	<b>ACTIVITIES</b>
<p><b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources.</p>	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.
<p><b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.</p>	Rates, general purpose government grants and interest revenue.
<p><b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.</p>	Supervision of various by-laws, fire prevention, emergency services and animal control.
<p><b>HEALTH</b> To provide an operational framework for environmental and community health.</p>	Food quality and pest control, inspection of abattoir and operation of child health clinic, analytical testing and environmental health administration.
<p><b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.</p>	Year round care, housing for the aged and educational services.
<p><b>HOUSING</b> Help ensure adequate housing.</p>	Management and maintenance of staff and rental housing.
<p><b>COMMUNITY AMENITIES</b> To provide services required by the community.</p>	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.
<p><b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resource which will help the social well being of the community.</p>	Maintenance and operation of the town hall, the aquatic centre, recreation centre, library, community arts program, cultural activities and various reserves.
<p><b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.</p>	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.
<p><b>ECONOMIC SERVICES</b> To help promote the Shire and its economic wellbeing.</p>	Building control, saleyards, tourism and area promotion, standpipes and pest control.
<p><b>OTHER PROPERTY AND SERVICES</b> To monitor and control the Shire's overheads operating accounts.</p>	Private works operations, plant repairs and operation costs, stock and materials, property leases and rental, salaries and wages of council employees.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 4



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 3,626,300	\$ 3,626,300	\$ 6,725,950	\$ 3,099,650	85.48%	
<b>Revenue from operating activities</b>							
Governance		62,100	62,100	29,605	(32,495)	(52.33%)	▼
General Purpose Funding - Rates	5	6,716,700	6,716,700	6,861,475	144,775	2.16%	
General Purpose Funding - Other		2,311,500	2,311,500	4,674,510	2,363,010	102.23%	▲
Law, Order and Public Safety		46,500	46,500	43,957	(2,543)	(5.47%)	
Health		527,600	527,600	545,100	17,500	3.32%	
Education and Welfare		400,000	400,000	149,189	(250,811)	(62.70%)	▼
Housing		18,100	18,100	11,171	(6,929)	(38.28%)	
Community Amenities		1,877,300	1,877,300	1,871,351	(5,949)	(0.32%)	
Recreation and Culture		295,700	295,700	471,557	175,857	59.47%	▲
Transport		2,076,700	2,076,700	3,112,280	1,035,580	49.87%	▲
Economic Services		89,000	89,000	109,609	20,609	23.16%	
Other Property and Services		64,000	64,000	58,991	(5,009)	(7.83%)	
		<b>14,485,200</b>	<b>14,485,200</b>	<b>17,938,795</b>			
<b>Expenditure from operating activities</b>							
Governance		(1,406,100)	(1,406,100)	(1,881,993)	(475,893)	(33.84%)	▼
General Purpose Funding		(301,000)	(301,000)	(235,658)	65,342	21.71%	▲
Law, Order and Public Safety		(463,400)	(463,400)	(384,847)	78,553	16.95%	▲
Health		(905,800)	(905,800)	(776,922)	128,878	14.23%	▲
Education and Welfare		(713,700)	(713,700)	(586,906)	126,794	17.77%	▲
Housing		(223,100)	(223,100)	(220,595)	2,505	1.12%	
Community Amenities		(4,032,900)	(4,032,900)	(3,825,958)	206,942	5.13%	
Recreation and Culture		(4,351,400)	(4,351,400)	(3,587,390)	764,010	17.56%	▲
Transport		(18,368,400)	(18,368,400)	(13,001,068)	5,367,332	29.22%	▲
Economic Services		(720,200)	(720,200)	(548,711)	171,489	23.81%	▲
Other Property and Services		(1,591,500)	(1,591,500)	(1,502,041)	89,459	5.62%	
		<b>(33,077,500)</b>	<b>(33,077,500)</b>	<b>(26,552,089)</b>			
<b>Operating activities excluded from Actual</b>							
Add Back Depreciation		9,018,200	9,018,200	6,668,195	(2,350,005)	(26.06%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	0	0	(856)	(856)		
<b>Amount attributable to operating activities</b>		<b>(9,574,100)</b>	<b>(9,574,100)</b>	<b>(1,945,955)</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	10	9,979,700	9,979,700	6,130,032	(3,849,668)	(38.57%)	▼
Proceeds from Disposal of Assets	6	419,500	419,500	856	(418,644)	(99.80%)	▼
Capital Acquisitions	7	(9,305,300)	(9,305,300)	(6,374,230)	2,931,070	31.50%	▲
<b>Amount attributable to investing activities</b>		<b>1,093,900</b>	<b>1,093,900</b>	<b>(243,342)</b>			
<b>Financing Activities</b>							
Transfer from Reserves	9	6,302,500	6,302,500	0	(6,302,500)	(100.00%)	▼
Repayment of Debentures	8	(160,700)	(160,700)	(176,995)	(16,295)	(10.14%)	
Transfer to Reserves	9	(1,287,900)	(1,287,900)	0	1,287,900	100.00%	▲
<b>Amount attributable to financing activities</b>		<b>4,853,900</b>	<b>4,853,900</b>	<b>(176,995)</b>			
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>4,359,658</b>			

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2018-19 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.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 5

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**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.

**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**

Loss on the disposal of fixed assets.

**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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**BY NATURE OR TYPE**

	Ref Note	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
<b>Opening Funding Surplus (Deficit)</b>	1(b)	3,626,300	3,626,300	<b>6,725,950</b>	3,099,650	85.48%
<b>Revenue from operating activities</b>						
Rates	5	6,716,700	6,716,700	<b>6,861,475</b>	144,775	2.16%
Operating Grants, Subsidies and Contributions	10	3,417,300	3,417,300	<b>6,375,367</b>	2,958,067	86.56%
Fees and Charges		3,754,500	3,754,500	<b>3,857,495</b>	102,995	2.74%
Interest Earnings		306,500	306,500	<b>391,058</b>	84,558	27.59%
Other Revenue		290,200	290,200	<b>452,544</b>	162,344	55.94%
Profit on Disposal of Assets	6	0	0	<b>856</b>	856	
		<b>14,485,200</b>	<b>14,485,200</b>	<b>17,938,795</b>		
<b>Expenditure from operating activities</b>						
Employee Costs		(6,420,600)	(6,420,600)	<b>(6,366,717)</b>	53,883	0.84%
Materials and Contracts		(14,296,900)	(14,296,900)	<b>(10,382,577)</b>	3,914,323	27.38%
Utility Charges		(1,011,300)	(1,011,300)	<b>(964,190)</b>	47,110	4.66%
Depreciation on Non-Current Assets		(9,018,200)	(9,018,200)	<b>(6,668,195)</b>	2,350,005	26.06%
Interest Expenses		(244,300)	(244,300)	<b>(197,213)</b>	47,087	19.27%
Insurance Expenses		(989,000)	(989,000)	<b>(956,677)</b>	32,323	3.27%
Other Expenditure		(1,097,200)	(1,097,200)	<b>(1,016,520)</b>	80,680	7.35%
		<b>(33,077,500)</b>	<b>(33,077,500)</b>	<b>(26,552,089)</b>		
<b>Operating activities excluded from Actual</b>						
Add back Depreciation		9,018,200	9,018,200	<b>6,668,195</b>	(2,350,005)	(26.06%)
Adjust (Profit)/Loss on Asset Disposal	6	0	0	<b>(856)</b>	(856)	
<b>Amount attributable to operating activities</b>		<b>(9,574,100)</b>	<b>(9,574,100)</b>	<b>(1,945,955)</b>		
<b>Investing activities</b>						
Non-operating grants, subsidies and contributions	10	9,979,700	9,979,700	<b>6,130,032</b>	(3,849,668)	(38.57%)
Proceeds from Disposal of Assets	6	419,500	419,500	<b>856</b>	(418,644)	(99.80%)
Capital acquisitions	7	(9,305,300)	(9,305,300)	<b>(6,374,230)</b>	2,931,070	31.50%
<b>Amount attributable to investing activities</b>		<b>1,093,900</b>	<b>1,093,900</b>	<b>(243,342)</b>		
<b>Financing Activities</b>						
Transfer from Reserves	9	6,302,500	6,302,500	<b>0</b>	(6,302,500)	(100.00%)
Repayment of Debentures	8	(160,700)	(160,700)	<b>(176,995)</b>	(16,295)	(10.14%)
Transfer to Reserves	9	(1,287,900)	(1,287,900)	<b>0</b>	1,287,900	100.00%
<b>Amount attributable to financing activities</b>		<b>4,853,900</b>	<b>4,853,900</b>	<b>(176,995)</b>		
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>4,359,658</b>		

**KEY INFORMATION**

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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 7

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 1(a)  
NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**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.

**Other long-term employee benefits (Continued)**

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.

**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.

**INVENTORIES**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS**

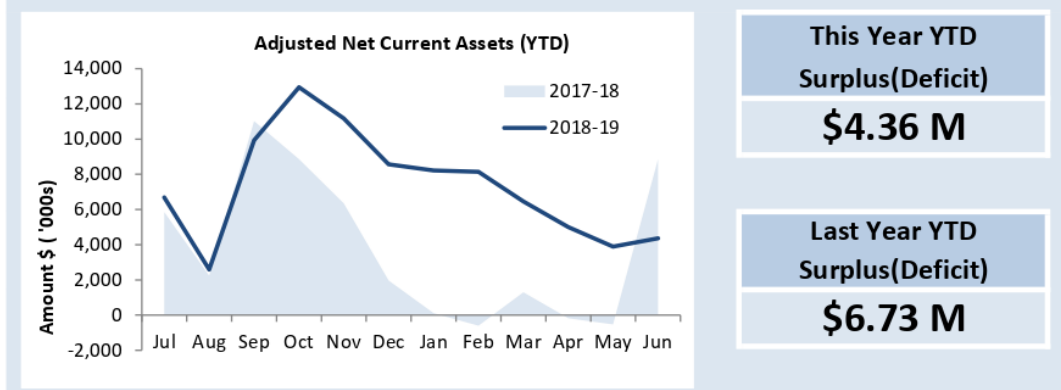
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 30 Jun 2018	Year to Date Actual 30 Jun 2019
<b>Adjusted Net Current Assets</b>		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	2	4,895,549	4,895,549	4,090,784
Cash Restricted	2	1,552,652	1,552,652	1,552,652
Rates outstanding	3	1,906,903	1,906,903	2,316,201
Sundry debtors	3	3,310,635	3,310,635	1,361,610
GST receivable	3	519,749	519,749	595,759
Sundry Debtors - ESL	3	0	0	46,051
Inventories		125,656	125,656	109,534
		<b>12,311,144</b>	<b>12,311,144</b>	<b>10,072,591</b>
<b>Less: Current Liabilities</b>				
Payables	4	(3,096,903)	(3,096,903)	(3,224,642)
Provisions - employee		(935,639)	(935,639)	(935,639)
Long term borrowings		(176,969)	(176,969)	26
		<b>(4,209,511)</b>	<b>(4,209,511)</b>	<b>(4,160,255)</b>
<b>Unadjusted Net Current Assets</b>		<b>8,101,633</b>	<b>8,101,633</b>	<b>5,912,336</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	2	(1,552,652)	(1,552,652)	(1,552,652)
Add: Long term borrowings		176,969	176,969	(26)
<b>Adjusted Net Current Assets</b>		<b>6,725,950</b>	<b>6,725,950</b>	<b>4,359,658</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



Please refer to the compilation report

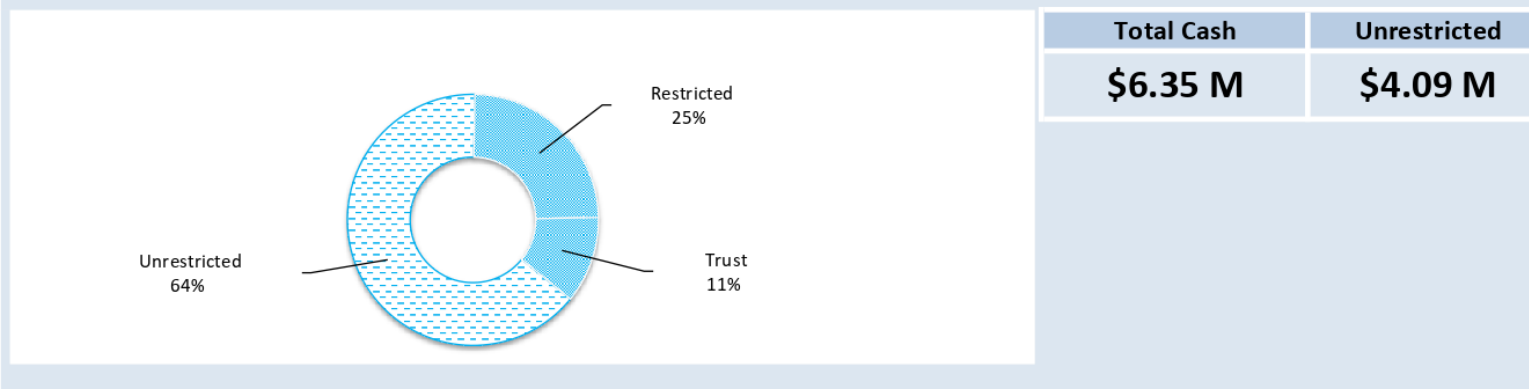
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND INVESTMENTS**

Description	Type	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Bank	At call deposit	4,087,984	0	0	4,087,984	ANZ	Nil	Nil
Cash on Hand	Petty cash	2,800	0	0	2,800	On Hand	Nil	Nil
Trust Fund Bank	At call deposit	0	0	707,853	707,853	ANZ	Nil	Nil
Term Deposit - CBA	Term deposit	0	500,000	0	500,000	CBA	1.71%	31/07/2019
Term Deposit - ANZ	Term deposit	0	1,052,652	0	1,052,652	ANZ	1.53%	31/07/2019
<b>Total</b>		<b>4,090,784</b>	<b>1,552,652</b>	<b>707,853</b>	<b>6,351,289</b>			

**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 financial position.



Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

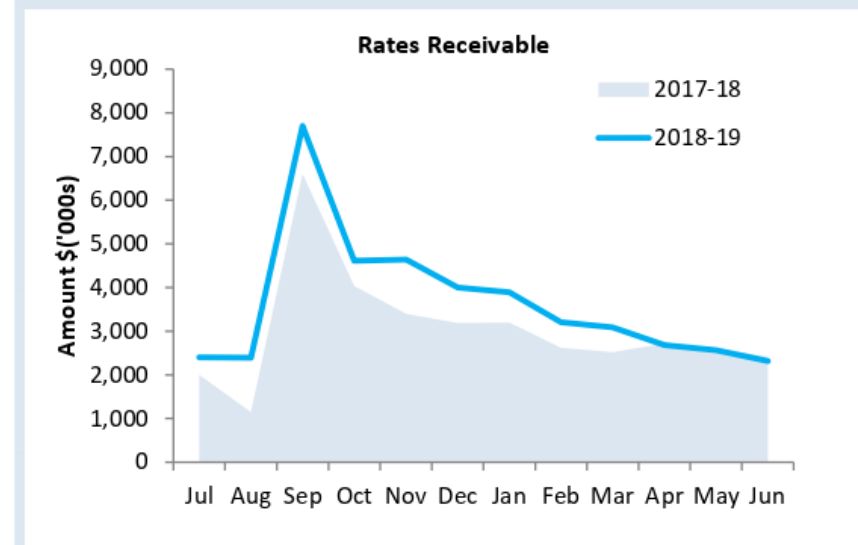
Rates Receivable	30 June 2018	30 Jun 19
	\$	\$
Opening Arrears Previous Years	1,937,838	1,906,903
Levied this year	6,794,247	6,861,475
Less Collections to date	(6,825,182)	(6,452,177)
<b>Equals Current Outstanding</b>	<b>1,906,903</b>	<b>2,316,201</b>
<b>Net Rates Collectable</b>	<b>1,906,903</b>	<b>2,316,201</b>
% Collected	78.2%	73.6%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(32,230)	925,120	45,999	6,775	415,946	1,361,610
Percentage	-2.4%	67.9%	3.4%	0.5%	30.5%	
<b>Balance per Trial Balance</b>						
Sundry debtors						1,361,610
GST receivable						595,759
Sundry Debtors - ESL						46,051
<b>Total Receivables General Outstanding</b>						<b>2,003,420</b>

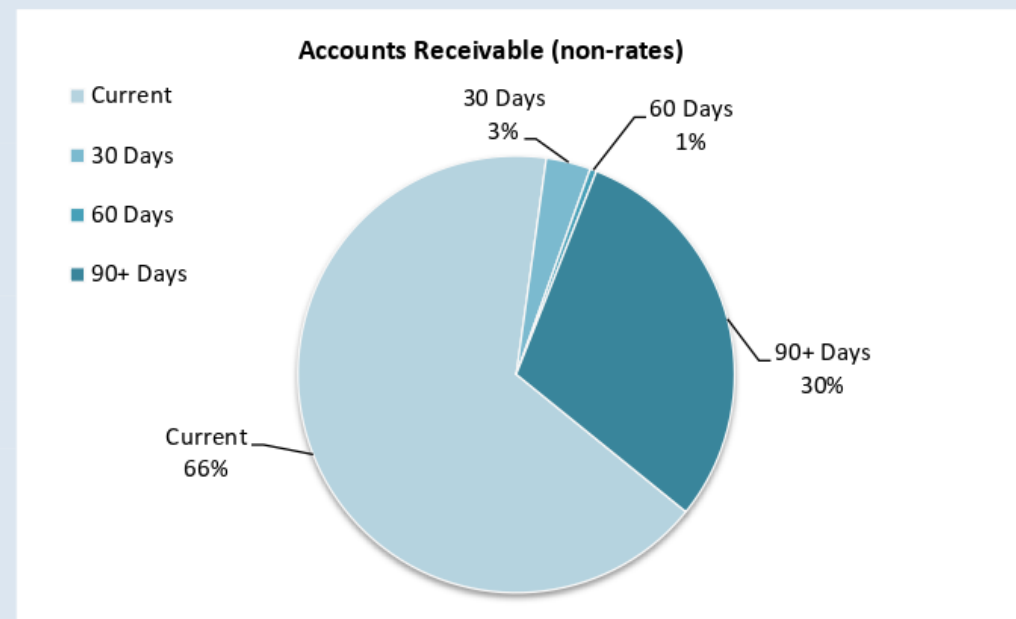
Amounts shown above include GST (where applicable)

**KEY INFORMATION**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the 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. and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective they will not be collectible.



<b>Collected</b>	<b>Rates Due</b>
<b>73.6%</b>	<b>\$2,316,201</b>



<b>Debtors Due</b>
<b>\$2,003,420</b>
<b>Over 30 Days</b>
<b>34%</b>
<b>Over 90 Days</b>
<b>30.5%</b>

Please refer to the compilation report



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

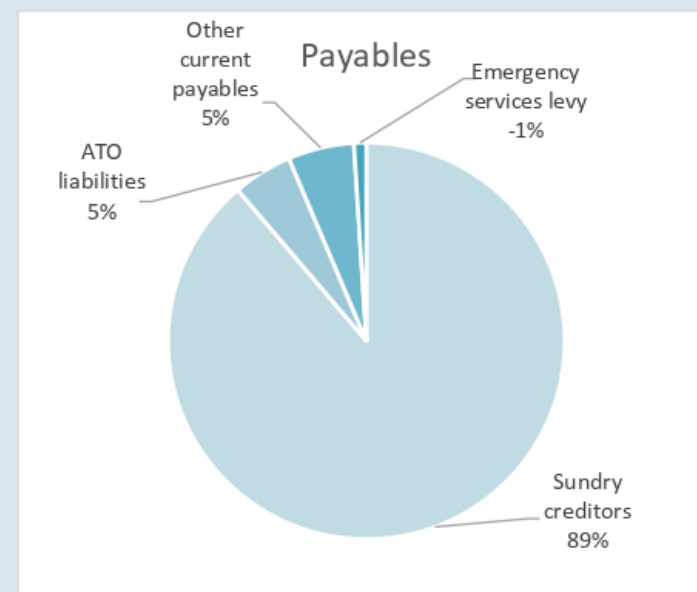
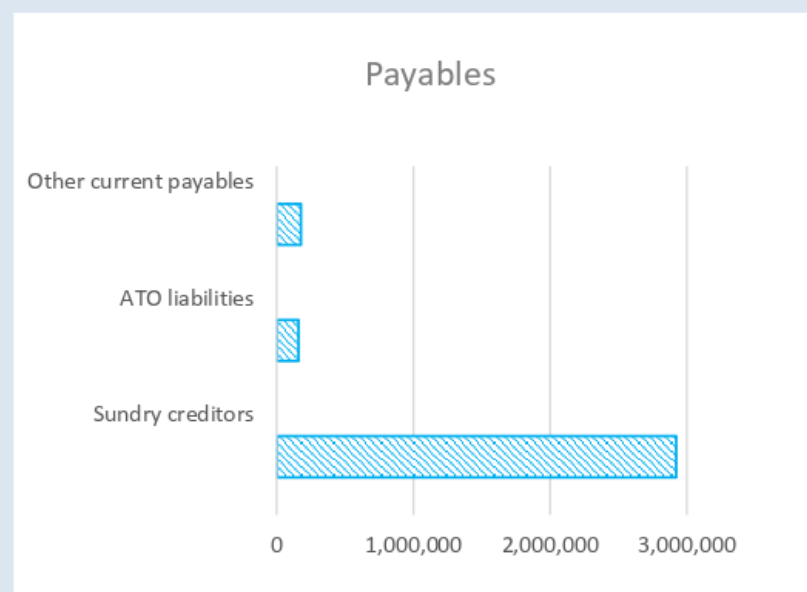
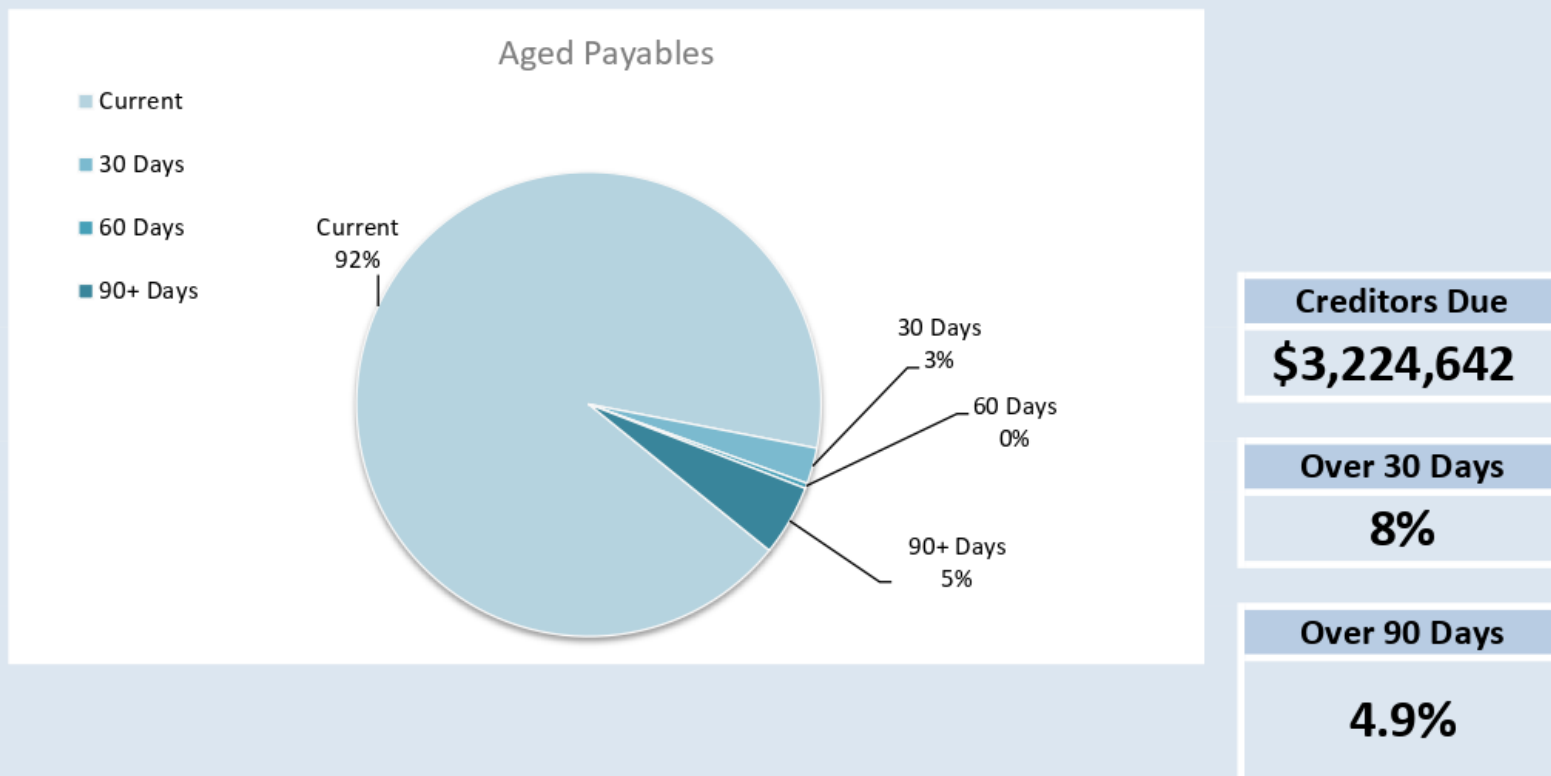
**OPERATING ACTIVITIES  
NOTE 4  
Payables**

