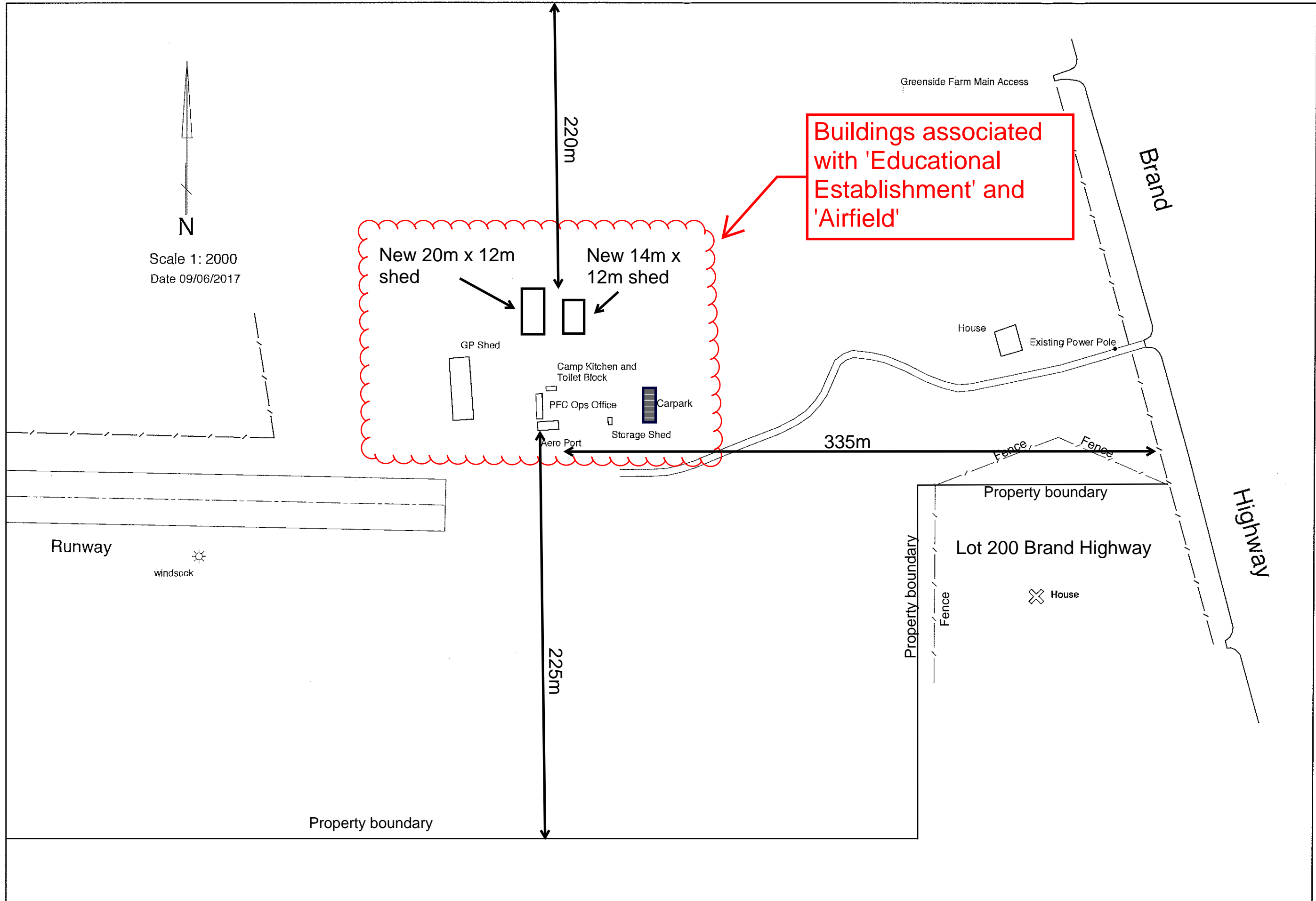




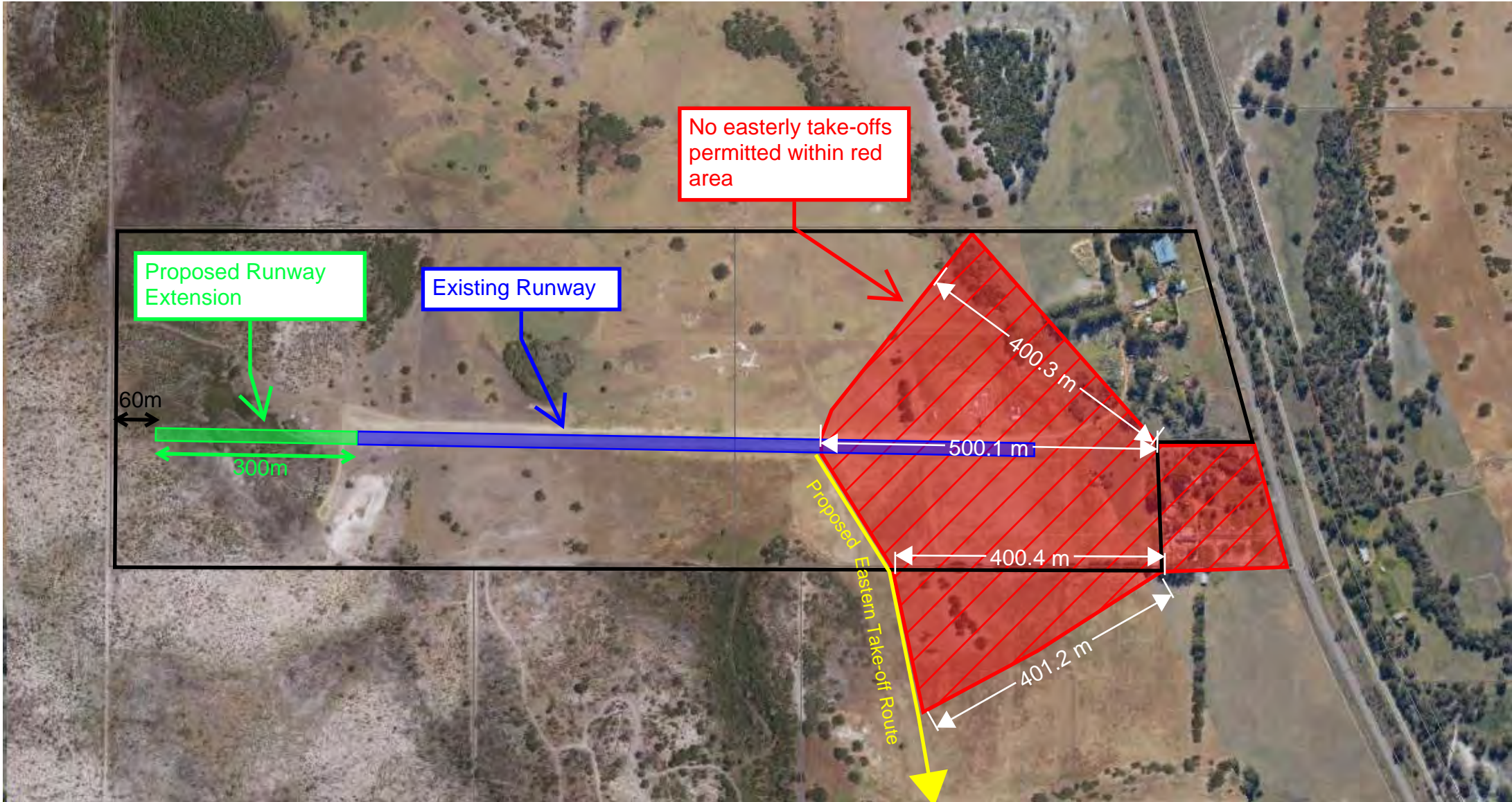
Ordinary Council Meeting Attachments Wednesday 20 May 2020

REPORT NUMBER	REPORT TITLE AND ATTACHMENT DESCRIPTION	PAGE NUMBER(S)
9.1.1	<p>Retrospective Airfield and Educational Establishment Land Use with Associated Buildings: Lots 1543 and 2941 (RN 887) Brand Highway, Muchea</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. Development Plans 2. Application and operation details 3. Schedule of Submissions 	1 – 19
9.3.1	<p>Monthly Financial Reports for the Period Ending 31 March 2020</p> <p>Attachments</p> <ol style="list-style-type: none"> 1 Monthly Financial Report for period ending 31 March 2020 	20 – 45
9.3.2	<p>List of Accounts Paid for the period ending 30 April 2020</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. List of Accounts Paid as at 30 April 2020 	46 – 54
9.3.3	<p>Monthly Financial Reports for the Period Ending 30 April 2020</p> <p>Attachments</p> <ol style="list-style-type: none"> 1 Monthly Financial Report for period ending 30 April 2020 	55 – 81
9.4.1	<p>Chittering Health Advisory Group</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. 'DRAFT' Terms of Reference 	82 – 87
9.4.2	<p>National Redress Scheme: Participation of WA Local Governments</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. Local Government Information Paper (December 2019) 	88 – 107
9.4.3	<p>Tourist Promotion Officer and Visitor Centre Funding Realignment</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. Tourism Promotion Funding Guidelines 2. OCM Minutes 17 July 2013, Item 9.3.2 'Tourism Promotion Funding' 	108 – 114
10.1.1	<p>Chittering Bushfire Advisory Committee: Unconfirmed Minutes from 10 March 2020</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. Unconfirmed minutes from 10 March 2020 	115 – 147
10.2.1	<p>Local Emergency Management Committee: Unconfirmed Minutes from 1 April 2020</p> <p>Attachments</p> <ol style="list-style-type: none"> 1. Unconfirmed minutes from 1 April 2020 	148 – 157

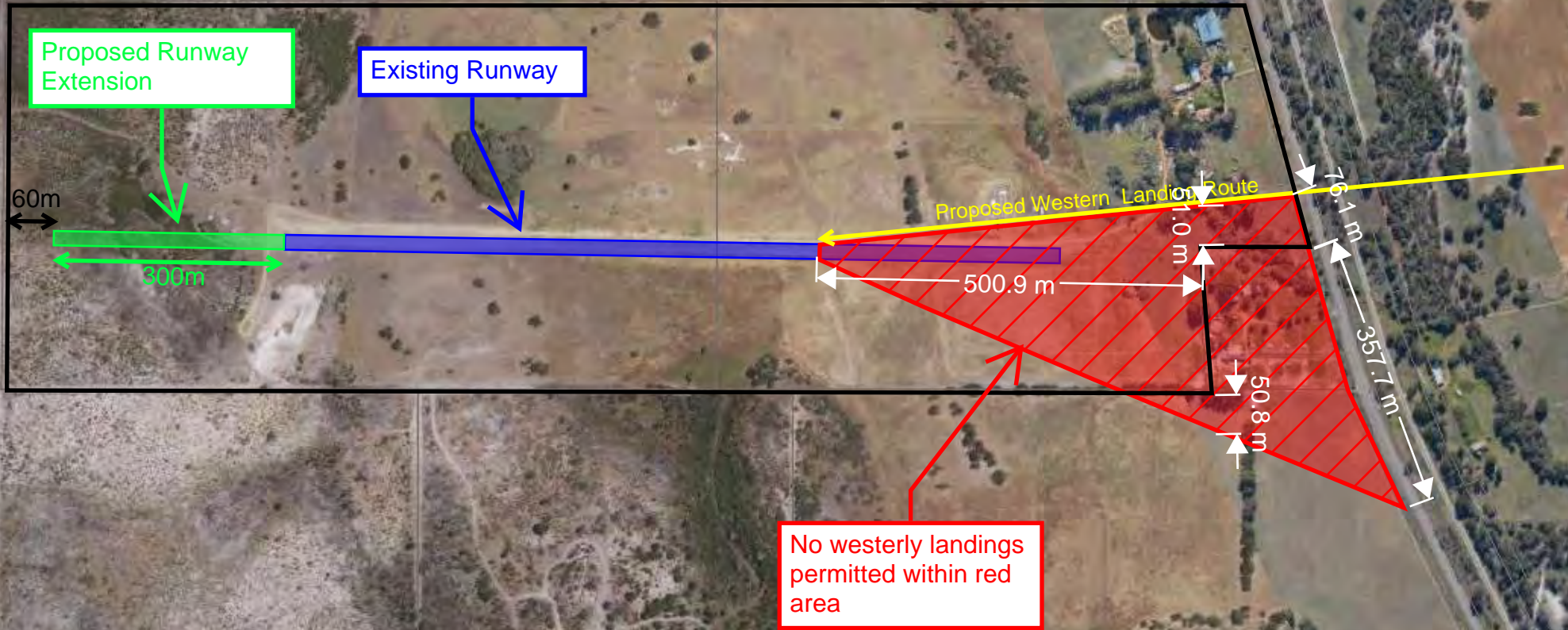
Greenside Airfield - Lot 1543 and 2941 (887) Brand Highway, Muchea
Site Plan



Greenside Airfield - Lot 1543 and 2941 (887) Brand Highway, Muchea
Easterly Take-off Plan



Greenside Airfield - Lot 1543 and 2941 (887) Brand Highway, Muchea
Westerly Landing Plan



Fuel spill mitigation program for Greenside Recreational Airfield

Background

1. Refuelling procedures for aircraft is strictly regulated by the Civil Aviation Safety Authority (CASA)
2. CASA regulate this under Civil Aviation Order 20.9 a copy of which is attached as an addendum to this document.
3. The airfield has no corporate refuelling onsite.
4. Aircraft operators rely on drum stock or jerry can fuel.
5. There are 2 types of fuel used on the airfield.
 - 5.1 MOGAS -motor car gasoline usually 95 or 98 RON usually supplied by a local service station and then transported in on the back of a trailer as per the dangerous goods act or in 20 litre jerry cans.
 - 5.2 AVGAS -aviation gasoline 100 octane purchased from aircraft refuelling companies at Jandakot airport. AVGAS is only supplied in drum stock and then transported in on the back of a trailer to the airfield as per the dangerous goods act.

Fuel Spill mitigation procedures

1. A wheelie bin filled with absorbent material is to be placed near the refuelling area in such a way as to be readily available to use, should there be an accidental spill.
2. All fuel is to be stored as per the dangerous goods act requirements.
3. Aircraft refuelling is to be done as per the CASA regulations.
4. Drums will be inspected as per below outlined guidelines for Avgas or Mogas.
5. When refuelling the aircraft using a manual pump, the fuel nozzle is to be placed inside the aircraft wing in such a way as to prevent fuel spillage.
6. In the case of electrical pumping systems, a bowser nozzle is to be used to stop discharge of fuel from the tank once it is full. (Same as a car fuel pump at the local service station).
7. To prevent an accidental fuel spill due to over filling of tank, all operators are to use spill trays under the wing to catch any over fuelling.
8. Persons must remain with the aircraft at all times during the refuelling process and ensure that over filling of tanks does not occur.

As we use different products I have tried to analyse and minimise the risk in relation to each product rather than use a blanket approach that may become impracticable.

Analysis of risk - AvGas

1. AvGas is only supplied in specialist drums of 200 litres capacity
2. AvGas drums are inspected each and every time the refueller fills them
3. The refueller when inspecting these drums is looking for the following
 - i) Rusting of the drum internally or externally, anything that would make the drum unserviceable for the life of the fuel which is 2 years.
 - ii) Any contaminants or left-over fuel are found in the drum they are disposed of at Jandakot by the refuelling company.
 - iii) If contaminants are found to be excessive, the drum is not recertified for use and is condemned.
 - iv) Only if the drum is found to be serviceable, the drum is refilled at and then is sealed and capped with a date sticker placed on the drum with the fuel batch, refuellers details and the date. The refueller also provides a release note on that fuel certifying it as suitable for aviation use.

Because of the above it is extremely unlikely that we would have a spill due to a faulty drum.

Analysis of risk - Mogas

- MoGas is stored in 200 litre drums or 20 litre jerry cans
- MoGas is refuelled at the local service station
- MoGas contaminants are to be disposed of at the local service station
- There is only a minor risk of Mogas drums becoming unserviceable due to rusting.
- MoGas drums will be inspected by the club safety officer and the owner every 2 years and condemned as required.

Materials handling

Analysis in relation to materials handling of AvGas or MoGas

1. Drums need to be moved from area of storage (inside hangar on concrete floor) to outside hangar adjacent to aircraft for refuelling of aircraft per CASA regulations.
2. If a drum were to be stored on a banded pallet, we cannot access and move the drum to be used.
3. Options of using machines like a forklift pose an increased risk of puncture of a drum and or spark's/fire.
4. In addition to the above forklifts fall into the category of "vehicles" according to CASA and as a result are not allowed within 5m of an aircraft.
5. This would then require any aircraft within 5m to be removed from the hangars simply to get to the refuelling materials.

I am strongly advising that use of material handlers like forklifts should not be used on drums and if required only if they are empty, or when full, the drum is sealed and capped.

Analysis of risk using manual materials handlers

Manual materials handlers are custom designed to move drums around and have the following safety features for carrying the load.

- manual materials handlers meet the safe working load requirements for handling of a full drum of avgas/mogas
- manual materials handlers have robust frames and tyres or castors that are designed to be used on multiple surfaces
- manual materials handlers have safety mechanisms that hold the drum to the materials handler so as to minimise the risk of "load Topple"
- They are not home-made but are carefully designed and built by a specialist manufacturer.
- Manual materials handlers have no electrical components, so they pose a no risk of sparks
- Manual materials handlers have no risk of puncture to the drum
- Manual materials handlers are not suitable for use with banded pallets

Analysis of risk using powered materials handlers like forklifts

Powered materials handlers like forklifts are not custom designed to move drums around and should be discouraged.

- powered materials handlers have a higher fire risk due to a spark igniting vapours seeping from a drum
- powered materials handlers pose higher risk of puncture due to accidental mishandling of the drum
- powered materials handlers do not have custom safety mechanism built into them to stop toppling of the load
- powered material handlers like forklifts are not specifically designed to transport fuel drums

Analysis of risk for a fuel spill at the aircraft

- Risks of fuel spillage from the drum when being transported to the aircraft is minimised by using the correct manual materials handler.
- Uncapped and unsealed drums are to have either the bungs closed in them during transport or the pump installed so as to minimise the risk of spillage.
- When refuelling the aircraft using a manual pump, the fuel nozzle is to be placed inside the aircraft wing in such a way as to prevent fuel spillage.
- In the case of electrical pumping systems, a bowser nozzle is used to stop discharge of fuel from the tank once it is full. (Same as a car fuel pump at the local service station).
- To prevent an accidental fuel spill due to over filling of tank, all operators are to use spill trays under the wing to catch any over fuelling.
- If any over fuelling does occur excess fuel is to be placed into a waste fuel dump drum or sand filled receptacle so it will evaporate.

Conclusion

- manual custom designed material handlers are a much safer method of moving fuel drums.
- manual material's handlers reduce the risk of fire significantly.
- Regular inspections of storage drums for avgas/mogas at least every 2 years to minimise risk of fuel leakage due to drum fatigue.
- The use of spill trays under the wings of aircraft shall be part of the fuel spill mitigation program.
- The use of fuel dump receptacles shall be part of the fuel spill management plan.
- A ready large supply of absorbing material (kitty litter or sand) will be readily available to use as an emergency spill kit to soak up any fuel spill as per a service station spill kit.

Proposed procedure to minimise operational impact on Neighbours at Greenside Airfield

Aims.

To minimise aircraft operational impact on near neighbours as far as is practicable, without compromising aircraft or passenger safety whilst maintaining safety margins in accordance with CASA Safety Regulations (CASR's).

Background info on Aircraft Noise.

1. Aircraft Noise may be considered loud by some, but this is normally the noise associated with larger aircraft (airliners and military jets) and not smaller private piston engined aircraft.
2. Different aircraft make differing levels of noise, especially at high power output during the take-off phase of flight. Some aircraft currently operating from Greenside have federally recognised noise certificates identifying the noise levels between 69dB and 73dB (+/- 1dB) max. Some aircraft operating from the field are exempt from requiring noise certificates (Refer Air Navigation (Aircraft Noise) Regulations 2018 Part 2, Division 1, Section 6, sub section 3 and Schedule 1 and Civil Aviation Order 95.55) as their noise output is deemed to be below nuisance noise levels. This applies to all recreationally registered aircraft below a maximum weight of 5,700Kg, as their piston engine power outputs are considered to be very low, and thus not too noisy. See extract below.

Schedule 1—Noise standards and testing procedures for certain aircraft

Note: See section 8.

Aircraft noise standards and testing procedures			
Item	Column 1	Column 2	Column 3
	Type of aircraft	Provisions of Annex for noise standards	Provisions of Annex for test procedure
Propeller-driven aircraft			
11	Propeller-driven STOL aeroplanes	Not applicable	Guidelines set out in Attachment B of the Annex may be used for noise certification of propeller-driven STOL aeroplanes for which a certificate of airworthiness for the individual aeroplane was first issued on or after 1 January 1976

3. Climb out speeds are typically around 70 – 80 knots (130km/h to 150km/h) and climb rates are approximately 550 feet per minute. (1 foot = 0.305m).
4. Noise impact diminishes quickly as the distance (horizontally or vertically) between the source and the receiver increases.

5. Noise levels are diminished greatly when received indoors from external sources. (equates to a 10dB reduction in volume). **see foot note ****
6. Noise levels up to 75dB are permissible for short periods of time (2hrs per day). **see foot note *****
7. In the landing phase during the last minute or so of flight, power settings are typically at or near idle, significantly reducing noise output to 60dB or less. Aircraft are in a near glide when landing.
8. Take offs must be made into the wind according to CASA Safety Regulations to shorten take off distances and maximise climb angles.
9. Landings must be made into wind to maximise controllability of the aircraft during the touch down and landing roll out when the aircraft slows down to walking pace. If this is not adhered to, the risk of a loss of control event increases where an aircraft may be slightly or even significantly damaged, depending on the amount of tail wind experienced during the landing. Therefore it is fair to say that take-offs and landings will be predominately to the west as this is the prevailing wind direction, and this direction will reduce any noise impact to our nearest neighbours.
10. Civil aircraft are permitted to fly anywhere in Australia over non built up areas at a height of 500' above the ground as the noise output is not considered to be excessive. **see foot note ******

Mitigation Strategies to limit operational impact on neighbours

RAAF Imposed Airspace Restrictions at Greenside.

The RAAF operate training aircraft from RAAF Pearce Monday to Friday, including BAE Hawk jet aircraft typically between 0800 and 1700 hours, Monday – Thursday, and 0800 to 1500 hours on Fridays, at heights as low as 300 feet.

During these hours, private aircraft from Greenside are unable to operate at will, and must obtain a clearance from Pearce Air Traffic Control, with only a 50% chance of getting a clearance, but will not be approved to remain in the area around Pearce / Greenside. ie, they must depart the area using the shortest route possible and under the control of ATC.

The RAAF can and do limit private operations on weekends when RAAF aircraft are flying into / from Pearce.

Weather and daylight considerations.

1. The prevailing winds are from the South West, making use of the Western direction more often than the East.
2. Our aircraft are not equipped to fly in adverse weather (low cloud or heavy rain) or at night.

Hours of operation at Greenside Airfield subject to airspace availability and Weather

1. Operational Times - Private operations are restricted to
 0700 to 1900 for each weekday (subject to airspace availability)
 Saturday 0700 to 1900:and
 Sunday and public holidays 0800 to 1700.
 Private operations (single aircraft taking off and departing, or landing)
 Time in vicinity or airfield is 2 minutes.

2. Operational Times flight training operations
 0830 to 1700 for each weekday (subject to airspace availability)
 Saturday 0830 to 1700:and
 Sunday and public holidays 0900 to 1700.

Proposed Circuit Training Usage

1. No more than two aircraft may be conducting circuit training when using the western direction runway. We anticipate that no more than 2 hours of operational impact will be observed adjacent to the nearest neighbour per day and only when operating on the western runway direction.
2. No circuit training will be done using the eastern direction to prevent aircraft traffic adjacent to our nearest neighbour during take-off.
3. Eastern direction circuits whenever operationally possible will be conducted at an alternative airfield.

Proposed Runway extension to the West

It is the club's intention to extend the runway approx. 300m further to the West. Investigations into sourcing the necessary approvals have already commenced.

Circuit Training Usage Post runway extension

1. No more than two aircraft to conduct circuit training when using the western direction runway. We anticipate that no more than 2 hours of operational impact will be observed adjacent to nearest neighbour per day when operating on the western runway direction.
2. Circuit training using the eastern direction will only be conducted as an operational safety requirement and will be as per the "Circuit pattern to the EAST" image below.
3. We anticipate that no more than 2 hours of operational impact will be observed adjacent to the nearest neighbour per day when operating on the eastern runway direction please see "Detailed information of take off to the EAST" approx 480m away from neighbour and at a height of approx 350' to 500'
4. Circuits whenever operationally possible will be conducted at an alternative airfield.

Private circuit operations usage

1. Private operations rarely require the circuit usage other than as a procedure to land and as such will be of minimal impact in the vicinity of the nearest neighbour.
2. We estimate on the runway operating to the westerly direction impact adjacent neighbour's house will be less than 20 seconds in any 1 hour flight or more. (private aircraft often depart the area for flight durations of 1 hour or more)
3. We estimate on the runway operating to the Easterly direction impact adjacent neighbour's house will be less than 30 seconds in any 1 hour flight or more. (private aircraft often depart the area for flight durations of 1 hour or more)

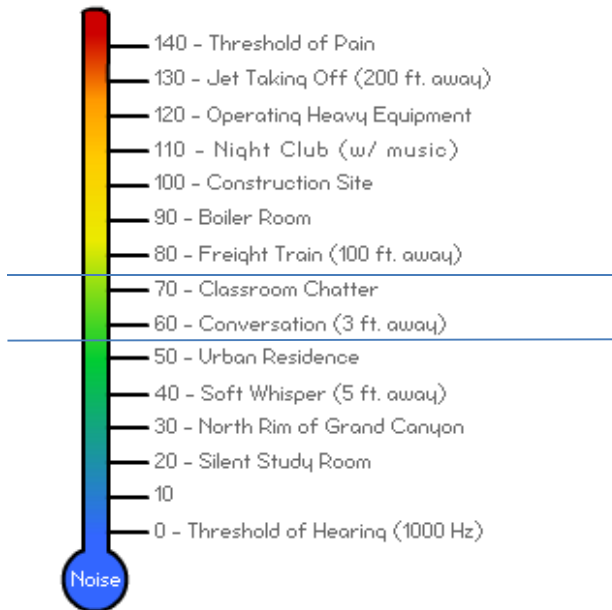
Noise Levels Restrictions

1. Aircraft with a measured noise output or recognised noise certificate greater than 75db and less than 80 dB will be required to have a maximum operational impact adjacent to the neighbour's property of no more than 6 minutes in any one day of operation.
2. The club will demand either a noise certificate or if the aircraft is exempt from noise certification, measure the noise output using its own noise level tester to confirm the aircraft noise at take-off power at a distance of 50m to check the aircraft meets this operational requirement.
3. If a verifiable noise test has previously been completed by another source and meets the following criteria
 1. the noise testing unit is of certified quality
 2. the noise test and calibration of the noise testing device can be independently verified

Then that will be the accepted noise level for that aircraft minus any background noise.

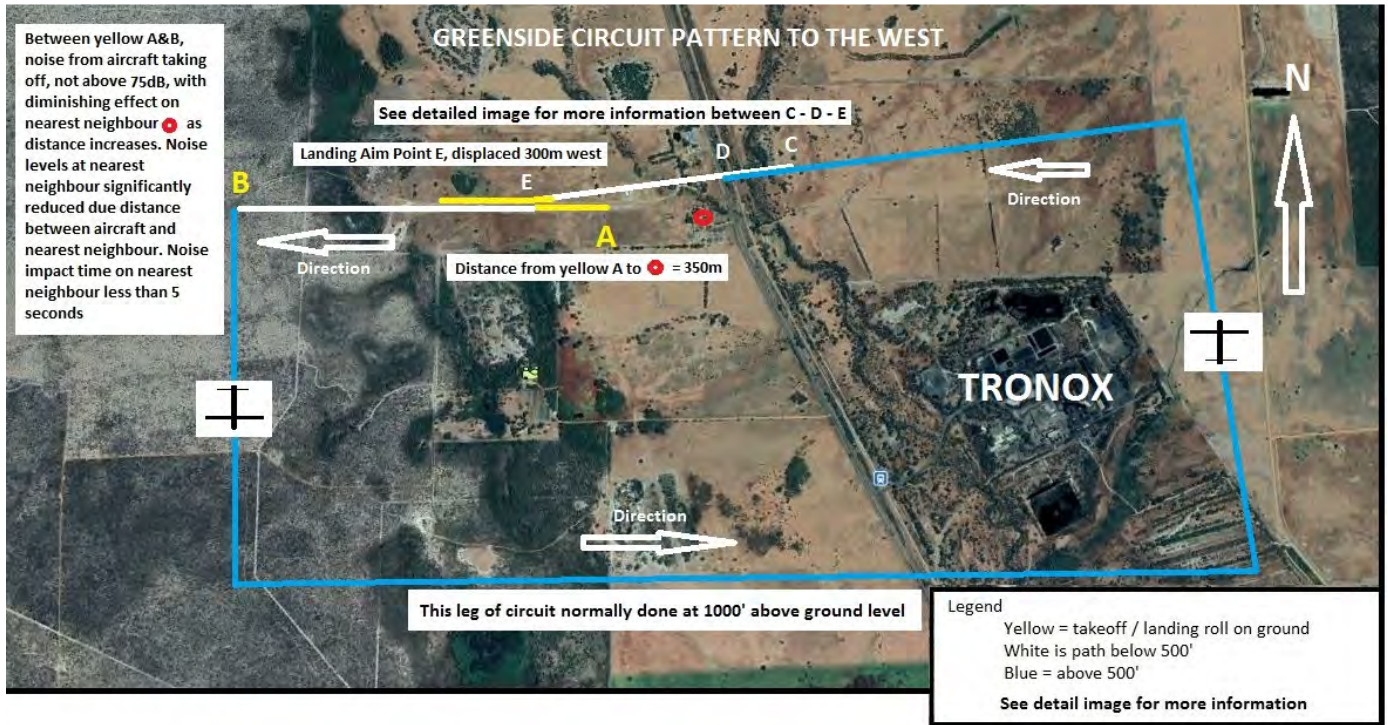
4. These tests will be conducted by 2 committee members and recorded by the secretary post the check being done.
5. The secretary of GRFC will maintain a log of all aircraft on the airfield and their relevant noise certification levels and methods. This information will be made available to the Shire on request.
6. Given that the “Environmental Protection (Noise) Regulations 1997” allow for a 10 db reduction in observed noise levels for being inside a house, this means that aircraft will only impact the nearest neighbour at no more than 70db and as such the above regulation considers that noise levels at 70 dB or less not considered “nuisance noise”

Typical Sound Levels (dBA)



All aircraft currently operating from Greenside airfield will and are operating in this noise range

Circuit Pattern to the WEST



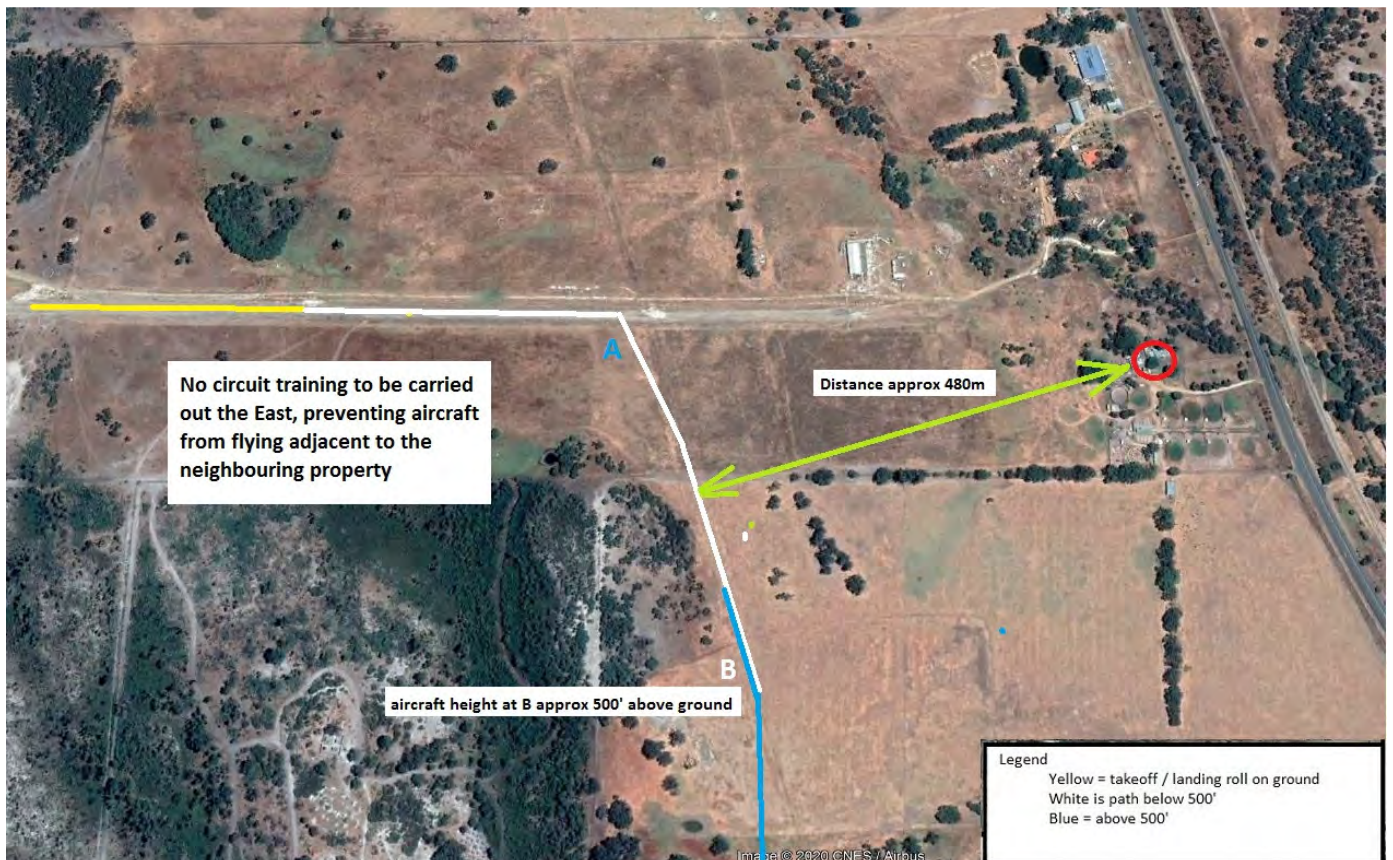
Detailed information of landing to the WEST



Circuit pattern to the EAST



Detailed information of take off to the EAST



Pilot Discretion

Should the pilot deem that aviation safety might be compromised, the pilot must be afforded the discretion to fly the aircraft as appropriate to attain successful and safe outcomes for people on the ground and in the air.

Current Aircraft Registration and Noise Information

Rockwell Commander 112 (1479 Kg & 200HP) : VH - MBM – Max 73dB +/- 1 dB

Jabiru Trainer aircraft (600Kg & 85 HP) : 24-7496, 24-7060, 24-7496, = 69dB +/- 1dB – exempt from noise certificate

Taylorcraft L2M (600 Kg & 65HP) : 24-6268 – exempt from noise certificate (Not a basic trainer – occasional advanced pilot training only)

Piper J3 Cub (550Kg & 65 HP) – exempt from noise certificate

Vans RV6 (726Kg & 160HP) : VH- KJP – exempt from noise certificate

Vans RV6 (726Kg & 200HP) : VH- FMP – exempt from noise certificate

Lancair 235 (525 Kg & 115HP) – VH-FWR - exempt from noise certificate

Note: Whilst a noise certificate is not available for some aircraft, it is reasonable to interpolate noise outputs to be between the greatest noise level of 73dB for the Rockwell Commander aircraft (being the heaviest and most powerful aircraft on the field) and the lower powered Jabiru trainer aircraft at 69dB, for which Noise levels have been tested by Federal authorities.

Requests for this Development application

1. The landowner on behalf of the club requests Shire approve for a runway extension of approximately 350m to the west within an 18 month time frame or less (subject to any other relevant approvals from any other government body).
2. The landowner on behalf of the club request that operation conditions outlined in this document be accepted as the new operation procedures for this airfield.
3. The landowner on behalf of the club requests that Topfun Aviation be allowed to support our members with its educational facility.
4. The landowner on behalf of the club asks that the shire accept the fuel spillage mitigation program as the fuel management plan for the airfield (see attached document)
5. The landowner on behalf of the club submits that all aircraft will maintain cover for public liability insurance to the value of \$10 million per aircraft.
6. The landowner on behalf of the club submits that the club has and will maintain \$10 million worth of public liability insurance on its operations through affiliation with Recreational Aviation Australia. Copy of Certificate of Insurance attached.
7. The landowner on behalf of the club requests the Shire make the DA application approval permanent once all Shire conditions are met.
8. The landowner on behalf of the club request that the Shire approve the development of 2 incidental structures as requested.
9. The landowner on behalf of the club request that the Shire recognises and approves its complaint resolution procedure as per the attached document.