<b>Payables - General</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Payables - General	0	2,693,289	73,167	10,775	143,880	2,921,111
Percentage	0%	92.2%	2.5%	0.4%	4.9%	
<b>Balance per Trial Balance</b>						
Sundry creditors						2,921,111
ATO liabilities						159,360
Other current payables						177,182
Emergency services levy						(33,011)
<b>Total Payables General Outstanding</b>						<b>3,224,642</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Please refer to the compilation report

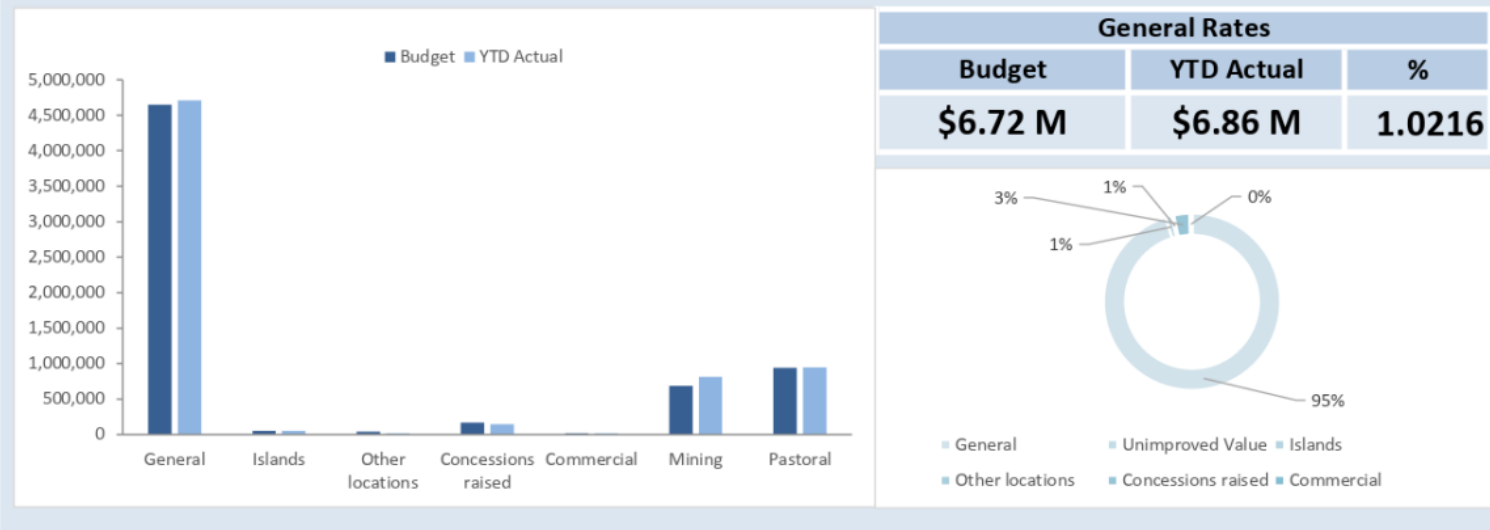
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE

General Rate Revenue	Budget						YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>	\$			\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>										
<b>Gross Rental Value</b>										
General	0.126200	1,498	36,753,566	4,638,300	10,800	4,649,100	4,701,914	4,952	(328)	4,706,538
<b>Unimproved Value</b>										
Islands	0.216939	1	249,840	54,200	0	54,200	54,235	0	0	54,235
Other locations	0.216939	5	196,830	42,700	0	42,700	42,737	(24,034)	0	18,703
Concessions raised	0.216939	3	674,844	146,400	20,000	166,400	146,434	0	0	146,434
Commercial	0.219939	1	75,136	16,300	0	16,300	16,270	2,015	0	18,285
Mining	0.268233	101	2,561,579	687,100	0	687,100	736,398	76,504	0	812,902
Pastoral	0.064434	40	14,608,747	941,300	0	941,300	943,052	0	0	943,052
<b>Sub-Total</b>		<b>1,649</b>	<b>55,120,542</b>	<b>6,526,300</b>	<b>30,800</b>	<b>6,557,100</b>	<b>6,641,040</b>	<b>59,437</b>	<b>(328)</b>	<b>6,700,149</b>
<b>Minimum Payment</b>	<b>Minimum \$</b>									
<b>Gross Rental Value</b>										
General	969	162	1,243,724	156,978	22	157,000	157,947	0	0	157,947
<b>Unimproved Value</b>										
Mining	969	77	278,019	74,613	(13)	74,600	69,768	0	0	69,768
Pastoral	969	3	45,691	2,907	(7)	2,900	2,907	0	0	2,907
<b>Sub-Total</b>		<b>242</b>	<b>1,567,434</b>	<b>234,498</b>	<b>2</b>	<b>234,500</b>	<b>230,622</b>	<b>0</b>	<b>0</b>	<b>230,622</b>
Discount						(74,900)				(69,296)
<b>Total General Rates</b>						<b>6,716,700</b>				<b>6,861,475</b>

KEY INFORMATION

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



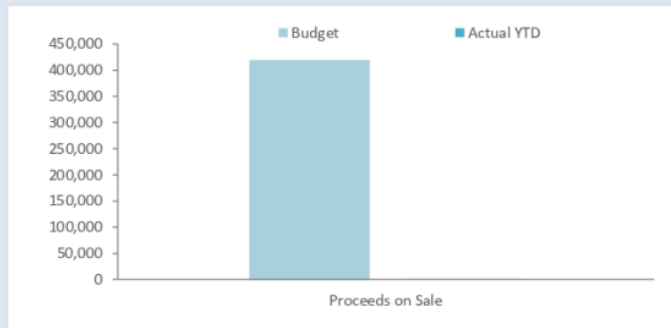
Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Governance</b>								
	Ford Ranger (Pool vehicle)	15,000	15,000	0	0	0	0	0	0
	Toyota Prado	35,000	35,000	0	0	0	0	0	0
	<b>Law, order, public safety</b>								
	Ranger specialised 4 x 4 utility	15,000	15,000	0	0	0	0	0	0
	<b>Health</b>								
	2 Trailers (not disposed in asset register)	0	0			0	856	856	0
	<b>Housing</b>								
	Unit - King Sound Close	292,500	292,500	0	0	0	0	0	0
	SUV (health Services)	15,000	15,000	0	0	0	0	0	0
	<b>Other property and services</b>								
	Backhoe	45,000	45,000	0	0	0	0	0	0
	Coastmac	2,000	2,000	0	0	0	0	0	0
		<b>419,500</b>	<b>419,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>856</b>	<b>856</b>	<b>0</b>

**KEY INFORMATION**



Proceeds on Sale		
Annual Budget	YTD Actual	%
<b>\$419,500</b>	<b>\$856</b>	<b>0%</b>

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

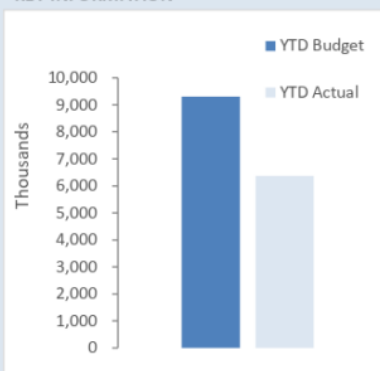
**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted			YTD Actual Variance
	Budget	YTD Budget	YTD Actual	
	\$	\$	\$	\$
Wharf Infrastructure	950,500	950,500	441,974	(508,526)
Road Infrastructure	5,440,800	5,440,800	4,123,104	(1,317,696)
Drainage Infrastructure	40,000	40,000	2,160	(37,840)
Buildings & Fixed Equipment	1,308,000	1,308,000	1,285,870	(22,130)
Furniture & Equipment	38,000	38,000	0	(38,000)
Plant & Equipment	598,000	598,000	0	(598,000)
Footpath Infrastructure	82,500	82,500	231,524	149,024
Runway, Apron & Taxiway Infrastructure	146,800	146,800	107,441	(39,359)
Structures & Other Infrastructure	700,700	700,700	182,157	(518,543)
<b>Capital Expenditure Totals</b>	<b>9,305,300</b>	<b>9,305,300</b>	<b>6,374,230</b>	<b>(2,931,070)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	9,979,700	9,979,700	6,130,032	(3,849,668)
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	419,500	419,500	856	(418,644)
Cash Backed Reserves				
Airport reserve	28,500	0	0	0
Derby Wharf maintenance reserve	3,700	0	0	0
Economic development reserve	19,900	0	0	0
Capital works building reserve	798,000	0	0	0
Energy Developments Ltd West kimberley Cement D	26,900	0	0	0
Administration building construction reserve	50,000	0	0	0
Contribution - operations	(7,396,400)	(1,093,900)	243,342	1,337,242
<b>Capital Funding Total</b>	<b>9,305,300</b>	<b>9,305,300</b>	<b>6,374,230</b>	<b>(2,931,070)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



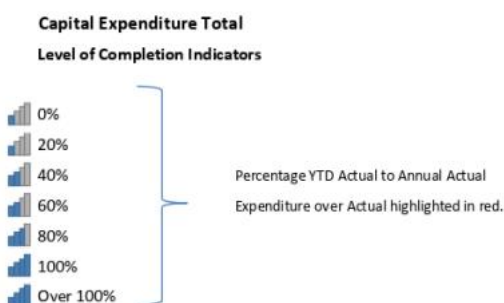
<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$9.31 M</b>	<b>\$6.37 M</b>	<b>69%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$9.98 M</b>	<b>\$6.13 M</b>	<b>61%</b>

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 15

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)



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

	Account Description	Amended			Variance (Under)/Over
		Budget	YTD Budget	YTD Actual	
<b>Capital Expenditure</b>					
<b>Plant &amp; Equipment</b>					
0.00	420731 Capital - Fleet Vehicles	70,000	70,000	0	70,000
0.00	720530 Capital - Fleet Vehicles	50,000	50,000	0	50,000
0.00	740530 Capital - Fleet Vehicles	65,000	65,000	0	65,000
0.00	860521 Capital - Plant and Machinery (Plant and Depots)	413,000	413,000	0	413,000
0.00	<b>Plant &amp; Equipment Total</b>	<b>598,000</b>	<b>598,000</b>	<b>0</b>	<b>598,000</b>
<b>Furniture &amp; Equipment</b>					
0.00	510540 Capital - Furniture and Equipment	15,000	15,000	0	15,000
0.00	691540 Capital - Furniture & Equipment	23,000	23,000	0	23,000
0.00	<b>Furniture &amp; Equipment Total</b>	<b>38,000</b>	<b>38,000</b>	<b>0</b>	<b>38,000</b>
<b>Buildings &amp; Fixed Equipment</b>					
0.98	920510 Capital - Buildings Renewal (Derby Airport Terminal)	1,308,000	1,308,000	1,285,870	22,130
0.98	<b>Buildings &amp; Fixed Equipment Total</b>	<b>1,308,000</b>	<b>1,308,000</b>	<b>1,285,870</b>	<b>22,130</b>
<b>Wharf Infrastructure</b>					
0.46	940560 Capital - Infrastructure Renewal (Derby Wharf Revitalisation)	950,500	950,500	441,974	508,526
0.46	<b>Wharf Infrastructure Total</b>	<b>950,500</b>	<b>950,500</b>	<b>441,974</b>	<b>508,526</b>
<b>Road Infrastructure</b>					
0.89	810560 Capital - Infrastructure Renewal (Rural Roads)	2,372,500	2,372,500	2,119,189	253,311
0.67	810561 Capital - Infrastructure Renewal (Fitzroy Urban)	362,500	362,500	241,615	120,885
0.65	810562 Capital - Infrastructure Renewal (Derby Urban)	2,705,800	2,705,800	1,762,300	943,500
0.76	<b>Road Infrastructure Total</b>	<b>5,440,800</b>	<b>5,440,800</b>	<b>4,123,104</b>	<b>1,317,696</b>
<b>Drainage Infrastructure</b>					
0.05	830561 Capital - Infrastructure Renewal (Drainage)	40,000	40,000	2,160	37,840
0.05	<b>Drainage Infrastructure Total</b>	<b>40,000</b>	<b>40,000</b>	<b>2,160</b>	<b>37,840</b>
<b>Footpath Infrastructure</b>					
0.49	820560 Capital - Infrastructure Renewal (Footpaths)	82,500	82,500	40,293	42,207
0.00	620570 Capital - Infrastructure Other (Cattle Race Works & Trail Markers)	0	0	191,231	(191,231)
2.81	<b>Footpath Infrastructure Total</b>	<b>82,500</b>	<b>82,500</b>	<b>231,524</b>	<b>(149,024)</b>
<b>Runway, Apron &amp; Taxiway Infrastructure</b>					
0.07	930550 Capital - Infrastructure Renewal (Fitzroy Airport )	146,800	146,800	9,738	137,062
0.00	920562 Capital - Infrastructure Renewal (Lighting)	0	0	97,703	(97,703)
0.73	<b>Runway, Apron &amp; Taxiway Infrastructure Total</b>	<b>146,800</b>	<b>146,800</b>	<b>107,441</b>	<b>39,359</b>
<b>Structures &amp; Other Infrastructure</b>					
0.78	692550 Capital - Infrastructure New (Fitzroy Playspace)	255,300	255,300	198,711	56,589
0.44	692551 Capital - Infrastructure New	30,000	30,000	13,054	16,946
0.10	770500 Capital - Infrastructure New (CCTV Security Network)	375,400	375,400	(38,699)	414,099
0.00	740550 Capital - Infrastructure New (Relocated Tank)	0	0	9,091	(9,091)
0.26	<b>Structures &amp; Other Infrastructure Total</b>	<b>700,700</b>	<b>700,700</b>	<b>182,157</b>	<b>518,543</b>
0.69	<b>Grand Total</b>	<b>9,305,300</b>	<b>9,305,300</b>	<b>6,374,230</b>	<b>2,931,070</b>

Please refer to the compilation report



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2018	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>									
Loan 136 - Staff Housing	137,301	0	0	23,253	22,400	114,048	114,901	8,485	5,200
Loan 146 - Staff Housing	692,935	0	0	40,055	37,600	652,880	655,335	31,916	45,700
Loan 148 - Staff Housing	314,632	0	0	12,675	15,900	301,957	298,732	13,124	14,700
<b>Recreation and culture</b>									
Loan 135 - Civic Centre Renovations	79,639	0	0	30,584	30,600	49,055	49,039	1,740	3,900
<b>Transport</b>									
Loan 145 - Wharf Fenders & Boat Ramp	274,877	0	0	11,254	0	263,623	274,877	45,916	67,300
Loan 150 - Derby Airport Infrastructure	5,315,200	0	0	17,108	33,500	5,298,092	5,281,700	55,326	74,300
Loan 151 - Fitzroy Airport Infrastructure	396,000	0	0	21,350	0	374,650	396,000	5,914	14,800
<b>Economic services</b>									
Loan 149 - Derby Visitors Centre	393,290	0	0	20,716	20,700	372,574	372,590	17,332	17,400
<b>Total</b>	<b>7,603,874</b>	<b>0</b>	<b>0</b>	<b>176,995</b>	<b>160,700</b>	<b>7,426,879</b>	<b>7,443,174</b>	<b>179,753</b>	<b>243,300</b>

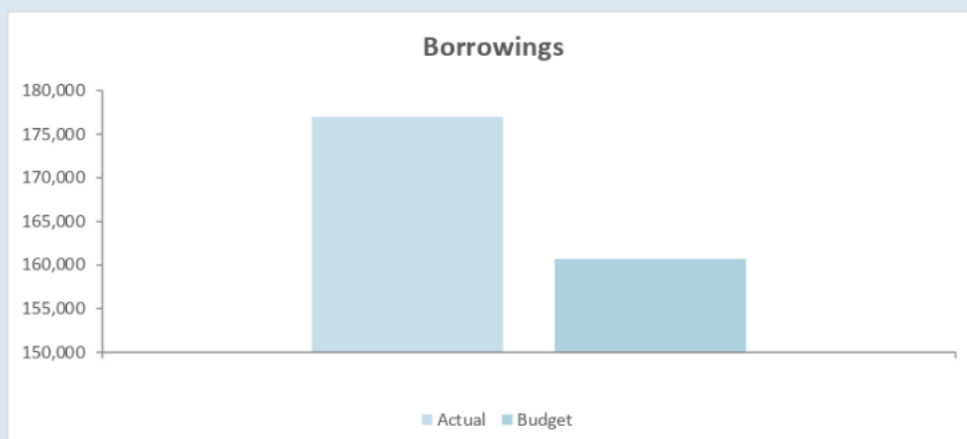
All debenture repayments were financed by general purpose revenue.

Unspent Borrowings

Particulars	Date Borrowed	Unspent	Borrowed	Expended	Unspent
		Balance 30-06-2018	During Year	During Year	Balance 30/06/2019
		\$	\$	\$	\$
Loan 152 - Derby Wharf Infrastructure	2,018	1,245,200		(441,974)	803,226
		1,245,200	0	(441,974)	803,226

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.



Principal Repayments  
**\$176,995**

Interest Earned  
**\$391,058**

Interest Expense  
**\$179,753**

Reserves Bal  
**\$1.55 M**

Loans Due  
**\$7.43 M**

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 17

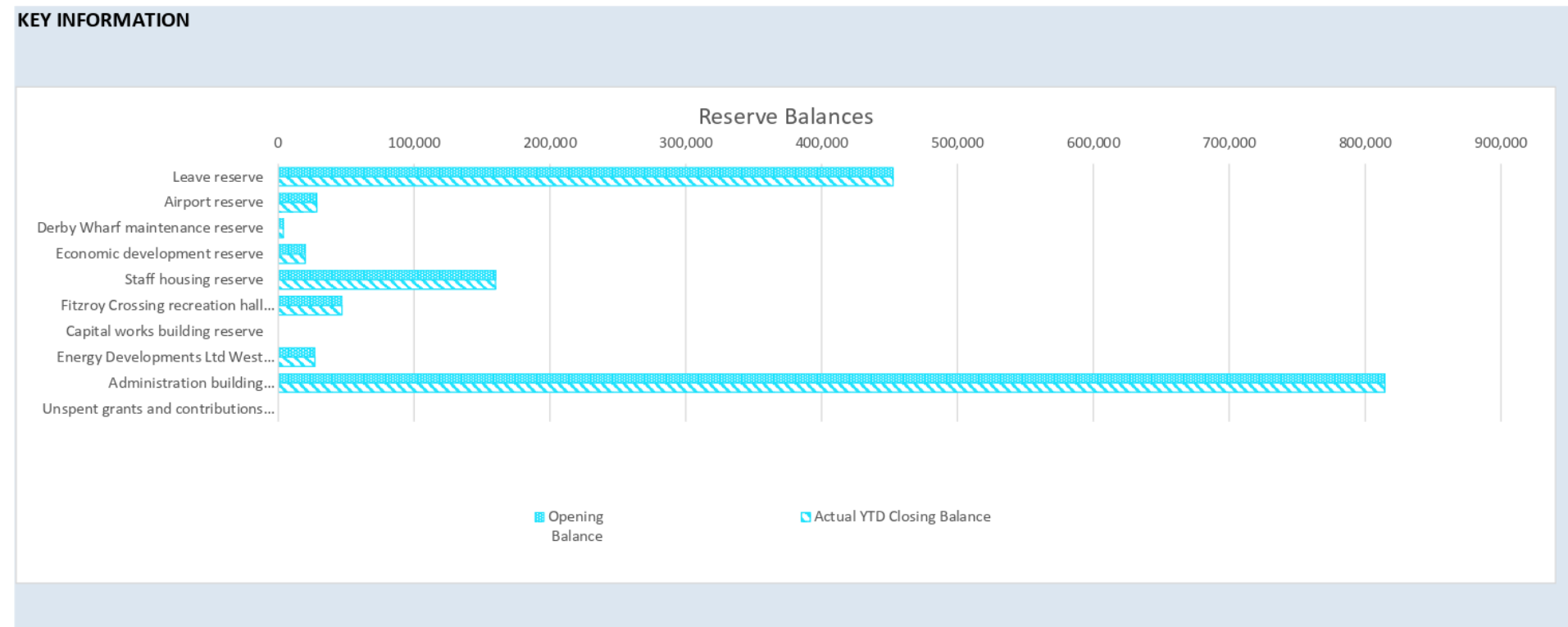
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

OPERATING ACTIVITIES  
NOTE 9  
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	452,441	452,400	0	0	0	0	0	0	452,400	452,441
Airport reserve	28,456	28,500	0	0	0	0	(28,500)	0	0	28,456
Derby Wharf maintenance reserve	3,721	3,700	0	0	0	0	(3,700)	0	0	3,721
Economic development reserve	19,935	19,900	0	0	0	0	(19,900)	0	0	19,935
Staff housing reserve	159,965	160,000	0	0	0	0	0	0	160,000	159,965
Fitzroy Crossing recreation hall reserve	46,771	46,800	0	0	0	0	0	0	46,800	46,771
Capital works building reserve	0	0	0	0	1,001,600	0	(798,000)	0	203,600	0
Energy Developments Ltd West kimberley Cement Donations reserve	26,852	26,900	0	0	0	0	(26,900)	0	0	26,852
Administration building construction reserve	814,511	814,500	0	0	286,300	0	(50,000)	0	1,050,800	814,511
Unspent grants and contributions reserve	0	5,375,500	0	0	0	0	(5,375,500)	0	0	0
	<b>1,552,652</b>	<b>6,928,200</b>	<b>0</b>	<b>0</b>	<b>1,287,900</b>	<b>0</b>	<b>(6,302,500)</b>	<b>0</b>	<b>1,913,600</b>	<b>1,552,652</b>

KEY INFORMATION



Please refer to the compilation report



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019

NOTE 10  
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Grant Provider	Opening Balance (a)	Amended Budget Operating	Capital	YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
		\$	\$	\$				\$
<b>General purpose funding</b>								
WA LG Grants Commission - General	0	1,970,000	0	1,970,000	1,970,000	138,652	2,108,652	2,108,652
Income - Grants & Contributions (FAG's Received In Advance)	0	0	0	0	0		0	2,161,045
<b>Law, order, public safety</b>								
Grants	0	0	231,000	231,000	231,000	(231,000)	0	0
<b>Health</b>								
Core service grants	0	490,000	0	490,000	490,000	(2,332)	487,668	487,668
Mosquito control	0	2,000	0	2,000	2,000	166	2,166	2,166
<b>Education and welfare</b>								
Reimbursements	0	5,000	0	5,000	5,000	(5,000)	0	0
Youth Core Programs	0	357,000	0	357,000	357,000	399	357,399	127,399
<b>Recreation and culture</b>								
Kimberley Art Prize	0	9,000	0	9,000	9,000	(42)	8,958	8,958
Libraries	0	5,000	0	5,000	5,000	(500)	4,500	4,500
Kimberley Photographic Awards	0	13,500	0	13,500	13,500	(2,727)	10,773	11,157
Christmas Lights Competition - Derby	0	900	0	900	900	850	1,750	1,750
Christmas Lights Competition - Fitzroy	0	900	0	900	900	(100)	800	800
Playground Equipment	0	0	168,800	168,800	168,800	(10,011)	158,789	158,789
Grants and subsidies	0	5,000	0	5,000	5,000	(5,000)	0	0
<b>Transport</b>								
Black Spot Funding	0	0	226,900	226,900	226,900	(157,424)	69,476	69,476
Main Roads Direct	0	0	43,600	43,600	43,600	81,992	125,592	125,592
Regional Road Group	0	0	1,080,900	1,080,900	1,080,900	(325,751)	755,149	963,679
Roads to Recovery	0	0	500,100	500,100	500,100	318,777	818,877	818,877
MRD Remote Access Roads	0	0	191,200	191,200	191,200	94,592	285,792	285,792
FAGS remote Access Roads	0	0	327,200	327,200	327,200	(13,173)	314,027	314,027
Water Corp (Roads)	0	0	100,000	100,000	100,000	(100,000)	0	0
MRD Flood Damage	0	0	6,600,000	6,600,000	6,600,000	(3,856,116)	2,743,884	2,743,884
Derby Airport	0	0	510,000	510,000	510,000	(84)	509,916	509,916
Federal Assistance Grant - Roads	0	460,000	0	460,000	460,000	144,708	604,708	604,708
Income Operating Grants Roads	0	16,000	0	16,000	16,000	(16,000)	0	16,132
Income - Strategic programs (Dept Parks & Wildlife)	0	75,000	0	75,000	75,000	(75,000)	0	100,000
Income - Grants Operating (FAGS roads portion Received in Advance)	0	0	0	0	0		0	729,622
Income - Reimbursements and Other	0	0	0	0	0		0	2,028
Aerodromes	0	0	0	0	0		0	140,000
<b>Other property and services</b>								
Grants to Kimberley Zone	0	8,000	0	8,000	8,000	782	8,782	8,782
<b>TOTALS</b>	<b>0</b>	<b>3,417,300</b>	<b>9,979,700</b>	<b>13,397,000</b>	<b>13,397,000</b>	<b>(4,019,342)</b>	<b>9,377,658</b>	<b>12,505,399</b>
<b>SUMMARY</b>								
Operating grants, subsidies and contributions	0	3,417,300	0	3,417,300	3,417,300	178,856	3,596,156	6,375,367
Non-operating grants, subsidies and contributions	0	0	9,979,700	9,979,700	9,979,700	(4,198,198)	5,781,502	6,130,032
<b>TOTALS</b>	<b>0</b>	<b>3,417,300</b>	<b>9,979,700</b>	<b>13,397,000</b>	<b>13,397,000</b>	<b>(4,019,342)</b>	<b>9,377,658</b>	<b>12,505,399</b>