Foot Notes

**

According to Environmental Protection (Noise) Regulations 1997 external noise is to be considered reduced by 10dB inside a house with the windows open.

Refer to Environmental Protection (Noise) Regulations 1997, Part 2 Division 1 Table 1.

Non built up areas are designated by main roads

The properties adjacent to the airfield are all in non-built up areas as they are more than 80 m apart and have a speed limit on the highway directly near them of 110 kph.



CERTIFICATE OF INSURANCE

THIS IS TO CERTIFY the undemoted Insurance is current for the period specified and is issued in accordance with the terms, conditions, definitions, limitations and exceptions of the policy.

POLICY TYPE:	Recreational Aviation Australia Ltd. Member's Liability Policy		
NAMED INSURED:	Recreational Aviation Australia Ltd And the Members of Recreational Aviation Australia Ltd. who hold a current Student Pilot &/or Pilot Certificate and Affiliated Clubs.		
POLICY NUMBER:	03I01 0049367 / 101B 0153717J		
CURRENCY:	Australian Dollars		
PERIOD OF INSURANCE:	From: 31 st October 2019	To: 31 st October 2020 at 1600hrs AEST	
COVERAGE:	Legal liability to Third Parties and Passengers (including Student Pilots) for accidental bodily injury, including death, and accidental damage to property arising out of a Recreational Aviation Australia Ltd. activity.		
SUMS INSURED:	Third Party Liability	\$10,000,000 including the following sub-limits:	Deductible \$500 in respect of property damage
	Passenger Legal Liability:	\$250,000	
	Operation of registered and unregistered motor vehicles airside:	\$100,000	
	Tenants Liability	\$1,000,000	

ENDORSEMENTS INCLUDED:

As per the Policy Document

<p>Signed at Melbourne on: 31 October 2019 For and on behalf of the Lead Insurer (50% ppn): QBE Insurance (Australia) Limited ABN 78 003 191 035 AFS Licence No. 239545</p>	  For and on behalf of QBE INSURANCE (AUSTRALIA) LIMITED - Aviation ABN 78 003 191 035
<p>Signed at Melbourne on: 31 October 2019 For and on behalf of the Co-Insurer (50% ppn): Agile Underwriting Services Pty Ltd (Security: Certain Underwriters At Lloyds & Aspen Insurance UK Ltd) ABN 48 607 908 243 AFS Licence No. 483374</p>	  Agile Underwriting Services Pty Ltd ABN 48 607 908 243

This Certificate is issued as a matter of information only and confers no rights upon the holder. It does not amend, extend or alter the coverage afforded by the Policy Policies listed. It is provided as a summary only of the cover provided and is current only on the date of issue.

The insurance granted by this Certificate is subject to the terms, exceptions, conditions and warranties of the policy held by QBE Insurance (Australia) Limited and Agile Underwriting Service Pty Ltd as shown above. This insurance is also subject to any modifications made by endorsement to the above mentioned policy at any time during the period of insurance as detailed above.

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5. When refuelling the aircraft using a manual pump, the fuel nozzle is to be placed inside the aircraft wing in such a way as to prevent fuel spillage.
6. In the case of electrical pumping systems, a bowser nozzle is to be used to stop discharge of fuel from the tank once it is full. (Same as a car fuel pump at the local service station).
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- If any over fuelling does occur excess fuel is to be placed into a waste fuel dump drum or sand filled receptacle so it will evaporate.

Conclusion

- manual custom designed material handlers are a much safer method of moving fuel drums.
- manual material's handlers reduce the risk of fire significantly.
- Regular inspections of storage drums for avgas/mogas at least every 2 years to minimise risk of fuel leakage due to drum fatigue.
- The use of spill trays under the wings of aircraft shall be part of the fuel spill mitigation program.
- The use of fuel dump receptacles shall be part of the fuel spill management plan.
- A ready large supply of absorbing material (kitty litter or sand) will be readily available to use as an emergency spill kit to soak up any fuel spill as per a service station spill kit.

SCHEDULE OF SUBMISSIONS – A11726 – PROPOSED RETROSPECTIVE AIRFIELD, COMMUNITY PURPOSES, EDUCATIONAL ESTABLISHMENT AND ANCILLARY BUILDINGS; LOT 1543 & LOT 2941 (RN 887) 887 BRAND HWY, MUCHEA 6501

AGENCY SUBMISSIONS			
Submitter	Comment	Proponent Response	Shire Officer Response
Australian Gas Infrastructure Group	<p>DBP would like the applicant made aware through the planning process that inherent risks exist with an operational airstrip crossing the DBNGP. However we believe the risk can be adequately managed in this instance with the imposition of the following conditions:</p> <ul style="list-style-type: none"> Any works (e.g. airstrip maintenance, grading/installation of fill) within the DBNGP corridor requires the prior approval from the DBNGP Land Access Minister under Section 41 of the Dampier Sunbury Pipeline Act 1997. There is to be no use of vibrating/compacting equipment within 20 metres of the DBNGP pipelines during maintenance works. DBP must be notified if any additional or larger heavier aircraft will be utilising the airstrip so that a risk review can be undertaken. <p>With respect to your notes regarding statutory provision and condition enforcement, I advise those questions are best addressed by the Department of Planning Lands and Heritage as the department functionally assisting the DBNGP Land Access Minister.</p>	Noted	Noted.
Department of Planning, Lands & Heritage	<p>Site Location The subject site has two crossovers to Brand Highway which is a Primary Distributor type road under the care and control of Main Roads WA. Although there are no proposed changes to the crossovers arrangement, it is recommended that the Shire seeks Main Roads WA input and approval on this proposal.</p> <p>Recommendations The Infrastructure Planning and Policy team has no further transport planning comments on this proposal. It recommends the following for your consideration:</p> <ul style="list-style-type: none"> Seek comments from Main Roads WA. Seek comments from the Australian Gas Infrastructure Group due to the gas pipeline infrastructure running through the site. Seek comments from the Department of Transport regarding any aviation planning and operational related matters. Undertake advertising of the development application in accordance with Scheme requirements. 	Noted	Noted.
Main Roads WA	<p>Main Roads provided its support in initial response to Retrospective Airfield, ref: O1784493, A11622 on the 2 August 2017.</p> <p>As there is no increase to the development and generated traffic since the initial proposal, Main Roads has no objections to the proposal.</p> <p>It is recommended that the following advice be included on the approval;</p> <ul style="list-style-type: none"> Main Roads approach when reviewing developments proposals considers the safety and efficiency of the state road network. This includes reviewing the potential to consolidate access onto the state road network. The lot should only have one access driveway, and Main Roads would prefer that the owner closes one of the driveways and provides some justification if this is not practical. If this is acceptable Main Roads are prepared to remove the driveway seal in the road reserve at the chosen driveway when the road maintenance works are next in the area, providing the applicant extends the fence across the driveway to close it off. It has been identified that the existing passing lane south of lot 1543 will need to be extended, potentially past lot 1543. It is likely the existing road corridor will require widening to facilitate the passing lane. It is unknown at this stage when this will occur as funding has not yet been acquired for the project. The future Brand Hwy road corridor requires an approx. width of 100m. It is unknown at this point which side of the Brand the Road Corridor shall need to be widened. The elements that influence the future corridor width of approx. 100m includes road widening / upgrades, vegetation, noise screening, road, drainage, services etc. The Shire of Chittering is understood to have a policy that identifies specific setbacks from the lot boundary adjacent to Highways in rural areas which is 100m. 	Noted	<p>Noted.</p> <p>Give the secondary access is for a dwelling on the property which is not related to the subject application, it is not considered reasonable to close this access as a condition on any development approval granted. A condition of development approval has to reasonably relate to the development proposed, otherwise it is not considered valid.</p>

SCHEDULE OF SUBMISSIONS – A11726 – PROPOSED RETROSPECTIVE AIRFIELD, COMMUNITY PURPOSES, EDUCATIONAL ESTABLISHMENT AND ANCILLARY BUILDINGS; LOT 1543 & LOT 2941 (RN 887) 887 BRAND HWY, MUCHEA 6501

AGENCY SUBMISSIONS			
Civil Aviation Safety Authority (CASA)	<ul style="list-style-type: none"> CASA has reviewed the information provided and I am advised that the area identified is classified as an aircraft landing area (ALA) and therefore not regulated by CASA. There is no regulatory approval process for an ALA, and no legal obligation to incorporate any advice provided by CASA into any decision made on the proposal. CASA will not conduct enforcement or monitoring of any conditions applied by local council. CASA recommends the proponent consider modelling the landing area in accordance with the Civil Aviation Advisory Publication (CAAP) 92-1(1) – Guidelines for Aeroplane Landing Areas. A copy of the CAAP can be downloaded from the following link: https://www.casa.gov.au/files/921pdf. I am advised that there are limitations on the flight training that can be carried out, as identified in section 4(b) of the CAAP 92-1(1). The quantity of movements is not regulated by CASA. The proposal to conduct right hand circuits, which are considered non-standard circuits, will need to be reviewed by a representative from CASA once an application has been received. The runway is 10m wide (the minimum identified in CAAP 92-1(1)) and is only suitable for light or nil crosswind conditions. The runway width limits aircraft to those below a maximum take of weight of 2000kg. Obstacles to the north and west of the runway may cause mechanical turbulence (hay shed & GP shed approx. 35m from the threshold of Runway 27). Consideration should be given to the lay of the land and elevation changes creating excessive longitudinal slopes. CASA also notes the potential issue with Royal Australian Air Force airspace and recommends the operator establish appropriate arrangements with the Department of Defence in case of military airspace activation that may impact local flying training for the ALA. 	<p><i>This submission was not provided to the applicant for comment due to an administrative oversight. The Planning and Development (Local Planning Schemes) Regulations 2015 do not mandate that submissions are viewable by the applicant, prior to determination.</i></p>	<p>Noted.</p>
PUBLIC SUBMISSIONS			
Submitter	Comment	Proponent Response	Shire Officer Response
Steven Hornby & Justine Erkelens	<p>The air planes effect our lives by flying directly over our house, the height is extremely low and the revs are high, the plans travel over our house around every 3 to 6 mins continuously over the Saturday and Sunday, we constantly have people driving into our property to get to airstrip, when we have horses contrained plan flying over increases the danger of handling the horses.</p> <p>RAAF travel over our house during the weekdays but they are high in the air, the training aircraft are lower just above the trees, revving to gain assent and go a small circle, touch land and fly over our place again every 3 to 6 mins all day (how would that effect you) we have a reduction in our income since the plans flying over the last 12 months, with more injuries of our horses. We employ local people to work at our stables and support local businesses, I feel no consideration to us has been met.</p> <p>Strong point for consideration</p> <ul style="list-style-type: none"> <u>We live</u> and breath local <u>We shop locally</u> – IGA, chemist, liquor, fuel, fertiliser, sprays, fencing material, tyres, mechanical, horse pellets, hay, chaff, lucern and much more. <u>We use local people</u> – vet, fencers, mechanic, fitters, welders, irrigation, chiropractor, accountant, farrier and many more. <u>We employ local people</u> – Monday through Saturday and sometimes Sundays Our horses are broken in by local people Our horses are spelled locally We give cash donations to the local fire brigade and sponsor a local barrel rider We have a great relationship with all but one of our neighbours We are only a small operation, but I know we give back a lot and also respect and love our community Why are we being punished physically, mentally and financially. 	<p>Dismissed: The objector does not want to take off due east from 887 Brand Hwy, Muchea. The objector as indicated that the Airfield and Educational Establishment can be supported on the condition that all aircraft depart the property due west and land due east.</p> <p>Dismissed. In relation to landing and take-off, We are heavily regulated about how we operate our aircraft during the take off into wind whenever possible. The above suggestion is not practical and unsafe as pilots would not be able to comply with the CASA regulations.</p> <p>Dismissed. In relation to aircraft are flying extremely low over property and the noise from the aircraft is making it hard to manage horses onsite (the horses are getting injured). This is absolutely incorrect we are not flying low over the neighbouring properties. I would also wonder as we are only a weekend flying club how the neighbour manages the horse issue during the week when the RAAF are flying their jets overhead. I would suggest the noise from these RAAF jet aircraft are much loader than the aircraft we fly and I don't see that neighbour asking the RAAF to stop flying over or in proximity to the house. This was the same compliant raised on the previous application and we have been operating for 3 years without complaint from the neighbour either directly or too the shire we feel this complaint is without merit.</p>	<p>It is considered that noise and nuisance impacts may be experienced at the submitter's residence that are beyond an acceptable level.</p>
In response to amended flight path: Steven Hornby & Justine Erkelens	<p>I have read the new proposal of the airstrip, still not convinced as they displayed not to fly directly or fly low over our property whilst the councillors were there. On the weekend and Monday afternoon just gone that went back to their old flying habits, unless the direction of the airstrip is changed I cannot see the flight path changing.</p>	<p>Noted</p>	<p>The amended flight paths is considered to reduce the potential nuisance and noise impacts to a level that is considered acceptable for a rural property. If approved, and in the instance aircraft do not adhere to the approved flight path, compliance action can be undertaken.</p>



BUDGET REVIEW
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Date prepared: 14/04/2020

SHIRE OF CHITTERING
Information Summary
For the Period Ended 31 March 2020

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. The figures in this report have not been audited and the end of year processes have not been finalised. It is possible these figures will change once the end of year processes have been completed.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by Reporting Program

Is presented on page 6 and shows a surplus as at 31 March 2020 of \$2,940,571.

Items of Significance

The material variance adopted by the Shire of Chittering for the 2019/20 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

Land and Buildings	▲	\$1,569,333
Plant and Equipment	▲	\$26,089
Infrastructure Assets - Roads	▲	\$1,602,493
Infrastructure Assets - Bridges	▲	\$236,118
Infrastructure Assets - Footpaths	▲	\$25,783
Infrastructure Assets - Drainage		\$0
Infrastructure Assets - Parks & Ovals	▲	\$141,007
Infrastructure Assets - Other	▲	\$9,000

Capital Revenue

Non-operating Grants, Subsidies and Contributions	▼	(\$1,742,063)
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Proceeds from Disposal of Assets	▲	\$5,000
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	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Mucea Hall Buildings (Capital)	#DIV/0!	\$ -	\$ -	\$ -
Lower Chittering Sports & Recreation Buildings (Capital)	0%	\$ 2,000,000	\$ 1,499,994	\$ -
Archibald Street	30%	\$ 116,925	\$ 87,669	\$ 35,135
Chittering Road (R2R)	-11%	\$ 295,792	\$ 295,792	\$ 33,344
Mucea East Road Renewal (RRG)	21%	\$ 717,724	\$ 538,272	\$ 149,182
Mooliabeenie Road (BS)	0%	\$ 151,981	\$ 113,958	\$ 210
Chittering Road (BS)	8%	\$ 138,917	\$ 104,166	\$ 11,290
Wandena Road (BS)	3%	\$ 310,125	\$ 232,578	\$ 8,280
Reserve Road	0%	\$ 141,099	\$ 105,813	\$ 456
Forrest Hills Parade	4%	\$ 115,897	\$ 86,904	\$ 4,690
Ioppolo Road	13%	\$ 102,427	\$ 76,797	\$ 13,069
Hart Drive	1%	\$ 100,717	\$ 75,510	\$ 1,338
Ridgetop Ramble	0%	\$ 189,851	\$ 142,371	\$ -
Mucea East Road (BS)	#DIV/0!	\$ -	\$ -	\$ -
	#DIV/0!	\$ -	\$ -	\$ -
	#DIV/0!	\$ -	\$ -	\$ -
Bridge 4868 - Chittering Valley Road	0%	\$ 270,000	\$ 202,482	\$ -
Bridge 5374 - Flat Rocks Rd	63%	\$ 285,000	\$ 213,732	\$ 180,096
Footpath - Archibald Street	100%	\$ 11,004	\$ 11,004	\$ 11,004
Blackboy Ridge Trail	#DIV/0!	\$ -	\$ -	\$ -
Carty Reserve Trail	#DIV/0!	\$ -	\$ -	\$ -
John Glenn Park Infrastructure Other (Capital)	#DIV/0!	\$ -	\$ -	\$ -
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	73%	\$ 1,119,248	\$ 865,951	\$ 814,396
Non-operating Grants, Subsidies and Contributions	28%	\$ 2,944,259	\$ 2,568,210	\$ 826,147
	40%	\$ 4,063,507	\$ 3,434,161	\$ 1,640,543

Rates Levied 100% \$ 5,791,085 \$ 5,791,085 \$ 5,799,886

% Compares Current YTD Actuals to Annual Budget

Financial Position	Prior Year 31		Current Year	
		March 2019	31 March 2020	
Adjusted Net Current Assets	126%	\$ 2,338,321	\$ 2,940,571	
Cash and Equivalent - Unrestricted	110%	\$ 3,066,422	\$ 3,358,233	
Cash and Equivalent - Restricted	93%	\$ 2,118,673	\$ 1,972,542	
Receivables - Rates	132%	\$ 480,120	\$ 631,954	
Receivables - Other	203%	\$ 29,652	\$ 60,317	
Payables	62%	\$ 838,952	\$ 522,575	

% Compares Current YTD Actuals to Prior Year Actuals at the same time

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.

Preparation

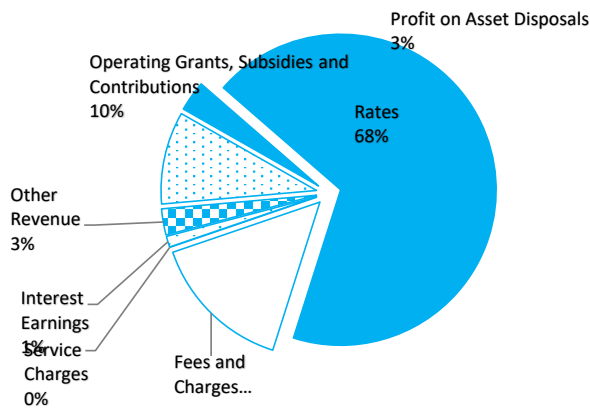
Prepared by: Sue Mills

Reviewed by: Melinda Prinsloo

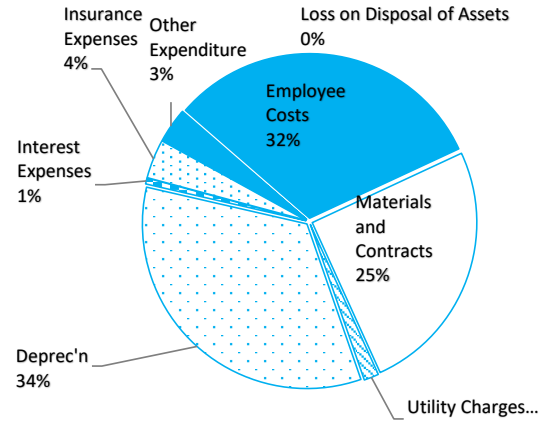
Date prepared: 14/04/2020

**SHIRE OF CHITTERING
Information Summary
For the Period Ended 31 March 2020**

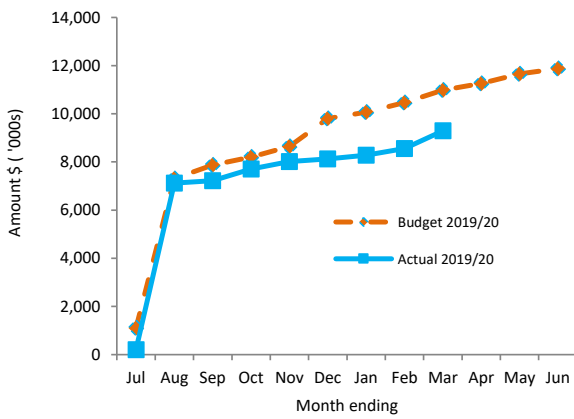
Operating Revenue



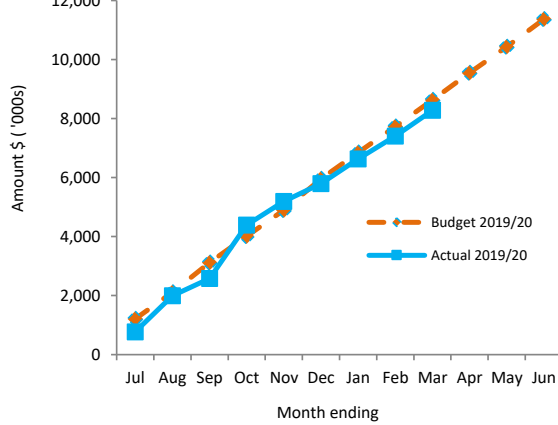
Operating Expenditure



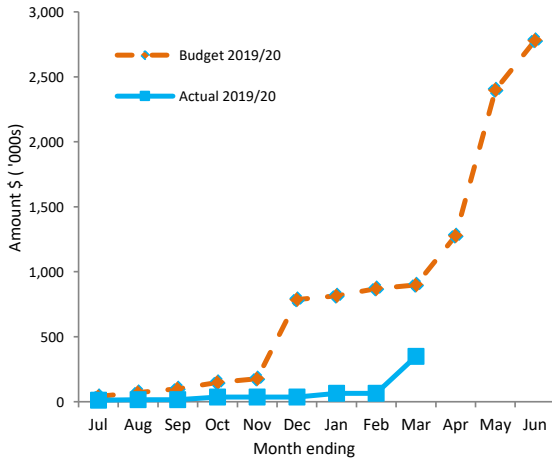
Budget Operating Revenues -v- Actual (Refer Note 2)



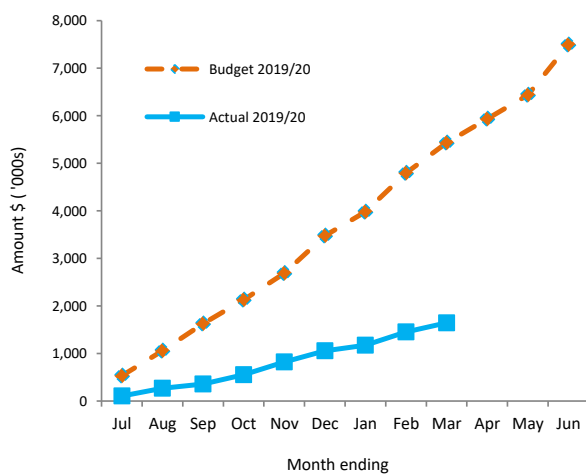
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

SHIRE OF CHITTERING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 March 2020

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus(Deficit)	3	912,530	912,530	912,530	912,530	0	0%		
Revenue from operating activities									
Governance		13,100	13,100	12,819	2,039	(10,780)	(84%)	▼	S
General Purpose Funding - Rates	9	5,786,316	5,786,316	5,791,085	5,799,886	8,801	0%	▲	
General Purpose Funding - Other		885,803	890,572	670,823	652,366	(18,457)	(3%)	▼	
Law, Order and Public Safety		281,533	279,266	223,114	207,968	(15,146)	(7%)	▼	
Health		54,375	54,375	40,761	53,475	12,714	31%	▲	S
Education and Welfare		42,200	35,400	27,038	23,200	(3,838)	(14%)	▼	
Housing		123,400	130,840	98,040	105,511	7,471	8%	▲	
Community Amenities		1,022,461	1,057,461	1,003,199	995,043	(8,156)	(1%)	▼	
Recreation and Culture		266,600	270,100	202,789	272,730	69,941	34%	▲	S
Transport		121,672	116,565	115,562	125,330	9,768	8%	▲	
Economic Services		188,740	177,979	129,578	111,288	(18,290)	(14%)	▼	S
Other Property and Services		40,206	118,692	104,750	115,330	10,580	10%	▲	S
		8,826,406	8,930,666	8,419,558	8,464,165	2			
Expenditure from operating activities									
Governance		(876,956)	(859,060)	(638,458)	(684,522)	(46,064)	(7%)	▼	
General Purpose Funding		(241,984)	(250,369)	(188,164)	(239,432)	(51,268)	(27%)	▼	S
Law, Order and Public Safety		(1,076,738)	(1,077,238)	(814,120)	(666,376)	147,744	18%	▲	S
Health		(357,611)	(364,747)	(289,802)	(266,171)	23,631	8%	▲	
Education and Welfare		(135,785)	(131,341)	(101,444)	(56,415)	45,029	44%	▲	S
Housing		(339,670)	(358,324)	(271,213)	(237,275)	33,938	13%	▲	S
Community Amenities		(2,129,154)	(2,165,969)	(1,651,451)	(1,549,614)	101,837	6%	▲	
Recreation and Culture		(1,816,328)	(1,814,069)	(1,368,207)	(1,144,208)	223,999	16%	▲	S
Transport		(3,071,863)	(3,069,927)	(2,303,282)	(2,698,557)	(395,275)	(17%)	▼	S
Economic Services		(1,185,617)	(1,219,532)	(898,260)	(628,896)	269,364	30%	▲	S
Other Property and Services		(22,358)	(56,307)	(111,259)	(104,503)	3	6%	▲	
		(11,254,063)	(11,366,882)	(8,635,660)	(8,275,967)				
Operating activities excluded from budget									
Add back Depreciation		3,356,339	3,356,339	2,517,129	2,806,011	288,882	11%	▲	S
Adjust (Profit)/Loss on Asset Disposal	8	(40,922)	(24,419)	(11,130)	(252,493)	(241,363)	2169%	▼	
Movement in Leave Reserve (Added Back)		0	0	0	959	959		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	(243,035)	(243,035)		▼	
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		887,760	895,704	2,289,897	2,499,640				
Investing Activities									
Non-operating Grants, Subsidies and Contributions	11	4,941,772	2,944,259	2,568,210	826,147	(1,742,063)	(68%)	▼	S
Proceeds from Disposal of Assets	8	1,314,181	1,287,785	862,858	348,741	5	(60%)	▲	
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(3,991,885)	(2,372,934)	(1,819,316)	(249,983)	1,569,333	86%	▲	S
Plant and Equipment	13	(388,090)	(236,053)	(207,498)	(181,409)	26,089	13%	▲	S
Furniture and Equipment	13	0	0	0	0	0			
Infrastructure Assets - Roads	13	(2,653,269)	(2,690,529)	(2,091,535)	(489,042)	1,602,493	77%	▲	S
Infrastructure Assets - Bridges	13	(555,000)	(555,000)	(416,214)	(180,096)	236,118	57%	▲	S
Infrastructure Assets - Footpaths	13	(441,242)	(242,785)	(232,544)	(206,761)	25,783	11%	▲	S
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Parks & Ovals	13	(195,300)	(195,300)	(146,457)	(5,450)	141,007	96%	▲	S
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Sewerage	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(312,000)	(12,000)	(9,000)	0	9,000	100%	▲	S
Amount attributable to investing activities		(2,280,833)	(2,072,557)	(1,491,496)	(137,852)				
Financing Activities									
Proceeds from New Debentures		1,825,000	1,000,000	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		0	0	0	0	0			
Transfer from Reserves	7	650,925	491,915	35,775	0	(35,775)	100%	▼	
Advances to Community Groups		(625,000)	0	0	0	0			
Repayment of Debentures	10	(429,908)	(429,908)	(221,891)	(323,292)	(101,401)	(46%)	▼	S
Transfer to Reserves	7	(680,000)	(760,003)	(284,985)	(10,454)	274,531	96%	▲	S
Amount attributable to financing activities		741,017	302,004	(471,101)	(333,747)				
Closing Funding Surplus(Deficit)	3	260,474	37,681	1,239,830	2,940,571				

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CHITTERING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 March 2020

	Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	3	912,530	912,530	912,530	912,530	0	0%		
Revenue from operating activities									
Rates	9	5,786,316	5,791,085	5,791,085	5,799,886	8,801	0%	▲	
Operating Grants, Subsidies and Contributions	11	1,107,401	1,119,248	865,951	814,396	(51,555)	(6%)	▼	
Fees and Charges		1,408,237	1,413,177	1,286,333	1,257,018	(29,315)	(2%)	▼	
Service Charges		0	0	0	0	0			
Interest Earnings		118,950	118,950	89,199	95,418	6,219	7%	▲	
Other Revenue		139,098	227,489	191,365	229,954	38,589	20%	▲	\$
Profit on Disposal of Assets	8	266,404	260,717	195,625	267,493	71,868	37%	▲	\$
		8,826,406	8,930,666	8,419,558	8,464,165				
Expenditure from operating activities									
Employee Costs		(3,634,542)	(3,659,449)	(2,781,229)	(2,622,340)	158,889	6%	▲	
Materials and Contracts		(3,156,847)	(3,229,556)	(2,409,075)	(2,081,567)	327,508	14%	▲	\$
Utility Charges		(177,043)	(177,043)	(136,166)	(120,473)	15,693	12%	▲	\$
Depreciation on Non-Current Assets		(3,356,339)	(3,356,339)	(2,517,129)	(2,806,011)	(288,882)	(11%)	▼	\$
Interest Expenses		(97,587)	(97,587)	(78,986)	(48,223)	30,763	39%	▲	\$
Insurance Expenses		(232,305)	(231,494)	(222,351)	(317,893)	(95,542)	(43%)	▼	\$
Other Expenditure		(373,918)	(379,116)	(306,229)	(264,459)	41,770	14%	▲	\$
Loss on Disposal of Assets	8	(225,482)	(236,298)	(184,495)	(15,000)	169,495	92%	▲	\$
		(11,254,063)	(11,366,882)	(8,635,660)	(8,275,967)				
Operating activities excluded from budget									
Add back Depreciation		3,356,339	3,356,339	2,517,129	2,806,011	288,882	11%	▲	\$
Adjust (Profit)/Loss on Asset Disposal	8	(40,922)	(24,419)	(11,130)	(252,493)	(241,363)	2169%	▼	
Movement in Leave Reserve (Added Back)		0	0	0	959	959		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	(243,035)	(243,035)		▼	\$
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		887,760	895,704	2,289,897	2,499,640				
Investing activities									
Grants, Subsidies and Contributions	11	4,941,772	2,944,259	2,568,210	826,147	(1,742,063)	(68%)	▼	\$
Proceeds from Disposal of Assets	8	1,314,181	1,287,785	862,858	348,741	(514,117)	(60%)	▼	\$
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(3,991,885)	(2,372,934)	(1,819,316)	(249,983)	1,569,333	86%	▲	\$
Plant and Equipment	13	(388,090)	(236,053)	(207,498)	(181,409)	26,089	13%	▲	\$
Furniture and Equipment	13	0	0	0	0	0			
Infrastructure Assets - Roads	13	(2,653,269)	(2,690,529)	(2,091,535)	(489,042)	1,602,493	77%	▲	\$
Infrastructure Assets - Bridges	13	(555,000)	(555,000)	(416,214)	(180,096)	236,118	57%	▲	\$
Infrastructure Assets - Footpaths	13	(441,242)	(242,785)	(232,544)	(206,761)	25,783	11%	▲	\$
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Parks & Ovals	13	(195,300)	(195,300)	(146,457)	(5,450)	141,007	96%	▲	\$
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Sewerage	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(312,000)	(12,000)	(9,000)	0	9,000	100%	▲	\$
Amount attributable to investing activities		(2,280,833)	(2,072,557)	(1,491,496)	(137,852)				
Financing Activities									
Proceeds from New Debentures		1,825,000	1,000,000	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		0	0	0	0.00	0			
Transfer from Reserves	7	650,925	491,915	35,775	0.02	(35,775)	(100%)	▼	\$
Advances to Community Groups		(625,000)	0	0	0.00	0			
Repayment of Debentures	10	(429,908)	(429,908)	(221,891)	(323,292)	(101,401)	(46%)	▼	\$
Transfer to Reserves	7	(680,000)	(760,003)	(284,985)	(10,454)	274,531	96%	▲	\$
Amount attributable to financing activities		741,017	302,004	(471,101)	(333,747)				
Closing Funding Surplus (Deficit)	3	260,474	37,681	1,239,830	2,940,571				

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CHITTERING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 March 2020

Capital Acquisitions

	Note	YTD Actual New/ Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Adopted Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held for Resale	13	0	0	0	0	0	0
Land and Buildings	13	0	249,983	1,819,316	3,991,885	249,983	(1,569,333)
Plant and Equipment	13	0	181,409	207,498	388,090	181,409	(26,089)
Furniture and Equipment	13	0	0	0	0	0	0
Infrastructure Assets - Roads	13	0	489,042	2,091,535	2,653,269	489,042	(1,602,493)
Infrastructure Assets - Bridges	13	0	180,096	416,214	555,000	180,096	(236,118)
Infrastructure Assets - Footpaths	13	0	206,761	232,544	441,242	206,761	(25,783)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Infrastructure Assets - Parks & Ovals	13	0	5,450	146,457	195,300	5,450	(141,007)
Infrastructure Assets - Airports	13	0	0	0	0	0	0
Infrastructure Assets - Sewerage	13	0	0	0	0	0	0
Infrastructure Assets - Other	13	0	0	9,000	312,000	0	(9,000)
Capital Expenditure Totals		0	1,312,740	4,922,564	8,536,786	1,312,740	(3,609,824)
Capital acquisitions funded by:							
Capital Grants and Contributions				2,568,210	4,941,772	826,147	
Borrowings				0	1,825,000	0	
Other (Disposals & C/Fwd)				862,858	1,314,181	348,741	
Council contribution - Cash Backed Reserves							
Various Reserves				35,775		0	
Council contribution - operations				1,455,721		137,852	
Capital Funding Total				4,922,564		1,312,740	

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 1: Significant Accounting Policies**(a) 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), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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.

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.

(b) 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 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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.

(e) 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.

(f) Cash and Cash Equivalents

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.

(g) 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

(h) 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.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

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.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 1: Significant Accounting Policies**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	30 to 50 years
Plant and Equipment - Furniture	4 to 10 years
Plant and Equipment - Computer Hardware	3 years
Plant and Equipment - Heavy	5 to 15 years
Plant and Equipment - Light	0 to 10 years
Sealed roads and streets	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
gravel sheet	12 years
Formed roads	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
Footpaths - slab	40 years
Footpaths - asphalt	10 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year

Date prepared: 10/03/2020

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

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.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 1: 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.

(n) Provisions

Provisions are recognised when: The Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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.

(p) Nature or Type Classifications**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.

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

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 1: Significant Accounting Policies

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.

(r) Program Classifications (Function/Activity)

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

GOVERNANCE**Objective:**

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

Activities:

Includes the activities of members of council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

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

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH**Objective:**

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING**Objective:**

To provide and maintain staff, community and senior residents housing.

Activities:

Provision and maintenance of staff, community and senior residents housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT**Objective:**

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES**Objective:**

To help promote the Shire and its economic wellbeing.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 1: Significant Accounting Policies

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. building control.

OTHER PROPERTY AND SERVICES

Objective:

To monitor and control Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 2: Explanation of Material Variances

Variances will be adjusted following the adoption of the Budget Review.

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 budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 and 10%.

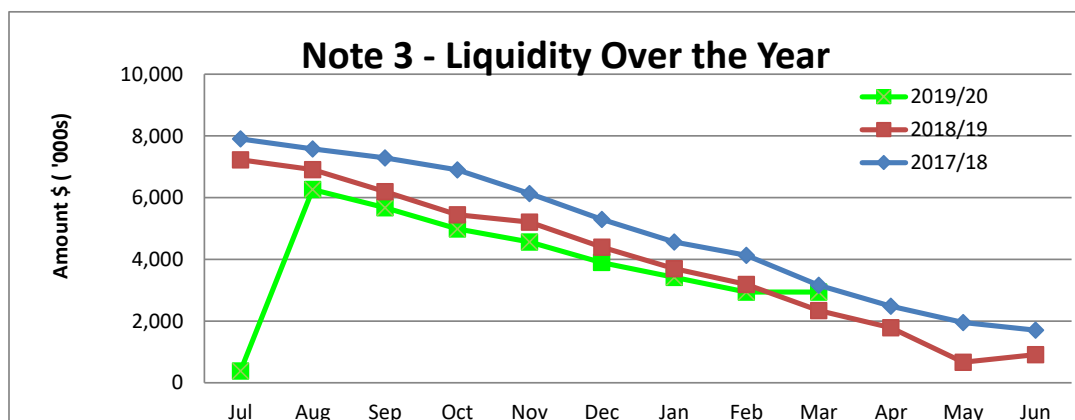
Reporting Program	Var. \$	Var. %	Var. ▲▼	Significant Var. S	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$	%				
Governance	(10,780)	(84%)	▼	S		Reimbursements less than budgeted
General Purpose Funding - Rates	8,801	0%	▲			
General Purpose Funding - Other	(18,457)	(3%)	▼			
Law, Order and Public Safety	(15,146)	(7%)	▼		Timing	Operating Grant not received yet
Health	12,714	31%	▲	S	Permanent	Fines and Penalties more than budgeted
Education and Welfare	(3,838)	(14%)	▼			
Housing	7,471	8%	▲			
Community Amenities	(8,156)	(1%)	▼			
Recreation and Culture	69,941	34%	▲	S	Timing	Grant revenue distributed over twelve months
Transport	9,768	8%	▲		Timing	Grant revenue not received yet
Economic Services	(18,290)	(14%)	▼	S	Permanent	Various events and contributions not received
Other Property and Services	10,580	10%	▲	S		
Expenditure from operating activities						
Governance	(46,064)	(7%)	▼			
General Purpose Funding	(51,268)	(27%)	▼	S	Timing	Legal Fees and Advertising less than budgeted
Law, Order and Public Safety	147,744	18%	▲	S	Timing	Admin and Works Allocations to be adjusted
Health	23,631	8%	▲			
Education and Welfare	45,029	44%	▲	S	Timing	Various Programs and events not expended
Housing	33,938	13%	▲	S	Timing	Amin allocations to be adjusted
Community Amenities	101,837	6%	▲			
Recreation and Culture	223,999	16%	▲	S	Permanent	Muchea Club Rooms and Ovals more than budgeted
Transport	(395,275)	(17%)	▼	S	Timing	Admin allocations and Depreciation costs to be adjusted
Economic Services	269,364	30%	▲	S	Timing	Weed Control and Tourism allocations budget
Other Property and Services	3	6%	▲			
Investing Activities						
Non-operating Grants, Subsidies and Proceeds from Disposal of Assets	(1,742,063)	(68%)	▼	S	Timing	
Land Held for Resale	5	(60%)	▲		Timing	
Land and Buildings	0					
Land and Buildings	1,569,333	86%	▲	S	Timing	
Plant and Equipment	26,089	13%	▲	S	Timing	
Infrastructure Assets - Roads	1,602,493	77%	▲	S	Timing	
Infrastructure Assets - Bridges	236,118	57%	▲	S	Timing	
Infrastructure Assets - Footpaths	25,783	11%	▲	S		
Infrastructure Assets - Drainage	0					
Infrastructure Assets - Parks & Ovals	141,007	96%	▲	S	Timing	
Infrastructure Assets - Other	9,000	100%	▲	S	Timing	
Financing Activities						
Proceeds from New Debentures	0					
Proceeds from Advances	0					
Self-Supporting Loan Principal	0					
Transfer from Reserves	(35,775)	100%	▼			
Advances to Community Groups	0				Timing	Community advances not submitted yet
Repayment of Debentures	(101,401)	(46%)	▼	S	Timing	
Transfers to Reserves	274,531	96%	▲	S	Timing	Transfers not required yet

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2019	31/03/2019	31/03/2020
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,319,505	2,911,978	2,643,339
Cash Restricted - Conditions over Grants	11	119,473	154,444	714,894
Cash Restricted - Reserves	4	1,962,087	2,118,673	1,972,542
Receivables - Rates	6	309,589	480,120	631,954
Receivables - Other	6	415,863	29,652	60,317
Inventories		5,068	(8,235)	15,425
		<u>4,131,585</u>	<u>5,686,632</u>	<u>6,038,470</u>
Less: Current Liabilities				
Payables		(772,700)	(838,952)	(522,575)
Contract Liabilities		0	0	(119,473)
Loan Liability		(408,220)	(14,129)	(84,928)
Provisions		(664,142)	(529,632)	(664,142)
		<u>(1,845,062)</u>	<u>(1,382,713)</u>	<u>(1,391,118)</u>
Less: Cash Reserves	7	(1,962,087)	(2,118,673)	(1,972,542)
Add Back: Component of Leave Liability not Required to be funded		179,874	138,946	180,833
Add Back: Current Loan Liability		408,220	14,129	84,928
Net Current Funding Position		912,530	2,338,321	2,940,571



Comments - Net Current Funding Position

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
(a) Cash Deposits								
Municipal Bank Account	2,352,423				2,352,423	Bendigo	1.25%	At Call
Municipal Investment Account	0				0	Bendigo	0.00%	At Call
Reserve Bank Account		14,032			14,032	Bendigo	2.25%	At Call
Cash On Hand - Admin	600				600	N/A	Nil	On Hand
Cash On Hand - Refuse Site	350				350	N/A	Nil	On Hand
Petty Cash - Admin	500				500	N/A	Nil	On Hand
Cash On Hand 7	0				0	N/A	Nil	On Hand
Trust Cash At Bank			10		10	Bendigo	0.00%	At Call
(b) Term Deposits								
Term Deposit Investments	1,004,350				1,004,350	Bendigo	1.25%	17-Sep-20
Reserve Bank - Term Deposit Investments		1,958,509			1,958,509	Bendigo	1.25%	16-Jun-20
(c) Investments								
Shares - Chittering Financial Services				42,500	42,500	N/A	Nil	On Hand
Total	3,358,223	1,972,542	10	42,500	5,373,274			

Comments/Notes - Investments

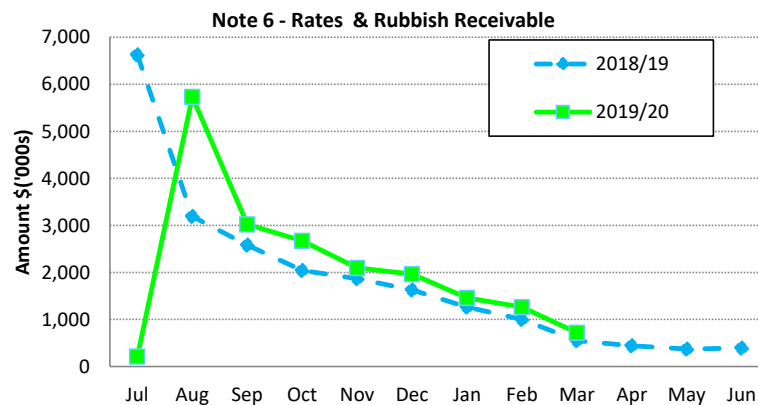
SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 6: Receivables

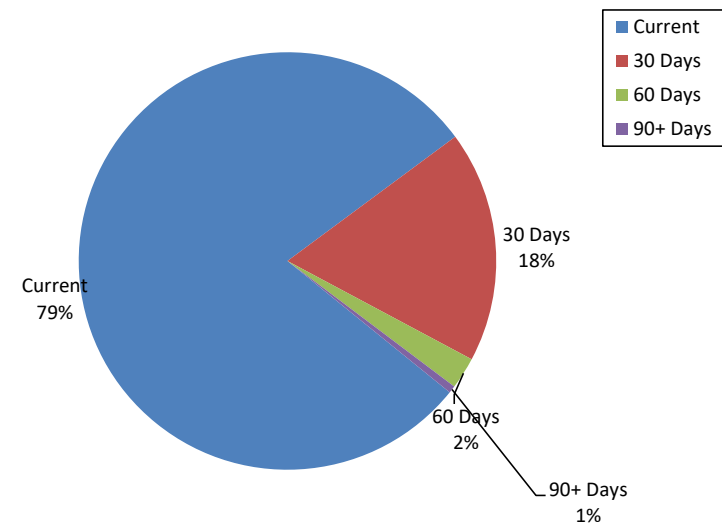
Receivables - Rates & Rubbish	31 March 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	394,697	364,460
Levied this year	6,647,954	6,278,439
Less Collections to date	(6,325,589)	(6,248,201)
Equals Current Outstanding	717,062	394,697
Net Rates Collectable	717,062	394,697
% Collected	89.82%	94.06%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	24,360	5,534	761	173	30,828
Balance per Trial Balance					
Sundry Debtors					30,828
Receivables - Other					29,489
Total Receivables General Outstanding					60,317

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates & Rubbish

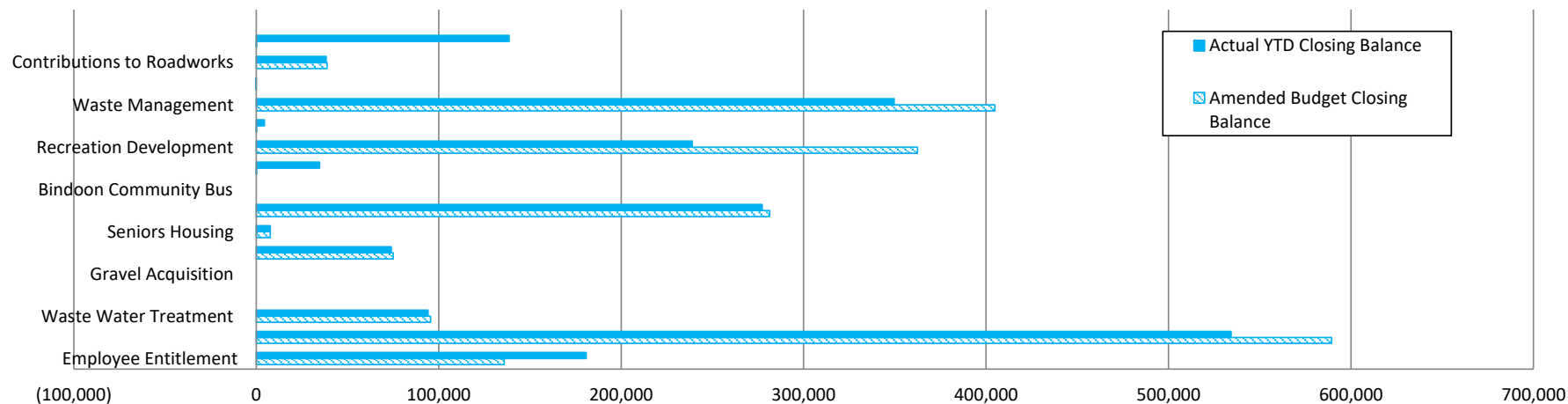
[Insert explanatory notes and commentary on trends and timing]

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee Entitlement	179,874	3,667	959	0	0	(47,700)	0	135,841	180,833
Plant Replacement	531,484	10,835	2,832	300,000	0	(252,909)	0	589,410	534,316
Waste Water Treatment	93,598	1,908	499	0	0	0	0	95,506	94,097
Public Amenities & Buildings	0	0	0	0	0	0	0	0	0
Gravel Acquisition	0	0	0	0	0	0	0	0	0
Community Housing	73,576	1,500	392	0	0	0	0	75,076	73,968
Seniors Housing	7,585	155	41	0	0	0	0	7,740	7,626
Public Open Space	275,751	5,622	1,469	0	0	0	0	281,373	277,220
Bindoon Community Bus	0	0	0	0	0	0	0	0	0
Bindoon Cemetery Development	34,568	705	185	0	0	(35,261)	0	12	34,753
Recreation Development	237,663	4,845	1,266	290,000	0	(170,000)	0	362,508	238,929
Ambulance Replacement	4,422	90	23	0	0	(4,510)	0	2	4,445
Waste Management	347,735	7,089	1,853	50,000	0	0	0	404,824	349,587
Landcare Vehicles	(0)	0	0	0	0	0	(0)	(0)	(0)
Contributions to Roadworks	38,028	775	203	0	0	0	0	38,803	38,231
Unspent Grants	137,803	2,809	734	0	0	(140,545)	0	67	138,537
	1,962,087	40,000	10,454	640,000	0	(650,925)	(0)	1,991,162	1,972,542

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land and Buildings								
LDV195	LAND - Lot 99 and Lot 100 Santa Gertrudis Drive, Lower Chitt	20,455	277,500	257,045		15,000	275,000	260,000	
LDV856	LAND - Lot 168 Binda Place, Bindoon - Land					349,712	350,000	288	
LDV144	LAND - Lot 14 Wells Glover Road Bindoon [old Tennis Courts]					320,000	120,000		(200,000)
LDV181	LAND - Lot 104 Gray Rd Bindoon					200,000	200,000		
LDV641	LAND - Lot M 1496 Muchea East [near new Saleyards Complex]					260,000	260,000		
	Plant and Equipment								
MVS159	OCH Holden Caprice 2015 Sedan (CEO) (POX)	20,894	20,634		(260)	31,069	17,727		(13,342)
MVU713	CH10421 FORD COURIER 2004 UTE (FIRE SERVICE) (P10421)					7,873	7,818		(55)
MVS725	CH451 HOLDEN MALIBU 2014 Sedan (HEALTH) (P0005)	10,000	1,643		(8,357)	14,997	10,000		(4,997)
MVU715	CH5007 HOLDEN COLORADO TTOP (NRM AG) (P5007)					18,000	12,727		(5,273)
MVM002	CH5464 TOYOTA COASTER BUSTYP 21 SEAT (COMMUNITY) (P5464)					9,893	15,000	5,107	
MVU716	CH1891 HOLDEN COLORADO TTP EBICG (LANDCARE) (P1891)	13,091	17,552	4,461		12,704	12,727	23	
MVS723	CH1262 HOLDEN MALIBU 2014 Sedan (BUILDING SURVEYOR)	10,030	3,648		(6,382)	9,992	10,000	8	
MVS131	P&E - 2015 Holden Commodore SV6 Sedan - White (EMDS)	10,000	10,406	406	0	9,022	10,000	978	
MVU714	CH10648 HOLDEN COLORADO TTOP Space Cab Chassis (NRM)	11,778	17,359	5,581		14,997	13,182		(1,815)
MVS721	CH1270 HOLDEN COMMODORE 2015 SEDAN (EMCS) (P1270)								
		96,248	348,741	267,493	(15,000)	1,273,259	1,314,181	266,404	(225,482)

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV	10.3680	1,652	31,023,987	3,216,629	17,885	1,187	3,235,701	3,216,629	0	0	3,216,629
UV	0.6450	725	323,191,000	2,085,552	(5,291)	(416)	2,079,845	2,085,552	0	0	2,085,552
Sub-Totals		2,377	354,214,987	5,302,181	12,594	771	5,315,546	5,302,181	0	0	5,302,181
Minimum Payment	\$										
GRV	1,050.00	389	2,368,828	408,450	0	0	408,450	408,450	0	0	408,450
UV	1,000.00	73	5,333,674	73,000	0	0	73,000	73,000	0	0	73,000
Sub-Totals		462	7,702,502	481,450	0	0	481,450	481,450	0	0	481,450
		2,839	361,917,489	5,783,631	12,594	771	5,796,996	5,783,631	0	0	5,783,631
Discounts							0				0
Concession							0				0
Amount from General Rates							5,796,996				5,783,631
Ex-Gratia Rates							2,890				2,685
Rates Adjustments							0				0
Movement in Excess Rates							0				0
Specified Area Rates							0				0
Totals							5,799,886				5,786,316

Comments - Rating Information

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2019	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments			
		YTD Actual	Amended Budget	Adopted Budget	Actual YTD	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Governance														
Loan 80 Admin Server/IT Upgrade	WATC	81,065.82	0	0	0	9,660.65	19,453	19,453	71,405.17	61,613	61,613	869	2,074	2,074
Health														
Loan 79 - Multi Purpose Health Centre	WATC	535,496.00	0	0	0	35,051.23	28,366	28,366	500,444.77	507,130	507,130	19,078	23,306	23,306
Housing														
Loan 72 Staff Housing Development	KEYSTART	71,810.68	0	0	0	30,235.87	31,090	31,090	41,574.81	40,721	40,721	2,949	3,165	3,165
Loan 73 Seniors & Community Housing	WATC	26,513.06	0	0	0	9,130.86	11,450	11,450	17,382.20	15,063	15,063	1,048	1,824	1,824
Recreation and Culture														
Loan 74 Land Acquisition Gray Road	WATC	51,671.16	0	0	0	14,719.22	18,556	18,556	36,951.94	33,115	33,115	2,215	3,689	3,689
Loan 87 Lower Chittering Sport & Rec Centre	WATC	0.00	0	1,000,000	1,200,000	0.00	21,283	21,283	0.00	978,717	1,178,717	0	20,160	20,160
Loan 88 LCSRC Self Supporting (IHC)	WATC	0.00	0	0	625,000	0.00	0	0	0.00	0	625,000	0	0	0
Transport														
Loan 79 New Grader	WATC	249,689.53	0	0	0	6,541.06	13,226	13,226	243,148.47	236,464	236,464	1,034	10,867	10,867
Economic Services														
Loan 81 Land Lot 215 Great Nth Hwy	WATC	40,691.92	0	0	0	26,971.21	26,971	26,971	13,720.71	13,721	13,721	504	789	789
Loan 85 Land Lot 215 Great Nth Hwy	VENDOR	125,000.00	0	0	0	62,500.00	62,500	62,500	62,500.00	62,500	62,500	3,064	3,750	3,750
Loan 82 Land Lot 168 Binda Place	WATC	577,617.79	0	0	0	60,498.35	60,498	60,498	517,119.44	517,120	517,120	11,846	17,160	17,160
Loan 83 Lifestyle Village	WATC	650,000.00	0	0	0	62,679.98	125,865	125,865	587,320.02	524,135	524,135	5,233	9,960	9,960
Other Property & Services														
Loan 86 Admin Telephone System	WATC	55,000.00	0	0	0	5,303.69	10,650	10,650	49,696.31	44,350	44,350	385	843	843
		2,464,555.96	0	1,000,000	1,825,000	323,292.12	429,908	429,908	2,141,263.84	3,034,648	3,859,648	48,223	97,587	97,587

All debenture repayments, other than self supporting loans, will be financed by general purpose revenue.

(b) New Debentures

Particulars/Purpose	Amount Borrowed			Institution	(Years)	Rate	Amount Used			Balance Unspent		
	Actual	Budget	Budget				Actual	Budget	Budget	Actual	Budget	Budget
	\$	\$	\$			%	\$	\$	\$	\$	\$	\$
Loan 87 Lower Chittering Sport & Rec Centre	0	1,000,000	1,200,000	WATC	5	3.36	0	1,000,000	1,200,000	0	0	0
Loan 88 LCSRC Self Supporting (IHC)	0	0	0	WATC	5	3.36	0	0	0	0	0	0
	0	0	0				0	0	0	0	0	0
	0	1,000,000	1,200,000				0	1,000,000	1,200,000	0	0	0

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 11: Grants and Contributions

	Grant Provider	Type	Opening	Adopted Budget		YTD	Adopted	Post	YTD Actual		Unspent	Unspent	
			Balance	Operating	Capital	Adopted	Annual	Variations	Expected	Revenue	(Expended)	(Tied)	(Tied)
			(a)	\$	\$	\$	(c)	(d)	(c)+(d)	(b)	(a)+(b)	(a)+(b)	
General Purpose Funding													
Grants Commission - General	WALGCC	Operating	0	412,627	0	309,468	412,627		412,627	323,111	(402,623)	0	0
Grants Commission - Roads	WALGCC	Operating	0	267,476	0	200,607	267,476		267,476	153,525	(221,683)	0	0
Law, Order and Public Safety													
Grant - Stronger Communities - Defibrillators CFS	Dept Infrastructure/Communities	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Contribution - ESL BFB		Operating	0	0	0	0	0		0	0	0	0	0
Grant - ESL BFB Operating Grant	Dept Fire & Emergency Service	Operating - Tied	0	220,033	0	165,024	220,033		220,033	168,883	0	168,883	168,883
Grant - ESL SES Operating Grant	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - ESL BFB Capital Grant	Dept Fire & Emergency Service	Non-operating	0	0	0	0	0		0	0	0	0	0
Grant - BRMP BAL Training	FAL Australia	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - Community Emergency Service Manager (CESM)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - CESM Vehicle	Dept Fire & Emergency Service	Operating - Tied	0	12,000	0	12,000	12,000		12,000	0	(13,994)	(13,994)	0
Grant - Bushfire Risk Management (BRMP)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - Fire Mitigation Activity Funding (MAF)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Education & Welfare													
Grant - Seniors Week	COTA WA	Operating - Tied	0	1,000	0	1,000	1,000		1,000	1,000	(1,060)	(60)	0
Grant - Volunteers Day	Volunteering WA	Operating - Tied	0	1,000	0	747	1,000		1,000	0	0	0	0
Grant - Thank a Volunteer	Dept Local Govt & Communities	Operating - Tied	0	0	0	0	0		0	1,000	0	1,000	1,000
Grant - Wear Ya Wellies	LotteryWest	Operating - Tied	0	21,300	0	15,975	21,300		21,300	21,000	0	21,000	21,000
Contribution - Wear Ya Wellies	Various	Operating - Tied	0	7,600	0	5,697	7,600		7,600	0	0	0	0
Grant - Youth Events	LotteryWest	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - Me @ 3 Program	Anglicare	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Community Amenities													
			0	0	0	0	0		0	0	0	0	0
Recreation and Culture													
Contribution - Sandown Park Toilet Block	South Midlands Polocrosse Club	Non-operating	0	0	0	0	0		0	0	0	0	0
Contribution - Chinkabee Court Resurfacing	Bindoon Sport & Rec	Non-operating	0	0	0	0	0		0	0	0	0	0
Contribution - Chinkabee Court Resurfacing	Bindoon Sport & Rec	Non-operating	0	0	0	0	0		0	0	0	0	0
Contribution - Bindoon Cricket Pitch	Bindoon Sport & Rec	Non-operating	0	0	0	0	0		0	0	0	0	0
Contribution - LCSRC Immaculate Heart (SSL)	1st Drawdown	Non-operating	0	0	625,000	468,747	625,000	(625,000)	0	0	(93,596)	(93,596)	0
Contribution - LCSRC Immaculate Heart (BBRF)	Milestone 1 and 2	Non-operating	0	0	1,736,180	1,302,129	1,736,180	(766,180)	970,000	0	0	0	0
Grant - Kidsport	Dept Sport and Recreation	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - Carty to Clune Trail - Duplicated here and Transport		Non-operating	0	0	100,000	74,997	100,000	(100,000)	0	0	0	0	0
Grant - Blackboy Ridge Basic Enhancements - Withdrawn	LotteryWest	Non-operating	0	0	60,000	45,000	60,000	(60,000)	0	0	0	0	0
Contribution - Brockman Centre Ramps and Paths - Withdrawn	Brockman Centre	Non-operating	0	0	8,000	5,994	8,000	(8,000)	0	0	0	0	0
Grant - Brockman Centre Access Ramps and Paths - Withdrawn		Non-operating	0	0	20,000	14,994	20,000	(20,000)	0	0	(13,100)	(13,100)	0
Contribution - Muechea Cricket Nets	Muechea Cricket Club	Non-operating	0	0	0	0	0		0	0	0	0	0
Contribution - Muechea Cricket Nets	Muechea Cricket Club	Non-operating	0	0	0	0	0		0	0	0	0	0
Grant - Muechea Cricket Nets	Dept Local Govt & Communities	Non-operating	0	0	0	0	0		0	0	0	0	0
Grant - Muechea Dual Pump & Jump Track - Withdrawn		Non-operating	0	0	150,000	112,500	150,000	(150,000)	0	0	0	0	0
Grant - Cadbury Fundraiser	Cadbury	Operating	0	0	0	0	0		0	118	0	0	0
Grant - Cadbury Fundraiser	Cadbury	Operating	0	1,000	0	747	1,000		1,000	402	0	0	0
Transport													
Grant - Street Lighting	Main Roads WA	Operating	0	4,000	0	2,997	4,000		4,000	0	(38,205)	0	0
Contribution - Road Works	Various	Operating - Tied	0	0	0	0	0		0	155	0	155	155
Grant - Direct Road	Main Roads WA	Operating	0	112,565	0	112,565	112,565		112,565	112,565	0	0	0
Grant - Black Spot - Chittering Road 2018/19	Main Roads WA	Non-operating	0	0	203,730	203,730	203,730		203,730	35,677	(11,290)	24,387	24,387
Grant - Black Spot - Muechea East Road 2015/16	Main Roads WA	Non-operating	0	0	121,088	121,088	121,088		121,088	0	0	0	0
Grant - Black Spot - Wandena Road 2018/19	Main Roads WA	Non-operating	79,473	0	205,283	205,283	205,283		205,283	0	(8,280)	71,193	71,193
Grant - Black Spot - Mooliabeenee Road 2018/19	Main Roads WA	Non-operating	0	0	101,321	101,321	101,321		101,321	40,528	(210)	40,318	40,318
Grant - Chittering Road 2019/20	Roads to Recovery	Non-operating	0	0	236,633	177,471	236,633	59,159	295,792	295,792	33,344	329,136	329,136
Grant - Bridge 4701 Blizzard Road	Regional Road Group	Non-operating	0	0	0	0	0		0	0	0	0	0
Grant - WALGCC Bridge 5374 Flat Rocks Road	Regional Road Group	Non-operating	40,000	0	325,000	253,750	325,000		325,000	129,545	(180,096)	(10,550)	0
Grant - WALGCC Bridge 4868 Chittering Valley Road	Regional Road Group	Non-operating	0	0	270,000	202,500	270,000		270,000	0	0	0	0
Grant - Muechea East Road 2017/18 - 2018/19	Regional Road Group	Non-operating	0	0	565,356	565,356	565,356		565,356	191,393	(149,182)	42,211	42,211
Grant - Archibald Street Footpath (Link Connect)	Department of Transport	Non-operating	0	0	114,181	85,635	114,181		114,181	133,211	(201,845)	(68,633)	0
Grant - Carty to Clune Trail		Non-operating	0	0	100,000	74,997	100,000	(100,000)	0	0	0	0	0
Economic Services													
Grant - Taste of Chittering	LotteryWest /TourismWA	Operating - Tied	0	15,000	0	11,250	15,000		15,000	15,000	(61,995)	(46,995)	0
Contribution - Taste of Chittering	Various	Operating - Tied	0	8,000	0	8,000	8,000		8,000	12,191	0	12,191	12,191
Contribution - Taste of Chittering	Various	Operating - Tied	0	22,500	0	16,875	22,500		22,500	3,120	0	3,120	3,120
Grant - Tourism WA/Road Safety - TASTE	Road Safety Council	Operating - Tied	0	1,300	0	972	1,300		1,300	1,300	0	1,300	1,300
Contribution - Tourism Action Plan Signage	Various	Operating	0	0	0	0	0		0	1,027	0	0	0
Grant - Community Garden Visitor Centre	Dept Communities	Operating - Tied	0	0	0	0	0	9,820	9,820	0	(4,500)	(4,500)	0
Grant - Visitor Centre Auto Door		Non-operating	0	0	0	0	0		0	0	0	0	0
Grant - Muechea Employment Node - Special Projects Officer	Building Better Regions	Operating - Tied	0	0	0	0	0		0	0	0	0	0
Grant - Visitor Centre Sustainability	TourismWA	Operating - Tied	0	0	0	0	0		0	0	0	0	0
TOTALS			119,473	1,107,401	4,941,772	4,879,416	6,049,173	(1,760,201)	4,288,972	1,640,543	(1,368,313)	463,466	714,894
SUMMARY													
Operating	Operating Grants, Subsidies and Contributions		0	797,668	0	626,384	797,668	0	797,668	590,748	(662,511)	0	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	309,733	0	237,540	309,733	9,820	319,553	223,648	(81,548)	142,100	207,648
Non-operating	Non-operating Grants, Subsidies and Contributions		119,473	0	4,941,772	4,015,492	4,941,772	(1,770,021)	3,171,751	826,147	(624,254)	321,366	507,246
TOTALS			119,473	1,107,401	4,941,772	4,879,416	6,049,173	(1,760,201)	4,288,972	1,640,543	(1,368,313)	463,466	714,894

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 March 2020

Note 12: Restricted Cash - Bonds and Deposits and Trust Funds

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Trust 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 01 Jul 2019 \$	Amount Received \$	Amount Paid \$	Closing Balance 31 Mar 2020 \$
Restricted Cash - Bonds and Deposits				
Animal Control	150.00	883.89	(616.68)	417.21
Bonds - Community Bus	1,100.00	500.00	(500.00)	1,100.00
Construction Training Fund (CTF)	1,629.61	14,247.70	(15,749.64)	127.67
Bonds - Crossovers	16,513.89	0.00	0.00	16,513.89
Bonds - Defects Roadworks	11,742.59	55,290.15	(11,693.00)	55,339.74
Bonds - Developer	94,744.19	24,406.00	(241.00)	118,909.19
Bonds - Extractive Industries	217,658.43	0.00	(161,100.00)	56,558.43
Bonds - Gravel Pit Rehabilitation	21,289.16	0.00	0.00	21,289.16
Bonds - Keys, Hall and Equipment	1,705.00	1,600.00	(1,000.00)	2,305.00
Building Services Levy (BSL)	4,149.66	32,933.07	(32,363.64)	4,719.09
Bonds - Transportable Buildings	10,000.00	0.00	(10,000.00)	0.00
Bonds - Community Housing	0.00	1,347.32	(1,347.32)	0.00
Councillor Nomination Deposits	0.00	560.00	(560.00)	0.00
Unclaimed Monies	1,031.40	0.00	0.00	1,031.40
Bonds - Senior Housing	0.00	466.72	(466.72)	0.00
Bonds - Staff Housing	0.00	1,920.00	(1,920.00)	0.00
Sub-Total	381,713.93	134,154.85	(237,558.00)	278,310.78
Trust Funds				
Nil	0.00	0.00	0.00	0.00
Sub-Total	0.00	0.00	0.00	0.00
Total	381,713.93	134,154.85	(237,558.00)	278,310.78

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>											
Land											
Economic Services											
Lot 168 Binda Place Subdivision	4130609	509	LC481	0	0	0	(40,000)	(40,000)	(40,000)	40,000	
Lot 104 Gray Road Subdivision	4130609	509	LC483	0	0	0	(30,000)	(30,000)	(30,000)	30,000	
131 Muchea East Road Remediation	4130609	509	LC484	0	(131)	(131)	(40,000)	(40,000)	(40,000)	39,869	
Lot 9 Binda Place (Mitre 10)	4130609	509	LC485	0	(24,750)	(24,750)	0	(24,750)	(24,750)	0	
Total - Economic Services				0	(24,881)	(24,881)	(110,000)	(134,750)	(134,750)	109,869	
Total - Land				0	(24,881)	(24,881)	(110,000)	(134,750)	(134,750)	109,869	
Buildings											
Community Amenities											
Bindoan Landfill Buildings (Capital)	4100110	510	BC240	0	0	0	(8,390)	(8,390)	(6,291)	6,291	
Muchea Landfill Buildings (Capital)	4100110	510	BC241	0	(11,773)	(11,773)	0	0	0	(11,773)	Transfer to maintenance BM241.298.2101
Bindoan Public Conveniences Buildings (Capital)	4100710	510	BC301	0	0	0	(10,000)	(10,000)	(7,497)	7,497	
Total - Community Amenities				0	(11,773)	(11,773)	(18,390)	(18,390)	(13,788)	2,015	
Recreation And Culture											
Lower Chittering Hall Buildings (Capital)	4110110	510	BC312	0	(40,971)	(40,971)	(35,000)	(40,873)	(30,663)	(10,308)	
Muchea Hall Buildings (Capital)	4110110	510	BC313	0	0	0	(135,000)	0	0	0	
Muchea Hall Temporary Change Rooms	4110110	510	BC313C	0	(41,884)	(41,884)	0	(41,401)	(31,050)	(10,834)	
Brockman Centre Precinct Buildings (Capital)	4110310	510	BC380	0	(13,100)	(13,100)	(80,742)	(80,742)	(60,543)	47,443	
Lower Chittering Sports & Recreation Buildings (Capital)	4110310	510	BC383	0	(93,596)	(93,596)	(3,579,753)	(2,000,000)	(1,499,994)	1,406,398	Change in scope
Total - Recreation And Culture				0	(189,551)	(189,551)	(3,830,495)	(2,163,016)	(1,622,250)	1,432,699	
Transport											
Depot Buildings (Capital)	4120110	510	BC410	0	(7,321)	(7,321)	0	(7,321)	(7,321)	(0)	2018/19 works not carried forward
Depot Machinery Shed and Fencing Upgrade	4120110	510	BC410A	0	(16,457)	(16,457)	0	(16,457)	(16,457)	(0)	2018/19 works not carried forward
Total - Transport				0	(23,778)	(23,778)	0	(23,778)	(23,778)	(0)	
Other Property & Services											
Administration Buildings (Capital)	4140210	510	BC560	0	0	0	(33,000)	(33,000)	(24,750)	24,750	
Total - Other Property & Services				0	0	0	(33,000)	(33,000)	(24,750)	24,750	
Total - Buildings				0	(225,102)	(225,102)	(3,881,885)	(2,238,184)	(1,684,566)	1,459,464	
Plant , Equip. & Vehicles											
Law, Order And Public Safety											
CH10421 NEW VEHICLE	4050130	530	PA1042	0	(39,946)	(39,946)	(41,636)	(41,636)	(41,636)	1,690	
Total - Law, Order And Public Safety				0	(39,946)	(39,946)	(41,636)	(41,636)	(41,636)	1,690	
Health											
CH451 New Sedan (Health)	4070430	530	PA1270	0	(26,927)	(26,927)	(28,000)	(26,927)	(26,927)	0	
Total - Health				0	(26,927)	(26,927)	(28,000)	(26,927)	(26,927)	0	
Community Amenities											
CH10648 New Utility Dual Cab 4x4 (P1892) (NRMO)	4100530	530	PA1892	0	(39,121)	(39,121)	0	0	0	(39,121)	
CH1891 NEW VEHICLE	4100530	530	PA1891	0	(39,121)	(39,121)	(43,636)	(43,636)	(32,724)	(6,397)	
CH5007 NEW VEHICLE	4100530	530	PA5007	0	0	0	(43,636)	(43,636)	(32,724)	32,724	
Total - Community Amenities				0	(78,242)	(78,242)	(87,272)	(87,272)	(65,448)	(12,794)	

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

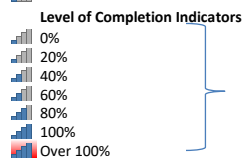
Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
Transport											
CH5464 New Coaster Bus (P5464)	4120330	530	PA0177	0	(166)	(166)	(159,091)	0	0	(166)	Removed in Budget Review
Total - Transport				0	(166)	(166)	(159,091)	0	0	(166)	
Economic Services											
CH1262 NEW VEHICLE	4130330	530	PA1262	0	(26,927)	(26,927)	(28,000)	(26,927)	(20,196)	(6,731)	
Total - Economic Services				0	(26,927)	(26,927)	(28,000)	(26,927)	(20,196)	(6,731)	
Other Property & Services											
Admin Telephone System Upgrade	4140230	530	PE564	0	(2,200)	(2,200)	0	(2,200)	(2,200)	0	
CH1270 NEW VEHICLE	4140230	530	PA0005	0	0	0	(44,091)	(44,091)	(44,091)	44,091	
P&E - HP DESIGNJET T2300 MFP PLOTTER	4140330	530	PE565	0	(7,000)	(7,000)	0	(7,000)	(7,000)	0	HP Plotter Printer (Works)
Total - Other Property & Services				0	(9,200)	(9,200)	(44,091)	(53,291)	(53,291)	44,091	
Total - Plant , Equip. & Vehicles				0	(181,409)	(181,409)	(388,090)	(236,053)	(207,498)	26,089	
Roads (Non Town)											
Transport											
Archibald Street	4120140	540	RC032	0	(35,135)	(35,135)	(116,925)	(116,925)	(87,669)	52,534	
McKenzie Street	4120140	540	RC066	0	(501)	(501)	0	0	0	(501)	
Chinkabee Road	4120140	540	RC111	0	(1,338)	(1,338)	(18,905)	(18,905)	(14,157)	12,819	
Developer Cont - Byrne Road	4120142	540	RC033	0	0	0	0	0	0	0	
Chittering Road (R2R)	4120145	540	R2R002	0	33,344	33,344	(258,532)	(295,792)	(295,792)	329,136	
Chittering Road (RRG)	4120149	540	RRG002	0	0	0	0	0	0	0	
Muchea East Road Renewal (RRG)	4120149	540	RRG004	0	(149,182)	(149,182)	(717,724)	(717,724)	(538,272)	389,090	
Muchea East Road Renewal 2018/19	4120149	540	RRG04B	0	(23,974)	(23,974)	(23,974)	(23,974)	(17,973)	(6,001)	
Mooliabeenie Road (BS)	4120153	540	RBS001	0	(210)	(210)	(151,981)	(151,981)	(113,958)	113,748	
Chittering Road (BS)	4120153	540	RBS002	0	(11,290)	(11,290)	(138,917)	(138,917)	(104,166)	92,876	
Wandena Road (BS)	4120153	540	RBS030	0	(8,280)	(8,280)	(310,125)	(310,125)	(232,578)	224,298	
Total - Transport				0	(196,064)	(196,064)	(1,737,083)	(1,774,343)	(1,404,565)	1,208,501	
Total - Roads (Non Town)				0	(196,064)	(196,064)	(1,737,083)	(1,774,343)	(1,404,565)	1,208,501	
Roads (Town)											
Transport											
Chittering Road	4120141	540	RC002	0	(78,835)	(78,835)	0	0	0	(78,835)	R2R002
Teatree Road	4120141	540	RC014	0	(65,083)	(65,083)	(64,809)	(64,809)	(48,591)	(16,492)	
Reserve Road	4120141	540	RC038	0	(456)	(456)	(141,099)	(141,099)	(105,813)	105,357	
Wandena Road	4120141	540	RC030	0	(70,229)	(70,229)	(70,543)	(70,543)	(52,884)	(17,345)	
Maddern Road	4120141	540	RC052	0	0	0	0	0	0	0	
Forrest Hills Parade	4120141	540	RC103	0	(4,690)	(4,690)	(115,897)	(115,897)	(86,904)	82,214	
Ioppolo Road	4120141	540	RC075	0	(13,069)	(13,069)	(102,427)	(102,427)	(76,797)	63,728	
Hart Drive	4120141	540	RC078	0	(1,338)	(1,338)	(100,717)	(100,717)	(75,510)	74,172	
Ridgetop Ramble	4120141	540	RC098	0	0	0	(189,851)	(189,851)	(142,371)	142,371	
Devon Way	4120141	540	RC147	0	(1,237)	(1,237)	(81,634)	(81,634)	(61,209)	59,972	
Flat Rocks Road	4120142	540	RC011	0	(58,040)	(58,040)	(49,209)	(49,209)	(36,891)	(21,149)	
Total - Transport				0	(292,978)	(292,978)	(916,186)	(916,186)	(686,970)	393,992	
Total - Roads (Town)				0	(292,978)	(292,978)	(916,186)	(916,186)	(686,970)	393,992	

SHIRE OF CHITTING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
Bridges and Culverts											
Transport											
Bridge 4868 - Chittering Valley Road	4120167	555	BR4868	0	0	0	(270,000)	(270,000)	(202,482)	202,482	
Bridge 5374 - Flat Rocks Rd	4120167	555	BR5374	0	(180,096)	(180,096)	(285,000)	(285,000)	(213,732)	33,636	
Total - Transport				0	(180,096)	(180,096)	(555,000)	(555,000)	(416,214)	236,118	
Total - Bridges and Culverts				0	(180,096)	(180,096)	(555,000)	(555,000)	(416,214)	236,118	
Footpaths											
Transport											
Footpath - Archibald Street	4120170	560	FC032	0	(11,004)	(11,004)	(190,302)	(11,004)	(11,004)	0	
Footpath - Archibald Street Stage 2	4120170	560	FC032A	0	(190,841)	(190,841)	0	(190,841)	(190,841)	(0)	
Blackboy Ridge Trail	4120170	560	WT002	0	0	0	(110,000)	0	0	0	Postponed to next financial year
Lake Needonga Trail	4120170	560	WT004	0	(4,916)	(4,916)	0	0	0	(4,916)	Journal to new Job for Needoonga Walk Trail Maint
Wannamal Heritage Trail	4120170	560	WT005	0	0	0	(40,940)	(40,940)	(30,699)	30,699	
Carty Reserve Trail	4120170	560	WT006	0	0	0	(100,000)	0	0	0	Delayed as works required prior to starting new
Total - Transport				0	(206,761)	(206,761)	(441,242)	(242,785)	(232,544)	25,783	
Total - Footpaths				0	(206,761)	(206,761)	(441,242)	(242,785)	(232,544)	25,783	
Parks & Ovals											
Community Amenities											
Cemetery Memorial Gardens Infrastructure Parks (Capital)	4100770	570	PC300	0	(4,750)	(4,750)	(50,000)	(50,000)	(37,494)	32,744	
Total - Community Amenities				0	(4,750)	(4,750)	(50,000)	(50,000)	(37,494)	32,744	
Recreation And Culture											
Clune Park Infrastructure Parks (Capital)	4110370	570	PC305	0	(700)	(700)	(54,300)	(54,300)	(40,725)	40,025	
Sussex Bend Reserve Infrastructure Parks (Capital)	4110370	570	PC306	0	0	0	(65,000)	(65,000)	(48,744)	48,744	
Aquilla Reserve Infrastructure Parks & Ovals (Capital)	4110370	570	PC352	0	0	0	(26,000)	(26,000)	(19,494)	19,494	
Total - Recreation And Culture				0	(700)	(700)	(145,300)	(145,300)	(108,963)	108,263	
Total - Parks & Ovals				0	(5,450)	(5,450)	(195,300)	(195,300)	(146,457)	141,007	
Infrastructure - Other											
Recreation And Culture											
John Glenn Park Infrastructure Other (Capital)	4110390	590	OC304	0	0	0	(300,000)	0	0	0	Postponed
Total - Recreation And Culture				0	0	0	(300,000)	0	0	0	
Economic Services											
Muchea Entry Statement Infrastructure Other (Capital)	4130290	590	OC475	0	0	0	(12,000)	(12,000)	(9,000)	9,000	
Total - Economic Services				0	0	0	(12,000)	(12,000)	(9,000)	9,000	
Total - Infrastructure - Other				0	0	0	(312,000)	(12,000)	(9,000)	9,000	
Capital Expenditure Total				0	(1,312,740)	(1,312,740)	(8,536,786)	(6,304,601)	(4,922,564)	3,609,824	



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

SHIRE OF CHITTERING

ACCOUNTS PAID AS AT 30 APRIL 2020 PRESENTED TO THE COUNCIL MEETING ON THE 20 MAY 2020
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This Schedule of Accounts Paid under delegated authority as detailed below, which is to be submitted to each member of Council on the 20 MAY 2020, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods, the rendition of services and as to prices, computations and costings.