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

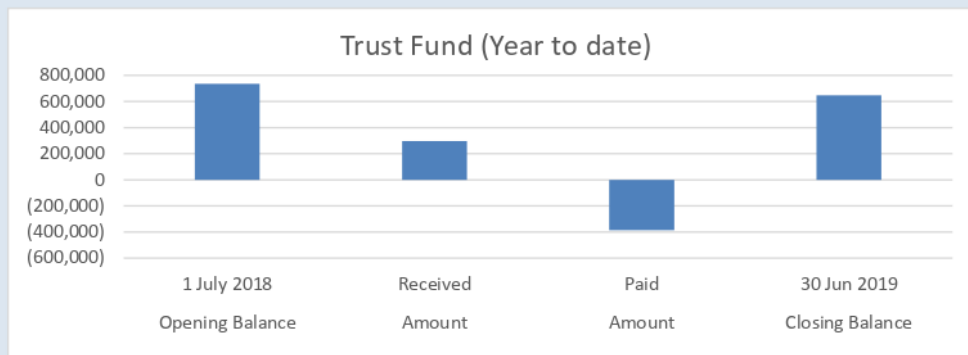
**NOTE 11  
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 July 2018	Amount Received	Amount Paid	Closing Balance 30 Jun 2019
	\$	\$	\$	\$
Prepaid/overpaid rates	2,216	0	0	2,216
Deposits Halls	9,146	7,100	(8,700)	7,546
Deposits Other	324,405	10,144	(11,730)	322,819
BCITF Training Levy	418	865	(865)	418
Deposits Nomination	240	0	0	240
BRB Levy	33	4,679	(3,425)	1,287
FX Visitors Centre Tour Groups	110,048	267,717	(354,789)	22,976
Sale of Art	3,315	6,661	(7,066)	2,910
Cemetery publications	956	0	0	956
Grants	91	0	0	91
Parking/Footpath/Streets contributions	285,361	0	0	285,361
	<b>736,229</b>	<b>297,166</b>	<b>(386,575)</b>	<b>646,820</b>

**KEY INFORMATION**

There is a difference between the Trust Bank and Trust Liability of \$61,033



Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 20

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 12  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus		3,924,027		3,924,027
	Not considered in the annual budget review					(3,924,027)	0
410102	Members of Council	April				(22,727)	(22,727)
410107	Members of Council (Presidential allowance)	April			22,727		0
				<b>0</b>	<b>3,946,754</b>	<b>(3,946,754)</b>	<b>0</b>

**KEY INFORMATION**

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2019**

**NOTE 13  
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 2018-19 year is \$30,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var. Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Governance	(32,495)	(52.33%)	▼ Permanent	Various Income accounts received less income than anticipated
General Purpose Funding - Other	2,363,010	102.23%	▲ Permanent	This variance is due to receiving the Federal Assistance Grant - General Purpose in advance for 19/20 which had not been budgeted for.
Education and Welfare	(250,811)	(62.70%)	▼ Permanent	Anticipated Funding of \$231,000 from the Department of Communities not received.
Transport	1,194,369	57.51%	▲ Permanent	This variance is due to receiving the Federal Assistance Grant - General Purpose in advance for 19/20 which had not been budgeted for.
<b>Expenditure from operating activities</b>				
Governance	(475,893)	(33.84%)	▼ Permanent	Administrative allocation journals not completed. Debt recovery did not occur in the 18/19 year will be enforced in the 19/20 year.
General Purpose Funding	65,342	21.71%	▲ Permanent	Maintenance to pound underspent as well as Salaries and Wages. Administrative allocation journals not completed.
Law, Order and Public Safety	78,553	16.95%	▲ Permanent	Underspent in Salaries and wages due to timing of staff replacement and underspent in promotional material
Health	128,878	14.23%	▲ Permanent	Underspent in Salaries and wages due to timing of staff replacement and major maintenance in the Youth centre
Education and Welfare	126,794	17.77%	▲ Permanent	Gym expenses, major maintenance to FX change rooms Nicholson oval, Fitzroy Futures project and major maintenance to wharfinger museum all underspent
Recreation and Culture	764,010	17.56%	▲ Permanent	Flood damages expenditure not completed as budgeted as well as Capital road projects - Kalyeeda road project to continue in 19/20
Transport	5,367,332	29.22%	▲ Permanent	Loan expenditure incorrectly budgeted for in 18/19 year and Administrative allocation journals not completed.
Economic Services	171,489	23.81%	▲ Permanent	
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	(3,849,668)	(38.57%)	▼ Permanent	Less income received for Flood Damage than anticipated.
Capital Acquisitions	2,931,070	31.50%	▲ Permanent	Did not completed Capital expenditure as budgeted for road projects, flood damage, fleet replacement and CCTV capital project.
<b>KEY INFORMATION</b>				

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 1

## 12.2 COUNCIL MEETING VENUE

**File Number:** 4150 - Meeting Procedures

**Author:** Danielle Hurstfield, Manager Administration and Governance

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Administrative

### SUMMARY

This report provides information on current arrangements and options for consideration for the provision of meeting space primarily for formal and informal Council meetings.

### DISCLOSURE OF ANY INTEREST

Nil.

### LEGISLATIVE IMPLICATIONS

*Local Government (Administration) Regulations 1996*

Part 2 - Council and committee meetings

#### 12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

### BACKGROUND

The Shire entered into a lease with Kable Agencies effective 1 October 2014 for a term of 5 years (expiring 30 September 2019), with 2 further terms of 2 years. The lease facilitates the use of Council Chamber (meeting room approximately 55m<sup>2</sup> – 9m x 6m) plus kitchen and 2 foyer areas, the area previously used by Community Development and a shed to the rear of the Council Chamber.

A recent review of usage and costs resulted in officers advising Kable Agencies that the Shire would not be exercising an option of a further 2 years and sought confirmation if a periodic tenure may be available to facilitate departure of the premises.

Historically the Council Chambers have been located at 26 Loch Street with an approximate area of 50m<sup>2</sup> (11m x 4.5m) with attached kitchen and originally in the administration building at 30 Loch Street, with an area of approximately 50m<sup>2</sup> (9m x 5.5m) with access to a kitchen.

A review of other Council owned facility has presented an opportunity for possible use of excess floor space at the Derby Library. This option could be achieved by relocating the reception desk and everything to the east of it (public computers, printer and bookshelves) to the western side of the library.

This larger space could accommodate relocated shelving, public computers along the wall of the store and still leave the children’s activity area functional. The reception desk facilitates 2 staff members, alternatively, the area currently used as a store would provide office space for the Manager if required.

The area provided would facilitate a large space for formal Council meetings with a gallery and allow for the setup to be left in place. Due to the vicinity to the Administration building access to a secure WiFi network would be available reducing the need for cabling costs for the Elected Member area. The former Managers office will provide a secure area for equipment associated with Elected Member meetings.

The library has 2 toilets and a kitchenette area.

The library is currently closed to the public on Wednesday which is related to dealings with the State library. There is flexibility to amend this.

**POLICY IMPLICATIONS**

C5 – Council Meetings – Date, Time And Venue

C6 – Use Of Chambers

**FINANCIAL IMPLICATIONS**

The use of the facility costs approximately \$9,656 per month, with the last 2 financial years expenditure summarised below:

17/18	\$126,018
18/19	\$115,870

Use of previous Council Chamber areas would have minimal costs incurred such as installation of communications, cables, signage etc which would require a cash cost of between \$2,000 and \$5,000. In addition there would be the relocation of staff and equipment which could be absorbed in staff costs.

Use of the Derby Public Library on an as is basis would have a small financial impact for minor structural amendments such as locks to secure doors and cabling for the relocated reception desk and signage staff estimate \$2,000 - \$5,000k. In addition there would be the relocation of staff and equipment which could be absorbed in staff costs.

There is a requirement for some minor maintenance at 68 Clarendon Street as a result of contractual requirements for the lease handback. This is estimated up to \$10,000 which has been included in the 2019/20 budget.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation Leadership that provides strategic direction for the community, supported by	4.1: Effective governance and leadership	4.1.1: Provide leadership in balancing the needs of the community, government, industry and the environment

efficient and effective service delivery		
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**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Financial:</b> Costs of continuing to hold the lease	Likely	Major	High	Adopting officer recommendation to relocate to a Council owned facility.

**CONSULTATION**

Manager Community Services regarding use of Derby Public Library and options for use.

**COMMENT**

The use of the Derby Public Library provides the best long solution for meeting space.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>The area is aesthetically pleasing and provides a higher and better use of a Council asset.</li> <li>Close to administration building for ease of setup/pack down.</li> <li>Saving of current lease costs (approx. \$115,000).</li> </ul>	<ul style="list-style-type: none"> <li>Small cost to for minor amendments to the Derby Public Library building.</li> <li>Cost to ‘make good’ existing premises as a result of moving. This would be required regardless of where Council relocates to.</li> <li>The Derby Public Library toilet facilities will require an upgrade in the future if this was to become a permanent venue to meet current disability access requirements.</li> </ul>

There are 3 remaining Ordinary Council Meetings in Derby this year. Council meeting dates for the remainder of the year are as follows:

Thursday	26 September 2019	5.30pm	Council Chambers, Derby
Thursday	31 October 2019	5.30pm	Council Chambers, Derby
Thursday	21 November 2019	1.00pm	Library, Fitzroy Crossing
Thursday	12 December 2019	5.30pm	Council Chambers, Derby

Council are required to advertise any change in Meeting Dates and Venues in accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*.

As the Derby Public Library has flexibility around the day they are closed to the public, it is suggested the Library amend their day of closure from Wednesday to Thursday to enable Councillors to maintain the routine in place regarding scheduling. Closure of the library on



Thursdays would facilitate Elected Members to have use of the facility in an environment in line with current environment provided by 68 Clarendon Street.

**VOTING REQUIREMENT**

Absolute majority

**ATTACHMENTS**

Nil

**RECOMMENDATION**

**That Council**

- 1. Approve the relocation of the Council Chamber to the Derby Public Library.**
- 2. Approve expenditure of up to \$5,000 for minor amendments to the Derby Public Library to accommodate the Council Chamber.**
- 3. Advertise the amendment to meeting location on 31 October 2019 and 12 December 2019.**
- 4. Advertise an amendment to the opening days of the Derby Public Library to advise it is closed to the public on Thursday instead of Wednesday.**

## 12.3 STATEMENT OF FINANCIAL MANAGEMENT REPORTING FOR THE PERIOD ENDING 31 JULY 2019

**File Number:** 5152  
**Author:** Myra Henry, Manager Finance  
**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer  
**Authority/Discretion:** Information

### SUMMARY

This report has been compiled for informational purposes to provide the Council with an overview of the Shire's financial performance on a year to date basis for the period ending 31 July 2019.

Management has requested for the Statements for July to be compiled without budget figures for reporting purposes and will provide a compliant statutory report in September once the budget has been adopted.

### 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 wide financial position.

As the Shire has to yet adopt the 2019/20 Annual Budget the attached financials are for informational purposes only.

### 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.*
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

#### **POLICY IMPLICATIONS**

AF14 – Significant Accounting Policies

AF18 – Sundry Debtors Collection

AF19 – Outstanding Rates Collection

FM4 – Reserve Accounts

FM7 – Cashflow Management

FM8 – Investments

#### **FINANCIAL IMPLICATIONS**

Expenditure for the period ending 31 July 2019 has been incurred is not in accordance with any Annual Budget as Council is still to adopt the 2019/20 Budget.

Management has taken every effort possible to keep expenditure to a minimum and monitored expenditure for any unforeseen expenditure which may impact the 2019/20 draft budget.

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	OUTCOME	STRATEGY
<p><b>4:</b> Good Governance and an effective organisation</p> <p>Leadership that provides strategic direction for the community, supported by efficient and effective service delivery</p>	<p><b>4.1:</b> Effective Governance and Leadership</p>	<p><b>4.1.4:</b> Ensure governance policies and procedures are in accordance with legislative requirements</p>

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<p><b>Financial:</b></p> <p>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 stream 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.</p>	<p>Possible</p>	<p>Major</p>	<p>High</p>	<p>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.</p>

**CONSULTATION**

Internal consultation within the corporate services department.

External consultation with Moore Stephens.

**COMMENT**

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 Polies
- 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 related summary graphs.

At the time of preparing the attached financials the Annual Financial Report has not been finalised therefore the surplus of \$4,782,304 displayed may change due to year end and audit adjustments.

Expenditure for the month of July has been kept to minimum of essential requirements only such as employee cost, contractual payments and utility payments.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. **Financial Management Report for July 2019**  

**RECOMMENDATION**

**That Council RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 31 July 2019.**

**MOORE STEPHENS**

Ms Amanda O'Halloran  
Chief Executive Officer  
Shire of Derby/West Kimberley  
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**DERBY WA 6728**

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PO Box 5785  
St Georges Terrace, WA 6831  
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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 July 2019. 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.

**OTHER MATTERS**

The Statement of Financial Activity attached to this report does not have annual or year to date budget comparatives as the annual budget has not been adopted. It is therefore not a compliant monthly report.

*Moore Stephens (WA) Pty Ltd*

Moore Stephens (WA) Pty Ltd  
Chartered Accountants



**RUSSELL BARNES**  
**DIRECTOR**

16 August 2019

**SHIRE OF DERBY-WEST KIMBERLEY**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 July 2019**

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

**TABLE OF CONTENTS**

Summary Graphs	3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1      Net Current Assets	10
Note 2      Cash and Investments	11
Note 3      Receivables	12
Note 4      Payables	13
Note 5      Capital Acquisitions	15
Note 6      Borrowings	16
Note 7      Reserves	17
Note 8      Grants and Contributions	18
Note 9      Trust Fund	19
Note 10     Budget Amendments	20



**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2019**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 15 August 2019

**BASIS OF PREPARATION**

**REPORT PURPOSE**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

**BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All Funds through which the Council controls resources to carry on its functions have been included in this statement. 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 statement, but a separate statement of those monies appears at Note 9.

**SIGNIFICANT ACCOUNTING POLICES**

**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.

**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.

**ROUNDING OFF FIGURES**

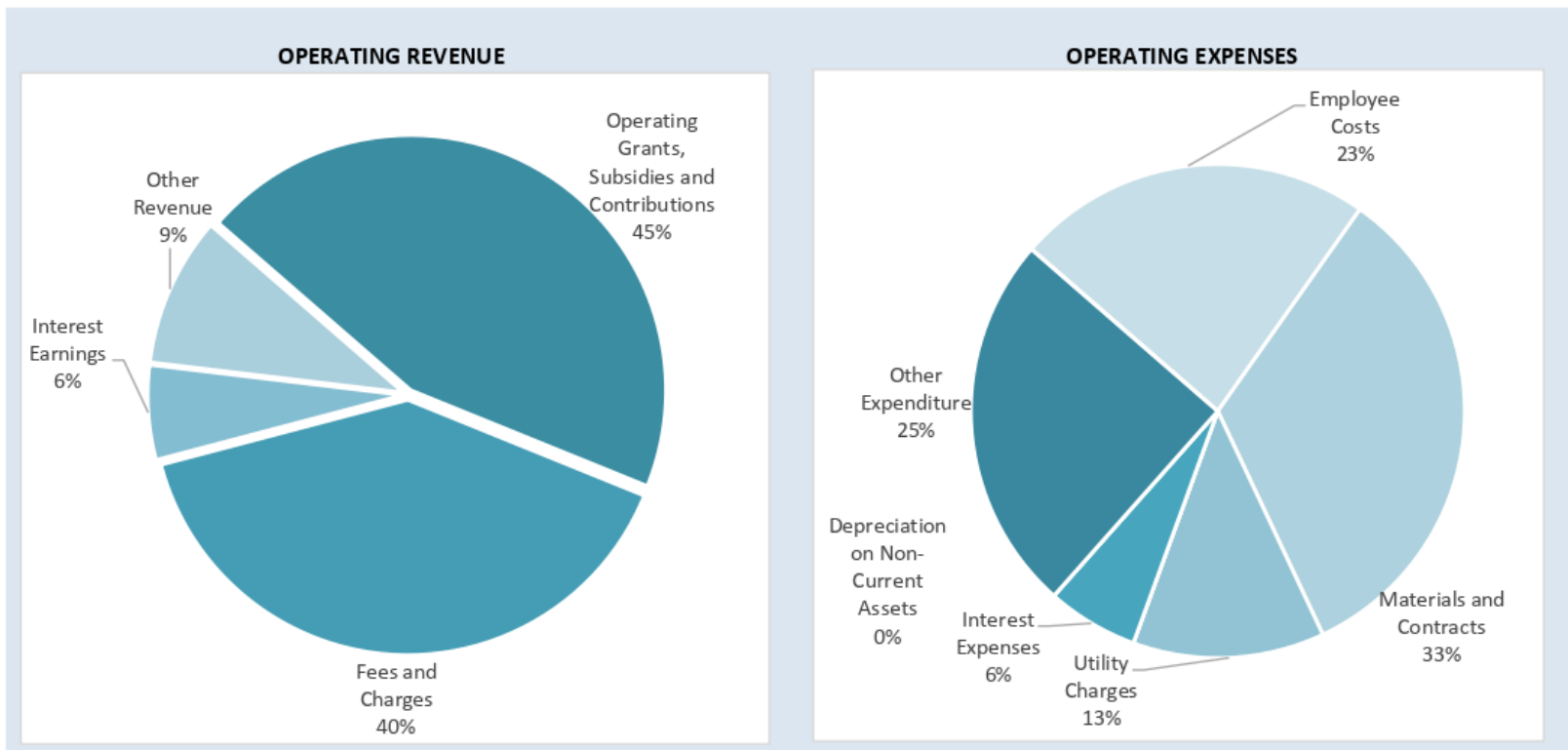
All figures shown in this statement are rounded to the nearest dollar.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 2

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 JULY 2019**

**SUMMARY GRAPHS**



Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 3

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 JULY 2019**

**STATUTORY REPORTING PROGRAMS**

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

<b>GOVERNANCE</b>	<b>ACTIVITIES</b>
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.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
<b>HEALTH</b> 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.
<b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.	Year round care, housing for the aged and educational services.
<b>HOUSING</b> Help ensure adequate housing.	Management and maintenance of staff and rental housing.
<b>COMMUNITY AMENITIES</b> 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.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resource which will 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 reserves.
<b>TRANSPORT</b> 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.
<b>ECONOMIC SERVICES</b> To help promote the Shire and its economic wellbeing.	Building control, saleyards, tourism and area promotion, standpipes and pest control.
<b>OTHER PROPERTY AND SERVICES</b> 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 or council employees.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 4

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 0	\$ 0	\$ 4,782,304
<b>Revenue from operating activities</b>				
Governance		0	0	4,120
General Purpose Funding - Other		0	0	26,829
Law, Order and Public Safety		0	0	6,367
Health		0	0	169,790
Education and Welfare		0	0	31,850
Housing		0	0	4,069
Community Amenities		0	0	47,224
Recreation and Culture		0	0	22,537
Transport		0	0	110,272
Economic Services		0	0	13,265
Other Property and Services		0	0	5,717
		<b>0</b>	<b>0</b>	<b>442,040</b>
<b>Expenditure from operating activities</b>				
Governance		0	0	(504,613)
General Purpose Funding		0	0	(1,787)
Law, Order and Public Safety		0	0	(5,927)
Health		0	0	(27,063)
Education and Welfare		0	0	(18,328)
Housing		0	0	(31,343)
Community Amenities		0	0	(48,471)
Recreation and Culture		0	0	(198,288)
Transport		0	0	(152,830)
Economic Services		0	0	(28,906)
Other Property and Services		0	0	(21,390)
		<b>0</b>	<b>0</b>	<b>(1,038,946)</b>
<b>Operating activities excluded from Actual Amount attributable to operating activities</b>		<b>0</b>	<b>0</b>	<b>(596,906)</b>
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	8	0	0	870,686
Capital Acquisitions	5	0	0	(7,684)
<b>Amount attributable to investing activities</b>		<b>0</b>	<b>0</b>	<b>863,002</b>
<b>Financing Activities</b>				
Repayment of Debentures	6	0	0	(63,363)
<b>Amount attributable to financing activities</b>		<b>0</b>	<b>0</b>	<b>(63,363)</b>
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>4,985,037</b>

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.  
The material variance adopted by Council for the 2019-20 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.

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 JULY 2019**

**NATURE OR TYPE DESCRIPTIONS**

**REVENUE**

**RATES**

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

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**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.

**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**

Loss on the disposal of fixed assets.

**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, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 6

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

	Ref Note	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
<b>Opening Funding Surplus (Deficit)</b>	1(b)	0	0	4,782,304
<b>Revenue from operating activities</b>				
Operating Grants, Subsidies and Contributions	8	0	0	197,762
Fees and Charges		0	0	175,825
Interest Earnings		0	0	26,474
Other Revenue		0	0	41,978
		<b>0</b>	<b>0</b>	<b>442,039</b>
<b>Expenditure from operating activities</b>				
Employee Costs		0	0	(242,879)
Materials and Contracts		0	0	(345,325)
Utility Charges		0	0	(130,420)
Interest Expenses		0	0	(62,282)
Other Expenditure		0	0	(258,039)
		<b>0</b>	<b>0</b>	<b>(1,038,945)</b>
<b>Operating activities excluded from Actual</b>				
Amount attributable to operating activities		<b>0</b>	<b>0</b>	<b>(596,906)</b>
<b>Investing activities</b>				
Non-operating grants, subsidies and contributions	8	0	0	870,686
Capital acquisitions	5	0	0	(7,684)
Amount attributable to investing activities		<b>0</b>	<b>0</b>	<b>863,002</b>
<b>Financing Activities</b>				
Repayment of Debentures	6	0	0	(63,363)
Amount attributable to financing activities		<b>0</b>	<b>0</b>	<b>(63,363)</b>
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>0</b>	<b>0</b>	<b>4,985,037</b>

**KEY INFORMATION**

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

Refer to Note 13 for an explanation of the reasons for the variance.

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**NOTE 1(a)  
NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**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.

**Other long-term employee benefits (Continued)**

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.