Voucher No's		Value	Pages		Fund No.	Fund Name
From	To		From	To		
Payroll	PR5454	\$133,696.94	1	1	1	Municipal Fund
Payroll	PR5467	\$102,459.17	1	1	1	Municipal Fund
Payroll	PR5491	\$103,219.66	1	1	1	Municipal Fund
EFT19733	EFT19887	\$708,557.10	1	7	1	Municipal Fund
Direct	Debit	\$68,679.15	7	8	1	Municipal Fund
Cheque	Cheque	\$0.00	8	8	1	Municipal Fund
	Total	\$1,116,612.02				

Officer: Mary Eager

Signature: *Mary Eager*

Authorised by: Melinda Prinsloo

Signature: Melinda Prinsloo
Digitally signed by Melinda Prinsloo
Date: 2020.05.06 08:59:40 +08'00'

Date of Report: 05 May 2020

Disclosure of Interest by Officer: Nil

LIST OF ACCOUNTS PAID IN APRIL 2020 - SUBMITTED TO COUNCIL 20 MAY 2020

Chq/EFT	Date	Name	Description	Invoice Amount	Payment Amount
Payroll Payments					
1	PR5454	01/01/2020	Payroll		\$133,696.94
2	PR5467	15/04/2020	Payroll		\$102,459.17
3	PR5491	29/04/2020	Payroll		\$103,219.66
				Total Payroll Payments	\$339,375.77
EFT Payments					
4	EFT19733	01/04/2020	AUSTRALIAN TAXATION OFFICE (ATO)		\$23,245.00
5	EFT19734	01/04/2020	Avantgarde Technologies Pty Ltd		\$10,208.00
6	EFT19735	01/04/2020	BINDOON BAKEHAUS & CAFE		\$326.00
	00001554	01/03/2020	BINDOON BAKEHAUS & CAFE		
	00001563	18/03/2020	BINDOON BAKEHAUS & CAFE	\$206.00	
7	EFT19736	01/04/2020	CARMEL ROSS	\$120.00	
8	EFT19737	01/04/2020	CHITTERING JUNIOR CRICKET CLUB		\$3,947.25
9	EFT19738	01/04/2020	CHITTERING TOURIST ASSOC (INC)		\$1,000.00
10	EFT19739	01/04/2020	DON GIBSON		\$8,250.00
11	EFT19740	01/04/2020	JOHN CURTIS		9898.79
12	EFT19741	01/04/2020	JOHN DAVIS		4879.83
13	EFT19742	01/04/2020	KYLIE MICHELLE HUGHES		6307.58
14	EFT19743	01/04/2020	LGRCEU		\$6,083.85
15	EFT19744	01/04/2020	MARY ANGUS		\$20.50
16	EFT19745	01/04/2020	PETER OSBORN		\$3,947.25
17	EFT19746	01/04/2020	SHERIDANS FOR BADGES		\$3,947.25
18	EFT19747	01/04/2020	The Walter Armenti Family Trust T/as Hotel Scottalian		\$54.45
19	EFT19748	01/04/2020	VICTOR HARPER		\$372.00
20	EFT19749	01/04/2020	WATER CORPORATION		\$550.00
21	EFT19750	02/04/2020	LGRCEU		8870.02
22	EFT19751	07/04/2020	BINDOON BAKEHAUS & CAFE		41.00
23	EFT19752	07/04/2020	BOB WADDELL & ASSOCIATES		\$172.00
	1942	01/04/2020	BOB WADDELL & ASSOCIATES		\$1,419.00
	1954	01/04/2020	BOB WADDELL & ASSOCIATES	\$792.00	
	1964	01/04/2020	BOB WADDELL & ASSOCIATES	\$264.00	
	1966	01/04/2020	BOB WADDELL & ASSOCIATES	\$33.00	
	1968	01/04/2020	BOB WADDELL & ASSOCIATES	\$99.00	
24	EFT19753	07/04/2020	CONSTRUCTION TRAINING FUND	\$231.00	
25	EFT19754	07/04/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY		\$111.17
26	EFT19755	07/04/2020	DL CONSULTING		\$1,549.42
27	EFT19756	07/04/2020	LOWER CHITTERING CRICKET CLUB		\$1,584.00
	2019001	01/03/2020	LOWER CHITTERING CRICKET CLUB		\$1,000.00
	2019001	01/03/2020	LOWER CHITTERING CRICKET CLUB	\$500.00	
28	EFT19757	07/04/2020	SHIRE OF CHITTERING	\$500.00	
29	EFT19758	14/04/2020	ACTION SHEDS		\$106.50
30	EFT19759	14/04/2020	AUSTECH SURVEILLANCE PTY LTD		\$1,470.00
31	EFT19760	14/04/2020	AUSTRALIA POST		\$2,740.00
32	EFT19761	14/04/2020	AUTOSPARK BULLSBROOK		\$372.91
	8962	01/04/2020	AUTOSPARK BULLSBROOK		\$841.00
	8964	01/04/2020	AUTOSPARK BULLSBROOK	\$590.00	
33	EFT19762	14/04/2020	AVON WASTE	\$251.00	
	00038075	01/04/2020	AVON WASTE		\$54,291.78
	00038100	01/04/2020	AVON WASTE	\$27,159.19	
34	EFT19763	14/04/2020	B & B Concrete Pumping Pty Ltd Trustee for the Winchester Family Trust	\$27,132.59	
35	EFT19764	14/04/2020	BINDOON BAKEHAUS & CAFE		\$1,543.74
					\$172.00

36	EFT19765	14/04/2020	CHITTERING PEST & WEED				
	53-2020	01/04/2020	CHITTERING PEST & WEED	WANNAMAL PUBLIC CONVENIENCES Spray for meat ants		\$275.00	\$3,575.00
	55-2020	01/04/2020	CHITTERING PEST & WEED	CHITTERING ROAD Verge Spraying Stink Weed		\$3,300.00	
37	EFT19766	14/04/2020	DAIMLER TRUCKS PERTH				\$5,724.15
	DFCRD268400	01/04/2020	DAIMLER TRUCKS PERTH	CH1254 FUSO TRUCK 130,000km Service, Air Conditioning Repairs, Fault Find Air Leak (WORKS)		\$5,532.75	
	DFFRD268570	01/04/2020	DAIMLER TRUCKS PERTH	CH1255 FUSO TRUCK Fault Find Air Leak (WORKS)		\$191.40	
38	EFT19767	14/04/2020	DEPARTMENT OF WATER & ENVIRONMENTAL	MUCHEA TIP MAINTENANCE Annual Licence Fee 2020			\$974.01
39	EFT19768	14/04/2020	EASTERN HILLS SAWS & MOWERS P/L				\$209.80
	44609 #11	01/04/2020	EASTERN HILLS SAWS & MOWERS P/L	SUNDRY PLANT Spur Sprocket PICCO 6Z		\$57.00	
	44674 # 4	06/04/2020	EASTERN HILLS SAWS & MOWERS P/L	SUNDRY PLANT 2 x Chainsaw Chain, 5 x File, Fuel Cap		\$152.80	
40	EFT19769	14/04/2020	ERLECTIONS (WA)	BRIDGE 5374 FLAT ROCKS ROAD Supply & Install W/Beam Guardrails As Per Plan			\$31,116.98
41	EFT19770	14/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	ESL BFB ACCESSORIES Various Mask Respirators, Filters, Nozzles, Helmet and Torches as per quote 51604			\$4,155.86
42	EFT19771	14/04/2020	FULTON HOGAN INDUSTRIES PTY LTD				\$2,002.00
	13831457	01/04/2020	FULTON HOGAN INDUSTRIES PTY LTD	FOREST HILLS PARADE Ezstreet Bulk Bag Asphalt		\$704.00	
	13857914	01/04/2020	FULTON HOGAN INDUSTRIES PTY LTD	MUCHEA EAST ROAD RENEWAL 1 x 1000L Pod Emulsion		\$1,298.00	
43	EFT19772	14/04/2020	GREAT SOUTHERN FUEL SUPPLIES	DEPOT FUEL Diesel 5,296L			\$5,621.12
44	EFT19773	14/04/2020	IGA BINDOON				\$237.57
	01/7168	01/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS Milk		\$13.47	
	01/5868	01/04/2020	IGA BINDOON	WORKS PPE Disposable Gloves		\$32.00	
	01/5901	01/04/2020	IGA BINDOON	WORKS PPE 5spray Bottles, Squeeze Bottles		\$17.04	
	01/6119	01/04/2020	IGA BINDOON	WELFARE YOUTH Youth Krew Refreshments March 2020		\$67.20	
	01/5981	01/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS Chambers Restock March 2020		\$26.96	
	02/0549	01/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS Chambers Restock March 2020		\$32.07	
	01/7584	01/04/2020	IGA BINDOON	MUCHEA TIP MAINTENANCE Hand Soap, Bleach, Wipes, Long Life Milk, Sugar, Fly Spray		\$24.33	
	03/6427	01/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS 11/03/2020		\$24.50	
45	EFT19774	14/04/2020	J & K HOPKINS				\$258.00
	263704	01/04/2020	J & K HOPKINS	ADMIN OFFICE EQUIPMENT Diamond Duo Chair		\$129.00	
	263705	01/04/2020	J & K HOPKINS	ADMIN MINOR ASSEST Single Monitor Arm		\$129.00	
46	EFT19775	14/04/2020	KLEEN WEST DISTRIBUTORS	VARIOUS BUILDINGS Cleaning Supplies			\$926.31
47	EFT19776	14/04/2020	MAJOR MOTORS	CH1256 ISUZU WATER TRUCK 120,000km Log Book Service, Replace Rear Mudflaps, Brake Light & Indicator Repairs, Air Leak Repairs (WORKS)			\$748.03
48	EFT19777	14/04/2020	MOORE STEPHENS (WA) PTY LTD	ADMIN TRAINING 21 & 25/05/2020 (EMCS)			\$2,191.20
49	EFT19778	14/04/2020	NORTHERN VALLEYS NEWS	GOVERNANCE ADVERTISING NV Chatter April 2020			\$935.00
50	EFT19779	14/04/2020	On Hold On Line	ADMIN COMM Monthly Messages On Hold April 2020, Call Selection Greeting			\$119.00
51	EFT19780	14/04/2020	PIRTEK (MALAGA) PTY LTD				\$2,090.31
	ML-T00032591	01/04/2020	PIRTEK (MALAGA) PTY LTD	DEPOT MAINTENANCE Valvoline 15w/40 Allfleet E900 Plus 205L		\$1,452.00	
	ML-T00032936	06/04/2020	PIRTEK (MALAGA) PTY LTD	CH1256 ISUZU WATER TRUCK Water Line Repairs (WORKS)		\$638.31	
52	EFT19781	14/04/2020	PLANTATION WILDFLOWERS	ADMIN FLOWERS November 2019 - March 2020			\$825.00
53	EFT19782	14/04/2020	PUMA ENERGY	PUMA FUEL March 2020			\$2,945.68
54	EFT19783	14/04/2020	RAVI CONCRETE CONTRACTORS	BRIDGE 5374 FLAT ROCKS ROAD Supply concrete & labour to pour & finish head walls for bridge - 22.6m3			\$7,450.00
55	EFT19784	14/04/2020	RBC RURAL	ADMIN PRINTING Photocopier Charges March 2020			\$1,172.92
56	EFT19785	14/04/2020	RJWR PTY LTD T/AS BINDOON MOWERS & MACHINERY				\$720.50
	1	01/04/2020	RJWR PTY LTD T/AS BINDOON MOWERS & MACHINERY	SUNDRY PLANT 20L Bar & Chain Oil, 20L 2 Stroke Oil			\$407.00
	4	01/04/2020	RJWR PTY LTD T/AS BINDOON MOWERS & MACHINERY	SUNDRY PLANT Polesaw Repairs		\$203.50	
	5	01/04/2020	RJWR PTY LTD T/AS BINDOON MOWERS & MACHINERY	SUNDRY PLANT Stihl Water Tank Quick Cut		\$110.00	
57	EFT19786	14/04/2020	SAI GLOBAL LIMITED	WORKS IT Fire detection, warning, control & intercom systems. System design, installation and commissioning.			\$157.52
58	EFT19787	14/04/2020	SLIMS TYRE SERVICE				\$841.40
	00015913	01/04/2020	SLIMS TYRE SERVICE	CH003 HOLDEN COLORADO Tyre Repair (RANGER)		\$325.00	
	00015956	01/04/2020	SLIMS TYRE SERVICE	CH1254 FUSO TRUCK Tyre Repairs (WORKS)		\$466.40	
	00015971	01/04/2020	SLIMS TYRE SERVICE	CH1266 JCB BACKHOE Tyre Repair (WORKS)		\$50.00	
59	EFT19788	14/04/2020	SOUTHERN CROSS AUSTERO PTY LTD	COMMUNICATIONS RADIO Monthly Around The Towns Interviews March 2020			\$88.00
60	EFT19789	14/04/2020	SUNNY SIGN COMPANY PTY LTD				\$7,954.33
	430674	01/04/2020	SUNNY SIGN COMPANY PTY LTD	ADMIN BUILDNIG MAINTENANCE Convex Mirror 450mm		\$86.41	
	430262	01/04/2020	SUNNY SIGN COMPANY PTY LTD	DEPOT MAINTENANCE Eye Wash Station Signage		\$57.92	
	430369	01/04/2020	SUNNY SIGN COMPANY PTY LTD	CHITTERING ROAD Steelflex guide posts		\$7,810.00	

61	EFT19790	14/04/2020	SYNERGY	SHIRE ELECTRICITY April 2020					
62	EFT19791	14/04/2020	T-QUIP	CH10886 TORO MOWER Replace Damaged Hydraulic Pump Belt. Replace 2 x Idler Pulleys, Change Blades, Install New Rubber Deflector To Deck, Change 2 x Air Filters (WORKS)					\$6,724.50
63	EFT19792	14/04/2020	TELSTRA	SHIRE TELEPHONE March 2020					\$2,166.55
64	EFT19793	14/04/2020	TOTALLY WORKWEAR - Joondalup						\$8,203.01
	7200448385	01/04/2020	TOTALLY WORKWEAR - Joondalup	WORKS PPE Shirts x 3					\$621.47
	7200447990	01/04/2020	TOTALLY WORKWEAR - Joondalup	WORKS PPE 3 x L/sleeve shirt			\$404.86		
65	EFT19794	14/04/2020	TRUDIE ANN PIERCE	Rates refund for assessment A10212			\$216.61		
66	EFT19795	14/04/2020	VIENNA SCHNELL	PLANNING EMPLOYEE COSTS Travel reimbursement 09/03/2020 - 03/04/2020					\$27.48
67	EFT19796	14/04/2020	WA Sign & Print Management Pty Ltd	TOURISM SIGNAGE Wall Graphics					\$821.44
68	EFT19797	14/04/2020	WALGA	ADMIN IT Intranet					\$55.00
69	EFT19798	14/04/2020	WCS CONCRETE PTY LTD	ADMIN BUILDING MAINTENANCE Convex Mirror 450mm					\$12,397.00
70	EFT19799	14/04/2020	WESTERN RED ENVIRONMENTAL	RURAL NOXIOUS WEED CONTROL Integrated weed management report					\$752.40
71	EFT19800	14/04/2020	WESTRAC PTY LTD						\$2,310.00
	SI 1473817	01/04/2020	WESTRAC PTY LTD	CH1261 CAT GRADER 500hr Service (WORKS)					\$2,942.80
	4800915	01/04/2020	WESTRAC PTY LTD	P1273 CAT LOADER Fault Find Oil Leak & Engine Repairs (TIP)			\$1,701.55		
72	EFT19801	14/04/2020	WINC AUSTRALIA PTY LTD	ADMIN STATIONERY Sticky Tape 18mm x 66m			\$1,241.25		
73	EFT19802	14/04/2020	WORKWEAR GROUP - LGCC	ADMIN UNIFORMS Suit Pack 3 (CSOS)					\$9.57
74	EFT19803	16/04/2020	VICTOR HARPER	LOWER CHITTERING HALL HIRE Refund 14/11/2020					\$350.00
75	EFT19804	16/04/2020	VIENNA SCHNELL	PLANNING EMPLOYEE COSTS Adjustment for travel reimbursement 09/03/2020 - 03/04/2020					\$363.00
76	EFT19805	22/04/2020	3KD CONTRACTING	ESL BFB Truck and bobcat hire. Cutting Containment Lines Brand Highway x Byrne Road fire 06/03/2020 Inc #469212					\$120.80
77	EFT19806	22/04/2020	AUSTECH SURVEILLANCE PTY LTD						\$1,089.00
	81178	06/04/2020	AUSTECH SURVEILLANCE PTY LTD	MUCHEA HALL MAINTENANCE Monthly Internet & DDNS Registration			\$71.00		\$284.00
	81180	06/04/2020	AUSTECH SURVEILLANCE PTY LTD	JOHN GLENN PUBLIC CONVENIENCES MAINTENANCE Monthly Internet & DDNS Registration			\$71.00		
	81181	06/04/2020	AUSTECH SURVEILLANCE PTY LTD	MUCHEA TIP MAINTENANCE Monthly Internet & DDNS Registration			\$71.00		
	81179	06/04/2020	AUSTECH SURVEILLANCE PTY LTD	SUSSEX BEND RESERVE MAINTENANCE Monthly Internet & DDNS Registration			\$71.00		
78	EFT19807	22/04/2020	AVON WASTE	SANITATION WASTE COLLECTION FT1 April 2020					\$27,129.19
79	EFT19808	22/04/2020	Avantgarde Technologies Pty Ltd						\$11,968.00
	00001795	01/04/2020	Avantgarde Technologies Pty Ltd	ADMIN IT Managed Services 01/02/2020 - 29/02/2020			\$5,984.00		
	00001796	01/04/2020	Avantgarde Technologies Pty Ltd	ADMIN IT Managed Services 01/03/2020 -31/03/2020			\$5,984.00		
80	EFT19809	22/04/2020	BARRY RAYMOND HUNT	Rates refund for assessment A11468					\$2,223.23
81	EFT19810	22/04/2020	BINDOON BAKEHAUS & CAFE	GOVERNANCE REFRESHMENTS 17/03/2020					\$150.00
82	EFT19811	22/04/2020	BINDOON HARDWARE & RURAL SUPPLIES						\$3,589.07
	MARCH 2020	01/04/2020	BINDOON HARDWARE & RURAL SUPPLIES	BRIDGE 4025 CHITTERING ROAD Masonry Bit, Fixings, Paint Marker, Silicone, Conduit, No More Gaps, Blades, Liquid Nails, Sand, Cement			\$1,782.07		
	10167195	01/04/2020	BINDOON HARDWARE & RURAL SUPPLIES	RURAL NOXIOUS WEED Glyphosate 450 20L x 13			\$1,807.00		
83	EFT19812	22/04/2020	BINDOON PHARMACY	WORKS OSH Final Vaccination Hep B (CLEANERS)					\$71.50
84	EFT19813	22/04/2020	BOB WADDELL & ASSOCIATES						\$2,013.00
	1957	01/04/2020	BOB WADDELL & ASSOCIATES	GOVERNANCE TRAINING 2020/21 Annual Budget			\$924.00		
	1986	14/04/2020	BOB WADDELL & ASSOCIATES	GOVERNANCE TRAINING Moore Stephens/Synergy Budget Template Training			\$1,089.00		
85	EFT19814	22/04/2020	BUNNINGS BUILDING SUPPLIES	MUCHEA HALL MAINTENANCE Supply Replacement Doors & Handle to Change Room, WORKS PPE Spray Bottles, Pump Bottles, Measuring Cup					\$124.40
86	EFT19815	22/04/2020	CHITTERING HEALTH SERVICE	WORKS RECRUITMENT Pre-Employment Medical 02/04/2020					\$236.50
87	EFT19816	22/04/2020	CHITTERING PEST & WEED	BROCKMAN CENTRE PRECINCT MAINTENANCE Ant Treatment Museum					\$99.00
88	EFT19817	22/04/2020	COLOURWEST PAINTING	MUCHEA HALL MAINTENANCE Completion Of Exterior Painting					\$4,565.00
89	EFT19818	22/04/2020	Conplant Pty Ltd	MUCHEA EAST ROAD RENEWAL Roller Hire 03/03/2020 - 31/03/2020					\$1,628.55
90	EFT19819	22/04/2020	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL LIABILITY 2019/20 Quarter 3					\$71,139.60
91	EFT19820	22/04/2020	DOWNER EDI WORKS PTY LTD	BRIDGE 4026 CHITTERING ROAD BRIDGE Installation of bridge props, hire, tightening rockspall install & vegetation					\$9,847.72
92	EFT19821	22/04/2020	Dynamic Group Communications & Electrical						\$3,583.88
	INV-161165	01/04/2020	Dynamic Group Communications & Electrical	ADMIN BUILDING MAINTENANCE Replace 2 x Fluoro Lights with LED fluoros			\$299.97		
	INV-161172	01/04/2020	Dynamic Group Communications & Electrical	LOWER CHITTERING FIRE STATION Fault find sensor light, replace with new			\$421.70		
	INV-161175	01/04/2020	Dynamic Group Communications & Electrical	BROCKMAN CENTRE PRECINCT MAINTENANCE Annual emergency lighting testing			\$2,588.86		
	INV-161177	01/04/2020	Dynamic Group Communications & Electrical	LOWER CHITTERING OVAL MAINTENANCE Replace damaged conduit, make safe at base of pole at BBQ area			\$107.25		
	INV-161182	01/04/2020	Dynamic Group Communications & Electrical	BINDOON PUBLIC CONVENIENCES MAINTENANCE Replace faulty thermostat to HWS			\$166.10		

93	EFT19822	22/04/2020	ECOWATER SERVICES PTY LTD	29 BINDA PLACE OFFICE C1373 Quarterly ATU Service		\$1,390.90
	F5823	01/04/2020	ECOWATER SERVICES PTY LTD	8 EDMONDS PLACE C3028 Quarterly ATU Service		\$175.40
	F5828	01/04/2020	ECOWATER SERVICES PTY LTD	11 EDMONDS PLACE C3113 Quarterly ATU Service		\$225.40
	F5829	01/04/2020	ECOWATER SERVICES PTY LTD	11 EDMONDS PLACE C3029 Quarterly ATU Service		\$225.40
	F5830	01/04/2020	ECOWATER SERVICES PTY LTD	MUCHEA HALL C3006 Quarterly ATU Service		\$240.80
	F5832	01/04/2020	ECOWATER SERVICES PTY LTD	BINDA PLACE OFFICE C4204 Quarterly ATU Service		\$236.40
	Z2324	01/04/2020	ECOWATER SERVICES PTY LTD			\$287.50
94	EFT19823	22/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT			\$613.15
	67235	01/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	ESL BFB Boots		\$276.65
	67253	01/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	ESL BFB Hand Sanitiser 500ml x 20		\$264.00
	67303	01/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	ESL BFB EQUIPMENT Extended Adjustamount Lockstrap 762mm - Black x 1		\$72.50
95	EFT19824	22/04/2020	GLENN SARGESON	ADMIN STATIONERY Micro memory card for sound level meter		\$10.50
96	EFT19825	22/04/2020	HAYDON AGRICULTURAL CONTRACTORS	BRIDGE 5374 FLAT ROCKS ROAD Demolition & removal of old bridge, base preparation, concrete products placement, rock spoil, gravel sheeting.		\$89,100.00
97	EFT19826	22/04/2020	IT VISION	ADMIN IT Altus Asset Finda First Year Subscription 2020		\$19,800.00
98	EFT19827	22/04/2020	JCT'S CREATIVE SOLUTIONS			\$484.00
	948	01/04/2020	JCT'S CREATIVE SOLUTIONS	ESL BFB Cleaning March 2020 BINDOON FIRE STATION MAINTENANCE Cleaning March 2020		\$352.00
	957	01/04/2020	JCT'S CREATIVE SOLUTIONS	WANNAMAL FIRE STATION Cleaning March 2020		\$132.00
99	EFT19828	22/04/2020	JE & JT LONG T/A EMBROIDERY HOUSE KALAMUNDA	ESL BFB CLOTHING 30 Embroidered Cotton Caps for Upper Chittering VBFB with BFB Logo		\$363.00
100	EFT19829	22/04/2020	JEFF LOUDON	WANNAMAL PUBLIC CONVENIENCES Cleaning March 2020		\$852.50
101	EFT19830	22/04/2020	JR & A HERSEY	MUCHEA EAST ROAD RENEWAL 2 x boxes white spot mark paint, WORKS PPE Hand Sanitiser 500ml x 30		\$940.80
102	EFT19831	22/04/2020	LOWER CHITTERING VOLUNTEER BUSHFIRE BRIGADE	MEMBERS DONATIONS Resolution 211219		\$500.00
103	EFT19832	22/04/2020	McLEODS BARRISTERS & SOLICITORS			\$3,354.59
	112965	01/04/2020	McLEODS BARRISTERS & SOLICITORS	PLANNING LEGAL Lease: Pt Reserve 44213: Lot 12383 Cnr Forrest Hill Parade & Ridgetop Ramble, Bindoon		\$140.13
	112966	01/04/2020	McLEODS BARRISTERS & SOLICITORS	PLANNING LEGAL Lease: Pt Reserve 44213: Lot 12383 Cnr Forrest Hill Parade & Ridgetop Ramble, Bindoon		\$50.19
	112967	01/04/2020	McLEODS BARRISTERS & SOLICITORS	PLANNING LEGAL Reviewing draft Agreement: Lot 2 (No. 200) Reserve Road, Chittering		\$97.09
	112910	01/04/2020	McLEODS BARRISTERS & SOLICITORS	PLANNING LEGAL Sale of Lot 99 Santa Gertudis		\$997.63
	113161	01/04/2020	McLEODS BARRISTERS & SOLICITORS	RATES DEBT COLLECTION Invoice 113161		\$919.62
	113323	15/04/2020	McLEODS BARRISTERS & SOLICITORS	RATES DEBT COLLECTION Invoice 113323		\$1,149.93
104	EFT19833	22/04/2020	NEVE CONTRACTING	SUSSEX BEND RESERVE MAINTENANCE BMX track repairs		\$22,935.00
105	EFT19834	22/04/2020	NORTHERN VALLEYS NEWS			\$1,230.00
	INV-1690	06/04/2020	NORTHERN VALLEYS NEWS	GOVERNANCE ADVERTISING NV Chatter March 2020		\$935.00
	INV-1692	06/04/2020	NORTHERN VALLEYS NEWS	PLANNING ADVERTISING NV Amended Local Planning Policy 7 - Outbuildings		\$295.00
106	EFT19835	22/04/2020	PETER CHARLES GUNN	Rates refund for assessment A11720		\$690.60
107	EFT19836	22/04/2020	RBC RURAL	ADMIN PRINTING Photocopier Charges April 2020		\$957.82
108	EFT19837	22/04/2020	RCZ PTY LTD	Rates refund for assessment A11788		\$543.15
109	EFT19838	22/04/2020	Rusty's Plumbing Gas & Maintenance			\$2,618.00
	92	01/04/2020	Rusty's Plumbing Gas & Maintenance	JOHN GLENN PARK MAINTENANCE Replace broken gauge to bore		\$330.00
	3	01/04/2020	Rusty's Plumbing Gas & Maintenance	FIRE PREVENTION Replace tank fitting Brindle Close strategic tank		\$748.00
	4	01/04/2020	Rusty's Plumbing Gas & Maintenance	BROCKMAN CENTRE PRECINCT MAINTENANCE Repair tap to disabled toilets		\$275.00
	5	01/04/2020	Rusty's Plumbing Gas & Maintenance	LOWER CHITTERING HALL MAINTENANCE Repair leak to HWS		\$253.00
	6	01/04/2020	Rusty's Plumbing Gas & Maintenance	CLUNE PARK MAINTENANCE Isolate filter & rework pipes		\$484.00
	7	01/04/2020	Rusty's Plumbing Gas & Maintenance	MUCHEA HALL MAINTENANCE Replace filter housing to drink unit		\$297.00
	8	01/04/2020	Rusty's Plumbing Gas & Maintenance	BINDOON PUBLIC CONVENIENCES MAINTENANCE Replace HT55 valve to HWS		\$231.00
110	EFT19839	22/04/2020	SHIRE OF COOROW	ADMIN TRAINING Refreshments LG Professionals March 2020 (SFC)		\$79.05
111	EFT19840	22/04/2020	STEWART & HEATON CLOTHING CO P/L			\$2,891.91
	SIN-3183490	01/04/2020	STEWART & HEATON CLOTHING CO P/L	ESL BFB CLOTHING Pants x 5, Jackets x 1		\$1,099.55
	SIN-3181450	01/04/2020	STEWART & HEATON CLOTHING CO P/L	ESL BFB CLOTHING T-Shirt x 32		\$705.41
	SIN-3182207	01/04/2020	STEWART & HEATON CLOTHING CO P/L	ESL BFB CLOTHING Jackets x 6		\$1,086.95
112	EFT19841	22/04/2020	WALGA	ADMIN SOCIAL MEDIA Customised Feed		\$900.00
113	EFT19842	30/04/2020	ABCO PRODUCTS	WORKS PPE Disposable Respirators		\$554.21

114	EFT19843	30/04/2020	AMPAC DEBT RECOVERY					
	64037	01/04/2020	AMPAC DEBT RECOVERY	RATES DEBT COLLECTION Period Ending 6 March 2020				\$349.70
	64142	01/04/2020	AMPAC DEBT RECOVERY	RATES DEBT COLLECTION Period Ending 20 March 2020	\$149.82			
	64090CR	01/04/2020	AMPAC DEBT RECOVERY	RATES DEBT COLLECTION Period Ending 13 March 2020	\$968.88			
	64760CR	14/04/2020	AMPAC DEBT RECOVERY	RATES DEBT COLLECTION Period Ending 14 April 2020	-\$626.00			
	64804	16/04/2020	AMPAC DEBT RECOVERY	RATES DEBT COLLECTION Period Ending 10 April 2020	-\$198.00			
115	EFT19844	30/04/2020	AUSTECH SURVEILLANCE PTY LTD		\$55.00			
	81182	06/04/2020	AUSTECH SURVEILLANCE PTY LTD	LOWER CHITTERING HALL MAINTENANCE Monthly Internet Connection & DDNS Registration	\$71.00			\$526.00
	81203	16/04/2020	AUSTECH SURVEILLANCE PTY LTD	ADMIN BUILDNG MAINTENANCE Investigate & Repair CCTV Issue	\$210.00			
	81204	16/04/2020	AUSTECH SURVEILLANCE PTY LTD	ADMIN BUILDING MAINTENANCE Replace Alarm Screamer	\$245.00			
116	EFT19845	30/04/2020	AUTOSPARK BULLSBROOK	CH1254 FUSO TRUCK Aircon repair onsite, supply & fit new air-conditioning compressor, regas air-conditioning system (WORKS)				\$2,096.00
117	EFT19846	30/04/2020	BINDOON MECHANICAL PTY LTD					\$3,144.16
	226	01/04/2020	BINDOON MECHANICAL PTY LTD	CH1263 MULTIPAC ROLLER Log Book Service (WORKS)	\$1,926.38			
	243	08/04/2020	BINDOON MECHANICAL PTY LTD	CH1669 ISUZU FIRENG Remove & repair hose reel (MUCHEA)	\$312.40			
	253	21/04/2020	BINDOON MECHANICAL PTY LTD	CH784 FORD RANGER Carry Out Service & Inspection, Drain & Refill Transfer Case (BUILDING MTCE)	\$492.53			
	254	21/04/2020	BINDOON MECHANICAL PTY LTD	CH354 ISUZU DMAX 30,000km Log book service (POOL UTE)	\$412.85			
118	EFT19847	30/04/2020	BIOCYCLE WA AGENT	VARIOUS BUILDINGS Quarterly ATU Servicing				\$286.00
119	EFT19848	30/04/2020	BRAGSKALE PTY LTD	POWDERBARK DRIVE Remove solar light with EWP for repair				\$132.00
120	EFT19849	30/04/2020	BULL-CHITT AUTO ELECTRICS	CH1255 FUSO CAB CHASSIS Inspect air con condenser leak (WORKS)				\$691.90
121	EFT19850	30/04/2020	CHITTERING PEST & WEED					\$880.00
	69-2020	09/04/2020	CHITTERING PEST & WEED	ADMIN BUILDING MAINTENANCE Reload rodent bait stations	\$930.00			
	71-2020	17/04/2020	CHITTERING PEST & WEED	CHITTERING STREET Weed Management Calthrop	\$550.00			
122	EFT19851	30/04/2020	CHITTERING VALLEY PROGRESS & SPORTING ASSOCIATION	COMM GRANTS Lower Chittering Australia Day Breakfast				\$600.00
123	EFT19852	30/04/2020	Dynamic Group Communications & Electrical					\$21,909.73
	INV-161169	01/04/2020	Dynamic Group Communications & Electrical	LOWER CHITTERING HALL MAINTENANCE Replace beam lamp in disco light with new, test fitting internal, load test circuitry	\$131.45			
	INV-161155	01/04/2020	Dynamic Group Communications & Electrical	LIBRARY MAINTENANCE Hydrocleaning Air-conditioning Units	\$5,676.43			
	INV-161191	09/04/2020	Dynamic Group Communications & Electrical	CLUNE PARK MAINTENANCE Scan Cables & Mark Out	\$418.00			
	INV-161203	16/04/2020	Dynamic Group Communications & Electrical	CLUNE PARK MAINTENANCE New Lighting Install, Remove Existing Light Poles & Lights. As per Quote SQ14480. Supply 1 x PE cell, 1 x Analogue Timer.				
	INV-161194	16/04/2020	Dynamic Group Communications & Electrical	BINDOON OVAL MAINTENANCE Investigate & Repair Faulty Light To Netball Court, Replace Globe. Fault Find Second Light On Pole Ballast Faulty	\$14,751.31			
	INV-161198	16/04/2020	Dynamic Group Communications & Electrical	TOURIST BUREAU OPERATIONS Supply din mount contactor for ATU	\$854.59			
124	EFT19853	30/04/2020	ECOWATER SERVICES PTY LTD		\$77.95			
	F5822	01/04/2020	ECOWATER SERVICES PTY LTD	CLUNE PARK PUBLIC CONVENIENCES C1821 Quarterly ATU Service	\$225.40			\$1,211.80
	F5825	01/04/2020	ECOWATER SERVICES PTY LTD	TOURIST BUREAU C3221 Quarterly ATU Service	\$549.90			
	Z2140	16/04/2020	ECOWATER SERVICES PTY LTD	8 EDMONDS PLACE C3028 Emergency callout, replace air pump	\$436.50			
125	EFT19854	30/04/2020	FIND WISE LOCATION SERVICES	RIDGETOP RAMBLE Cable Scan				\$806.30
126	EFT19855	30/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT					\$7,546.47
	66950	01/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	CH1611 ISUZU FIRENG Livery & relief valve repairs (MUCHEA)	\$6,628.90			
	66951	01/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	CH1890 TOYOTA LANDCRUISER Replace AUX pump pressure outlet hose, replace broken steel pipework (LOWER CHITTERING)	\$673.09			
	67375	02/04/2020	FRONTLINE FIRE & RESCUE EQUIPMENT	ESL BFB PLANT MAINTENANCE Service & Repair 1 x Protek 360 & 2 x Viper Nozzles	\$244.48			
127	EFT19856	30/04/2020	FULLWORKS FIRE SAFETY AUSTRALIA	ADMIN BUILDING MAINTENANCE anti tamper seals, weighing scales, service tags				\$97.90
128	EFT19857	30/04/2020	GEOFABRICS AUSTRALASIA PTY LTD	RIDGETOP RAMBLE Supply 2 x Geofab Membrane Filterwrap 2m x 50m				\$209.00
129	EFT19858	30/04/2020	GINGIN FLORIST	ANZAC DAY Wreath				\$80.00
130	EFT19859	30/04/2020	GREAT AUSSIE PATIOS PTY LTD	ADMIN BUILDING MAINTENANCE Shire Office Patio				\$7,240.00
131	EFT19860	30/04/2020	HAYDON AGRICULTURAL CONTRACTORS	BRIDGE 4701 BLIZZARD ROAD Rock Spool To Upstream & Downstream Of Creek Bed				\$1,500.00
132	EFT19861	30/04/2020	IGA BINDOON					\$105.44
	01/8500	01/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS Milk	\$21.49			
	01/5525	14/04/2020	IGA BINDOON	GOVERNANCE REFRESHMENTS Milk	\$41.45			
	04/6411	17/04/2020	IGA BINDOON	WORKS REFRESHMENTS April Toolbox Meeting	\$42.50			
133	EFT19862	30/04/2020	JOHN BARLOW	COMMUNITY BUS Honorarium Payment 03 & 31 March 2020				\$100.00
134	EFT19863	30/04/2020	JOHN WOODS AGNEW	COMMUNITY BUS Honorarium Payment March 2020				\$50.00
135	EFT19864	30/04/2020	JR & A HERSEY					\$1,746.47
	S46063	09/04/2020	JR & A HERSEY	WORKS PPE Rigger Gloves, Safety Glasses, Ear Muffs, Ear Plugs, 5 x Caution Tape	\$1,069.97			
	S46064	09/04/2020	JR & A HERSEY	WORKS PPE Barricade Tape	\$189.75			
	S46065	09/04/2020	JR & A HERSEY	WORKS PPE Hand Sanitiser	\$486.75			

136	EFT19865	30/04/2020	KLEEN WEST DISTRIBUTORS								
	00044454	01/04/2020	KLEEN WEST DISTRIBUTORS	WORKS PPE Antibacterial wipes, Kleen San, spray bottles, squeeze bottles, gloves			\$192.78				
	00046800	17/04/2020	KLEEN WEST DISTRIBUTORS	ADMIN BUILDING MAINTENANCE Gloves, Towel, Truck Wash			\$345.79				
137	EFT19866	30/04/2020	KOMATSU AUSTRALIA PTY LTD	CH10555 KOMATSU GRADER March Monthly Maintenance Contract (WORKS)							\$606.18
138	EFT19867	30/04/2020	LAST DROP WATER CARRIERS	CHITTERING VALLEY OVAL MAINTENANCE Water							\$960.00
139	EFT19868	30/04/2020	MAJOR MOTORS								\$1,702.23
	892906	20/04/2020	MAJOR MOTORS	CH10099 ISUZU UTE 90,000km Log book service (PARKS)				\$470.25			
	893022	20/04/2020	MAJOR MOTORS	CH1252 ISUZU UTE 45,000km Service (WORKS)				\$1,231.98			
140	EFT19869	30/04/2020	METROCOUNT	WORKS MINOR ASSET Roadpod VT 5900 Plus, MTE v5.0 web download, USB comms cable							\$4,108.50
141	EFT19870	30/04/2020	MIDWAY FORD	CH5026 FORD RANGER Replacement fuel cap (PARKS)							\$104.57
142	EFT19871	30/04/2020	P & G BODY BUILDERS	CH1255 FUSO CAB CHASSIS Change lines & fittings for air tail gate operations. Change air over electric valve bank (WORKS)							\$1,955.80
143	EFT19872	30/04/2020	PRESTIGE COMMUNICATIONS	SUNDRY PLANT Reprogram radio							\$145.55
144	EFT19873	30/04/2020	RUBEK AUTOMATIC DOORS	VARIOUS BUILDING MAINTENANCE Service Auto Doors							\$506.00
145	EFT19874	30/04/2020	Rusty's Plumbing Gas & Maintenance								\$1,837.00
	52	13/04/2020	Rusty's Plumbing Gas & Maintenance	DEPOT MAINTENANCE Replace leaking water pipe				\$462.00			
	S3	13/04/2020	Rusty's Plumbing Gas & Maintenance	CLUNE PARK MAINTENANCE Excavate holes for light posts				\$660.00			
	S4	13/04/2020	Rusty's Plumbing Gas & Maintenance	CLUNE PARK MAINTENANCE Repair damaged pipes				\$715.00			
146	EFT19875	30/04/2020	SLIMS TYRE SERVICE	CH10975 ISUZU DMAX x2 Tyre Replacement (RANGER)							\$520.00
147	EFT19876	30/04/2020	SYNERGY	SHIRE ELECTRICITY April 2020							\$4,762.69
148	EFT19877	30/04/2020	Stabilised Pavements of Australia Pty Ltd								\$11,880.00
	WA-0000664	01/04/2020	Stabilised Pavements of Australia Pty Ltd	CHITTERING ROAD Soil Testing				\$3,960.00			
	WA-0000665	01/04/2020	Stabilised Pavements of Australia Pty Ltd	MUCHEA EAST ROAD Soil Testing				\$3,960.00			
	WA-0000666	01/04/2020	Stabilised Pavements of Australia Pty Ltd	ARCHIBALD STREET Soil Testing				\$3,960.00			
149	EFT19878	30/04/2020	T-QUIP	CH10886 TORO MOWER 450hr Log book service (WORKS)							\$634.10
150	EFT19879	30/04/2020	THE CHURCHES' COMMISSION ON EDUCATION	COMM GRANTS Gingin District High School Chaplaincy 2020							\$2,200.00
151	EFT19880	30/04/2020	TOLL GROUP								\$140.70
	0406-S282300	01/04/2020	TOLL GROUP	WORKS PPE Freight 24 & 28 March 2020				\$85.03			
	0407-S282300	05/04/2020	TOLL GROUP	WORKS PPE Freight 31/03/2020				\$21.51			
	0409-S282300	26/04/2020	TOLL GROUP	ADMIN PRINTING Freight 21/04/2020				\$34.16			
152	EFT19881	30/04/2020	TOTAL GREEN RECYCLING	MUCHEA TIP MAINTENANCE E-waste Collection							\$1,447.38
153	EFT19882	30/04/2020	WANNAMAL COMMUNITY CENTRE INC								\$1,350.00
	0003	18/04/2020	WANNAMAL COMMUNITY CENTRE INC	COMM GRANTS Australia Day Long Table Dinner				\$850.00			
	0003	18/04/2020	WANNAMAL COMMUNITY CENTRE INC	COMM GRANTS Wannamal Christmas Tree				\$500.00			
154	EFT19883	30/04/2020	WCS CONCRETE PTY LTD	CLUNE PARK MAINTENANCE Lighting upgrade, supply & deliver 3.2m3 N25 concrete							\$855.36
155	EFT19884	30/04/2020	WESTERN RED ENVIRONMENTAL	RURAL NOXIOUS WEED CONTROL Weed control program development							\$3,465.00
156	EFT19885	30/04/2020	WESTRAC PTY LTD	P1273 CAT LOADER Remove & install track assembly, repair fuel system & replace track adjuster (TIP)							\$46,624.11
157	EFT19886	30/04/2020	WINC AUSTRALIA PTY LTD	ADMIN STATIONERY Tissues							\$106.17
158	EFT19887	30/04/2020	LGRCEU	Payroll deductions							\$20.50
Total EFT's											\$708,557.10

Direct Debits					
159	DD8280.1	01/04/2020	WA SUPER	Payroll deductions	\$12,982.39
160	DD8280.2	01/04/2020	ESSENTIAL SUPER COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$95.19
161	DD8280.3	01/04/2020	CBUS SUPER	Superannuation contributions	\$198.03
162	DD8280.4	01/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	\$192.08
163	DD8280.5	01/04/2020	SuperWrap Personal Super Plan	Superannuation contributions	\$190.16
164	DD8280.6	01/04/2020	COLONIAL FIRST STATE INVESTMENTS LTD	Superannuation contributions	\$191.44
165	DD8280.7	01/04/2020	MLC Super - Plum Super - USI 70732426024150	Superannuation contributions	\$192.08
166	DD8280.8	01/04/2020	Colonial First State First Choice Personal Superannuation	Superannuation contributions	\$91.11
167	DD8280.9	01/04/2020	BT SUPER FOR LIFE	Payroll deductions	\$394.28
168	DD8285.1	01/04/2020	Bendigo Bank - Bank Fees	GEN PUR Bendigo BPay Mthy Fee 01-04-2020	\$661.13
169	DD8285.2	02/04/2020	Bendigo Bank - Bank Fees	GEN PUR Bendigo De Fees 02-04-2020	\$681.03
170	DD8285.3	03/04/2020	Bendigo Bank - Bank Fees	GEN PUR CBA Merc Fees 03-04-2020	\$366.20
171	DD8287.1	01/04/2020	Bendigo Bank - Bank Fees	GEN PUR CBA Merc Fee 02-04-2020	\$60.00
172	DD8299.1	08/04/2020	Bendigo Bank - Bank Fees	GEN PUR Bendigo De Fee 08042020	\$0.80
173	DD8304.1	14/04/2020	Bendigo Bank - Bank Fees	GEN PUR BPnt De Fees 14-04-2020	\$4.50
174	DD8306.1	15/04/2020	ISUZU AUSTRALIA PTY LTD	VARIOUS VEHICLES Lease April 2020	\$922.90
175	DD8308.1	15/04/2020	WA SUPER	Payroll deductions	\$13,299.07
176	DD8308.2	15/04/2020	ESSENTIAL SUPER COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$87.98
177	DD8308.3	15/04/2020	CBUS SUPER	Superannuation contributions	\$196.68
178	DD8308.4	15/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	\$190.80
179	DD8308.5	15/04/2020	SuperWrap Personal Super Plan	Superannuation contributions	\$190.16
180	DD8308.6	15/04/2020	COLONIAL FIRST STATE INVESTMENTS LTD	Superannuation contributions	\$190.80
181	DD8308.7	15/04/2020	MLC Super - Plum Super - USI 70732426024150	Superannuation contributions	\$190.80
182	DD8308.8	15/04/2020	Colonial First State First Choice Personal Superannuation	Superannuation contributions	\$105.82
183	DD8308.9	15/04/2020	BT SUPER FOR LIFE	Payroll deductions	\$392.03
184	DD8313.1	14/04/2020	Bendigo Bank - Bank Fees	GEN PUR BPnt Dir Dr Fee 14-04-2020	\$14.81
185	DD8313.2	16/04/2020	Bendigo Bank - Bank Fees	GEN PUR Bendigo Dir Dr Fee GST 16-04-2020	\$7.00
186	DD8313.3	17/04/2020	Bendigo Bank - Bank Fees	GEN PUR Bendigo De Fee GST 17-04-2020	\$0.20
187	DD8313.4	15/04/2020	Commonwealth Bank - Bank Fees	GEN PUR CBA Acc Serv Fee 15-04-2020	\$5.42
188	DD8316.1	14/04/2020	BENDIGO BANK	CREDIT CARD March 2020	\$11,655.11
189	DD8321.1	22/04/2020	Bendigo Bank - Bank Fees	GEN PUR BENDGO DIR DE FEE	\$3.70
190	DD8324.1	29/04/2020	WA SUPER	Payroll deductions	\$13,058.65
191	DD8324.2	29/04/2020	ESSENTIAL SUPER COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$95.19
192	DD8324.3	29/04/2020	CBUS SUPER	Superannuation contributions	\$197.32
193	DD8324.4	29/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	\$191.44
194	DD8324.5	29/04/2020	SuperWrap Personal Super Plan	Superannuation contributions	\$191.44
195	DD8324.6	29/04/2020	COLONIAL FIRST STATE INVESTMENTS LTD	Superannuation contributions	\$190.31
196	DD8324.7	29/04/2020	MLC Super - Plum Super - USI 70732426024150	Superannuation contributions	\$190.84
197	DD8324.8	29/04/2020	Colonial First State First Choice Personal Superannuation	Superannuation contributions	\$85.81
198	DD8324.9	29/04/2020	BT SUPER FOR LIFE	Payroll deductions	\$392.96
199	DD8327.1	30/04/2020	BENDIGO BANK	GEN PUR Bendigo Dir DE Fee 30/04/2020	\$11.50
200	DD8280.10	01/04/2020	REST SUPERANNUATION	Payroll deductions	\$288.46
201	DD8280.11	01/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	\$406.68
202	DD8280.12	01/04/2020	CARE SUPER	Superannuation contributions	\$778.34
203	DD8280.13	01/04/2020	MTAA SUPERANNUATION	Superannuation contributions	\$161.51
204	DD8280.14	01/04/2020	AUSTRALIAN SUPER	Superannuation contributions	\$1,283.24
205	DD8280.15	01/04/2020	Australian Ethical Retail Superannuation Fund	Superannuation contributions	\$278.19
206	DD8280.16	01/04/2020	PRIME SUPER	Superannuation contributions	\$126.47

Item 9.3.2

Attachment 1

207	DD8280.17	01/04/2020	Colonial First State Rollover & Superannuation Fund	Superannuation contributions		
208	DD8308.10	15/04/2020	REST SUPERANNUATION	Payroll deductions		\$123.12
209	DD8308.11	15/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions		\$288.46
210	DD8308.12	15/04/2020	CARE SUPER	Superannuation contributions		\$422.60
211	DD8308.13	15/04/2020	MTAA SUPERANNUATION	Superannuation contributions		\$778.34
212	DD8308.14	15/04/2020	AUSTRALIAN SUPER	Superannuation contributions		\$161.51
213	DD8308.15	15/04/2020	Australian Ethical Retail Superannuation Fund	Superannuation contributions		\$1,252.72
214	DD8308.16	15/04/2020	PRIME SUPER	Superannuation contributions		\$278.19
215	DD8308.17	15/04/2020	Colonial First State Rollover & Superannuation Fund	Superannuation contributions		\$126.47
216	DD8324.10	29/04/2020	REST SUPERANNUATION	Payroll deductions		\$123.12
217	DD8324.11	29/04/2020	ANZ SMART CHOICE SUPER	Superannuation contributions		\$288.46
218	DD8324.12	29/04/2020	CARE SUPER	Superannuation contributions		\$422.12
219	DD8324.13	29/04/2020	MTAA SUPERANNUATION	Superannuation contributions		\$778.34
220	DD8324.14	29/04/2020	AUSTRALIAN SUPER	Superannuation contributions		\$161.51
221	DD8324.15	29/04/2020	Australian Ethical Retail Superannuation Fund	Superannuation contributions		\$1,264.36
222	DD8324.16	29/04/2020	PRIME SUPER	Superannuation contributions		\$278.19
223	DD8324.17	29/04/2020	Colonial First State Rollover & Superannuation Fund	Superannuation contributions		\$126.47
						\$123.12
						\$68,679.15
						\$0.00
						\$1,116,612.02



BUDGET REVIEW
(Containing the Statement of Financial Activity)
For the Period Ended 30 April 2020

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Date prepared: 11/05/2020

SHIRE OF CHITTERING
Information Summary
For the Period Ended 30 April 2020

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. The figures in this report have not been audited and the end of year processes have not been finalised. It is possible these figures will change once the end of year processes have been completed.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by Reporting Program

Is presented on page 6 and shows a surplus as at 30 April 2020 of \$1,650,093.

Items of Significance

The material variance adopted by the Shire of Chittering for the 2019/20 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

Land and Buildings	▲	\$1,753,865
Plant and Equipment	▲	\$35,689
Infrastructure Assets - Roads	▲	\$1,207,969
Infrastructure Assets - Bridges	▲	\$164,900
Infrastructure Assets - Footpaths	▲	\$29,194
Infrastructure Assets - Drainage		\$0
Infrastructure Assets - Parks & Ovals	▲	\$157,280
Infrastructure Assets - Other	▲	\$10,000

Capital Revenue

Non-operating Grants, Subsidies and Contributions	▼	(\$1,696,665)
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Proceeds from Disposal of Assets	▲	\$5,000
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	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Mucea Hall Buildings (Capital)	#DIV/0!	\$ -	\$ -	\$ -
Lower Chittering Sports & Recreation Buildings (Capital)	0%	\$ 2,000,000	\$ 1,666,660	\$ -
Archibald Street	84%	\$ 116,925	\$ 97,410	\$ 98,601
Chittering Road (R2R)	64%	\$ 295,792	\$ 295,792	\$ 188,428
Mucea East Road Renewal (RRG)	46%	\$ 717,724	\$ 598,080	\$ 327,901
Mooliabeenie Road (BS)	0%	\$ 151,981	\$ 126,620	\$ 210
Chittering Road (BS)	8%	\$ 138,917	\$ 115,740	\$ 11,398
Wandena Road (BS)	3%	\$ 310,125	\$ 258,420	\$ 8,280
Reserve Road	7%	\$ 141,099	\$ 117,570	\$ 9,594
Forrest Hills Parade	39%	\$ 115,897	\$ 96,560	\$ 44,793
Ioppolo Road	13%	\$ 102,427	\$ 85,330	\$ 13,069
Hart Drive	2%	\$ 100,717	\$ 83,900	\$ 1,917
Ridgetop Ramble	29%	\$ 189,851	\$ 158,190	\$ 55,328
Mucea East Road (BS)	#DIV/0!	\$ -	\$ -	\$ -
	#DIV/0!	\$ -	\$ -	\$ -
	#DIV/0!	\$ -	\$ -	\$ -
Bridge 4868 - Chittering Valley Road	0%	\$ 270,000	\$ 224,980	\$ -
Bridge 5374 - Flat Rocks Rd	104%	\$ 285,000	\$ 237,480	\$ 297,560
Footpath - Archibald Street	100%	\$ 11,004	\$ 11,004	\$ 11,004
Blackboy Ridge Trail	#DIV/0!	\$ -	\$ -	\$ -
Carty Reserve Trail	#DIV/0!	\$ -	\$ -	\$ -
John Glenn Park Infrastructure Other (Capital)	#DIV/0!	\$ -	\$ -	\$ -
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	74%	\$ 1,119,248	\$ 927,099	\$ 824,836
Non-operating Grants, Subsidies and Contributions	34%	\$ 2,944,259	\$ 2,693,558	\$ 996,893
	45%	\$ 4,063,507	\$ 3,620,657	\$ 1,821,729

Rates Levied 100% \$ 5,791,085 \$ 5,791,085 \$ 5,799,886

% Compares Current YTD Actuals to Annual Budget

Financial Position		Prior Year 30 April 2019	Current Year 30 April 2020
Adjusted Net Current Assets	92%	\$ 1,788,666	\$ 1,650,093
Cash and Equivalent - Unrestricted	96%	\$ 2,566,541	\$ 2,460,270
Cash and Equivalent - Restricted	93%	\$ 2,118,673	\$ 1,972,542
Receivables - Rates	144%	\$ 372,667	\$ 537,175
Receivables - Other	122%	\$ 271,873	\$ 330,621
Payables	106%	\$ 1,034,536	\$ 1,095,726

% Compares Current YTD Actuals to Prior Year Actuals at the same time

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.

Preparation

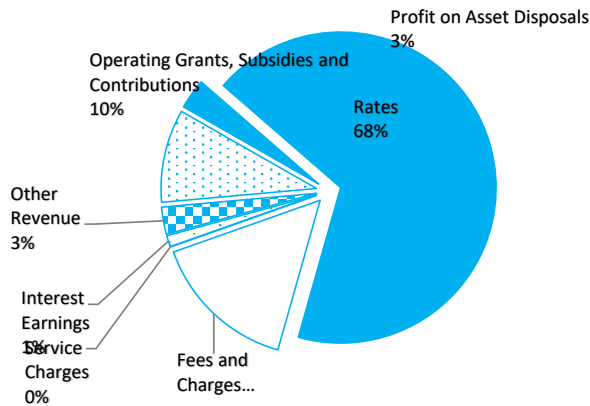
Prepared by: Sue Mills

Reviewed by: Melinda Prinsloo

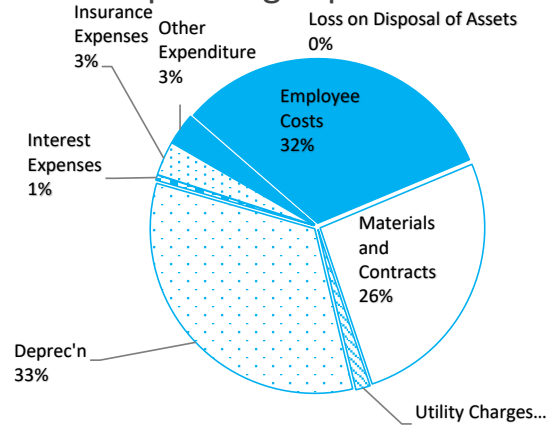
Date prepared: 11/05/2020

SHIRE OF CHITTERING
Information Summary
For the Period Ended 30 April 2020

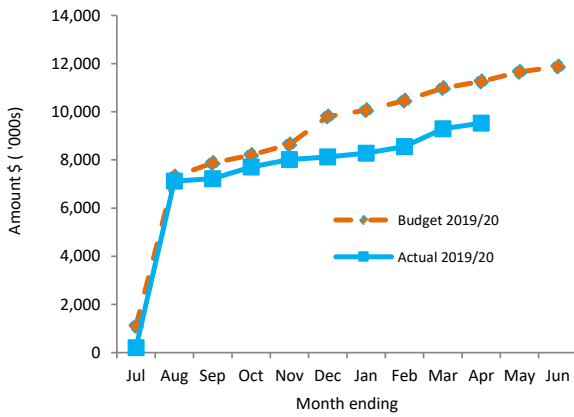
Operating Revenue



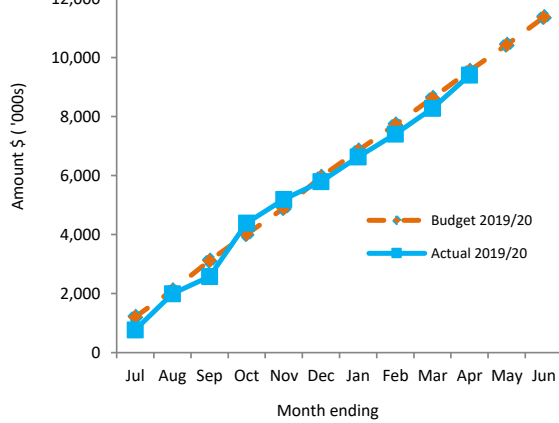
Operating Expenditure



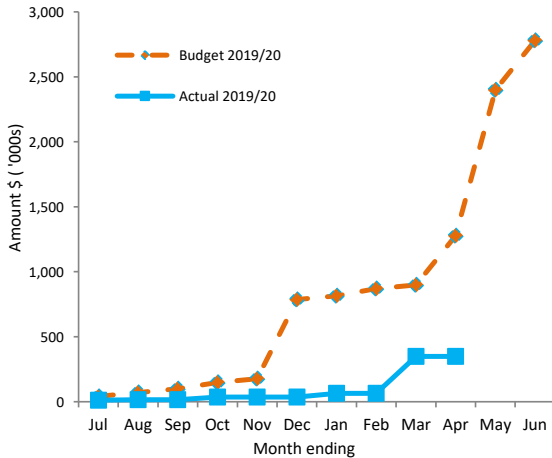
Budget Operating Revenues -v- Actual (Refer Note 2)



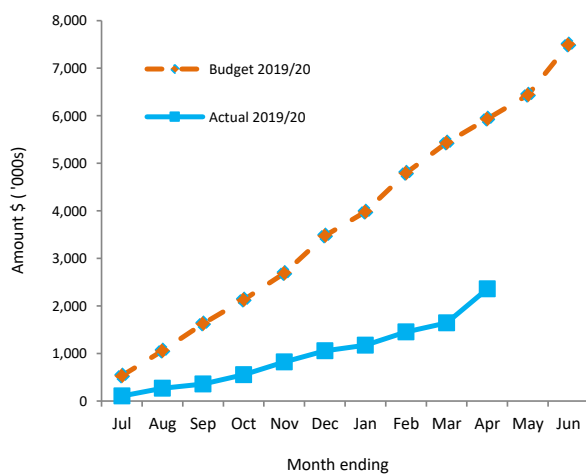
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

SHIRE OF CHITTERING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 April 2020

	Note	Adopted Annual Budget	Amended Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var. ▲▼	Significant Var. S
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus(Deficit)	3	652,057	912,530	912,530	912,530	0	0%		
Revenue from operating activities									
Governance		13,100	13,100	12,910	2,072	(10,838)	(84%)	▼	S
General Purpose Funding - Rates	9	5,786,316	5,786,316	5,791,085	5,799,886	8,801	0%	▲	
General Purpose Funding - Other		885,803	890,572	685,795	660,814	(24,981)	(4%)	▼	
Law, Order and Public Safety		281,533	279,266	278,495	212,159	(66,336)	(24%)	▼	S
Health		54,375	54,375	45,290	56,455	11,165	25%	▲	S
Education and Welfare		42,200	35,400	29,820	23,200	(6,620)	(22%)	▼	
Housing		123,400	130,840	109,114	125,239	16,125	15%	▲	S
Community Amenities		1,022,461	1,057,461	1,020,428	1,008,819	(11,609)	(1%)	▼	
Recreation and Culture		266,600	270,100	225,210	273,436	48,226	21%	▲	S
Transport		121,672	116,565	115,895	135,770	19,875	17%	▲	S
Economic Services		188,740	177,979	142,417	116,357	(26,060)	(18%)	▼	S
Other Property and Services		40,206	118,692	109,393	115,471	6,078	6%	▲	
		8,826,406	8,930,666	8,565,852	8,529,676	2			
Expenditure from operating activities									
Governance		(876,956)	(859,060)	(716,145)	(757,201)	(41,056)	(6%)	▼	
General Purpose Funding		(241,984)	(250,369)	(208,617)	(279,221)	(70,604)	(34%)	▼	S
Law, Order and Public Safety		(1,076,738)	(1,077,238)	(901,658)	(782,324)	119,334	13%	▲	S
Health		(357,611)	(364,747)	(314,717)	(304,156)	10,561	3%	▲	
Education and Welfare		(135,785)	(131,341)	(111,360)	(62,581)	48,779	44%	▲	S
Housing		(339,670)	(358,324)	(300,865)	(267,393)	33,472	11%	▲	S
Community Amenities		(2,129,154)	(2,165,969)	(1,822,266)	(1,867,296)	(45,030)	(2%)	▼	
Recreation and Culture		(1,816,328)	(1,814,069)	(1,515,983)	(1,314,088)	201,895	13%	▲	S
Transport		(3,071,863)	(3,069,927)	(2,559,454)	(3,015,453)	(455,999)	(18%)	▼	S
Economic Services		(1,185,617)	(1,219,532)	(1,006,339)	(698,020)	308,319	31%	▲	S
Other Property and Services		(22,358)	(56,307)	(92,830)	(54,598)	38,232	41%	▲	S
		(11,254,063)	(11,366,882)	(9,550,234)	(9,402,332)	3			
Operating activities excluded from budget									
Add back Depreciation		3,356,339	3,356,339	2,796,810	3,117,073	320,263	11%	▲	S
Adjust (Profit)/Loss on Asset Disposal	8	(40,922)	(24,419)	(15,561)	(252,493)	(236,932)	1523%	▼	
Movement in Leave Reserve (Added Back)		0	(44,033)	0	959	959		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	(243,035)	(243,035)		▼	
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		887,760	851,671	1,796,867	1,749,847				
Investing Activities									
Non-operating Grants, Subsidies and Contributions	11	4,941,772	2,944,259	2,693,558	996,893	(1,696,665)	(63%)	▼	S
Proceeds from Disposal of Assets	8	1,314,181	1,287,785	1,237,827	348,741	5	(72%)	▲	
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(3,991,885)	(2,372,934)	(2,003,848)	(249,983)	1,753,865	88%	▲	S
Plant and Equipment	13	(388,090)	(236,053)	(217,014)	(181,325)	35,689	16%	▲	S
Furniture and Equipment	13	0	0	0	0	0			
Infrastructure Assets - Roads	13	(2,653,269)	(2,690,529)	(2,291,062)	(1,083,093)	1,207,969	53%	▲	S
Infrastructure Assets - Bridges	13	(555,000)	(555,000)	(462,460)	(297,560)	164,900	36%	▲	S
Infrastructure Assets - Footpaths	13	(441,242)	(242,785)	(235,955)	(206,761)	29,194	12%	▲	S
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Parks & Ovals	13	(195,300)	(195,300)	(162,730)	(5,450)	157,280	97%	▲	S
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Sewerage	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(312,000)	(12,000)	(10,000)	0	10,000	100%	▲	S
Amount attributable to investing activities		(2,280,833)	(2,072,557)	(1,451,684)	(678,538)				
Financing Activities									
Proceeds from New Debentures		1,825,000	1,000,000	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		0	0	0	0	0			
Transfer from Reserves	7	650,925	491,915	39,750	0	(39,750)	100%	▼	
Advances to Community Groups		(625,000)	0	0	0	0			
Repayment of Debentures	10	(429,908)	(429,908)	(234,368)	(323,292)	(88,924)	(38%)	▼	S
Transfer to Reserves	7	(680,000)	(760,003)	(316,650)	(10,455)	306,195	97%	▲	S
Amount attributable to financing activities		741,017	302,004	(511,268)	(333,747)				
Closing Funding Surplus(Deficit)	3	1	(6,352)	746,445	1,650,093				

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CHITTERING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 April 2020

	Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. ▲▼	Significant Var. \$
		\$	\$	\$	\$	\$	%		
Opening Funding Surplus (Deficit)	3	652,057	912,530	912,530	912,530	0	0%		
Revenue from operating activities									
Rates	9	5,786,316	5,791,085	5,791,085	5,799,886	8,801	0%	▲	
Operating Grants, Subsidies and Contributions	11	1,107,401	1,119,248	927,099	824,836	(102,263)	(11%)	▼	\$
Fees and Charges		1,408,237	1,413,177	1,327,168	1,297,615	(29,553)	(2%)	▼	
Service Charges		0	0	0	0	0			
Interest Earnings		118,950	118,950	99,110	99,276	166	0%	▲	
Other Revenue		139,098	227,489	204,074	240,570	36,496	18%	▲	\$
Profit on Disposal of Assets	8	266,404	260,717	217,316	267,493	50,177	23%	▲	\$
		8,826,406	8,930,666	8,565,852	8,529,676				
Expenditure from operating activities									
Employee Costs		(3,634,542)	(3,659,449)	(3,071,759)	(3,037,060)	34,699	1%	▲	
Materials and Contracts		(3,156,847)	(3,229,556)	(2,688,946)	(2,462,197)	226,749	8%	▲	
Utility Charges		(177,043)	(177,043)	(150,328)	(133,838)	16,490	11%	▲	\$
Depreciation on Non-Current Assets		(3,356,339)	(3,356,339)	(2,796,810)	(3,117,073)	(320,263)	(11%)	▼	\$
Interest Expenses		(97,587)	(97,587)	(84,757)	(48,223)	36,534	43%	▲	\$
Insurance Expenses		(232,305)	(231,494)	(225,369)	(317,893)	(92,524)	(41%)	▼	\$
Other Expenditure		(373,918)	(379,116)	(330,510)	(271,048)	59,462	18%	▲	\$
Loss on Disposal of Assets	8	(225,482)	(236,298)	(201,755)	(15,000)	186,755	93%	▲	\$
		(11,254,063)	(11,366,882)	(9,550,234)	(9,402,332)				
Operating activities excluded from budget									
Add back Depreciation		3,356,339	3,356,339	2,796,810	3,117,073	320,263	11%	▲	\$
Adjust (Profit)/Loss on Asset Disposal	8	(40,922)	(24,419)	(15,561)	(252,493)	(236,932)	1523%	▼	
Movement in Leave Reserve (Added Back)		0	(44,033)	0	959	959		▲	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0			
Movement in Employee Benefit Provisions		0	0	0	0	0			
Rounding Adjustments		0	0	0	0	0			
Movement Due to Changes in Accounting Standards		0	0	0	(243,035)	(243,035)		▼	\$
Adjustment in Fixed Assets		0	0	0	0	0			
Amount attributable to operating activities		887,760	851,671	1,796,867	1,749,847				
Investing activities									
Grants, Subsidies and Contributions	11	4,941,772	2,944,259	2,693,558	996,893	(1,696,665)	(63%)	▼	\$
Proceeds from Disposal of Assets	8	1,314,181	1,287,785	1,237,827	348,741	(889,086)	(72%)	▼	\$
Land Held for Resale	13	0	0	0	0	0			
Land and Buildings	13	(3,991,885)	(2,372,934)	(2,003,848)	(249,983)	1,753,865	88%	▲	\$
Plant and Equipment	13	(388,090)	(236,053)	(217,014)	(181,325)	35,689	16%	▲	\$
Furniture and Equipment	13	0	0	0	0	0			
Infrastructure Assets - Roads	13	(2,653,269)	(2,690,529)	(2,291,062)	(1,083,093)	1,207,969	53%	▲	\$
Infrastructure Assets - Bridges	13	(555,000)	(555,000)	(462,460)	(297,560)	164,900	36%	▲	\$
Infrastructure Assets - Footpaths	13	(441,242)	(242,785)	(235,955)	(206,761)	29,194	12%	▲	\$
Infrastructure Assets - Drainage	13	0	0	0	0	0			
Infrastructure Assets - Parks & Ovals	13	(195,300)	(195,300)	(162,730)	(5,450)	157,280	97%	▲	\$
Infrastructure Assets - Airports	13	0	0	0	0	0			
Infrastructure Assets - Sewerage	13	0	0	0	0	0			
Infrastructure Assets - Other	13	(312,000)	(12,000)	(10,000)	0	10,000	100%	▲	\$
Amount attributable to investing activities		(2,280,833)	(2,072,557)	(1,451,684)	(678,538)				
Financing Activities									
Proceeds from New Debentures		1,825,000	1,000,000	0	0	0			
Proceeds from Advances		0	0	0	0	0			
Self-Supporting Loan Principal		0	0	0	0.00	0			
Transfer from Reserves	7	650,925	491,915	39,750	0.02	(39,750)	(100%)	▼	\$
Advances to Community Groups		(625,000)	0	0	0.00	0			
Repayment of Debentures	10	(429,908)	(429,908)	(234,368)	(323,292)	(88,924)	(38%)	▼	\$
Transfer to Reserves	7	(680,000)	(760,003)	(316,650)	(10,455)	306,195	97%	▲	\$
Amount attributable to financing activities		741,017	302,004	(511,268)	(333,747)				
Closing Funding Surplus (Deficit)	3	1	(6,352)	746,445	1,650,093				