**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.

**INVENTORIES**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS**

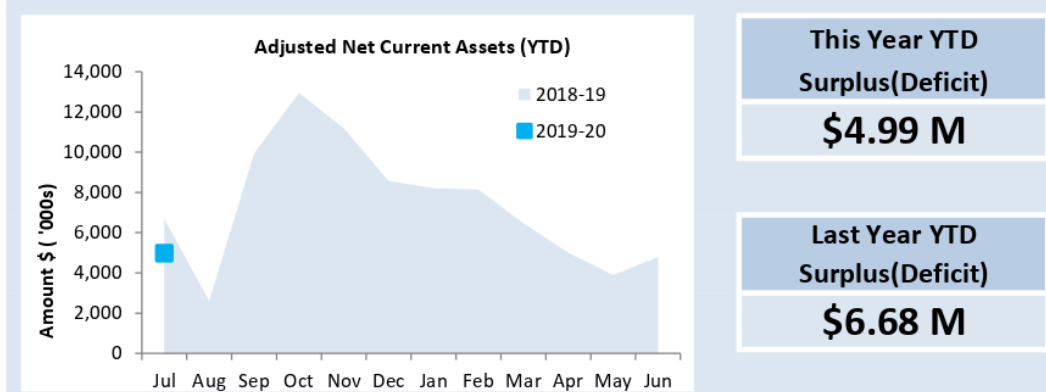
	Ref Note	Last Years Closing 30 Jun 2019	This Time Last Year 31 Jul 2018	Year to Date Actual 31 Jul 2019
<b>Adjusted Net Current Assets</b>				
\$				
<b>Current Assets</b>				
Cash Unrestricted	2	4,119,703	4,155,844	3,946,550
Cash Restricted	2	1,552,652	2,950,073	1,552,652
Rates outstanding	3	1,945,266	1,899,056	1,849,240
Sundry debtors	3	1,416,485	423,363	1,928,327
GST receivable	3	487,183	419,841	348,335
Accrued income	3	0	1,365,601	0
Bonds and deposits	3	47,159	0	44,081
Inventories		106,580	132,106	120,618
		9,675,028	11,345,884	9,789,803
<b>Less: Current Liabilities</b>				
Payables	4	(3,340,072)	(2,961,076)	(3,252,114)
Provisions - employee		(752,496)	(989,639)	(752,496)
Long term borrowings		(5,556,329)	(141,945)	(5,492,967)
		(9,648,897)	(4,092,660)	(9,497,577)
<b>Unadjusted Net Current Assets</b>		<b>26,131</b>	<b>7,253,224</b>	<b>292,226</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	2	(1,552,652)	(1,705,132)	(1,552,652)
Add: Long term borrowings		5,556,329	141,945	5,492,967
Add: Provisions - employee		752,496	989,639	752,496
<b>Adjusted Net Current Assets</b>		<b>4,782,304</b>	<b>6,679,676</b>	<b>4,985,037</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



Please refer to the compilation report

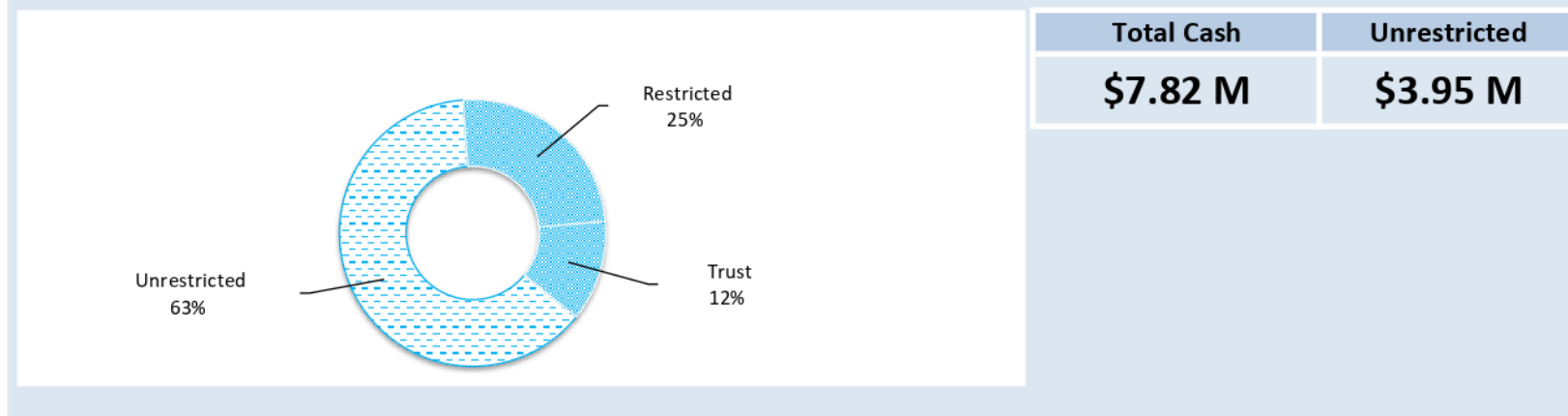
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 2  
CASH AND INVESTMENTS**

Description	Type	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date
		\$	\$	\$	YTD Actual \$			
Municipal Bank Investments (Reserve Accounts Portion)	At call deposit	3,944,200			3,944,200	ANZ	nil	nil
Term deposit CBA	Term deposit		500,000		500,000	CBA	1.70%	4/11/2019
Term Deposit ANZ	Term deposit		1,052,652		1,052,652	ANZ	1.53%	31/07/2019
Cash on Hand	Petty cash	2,350			2,350	on hand	nil	nil
Trust Fund Bank	At call deposit			766,723	766,723	ANZ	nil	nil
<b>Total</b>		<b>3,946,550</b>	<b>1,552,652</b>	<b>766,723</b>	<b>7,818,577</b>			

**KEY INFORMATION**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 financial position.



Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES**

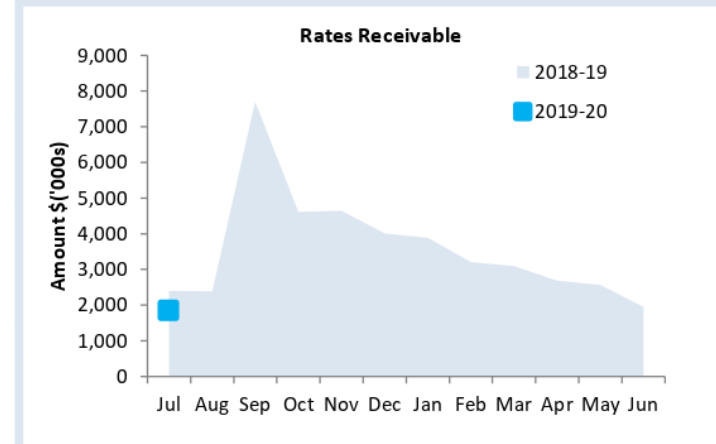
Rates Receivable	30 Jun 2019	31 Jul 19
	\$	\$
Opening Arrears Previous Years	1,906,903	1,945,266
Levied this year	6,861,475	0
Less Collections to date	(6,823,112)	(96,026)
Equals Current Outstanding	<b>1,945,266</b>	<b>1,849,240</b>
<b>Net Rates Collectable</b>	<b>1,945,266</b>	<b>1,849,240</b>
% Collected	77.8%	4.9%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(17,931)	1,277,435	278,229	32,271	358,323	1,928,327
Percentage	-0.9%	66.2%	14.4%	1.7%	18.6%	
<b>Balance per Trial Balance</b>						
Sundry debtors						1,928,327
GST receivable						348,335
Loans receivable - clubs/institutions						0
Accrued income						0
Bonds and deposits						44,081
User defined 3						0
<b>Total Receivables General Outstanding</b>						<b>2,320,743</b>

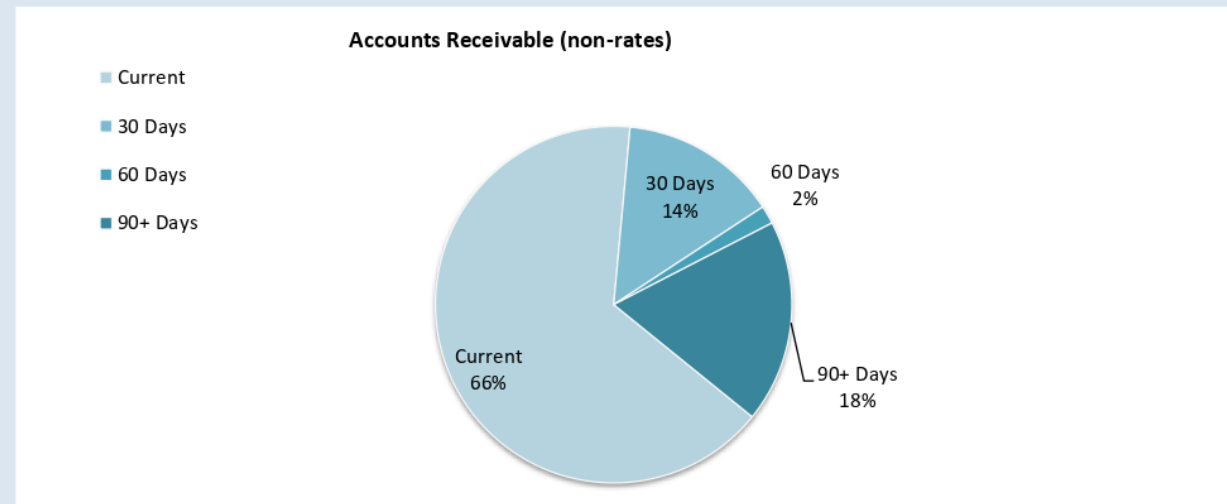
Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Collected	Rates Due
<b>4.9%</b>	<b>\$1,849,240</b>



<b>Debtors Due</b>
<b>\$2,320,743</b>
<b>Over 30 Days</b>
<b>35%</b>
<b>Over 90 Days</b>
<b>18.6%</b>

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

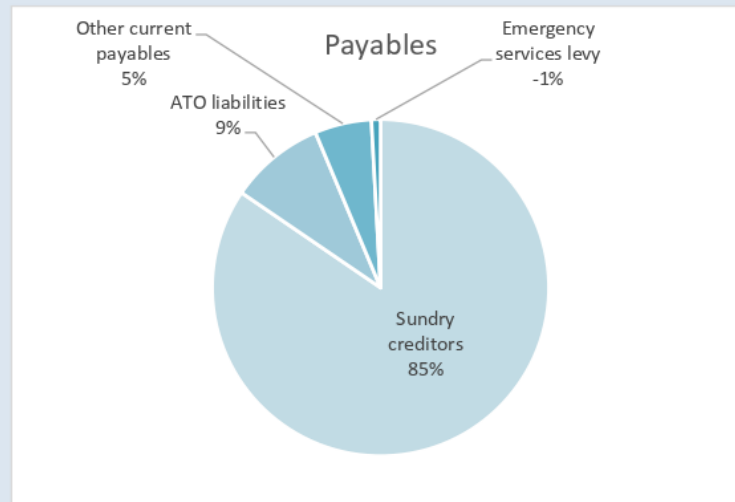
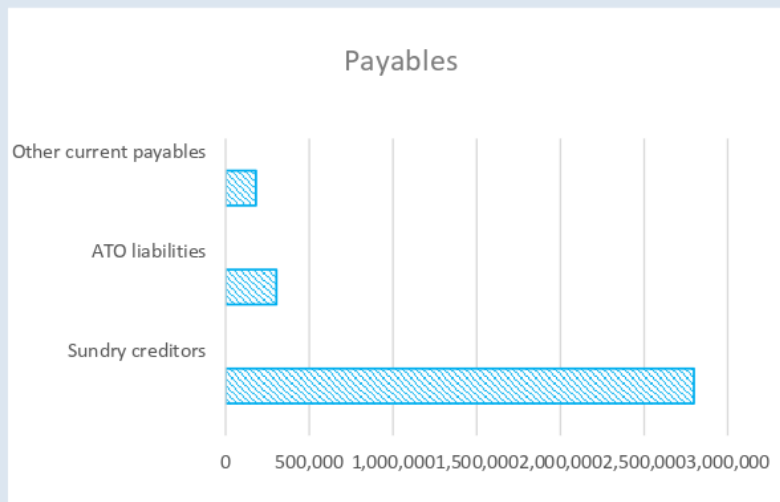
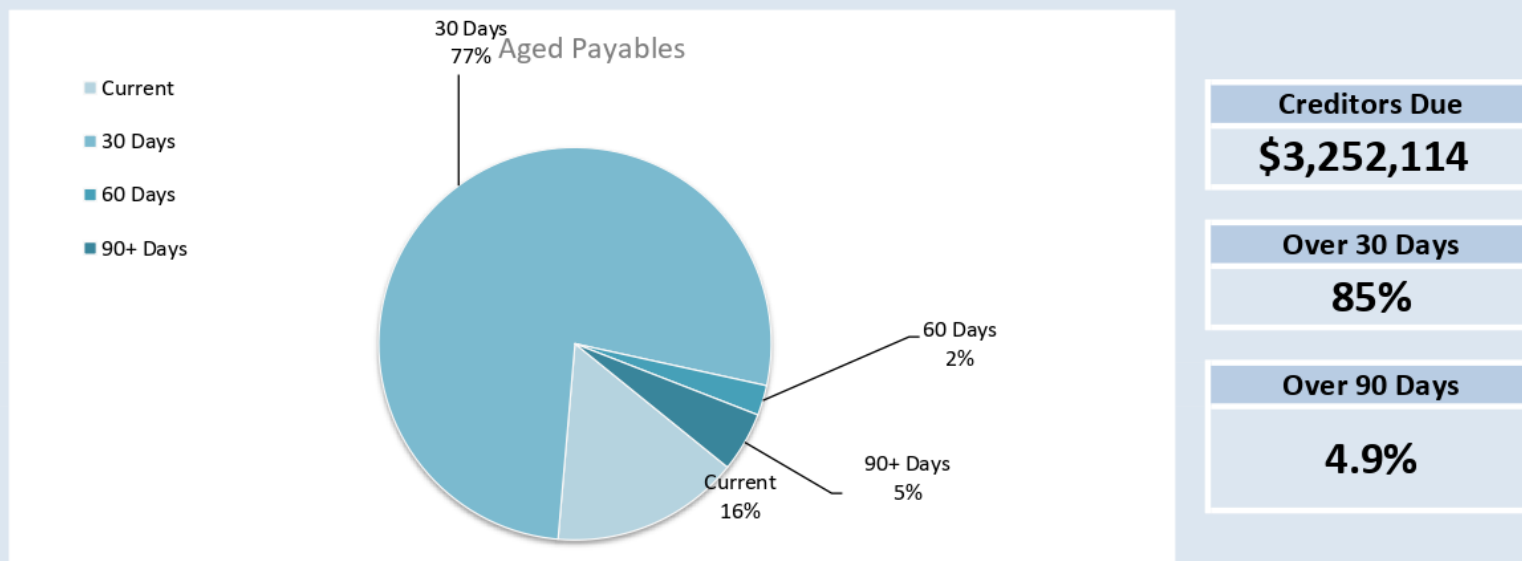
OPERATING ACTIVITIES  
**NOTE 4**  
**Payables**

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	434,870	2,155,853	69,434	137,679	2,797,836
Percentage	0%	15.5%	77.1%	2.5%	4.9%	
<b>Balance per Trial Balance</b>						
Sundry creditors						2,797,836
ATO liabilities						302,376
Other current payables						180,647
Emergency services levy						(28,745)
<b>Total Payables General Outstanding</b>						<b>3,252,114</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

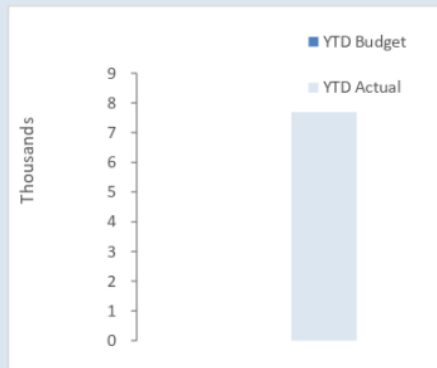
**INVESTING ACTIVITIES  
NOTE 5  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted			
	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings & Fixed Equipment	0	0	1,320	1,320
Wharf Infrastructure	0	0	6,364	6,364
<b>Capital Expenditure Totals</b>	<b>0</b>	<b>0</b>	<b>7,684</b>	<b>7,684</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	0	0	7,684	7,684
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	0	0	0	0
Cash Backed Reserves	0	0	0	0
Contribution - operations	0	0	0	0
<b>Capital Funding Total</b>	<b>0</b>	<b>0</b>	<b>7,684</b>	<b>7,684</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**

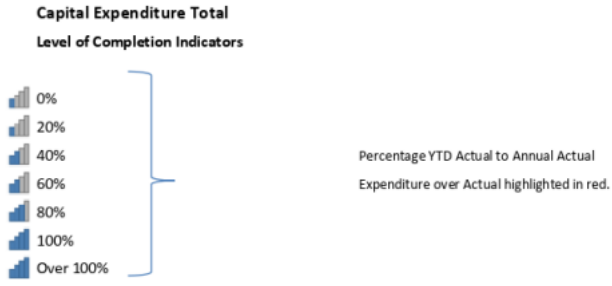


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$ . M	\$ .01 M	
Capital Grant	Annual Budget	YTD Actual	% Received
	\$ . M	\$ .01 M	

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

INVESTING ACTIVITIES  
NOTE 5  
CAPITAL ACQUISITIONS (CONTINUED)



% of Completion	Level of completion indicator, please see table at the end of this note for further detail.	Account Description	Adopted		YTD Actual	Variance (Under)/Over
			Budget	YTD Budget		
		<b>Capital Expenditure</b>				
		<b>Buildings &amp; Fixed Equipment</b>				
0.00		920510 Capital - Buildings Renewal (Derby Airport Terminal)	0	0	1,320	(1,320)
0.00		<b>Buildings &amp; Fixed Equipment Total</b>	<b>0</b>	<b>0</b>	<b>1,320</b>	<b>(1,320)</b>
		<b>Wharf Infrastructure</b>				
0.00		940560 Capital - Infrastructure Renewal (Derby Wharf Revitalisation)	0	0	6,364	(6,364)
0.00		<b>Wharf Infrastructure Total</b>	<b>0</b>	<b>0</b>	<b>6,364</b>	<b>(6,364)</b>
0.00		<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>7,684</b>	<b>(7,684)</b>

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 14

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019

FINANCING ACTIVITIES  
NOTE 6  
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Housing</b>									
Loan 136 - Staff Housing	117,944		0	8,378		109,566		6,880	
Loan 146 - Staff Housing	654,308		0	0		654,308		0	
Loan 148 - Staff Housing	325,139		0	0		325,139		0	
<b>Recreation and culture</b>									
Loan 135 - Civic Centre Renovations	64,551		0	15,917		48,634		1,305	
<b>Transport</b>									
Loan 145 - Wharf Fenders & Boat Ramp	242,555		0	11,228		231,327		21,093	
Loan 150 - Derby Airport/Wharf Infrastructure	5,315,200		0	0		5,315,200		0	
Loan 151 - Fitzroy Airport Infrastructure	378,388		0	17,367		361,021		0	
<b>Economic services</b>									
Loan 149 - Derby Visitors Centre	360,891		0	10,473		350,418		8,599	
	7,458,976	0	0	63,363	0	7,395,613	0	37,877	0

All debenture repayments were financed by general purpose revenue.

Unspent Borrowings

Particulars	Date Borrowed	Unspent	Borrowed	Expended	Unspent
		Balance 30-06-2019	During Year	During Year	Balance 31/07/2019
		\$	\$	\$	\$
Loan 152 - Derby Wharf Infrastructure	2,018	803,226		(6,364)	796,862
		803,226	0	(6,364)	796,862

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.

<b>Principal Repayments</b>	
<b>\$63,363</b>	
<b>Interest Earned</b>	<b>Interest Expense</b>
<b>\$26,474</b>	<b>\$37,877</b>
<b>Reserves Bal</b>	<b>Loans Due</b>
<b>\$1.55 M</b>	<b>\$7.4 M</b>

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 15



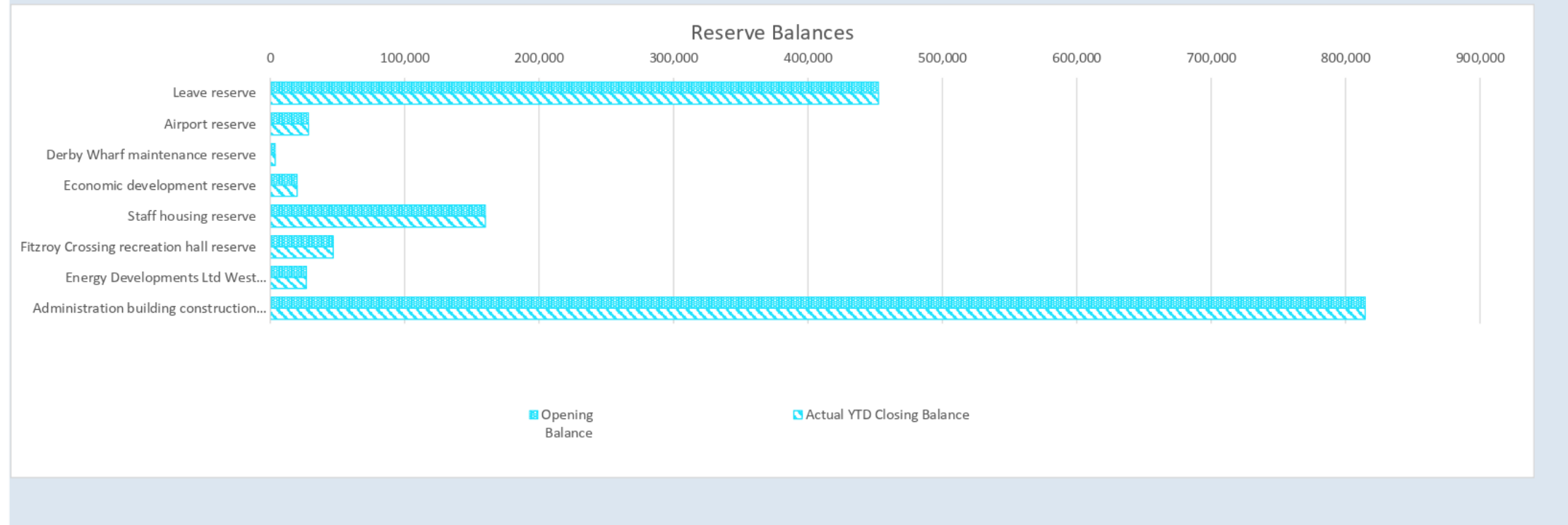
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**OPERATING ACTIVITIES  
NOTE 7  
CASH AND INVESTMENTS**

**Cash Backed Reserve**

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	452,441							452,441	452,441
Airport reserve	28,455							28,455	28,455
Derby Wharf maintenance reserve	3,721							3,721	3,721
Economic development reserve	19,935							19,935	19,935
Staff housing reserve	159,966							159,966	159,966
Fitzroy Crossing recreation hall reserve	46,771							46,771	46,771
Energy Developments Ltd West kimberley Cement Donation	26,852							26,852	26,852
Administration building construction reserve	814,511							814,511	814,511
	<b>1,552,652</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,552,652</b>	<b>1,552,652</b>

**KEY INFORMATION**



Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**NOTE 8  
GRANTS AND CONTRIBUTIONS**

**Grants and Contributions**

Grant Provider	Adopted Budget		YTD Budget	Annual Budget (d)	Expected (d)+(e)	YTD Actual Revenue (b)
	Operating	Capital				
	\$	\$	\$			\$
<b>Health</b>						
Core service grants	0	0	0	0	0	164,541
<b>Education and welfare</b>						
Youth Core Programs	0	0	0	0	0	31,850
<b>Recreation and culture</b>						
Kimberley Art Prize	0	0	0	0	0	853
Kimberley Photographic Awards	0	0	0	0	0	(455)
<b>Transport</b>						
Black Spot Funding	0	0	0	0	0	321,587
Main Roads Direct	0	0	0	0	0	268,290
Regional Road Group	0	0	0	0	0	280,809
<b>Other property and services</b>						
ATO Diesel Fuel Rebate	0	0	0	0	0	0
Grants to Kimberley Zone	0	0	0	0	0	973
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,068,448</b>
<b>SUMMARY</b>						
Operating grants, subsidies and contributions	0	0	0	0	0	197,762
Non-operating grants, subsidies and contributions	0	0	0	0	0	870,686
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,068,448</b>

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

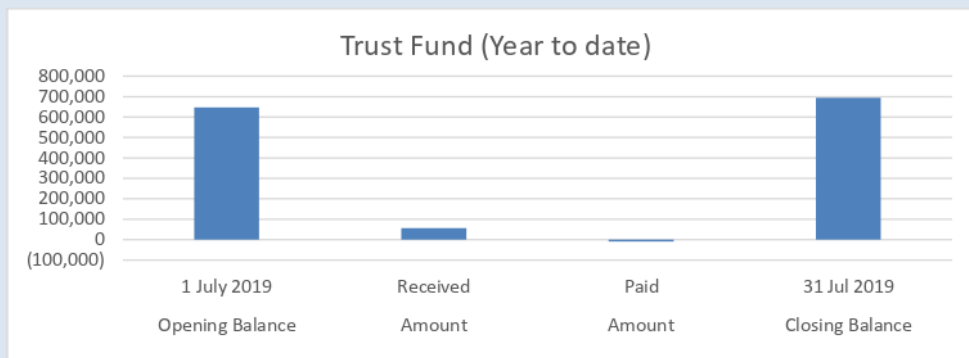
**NOTE 9  
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Jul 2019
	\$	\$	\$	\$
Prepaid/overpaid rates	2,216	0	0	2,216
Deposits Halls	7,546	0	(300)	7,246
Deposits Other	322,918	4,854	0	327,772
BCITF Training Levy	418	220	(258)	380
Deposits Nomination	240	700	0	940
BRB Levy	1,288	212	(1,145)	355
FX Visitors Centre Tour Groups	22,976	49,181	(7,625)	64,532
Sale of Art	2,558	1,460	0	4,018
Cemetery publications	956	0	0	956
Grants	91	0	0	91
Parking/Footpath/Streets contributions	285,361	0	0	285,361
	<b>646,568</b>	<b>56,627</b>	<b>(9,328)</b>	<b>693,867</b>

**KEY INFORMATION**

The balance of the trust bank is \$766,723, a difference of \$72,855.



Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 18

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JULY 2019**

**NOTE 10  
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$

**KEY INFORMATION**

The 2019-20 budget has not yet been adopted.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 19

**12.4 ACCOUNTS FOR PAYMENT - JULY 2019**

**File Number:** 5110 - Accounts Payable

**Author:** Tenille Parasiliti, Finance Officer

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Information

**SUMMARY**

For Council to note the list of accounts paid under delegated authority during the month of July 2019.

**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 fund.

**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 subregulation (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	OUTCOME	STRATEGY
4: Good governance and an effective organisation  Leadership that provides strategic direction for the community, supported by efficient and effective service delivery	4.4: Financial sustainability and accountability for performance	4.4.4: Provide resources to support the Shire’s operations and to meet planning, reporting and accountability requirements

**RISK MANAGEMENT CONSIDERATIONS**

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



**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 2018-19 Annual Budget as adopted by Council at its meeting held 30 August 2018 (Minute No. 077/2018 refers) and subsequently revised or has been authorised in advance by the President or by resolution of Council as applicable.

Many payments included in the attached list are in relations to the 2018-19 period and any other expenditure that does not fall into this category have been kept to a minimum of essential only such as employee cost, contractual payments and utility payments.