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CHITTERING
STATEMENT OF FINANCIAL ACTIVITY
(Business Unit)
For the Period Ended 30 April 2020

	Note	Adopted Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)/(a)	Var. ▲▼
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	652,057	912,530	912,530	912,530	0	0%	
Revenue from operating activities								
Chief Executive Office			760	566	453	(113)	(20%)	▼
Corporate Services			(3,306,589)	(3,971,847)	(4,373,233)	(401,386)	10%	▼
Rates	9		5,783,631	5,783,631	5,796,996	13,365	0%	▲
Untied Grants	11		797,668	627,827	590,748	(37,079)	(6%)	▼
Community Services			253,320	188,720	131,194	(57,526)	(30%)	▼
Development Services			376,633	280,586	194,793	(85,793)	(31%)	▼
Engineering Services			843,374	628,301	493,368	(134,933)	(21%)	▼
		0	4,748,797	3,537,784	2,834,319			
Expenditure from operating activities								
Chief Executive Office			(335,400)	(253,607)	(190,042)	63,565	25%	▲
Corporate Services			(2,270,880)	(1,717,088)	(1,603,272)	113,816	7%	▲
Community Services			(1,097,983)	(830,221)	(471,237)	358,984	43%	▲
Development Services			(722,030)	(545,950)	(426,403)	119,547	22%	▲
Engineering Services			(2,508,179)	(1,896,516)	(1,548,342)	348,174	18%	▲
		0	(6,934,472)	(5,243,382)	(4,239,296)			
Operating activities excluded from budget								
Add back Depreciation		3,356,339	3,356,339	2,796,810	3,117,073	320,263	11%	▲
Adjust (Profit)/Loss on Asset Disposal	8	(40,922)	(24,419)	(15,561)	(252,493)	(236,932)	1523%	▼
Adjust Provisions and Accruals		0	0	0	0	0		
Amount attributable to operating activities		3,315,417	1,146,245	1,075,651	1,459,602			
Investing Activities								
Non-operating Grants, Subsidies and Contributions	11	4,941,772	2,944,259	2,693,558	996,893	(1,696,665)	(63%)	▼
Proceeds from Disposal of Assets	8	1,314,181	1,287,785	1,237,827	348,741	(889,086)	(72%)	▼
Land Held for Resale		0	0	0	0	0		
Land and Buildings	13	(3,991,885)	(2,372,934)	(2,003,848)	(249,983)	1,753,865	88%	▲
Plant and Equipment	13	(388,090)	(236,053)	(217,014)	(181,325)	35,689	16%	▲
Furniture and Equipment	13	0	0	0	0	0		
Infrastructure Assets - Roads	13	(2,653,269)	(2,690,529)	(2,291,062)	(1,083,093)	1,207,969	53%	▲
Infrastructure Assets - Bridges	13	(555,000)	(555,000)	(462,460)	(297,560)	164,900	36%	▲
Infrastructure Assets - Footpaths	13	(441,242)	(242,785)	(235,955)	(206,761)	29,194	12%	▲
Infrastructure Assets - Drainage	13	0	0	0	0	0		
Infrastructure Assets - Parks & Ovals		(195,300)	(195,300)	(162,730)	(5,450)		97%	
Infrastructure Assets - Other	13	(312,000)	(12,000)	(10,000)	0	10,000	100%	▲
Amount attributable to investing activities		(2,280,833)	(2,072,557)	(1,451,684)	(678,538)			
Financing Activities								
Proceeds from New Debentures		1,825,000	1,000,000	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	7	650,925	491,915	39,750	0	(39,750)	(100%)	▼
Advances to Community Groups		(625,000)	0	0	0	0		
Repayment of Debentures	10	(429,908)	(429,908)	(234,368)	(323,292)	(88,924)	(38%)	▼
Transfer to Reserves	7	(680,000)	(760,003)	(316,650)	(10,455)	306,195	97%	▲
Amount attributable to financing activities		741,017	302,004	(511,268)	(333,747)			
Closing Funding Surplus(Deficit)	3	2,427,658	288,222	25,229	1,359,848			

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CHITTERING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 April 2020

Capital Acquisitions

	Note	YTD Actual New/ Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Adopted Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land Held for Resale	13	0	0	0	0	0	0
Land and Buildings	13	0	249,983	2,003,848	3,991,885	249,983	(1,753,865)
Plant and Equipment	13	0	181,325	217,014	388,090	181,325	(35,689)
Furniture and Equipment	13	0	0	0	0	0	0
Infrastructure Assets - Roads	13	0	1,083,093	2,291,062	2,653,269	1,083,093	(1,207,969)
Infrastructure Assets - Bridges	13	0	297,560	462,460	555,000	297,560	(164,900)
Infrastructure Assets - Footpaths	13	0	206,761	235,955	441,242	206,761	(29,194)
Infrastructure Assets - Drainage	13	0	0	0	0	0	0
Infrastructure Assets - Parks & Ovals	13	0	5,450	162,730	195,300	5,450	(157,280)
Infrastructure Assets - Airports	13	0	0	0	0	0	0
Infrastructure Assets - Sewerage	13	0	0	0	0	0	0
Infrastructure Assets - Other	13	0	0	10,000	312,000	0	(10,000)
Capital Expenditure Totals		0	2,024,172	5,383,069	8,536,786	2,024,172	(3,358,897)
Capital acquisitions funded by:							
Capital Grants and Contributions				2,693,558	4,941,772	996,893	
Borrowings				0	1,825,000	0	
Other (Disposals & C/Fwd)				1,237,827	1,314,181	348,741	
Council contribution - Cash Backed Reserves							
Various Reserves				39,750		0	
Council contribution - operations				1,411,934		678,538	
Capital Funding Total				5,383,069		2,024,172	

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 1: Significant Accounting Policies**(a) 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), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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.

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.

(b) 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 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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.

(e) 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.

(f) Cash and Cash Equivalents

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.

(g) 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

(h) 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.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

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.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 1: Significant Accounting Policies**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	30 to 50 years
Plant and Equipment - Furniture	4 to 10 years
Plant and Equipment - Computer Hardware	3 years
Plant and Equipment - Heavy	5 to 15 years
Plant and Equipment - Light	0 to 10 years
Sealed roads and streets	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
gravel sheet	12 years
Formed roads	
formation (clearing and earthworks)	not depreciated
pavement (construction and road base)	50 years
Footpaths - slab	40 years
Footpaths - asphalt	10 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year

Date prepared: 10/03/2020

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

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.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 1: 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.

(n) Provisions

Provisions are recognised when: The Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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.

(p) Nature or Type Classifications**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.

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

**SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020**

Note 1: Significant Accounting Policies

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.

(r) Program Classifications (Function/Activity)

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

GOVERNANCE**Objective:**

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

Activities:

Includes the activities of members of council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

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

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH**Objective:**

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING**Objective:**

To provide and maintain staff, community and senior residents housing.

Activities:

Provision and maintenance of staff, community and senior residents housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the community.

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

TRANSPORT**Objective:**

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES**Objective:**

To help promote the Shire and its economic wellbeing.

**SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020**

Note 1: Significant Accounting Policies**Activities:**

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. building control.

OTHER PROPERTY AND SERVICES**Objective:**

To monitor and control Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.
































































SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 2: Explanation of Material Variances

Variances will be adjusted following the adoption of the Budget Review.

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 budget materially.

The material variance adopted by Council for the 2019/20 year is \$10,000 and 10%.

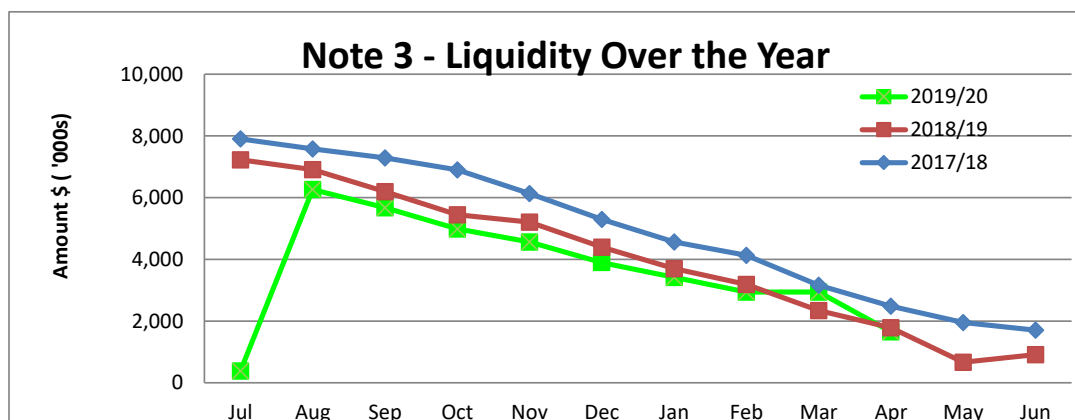
Reporting Program	Var. \$	Var. %	Var.  	Significant Var. 	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	\$	%				
Governance	(10,838)	(84%)			Permanent	Reimbursements less than budgeted
General Purpose Funding - Rates	8,801	0%				
General Purpose Funding - Other	(24,981)	(4%)				
Law, Order and Public Safety	(66,336)	(24%)			Timing	Operating Grant not received yet
Health	11,165	25%			Permanent	Fines and Penalties more than budgeted
Education and Welfare	(6,620)	(22%)				
Housing	16,125	15%			Permanent	Less rent received than budgeted
Community Amenities	(11,609)	(1%)				
Recreation and Culture	48,226	21%			Timing	Asset disposal spread over 12 months
Transport	19,875	17%			Timing	Grant revenue not received yet
Economic Services	(26,060)	(18%)			Permanent	Various events and contributions not proceeding
Other Property and Services	6,078	6%				
Expenditure from operating activities						
Governance	(41,056)	(6%)				
General Purpose Funding	(70,604)	(34%)			Permanent	Valuation and Fees more than budgeted
Law, Order and Public Safety	119,334	13%			Timing	Expenses for Fire Prevention and Animal Control less than budgeted
Health	10,561	3%				
Education and Welfare	48,779	44%			Permanent	Various Programs and events not expended
Housing	33,472	11%			Timing	Maintenance on Housing less than budgeted
Community Amenities	(45,030)	(2%)				
Recreation and Culture	201,895	13%			Timing	Expenditure on Ovals, Public Conveniences and Consultants less than budgeted
Transport	(455,999)	(18%)			Timing	Admin allocations and Depreciation costs to be adjusted
Economic Services	308,319	31%			Timing	Tourism Events and Weed Control less than budgeted
Other Property and Services	3	41%				
Investing Activities						
Non-operating Grants, Subsidies and Contributions	(1,696,665)	(63%)			Permanent	Lower Chittering Sports Grant not proceeding , Some Roads Grants not Received yet
Proceeds from Disposal of Assets	5	(72%)			Timing	
Land Held for Resale	0					
Land and Buildings	1,753,865	88%			Timing	
Plant and Equipment	35,689	16%			Timing	
Infrastructure Assets - Roads	1,207,969	53%			Timing	
Infrastructure Assets - Bridges	164,900	36%			Timing	
Infrastructure Assets - Footpaths	29,194	12%				
Infrastructure Assets - Drainage	0					
Infrastructure Assets - Parks & Ovals	157,280	97%			Timing	
Infrastructure Assets - Other	10,000	100%			Timing	
Financing Activities						
Proceeds from New Debentures	0					
Proceeds from Advances	0					
Self-Supporting Loan Principal	0					
Transfer from Reserves	(39,750)	100%				
Advances to Community Groups	0					
Repayment of Debentures	(88,924)	(38%)			Timing	
Transfers to Reserves	306,195	97%			Timing	Transfers not required yet

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30/06/2019	30/04/2019	30/04/2020
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,319,505	2,412,097	1,915,155
Cash Restricted - Conditions over Grants	11	119,473	154,444	545,115
Cash Restricted - Reserves	4	1,962,087	2,118,673	1,972,542
Receivables - Rates	6	309,589	372,667	537,175
Receivables - Other	6	415,863	271,873	330,621
Inventories		5,068	2,248	20,535
		4,131,585	5,332,002	5,321,143
Less: Current Liabilities				
Payables		(772,700)	(1,034,536)	(1,095,726)
Contract Liabilities		0	0	(119,473)
Loan Liability		(408,220)	(640)	(84,928)
Provisions		(664,142)	(529,073)	(664,142)
		(1,845,062)	(1,564,249)	(1,964,269)
Less: Cash Reserves	7	(1,962,087)	(2,118,673)	(1,972,542)
Add Back: Component of Leave Liability not Required to be funded		179,874	138,946	180,833
Add Back: Current Loan Liability		408,220	640	84,928
Net Current Funding Position		912,530	1,788,666	1,650,093



Comments - Net Current Funding Position

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$	\$			
(a) Cash Deposits								
Municipal Bank Account	1,454,460				1,454,460	Bendigo	1.25%	At Call
Municipal Investment Account	0				0	Bendigo	0.00%	At Call
Reserve Bank Account		14,033			14,033	Bendigo	2.25%	At Call
Cash On Hand - Admin	600				600	N/A	Nil	On Hand
Cash On Hand - Refuse Site	350				350	N/A	Nil	On Hand
Petty Cash - Admin	500				500	N/A	Nil	On Hand
Cash On Hand 7	0				0	N/A	Nil	On Hand
Trust Cash At Bank			10		10	Bendigo	0.00%	At Call
(b) Term Deposits								
Term Deposit Investments	1,004,350				1,004,350	Bendigo	1.25%	17-Sep-20
Reserve Bank - Term Deposit Investments		1,958,509			1,958,509	Bendigo	1.25%	16-Jun-20
(c) Investments								
Shares - Chittering Financial Services				42,500	42,500	N/A	Nil	On Hand
Total	2,460,260	1,972,542	10	42,500	4,475,312			

Comments/Notes - Investments

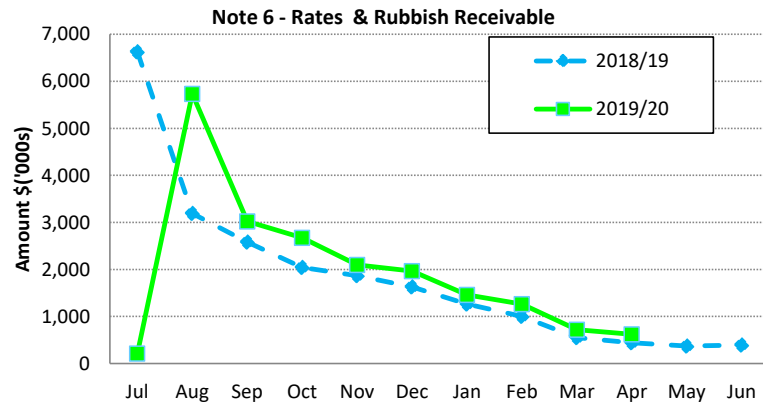
SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 6: Receivables

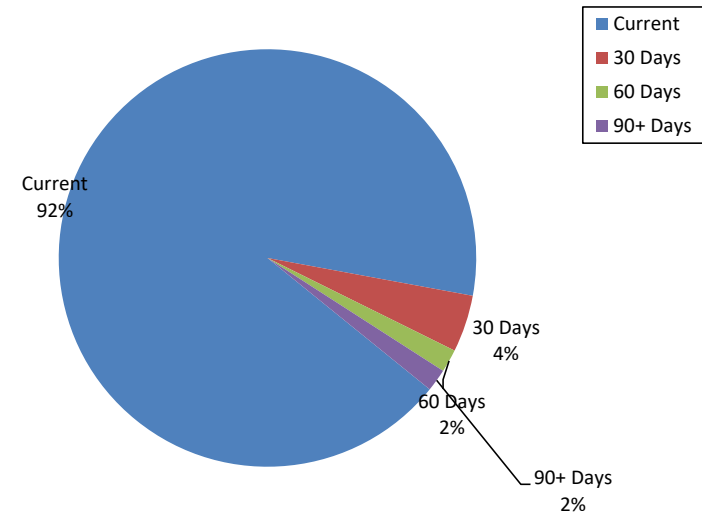
Receivables - Rates & Rubbish	30 April 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	394,697	364,460
Levied this year	6,648,044	6,278,439
<u>Less</u> Collections to date	(6,420,458)	(6,248,201)
Equals Current Outstanding	622,284	394,697
Net Rates Collectable	622,284	394,697
% Collected	91.16%	94.06%

Receivables - General	Current	30 Days	60 Days	90+ Days	90+Days
	\$	\$	\$	\$	\$
Receivables - General	206,948	9,924	3,994	3,911	224,777
Balance per Trial Balance					
Sundry Debtors					224,010
Receivables - Other					106,610
Total Receivables General Outstanding					330,621

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates & Rubbish

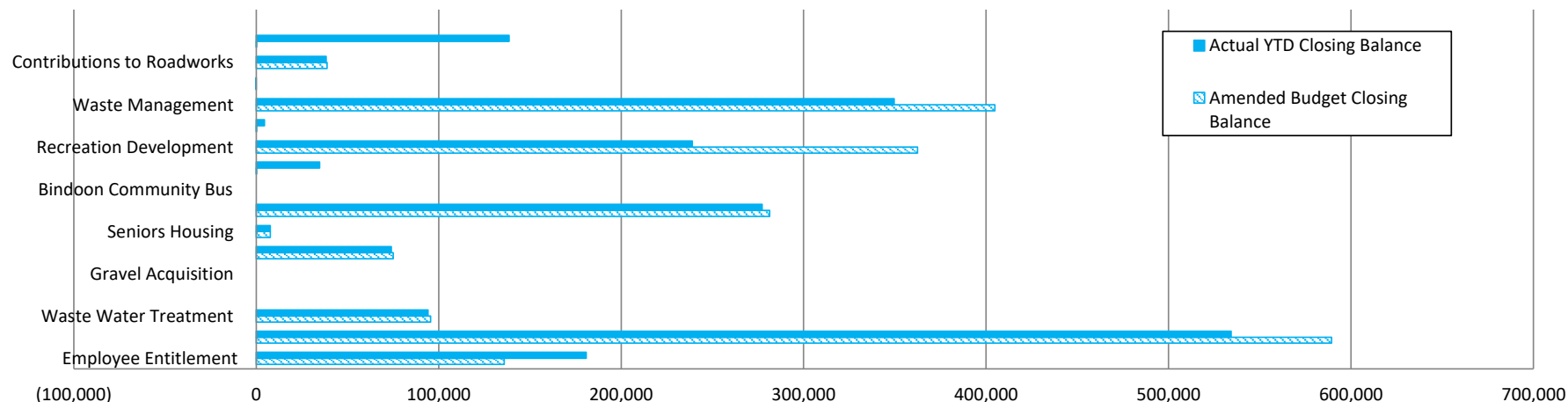
[Insert explanatory notes and commentary on trends and timing]

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Employee Entitlement	179,874	3,667	959	0	0	(47,700)	0	135,841	180,833
Plant Replacement	531,484	10,835	2,832	300,000	0	(252,909)	0	589,410	534,316
Waste Water Treatment	93,598	1,908	499	0	0	0	0	95,506	94,097
Public Amenities & Buildings	0	0	0	0	0	0	0	0	0
Gravel Acquisition	0	0	0	0	0	0	0	0	0
Community Housing	73,576	1,500	392	0	0	0	0	75,076	73,968
Seniors Housing	7,585	155	41	0	0	0	0	7,740	7,626
Public Open Space	275,751	5,622	1,469	0	0	0	0	281,373	277,220
Bindoon Community Bus	0	0	0	0	0	0	0	0	0
Bindoon Cemetery Development	34,568	705	185	0	0	(35,261)	0	12	34,753
Recreation Development	237,663	4,845	1,266	290,000	0	(170,000)	0	362,508	238,929
Ambulance Replacement	4,422	90	23	0	0	(4,510)	0	2	4,445
Waste Management	347,735	7,089	1,853	50,000	0	0	0	404,824	349,587
Landcare Vehicles	(0)	0	0	0	0	0	(0)	(0)	(0)
Contributions to Roadworks	38,028	775	203	0	0	0	0	38,803	38,231
Unspent Grants	137,803	2,809	734	0	0	(140,545)	0	67	138,537
	1,962,087	40,000	10,455	640,000	0	(650,925)	(0)	1,991,162	1,972,542

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land and Buildings								
LDV195	LAND - Lot 99 and Lot 100 Santa Gertrudis Drive, Lower Chitt	20,455	277,500	257,045		15,000	275,000	260,000	
LDV856	LAND - Lot 168 Binda Place, Bindoon - Land					349,712	350,000	288	
LDV144	LAND - Lot 14 Wells Glover Road Bindoon [old Tennis Courts]					320,000	120,000		(200,000)
LDV181	LAND - Lot 104 Gray Rd Bindoon					200,000	200,000		
LDV641	LAND - Lot M 1496 Muchea East [near new Saleyards Complex]					260,000	260,000		
	Plant and Equipment								
MVS159	OCH Holden Caprice 2015 Sedan (CEO) (POX)	20,894	20,634		(260)	31,069	17,727		(13,342)
MVU713	CH10421 FORD COURIER 2004 UTE (FIRE SERVICE) (P10421)					7,873	7,818		(55)
MVS725	CH451 HOLDEN MALIBU 2014 Sedan (HEALTH) (P0005)	10,000	1,643		(8,357)	14,997	10,000		(4,997)
MVU715	CH5007 HOLDEN COLORADO TTOP (NRM AG) (P5007)					18,000	12,727		(5,273)
MVM002	CH5464 TOYOTA COASTER BUSTYP 21 SEAT (COMMUNITY) (P5464)					9,893	15,000	5,107	
MVU716	CH1891 HOLDEN COLORADO TTP EBICG (LANDCARE) (P1891)	13,091	17,552	4,461		12,704	12,727	23	
MVS723	CH1262 HOLDEN MALIBU 2014 Sedan (BUILDING SURVEYOR)	10,030	3,648		(6,382)	9,992	10,000	8	
MVS131	P&E - 2015 Holden Commodore SV6 Sedan - White (EMDS)	10,000	10,406	406	0	9,022	10,000	978	
MVU714	CH10648 HOLDEN COLORADO TTOP Space Cab Chassis (NRM)	11,778	17,359	5,581		14,997	13,182		(1,815)
MVS721	CH1270 HOLDEN COMMODORE 2015 SEDAN (EMCS) (P1270)								
		96,248	348,741	267,493	(15,000)	1,273,259	1,314,181	266,404	(225,482)

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV	10.3680	1,652	31,023,987	3,216,629	17,885	1,187	3,235,701	3,216,629	0	0	3,216,629
UV	0.6450	725	323,191,000	2,085,552	(5,291)	(416)	2,079,845	2,085,552	0	0	2,085,552
Sub-Totals		2,377	354,214,987	5,302,181	12,594	771	5,315,546	5,302,181	0	0	5,302,181
Minimum Payment	\$										
GRV	1,050.00	389	2,368,828	408,450	0	0	408,450	408,450	0	0	408,450
UV	1,000.00	73	5,333,674	73,000	0	0	73,000	73,000	0	0	73,000
Sub-Totals		462	7,702,502	481,450	0	0	481,450	481,450	0	0	481,450
		2,839	361,917,489	5,783,631	12,594	771	5,796,996	5,783,631	0	0	5,783,631
Discounts							0				0
Concession							0				0
Amount from General Rates							5,796,996				5,783,631
Ex-Gratia Rates							2,890				2,685
Rates Adjustments							0				0
Movement in Excess Rates							0				0
Specified Area Rates							0				0
Totals							5,799,886				5,786,316

Comments - Rating Information

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars/Purpose	01 Jul 2019	New Loans			Principal Repayments			Principal Outstanding			Interest Repayments			
		YTD Actual	Amended Budget	Adopted Budget	Actual YTD	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	Actual	Amended Budget	Adopted Budget	
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Governance														
Loan 80 Admin Server/IT Upgrade	WATC	81,065.82	0	0	0	9,660.65	19,453	19,453	71,405.17	61,613	61,613	869	2,074	2,074
Health														
Loan 79 - Multi Purpose Health Centre	WATC	535,496.00	0	0	0	35,051.23	28,366	28,366	500,444.77	507,130	507,130	19,078	23,306	23,306
Housing														
Loan 72 Staff Housing Development	KEYSTART	71,810.68	0	0	0	30,235.87	31,090	31,090	41,574.81	40,721	40,721	2,949	3,165	3,165
Loan 73 Seniors & Community Housing	WATC	26,513.06	0	0	0	9,130.86	11,450	11,450	17,382.20	15,063	15,063	1,048	1,824	1,824
Recreation and Culture														
Loan 74 Land Acquisition Gray Road	WATC	51,671.16	0	0	0	14,719.22	18,556	18,556	36,951.94	33,115	33,115	2,215	3,689	3,689
Loan 87 Lower Chittering Sport & Rec Centre	WATC	0.00	0	1,000,000	1,200,000	0.00	21,283	21,283	0.00	978,717	1,178,717	0	20,160	20,160
Loan 88 LCSRC Self Supporting (IHC)	WATC	0.00	0	0	625,000	0.00	0	0	0.00	0	625,000	0	0	0
Transport														
Loan 79 New Grader	WATC	249,689.53	0	0	0	6,541.06	13,226	13,226	243,148.47	236,464	236,464	1,034	10,867	10,867
Economic Services														
Loan 81 Land Lot 215 Great Nth Hwy	WATC	40,691.92	0	0	0	26,971.21	26,971	26,971	13,720.71	13,721	13,721	504	789	789
Loan 85 Land Lot 215 Great Nth Hwy	VENDOR	125,000.00	0	0	0	62,500.00	62,500	62,500	62,500.00	62,500	62,500	3,064	3,750	3,750
Loan 82 Land Lot 168 Binda Place	WATC	577,617.79	0	0	0	60,498.35	60,498	60,498	517,119.44	517,120	517,120	11,846	17,160	17,160
Loan 83 Lifestyle Village	WATC	650,000.00	0	0	0	62,679.98	125,865	125,865	587,320.02	524,135	524,135	5,233	9,960	9,960
Other Property & Services														
Loan 86 Admin Telephone System	WATC	55,000.00	0	0	0	5,303.69	10,650	10,650	49,696.31	44,350	44,350	385	843	843
		2,464,555.96	0	1,000,000	1,825,000	323,292.12	429,908	429,908	2,141,263.84	3,034,648	3,859,648	48,223	97,587	97,587

All debenture repayments, other than self supporting loans, will be financed by general purpose revenue.

(b) New Debentures

Particulars/Purpose	Amount Borrowed			Institution	(Years)	Rate	Amount Used			Balance Unspent		
	Actual	Budget	Budget				Actual	Budget	Budget	Actual	Budget	Budget
	\$	\$	\$			%	\$	\$	\$	\$	\$	\$
Loan 87 Lower Chittering Sport & Rec Centre	0	1,000,000	1,200,000	WATC	5	3.36	0	1,000,000	1,200,000	0	0	0
Loan 88 LCSRC Self Supporting (IHC)	0	0	0	WATC	5	3.36	0	0	0	0	0	0
	0	0	0				0	0	0	0	0	0
	0	1,000,000	1,200,000				0	1,000,000	1,200,000	0	0	0

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 11: Grants and Contributions

Grant Provider	Type	Opening	Adopted Budget		YTD	Adopted	Revisd	YTD Actual		Unspent	Unspent	
		Balance (a)	Operating	Capital	Revised Budget	Annual Budget	Annual Budget	Revenue	(Expended) (b)	Grant (Tied) (a)+(b)	Grant (Tied) (a)+(b)	
			\$	\$	\$			\$	\$	\$	\$	
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	412,627	0	309,468	412,627	412,627	323,111	(402,623)	0	0
Grants Commission - Roads	WALGGC	Operating	0	267,476	0	200,607	267,476	267,476	153,525	(221,683)	0	0
Governance												
Apprenticeship Training and IT Vision COA Contribution		Operating	0	0	0	0	0	0	0	0	0	0
Law, Order and Public Safety												
Grant - Watering WA - Remote Tank Monitoring		Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - AWARE - Raising Resilience	Office of Emergency Management	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Safer Communities CCTV	Office of Emergency Management	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Stronger Communities - Defibrillators CFS	Dept Infrastructure/Communities	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Contribution - ESL BFB		Operating	0	0	0	0	0	0	0	0	0	0
Grant - ESL BFB Operating Grant	Dept Fire & Emergency Service	Operating - Tied	0	220,033	0	220,032	220,033	220,033	168,883	0	168,883	168,883
Grant - ESL SES Operating Grant	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - ESL BFB Capital Grant	Dept Fire & Emergency Service	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - BRMP BAL Training	FAL Australia	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Community Emergency Service Manager (CESM)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - CESM Vehicle	Dept Fire & Emergency Service	Operating - Tied	0	12,000	0	12,000	12,000	12,000	0	(15,260)	(15,260)	0
Grant - Bushfire Risk Management (BRMP)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Fire Mitigation Activity Funding (MAF)	Dept Fire & Emergency Service	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Education & Welfare												
Grant - Seniors Week	COTA WA	Operating - Tied	0	1,000	0	1,000	1,000	1,000	1,000	(1,060)	(60)	0
Grant - Volunteers Day	Volunteering WA	Operating - Tied	0	1,000	0	830	1,000	1,000	0	0	0	0
Grant - Thank a Volunteer	Dept Local Govt & Communities	Operating - Tied	0	0	0	1,000	0	1,000	1,000	0	1,000	1,000
Grant - Wear Ya Wellies	LotteryWest	Operating - Tied	0	21,300	0	17,750	21,300	21,300	21,000	0	21,000	21,000
Contribution - Wear Ya Wellies	Various	Operating - Tied	0	7,600	0	6,330	7,600	7,600	0	0	0	0
Grant - Youth Events	LotteryWest	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Me @ 3 Program	Anglicare	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Community Amenities												
			0	0	0	0	0	0	0	0	0	0
Recreation and Culture												
Contribution - Sandown Park Toilet Block	South Midlands Polocrosse Club	Non-operating	0	0	0	0	0	0	0	0	0	0
Contribution - Chinkabee Court Resurfacing	Bindoon Sport & Rec	Non-operating	0	0	0	0	0	0	0	0	0	0
Contribution - Chinkabee Court Resurfacing	Bindoon Sport & Rec	Non-operating	0	0	0	0	0	0	0	0	0	0
Contribution - Bindoon Cricket Pitch	Bindoon Sport & Rec	Non-operating	0	0	0	0	0	0	0	0	0	0
Contribution - LCSRC Immaculate Heart (SSL)	1st Drawdown	Non-operating	0	0	625,000	0	625,000	0	0	(93,596)	(93,596)	0
Contribution - LCSRC Immaculate Heart (BBRF)	Milestone 1 and 2	Non-operating	0	0	1,736,180	808,330	1,736,180	970,000	0	0	0	0
Grant - Kidsport	Dept Sport and Recreation	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Carty to Clune Trail - Duplicated here and Transport		Non-operating	0	0	100,000	0	100,000	0	0	0	0	0
Grant - Blackboy Ridge Basic Enhancements - Withdrawn	LotteryWest	Non-operating	0	0	60,000	0	60,000	0	0	0	0	0
Contribution - Brockman Centre Ramps and Paths - Withdrawn	Brockman Centre	Non-operating	0	0	8,000	0	8,000	0	0	0	0	0
Grant - Brockman Centre Access Ramps and Paths - Withdrawn		Non-operating	0	0	20,000	0	20,000	0	0	(13,100)	(13,100)	0
Contribution - Muchea Cricket Nets	Muchea Cricket Club	Non-operating	0	0	0	0	0	0	0	0	0	0
Contribution - Muchea Cricket Nets	Muchea Cricket Club	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Muchea Cricket Nets	Dept Local Govt & Communities	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Muchea Dual Pump & Jump Track - Withdrawn		Non-operating	0	0	150,000	0	150,000	0	0	0	0	0
Grant - Cadbury Fundraiser	Cadbury	Operating	0	0	0	0	0	118	0	0	0	0
Grant - Cadbury Fundraiser	Cadbury	Operating	0	1,000	0	830	1,000	1,000	402	0	0	0
Transport												
Grant - Street Lighting	Main Roads WA	Operating	0	4,000	0	3,330	4,000	4,000	0	(42,783)	0	0
Contribution - Road Works	Various	Operating - Tied	0	0	0	0	0	0	155	0	155	155
Grant - Direct Road	Main Roads WA	Operating	0	112,565	0	112,565	112,565	112,565	112,565	0	0	0
Grant - Black Spot - Chittering Road 2018/19	Main Roads WA	Non-operating	0	0	203,730	111,238	203,730	111,238	35,677	(11,398)	24,279	24,279
Grant - Black Spot - Muchea East Road 2015/16	Main Roads WA	Non-operating	0	0	121,088	121,088	121,088	121,088	0	0	0	0
Grant - Black Spot - Blue Plains/Maddern Road	Main Roads WA	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Black Spot - Julimar Road	Main Roads WA	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Black Spot - Wandena Road 2018/19	Main Roads WA	Non-operating	79,473	0	205,283	205,283	205,283	205,283	83,873	(8,280)	155,066	155,066
Grant - Black Spot - Mooliabeenee Road 2018/19	Main Roads WA	Non-operating	0	0	101,321	101,321	101,321	40,528	(210)	40,318	40,318	
Grant - Chittering Road 2019/20	Roads to Recovery	Non-operating	0	0	236,633	295,792	236,633	295,792	295,792	(188,428)	107,364	107,364
Grant - Bridge 4701 Blizzard Road	Regional Road Group	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - WALGCC Bridge 5374 Flat Rocks Road	Regional Road Group	Non-operating	40,000	0	325,000	277,500	325,000	325,000	129,545	(297,560)	(128,014)	0
Grant - WALGCC Bridge 4868 Chittering Valley Road	Regional Road Group	Non-operating	0	0	270,000	112,500	270,000	135,000	0	0	0	0
Grant - Regional Road Group - Chittering Road	Regional Road Group	Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Muchea East Road 2017/18 - 2018/19	Regional Road Group	Non-operating	0	0	565,356	565,356	565,356	565,356	278,266	(327,901)	(49,635)	0
Grant - Archibald Street Footpath (Link Connect)	Department of Transport	Non-operating	0	0	114,181	95,150	114,181	114,181	133,211	(201,845)	(68,633)	0
Grant - Mountain Bike Trail		Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Carty to Clune Trail		Non-operating	0	0	100,000	0	100,000	0	0	0	0	0
Contribution - Lot 2 Reserve Road Supervision Fee	Riverside Investments	Operating - Tied	0	0	0	0	0	10,440	0	0	10,440	10,440
Economic Services												
Grant - Taste of Chittering	LotteryWest /TourismWA	Operating - Tied	0	15,000	0	12,500	15,000	15,000	15,000	(61,995)	(46,995)	0
Contribution - Taste of Chittering	Various	Operating - Tied	0	8,000	0	8,000	8,000	8,000	12,191	0	12,191	12,191
Contribution - Taste of Chittering	Various	Operating - Tied	0	22,500	0	18,750	22,500	22,500	3,120	0	3,120	3,120
Grant - Tourism WA/Road Safety - TASTE	Road Safety Council	Operating - Tied	0	1,300	0	1,080	1,300	1,300	1,300	0	1,300	1,300
Contribution - Tourism Action Plan Signage	Various	Operating	0	0	0	1,027	0	1,027	1,027	0	0	0
Grant - Community Garden Visitor Centre	Dept Communities	Operating - Tied	0	0	0	0	0	9,820	0	(4,500)	(4,500)	0
Grant - Visitor Centre Auto Door		Non-operating	0	0	0	0	0	0	0	0	0	0
Grant - Muchea Employment Node - Special Projects Officer	Building Better Regions	Operating - Tied	0	0	0	0	0	0	0	0	0	0
Grant - Visitor Centre Sustainability	TourismWA	Operating - Tied	0	0	0	0	0	0	0	0	0	0
TOTALS			119,473	1,107,401	4,941,772	3,620,657	6,049,173	4,063,507	1,821,729	(1,892,221)	125,322	545,115
SUMMARY												
Operating	Operating Grants, Subsidies and Contributions		0	797,668	0	627,827	797,668	798,695	590,748	(667,089)	0	0
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	309,733	0	299,272	309,733	320,553	234,088	(82,815)	151,274	218,088
Non-operating	Non-operating Grants, Subsidies and Contributions		119,473	0	4,941,772	2,693,558	4,941,772	2,944,259	996,893	(1,142,318)	(25,952)	327,027
TOTALS			119,473	1,107,401	4,941,772	3,620,657	6,049,173	4,063,507	1,821,729	(1,892,221)	125,322	545,115

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 April 2020

Note 12: Restricted Cash - Bonds and Deposits and Trust Funds

In previous years, bonds and deposits were held as trust monies. They are still reported in this Note but also included in Restricted Cash - Bonds and Deposits and as a current liability in the books of Council.

Trust 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 01 Jul 2019	Amount Received	Amount Paid	Closing Balance 30 Apr 2020
	\$	\$	\$	\$
Restricted Cash - Bonds and Deposits				
Animal Control	150.00	883.89	(616.68)	417.21
Bonds - Community Bus	1,100.00	500.00	(500.00)	1,100.00
Construction Training Fund (CTF)	1,629.61	14,639.15	(15,877.31)	391.45
Bonds - Crossovers	16,513.89	0.00	0.00	16,513.89
Bonds - Defects Roadworks	11,742.59	93,570.15	(11,693.00)	93,619.74
Bonds - Developer	94,744.19	24,406.00	(241.00)	118,909.19
Bonds - Extractive Industries	217,658.43	0.00	(161,100.00)	56,558.43
Bonds - Gravel Pit Rehabilitation	21,289.16	0.00	0.00	21,289.16
Bonds - Keys, Hall and Equipment	1,705.00	1,600.00	(1,550.00)	1,755.00
Building Services Levy (BSL)	4,149.66	34,124.97	(34,003.06)	4,271.57
Bonds - Transportable Buildings	10,000.00	0.00	(10,000.00)	0.00
Bonds - Community Housing	0.00	1,347.32	(1,347.32)	0.00
Councillor Nomination Deposits	0.00	560.00	(560.00)	0.00
Unclaimed Monies	1,031.40	0.00	0.00	1,031.40
Bonds - Senior Housing	0.00	466.72	(466.72)	0.00
Bonds - Staff Housing	0.00	1,920.00	(1,920.00)	0.00
Sub-Total	381,713.93	174,018.20	(239,875.09)	315,857.04
Trust Funds				
Nil	0.00	0.00	0.00	0.00
Sub-Total	0.00	0.00	0.00	0.00
Total	381,713.93	174,018.20	(239,875.09)	315,857.04

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>											
Land											
Economic Services											
Lot 168 Binda Place Subdivision	4130609	509	LC481	0	0	0	(40,000)	(40,000)	(40,000)	40,000	
Lot 104 Gray Road Subdivision	4130609	509	LC483	0	0	0	(30,000)	(30,000)	(30,000)	30,000	
131 Muchea East Road Remediation	4130609	509	LC484	0	(131)	(131)	(40,000)	(40,000)	(40,000)	39,869	New Title Application Fee
Lot 9 Binda Place (Mitre 10)	4130609	509	LC485	0	(24,750)	(24,750)	0	(24,750)	(24,750)	0	
Total - Economic Services				0	(24,881)	(24,881)	(110,000)	(134,750)	(134,750)	109,869	
Total - Land				0	(24,881)	(24,881)	(110,000)	(134,750)	(134,750)	109,869	
Buildings											
Community Amenities											
Bindoan Landfill Buildings (Capital)	4100110	510	BC240	0	0	0	(8,390)	(8,390)	(6,990)	6,990	
Muchea Landfill Buildings (Capital)	4100110	510	BC241	0	(11,773)	(11,773)	0	0	0	(11,773)	
Bindoan Public Conveniences Buildings (Capital)	4100710	510	BC301	0	0	0	(10,000)	(10,000)	(8,330)	8,330	
Total - Community Amenities				0	(11,773)	(11,773)	(18,390)	(18,390)	(15,320)	3,547	
Recreation And Culture											
Lower Chittering Hall Buildings (Capital)	4110110	510	BC312	0	(40,971)	(40,971)	(35,000)	(40,873)	(34,070)	(6,901)	
Muchea Hall Buildings (Capital)	4110110	510	BC313	0	0	0	(135,000)	0	0	0	
Muchea Hall Temporary Change Rooms	4110110	510	BC313C	0	(41,884)	(41,884)	0	(41,401)	(34,500)	(7,384)	
Brockman Centre Precinct Buildings (Capital)	4110310	510	BC380	0	(13,100)	(13,100)	(80,742)	(80,742)	(67,270)	54,170	
Lower Chittering Sports & Recreation Buildings (Capital)	4110310	510	BC383	0	(93,596)	(93,596)	(3,579,753)	(2,000,000)	(1,666,660)	1,573,064	Change in scope
Total - Recreation And Culture				0	(189,551)	(189,551)	(3,830,495)	(2,163,016)	(1,802,500)	1,612,949	
Transport											
Depot Buildings (Capital)	4120110	510	BC410	0	(7,321)	(7,321)	0	(7,321)	(7,321)	(0)	2018/19 works not carried forward
Depot Machinery Shed and Fencing Upgrade	4120110	510	BC410A	0	(16,457)	(16,457)	0	(16,457)	(16,457)	(0)	2018/19 works not carried forward
Total - Transport				0	(23,778)	(23,778)	0	(23,778)	(23,778)	(0)	
Other Property & Services											
Administration Buildings (Capital)	4140210	510	BC560	0	0	0	(33,000)	(33,000)	(27,500)	27,500	
Total - Other Property & Services				0	0	0	(33,000)	(33,000)	(27,500)	27,500	
Total - Buildings				0	(225,102)	(225,102)	(3,881,885)	(2,238,184)	(1,869,098)	1,643,996	
Plant , Equip. & Vehicles											
Law, Order And Public Safety											
CH10421 NEW VEHICLE	4050130	530	PA1042	0	(39,946)	(39,946)	(41,636)	(41,636)	(41,636)	1,690	
Total - Law, Order And Public Safety				0	(39,946)	(39,946)	(41,636)	(41,636)	(41,636)	1,690	
Health											
CH451 New Sedan (Health)	4070430	530	PA1270	0	(26,927)	(26,927)	(28,000)	(26,927)	(26,927)	0	
Total - Health				0	(26,927)	(26,927)	(28,000)	(26,927)	(26,927)	0	
Community Amenities											
CH10648 New Utility Dual Cab 4x4 (P1892) (NRMO)	4100530	530	PA1892	0	(39,121)	(39,121)	0	0	0	(39,121)	
CH1891 NEW VEHICLE	4100530	530	PA1891	0	(39,121)	(39,121)	(43,636)	(43,636)	(36,360)	(2,761)	
CH5007 NEW VEHICLE	4100530	530	PA5007	0	0	0	(43,636)	(43,636)	(36,360)	36,360	
Total - Community Amenities				0	(78,242)	(78,242)	(87,272)	(87,272)	(72,720)	(5,522)	

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

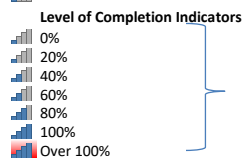
Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
Transport											
CH5464 New Coaster Bus (P5464)	4120330	530	PA0177	0	(83)	(83)	(159,091)	0	0	(83)	
Total - Transport				0	(83)	(83)	(159,091)	0	0	(83)	
Economic Services											
CH1262 NEW VEHICLE	4130330	530	PA1262	0	(26,927)	(26,927)	(28,000)	(26,927)	(22,440)	(4,487)	
Total - Economic Services				0	(26,927)	(26,927)	(28,000)	(26,927)	(22,440)	(4,487)	
Other Property & Services											
Admin Telephone System Upgrade	4140230	530	PE564	0	(2,200)	(2,200)	0	(2,200)	(2,200)	0	
CH1270 NEW VEHICLE	4140230	530	PA0005	0	0	0	(44,091)	(44,091)	(44,091)	44,091	
P&E - HP DESIGNJET T2300 MFP PLOTTER	4140330	530	PE565	0	(7,000)	(7,000)	0	(7,000)	(7,000)	0	HP Plotter Printer (Works)
Total - Other Property & Services				0	(9,200)	(9,200)	(44,091)	(53,291)	(53,291)	44,091	
Total - Plant , Equip. & Vehicles				0	(181,325)	(181,325)	(388,090)	(236,053)	(217,014)	35,689	
Roads (Non Town)											
Transport											
Archibald Street	4120140	540	RC032	0	(98,601)	(98,601)	(116,925)	(116,925)	(97,410)	(1,191)	
McKenzie Street	4120140	540	RC066	0	(501)	(501)	0	0	0	(501)	Carry over from 18/19
Chinkabee Road	4120140	540	RC111	0	(1,555)	(1,555)	(18,905)	(18,905)	(15,730)	14,175	
Developer Cont - Byrne Road	4120142	540	RC033	0	0	0	0	0	0	0	
Chittering Road (R2R)	4120145	540	R2R002	0	(188,428)	(188,428)	(258,532)	(295,792)	(295,792)	107,364	
Chittering Road (RRG)	4120149	540	RRG002	0	0	0	0	0	0	0	
Muchea East Road Renewal (RRG)	4120149	540	RRG004	0	(327,901)	(327,901)	(717,724)	(717,724)	(598,080)	270,179	
Muchea East Road Renewal 2018/19	4120149	540	RRG04B	0	(23,974)	(23,974)	(23,974)	(23,974)	(19,970)	(4,004)	
Mooliabeenie Road (BS)	4120153	540	RBS001	0	(210)	(210)	(151,981)	(151,981)	(126,620)	126,410	
Chittering Road (BS)	4120153	540	RBS002	0	(11,398)	(11,398)	(138,917)	(138,917)	(115,740)	104,342	
Wandena Road (BS)	4120153	540	RBS030	0	(8,280)	(8,280)	(310,125)	(310,125)	(258,420)	250,140	
Total - Transport				0	(660,847)	(660,847)	(1,737,083)	(1,774,343)	(1,527,762)	866,915	
Total - Roads (Non Town)				0	(660,847)	(660,847)	(1,737,083)	(1,774,343)	(1,527,762)	866,915	
Roads (Town)											
Transport											
Chittering Road	4120141	540	RC002	0	(102,593)	(102,593)	0	0	0	(102,593)	R2R002
Teatree Road	4120141	540	RC014	0	(65,083)	(65,083)	(64,809)	(64,809)	(53,990)	(11,093)	
Reserve Road	4120141	540	RC038	0	(9,594)	(9,594)	(141,099)	(141,099)	(117,570)	107,976	
Wandena Road	4120141	540	RC030	0	(70,229)	(70,229)	(70,543)	(70,543)	(58,760)	(11,469)	
Maddern Road	4120141	540	RC052	0	0	0	0	0	0	0	
Forrest Hills Parade	4120141	540	RC103	0	(44,793)	(44,793)	(115,897)	(115,897)	(96,560)	51,767	
Ippolo Road	4120141	540	RC075	0	(13,069)	(13,069)	(102,427)	(102,427)	(85,330)	72,261	
Hart Drive	4120141	540	RC078	0	(1,917)	(1,917)	(100,717)	(100,717)	(83,900)	81,983	
Ridgetop Ramble	4120141	540	RC098	0	(55,328)	(55,328)	(189,851)	(189,851)	(158,190)	102,862	
Devon Way	4120141	540	RC147	0	(1,464)	(1,464)	(81,634)	(81,634)	(68,010)	66,546	
Flat Rocks Road	4120142	540	RC011	0	(58,176)	(58,176)	(49,209)	(49,209)	(40,990)	(17,186)	
Total - Transport				0	(422,246)	(422,246)	(916,186)	(916,186)	(763,300)	341,054	
Total - Roads (Town)				0	(422,246)	(422,246)	(916,186)	(916,186)	(763,300)	341,054	

SHIRE OF CHITTERING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2020

Note 13: Capital Acquisitions

Assets	Account	Balance Sheet Category	Job	YTD Actual			Adopted	Amended Budget			Strategic Reference / Comment
				New/Upgrade	Renewal	Total YTD	Annual Budget	Annual Budget	YTD Budget	YTD Variance	
				\$	\$	\$	\$	\$	\$	\$	
Bridges and Culverts											
Transport											
Bridge 4868 - Chittering Valley Road	4120167	555	BR4868	0	0	0	(270,000)	(270,000)	(224,980)	224,980	
Bridge 5374 - Flat Rocks Rd	4120167	555	BR5374	0	(297,560)	(297,560)	(285,000)	(285,000)	(237,480)	(60,080)	
Total - Transport				0	(297,560)	(297,560)	(555,000)	(555,000)	(462,460)	164,900	
Total - Bridges and Culverts				0	(297,560)	(297,560)	(555,000)	(555,000)	(462,460)	164,900	
Footpaths											
Transport											
Footpath - Archibald Street	4120170	560	FC032	0	(11,004)	(11,004)	(190,302)	(11,004)	(11,004)	0	
Footpath - Archibald Street Stage 2	4120170	560	FC032A	0	(190,841)	(190,841)	0	(190,841)	(190,841)	(0)	
Blackboy Ridge Trail	4120170	560	WT002	0	0	0	(110,000)	0	0	0	Postponed to next financial year
Lake Needonga Trail	4120170	560	WT004	0	(4,916)	(4,916)	0	0	0	(4,916)	Journal to new Job for Needoonga Walk Trail Maint
Wannamal Heritage Trail	4120170	560	WT005	0	0	0	(40,940)	(40,940)	(34,110)	34,110	
Carty Reserve Trail	4120170	560	WT006	0	0	0	(100,000)	0	0	0	Delayed as works required prior to starting new
Total - Transport				0	(206,761)	(206,761)	(441,242)	(242,785)	(235,955)	29,194	
Total - Footpaths				0	(206,761)	(206,761)	(441,242)	(242,785)	(235,955)	29,194	
Parks & Ovals											
Community Amenities											
Cemetery Memorial Gardens Infrastructure Parks (Capital)	4100770	570	PC300	0	(4,750)	(4,750)	(50,000)	(50,000)	(41,660)	36,910	
Total - Community Amenities				0	(4,750)	(4,750)	(50,000)	(50,000)	(41,660)	36,910	
Recreation And Culture											
Clune Park Infrastructure Parks (Capital)	4110370	570	PC305	0	(700)	(700)	(54,300)	(54,300)	(45,250)	44,550	
Sussex Bend Reserve Infrastructure Parks (Capital)	4110370	570	PC306	0	0	0	(65,000)	(65,000)	(54,160)	54,160	
Aquilla Reserve Infrastructure Parks & Ovals (Capital)	4110370	570	PC352	0	0	0	(26,000)	(26,000)	(21,660)	21,660	
Total - Recreation And Culture				0	(700)	(700)	(145,300)	(145,300)	(121,070)	120,370	
Total - Parks & Ovals				0	(5,450)	(5,450)	(195,300)	(195,300)	(162,730)	157,280	
Infrastructure - Other											
Recreation And Culture											
John Glenn Park Infrastructure Other (Capital)	4110390	590	OC304	0	0	0	(300,000)	0	0	0	Postponed
Total - Recreation And Culture				0	0	0	(300,000)	0	0	0	
Economic Services											
Muchea Entry Statement Infrastructure Other (Capital)	4130290	590	OC475	0	0	0	(12,000)	(12,000)	(10,000)	10,000	
Total - Economic Services				0	0	0	(12,000)	(12,000)	(10,000)	10,000	
Total - Infrastructure - Other				0	0	0	(312,000)	(12,000)	(10,000)	10,000	
Capital Expenditure Total				0	(2,024,172)	(2,024,172)	(8,536,786)	(6,304,601)	(5,383,069)	3,358,897	



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.



3.1.7 Chittering Health Advisory Group

The Chittering Health Advisory Group is established to provide a forum for ongoing communication and interaction with the Western Wheatbelt Health Service sites, the District Health Advisory Council, private health providers, other relevant government departments, consumers and community members.

3.1.7.1

MEMBERSHIP

Members	Deputy
Cr	Cr
Community Development Coordinator Lisa Kay	Nil
WA Country Health Service Erik Ander, Manager Western Wheatbelt Primary Health Service	
Service representatives <i>Jupiter Health Medical Centre</i> Mary Angus <i>Avivo</i> Odette Strothers <i>Vacancy</i>	
Community representatives Alison Barnard Josie Fern Clare Mouat Janette Pope Joanna Kavanagh	

QUORUM

5 members

3.1.7.2

OUR ROLE AND RESPONSIBILITIES

The Advisory Group is to provide a structure for community views to be communicated to the relevant health providers, and an avenue to advocate for the development of workable solutions to local health service related issues.

Responsibilities

- 1) The Chair of CHAG through the appointed District Health Advisory Council (DHAC) member for the area, will inform, provide advice and feedback to the DHAC on health related matters pertaining to their local communities.
- 2) The CHAG will advise and support local health service providers in an environment of cooperation, shared understanding and consensus.
- 3) The CHAG is responsible for providing advice, support and feedback to relevant health services on matters relating to health service, quality access, coordination and planning in the locality.



- 4) CHAG can identify and bring to the attention of the relevant health service, related issues and/or initiatives proposed that could assist to advance the health and well-being of the local community.
- 5) CHAG will provide a conduit to organise and coordinate the release of health service related information to the wider community as authorised by the relevant health service.
- 6) Health service providers are responsible for bringing matters raised by CHAG to the attention of the respective managers of the relevant health service.
- 7) The health service (where possible) and as authorised by relevant management within the respective organisations, will support CHAG in developing and implementing health initiatives for the local community.
- 8) The health service will provide CHAG with a report for each meeting that will include:
 - a) Safety and quality performance including patient satisfaction surveys;
 - b) Complaint outcomes and recommendations which will improve service delivery and the patient experience;
 - c) Health service planning issues and updates including capital development updates;
 - d) General updates and notifications for the members to disperse to their communities; and
 - e) The range of services delivered in the community to be reviewed or discussed.

3.1.7.3

OUR OBJECTIVES

- a) Collective voice for advocating community attitudes and perspectives on health related matters between service providers, all levels of government and the community;
- b) Identify opportunities for community development and to improve health service provision to residents within the Shire of Chittering;
- c) Promotion of service provision options available to the community providing a focal point for the exchange of information between service providers and the general community; and
- d) Encourage wide spread consultation with the community on health related issues and solutions found.

3.1.7.4

MEETINGS

The Advisory Group membership should reflect and have the capacity to represent community and consumer diversity. Membership should be drawn from (but not limited to) consumers, local government and health related professionals and agencies. The site Health Service Manager will be a member of the Group as a proxy for the Western District Operations Manager. The recommended number for membership is 11 with the following representation:

- SOC Council Member appointed as a Delegate, and a Deputy is also appointed;
- SoC Community Development Coordinator;
- WACHS;
- Service representatives x3; and
- Community representatives x5.



3.1.7.5

ORGANISATIONAL SUPPORT

The Community Development Coordinator will facilitate the Group and attend meetings to provide administrative support and advice.

3.1.7.6

MEETING TIMES

Meetings are usually held bi-monthly or more frequently if required, and at the discretion of the Chair, at a time and day agreed by all members to ensure regular attendance.

3.2 Advisory Groups Terms of Reference

3.2.1 NAME

The names of the Advisory Groups shall be as follows:

Name	Abbreviation
Chittering Community Planning Advisory Group	CCPAG
Chittering Community Support Funding Advisory Group	CCSFAG
Chittering Education Scholarship Advisory Group	CESAG
Chittering Mining Advisory Group	CMAG
Chittering Youth Krew Advisory Group	CYKAG
Chittering Community Complex Advisory Group	CCCAG
Chittering Health Advisory Group	CHAG

3.2.2

RESPONSIBLE OFFICER

The Responsible Officer shall be a Shire officer who will ensure agendas and minutes are produced and forwarded to Council, and report any recommendations from the Advisory Group to Council.

Name	Responsible Officer
Chittering Community Planning Advisory Group	Community Development Officer
Chittering Community Support Funding Advisory Group	Community Development Officer
Chittering Education Scholarship Advisory Group	Community Development Coordinator
Chittering Mining Advisory Group	Executive Assistant
Chittering Youth Krew Advisory Group	Community Development Coordinator
Chittering Community Complex Advisory Group	Principal Building Surveyor
Chittering Health Advisory Group	Community Development Coordinator

3.2.3

DISTRICT

The Advisory Groups shall operate within the local government boundaries of the Shire of Chittering.

3.2.4

OBJECTIVES

To make recommendations and advise Council on all matters relating to objectives of the Advisory Group as outlined in the Council Committees and Advisory Groups booklet.

3.2.5

MEMBERSHIPGeneral

Council will appoint at least one Council member to the Advisory Group and one staff members.

Community representation may also be appointed to the Group.

Membership shall be no greater than 15 inclusive of members and deputies.

Membership of each advisory group is outlined in the Council Committees and Advisory Groups Booklet.

Tenure of membership

Where a person is appointed as a member of an advisory Group, the person's membership of the advisory group continues until—

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the Chief Executive Officer, or the Chief Executive Officer's representative, as the case may be;
 - (b) the person resigns from membership of the advisory group; or
 - (c) the advisory group is disbanded;
- whichever happens first.

3.2.6

DELEGATED AUTHORITY

Nil

3.2.7

ADVISORY GROUPChairperson

The Council member will act as Chairperson of the Advisory Group.

Secretary

A Shire staff officer will fulfil the role of Secretary.

Standing Ex-Officio Members

Nil

3.2.8

MEETINGSAdvisory Group meetings

Meetings of the Advisory Group shall be as determined by the Group. Meetings are determined at the final year meeting for the next calendar year.

Quorum

The quorum at any meeting shall be half plus one of the number of offices. Therefore the number for a Quorum shall be half plus one voting members.



Voting

As advisory groups do not have delegated authority, voting is not required.

Notes

1. Any notes from an advisory group are to be forwarded to Council via the monthly Elected Members Information Bulletin.
2. A report is to be prepared by the responsible officer of the Advisory Group of any recommendations made by the Advisory Group to be presented to Council at the next ordinary meeting of the council, for consideration.

Who acts if no presiding member?

If, in relation to the presiding member of an Advisory Group —

- a. the office of presiding member and the office of deputy presiding member are vacant; or
- b. the presiding member and the deputy presiding member, if any, are not available or are unable or willing to perform the functions of presiding member,

then the Advisory Group members present at the meeting are to choose one of themselves to preside at the meeting.

Meetings

Meetings shall be closed to the public and are not required to have questions from the public as there are no Council delegations.

Members interests to be disclosed

Members of the Advisory group are bound by the provisions of the **Local Government Act 1995**, Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

Code of Conduct

Members must comply with the Shire's Staff Policy 3.1 Code of Conduct – Staff, Volunteers and Contractors.

National Redress Scheme for Institutional Child Sexual Abuse

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

Information Paper

3 February 2020

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1. SUMMARY - WA LOCAL GOVERNMENT: ROYAL COMMISSION AND REDRESS

The Western Australian Government (the State), through the Department of Local Government, Sport and Cultural Industries (DLGSC), has been consulting with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme (the Scheme) with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Following this initial consultation and feedback gathered, the State Government considered a range of options regarding WA local government participation in the Scheme and reached a final position in December 2019.

DLGSC, supported by the Departments of Justice and Premier and Cabinet, will again engage with WA local governments in early 2020, to inform of the:

- State's decision and the implications for the sector (see [Section 4](#));
- Support (financial and administrative) to be provided by the State; and
- Considerations and actions needed to prepare for participation in the Scheme from 1 July 2020 (see [Section 5](#)).

DLGSC's second phase of engagement with WA local governments is summarised in the table below:

Description and Action	Agency	Timeline
Distribution of Information Paper to WA Local Governments	DLGSC	3 February 2020
WALGA hosted webinar	DLGSC / DPC	18 February 2020
Metro and Country Zone meetings	WA LG's / DLGSC	19 to 24 February 2020
State Council meeting – Finalisation of Participation arrangements	WALGA	4 March 2020
WALGA hosted webinar – Participation arrangements	DLGSC/ DPC	Mid-March 2020

Further information about the Royal Commission is available at [Appendix A](#) and the National Redress Scheme at [Appendix B](#) of this Information Paper.

The information in this Paper may contain material that is confronting and distressing. If you require support, please [click on this link](#) to a list of available support services.

2. CURRENT SITUATION - WA LOCAL GOVERNMENT PARTICIPATION IN THE NATIONAL REDRESS SCHEME

The WA Parliament passed the legislation required to allow for the Government and WA based non-government institutions to participate in the National Redress Scheme. The *National Redress Scheme for Institutional Child Sexual Abuse (Commonwealth Powers) Act 2018* (WA) took effect on 21 November 2018.

The WA Government commenced participating in the Scheme from 1 January 2019.

The State Government's Redress Coordination Unit within the Office of the Commissioner for Victims of Crime, Department of Justice:

- Acts as the State Government's single point of contact with the Scheme;
- Coordinates information from State Government agencies to the Scheme; and
- Coordinates the delivery of Direct Personal Responses (DPR) to redress recipients (at their request) by responsible State Government agencies to redress recipients.

CURRENT TREATMENT OF WA LOCAL GOVERNMENTS IN THE SCHEME

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), Local Governments may be considered a State Government institution.¹

There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme.

The State Government considers a range of factors relating to organisations or bodies participation in the Scheme, before their inclusion in the declaration as a State Government institution. These factors include the capability and capacity of the agencies or organisations to:

- Respond to requests for information from the State Government's Redress Coordination Unit within prescribed timeframes;
- Financially contribute to the redress payment made by the Scheme on behalf of the agency or body; and
- Comply with the obligations of participating in the Scheme and the Commonwealth legislation.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's declaration. This was to allow consultation to occur with the local government sector about the Scheme, and for fuller consideration to be given to the mechanisms by which the sector could best participate in the Scheme.

¹ Section 111(1)(b).

3. CONSULTATION TO DATE WITH WA LOCAL GOVERNMENT SECTOR

The Department of Local Government, Sport and Cultural Industries (DLGSC) has been leading an information and consultation process with the WA local government sector about the Scheme. The Departments of Justice and Premier and Cabinet (DPC) have been supporting DLGSC in the process, which aimed to:

- Raise awareness about the Scheme;
- Identify whether local governments are considering participating in the Scheme;
- Identify how participation may be facilitated; and
- Enable advice to be provided to Government on the longer-term participation of WA local governments.

DLGSC distributed an initial *Information and Discussion Paper* in early January 2019 to WA local governments, the WA Local Government Association (WALGA), Local Government Professionals WA (LG Pro) and the Local Government Insurance Scheme (LGIS). Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments and involved:

- an online webinar to 35 local governments, predominantly from regional and remote areas;
- presentations at 12 WALGA Zone and LG Pro meetings; and
- responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations that the local government sector had, at the time, a very low level of awareness of the Scheme prior to the consultations occurring, and that little to no discussion had occurred within the sector or individual local governments about the Scheme. Local governments were most commonly concerned about the:

- Potential cost of redress payments;
- Availability of historical information;
- Capacity of local governments to provide a Direct Personal Response (apology) if requested by redress recipients;
- Process and obligations relating to maintaining confidentiality if redress applications are received, particularly in small local governments;
- Lack of insurance coverage of redress payments by LGIS, meaning local governments would need to self-fund participation and redress payments.

LGIS Update (April 2019) – National Redress Scheme

LGIS published and distributed an update regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

WALGA State Council Resolution

The WALGA State Council meeting of 3 July 2019 recommended that:

1. *WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.*
2. *WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.*

It is understood that this recommendation was made with knowledge that it is ultimately a State Government decision as to whether:

- Local governments can participate in the Scheme as part of the State's Government's declaration; and
- The State Government will fund local government redress liability.

4. WA GOVERNMENT DECISION - FUTURE PARTICIPATION OF WA LOCAL GOVERNMENTS IN THE NATIONAL REDRESS SCHEME

Following the initial consultation process, a range of options for local government participation in the Scheme were identified by the State Government including:

1. WA Local governments be **excluded** from the State Government's declaration of participating institutions.

This means that: local governments may choose not to join the Scheme; or join the Scheme individually or as group(s), making the necessary arrangements with the Commonwealth and self-managing / self-funding all aspects of participation in the Scheme.

2. WA Local governments be **included** in the State Government's declaration of participating institutions.

There were three sub-options for ways local government participation as a State Government institution could be accommodated:

- a. Local governments cover all requirements and costs associated with their participation;
- b. The State Government covers payments to the survivor arising from local governments' participation, with costs other than payments to the survivor (including counselling, legal and administrative costs) being funded by local governments; or
- c. An arrangement is entered into whereby the State Government and local governments share the requirements and costs associated with redress – for example, on a capacity to pay and deliver basis.

The State Government considered the above options and resolved via the Community Safety and Family Support Cabinet Sub-Committee (December 2019) to:

- Note the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Note the options for WA local government participation in the Scheme;
- Agree to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agree to the DLGSC leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

KEY ASPECTS OF THE STATE'S DECISION

For clarity, the State's decision that means the following financial responsibilities are to be divided between the State Government and the individual local government that has a Redress application submitted, and then subsequently accepted by the Scheme Operator as a Redress claim.

State Government

The State Government will cover the following:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response or DPR (Apology) to the survivor if requested (on a fee for service basis with costs covered by the individual local government – see below).

Individual Local Government

The individual local government will be responsible for:

- Costs associated with gathering their own (internal) information if requested in a Redress application;
- Providing the State with the necessary information to participate in the Scheme; and
- Costs associated the delivery of a DPR (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). *

* note – The State's decision includes that all DPR's will be coordinated and facilitated by the Redress Coordination Unit (Department of Justice) on every occasion, if a DPR is requested by the survivor.

This decision was made on the basis that:

- State Government financial support for local government participation in the Scheme, as set out, will ensure that redress is available to as many WA survivors of institutional child sexual abuse as possible.
- The demonstration of leadership by the State Government, as it will be supporting the local government sector to participate in the Scheme and recognising the WALGA State Council resolution of 3 July 2019, is consistent with the local government sector's preferred approach.
- Contributes to a nationally consistent approach to the participation of local governments in the Scheme, and particularly aligns with the New South Wales, Victorian and Tasmanian Governments' arrangements. This provides opportunity for the State Government to draw on lessons learned through other jurisdictions' processes.
- Ensures a consistent and quality facilitation of a DPR (by the State) if requested by the survivor.
- State Government financial support for any local government redress claims does not imply State Government responsibility for any civil litigation against local governments.

Noting the State's decision, a range of matters need to be considered and arrangements put in place to facilitate local governments participating with the State Government's declaration and meeting the requirements of the Scheme. Those arrangements will:

- provide for a consistent response to the Scheme by WA Government institutions, and for WA survivors accessing the Scheme; and
- mitigate concerns raised by local governments during consultations about complying with the processes and requirements of the Scheme.

5. CONSIDERATIONS FOR WA LOCAL GOVERNMENTS

Following the State's decision, a range of matters need to be considered by each local government and in some cases, actions taken in preparation for participating in the Scheme, these include:

CONFIDENTIALITY

- Information about applicants and alleged abusers included in RFIs (Requests for Information) is sensitive and confidential and is considered protected information under *The National Redress Act*, with severe penalties for disclosing protected information.
- Individual local governments will need to consider and determine appropriate processes to be put in place and staff members designated to ensure information remains confidential.

APPLICATION PROCESSING / STAFFING

- The timeframes for responding to an RFI are set in *The Act* and are 3 weeks for priority application and 7 weeks for non-priority applications. This RFI process will be supported by the State (DLGSC and the Redress Coordination Unit).
- Careful consideration should be given to determining which position will be responsible for receiving applications and responding to RFIs, due to the potentially confronting content of people's statement of abuse.
- Support mechanisms should be in place for these staff members, including access to EAP (Employee Assistance Program) or other appropriate support.
- The need for the appointed position and person(s) to have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest.
- The responsible position(s) or function(s) would benefit from being kept confidential in addition to the identity of the person appointed to it.

RECORD KEEPING

- The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements of the *State Records Act 2000*.
- Consider secure storage of information whilst the RFI is being responded to.

REDRESS DECISIONS

- Decisions regarding redress applicant eligibility and responsible institution(s) are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State government does not have any influence on the decision made.
- There is no right of appeal.

MEMORIALS

- Survivors (individuals and / or groups) from within individual communities may ask about the installation of memorials. The State Government's view is to only consider memorialising groups, however locally, this is a decision of an individual local government.

6. NEXT STEPS – PREPARATION FOR WA LOCAL GOVERNMENT PARTICIPATION IN THE SCHEME

In addition to the second-phase information process outlined in section 1, the State will develop:

1. A Memorandum of Understanding (MOU) - to be executed between the State and WALGA following the (WALGA) State Council meeting on 4 March 2020.

The MOU will capture the overall principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration; and

2. Template Service Agreement – that will be executed on an 'as needed' basis between the State and an individual local government, if a redress application is received.

DLGSC and the Department of Justice will work with WALGA / LGPro and all local governments to prepare for participation in the Scheme including:

- Identifying appropriate positions, staff and processes to fulfil requests for information;
- Ensuring local governments have delegated authority to an officer to execute a service agreement with the State if needed;

The State will prepare a template Council report, where all WA local governments will be asked to delegate authority to an appropriate officer in advance, able to execute a service agreement if required. This is necessary as priority requests for information under the Scheme, are in a shorter turnaround time than Council meeting cycles and therefore, cannot be undertaken at the time.

- Ensuring local government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc); and
- Gathering the necessary facility and service information from all individual local governments to commence participation in the Scheme. This information will be provided to the Commonwealth, loaded into the Scheme database and used to facilitate an individual local government's participation in the National Redress Scheme.

ACKNOWLEDGEMENTS

The contents of this Information and Discussion Paper includes extracts from the following identified sources. Information has been extracted and summarised to focus on key aspects applicable to the Department of Local Government, Sport and Cultural Industries' key stakeholders and funded bodies:

- The Royal Commission into Institutional Responses to Child Sexual Abuse – Final Report.

To access a full version of the Royal Commission's Findings and the Final Report, please follow the link at <https://www.childabuseroyalcommission.gov.au/>

- Western Australian State Government response to the Royal Commission (27 June 2018).

To access a full version of the State Government's detailed response and full report, please follow the link at

[https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-\(June-2018\).aspx](https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-(June-2018).aspx)

- More information on the National Redress Scheme can be found at www.nationalredress.gov.au.
- The full National Redress Scheme - Participant and Cost Estimate (July 2015) Report at <https://www.dlgsc.wa.gov.au/resources/publications/Pages/Child-Abuse-Royal-Commission.aspx>

FOR MORE INFORMATION

Please contact:

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APPENDIX A

ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE – FURTHER INFORMATION

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013, to investigate systemic failures of public and private institutions² to protect children from child sexual abuse, report abuse, and respond to child sexual abuse. The Royal Commission's Terms of Reference required it to identify what institutions should do better to protect children in the future, as well as what should be done to:

- achieve best practice in reporting and responding to reports of child sexual abuse;
- eliminate impediments in responding to sexual abuse; and
- address the impact of past and future institutional child sexual abuse.

The Western Australian Government (State Government) strongly supported the work of the Royal Commission through the five years of inquiry, presenting detailed evidence and submissions and participating in public hearings, case studies and roundtables.

The Royal Commission released three reports throughout the inquiry: *Working with Children Checks (August 2015)*; *Redress and Civil Litigation (September 2015)* and *Criminal Justice (August 2017)*. The Final Report (Final Report) of the Royal Commission into Institutional Responses to Child Sexual Abuse incorporated the findings and recommendations of the previously released reports and was handed down on 15 December 2017. To access a full version of the Royal Commission's Findings and the Final Report, follow the link at <https://www.childabuseroyalcommission.gov.au/>

The Royal Commission made 409 recommendations to prevent and respond to institutional child sexual abuse through reform to policy, legislation, administration, and institutional structures. These recommendations are directed to Australian governments and institutions, and non-government institutions. One specific recommendation was directed at Local Government, while many others will directly or indirectly impact on the organisations that Local Government works with and supports within the community.

Of the 409 recommendations, 310 are applicable to the Western Australian State Government and the broader WA community.

² * For clarity in this Paper, the term 'Institution' means any public or private body, agency, association, club, institution, organisation or other entity or group of entities of any kind (whether incorporated or unincorporated), however described, and:

- Includes for example, an entity or group of entities (including an entity or group of entities that no longer exist) that provides, or has at any time provided, activities, facilities, programs or services of any kind that provide the means through which adults have contact with children, including through their families
- Does not include the family.

THE WESTERN AUSTRALIAN GOVERNMENT RESPONSE TO THE ROYAL COMMISSION

The State Government examined the 310 applicable recommendations and provided a comprehensive and considered response, taking into account the systems and protections the State Government has already implemented. The State Government has accepted or accepted in principle over 90 per cent of the 310 applicable recommendations.

The State Government's response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1, that all governments should issue a formal response within six months of the Final Report's release, indicating whether recommendations are accepted; accepted in principle; not accepted; or will require further consideration. The WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

The State Government has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations.

The State Government's overall approach to implementation of reforms is focused on:

- Stronger Prevention (including Safer Institutions and Supportive Legislation)
 - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
 - Places emphasis on genuine engagement with and valuing of children;
 - Creates conditions that reduce the likelihood of harm to children and young people.
- Reliable Responses (including Effective Reporting)
 - Creates conditions that increase the likelihood of identifying any harm;
 - Responds to any concerns, disclosures, allegations or suspicions of harm.
- Supported Survivors (including Redress).

Many of the recommendations of the Royal Commission have already been addressed through past work of the State Government, and others working in the Western Australian community to create safe environments for children. This work is acknowledged and where appropriate, will be built upon when implementing reforms and initiatives that respond to the Royal Commission's recommendations.

APPENDIX B

NATIONAL REDRESS SCHEME - FURTHER INFORMATION

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.

The National Redress Scheme (the Scheme):

- Acknowledges that many children were sexually abused in Australian institutions;
- Recognises the suffering they endured because of this abuse;
- Holds institutions accountable for this abuse; and
- Helps people who have experienced institutional child sexual abuse gain access to counselling and psychological services, a direct personal response, and a redress-payment.