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**

**JULY 2019**

FUND	DETAILS	AMOUNT
<b>MUNICIPAL ACCOUNT</b>		
EFT Payments	EFT 46955 - 47084	642,386.87
Municipal Cheques	CHQ 54759	18,042.10
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	784,196.10
Manual Cheques		-
<b>TRUST ACCOUNT</b>		
EFT Payments	EFT 47029 - 47030	1,000.00
Trust Cheques		-
<b>TOTAL</b>		<b>\$1,445,625.07</b>

*Creditors Outstanding as at 31/07/2019*

*\$2,796,741.66*

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. **Monthly Payments List - July 2019**  

<b>RECOMMENDATION</b>
-----------------------

**That Council NOTES the list of accounts for July 2019 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$1,445,625.07**

**REPORT TO COUNCIL – JULY 2019****EFT PAYMENTS – MUNI ACCOUNT**

<b>PAYMENT ID</b>	<b>DATE</b>	<b>CREDITOR / INVOICE DETAILS</b>	<b>AMOUNT</b>
<b>EFT46955</b>	<b>09/07/2019</b>	<b>AERODROME MANAGEMENT SERVICES PTY LTD</b>	<b>4,955.02</b>
INV 1448	10/06/2019	WINDSOCKS	1,623.12
INV 1463	14/06/2019	RUNWAY LIGHTING	3,331.90
<b>EFT46956</b>	<b>09/07/2019</b>	<b>ALFORD CONTRACTING</b>	<b>1,903.00</b>
INV 5753	12/06/2019	REPAIR TOILET DOOR	110.00
INV 5754	12/06/2019	REPAIR SASH WINDOWS	110.00
INV 5763	19/06/2019	PROPERTY REPAIRS	1,683.00
<b>EFT46957</b>	<b>09/07/2019</b>	<b>ALTHAM PLUMBING CONTRACTORS</b>	<b>55,945.68</b>
INV 8317	18/03/2019	INSTALL SUB-METER AND REPAIR LEAK TO PIPE	444.26
INV 8514	08/05/2019	PORTABLE WATER TANK OVERFLOWING	484.00
INV 8621	06/06/2019	EXCAVATE PLOT 642P	264.00
INV 8653	10/06/2019	LOWER WATER SERVICES IN MILLARD RD AND MACDONALD WAY	52,459.68
INV 8674	14/06/2019	REPAIR TOILET CISTERN	193.83
INV 8692	18/06/2019	REPAIR BORE METER AT OVAL	165.00
INV 8750	21/06/2019	NEW WATER METER FOR OVAL BORE	1,287.36
INV 8751	25/06/2019	PVC PIPE AND FITTINGS	53.55
INV 8789	28/06/2019	EXCAVATE PLOT 542P	594.00
<b>EFT46958</b>	<b>09/07/2019</b>	<b>AUSTRALIA POST</b>	<b>1,293.24</b>
INV 1008685280	03/07/2019	POSTAL SERVICES - JUNE 2019	1,293.24
<b>EFT46959</b>	<b>09/07/2019</b>	<b>DERBY LICENCED POST OFFICE</b>	<b>148.90</b>
INV 2397	21/06/2019	MOBILE PHONE	148.90
<b>EFT46960</b>	<b>09/07/2019</b>	<b>ALLWEST BUILDING APPROVALS</b>	<b>1,243.00</b>
INV 6523	27/06/2019	BUILDING CERTIFICATION FOR WHARF SHED RENOVATIONS	1,243.00
<b>EFT46961</b>	<b>09/07/2019</b>	<b>BOOKEASY PTY LTD</b>	<b>306.00</b>
INV 16001	06/06/2019	BOOKINGS - MAY 2019	306.00
<b>EFT46962</b>	<b>09/07/2019</b>	<b>BP COLAC SERVICE STATION</b>	<b>290.00</b>
INV 155938	29/03/2019	CATERING FOR CEO MORNING TEA	150.00
INV 190538	07/06/2019	CATERING FOR MANAGERS MEETING 7/06/2019	140.00
<b>EFT46963</b>	<b>09/07/2019</b>	<b>CABCHARGE AUSTRALIA LIMITED</b>	<b>223.13</b>
INV 890453P1906	17/06/2019	TAXI 23/05/19 WA COUNTRY ARTS CONFERENCE	223.13
<b>EFT46964</b>	<b>09/07/2019</b>	<b>TOTALLY WORKWEAR - DERBY</b>	<b>898.40</b>
INV 16385	11/02/2019	STAFF UNIFORMS	674.00
INV 16386	11/02/2019	STAFF UNIFORMS	224.40
<b>EFT46965</b>	<b>09/07/2019</b>	<b>MERCURE INN CONTINENTAL BROOME</b>	<b>469.00</b>
INV 47393	11/06/2019	C KLOSS ACCOMMODATION KIMBERLEY ZONE MEETING 11/06/19	214.00
INV 47350	11/06/2019	P WHITE ACCOMMODATION AND MEALS KIMBERLEY ZONE MEETING 11/06/19	255.00
<b>EFT46966</b>	<b>09/07/2019</b>	<b>COUNTRY ARTS WA</b>	<b>4,862.00</b>
INV 4986	13/06/2019	ERTH'S DINOSAUR SHOW IN DERBY 02/08/19	4,862.00

<b>EFT46967</b>	<b>09/07/2019</b>	<b>DERBY BUS SERVICE PTY LTD</b>	<b>50.00</b>
INV 15784	24/06/2019	N MYERS BUS TICKET BME TO DBY 26/06/2019	50.00
<b>EFT46968</b>	<b>09/07/2019</b>	<b>DERBY 4X4 &amp; MARINE</b>	<b>1,388.42</b>
INV 20218/41056	04/06/2019	GPS MANUAL AND LIFEJACKETS	714.96
INV 20247/41177	06/06/2019	FUEL FILTER	70.00
INV 20246/41172	06/06/2019	FILTER	37.95
INV 20290/41213	10/06/2019	TOW TRUCK TO COLLECT BROKEN DOWN VEHICLE	366.92
INV 20344/41159	13/06/2019	AUTO-INFLATABLE PERSONAL FLOTATION DEVICE	198.59
<b>EFT46969</b>	<b>09/07/2019</b>	<b>DERBY FIREARM SUPPLIES</b>	<b>115.00</b>
INV 682	30/06/2019	FIREARM CLEANING KITS	115.00
<b>EFT46970</b>	<b>09/07/2019</b>	<b>DIGGA WEST &amp; EARTH PARTS WA</b>	<b>594.00</b>
INV 51013	10/06/2019	REPLACEMENT GUTTER BRUSH	594.00
<b>EFT46971</b>	<b>09/07/2019</b>	<b>DEPARTMENT OF JUSTICE BENTLEY</b>	<b>300.00</b>
INV BOND	28/06/2019	REFUND BOND FOR HIRE OF REC CENTRE COURTS 30/04/19, 10/06/19 & 11/06/2019	300.00
<b>EFT46972</b>	<b>09/07/2019</b>	<b>DWA INDUSTRIAL RESOURCES PTY LTD</b>	<b>4,162.95</b>
INV 2018699	06/06/2019	REPAIR SIDE FENCE	1,300.20
INV 2018702	06/06/2019	REPAIR DOORS	786.50
INV 2018718	11/06/2019	PLATE LOCKING MECHANISMS FOR SHED DOORS	858.00
INV 2078715	13/06/2019	RE-HANG A ROLLER DOOR	1,218.25
<b>EFT46973</b>	<b>09/07/2019</b>	<b>EMMA GUGERI</b>	<b>517.83</b>
INV REIMBURSE	28/06/2019	REIMBURSE STAFF POWER USAGE FOR THE PERIOD 19/03/19 - 16/05/19	517.83
<b>EFT46974</b>	<b>09/07/2019</b>	<b>FITZROY HARDWARE PTY LTD</b>	<b>165.00</b>
INV 111777	23/02/2019	CHLORINE TABLET FOR WATER SUPPLY TANK AT AIRPORT	165.00
<b>EFT46975</b>	<b>09/07/2019</b>	<b>ALL SAINTS FLOREAT UNITING CHURCH CLC</b>	<b>914.50</b>
INV 22273 REFUND	27/06/2019	REFUND PAYMENT OF INVOICE 21948 TWICE	914.50
<b>EFT46976</b>	<b>09/07/2019</b>	<b>GJ JOHNSON &amp; CO ELECTRICAL CONTRACTORS</b>	<b>500.50</b>
INV 70283	02/05/2019	INSPECT LED RUNWAY LIGHT	132.00
INV 70293	23/05/2019	REPAIR ELECTRICAL SYSTEM THAT CONTROLS RETICULATION	368.50
<b>EFT46977</b>	<b>09/07/2019</b>	<b>GUGERI GTS ENGINEERING</b>	<b>1,224.30</b>
INV 6893	22/05/2019	BEARINGS FOR SLIDING DOORS	1,224.30
<b>EFT46978</b>	<b>09/07/2019</b>	<b>GUNGALLA MACKAY PTY LTD</b>	<b>31.90</b>
INV 19-00000762	07/06/2019	CAMLOCK FITTING	18.50
INV 19-00000800	11/06/2019	FITTINGS	13.40
<b>EFT46979</b>	<b>09/07/2019</b>	<b>GARY MARTIN</b>	<b>11,704.00</b>
INV 7	06/06/2019	CONSULTING - REVIEW LEASES AND GOVERNANCE 13/05/19 - 07/06/19	11,704.00
<b>EFT46980</b>	<b>09/07/2019</b>	<b>HORIZON POWER - ACCOUNT PAYMENTS</b>	<b>16,638.57</b>
INV 107820	27/06/2019	POWER AT L84A DURACK ST, CABBALLIN FOR THE PERIOD 25/04/19 - 26/06/19	585.37
INV 220780	02/07/2019	POWER TO DERBY STREET LIGHTS FOR THE PERIOD 01/06/19 - 30/06/19	14,619.36
INV 424950	03/07/2019	POWER AT L26818 WHARF RD, DERBY FOR THE PERIOD 05/06/19 - 02/07/19	317.96
INV 333902	03/07/2019	POWER AT 24 LOCH ST, DERBY FOR THE PERIOD 04/06/19 - 02/07/19	1,115.88
<b>EFT46981</b>	<b>09/07/2019</b>	<b>INFOCOUNCIL PTY LIMITED</b>	<b>4,119.50</b>
INV 201900323	11/06/2019	2019/20 ANNUAL HELPDESK FEE	4,119.50
<b>EFT46982</b>	<b>09/07/2019</b>	<b>CONNECT CALL CENTRE SERVICES</b>	<b>232.38</b>

INV 97100	15/06/2019	AFTER HOURS CALL CENTRE MAY 2019	232.38
<b>EFT46983</b>	<b>09/07/2019</b>	<b>JILA PLUMBING</b>	<b>45.00</b>
INV 2008	25/06/2019	PVC PIPE AND COMPRESSION JOINERS	45.00
<b>EFT46984</b>	<b>09/07/2019</b>	<b>KABLE AGENCIES PTY LTD</b>	<b>7,505.81</b>
INV 3055	02/07/2019	RENT AT COUNCIL CHAMBERS 13/07/19 - 12/08/19	7,505.81
<b>EFT46985</b>	<b>09/07/2019</b>	<b>KIMBERLEY INDUSTRIAL SERVICES</b>	<b>847.00</b>
INV 213	16/05/2019	REPAIR TRANSMISSION OIL LEAK, FIT PULLEYS AND BELTS	847.00
<b>EFT46986</b>	<b>09/07/2019</b>	<b>KIMBERLEY HOME ELECTRICAL</b>	<b>479.00</b>
INV 19-00026245	19/06/2019	BLUETOOTH SPEAKER	329.00
INV 19-00027676	20/06/2019	\$150 VOUCHER FOR "SNAP & SEND" PRIZE	150.00
<b>EFT46987</b>	<b>09/07/2019</b>	<b>KW REFRIGERATION &amp; A/C</b>	<b>993.20</b>
INV 9249	07/06/2019	REPAIR TO FAN MOTOR ON HEAT EXCHANGE SYSTEM	993.20
<b>EFT46988</b>	<b>09/07/2019</b>	<b>KIMBERLEY WASHROOM SERVICES</b>	<b>330.00</b>
INV 1575	10/06/2019	SERVICE SANITARY UNITS	330.00
<b>EFT46989</b>	<b>09/07/2019</b>	<b>KW TILT &amp; TOW</b>	<b>363.00</b>
INV T10	26/06/2019	REMOVAL OF BURNT OUT VEHICLE WRECK	363.00
<b>EFT46990</b>	<b>09/07/2019</b>	<b>LALGARDI ENTERPRISES PTY LTD</b>	<b>1,040.00</b>
INV 852	13/06/2019	GARDENING MAINTENANCE JUNE 2019	820.00
INV 839	14/06/2019	YARD MAINTENANCE	220.00
<b>EFT46991</b>	<b>09/07/2019</b>	<b>LEISURE INSTITUTE OF WA AQUATICS (INC)</b>	<b>650.00</b>
INV 2880	10/06/2019	S EDWARDS LIWA ACCREDITATION AND CONFERENCE 2019	650.00
<b>EFT46992</b>	<b>09/07/2019</b>	<b>MT BARNETT STORE PTY LTD</b>	<b>397.15</b>
INV 400452	20/06/2019	DIESEL FUEL 18KW	397.15
<b>EFT46993</b>	<b>09/07/2019</b>	<b>RM SURVEYS PTY LTD (RM MAKJAP)</b>	<b>2,200.00</b>
INV 21613	24/04/2019	SURVEY WORKS ON THE PERIMETER FENCE ON APPROACH	2,200.00
<b>EFT46994</b>	<b>09/07/2019</b>	<b>MANAGED IT PTY LTD</b>	<b>35,105.95</b>
INV 76075	12/06/2019	MIT SITE VISIT APRIL 2019	5,365.81
INV 78553	14/06/2019	UNINTERRUPTIBLE POWER SUPPLY	5,355.35
INV 78637	25/06/2019	FIREWALL PROJECT	4,016.10
INV 77113	25/06/2019	UPGRADE SERVERS	4,016.10
INV 77112	25/06/2019	OFFICE 365 EMAIL MIGRATION	8,032.20
INV 78639	26/06/2019	FORTIGATE ANTENNA AND SWITCH	3,534.17
INV 77114	26/06/2019	WINDOWS 10 ENTERPRISE DESKTOP	2,677.40
INV 78638	26/06/2019	FORTIGATE NETWORK SECURITY EQUIPMENT	2,108.82
<b>EFT46995</b>	<b>09/07/2019</b>	<b>MARRUGEKU INC</b>	<b>100.00</b>
INV REFUND	01/07/2019	REFUND EVENT PERMIT APPLICATION FEES	100.00
<b>EFT46996</b>	<b>09/07/2019</b>	<b>OUTBACK ELECTRICAL &amp; AIRCON SERVICES</b>	<b>137.50</b>
INV 2698	12/06/2019	RESET BORE PUMP BREAKER	137.50
<b>EFT46997</b>	<b>09/07/2019</b>	<b>NICHOLAS MARK HARRINGTON</b>	<b>630.28</b>
INV REIMBURSE	02/07/2019	REIMBURSE STAFF POWER USAGE FOR THE PERIOD 29/03/19 - 28/05/19	630.28
<b>EFT46998</b>	<b>09/07/2019</b>	<b>NOVOTEL CANBERRA</b>	<b>1,375.89</b>
INV 586263	19/06/2019	G HAEREWAA ACCOMMODATION AND MEALS ALGA NGA 19/06/19	1,375.89
<b>EFT46999</b>	<b>09/07/2019</b>	<b>NORWESCOM TELECOMMUNICATIONS</b>	<b>528.00</b>
INV 40765	23/05/2019	PROGRAM NEW SECURITY CARDS	528.00
<b>EFT47000</b>	<b>09/07/2019</b>	<b>PAINT INDUSTRIES PTY LTD</b>	<b>513.92</b>

INV 60355	15/05/2019	RUNWAY MARKING PAINT	513.92
<b>EFT47001</b>	<b>09/07/2019</b>	<b>PHONOGRAPHIC PERFORMANCE COMPANY OF AUSTRALIA</b>	<b>1,888.83</b>
INV 3174243	01/06/2019	2019/20 MUSIC LICENCING	1,888.83
<b>EFT47002</b>	<b>09/07/2019</b>	<b>AUSTRALASIAN PERFORMING RIGHT ASSOC LIMITED</b>	<b>281.37</b>
INV 1234733/00022	03/06/2019	2019/20 BACKGROUND MUSIC LICENCE	281.37
<b>EFT47003</b>	<b>09/07/2019</b>	<b>RFF PTY LTD</b>	<b>2,579.50</b>
INV 112	05/06/2019	PROJECT MANAGEMENT DERBY AIRPORT REDEVELOPMENT	2,579.50
<b>EFT47004</b>	<b>09/07/2019</b>	<b>ROCHELLE ROBERTS</b>	<b>106.60</b>
INV KPA	01/07/2019	SALE OF 2019 KPA ENTRY "SKY ON FIRE"	106.60
<b>EFT47005</b>	<b>09/07/2019</b>	<b>E &amp; MJ ROSHER PTY LTD</b>	<b>3,883.24</b>
INV 1400010	01/04/2019	CASE ASSEMBLY	1,647.60
INV 1401437	20/05/2019	BUSHING TENSION	2,235.64
<b>EFT47006</b>	<b>09/07/2019</b>	<b>ROYAL LIFE SAVING SOCIETY WA</b>	<b>269.30</b>
INV 95178	04/04/2019	SWIM AND SURVIVE CERTIFICATES	105.70
INV 96249	02/05/2019	INFANTS AQUATIC CERTIFICATES	163.60
<b>EFT47007</b>	<b>09/07/2019</b>	<b>SAMPEY MEATS</b>	<b>45.00</b>
INV 201601	12/06/2019	DICED BEEF	45.00
<b>EFT47008</b>	<b>09/07/2019</b>	<b>SHIRLEY CORNELIUS</b>	<b>50.00</b>
INV REFUND	01/07/2019	REFUND 1X KAP ENTRY	50.00
<b>EFT47009</b>	<b>09/07/2019</b>	<b>SARJ SENANAYAKE</b>	<b>250.00</b>
INV BOND	02/07/2019	REFUND GYM KEY BOND 01/06/2017	250.00
<b>EFT47010</b>	<b>09/07/2019</b>	<b>SPINIFEX HOTEL</b>	<b>1,075.50</b>
INV 38890	23/06/2019	2019 KPA JUDGE LISA IVANDICH - MEALS 20-23 JUNE 2019	374.00
INV 38903	24/06/2019	2019 KPA JUDGE MEGAN WA - MEALS 21-22 JUNE 2019	106.50
INV 38910	25/06/2019	2019 KPA OPENING NIGHT - CATERING	595.00
<b>EFT47011</b>	<b>09/07/2019</b>	<b>AMCAP &amp; SKIPPER TRUCK PARTS</b>	<b>896.12</b>
INV 2579877	13/06/2019	SUN VISOR, STEP, PAD KIT	896.12
<b>EFT47012</b>	<b>09/07/2019</b>	<b>SUPER MOTOR SPARES</b>	<b>1,560.19</b>
INV 532450	06/06/2019	FILTERS FUEL	87.29
INV 532556	07/06/2019	FRONT DIFF, WATER PUMP	1,472.90
<b>EFT47013</b>	<b>09/07/2019</b>	<b>H &amp; M TRACEY CONSTRUCTION PTY LTD</b>	<b>93,269.48</b>
INV 34990	27/06/2019	SUPPLY HANDRAILS AND WORK ON THE SHED PER CONTRACT C11-2018	93,269.48
<b>EFT47014</b>	<b>09/07/2019</b>	<b>LEEDAL PTY LTD T/AS TARUNDA IGA</b>	<b>186.55</b>
INV 806917	06/05/2019	CATERING FOR COMMUNITY EXPO	186.55
<b>EFT47015</b>	<b>09/07/2019</b>	<b>TREVOR THOMAS MENMUIR</b>	<b>199.90</b>
INV REIMBURSE	18/06/2019	REIMBURSE PRE-EMPLOYMENT MEDICAL	199.90
<b>EFT47016</b>	<b>09/07/2019</b>	<b>TYREPOWER DERBY</b>	<b>50.00</b>
INV 110232	11/06/2019	REPAIR TYRE	50.00
<b>EFT47017</b>	<b>09/07/2019</b>	<b>VETERINARY SURGEONS BOARD</b>	<b>200.00</b>
INV 44743	13/06/2019	ANNUAL RENEWAL FOR THE USE OF ZOLITAL	200.00
<b>EFT47018</b>	<b>09/07/2019</b>	<b>WEST KIMBERLEY AUTO ELECTRICAL</b>	<b>3,534.09</b>
INV 259	11/06/2019	REPLACEMENT AIRCON HOSE	128.24
INV 485	20/06/2019	FIT GPS TRACKING UNITS TO GRADERS FOR SQUIRES EARTHMOVING CAT12M KW28805	385.00

INV 486	20/06/2019	FIT GPS TRACKING UNITS TO GRADERS FOR SQUIRES EARTHMOVING CAT12M KW28804	385.00
INV 487	20/06/2019	FIT GPS TRACKING UNITS TO GRADERS FOR BUCKLEY'S EARTHWORKS CAT12G 1BSY460	385.00
INV 484	20/06/2019	FIT GPS TRACKING UNITS TO GRADERS FOR GUNGALLA MACKAY CAT140H KW28482	385.00
INV 483	20/06/2019	SPOT LIGHTS	1,415.85
INV 549	27/06/2019	ALTERNATOR	450.00
<b>EFT47019</b>	<b>09/07/2019</b>	<b>WORLDWIDE PRINTING SOLUTIONS OSBORNE PARK</b>	<b>1,066.00</b>
INV 408933	17/04/2019	A4 NCR BOOK "FORM 6"	1,066.00
<b>EFT47020</b>	<b>09/07/2019</b>	<b>WATTLEUP TRACTORS</b>	<b>580.95</b>
INV 1254499	06/06/2019	POSITION SENSOR	214.85
INV 1254707	17/06/2019	SENSOR-GAUGE, SEAL, ELECTROVALVE	366.10
<b>EFT47021</b>	<b>09/07/2019</b>	<b>SHIRE OF WYNDHAM-EAST KIMBERLEY</b>	<b>4,379.85</b>
INV 33547	16/05/2019	G HAERewa FLIGHT DEVELOPING NORTHERN AUST CONFERENCE 09/07/19	4,379.85
<b>EFT47034</b>	<b>18/07/2019</b>	<b>A &amp; B TYRES</b>	<b>1,445.00</b>
INV 30159	05/06/2019	NEW TYRES	800.00
INV 30497	27/06/2019	REPAIR TYRE	35.00
INV 30495	27/06/2019	NEW TYRES	610.00
<b>EFT47035</b>	<b>18/07/2019</b>	<b>AUSTRALIAN SERVICES UNION</b>	<b>360.60</b>
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	360.60
<b>EFT47036</b>	<b>18/07/2019</b>	<b>BLACKWOODS ATKINS - BROOME</b>	<b>344.40</b>
INV BM4151TF	11/06/2019	SLING	28.45
INV PE3545TH	19/06/2019	HAND TROLLEY	72.52
INV BM4516TH	19/06/2019	ELECTRODE	234.63
INV PH4520TH	20/06/2019	HOOK SNAP	8.80
<b>EFT47037</b>	<b>18/07/2019</b>	<b>BUCKLEYS EARTHWORKS &amp; PAVING PTY LTD</b>	<b>500.00</b>
INV 2345	27/06/2019	5M ROADBASE FOR SUTHERLAN AND KNOWSLEY ST EAST	500.00
<b>EFT47038</b>	<b>18/07/2019</b>	<b>BOOKEASY PTY LTD</b>	<b>306.00</b>
INV 16001	06/06/2019	BOOKINGS MAY 2019	306.00
<b>EFT47039</b>	<b>18/07/2019</b>	<b>OFFICE NATIONAL BROOME (THE BOSS SHOP)</b>	<b>528.80</b>
INV 952250	28/06/2019	PRINTER SERVICE AGREEMENT	528.80
<b>EFT47040</b>	<b>18/07/2019</b>	<b>BOC LIMITED</b>	<b>311.24</b>
INV 5004569349	30/06/2019	GAS CYLINDER CHARGES	311.24
<b>EFT47041</b>	<b>18/07/2019</b>	<b>TOTALLY WORKWEAR - DERBY</b>	<b>2,946.80</b>
INV 17242	11/06/2019	STAFF UNIFORMS	194.00
INV 17270	12/06/2019	STAFF UNIFORMS	771.60
INV 17269	12/06/2019	STAFF UNIFORMS	350.20
INV 17271	12/06/2019	STAFF UNIFORMS	626.40
INV 17058	18/06/2019	STAFF UNIFORMS	287.20
INV 17073	21/06/2019	STAFF UNIFORMS	322.40
INV 17311	26/06/2019	STAFF UNIFORMS	195.00
INV 17312	26/06/2019	STAFF UNIFORMS	200.00
<b>EFT47042</b>	<b>18/07/2019</b>	<b>CROMMELINS AUSTRALIA</b>	<b>263.67</b>
INV 439626	20/06/2019	COMPACTOR RUBBER MOUNT	263.67
<b>EFT47043</b>	<b>18/07/2019</b>	<b>CROSSING AUTOMOTIVE SERVICES</b>	<b>121.00</b>



INV 15433	20/06/2019	REMOVAL OF ABANDONED VEHICLE	121.00
<b>EFT47044</b>	<b>18/07/2019</b>	<b>DEPUTY CHILD SUPPORT REGISTRAR</b>	<b>300.97</b>
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	300.97
<b>EFT47045</b>	<b>18/07/2019</b>	<b>CIRCUITWEST INC</b>	<b>429.00</b>
INV 412	21/05/2019	S HENNESSY SHOWCASE ARTS MARKET CONFERENCE REGISTRATION	429.00
<b>EFT47046</b>	<b>18/07/2019</b>	<b>DERBY BUILDING SUPPLIES</b>	<b>339.79</b>
INV 433697	05/06/2019	STIHL BLOWER	269.00
INV 433806	06/06/2019	BALL VALVE PVC	25.50
INV 434309	13/06/2019	AXE HANDLE	21.89
INV 434724	19/06/2019	KNEED IT STEEL PUTTY	23.40
<b>EFT47047</b>	<b>18/07/2019</b>	<b>DERBY FUELS</b>	<b>123.81</b>
INV 641954	17/06/2019	ULP 71.4L	123.81
<b>EFT47048</b>	<b>18/07/2019</b>	<b>LANDGATE (WA LAND INFORMATION AUTHORITY)</b>	<b>1,074.45</b>
INV 347323-10000938	17/04/2019	RURAL UV GENERAL REVALUATION 2018/19	1,074.45
<b>EFT47049</b>	<b>18/07/2019</b>	<b>DERBY SPORTSMEN'S CLUB INC</b>	<b>13,750.00</b>
INV GRANT 4	26/06/2019	Q4 ANNUAL MAINTENANCE FOR DERBY GOLF COURSE	13,750.00
<b>EFT47050</b>	<b>18/07/2019</b>	<b>DERBY PROGRESSIVE SUPPLIES</b>	<b>251.19</b>
INV 35636	05/06/2019	BATHROOM SUPPLIES	251.19
<b>EFT47051</b>	<b>18/07/2019</b>	<b>DERBY HARDWARE MITRE10</b>	<b>2,534.44</b>
INV 10487145	29/01/2019	SCREW, NUT	8.98
INV 10494463	24/05/2019	LINE MAKER PAINT	297.00
INV 10495141	04/06/2019	POINTING TROWEL, PAINT	75.93
INV 10495388	07/06/2019	CUT KEYS	90.00
INV 10495593	10/06/2019	SPRINKLER	24.99
INV 10495853	14/06/2019	ASPHALT PREMIX	815.52
INV 10495899	15/06/2019	PADLOCKS, CUT KEYS	159.99
INV 10496159	19/06/2019	PUTTY	9.99
INV 10496219	19/06/2019	PADLOCKS	139.98
INV 10496300	20/06/2019	WOOD AND SCREWS	897.08
INV 10496328	21/06/2019	TEK HEX, SNAPHOOK	14.98
<b>EFT47052</b>	<b>18/07/2019</b>	<b>DWA INDUSTRIAL RESOURCES PTY LTD</b>	<b>1,294.15</b>
INV 2018778	26/06/2019	REPAIR DAMAGED TAIL GATE	1,294.15
<b>EFT47053</b>	<b>18/07/2019</b>	<b>EXPLORING EDEN MEDIA</b>	<b>359.40</b>
INV 28052019000025	28/05/2019	BOOK "100 THINGS TO SEE IN THE KIMBERLEY"	359.40
<b>EFT47054</b>	<b>18/07/2019</b>	<b>ELDERS LIMITED (DERBY BRANCH)</b>	<b>648.26</b>
INV ADJIO1875	07/10/2016	INVOICE IY52725 ADJUSTMENT - DOG FOOD	2.67
INV ADJIO1876	07/10/2016	INVOICE IY52725 ADJUSTMENT - DOG FOOD	-4.95
INV ADJIO1888	17/11/2016	INVOICE IY53482 ADJUSTMENT - 20L OIL	-96.11
INV IY53908	03/01/2017	FEED LAYER CRUMBLE	27.25
INV IY64500	04/06/2019	OIL	291.92
INV IY64751	21/06/2019	BATTERY	159.08
INV IY64779	24/06/2019	OIL	268.40
<b>EFT47055</b>	<b>18/07/2019</b>	<b>FITZROY HARDWARE PTY LTD</b>	<b>445.00</b>
INV 115858	10/06/2019	WHIPPERSNIPPER CORD	145.00

INV 116364	20/06/2019	TRAFFIC SAFETY CONES	300.00
<b>EFT47056</b>	<b>18/07/2019</b>	<b>GJ JOHNSON &amp; CO ELECTRICAL CONTRACTORS</b>	<b>7,271.00</b>
INV 70340	06/06/2019	REPAIR VANDAL DAMAGE TO FITZROY OVAL LIGHTS	198.00
INV 70207	06/06/2019	CONNECT POWER TO NEWLY INSTALLED PUMP MOTOR	3,198.80
INV 70362	12/06/2019	REPLACE PRESSURE SWITCH TO PUMP	277.20
INV 70273	12/06/2019	REPAIR PRESSURE PUMP	954.80
INV 70102	12/06/2019	SAFETY COVER TO EXPOSED ELECTRICAL TERMINALS	601.70
INV 70344	12/06/2019	INSTALL LIGHTING CIRCUIT AND EQUIPMENT	1,705.00
INV 70294	12/06/2019	REPAIR DOOR LIGHT	335.50
<b>EFT47057</b>	<b>18/07/2019</b>	<b>HEMA MAPS PTY LTD</b>	<b>1,145.21</b>
INV 20826	27/05/2019	RESALE ITEMS	1,145.21
<b>EFT47058</b>	<b>18/07/2019</b>	<b>HYDROKLEEN</b>	<b>3,355.00</b>
INV 5115	11/05/2019	AIRCON CLEANING	3,355.00
<b>EFT47059</b>	<b>18/07/2019</b>	<b>INTEGRITY COACHLINES (AUST) PTY LTD</b>	<b>440.15</b>
INV 12140	30/06/2019	BUS TICKETS	440.15
<b>EFT47060</b>	<b>18/07/2019</b>	<b>ITVISION</b>	<b>3,539.25</b>
INV 31507	30/06/2019	MONTHLY PAYROLL SERVICES JUN 2019	3,539.25
<b>EFT47061</b>	<b>18/07/2019</b>	<b>JALANGURRU MAYI CAFE</b>	<b>320.00</b>
INV 90	28/06/2019	CATERING COUNCIL MEETING JUNE 2019	320.00
<b>EFT47062</b>	<b>18/07/2019</b>	<b>JILA GALLERY</b>	<b>150.00</b>
INV 1175	25/06/2019	CATERING KIMBERLEY PHOTOGRAPHIC AWARD OPENING NIGHT	150.00
<b>EFT47063</b>	<b>18/07/2019</b>	<b>JASON SIGNMAKERS</b>	<b>2,308.90</b>
INV 197645	12/06/2019	HANDRAIL REFLECTIVE STRIPING	603.90
INV 197887	20/06/2019	MOWER AHEAD SIGN	1,705.00
<b>EFT47064</b>	<b>18/07/2019</b>	<b>KW REFRIGERATION &amp; A/C</b>	<b>247.50</b>
INV 9289	14/06/2019	CHECK FUNCTIONING OF AIRCONS	247.50
<b>EFT47065</b>	<b>18/07/2019</b>	<b>LALGARDI ENTERPRISES PTY LTD</b>	<b>220.00</b>
INV 847	18/06/2019	YARD MAINTENACE	220.00
<b>EFT47066</b>	<b>18/07/2019</b>	<b>LANDMARK BROOME</b>	<b>129.98</b>
INV 901852410	08/06/2019	LAYER CRUMBLE, POULTRY GRAIN MIX	64.99
INV 901854147	10/06/2019	LAYER CRUMBLE, POULTRY GRAIN MIX	64.99
<b>EFT47067</b>	<b>18/07/2019</b>	<b>MARKET CREATIONS</b>	<b>2,288.00</b>
INV HX40-1	31/01/2019	STYLE TEMPLATES	2,288.00
<b>EFT47068</b>	<b>18/07/2019</b>	<b>MARKETFORCE</b>	<b>1,672.74</b>
INV 27751	28/05/2019	ADVERT FOR FIRE BREAK NOTICES	1,062.62
INV 28226	25/06/2019	ADVERT FOR NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2019/20	610.12
<b>EFT47069</b>	<b>18/07/2019</b>	<b>MCLEODS BARRISTERS &amp; SOLICITORS</b>	<b>2,847.68</b>
INV 109005	28/06/2019	ADVICE ON LEASE ISSUES FOR WHARF CAFE	2,847.68
<b>EFT47070</b>	<b>18/07/2019</b>	<b>MINSHULL MECHANICAL REPAIRS</b>	<b>403.00</b>
INV 34828	22/06/2019	CALLOUT AND REPLACE BATTERY	403.00
<b>EFT47071</b>	<b>18/07/2019</b>	<b>OFFICE STAR</b>	<b>1,546.82</b>
INV 51214	26/06/2019	PRINTER SERVICE AGREEMENT	305.58
INV 51228	26/06/2019	PRINTER SERVICE AGREEMENT	713.24
INV 51231	27/06/2019	SET UP NEW PRINTER	368.50
INV 51238	27/06/2019	PRINTER REPAIR	159.50

<b>EFT47072</b>	<b>18/07/2019</b>	<b>PAINT INDUSTRIES PTY LTD</b>	<b>8,679.28</b>
INV 59926	25/01/2019	PAINT	6,167.91
INV 60036	22/02/2019	PAINT	538.12
INV 60095	08/03/2019	PAINT	281.16
INV 60112	13/03/2019	PAINT	1,124.64
INV 60175	27/03/2019	PAINT	567.45
<b>EFT47073</b>	<b>18/07/2019</b>	<b>E &amp; MJ ROSHER PTY LTD</b>	<b>2,311.03</b>
INV 1402147	12/06/2019	KUBOTA SMALL PARTS	1,508.20
INV 1402148	12/06/2019	COLLAR	32.70
INV 1402146	12/06/2019	BOLT ON CUTTING EDGE, NUTS, BOLTS	420.56
INV 1402157	12/06/2019	WHEEL BEARINGS	310.21
INV 1402584	25/06/2019	DUST COVERS FOR WHEEL BEARINGS	39.36
<b>EFT47074</b>	<b>18/07/2019</b>	<b>SMITHFIELD GROUP PTY LTD</b>	<b>572.00</b>
INV A00581	27/06/2019	REPLACE BROKEN DOOR GLASS	572.00
<b>EFT47075</b>	<b>18/07/2019</b>	<b>BEVERLEY SPRINGS PTY LTD ATF THE BS TRUST T/A SQUIRES EARTHMOVING</b>	<b>103,656.09</b>
INV 2244	17/06/2019	C2018-01 GRADE AREA 4	22,790.52
INV 2243	17/06/2019	C2018-01 GRADE AREA 2	80,865.57
<b>EFT47076</b>	<b>18/07/2019</b>	<b>TELSTRA CORPORATION</b>	<b>529.93</b>
INV 1718873800	27/06/2019	FX BUSINESS LINE	529.93
<b>EFT47077</b>	<b>18/07/2019</b>	<b>CLEANAWAY CO PTY LTD</b>	<b>180,735.98</b>
INV 346179	30/06/2019	RECYCLING SERVICES AT DERBY WASTE FACILITY JUN 2019	7,387.08
INV 346175	30/06/2019	DERBY TIP MANAGEMENT JUN 2019	111,960.35
INV 346177	30/06/2019	WASTE SERVICES JUN 2019	61,388.55
<b>EFT47078</b>	<b>18/07/2019</b>	<b>TERRITORY RURAL</b>	<b>1,076.28</b>
INV 1600009819	31/05/2019	LATE PAYMENT INTEREST CHARGE	7.45
INV 408586458	21/06/2019	VALVE SOLENOID	240.11
INV 408588615	21/06/2019	BAILEYS GROSORB GRANULATED	435.60
INV 408614311	26/06/2019	VALVE BOX	393.12
<b>EFT47079</b>	<b>18/07/2019</b>	<b>LEEDAL PTY LTD T/AS TARUNDA IGA</b>	<b>30.55</b>
INV 840527	27/06/2019	CATERING COUNCIL MEETING JUNE 2019	30.55
<b>EFT47080</b>	<b>18/07/2019</b>	<b>WACKER AUSTRALIA PTY LTD</b>	<b>233.97</b>
INV 23827	13/06/2019	RUBBER MOUNT	233.97
<b>EFT47081</b>	<b>18/07/2019</b>	<b>LEAVILLE HOLDINGS PTY LTD (WILLARE BRIDGE ROADHOUSE)</b>	<b>825.00</b>
INV 6564	30/06/2019	COLLECT AND DISPOSAL OF WASTE AT WILLARE BRIDGE	825.00
<b>EFT47082</b>	<b>18/07/2019</b>	<b>WILSON MACHINERY</b>	<b>1,411.70</b>
INV 23749	21/06/2019	BEARINGS	1,411.70
<b>EFT47083</b>	<b>18/07/2019</b>	<b>DEAN WILSON TRANSPORT PTY LTD</b>	<b>365.21</b>
INV 20192352	14/06/2019	CON NOTE DW198453 FREIGHT	202.07
INV 20192606	28/06/2019	CON NOTE # DW197352 FREIGHT	163.14
<b>EFT47084</b>	<b>18/07/2019</b>	<b>WOOLWORTHS PTY LIMITED</b>	<b>606.26</b>
INV 3635945	11/06/2019	GROCERIES	34.70
INV 3635810	13/06/2019	CATERING & GENERAL SUPPLIES FOR THE 2019 KPA	275.83
INV 3635856	19/06/2019	GROCERIES	47.50
INV 3635854	19/06/2019	THANK YOU GIFTS FOR KPA AWARD SPONSORS & JUDGES	248.23
<b>TOTAL</b>			<b>\$642,386.87</b>

**CHQ PAYMENTS – MUNI ACCOUNT**

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
54759	30/07/2019	DEPARTMENT OF TRANSPORT - VEHICLE REGO	18,042.10
INV 19/20 FLEET	26/07/2019	FLEET - VEHICLE REGO 12MTH	18,042.10
<b>TOTAL</b>			<b>\$18,042.10</b>

**EFT PAYMENTS – TRUST ACCOUNT**

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
EFT47029	09/07/2019	LAYNE O'REILLY	500.00
INV BOND	01/07/2019	RETURN BOND FOR THE HIRE OF CIVIC CENTRE 07/06/2019	500.00
EFT47030	09/07/2019	POETS SOCIAL CLUB	500.00
INV BOND	01/07/2019	RETURN BOND FOR THE HIRE OF CIVIC CENTRE 07/06/2019	500.00
<b>TOTAL</b>			<b>\$1,000.00</b>

**CHQ PAYMENTS – TRUST ACCOUNT**

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
<b>TOTAL</b>			<b>NIL</b>

**MANUAL CHEQUE**

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
<b>TOTAL</b>			<b>NIL</b>

**FEE PAYMENTS**

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
842	01/07/2019	DOT - DOT PAYMENT	2,754.40
842	01/07/2019	WN7365 - WESTNET ACCOUNT 7365 (\$264.83)	309.85
842	03/07/2019	CBA - CBA POS FEE	174.44
842	03/07/2019	CBA - CBA POS FEE	278.22
842	03/07/2019	DOT - DOT PAYMENT	2,833.65
842	04/07/2019	DOT - DOT PAYMENT	3,074.75
842	04/07/2019	DOT - DOT PAYMENT	3,105.39
842	05/07/2019	DOT - DOT PAYMENT	4,112.50
842	01/07/2019	CMD - CHEQUE OR MERCHANT DEPOSITS FEE	7.20
842	01/07/2019	CBA - CBA POS FEE	65.00

842	01/07/2019	EXC - EXCESS TRANSACTIONS FEE	33.25
842	01/07/2019	EXC - EXCESS TRANSACTIONS FEE	32.00
842	01/07/2019	EXC - EXCESS TRANSACTIONS FEE	17.80
842	01/07/2019	EXC - EXCESS TRANSACTIONS FEE	0.60
842	02/07/2019	DOT - DOT PAYMENT	4,489.60
842	01/07/2019	MER - MERCHANT FEES	179.92
842	01/07/2019	MER - MERCHANT FEES	679.04
843	12/07/2019	DOT - DOT PAYMENT	1,347.80
843	11/07/2019	GHA - GREYHOUND AUSTRALIA	2,960.06
843	11/07/2019	DOT - DOT PAYMENT	2,546.90
843	10/07/2019	DOT - DOT PAYMENT	2,548.45
843	09/07/2019	DOT - DOT PAYMENT	1,592.85
843	08/07/2019	DOT - DOT PAYMENT	2,199.85
844	19/07/2019	DOT - DOT PAYMENT	2,380.60
844	18/07/2019	GHA - GREYHOUND AUSTRALIA	5,015.82
844	18/07/2019	DOT - DOT PAYMENT	3,009.35
844	17/07/2019	DOT - DOT PAYMENT	2,454.20
844	16/07/2019	DOT - DOT PAYMENT	1,689.60
844	15/07/2019	DOT - DOT PAYMENT	3,421.75
844	15/07/2019	BEX - BPOINT FEES	34.10
845	26/07/2019	DOT - DOT PAYMENT	2,828.20
845	25/07/2019	GHA - GREYHOUND AUSTRALIA	4,871.37
845	25/07/2019	DOT - DOT PAYMENT	2,488.00
845	24/07/2019	DOT - DOT PAYMENT	475.15
845	23/07/2019	DOT - DOT PAYMENT	2,252.10
845	22/07/2019	DOT - DOT PAYMENT	4,348.55
846	31/07/2019	DOT - DOT PAYMENT	1,985.35
846	30/07/2019	DOT - DOT PAYMENT	2,561.40
846	29/07/2019	DOT - DOT PAYMENT	2,878.00
<b>DD18005.1</b>	<b>01/07/2019</b>	<b>WESTERN AUSTRALIAN TREASURY CORPORATION</b>	<b>108,316.05</b>
LOAN	01/07/2019	LOAN REPAYMENT	108,316.05
<b>DD18005.2</b>	<b>03/07/2019</b>	<b>WESTERN AUSTRALIAN TREASURY CORPORATION</b>	<b>17,221.36</b>
LOAN	03/07/2019	LOAN REPAYMENT	17,221.36
<b>DD18015.1</b>	<b>09/07/2019</b>	<b>WA LOCAL GOVERNMENT SUPERANNUATION PLAN</b>	<b>23,312.77</b>
SUPER	09/07/2019	SUPERANNUATION	18,399.89
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	687.70
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	455.50
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	526.95
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	1,077.95
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	591.00
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	841.46
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	26.98
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	161.86
DEDUCTION	09/07/2019	PAYROLL DEDUCTION	543.48
<b>DD18015.2</b>	<b>09/07/2019</b>	<b>VISION SUPER</b>	<b>355.26</b>

SUPER	09/07/2019	SUPERANNUATION	355.26
<b>DD18015.3</b>	<b>09/07/2019</b>	<b>MLC NOMINEES PTY LTD</b>	<b>238.39</b>
SUPER	09/07/2019	SUPERANNUATION	238.39
<b>DD18015.4</b>	<b>09/07/2019</b>	<b>HESTA</b>	<b>405.37</b>
SUPER	09/07/2019	SUPERANNUATION	405.37
<b>DD18015.5</b>	<b>09/07/2019</b>	<b>HOST PLUS SUPERANNUATION FUND</b>	<b>1,091.97</b>
SUPER	09/07/2019	SUPERANNUATION	1,091.97
<b>DD18015.6</b>	<b>09/07/2019</b>	<b>AMP LIFE LIMITED - FLEXIBLE LIFETIME - SUPER</b>	<b>220.25</b>
SUPER	09/07/2019	SUPERANNUATION	220.25
<b>DD18015.7</b>	<b>09/07/2019</b>	<b>LIFETRACK PERSONAL SUPERANNUATION</b>	<b>480.42</b>
SUPER	09/07/2019	SUPERANNUATION	480.42
<b>DD18015.8</b>	<b>09/07/2019</b>	<b>IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND</b>	<b>344.20</b>
SUPER	09/07/2019	SUPERANNUATION	344.20
<b>DD18015.9</b>	<b>09/07/2019</b>	<b>AUSTRALIAN SUPER</b>	<b>264.48</b>
SUPER	09/07/2019	SUPERANNUATION	264.48
<b>DD18028.1</b>	<b>08/07/2019</b>	<b>THE SHELL COMPANY OF AUSTRALIA LIMITED</b>	<b>1,530.88</b>
INV FUEL	08/07/2019	SHELL FUEL - JUN 2019	1,530.88
<b>DD18041.1</b>	<b>23/07/2019</b>	<b>WA LOCAL GOVERNMENT SUPERANNUATION PLAN</b>	<b>22,335.22</b>
SUPER	23/07/2019	SUPERANNUATION	17,616.93
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	687.70
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	455.50
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	485.23
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	1,077.95
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	591.00
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	688.60
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	26.98
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	161.86
DEDUCTION	23/07/2019	PAYROLL DEDUCTION	543.47
<b>DD18041.2</b>	<b>23/07/2019</b>	<b>VISION SUPER</b>	<b>367.36</b>
SUPER	23/07/2019	SUPERANNUATION	367.36
<b>DD18041.3</b>	<b>23/07/2019</b>	<b>MLC NOMINEES PTY LTD</b>	<b>238.39</b>
SUPER	23/07/2019	SUPERANNUATION	238.39
<b>DD18041.4</b>	<b>23/07/2019</b>	<b>HESTA</b>	<b>488.98</b>
SUPER	23/07/2019	SUPERANNUATION	488.98
<b>DD18041.5</b>	<b>23/07/2019</b>	<b>HOST PLUS SUPERANNUATION FUND</b>	<b>1,086.27</b>
SUPER	23/07/2019	SUPERANNUATION	1,086.27
<b>DD18041.6</b>	<b>23/07/2019</b>	<b>AMP LIFE LIMITED - FLEXIBLE LIFETIME - SUPER</b>	<b>220.25</b>
SUPER	23/07/2019	SUPERANNUATION	220.25
<b>DD18041.7</b>	<b>23/07/2019</b>	<b>LIFETRACK PERSONAL SUPERANNUATION</b>	<b>480.42</b>
SUPER	23/07/2019	SUPERANNUATION	480.42
<b>DD18041.8</b>	<b>23/07/2019</b>	<b>IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND</b>	<b>344.20</b>
SUPER	23/07/2019	SUPERANNUATION	344.20
<b>DD18041.9</b>	<b>23/07/2019</b>	<b>AUSTRALIAN SUPER</b>	<b>264.48</b>
SUPER	23/07/2019	SUPERANNUATION	264.48
<b>DD18068.1</b>	<b>29/07/2019</b>	<b>ANZ COMMERCIAL CARD SERVICES CENTRE</b>	<b>7,427.47</b>

ANZ CC	29/07/2019	INTEREST CHARGES FOR THE PERIOD 13.06.19-14.07.19	107.27
ANZ CC	29/07/2019	CREDIT CARD PURCHASES FOR THE PERIOD 13.06.19-14.07.19	5,185.37
ANZ CC	29/07/2019	CREDIT CARD PURCHASES FOR THE PERIOD 13.06.19-14.07.20	2,134.83
<b>DD18078.1</b>	<b>01/07/2019</b>	<b>HUNTER PREMIUM FUNDING LIMITED</b>	<b>121,276.38</b>
LOAN	01/07/2019	LOAN REPAYMENT	36,313.65
LOAN	01/07/2019	LOAN REPAYMENT	84,962.73
<b>DD18078.2</b>	<b>30/07/2019</b>	<b>HUNTER PREMIUM FUNDING LIMITED</b>	<b>121,086.38</b>
LOAN	30/07/2019	LOAN REPAYMENT	36,218.65
LOAN	30/07/2019	LOAN REPAYMENT	84,867.73
<b>DD18015.10</b>	<b>09/07/2019</b>	<b>MLC SUPER FUND</b>	<b>293.33</b>
SUPER	09/07/2019	SUPERANNUATION	293.33
<b>DD18015.11</b>	<b>09/07/2019</b>	<b>REST SUPERANNUATION</b>	<b>238.39</b>
SUPER	09/07/2019	SUPERANNUATION	238.39
<b>DD18041.10</b>	<b>23/07/2019</b>	<b>MLC SUPER FUND</b>	<b>314.45</b>
SUPER	23/07/2019	SUPERANNUATION	314.45
<b>DD18041.11</b>	<b>23/07/2019</b>	<b>REST SUPERANNUATION</b>	<b>238.39</b>
SUPER	23/07/2019	SUPERANNUATION	238.39
<b>PAY</b>	<b>9/07/2019</b>	<b>PAYROLL NET PAYS</b>	<b>140,922.86</b>
<b>PAY</b>	<b>23/07/2019</b>	<b>PAYROLL NET PAYS</b>	<b>134,754.42</b>
<b>TOTAL</b>			<b>\$784,196.10</b>



**12.5 DIFFERENTIAL RATES - REVISED 2019-20 OBJECTS AND REASONS**

**File Number: 5174**

**Author: Myra Henry, Manager Finance**

**Responsible Officer: Amanda O'Halloran, Chief Executive Officer**

**Authority/Discretion: Review**

**SUMMARY**

Council is requested to consider and adopt revised Objects and Reasons for Proposed Differential Rates and Minimum Payments for the 2019-20 Financial Year.

**DISCLOSURE OF ANY INTEREST**

Nil.

**BACKGROUND**

At the Ordinary Council meeting 30<sup>th</sup> May 2019 Council adopted the Statement of Objects and Reasons as a part of the process to levy differential rates (Minute No. 43/19).

The application to the Minister for Differential Rates was made on the 18<sup>th</sup> July to the Department of Local Government, Sport and Cultural Industries after the prescribed waiting period of the Notice of Intent to raise differential rates and responses to submissions received.

As a part of the process on the 16<sup>th</sup> of August the Department of Local Government, Sport and Cultural Industries provide a response that required the Statement of Objects and Reasons to be revised to clearly demonstrate how those ratepayers subject to a higher rate in the dollar are receiving greater benefit from Council expenditure than those subject to a lower rate in the dollar (attached).

We have revised the Statement of Objects and Reasons as outlined in the below and returned to the Department for review as suggested in the Department’s correspondence.

<b>Description</b>	<b>Characteristics</b>	<b>Objects</b>	<b>Reasons</b>
GRV General Rate	Properties with Gross Rental Value as the basis of Valuation	This rate is to contribute to the service desired by the community. All GRV properties within the Shire have the same Rate in the Dollar applied.	This is the base rate by which all GRV rated properties are assessed.
UV General Rate	Properties with Unimproved Value as the basis of Valuation which are not within the UV Mining or UV Pastoral	The rate is set to achieve an equitable contribution to the cost of services desired by the community. It is lower than the mining rate as the impact of these properties on Shire assets is lower than mining properties yet higher than that of Pastoral properties as the access to	The higher rate is proposed in order to levy a rate aligned with the impact on the Shire of servicing these properties i.e. heavy haulage vehicle movements, environmental health and strategic planning. These properties have access to all other services and facilities

Description	Characteristics	Objects	Reasons
	Categories.	Shire services is greater than for pastoral properties.	provided by the Shire.
UV Mining	Consists of Properties that are used for mining, exploration or prospecting purposes.	This category is rated higher than UV General to reflect the higher road infrastructure maintenance costs to Council as a result of heavy vehicle use over Shire roads.	The higher rate mining properties pay is to ensure they adequately contribute to the cost of Shire services as they are heavy users of the Shire's road system (Comparative to Pastoral), and contribute to its deterioration at a far higher level than other ratepayers.
UV Pastoral	Consists of Properties that are exclusively for pastoral use.	This category is rated lower than other UV categories due to large increases in property values applied to Pastoral Station Leases by the State while still ensuring an equitable contribution to the maintenance of Shire roads.	This is considered the base rate above which all other UV rated properties are assessed. The Pastoral category on average have seen an increase in the value of the properties. These increases have meant an inequity in the rates charged for pastoral properties. The lower Rate in the Dollar ensures that mining and pastoral properties provide equally for the upkeep of Shire Infrastructure.

**STATUTORY ENVIRONMENT:**

Sections 6.33 of the Local Government Act 1995;

**6.33. Differential General Rates**

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics —*
  - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
  - (b) *a purpose for which the land is held or used as determined by the local government; or*
  - (c) *whether or not the land is vacant land; or*
  - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may —*
  - (a) *specify the characteristics under subsection (1) which a local government is to use; or*
  - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*

- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.*
- (5) *A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 Section 39(1)(a) came into operation 1 is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*

**POLICY IMPLICATIONS**

AF20 - Rating Administration Policy

**FINANCIAL IMPLICATIONS**

This report has significance implications for the 2019-20 rating period and the adoption of the 2019-2020 draft Annual Budget that has been developed in line with the rating determinations contained in previous reports.

Any variation will then determine the projects that may or may not be included in the Budget.

**STRATEGIC IMPLICATIONS**

<b>GOAL</b>	<b>OUTCOME</b>	<b>STRATEGY</b>
4: Leadership that provides strategic direction for the community, supported by efficient and effective service delivery	4.4: Financial sustainability and accountability for performance	4.4.5: Develop, maintain and monitor rating and property strategies

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<b>Legal &amp; Compliance:</b> Non-compliance with the Local Government Act 1995	Unlikely	Moderate	Medium	Accept officer recommendation

**CONSULTATION**

Moore Stephens

Department of Local Government, Sport and Cultural Industries

**COMMENT**

This revised 2019-20 Statement of Objects and Reasons seeks to better communicate with rate payers the considerations made by Council when proposing equitable rate contributions from each of the respective rating categories in the Shire.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. Email - Department of Local Government, Sport and Cultural Industries [↓](#) 
2. Revised Statement of Objects and Reasons 2019-20 [↓](#) 

**RECOMMENDATION**

**That Council:**

1. That Council adopts the revised 2019-20 Statement of Objects and Reasons for Levying Differential Rates, as presented.

**From:** Troy Hancock <troy.hancock@dlgsc.wa.gov.au> on behalf of Legislation <legislation@dlgsc.wa.gov.au>  
**Sent:** Friday, 16 August 2019 3:11 PM  
**To:** Myra Henry  
**Subject:** RE: N14858 - 2019-20 Differential Rates Application SDWK

Hi Myra

Unfortunately, we will need the Shire to address the Objects and Reasons for the UV Mining Category before it progresses.

The Department cannot recommend approval as the Fairness and Equity principle of the Policy (attached) has not been met.

I appreciate that the Shire intends to adopt the budget next week and I therefore offer the following suggested course of action:

- 1) The Shire to re-draft the Objects and Reasons with a revised Reasons for UV Mining, submit to [legislation@dlgsc.wa.gov.au](mailto:legislation@dlgsc.wa.gov.au) before COB Monday
- 2) If the revised document falls within the Policy, the Department can likely provide approval by COB Tuesday.
- 3) The Shire present the revised document for Council adoption in the course of its meeting to adopt the budget.

The reasoning of the Department is as follows:

The Shire's reasoning that "Shire Assets and Infrastructure are already established and have been provided by previous rate payers" does not clearly justify how the current ratepayers are receiving greater benefit from Council expenditure. The Department is of the view that this is contradictory by way of the fact that those in the UV Mining category would not have been using the Shire's assets and infrastructure in the past and should not be retrospectively charged a higher rate than other ratepayers for this reason.

The Revised Reasons will need to clearly demonstrate how those ratepayers subject to a higher rate in the dollar are receiving greater benefit from Council expenditure than those subject to a lower rate in the dollar.

Kind regards  
Troy

**Troy Hancock**

Senior Legislation Officer  
Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
GPO Box R1250, Perth WA 6844  
Telephone [+61 8 6552 1624](tel:+61865521624)  
Email [troy.hancock@dlgsc.wa.gov.au](mailto:troy.hancock@dlgsc.wa.gov.au)  
Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)

*The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.*

---

**From:** Myra Henry [mailto:myra.henry@sdwk.wa.gov.au]  
**Sent:** Thursday, 18 July 2019 5:48 PM  
**To:** Legislation <legislation@dlgsc.wa.gov.au>  
**Subject:** N14858 - 2019-20 Differential Rates Application SDWK

To whom it may concern

Please find the Shire of Derby/West Kimberley Application for Differential Rates 2019-20.

Thank you,

Kind regards  
Myra

**Myra Henry**  
Manager Finance  
Email: [myra.henry@sdwk.wa.gov.au](mailto:myra.henry@sdwk.wa.gov.au)  
Tel: 08 9191 0999

Web: <http://www.sdwk.wa.gov.au>

Shire of  
Derby/West  
Kimberley  
30 Loch  
Street  
Derby  
6728



**Shire of Derby/  
West Kimberley**

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Department of  
**Local Government, Sport  
and Cultural Industries**



## **SHIRE OF DERBY/WEST KIMBERLEY**

### **STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATES AND MINIMUM PAYMENTS FOR THE YEAR ENDING 30 JUNE 2020**

In accordance with section 6.36 of the *Local Government Act 1995*, the Shire of Derby/West Kimberley is required to publish its Objects and Reasons for implementing Differential Rates.

#### **Overall Objective**

The purpose of the levying of rates is to meet Council's budget requirements in each financial year in order to deliver services and community infrastructure.

Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.33 of the *Local Government Act 1995* provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Derby/West Kimberley. The application of differential rating maintains equity in the rating of properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

Council has considered the Key Values contained within the Rating Policy Differential Rates (s6.33) March 2016 released by the Department of Local Government and Communities, being:

- Objectivity
- Fairness and Equity
- Consistency
- Transparency and Administrative Efficiency



## Valuations

The Rates in the Dollar will be based on the General Valuation as supplied by the Valuer General (VG) in respect of Gross Rental Values (GRVs) effective from 1 July 2016 and as amended by any interim valuations received subsequent to that date.

## Differential Rate Categories

The *Local Government Act 1995* states in section 6.32 Rates and Service Charges that

- (1) *When adopting the annual budget, a local government –*
  - (a) *in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either –*
    - (i) *uniformly; or*
    - (ii) *differentially;*

The *Local Government Act 1995* sets out the basis on which Differential General Rates may be based as follows:

### 6.33. Differential General Rates

- (1) *A local government may impose Differential General Rates according to any, or a combination, of the following characteristics –*
  - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme in force under the Planning and Development Act 2005;*
  - (b) *a purpose for which the land is held or used as determined by the local government;*
  - (c) *whether or not the land is vacant land; or*
  - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may –*
  - (a) *specify the characteristics under subsection (1) which a local government is to use; or*
  - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a Differential General Rate a local government is not to, without the approval of the Minister, impose a Differential General Rate which is more than twice the lowest Differential General Rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a Differential General Rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1) (a) applies.*
- (5) *A Differential General Rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*

### **Minimum Rates**

The *Local Government Act 1995* sets out the basis on which Minimum Rates may be levied.

#### **6.35. Minimum Payment**

- (1) *Subject to this section, a local government may impose on any rateable land in its district a Minimum Payment which is greater than the General Rate which would otherwise be payable on that land.*
- (2) *A Minimum Payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the General Minimum is imposed on not less than –*
  - (a) *50 per cent of the total number of separately rated properties in the district; or*
  - (b) *50 per cent of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.*
- (4) *A Minimum Payment is not to be imposed on more than the prescribed percentage of –*
  - (a) *the number of separately rated properties in the district; or*
  - (b) *the number of properties in each category referred to in subsection (6), unless the General Minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a Differential General Rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a Minimum Payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a Minimum Payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories –*
  - (a) *to land rated on Gross Rental Value;*
  - (b) *to land rated on Unimproved Value; and*
  - (c) *to each Differential Rating category where a Differential General Rate is imposed.*

### 2019/20 Budget Proposal

The following are the proposed Differential General Rates and Minimum Payments for the Shire of Derby/West Kimberley for the 2019/20 Financial Year.

<i>Description</i>	<i>Differential Rate Category</i>	<i>Rate in Dollar (expressed as cents in \$)</i>	<i>Minimum Payment</i>
<i>GRV General Rate</i>	GRV Residential	\$13.3772	\$1027
	GRV Commercial	\$13.3772	\$1027
	GRV Industrial	\$13.3772	\$1027
	GRV Special Rural	\$13.3772	\$1027
	GRV Other Locations	\$13.3772	\$1027
<i>UV General Rate</i>	UV Commercial	\$22.9955	\$1027
	UV Islands	\$22.9955	\$1027
	UV Other Locations	\$22.9955	\$1027
	UV Concessions Raised	\$22.9955	\$1027
<i>UV Mining</i>	UV Mining	\$28.4327	\$1027
<i>UV Pastoral</i>	UV Pastoral	\$6.8300	\$1027

### Gross Rental Value (GRV)

The *Local Government Act 1995* determines that properties of a Non-Rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties within the Shire of Derby/West Kimberley every five years and assigns a GRV. The most recent general revaluation was completed during 2015/2016 and is effective from 1 July 2016. Interim valuations are provided monthly to Council by the Valuer General for properties where changes have occurred (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances Council recalculates the rates for the affected properties and issues interim rates notices.

All GRV properties within the Shire of Derby/West Kimberley are categorised as follows:

- GRV General Rate – are all properties within the town site;
  - GRV Residential – consist of properties with predominant residential use;
  - GRV Commercial – properties used for commercial or town centre purposes or non-residential vacant land;
  - GRV Industrial – properties used for industrial and non-residential vacant land;
  - GRV Special Rural - properties used for special rural purpose;
  - GRV Other Location – properties used for other purposes that do not fall within other GRV categories;

All GRV properties within the Shire of Derby/West Kimberley are rated using the same Rate in the Dollar. The proposed rate in the dollar for GRV will increase by 6.00% from 2019/2020.

### **Unimproved Value (UV)**

Properties that are predominantly of a rural purpose are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis. The Rate in the Dollar set for the UV – Pastoral category forms the basis for calculating all other UV Differential Rates.

The Shire of Derby/West Kimberley UV properties are categorised as follows;

- UV General Rate – are all properties outside the town site;
  - UV Commercial – consists of properties that are used for commercial purposes
  - UV Islands – consists of any rateable islands currently only Cockatoo Island.
  - UV Locations – within this rate code there are assessments that has specific properties, and are charged rates on the usable land only.
  - UV Concession Raised – this consists of any properties that Council resolve to offer any concession too.
- UV Mining – consists of properties that used for mining, exploration or prospecting purposes.
- UV Pastoral – consists of properties that exclusively for pastoral use.

It is proposed to continue to use differential rates for both mining and pastoral leases. The main reason to use a higher rate in the dollar for properties predominately used for mining purposes is that it will create a more equitable level of contribution for the level of services provided. The main reason to use a lower rate in the dollar for properties predominately used for pastoral purposes is that due to large increases in property valuations in previous years the lower rate in the dollar will create a more equitable level of contribution for this property type when comparing to neighboring Shire's. The proposed differential rates in the dollar UV rates for 2019/2020 will be increased by 6.00%.

### **Minimum Rates**

The setting of Minimum Rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount. A Minimum Rate of \$1027 has been set for all rate categories, an increase of 6.00% from last year due to a drop in minimum rated properties.

The minimum levels are uniform for all properties, and are set by taking into account the level of service to be supplied to each area.

Council currently does not impose Specified Area Rates.

**Proposed Differential Rates**

Following are the objects and reasons for each of the differential rates:

Description	Characteristics	Objects	Reasons
<b>GRV General Rate</b>	Properties with Gross Rental Value as the basis of Valuation	This rate is to contribute to the service desired by the community. All GRV properties within the Shire have the same Rate in the Dollar applied.	This is the base rate by which all GRV rated properties are assessed.
<b>UV General Rate</b>	Properties with Unimproved Value as the basis of Valuation which are not within the UV Mining or UV Pastoral Categories.	The rate is set to achieve an equitable contribution to the cost of services desired by the community. It is lower than the mining rate as the impact of these properties on Shire assets is lower than mining properties yet higher than that of Pastoral properties as the access to Shire services is greater than for pastoral properties.	The higher rate is proposed in order to levy a rate aligned with the impact on the Shire of servicing these properties i.e. heavy haulage vehicle movements, environmental health and strategic planning. These properties have access to all other services and facilities provided by the Shire.
<b>UV Mining</b>	Consists of Properties that are used for mining, exploration or prospecting purposes.	This category is rated higher than UV General to reflect the higher road infrastructure maintenance costs to Council as a result of heavy vehicle use over Shire roads.	The higher rate mining properties pay is to ensure they adequately contribute to the cost of Shire services as they are heavy users of the Shire's road system (Comparative to Pastoral), and contribute to its deterioration at a far higher level than other ratepayers.
<b>UV Pastoral</b>	Consists of Properties that are exclusively for pastoral use.	This category is rated lower than other UV categories due to large increases in property values applied to Pastoral Station Leases by the State while still ensuring an equitable contribution to the maintenance of Shire roads.	This is considered the base rate above which all other UV rated properties are assessed. The Pastoral category on average have seen an increase in the value of the properties. These increases have meant an inequity in the rates charged for pastoral properties. The lower Rate in the Dollar ensures that mining and pastoral properties provide equally for the upkeep of Shire Infrastructure.

**Submissions**

Submissions are invited from any Elector or Ratepayer with respect to the proposed differential general rates and minimum rates within 21 days of the date of notice of intent. All submissions in writing must be received by the Shire of Derby/West Kimberley no later than close of business on Friday 28 June 2019.

Submissions are to be addressed to the Chief Executive Officer, Shire of Derby/West Kimberley PO Box 94, Derby WA 6728 or via email [sdwk@sdwk.wa.gov.au](mailto:sdwk@sdwk.wa.gov.au).

**Amanda O'Halloran**  
**Chief Executive Officer**

**12.6 CHRISTMAS CLOSURE**

**File Number:** 4150 - Meeting Procedures

**Author:** Danielle Hurstfield, Manager Administration and Governance

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Administrative

**SUMMARY**

For Council to approve the closure of the Shire’s operations over the Christmas and New Year period for 2019/20. To cover the days in addition to public holidays during the closure recommended in this report, employees will be required to take leave. The arrangement allows staff to travel to spend the festive season with loved ones, assists with the ongoing management of staff leave liability and has been well accepted by the community.

**DISCLOSURE OF ANY INTEREST**

The Chief Executive Officer and Manager of Administration & Governance are subject to the proposed closure.

**BACKGROUND**

In rural Local Governments where there are fewer staff it is accepted practice for the staff to all take annual leave at Christmas and to shut the offices to all but essential services for the period of leave. The Senior Management Group will develop a contingency plan to ensure essential services are still adequately delivered to the community and suitable notice to the public regarding closures will be provided to minimise any inconvenience.

Council is obliged to pay staff for Public Holidays and any additional days can be taken as Annual Leave, if a member of staff does not have sufficient Annual Leave accrued the period can either be taken as Time in Lieu or Leave Without Pay. The employee may only return to work to carry out set tasks as negotiated with the CEO.

The Derby and Fitzroy Crossing waste management facilities managed by a third party are closed on Christmas Day and no kerbside collection occurs, this is a contractual arrangement.

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil – staff will be required to take leave to cover payment of wages on days that are not public holidays.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation	Outcome 4.5: Skilled, committed and professional staff in a supportive environment	Strategy 4.4: Promote cohesiveness and teamwork across the organisation

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<b>Business Interruption:</b> Ability to respond to unplanned event.	Possible	Moderate	Low	Promote closure to the community.  A roster and contact details for critical staff will be developed to ensure resources are available if required.

**CONSULTATION**

Consultation was undertaken with Managers responsible for service areas.

Adequate notice of closure will be provided to the public to further minimise any disruptions. This will include advertising on the door of the Administration Building, Shire Notice Boards, Shire Facebook Page, Shire Website and in the local papers in the months leading up to the Christmas closure period including alternative options for Department of Transport Licencing services.

**COMMENT**

The success of previous Christmas closures have occurred as key contact lists for critical staff in the event of an emergency have been developed. An informal rostering of key personnel occurs ensuring there are staff available in town should they be required, with a skeleton works crew undertaking essential services. It is recommended that the Shire close all non-essential operations or reduce opening hours over the 2019/20 Christmas period as outlined in Table 1 below.

**Table 1**

<b>Derby and Fitzroy Crossing Administration Centres (including Fitzroy Crossing Visitors Centre and Library)</b>	
<b>Derby and Fitzroy Crossing works depots</b>	
<b>Derby Youth Centre</b>	
<b>Derby Library</b>	
<b>Date</b>	<b>Action</b>
Friday 20 December 2019	OPEN for normal business
Saturday 21 December 2019	CLOSED (Weekend) except Derby Library 9am – 12 pm
Sunday 22 December 2019	CLOSED (Weekend)
Monday 23 December 2019	CLOSED (Annual Leave)
Tuesday 24 December 2019	CLOSED (Annual Leave)
Wednesday 25 December 2019	CLOSED (Christmas Day Public Holiday)
Thursday 26 December 2019	CLOSED (Boxing Day Public Holiday)
Friday 27 December 2019	CLOSED (Annual Leave)
Saturday 28 December 2019	CLOSED (Weekend)



Sunday 29 December 2019	CLOSED (Weekend)
Monday 30 December 2019	CLOSED (Annual Leave)
Tuesday 31 December 2019	CLOSED (Annual Leave)
Wednesday 1 January 2020	CLOSED (New Years Day Public Holiday)
Thursday 2 January 2020	CLOSED (Annual Leave)
Friday 3 January 2020	CLOSED (Annual Leave)
Saturday 4 January 2020	CLOSED (Weekend)
Sunday 5 January 2020	CLOSED (Weekend)
Monday 6 January 2020	OPEN for normal business
<b>Derby Memorial Pool</b>	
Friday 20 December 2019	OPEN for normal business
Saturday 21 December 2019	OPEN 11.30am-5.00pm
Sunday 22 December 2019	OPEN 11.30am-5.00pm
Monday 23 December 2019	OPEN 11.30am-5.00pm
Tuesday 24 December 2019	OPEN 11.30am-5.00pm
Wednesday 25 December 2019	CLOSED (Christmas Day Public Holiday)
Thursday 26 December 2019	CLOSED (Boxing Day Public Holiday)
Friday 27 December 2019	OPEN 11.30am-5.00pm
Saturday 28 December 2019	OPEN 11.30am-5.00pm
Sunday 29 December 2019	OPEN 11.30am-5.00pm
Monday 30 December 2019	OPEN 11.30am-5.00pm
Tuesday 31 December 2019	OPEN 11.30am-5.00pm
Wednesday 1 January 2020	CLOSED (New Years Day Public Holiday)
Thursday 2 January 2020	OPEN 11.30am-5.00pm
Friday 3 January 2020	OPEN 11.30am-5.00pm
Saturday 4 January 2020	OPEN 11.30am-5.00pm
Sunday 5 January 2020	OPEN 11.30am-5.00pm
Monday 6 January 2020	OPEN for normal business

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

Nil

<b>RECOMMENDATION</b>
-----------------------

**That Council:**

- 1. Endorse the proposed Christmas closure from Saturday 21 December 2019 to Sunday 5 January 2020 as outlined in Table 1 of this report or \_\_\_\_\_.**
- 2. Notes the Derby and Fitzroy Crossing waste management sites are closed and no kerbside collection will occur on the Christmas Day public holiday.**
- 3. Acknowledges that employees will utilise annual or accrued leave for the above periods which are not public holidays; and**
- 4. Notes the above closures are subject to a contingency plan outlining staff required to ensure essential services continue to be provided to the public.**

**12.7 CHANGE OF DATE - SEPTEMBER ORDINARY COUNCIL MEETING****File Number:** 4150 - Meeting Procedures**Author:** Danielle Hurstfield, Manager Administration and Governance**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer**Authority/Discretion:** Administrative**SUMMARY**

This report seeks Council approval to amend the date of the Ordinary Council Meeting advertised to occur on Thursday 26 September 2019 to another date to allow Councillors and relevant staff to attend the Kimberley Economic Forum on 26 and 27 September at the Sportsmen's Club in Derby.

**DISCLOSURE OF ANY INTEREST**

Nil.

**BACKGROUND**

The Kimberley Economic Forum this year has a focus on Northern Australia as being the direction for economic growth in the future. The Economic Forum will be looking at future prospects in the agricultural and mining sectors and to discuss their potential growth and how they plan to capitalise on the development of these industries. As a major enabler to the growth of industry, we'll also be focusing on infrastructure and logistics as well as major advancements in air travel throughout the Kimberley. The Kimberley Economic Forum is an event that shines a spotlight on the key economic drivers in the Kimberley region and local business. It is a partnership between the Chambers of Commerce in the Kimberley (Derby, Broome and Kununurra) by facilitating conversations and networking between trade organisations, government agencies, investors, industry and the media.

Council has provided sponsorship of \$5,000 to the event.

**LEGISLATIVE IMPLICATIONS**

*Local Government (Administration) Regulations 1996*

Part 2 - Council and committee meetings

**12. Meetings, public notice of (Act s. 5.25(1)(g))**

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation Leadership that provides strategic direction for the community, supported by efficient and effective service delivery	4.1: Effective governance and leadership	4.1.1: Provide leadership in balancing the needs of the community, government, industry and the environment

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Business Interruption:</b> Councillors attending Kimberley Economic Forum impacting on Elected Member duties	Possible	Minor	Low	Adoption of amended date of Council meeting as recommended.

**CONSULTATION**

Informal discussion with Councillors at August forum.

**COMMENT**

The September Council meeting would be the first meeting out of the existing facility. Suggested dates are:

Thursday 19 September

Tuesday 24 September

Wednesday 25 September

To assist with the development of an accurate agenda and minimal impact on financial reporting requirements Officers believe Wednesday 25 September to be the most suitable date. This could occur in the Derby Public Library as currently the Library is closed to the public on Wednesdays.

**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

**Nil**

**RECOMMENDATION**

**That Council:**

- 1. Amend the date of the Ordinary Meeting of Council from Thursday 26 September 2019 to Wednesday 25 September 2019 or \_\_\_\_\_**
- 2. Give local public notice of the amendment of meeting date and venue.**

**13 TECHNICAL SERVICES**

Nil

## **14 DEVELOPMENT SERVICES**

### **14.1 APPLICATION FOR MORE THAN THE PRESCRIBED NUMBER OF DOGS**

**File Number:** 5405

**Author:** John Carey, Senior Ranger

**Responsible Officer:** Wayne Neate, Director Technical and Development Services

**Authority/Discretion:** Legislative

#### **SUMMARY**

The purpose of this agenda item is for Council to consider an application made from Ms Amanda O'Halloran to keep a third dog on the residential premises known as lot 1305 (#4) Woollybutt Corner, Derby.

#### **DISCLOSURE OF ANY INTEREST**

The Applicant is the incumbent Chief Executive Officer of the Shire of Derby/West Kimberley.

#### **BACKGROUND**

On 16<sup>th</sup> July 2019 the Shire of Derby/West Kimberley received an application from Ms Amanda O'Halloran, the resident at lot 1305 (#4) Woollybutt Corner Derby, to keep a total of three dogs on the premises.

Ms O'Halloran and her partner acquired a third dog after a close family member passed away and her father came to live with them. The dogs are all small breeds and are well socialised.

Lot 1305 (4) Woollybutt Corner is a residential premises having a total land area of 835m<sup>2</sup>, the property is suitably fenced.

Pursuant to the *Dog Act 1976*, and the Shire of Derby/West Kimberley's Dogs Local Law the limitation of the number of dogs that can be kept on a premises within the Derby Townsite is two dogs. The Act allows a local government through its local laws to give approval for an exemption for the keeping of more than the prescribed number of dogs.

The approval of the exemption to have more than two dogs on the premises can be made by the use of a delegation. In this case however, as the applicant is the incumbent Chief Executive Officer at the Shire of Derby/West Kimberley, the application has been referred to Council for decision.

#### **STATUTORY ENVIRONMENT**

Section 26(1) of the Dog Act 1976 enables a local government to, by local law under the Act, limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district.

Section 3.2(2) of the Shire of Derby/West Kimberley Dogs Local Law limits the number of dogs over the age of 3 months which may be kept on any premises within the Derby townsite to two.

Section 26(3) of the Dog Act 1976 enables a local government to grant an exemption that can authorise, subject to conditions, up to six dogs on a premises where the premises is suitable. Such an exemption if issued may be revoked or varied at any time.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
1.9 Community wellbeing	A safe and responsible community	Develop and implement an animal management plan

**RISK MANAGEMENT CONSIDERATIONS**

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Community:</b> Risk of an impact on the amenity of the surrounding neighbourhood	Unlikely	Minor	Low	Animals on premises well managed.

**CONSULTATION**

The Shire of Derby/West Kimberley’s Rangers have contacted the adjoining neighbours, one to the rear of property off Mimosa Street and the two neighbours each side of the property on Woollybutt Corner. All neighbours have stated that they have no objection to the application.

The Director Technical and Development Services, Manager Development Services, Shire Ranger’s and Applicant were also consulted as part of the application assessment process.

**COMMENT**

As a part of the application assessment process, Shire Ranger, Michelle Steers undertook a Property Inspection Report on the 23/07/2019.

The assessment process undertaken by Ranger Services did not identify any areas of concern that would prevent the application from being approved. It is not expected that there will be any loss of amenity in the area surrounding the property should the application be approved. A copy of the Report is attached.

The applicant’s father, whom resides at the property, is retired and is home all day to care for and able to monitor the dog’s behaviour.

Should the application be approved, the applicant understands the application can be revoked or varied at any time.



**VOTING REQUIREMENT**

Simple majority

**ATTACHMENTS**

1. **Application to Keep More Than The Prescribed Number of Dogs** [↓](#) 
2. **Property Inspection Report - Dogs** [↓](#) 
3. **Dog Registration Forms** [↓](#) 

**RECOMMENDATION**

**That** the application made by Ms Amanda O'Halloran for an exemption to have more than the prescribed number of dogs on the premises known as Lot 1305 (#4) Woollybutt Corner, Derby be APPROVED subject to the following conditions:

1. **The approval be limited to a maximum of three dogs on the premises; and**
2. **The approval be instantly be revoked should one or more of the dogs currently owned by the applicant is permanently removed from the premises.**

**APPLICATION TO KEEP MORE THAN THE  
PRESCRIBED NUMBER OF DOGS**  
WESTERN AUSTRALIA DOG ACT 1976

**Privacy**

The personal information collected on this form will only be used by the Shire of Derby/West Kimberley for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

**Shire of Derby/West Kimberley**  
30 Loch Street, Derby  
Western Australia 6728

**ABN: 99 934 203 062**

**Phone: (08) 91910999**  
**www.sdwk.wa.gov.au**

**Copyright**

I authorise the Shire of Derby/West Kimberley to reproduce any attachments provided with this form for internal purposes only.

**Instructions:** Please print clearly using *black pen* in the spaces provided.

**1. CUSTOMER DECLARATION**

I  (full name), am the Owner/Occupier of  
 (address),

make the following application to have a third dog registered to myself at the above address as per the requirements of the Dog Act (1976) as amended.

**Telephone (H):**  **Telephone (W):**   
**Mobile:**  **E-mail:**

\*Please note, aside from this legislative process, if you live in a rental property it is your responsibility to also obtain approval from the landlord or property manager to house pets within the dwelling/residential property. Responsibility falls entirely on the animal owner and not the Council to obtain such approval.

**2. APPLICATION PARTICULARS**

**I require a third dog for the following reasons:**

I currently have the following dogs registered to the above address:

Registration Number:  Breed:

Name:  Colour:

Registration Number:  Breed:

Name:  Colour:

Particulars of third dog: Registration Number:

Name:  Breed:

Gender:  Age:

Colour:

The total area of where the dogs will be confined is:

My fences are constructed of :  and have a height of:

Have you, or anyone else who will be responsible for the dogs, ever been issued an infringement, or been convicted in any court for a breach of the Dog Act 1976 or Animal Welfare Act 2002?

Yes  No If yes, please provide details:

How did you happen to obtain more than two dogs?

How long have you had more than two dogs?

Why do you consider you need more than two dogs?

**Have you had or are you in dispute with any of your neighbours? If so please provide details.**

**Have you had any complaints from neighbours regarding your dogs?**

**Yes**     **No**    If yes, please provide details:

My adjoining neighbours' addresses are as follows;

Neighbour on my right of my property;

**Residential Address:**

Neighbour on my left of my property;

**Residential Address:**

Neighbour at the rear of my property;

**Residential Address:**

If you do not have neighbours to the left, right or rear of your property, please supply this information.

**4. AUTHORISATION**

Please be advised that the following requirement must be in place prior to application being made with the Shire of Derby/West Kimberley.

The Dog Act 1976 requires that the owner or occupier of the premises at which the dog/s is ordinarily kept or permitted to live, shall cause the premises to be suitably fenced or closed in, in a manner capable of confining the dog/s within the premises.

I certify that the details on this application are true and correct (false or misleading information may affect my application). I understand that completion of this form does not constitute automatic approval of my application, and that final approval is subject to the findings of a site inspection by the Shire of Derby/West Kimberley, and neighbouring residents granting their consent to this application.

**Signature of Applicant:**     **Date:**



Attachment 1 to  
More than the Prescribed  
Amount of Dogs on a Property

**Property Inspection Report**

**Dogs**

Time Inspected..... Date Inspected... *23/07/2019* .  
Property Address... *4 Waplybitt Corner Derby* .....  
Name of Occupier... *Amenda O'Halloran* .....  
Occupier's Telephone *9191 1890* W *9191 0938* M *0429 911 433*  
Size of Property.....sq mts

Fencing (height, condition, type, gates, security on all boundaries)

*Colour bond on 3 sides + pool fencing across  
the front yard. Fully secure, good gates all in excellent  
condition + working order.*

Suitable shelter for Dog/s  Yes/ No If no Comments

Access to food & water  Yes/ No If no Comments

.....

Other animals kept on the property (type and Condition)

..... *no other animals* .....

.....

.....

Noxious odours

Yes/  No If yes Comments

.....  
.....  
.....

Neighbouring Properties

(Could there become a future problem with barking or other issues)

..... No as Amanda's father Steve  
..... is home fulltime  
.....

Rangers Comments

..... Excellent set up with containing  
..... the three small dogs  
.....  
.....

Supported

YES/ NO


Ranger..... M. [Signature] ..... Date..... 03/07/2019 .....

**Senior Ranger Comments**

Concur with Ranger Michelle Steis  
comments

Supported

YES  NO

Senior Ranger  Date 23/07/2019



# Dog Registration Form

(Dog Act 1976)

## Application for Registration

30 Loch Street, Derby  
 PO Box 94, Derby WA 6728  
 Cnr Flynn Drive & Forrest Road, Fitzroy Crossing  
 PO Box 101, Fitzroy Crossing WA 6765  
 T | 9191 0999 F | 9191 0998  
 e | enquiries@sdwk.wa.gov.au  
 w | www.sdwk.wa.gov.au



8pm - 4pm MON - FRI

Shire of Derby / West Kimberley

### A. OWNER / AGENT DETAILS

ASSESSMENT NUMBER (Office Use Only):

A106829

Full Name: AMANDA O'HALLORAN Date of Birth: 31.12.72  
 Residential Address: 4 WOOLLYBUTT CORNER Suburb: DERBY Postcode: WA6728  
 Postal Address: P.O BOX 179 Suburb: " Postcode:  
 Home Phone: 0891911890 Work Phone: 91910938 Mobile: 0429 911433  
 Email address: ceo@sdwk.wa.gov.au  
 Pension Number: \_\_\_\_\_ Concession Holders (Pensioner Concession Holders, State Concession Card, Commonwealth Seniors Health Card with a WA Seniors Card). Please attach a photocopy.

### B. EMERGENCY CONTACT DETAILS

Full Name: SIMON DEXTER  
 Home Phone: 0891911890 Work Phone: Mobile: 0439 030 992

### C. DOG DETAILS

**Dog 1**  
 Name: BUDDY  
 Breed: PUG X CAVALIER Colour / Markings: TAN & WHITE  
 Age: 8 16/10/2011 Previous Tag (If Applicable): 0197  
 Gender:  Male  Female Sterilised: (See Section D)  Yes  No  
 Microchipped:  Yes  No Microchip Number: 956 000 002 456 388

**Dog 2**  
 Name: MORK  
 Breed: DASHHUND CROSS Colour / Markings: TAN  
 Age: 11 10/3/2008 Previous Tag (If Applicable): 0198  
 Gender:  Male  Female Sterilised: (See Section D)  Yes  No  
 Microchipped:  Yes  No Microchip Number: 956 000 001 312 368

Address where dogs ordinarily kept (if different from above): \_\_\_\_\_ Number of Dogs at these premises: 3

### OFFICE USE ONLY

Registration Tag No:	Dog Name:	Registration Officer:
DOG 1 20673	BUDDY	JANANI ALVAPILLAI
DOG 2 20677	MORK	JANANI ALVAPILLAI



**D. STERILISATION & COMPULSORY MICROCHIP**

It is required by the Shire of Derby / West Kimberley that you microchip your dog(s).  
 Proof of microchipping is required, in the form of:

- Microchip Certificate from Vet.

Please provide a photocopy of sterilisation evidence.

**IMPORTANT : COMPULSORY MICROCHIP**

Section 21 of the *Dog Act 1976* requires dogs to be microchipped when they are 3 months of age, and being registered for the first time or when a change of ownership occurs.

From 1st November 2015, all dogs 3 months of age and older must be microchipped with existing registrations.

**E. REGISTRATION FEES (Please tick appropriate box)**

Period	Sterilised	Unsterilised
1 Year	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$50.00
3 Years	<input checked="" type="checkbox"/> <del>\$42.50</del>	<input type="checkbox"/> \$120.00
Lifetime	<input type="checkbox"/> \$100.00	<input type="checkbox"/> \$250.00
Other (Specify)		

**Please Note:**

One year registrations paid after 1st May are charged at 50% of fee (First time registrations only).  
 Pensioner concession is 50% of full fee  
 Working Dog is 25% of full fee

**F. PAYMENT OPTIONS**

*Both dogs registered for 3yrs in Shire of Wandaring. Expiry - 31 Oct 2020.*

IN PERSON	BY MAIL	BY PHONE
Cash, Cheque, EFTPOS or Credit Card Note: MasterCard and Visa accepted only.	No cash accepted by mail. Cheque to be made payable to:	Credit Card payment only. Note: MasterCard and Visa only.
Administration Office 30 Loch Street Derby WA 6728	Shire of Derby / West Kimberley PO Box 94 Derby WA 6725	Contact: Administration Office: (08) 9191 0999
Fitzroy Crossing Visitor Centre Cnr Flynn Drive & Forrest Road Fitzroy Crossing WA 6765	Shire of Derby / West Kimberley Fitzroy Visitor Centre PO Box 101 Fitzroy Crossing WA 6765	Fitzroy Visitor Centre (08) 9191 5355

**G. PREVIOUS CONVICTIONS**

Do you have any convictions for offences against the Dog Act 1976, Cat Act 2011 or Animal Welfare Act 2002 in the past 3 years?

Y  
 N

If yes, specify date, details & legislation involved:

**H. DECLARATION**

**Important:** Please read and sign this declaration. Registration will not be processed without your signature.

- 1 I certify, that for the purposes of section 16(1a) of the Act, that means exist on the premises at which the dog will ordinarily be kept for effectively confining the dog within those premises;
- 2 I am or the owner is not under 18 years of age;
- 3 I am aware that it is an offence to provide false and misleading information; and
- 4 I declare that the information I have provided is true and correct to the best of my knowledge and belief.

Signature of Owner / Agent

*[Handwritten Signature]*

Date

*16/07/2019*

DETACH AND RETURN TO CUSTOMER

30 Loch Street, Derby WA 6728



# Dog Registration Form

(Dog Act 1976)

## Application for Registration

30 Loch Street, Derby  
PO Box 94, Derby WA 6728  
Cnr Flynn Drive & Forrest Road, Fitzroy Crossing  
PO Box 101, Fitzroy Crossing WA 6765

T | 9191 0999 F | 9191 0998  
e | enquiries@sdwk.wa.gov.au  
w | www.sdwk.wa.gov.au

8pm - 4pm MON - FRI



<b>A. OWNER / AGENT DETAILS</b>		<b>ASSESSMENT NUMBER (Office Use Only) :</b> <b>A106829</b>
Full Name: <b>AMANDA O'HALLORAN</b>		Date of Birth: <b>31.12.72</b>
Residential Address: <b>4 WOOLLY BUTT CORNER</b>	Suburb: <b>DERBY</b>	Postcode: <b>WA6728</b>
Postal Address: <b>P.O. Box 179</b>	Suburb: <b>DERBY</b>	Postcode: <b>WA6728</b>
Home Phone: <b>(08) 9191 1890</b>	Work Phone: <b>9191 0938</b>	Mobile: <b>0429 911 433</b>
Email address: <b>ceo@sdwk.wa.gov.au</b>		
Pension Number: _____		Concession Holders (Pensioner Concession Holders, State Concession Card, Commonwealth Seniors Health Card with a WA Seniors Card). Please attach a photocopy.

**B. EMERGENCY CONTACT DETAILS**

Full Name: **SIMON DEXTER**

Home Phone: **(08) 9191 1890**      Work Phone: \_\_\_\_\_      Mobile: **0439 030 992**

C. DOG DETAILS		Dog 1	Dog 2
Name: <b>WILLIAM</b>		Name: _____	
Breed: <b>WEST HIGHLAND TERRIER</b>	Colour / Markings: <b>WHITE</b>	Breed: _____	Colour / Markings: _____
Age: <b>5</b>	Previous Tag (If Applicable): <b>2/11/2014 2100604</b>	Age: _____	Previous Tag (If Applicable): _____
Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Sterilised: (See Section D) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Sterilised: (See Section D) <input type="checkbox"/> Yes <input type="checkbox"/> No
Microchipped: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Microchip Number: <b>943094320466917</b>	Microchipped: <input type="checkbox"/> Yes <input type="checkbox"/> No	Microchip Number: _____
Address where dogs ordinarily kept (if different from above): _____		Number of Dogs at these premises: <b>3</b>	

OFFICE USE ONLY		
Registration Tag No: <b>DOG 1 21002</b>	Dog Name: <b>WILLIAM</b>	Registration Officer: <b>JANANI ALVAPILCAI</b>
DOG 2		



**D. STERILISATION & COMPULSORY MICROCHIP**

It is required by the Shire of Derby / West Kimberley that you microchip your dog(s).  
 Proof of microchipping is required, in the form of:

- Microchip Certificate from Vet.

Please provide a photocopy of sterilisation evidence.

**IMPORTANT : COMPULSORY MICROCHIP**

Section 21 of the *Dog Act 1976* requires dogs to be microchipped when they are 3 months of age, and being registered for the first time or when a change of ownership occurs.

From 1st November 2015, all dogs 3 months of age and older must be microchipped with existing registrations.

**E. REGISTRATION FEES (Please tick appropriate box)**

Period	Sterilised	Unsterilised	<b>Please Note:</b> One year registrations paid after 1st May are charged at 50% of fee (First time registrations only). Pensioner concession is 50% of full fee Working Dog is 25% of full fee
1 Year	<input type="checkbox"/> \$20.00	<input type="checkbox"/> \$50.00	
3 Years	<input checked="" type="checkbox"/> <del>\$42.50</del>	<input type="checkbox"/> \$120.00	
Lifetime	<input type="checkbox"/> \$100.00	<input type="checkbox"/> \$250.00	
Other (Specify)			

*Dog registered for 3yrs in Shire of Bruce Rock.  
 Expiry - 31 October 2021.*

**F. PAYMENT OPTIONS**

IN PERSON	BY MAIL	BY PHONE
Cash, Cheque, EFTPOS or Credit Card Note: MasterCard and Visa accepted only.  Administration Office 30 Loch Street Derby WA 6728	No cash accepted by mail. Cheque to be made payable to:  Shire of Derby / West Kimberley PO Box 94 Derby WA 6725	Credit Card payment only. Note: MasterCard and Visa only.  Contact: Administration Office: (08) 9191 0999
Fitzroy Crossing Visitor Centre Cnr Flynn Drive & Forrest Road Fitzroy Crossing WA 6765	Shire of Derby / West Kimberley Fitzroy Visitor Centre PO Box 101 Fitzroy Crossing WA 6765	Fitzroy Visitor Centre (08) 9191 5355

**G. PREVIOUS CONVICTIONS**

Do you have any convictions for offences against the Dog Act 1976, Cat Act 2011 or Animal Welfare Act 2002 in the past 3 years?

Y  N

If yes, specify date, details & legislation involved:

**H. DECLARATION**

**Important:** Please read and sign this declaration. Registration will not be processed without your signature.

- I certify, that for the purposes of section 16(1a) of the Act, that means exist on the premises at which the dog will ordinarily be kept for effectively confining the dog within those premises;
- I am or the owner is not under 18 years of age;
- I am aware that it is an offence to provide false and misleading information; and
- I declare that the information I have provided is true and correct to the best of my knowledge and belief.

Signature of Owner / Agent: *[Handwritten Signature]* Date: 17/7/19

## **15 COMMUNITY AND RECREATION SERVICES**

### **15.1 GROUP FITNESS - REQUEST FOR COMMUNITY/ NON GOVERNMENT FEES AND CHARGES FOR THE DERBY COMMUNITY ROOM**

**File Number:** 6130

**Author:** Madison Church, Senior Aquatic and Recreations Officer

**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer

**Authority/Discretion:** Executive

#### **SUMMARY**

For Council to approve the use of the Derby Recreation Centres Community Room at the Community/ Non-Government rate for Sara Hennessy group fitness classes.

#### **DISCLOSURE OF ANY INTEREST**

Nil

#### **BACKGROUND**

The Derby Life and Soul Health Fitness Club provided on average 10 group fitness classes per week between 2014 till 2019. On average the classes were made up of

- Up to 6 participants all of whom held gym memberships that entitled them to group fitness classes free of charge; and
- 3 casual participants who were charged at \$10.00 per session

Classes ceased in May 2019 and since then the Derby community has had limited group fitness opportunities. Positive steps ran a boot camp with three classes per week at \$15.00 per person, these sessions were held at 5.00am and finished in June 2019 with the intent of not returning.

Kristy Blake has provided boot camp classes held at 5.00am. The last boot camp Kristy ran was an 8 class block with a 45 minute class ending on the 8 August 2019, participants were charged \$150.00 for the block and 10 participants attend. In the future Kristy will be running another boot camp block where she will charge more as she will be providing more support and advice in participants' nutrition and goal setting.

The only fitness class opportunity open to the Derby community at the present time is Mireille Fricker Pilates.

Mireille holds a one hour Pilate class on a Saturday morning between the times of 9.30am till 10.30am in the Derby Recreation Centre Community Room and charges \$10.00 per session. There is a maximum of 10 spots for these classes with an average of 6 participants and the community room has been paid in full until the 31 December 2019.

To date fitness classes provided by individual instructors have generally had the community/ non-government rate applied to support their operations as they are considered a hobby and not a commercial operation.

The Derby community have become restricted in group fitness diversity with majority being boot camp based classes only available at 5.00am. Having such a large limitation on group fitness access has reduced the benefits group fitness and general fitness gives to the community.

Group fitness can provided affordable structured exercise classes with qualified instructors that encourage all participant involved in a safe and controlled environment, other benefits include but are not limited to improved physical and mental health and wellbeing and social engagement.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Projected Shire Income if the Shire was to charge the commercial/ business rate – approx. 18 weeks x 6 one hour sessions @ \$30.00 per hour = \$3,240.00 (The application of this rate would inhibit the ability for the classes to proceed as anticipated numbers are not expected to cover full costs)

Shire Income if Community/ non-government rate – 18 weeks x 6 one hour sessions @ \$15.00 per hour = \$1,620.00

**STRATEGIC IMPLICATIONS**

GOAL	OUTCOME	STRATEGY
Community Wellbeing.	1.5 Sport, recreation and leisure opportunities that support community health and well-being.	1.5.1: Maintain and improve sporting and recreation facilities.
		1.5.2: Promote sporting, recreation and leisure facilities and programs.
		1.5.3: Develop and implement a health and well-being strategy.
	1.8 Access to learning, Cultural and art opportunities that support community growth and diversity.	1.8.4: Promote and support community and cultural events.
A balance between the natural and built environments.	2.4 Shire buildings and facilities that meet community needs.	2.4.1: Ensure shire buildings, facilities and public amenities are provided and maintained to an appropriate standard.
A strong and diverse local economy.	3.1 Local business development and employment opportunities.	3.1.2: Lobby for employment opportunities.
	3.2 A strong and diverse industry base providing community benefits.	3.2.2: Investigate major joint ventures through a business and community benefits plan.
Good governance and an effective organisation.	4.1: Effective governance and leadership.	4.1.1: Provide leadership in balancing the needs of the community, government, industry and the environment.
	4.3: Accessible and	4.3.1: Provide and promote responsive

	effective customer services and information system.	customer services.
--	---	--------------------

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Community:</b> Concerns over continuity and creating an ongoing expectation in the community	Possible	Minor	Low	Community engagement with other service providers or community members that can increase group fitness activity.
<b>Property:</b> Concerns that the equipment may need increased maintenance or may require replacing during the agreement.	Possible	Minor	Low	Agreement will include clause that Shire is not currently in a position to maintain and upgrade equipment, if equipment fails, Users will need to consider alternative options.

**CONSULTATION**

The Shire of Derby/ West Kimberley completed a survey in May 2019 at the time that group fitness classes ceased, 57 community members participated with the key highlights stating:

- Weight classes such as pump and cardio classes rated highly as the preferred fitness options; and
- The majority of participants requested evening sessions.

The Chief Executive Officer and Acting Aquatic and Recreation Manager have been working with Sara regarding this matter.

**COMMENT**

Sara Hennessy has been a qualified Fitness instructor for 26 years, she moved to Derby in 2013 and has been involved in the following group fitness programs since moving here;

- Casual Group Fitness Instructor (Shire of Derby/ West Kimberley)
- Casual Group Fitness Instructor and Personal Trainer (Derby Life and Soul Health Club)

Sara requested the use of the Community Room charged at the Community/ Non-Government rate of \$15.00 per hour to hold fitness classes covering Pump, Cycle and Functional Circuit training on the following days and times;

- Monday 5.00pm – 6.00pm
- Tuesday 4.30pm – 5.30pm
- Wednesday 5.00pm – 6.00pm
- Friday 5.00am – 6.00am

Saturday 7.30am – 9.30am (prior to Mireille Pilates)

Sara is planning to run the classes up until 30 December 2019 at which time Sara and the Shire can review attendance and usage and consider a more formal user agreement be applied if the classes were proposed to continue.

The Derby recreation centres community room has been utilised in the past for group fitness classes and would be ideal as there is adequate equipment and room to run sustainable fitness classes.

The Shire Administration recommends Council support this initiative in the interest of Community health and wellbeing.

### **VOTING REQUIREMENT**

Simple majority

### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

**That Council approve the use of the Community Room at the Derby Recreation Centre for the use of Group Fitness Classes (Pump, Cycle and Functional Circuit training) by Sara Hennessy at \$15.00/per hour for the following times**

**Monday 5.00pm – 6.00pm**  
**Tuesday 4.30pm – 5.30pm**  
**Wednesday 5.00pm – 6.00pm**  
**Friday 5.00am – 6.00am**  
**Saturday 7.30am – 9.30am (prior to Merilee's Pilates)**

**Sara Hennessy will be responsible for her own insurance and/ or any other extra costs associated with the running of the fitness classes.**

**Arrangement to be reviewed and a user agreement considered prior to the commencement of January 2020.**



**16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**17 NEW BUSINESS OF AN URGENT NATURE**

**18 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)****RECOMMENDATION**

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:

**18.1 Deed of Variation and Extension - Spring High Pty Ltd**

This matter is considered to be confidential under Section 5.23(2) - d 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 legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting and 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.

**18.2 Derby Speedway Club - Debt 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.

**19 CLOSURE**

**19.1 Date of Next Meeting**

The next ordinary meeting of Council will be held Thursday, 26 September 2019 in the Council Chambers, Clarendon Street, Derby.

**19.2 Closure of Meeting**