The National Redress Scheme involves:

- People who have experienced institutional child sexual abuse who can apply for redress;
- The National Redress Scheme team — Commonwealth Government staff who help promote the Scheme and process applications;
- Redress Support Services — free, confidential emotional support and legal and financial counselling for people thinking about or applying to the Scheme;
- Participating Institutions that have agreed to provide redress to people who experienced institutional child sexual abuse; and
- Independent Decision Makers who will consider applications and make recommendations and conduct reviews.

The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:

- A direct personal response from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

Importantly, the Scheme also provides survivors with community based supports, including application assistance; financial support services; and independent legal advice. The Scheme is administered by the Commonwealth Government on behalf of all participating governments, and government and non-government institutions, who contribute on a 'responsible entity pays' basis.

Institutions that agree to join the Scheme are required to adhere to the legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

More information on the Scheme can be found at www.nationalredress.gov.au or the [National Redress Guide](#).

SURVIVORS IN THE COMMUNITY

Throughout the five years of its inquiry, the Royal Commission heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.

The Royal Commission reported that survivors came from diverse backgrounds and had many different experiences. Factors such as gender, age, education, culture, sexuality or disability had affected their vulnerability and the institutions response to abuse.

The Royal Commission, however, did not report on the specific circumstances of individuals with the details of survivors protected; the circumstances of where and within which institutions their abuse occurred is also protected and therefore unknown. Further, survivors within the WA community may have chosen to not disclose their abuse to the Royal Commission.

Accordingly, it is not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts. Within this context of survivors in the community, who may or may not be known, consideration needs to be given to how all institutions, including local governments, can fulfil the Royal Commission's recommendation in relation to redress.

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse. This report also recommended that Governments around Australia remove the limitation periods that applied to civil claims based on child sexual abuse, and consequently prevented survivors – in most cases – pursuing compensation through the courts.

As a result of reforms made in response to these recommendations, WA survivors now have the following options to receive recognition of their abuse:

1. Pursuing civil court action(s) against the perpetrator and/or the responsible institution. The *Civil Liability Legislation Amendment (Child Sexual Abuse Actions) Act 2018* (WA) took effect on 1 July 2018, removing the limitation periods that previously prevented persons who had experienced historical child sexual abuse from commencing civil action.
2. Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology. Note, to receive redress the responsible institution(s) will need to have joined the Scheme.

TREATMENT OF LOCAL GOVERNMENTS BY OTHER JURISDICTIONS

At the time of the State Government joining the Scheme, only two jurisdictions had made a decision about the treatment of local governments. All jurisdictions have since agreed to include local governments within their respective declarations, with the exception of South Australia (SA). The SA Government is still considering their approach.

It is understood that all jurisdictions, with the exception of SA, are either covering the redress liability associated with local government participation in the Scheme or entering into a cost sharing arrangement. The table below provides a summary of other jurisdictions' positions.

Jurisdiction	Position
Commonwealth	<ul style="list-style-type: none"> No responsibility for local governments. The Commonwealth Government has indicated preference for a jurisdiction to take a consistent approach to the participation of local governments in the Scheme.
Australian Capital Territory (ACT)	<ul style="list-style-type: none"> ACT has no municipalities, and the ACT Government is responsible for local government functions. ACT has therefore not been required to explore the issue of local government participation in the Scheme.
New South Wales (NSW)	<ul style="list-style-type: none"> In December 2018, the NSW Government decided to include local councils as NSW Government institutions and to cover their redress liability. The NSW Office for Local Government is leading communications with local councils about this decision. NSW's declaration of participating institutions will be amended once preparation for local council participation is complete.
Northern Territory (NT)	<ul style="list-style-type: none"> The NT Government has consulted all of the Territory's local governments, including individually visiting each local government. NT is in the process of amending Territory's declaration of participating institutions to include local governments.
Queensland	<ul style="list-style-type: none"> Queensland is finalising a memorandum of understanding (MOU) with the Local Government Association of Queensland to enable councils to participate in the Scheme as State institutions. The MOU includes financial arrangements that give regard to individual councils' financial capacity to pay for redress.
South Australia (SA)	<ul style="list-style-type: none"> Local governments are not currently included in the SA Government's declaration The SA Government is still considering its approach to local governments.
Tasmania	<ul style="list-style-type: none"> Local Governments have agreed to participate in the Scheme and will be included as a state institution in the Tasmanian Government's declaration. A MOU with local governments is being finalised, ahead of amending Tasmania's declaration.
Victoria	<ul style="list-style-type: none"> The Victorian Government's declaration includes local governments. The Victorian Government is covering local governments' redress liability.
Western Australia (WA)	<ul style="list-style-type: none"> The WA Government has excluded local governments from its declaration, pending consultation with the local government sector.

TIMEFRAME TO JOIN THE SCHEME

Institutions can join the Scheme within the first two years of its commencement. This means that institutions can join the Scheme up to and including 30 June 2020 (the second anniversary date of the Scheme). The Commonwealth Minister for Social Services may also provide an extension to this period to allow an institution to join the Scheme after this time. However, it is preferred that as many institutions as possible join the Scheme within the first two years to give certainty to survivors applying to the Scheme about whether the institution/s in which they experienced abuse will be participating.

If an institution has not joined the Scheme, they are not a participating institution. However, this will not prevent a person from applying for redress. In this circumstance, a person's application cannot be assessed until the relevant institution/s has joined the Scheme. The Scheme will contact the person to inform them of their options to either withdraw or hold their application. The Scheme will also contact the responsible institution/s to provide information to aid the institution/s to consider joining the Scheme.

THE SCHEME'S STANDARD OF PROOF

The Royal Commission recommended that 'reasonable likelihood' should be the standard of proof for determining eligibility for redress. For the purposes of the Scheme, 'reasonable likelihood' means the chance of the person being eligible is real and is not fanciful or remote and is more than merely plausible.

When considering a redress application, the Scheme Operator must consider whether it is reasonably likely that a person experienced sexual abuse as a child, and that a participating institution is responsible for an alleged abuser/s having contact with them as a child. In considering whether there was reasonable likelihood, all the information available must be taken into account.

Where a participating institution does not hold a record (i.e. historical information), the Scheme Operator will not be precluded from determining a person's entitlement to redress. The information to be considered by the Scheme Operator includes:

- The information contained in the application form (or any supplementary information provided by a person by way of statutory declaration);
- Any documentation a person provided in support of their application;
- The information provided by the relevant participating institution/s in response to a Request for Information from the Operator, including any supporting documentation provided; and
- Any other information available including from Scheme holdings (for example where the Scheme has built up a picture of relevant information about the same institution during the relevant period, or the same abuser).

It should be noted that the 'reasonable likelihood' standard of proof applied by the Scheme is of a lower threshold (or a lower standard of proof) than the common law standard of proof applied in civil litigation – the 'balance of probabilities'. Please see 11.7 of the Royal Commission's *Redress and Civil Litigation Report (2015)* for additional information on the difference between the two.

MAXIMUM PAYMENT AND SHARED RESPONSIBILITY

The amount of redress payment a person can receive depends on a person's individual circumstances, specifically the type of abuse the person experienced.

A person may only make one application for redress. The maximum redress payment payable under the scheme to an applicant is \$150,000 in total.

The payment of redress is made by the institution(s) found responsible for exposing the individual to the circumstances that led to the abuse.

There may be instances where one or more institutions are found to be jointly responsible for the redress payment to a person, and instances where a person may have experienced abuse in one or more different institutions. In such situations, the redress payable by an institution will be apportioned in accordance with the Scheme's assessment framework - see <https://www.legislation.gov.au/Details/F2018L00969> and method statement - see <http://guides.dss.gov.au/national-redress-guide/4/1/1>

Prior payments made by the responsible institution for the abuse to the applicant (e.g. ex-gratia payments) will be taken into account and deducted from the institutions' redress responsibility.

EFFECT OF AN APPLICANT ACCEPTING AN OFFER OF REDRESS

Accepting an offer of redress has the effect of releasing the responsible participating institution/s and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person agrees to not bring or continue any civil claims against the responsible participating institution/s in relation to any abuse within the scope of the Scheme.

If a responsible participating institution/s is a member of a participating group, the person will be releasing the other associated institutions and officials within that group from any civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme.

Accepting an offer of redress also has the effect of preventing a responsible participating institution from being liable to contribute to damages that are payable to the person in civil proceedings (where the contribution is to another institution or person).

In accepting the offer of redress, a person will also be consenting to allow the participating institution/s or official/s to disclose the person's acceptance of redress offer in the event that a civil claim is made. The Scheme must provide a copy of the person's acceptance of offer to each responsible institution for their records once received.

Note – the acceptance of an offer of redress does not exclude the pursuance or continuance of criminal proceedings against the abuser(s).

TOURISM PROMOTION FUNDING GUIDELINES

Tourism promotion aids in the attraction of visitors in order to generate significant economic benefits. Key areas include marketing tourism products, services and facilities along with visitor servicing ~ visitors to the district must be welcomed and provided with friendly, efficient assistance.

The purpose of the Shire's support is to ensure the continuance of Area Promotion (including attendance at events) and Visitor Information Dissemination.

This funding is provided to assist with the cost of the employment of a Tourism Promotions Officer (TPO) by the Chittering Tourist Association (Inc), along with identified printing and advertising costs. *NOTE: initially the funding was to cover approximately 720 TPO hours per year (plus 60 hours annual leave), however this has been problematic to justify.*

In order to satisfactorily acquit this funding the followings tasks need to be undertaken in order to meet the required "key performance indicators" (KPI).

TASK	KPI
Maintain email contact lists (regardless of Visitor Centre membership).	Updated list to be, confidentially, included with the June Quarterly report.
Submission of copy and dissemination of information, including sharing that received from the Shire.	All submissions and group emails to be cc'd to the Shire.
Ensure only current / popular / relevant brochures are on display. Request / order new brochures as required.	List of brochures to be included with the June Quarterly report.
Establish, then maintain, the "i" (italic i) status with assistance from the Tourism Council of WA.	Copy of accreditation to be included with the June Quarterly report.
Supervise maintenance of the Chittering Tourist Association website, ensuring that it is kept up-to-date.	Screenshots of website to be included with the June Quarterly report.
Ensure that all major local attractions are visited on an annual basis to ensure information and familiarity is kept up-to-date.	Booking of Community Bus through annual "Community Support" process (March). Evidence within the relevant quarterly report of at least two family tours being held per financial year.
Promotional trailer at Taste of Chittering.	Details of attendance at event included within the September Quarterly Report.
Promotional trailer at least one other local event, to be advised.	Details of attendance at event included within the relevant Quarterly Report.
Promotional trailer at Gingin British Car Day.	Details of attendance at event included within the June Quarterly Report.
Promotional trailer at least one other out-of-Shire event, to be advised.	Details of attendance at event included within the relevant Quarterly Report.
Personal contact with listed Visitor Centres; <ul style="list-style-type: none"> • Gingin • New Norcia • Northam • Swan Valley • Toodyay • York 	Visit details included within relevant Quarterly Report.

Printing – Chittering Valley Brochure	\$1,000 contribution, please provide a copy of the updated brochure with the relevant quarterly report, along a receipt for account payment.
Experience Perth Winter Guide	\$500 contribution, please provide a copy of the advertisement / publication with the relevant quarterly report, along a receipt for account payment.
Experience Perth Spring Guide	\$500 contribution, please provide a copy of the advertisement / publication with the relevant quarterly report, along a receipt for account payment.
Printing - Wildflower Festival Brochure	\$1,000 contribution, please provide a copy of the brochure with the relevant quarterly report, along a receipt for account payment.
Submit a Quarterly Report to Council. Report to include visitor numbers. Report due by the Friday of the week following the close of the quarter.	<ul style="list-style-type: none"> • 30 September • 31 December • 31 March • 30 June
Shire Sponsorship.	A Sponsorship Application will need to be submitted each year for this funding. Applications open in January and close on the third Friday in March each year.

The monies will also assist with ensuring that the Visitor Centre is able to respond to visitor enquiries, via email and phone, providing local information as required and ensure that CTA member information is kept up-to-date, including posters / signs / notices displayed within the Visitor Centre.

In addition to the cash component of the funding, an appropriate Shire vehicle will be made available for approved / requested attendance at meetings and promotional events (please book via email to EDO).

Not Covered By Funding

The following tasks which are undertaken by the Tourism Promotion Officer would be seen as requirements of the Chittering Tourist Association (Inc) and as such it could be reasonably expected that additional hours / funding be provided by the CTA using the funds that they generate;

- On-forward industry related information to CTA members.
- Produce and distribute regular newsletters to CTA members.
- Provide reports to CTA meetings.
- Organise the annual Chittering Wildflower Festival on behalf of a sub-committee of the CTA, including producing and distributing the promotional brochure.
- Other events (ie Roman Rudnytsky Piano Recital) organised on behalf of CTA.
- Liaising with local people who provide stock on consignment.
- Ongoing monitoring and ordering of stock.
- Apply for, and acquit, funding for selected tourism projects.
- Representation of CTA at tourism organisation meetings.
- Manage the Visitor Centre volunteers to ensure that the Visitor Centre is open / manned as required, including maintenance of the existing "Volunteers Bible".

Cr Douglas declared a financial interest in item 9.3.2 as he is the president/staff of the tourist centre and left the meeting at 8.10pm. Cr Hawes assumed the role of chairperson for this item.

Cr Norton declared an impartiality interest in item 9.3.2 as she is a member of the tourist association.

9.3.2 Tourism Promotion Funding*

Applicant	Chittering Tourist Association (Inc)
File ref	08/02/0003
Prepared by	Karen Dore, Economic Development Officer
Supervised by	Jean Sutherland, Executive Manager Corporate Services
Voting requirements	Simple majority
Documents tabled	Nil
Attachments	1. Proposed Tourism Promotion Funding Guidelines

Background

The Shire has been approached by the Chittering Tourist Association (Inc) (CTA) with regards to the provision of funding for the existing paid employment position of Tourism Promotion Officer. The CTA fund the position for an average of fifteen hours per week at an approximate cost of \$20,000 per annum.

Consultation

Consultation has been undertaken with the incumbent Tourism Promotion Officer (TPO), Mrs Colleen Osborn; the Chairperson of the CTA, Mr Alex Douglas; and, Chief Executive Officer, Mr Gary Tuffin.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

It is proposed that an agreement to provide funding of \$20,000 be offered to the CTA. These funds would be allocated in the 2013-2014 Budget. It is envisaged that there would be reporting requirements attached to the funding (proposed guidelines attached).

Currently the Shire of Chittering support the CTA, and tourism promotion, through provision of the Visitor Centre building on a peppercorn lease plus funding for printing / promotions. Including the \$7,500 upgrade to the CTA's Visitor Information Boards support given in 2012-2013 would be an amount in the vicinity of \$15,000.

The \$20,000 funding referred to in this report would be in addition to the existing financial support.

Strategic Implications

With reference to the Shire of Chittering Strategic Community Plan 2012-2022

<i>Economic:</i>	<i>Prosperity for the Future</i>
<i>Outcome:</i>	<i>Chittering "A Place to Visit"</i>
<i>Strategy:</i>	<i>Promote and improve Chittering's profile as a tourism destination</i>
<i>Key Priority:</i>	<i>Promote the Visitor Centre</i>

With reference to the Shire of Chittering Workforce Plan 2013-2023

Continual support for tourism is also one of the objectives/outcomes in the Strategic Community Plan 2012-2022. Currently Council supports the [Chittering] Tourist Association with the provision of a building (peppercorn lease) and budgeted funds for festivals and events. The Association employs a part-time Tourism Officer (3 days per week) with all other duties undertaken by volunteers. Staff and community members envisage that the Shire's Tourism Officer, working two (2) days per week, in conjunction with the Tourist Association, would develop tourism in the Shire and region. The estimated additional cost for this position to Council in the 2013/2014 Budget is \$20,702 (includes superannuation, annual leave loading and uniform allowance).

Site Inspection

Not applicable

Triple Bottom Line Assessment

Economic implications

The recently completed "Shire of Chittering Strategic Community Plan 2012-2022" states that economically the community aspires to see "Chittering develop as a local government that promotes and fosters current and new economic development, continuing to brand Chittering as a day / weekend tourist destination".

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Comment

Consideration was given to the employment of a Tourism Officer by the Shire of Chittering in line with the *Workforce Plan 2013-2023*, however this would cost in excess of \$20,000 for a three day position. It was also foreseen that management issues may be encountered prior to the adoption of a Tourism Action Plan (currently being prepared as part of the Chittering Economic Development Strategy).

The proposed guidelines relating to the funding are included as Attachment 1.

9.3.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION - 090713

Moved Cr Rossouw / Seconded Cr Mackie

That Council:

- 1. support the proposed Tourism Promotion Funding and provide funding of \$20,000 in the Annual Budget 2013-2014; and**
- 2. advise the Chittering Tourist Association (Inc) of the proposed funding guidelines.**

THE MOTION WAS PUT AND DECLARED CARRIED 6/0

TOURISM PROMOTION FUNDING GUIDELINES

This funding is intended to cover approximately 720 hours per year (plus 60 hours annual leave) towards the position of Tourism Promotions Officer, currently employed by the Chittering Tourist Association (Inc).

Tourism promotion aids in the attraction of visitors in order to generate significant economic benefits. Key areas include marketing tourism products, services and facilities along with visitor servicing ~ visitors to the district must be welcomed and provided with friendly, efficient assistance.

Area Promotion and Information Dissemination

- Create and maintain a tourism guide / newsletter contact list, submit relevant articles and copy as appropriate, including Chatter@Chittering.
- Ensure only current / popular / relevant brochures are on display. Request / order new brochures as required.
- Ensure posters / signs / notices displayed within the Visitor Centre are current and relevant.
- Maintain “i”(italic i) status with assistance from the Tourism Council of WA.
- Manage the Visitor Centre volunteers to ensure that the Visitor Centre is open / manned as required, including maintenance of the existing “Volunteers Bible”.
- Promote local events and new attractions in line with the Shire of Chittering’s Communication Plan 2012, including encouraging the expansion of the Shire’s eNewsletter contact list.
- Respond to visitor enquiries, via email and phone, providing local information as required.
- Supervise maintenance of the Chittering Tourist Association website, ensuring that it is kept up-to-date.
- Update (as required) and distribute the Chittering Valley promotional brochure.
- Other duties as assigned from time-to-time.

Weekly, estimate 360 hours.

Events – Local

Set up the promotional trailer in order to attend local events, as well as handling bookings for such. NOTE: approximately 6 hours per event would need to be allowed along with organising a Shire vehicle capable of towing the trailer, it is therefore suggested that a calendar of up to 6 events be decided upon per financial year.

- September (early) – Taste of Chittering
- September (mid) – Wildflower Festival
- October (mid) – Bindoon Show
- Chittering Farmers Markets

Estimate 36 hours.

Events – Major

Assist the Shire of Chittering with major events that they host, as appropriate / required.

Estimate 12 hours.

Events – Promotional (out of Shire)

Set up the promotional trailer in order to attend agricultural shows, markets and festivals held in neighbouring Shires, as well as handling bookings for such. NOTE: approximately 12 hours per event would need to be allowed along with organising a Shire vehicle capable of towing the trailer, it is therefore suggested that a calendar of up to 4 events be decided upon per financial year.

- August – Dowerin Field Days
- (September – focus locally)
- October (late) – Gidgegannup Show
- November (late) – Wanneroo Show
- May (mid) – Gingin British Car Day

Estimate 48 hours.

Funding

Submission of and / or assistance with funding applications for tourism projects which are in line with the Shire's strategic planning, as directed. *Estimate 36 hours.*

Local Knowledge

Ensure that all major local attractions are visited on an annual basis to ensure information and familiarity is kept up-to-date. *Estimate 36 hours.*

Shire Vehicle Access

- An appropriate Shire vehicle will be made available for approved / requested attendance at meetings and promotional events.

Tourism Organisations

Attendance at Tourism Organisation meetings, including relevant follow-up.

- Discover Golden Horizons – quarterly, 5 hours including travel
- Avon Valley Tourism – bi-monthly, 5 hours including travel
- Chittering Community Planning Advisory Group – monthly, 2 hours (no travel)
- Chittering Tourist Association – bi-monthly, 1 hour (no travel)

Estimate 120 hours.

Visitor Centres

Ensure annual personal contact with neighbouring Visitor Centres – ie one every three months, noting that approximately 6 hours per visit needs to be allowed including travel.

- Gingin
- New Norcia
- Swan Valley
- Toodyay

Estimate 24 hours.

Reporting

Submit a Quarterly Report to Council (end of September, December, March and June). Report to include visitor numbers. *Estimate 8 hours.*

Not Covered By Funding

The following tasks which are currently undertaken by the Tourism Promotion Officer would be seen as requirements of the Chittering Tourist Association (Inc) and as such it could be reasonably expected that additional hours be provided by the CTA using the funds generated by said tasks;

- Ensure that CTA member information is kept up-to-date.
- On-forward industry related information to CTA members.
- Produce and distribute regular newsletters to CTA members.
- Provide reports to CTA meetings.

Additional hours funded through membership fees, with a suggestion that these be revisited with a view to becoming more 'user pays' in order to attract a wider membership base.

- Organise the annual Chittering Wildflower Festival on behalf of a sub-committee of the CTA, including producing and distributing the promotional brochure.
- Other events (ie Roman Rudnytsky Piano Recital) organised on behalf of CTA.

Additional hours funded through door takings.

- Liaising with local people who provide stock on consignment.
- Ongoing monitoring and ordering of stock.

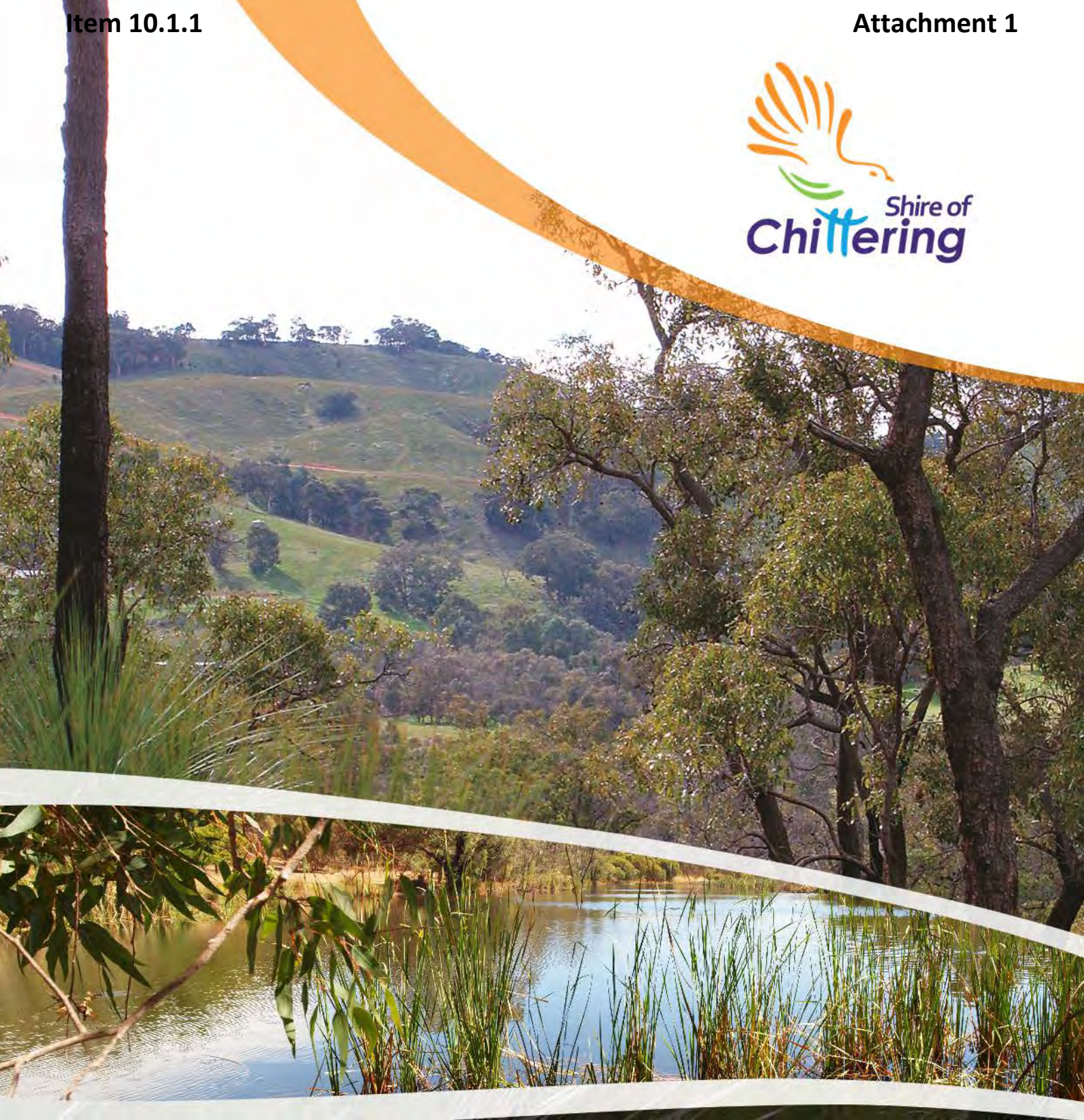
Additional hours funded through a percentage of sale price.

Advertising and Printing Costs

It is suggested that the Chittering Tourist Association, the Tourism Promotion Officer and the Shire of Chittering agree upon an Annual Budget to cover these items through the preparation of a forward plan. Funding to be supplied through the Chittering Tourist Association and the Shire of Chittering.

The strategic aspects of Tourism Promotion will be covered in the Tourism Action Plan which is currently being prepared as part of the Chittering Economic Development Strategy:

- lobbying the industry and government on strategic matters such as quality assessed accommodation, collation of national/international statistics;
- providing a range of information on local resources and facilities;
- facilitating the running training courses to encourage networking and economic growth in the tourism industry;
- supporting the local tourism industry through providing promotional opportunities;
- undertaking market research with members of the public and visitors to particular attractions.



Chittering Bush Fire Advisory Committee Meeting Minutes 10 March 2020

Council Chambers, 6177 Great Northern Highway, Bindoon
Commencement: 7:00pm Closure: 8:13pm

MEMBERSHIP

Membership as at 22 October 2019

Members	Deputies
Shire of Chittering Councillor Cr Carmel Ross	Shire of Chittering Councillor Cr John Curtis
Chief Executive Officer Matthew Gilfellon	Nil
Community Emergency Services Manager / Chief Bush Fire Control Officer David Carroll	Nil
Deputy Chief Bush Fire Control Officer Northern Region Kim Haeusler	Nil
Deputy Chief Bush Fire Control Officer Central Region Phillip Humphry	Nil
Deputy Chief Bush Fire Control Officer Southern Region David Wilson	Nil
Muchea Brigade representative Shelly Pannell	Muchea Brigade representative Shane Robertson
Lower Chittering Brigade representative Graham Furlong	Lower Chittering Brigade representative Max Brown
Upper Chittering Brigade representative Aaron Cover	Upper Chittering Brigade representative Gordon Carter
Bindoon Brigade representative Peter Watterston	Bindoon Brigade representative Scott Ormsby
Wannamal Brigade representative Richard Rose	Wannamal Brigade representative Clayton Smith
Incident Support Brigade representative Peter Hall	Incident Support Brigade representative Sam Murray-Whelan

Tenure of MembershipShall be in accordance with the *Local Government Act 1995, Section 5.11*.**ATTENDANCE BY GOVERNMENT AGENCIES**The following are invited (non-voting) to attend meetings of the CBFAC:

- (a) DFES District Officer – Metropolitan North East
- (b) Department of Biodiversity, Conservation & Attractions / Parks and Wildlife Service

DELEGATED AUTHORITY

Nil

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MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
TUESDAY 10 MARCH 2020

Preface

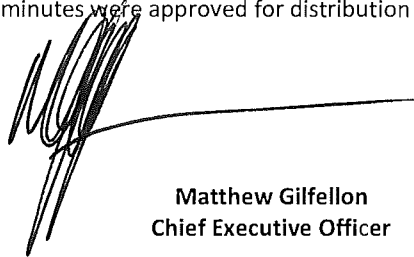
When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The "Confirmed" Minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Ordinary Meeting of Council are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 17 March 2020.



Matthew Giffellon
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at a meeting held on 9 June 2020.

Signed

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson declared the meeting open at 7:00PM

Good evening ladies and gentlemen, we wish to acknowledge the traditional custodians of the land we are meeting on, the Yued people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

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

2.1 Attendance

The following members have confirmed their attendance (Quorum – 6 Members):

Members:	Cr Carmel Ross	Council Delegate (Chairperson)
	Cr John Curtis	Council Deputy
	Matthew Gilfellow	Chief Executive Officer
	David Carroll	Chief Bushfire Control Officer
	Aaron Cover	Upper Chittering Volunteer Bush Fire Brigade
	Graham Furlong	Lower Chittering Volunteer Bush Fire Brigade
	David Wilson	Deputy Chief Bush Fire Control Officer – South
	Peter Watterston	Bindoon Volunteer Bush Fire Brigade
	Richard Rose	Wannamal Volunteer Bush Fire Brigade
	Kim Haeusler	Deputy Chief Bush Fire Control Officer - North
Observers:	Jodie Connell	Development Services Support Officer (Minute Secretary)

2.2 Apologies

Shelly Pannell	Muchea Volunteer Bush Fire Brigade
Emma Clingan	Department of Biodiversity, Conservation & Attractions
Shane Robertson	Muchea Volunteer Bush Fire Brigade
Scott Ormsby	Bindoon Volunteer Bush Fire Brigade
Murray McBride	District Officer – Metropolitan North East

2.3 Approved leave of absence

Nil



3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Chittering Bushfire Advisory Committee meeting: 23 October 2019

4.1 OFFICER RECOMMENDATION

Moved Peter Watterston / Seconded Aaron Cover

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Wednesday, 23 October 2019 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY

5. ANNOUNCEMENTS WITHOUT DISCUSSION

5.1 Community Emergency Services Manager / Chief Bushfire Control Officer

David Carroll spoke to the following:

We are currently in the High Threat Period and prohibited burning time, restricted burning commences midnight 31/03.

Permits may be issued for stubble burning if conditions are favourable and we may start by opening up to 1m piles once conditions ease and we receive our first rains.

Graham is doing a great job in the Bushfire Risk Officer Job, looking at getting grant funding from various sources to mitigate risk on lands in the Shire

We're moving toward the storm season with dangerous storms being the most common natural hazard in Australia. Swan SES and Daryl are our go to people for storm issues

If a storm has badly damaged your home and you can't safely fix it yourself, SES volunteers are there to help. If you need assistance call 132 500.

For more advice about what to do before, during and after a storm download a copy of the Preparing for Storms Guide below.

<https://www.dfes.wa.gov.au/safetyinformation/storm/Pages/default.aspx>

Shire of Chittering Autumn Weather Outlook:

- The likelihood of a wetter or drier than average autumn (March to May) is roughly equal (45–55% chance) for much of Australia. However, parts of southwest Australia have a slightly increased chance of being wetter (60–70% chance).
- Both days and nights are likely to be warmer than average across most of the country for autumn, although days have roughly equal chances of being above or below average in the south.



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
TUESDAY 10 MARCH 2020

- Major climate drivers, including the El Niño–Southern Oscillation (ENSO) and the Indian Ocean Dipole (IOD) are currently neutral and are forecast to remain neutral through autumn. When these major climate drivers are neutral, widespread above or below average seasonal rainfall is less likely.

Since October 2019 Shire of Chittering volunteers have been on ongoing deployments to Local, NSW, Qld and Goldfields fires, with volunteers learning from and enjoying their deployment experience. Monitoring the Eastern states fires for lessons learnt and anything we can apply Volunteers numbers are currently at 239 across the six brigades, actual regular turnout numbers are lower than this.

Awareness: HMA Dept of Health (as of Friday 06/03/20)

Corona Virus, COVID-19, CO stands for corona, VI stands for virus, D for disease. **Symptoms:** fever, a cough, sore throat, tiredness or shortness of breath

Treatment: currently no vaccine. To reduce fever - aspirin, ibuprofen or paracetamol. Australian Government Department of Health 06:30hrs 25/02/20: Australia has 59 confirmed cases of Corona Virus: 10 in Queensland, 25 in New South Wales, 6 in Victoria, 6 in South Australia, 1 in Western Australia, 22 of these cases are reported to have recovered.

The remaining cases are in a stable condition.

Across the world, there have been approximately 113,773 confirmed cases of coronavirus and 4,008 reported deaths and 63,692 people have recovered.

- Of confirmed cases reported globally, the case fatality rate is approximately 3.4%
- The case fatality rate in countries and regions outside mainland China is 1.4%
- For comparison the 1918 Spanish Influenza pandemic fatality rate was 2-3%

Further Information:

- Australian Government Department of Health link:

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>

- Corona Virus Global Cases link:

<https://gisanddata.maps.arcgis.com/apps/opsdashboard/index.html#/bda7594740fd40299423467b48e9ecf6>

- World Health Organisation (WHO) link:

<https://www.who.int/news-room/releases>

Shire of Chittering Assistance / Resources Provided Inter & Intra State

1. 29/09/19 Muchea RAAF bombing range, 78.4ha
2. Dec 2019 Yanchep 12,060ha, 1 refuelling station lost
3. 15/12/19 Mogumber, 6613ha
4. 09/01/20 Karnup, 1322ha
5. 28/01/20 Hopelands, 91ha
6. 30/01/20 Bullsbrook, including the RAAF land 92ha
7. Nov/Dec/Jan 19/20 New South Wales
8. Nov/Dec/Jan 19/20 Queensland
9. Dec/Jan 19/20 Norseman 188,374ha
10. Dec/Jan 19/20 Balladonia, 158,000ha, Eyre Highway closed for 12 days
11. 25/01/20 Yarawindah, 45.6ha - Seven Mile Well, east of Mogumber
12. 09/02/20 Katanning, 4644.6ha, 1 home and 1 grader lost



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
TUESDAY 10 MARCH 2020

Brigade	Total Incidents			Personnel		
	2018	2019	19/20	2018	2019	2020
Muchea	17	36	37	24	25	46
Lower Chittering	22	40	38	35	35	51
Upper Chittering	22	40	30	33	36	34
Bindoon	20	45	32	37	38	44
Wannamal	10	12	8	57	58	44
Incident Support Brigade	1	5	3	24	23	20
				210	215	239

Appliances	Heavy Tankers 8	Light Tankers 7
Muchea	2 – 2.4R, 1.4R	1
Lower Chittering	1 – 3.4U	2
Upper Chittering	1 – 2.4R	2
Bindoon	2 – 2.4R, 3.4U	1
Wannamal	1 – 2.4B	1
Incident Control Vehicle	1	
Fire Support Vehicle	2	
Incident Support Trailer, collar tank	1	
		Total: 19

Australian Fire Season 2019 / 2020 at a glance (Feb 26 2020)

Black Summer, Australian Fire Season 2019/20

- Large uncontrolled fires started in the Eastern States during June 2019
- As of January 2020
- Thirty four lives lost, including 8 volunteer firefighters
- Number of towns affected 55
- Estimated 18.6 million hectares (46 million acres), 186,000 square kilometres burnt
- More than 5,900 buildings destroyed including 3,500 homes
- Estimated one billion animals killed, some endangered species of animals and plants may now be extinct.
- WA burnt through 2,200,000 hectares with the loss of 1 house, 1 garage and 1 grader
- Air quality dropped to hazardous levels across the eastern seaboard.
- Over 6,500 ADF personnel were deployed in support of state and territory response efforts.
- The cost of dealing with the bushfires is approaching \$100 billion, \$4.4 billion was spent on the 2009 Black Saturday fires.
- Tourism sector revenues have fallen more than A\$1 billion.
- By 7 January 2020, the smoke had moved approximately 11,000km across the South Pacific Ocean to Chile and Argentina.
- NASA estimated that 306 million tonnes of CO₂ has been emitted, as of 2nd Jan 2020 (some figures may be estimates).

Recovery:

Immediate base payment of \$1 million to 42 of the most severely bushfire impacted councils in New South Wales, Victoria, South Australia and Queensland to help quickly rebuild vital infrastructure and strengthen community resilience. Currently 40 councils across Australia are in receipt of Category C assistance, including 33 in New South Wales, five in Queensland and two in South Australia



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
TUESDAY 10 MARCH 2020

- National Bushfire Recovery Agency has been established by the Prime Ministers Department with an initial \$2 billion allocated for a national bushfire recovery fund to coordinate a national response to rebuild communities and livelihoods after the devastating fire-front has passed.
- An estimated A\$500 million has been donated by the public, international organisations, public figures and celebrities for victim relief and wildlife recovery.
- Convoys of donated food, clothing and livestock feed have been sent to affected areas.
- Clearing of lost house debris to be fast tracked for rebuilding, aiding recovery and mental health of affected communities.
- Insurance Council of Australia - 20,000 insurance claims lodged, current estimated value loss of \$1.65 billion

Causes:

- Fuel, weather and topography combinations - summertime temperatures, low humidity, high wind speeds, low fuel moisture content, 36 month drought, driest January to August on record, vegetation management
- 2019 hottest year on record, temperatures 1.52°C above average, December 2019 3.2°C above average also lowest rainfall since records began.

Sources of Ignition:

The main ignition cause of fires during the 2019/20 fire season was reported to be lightning strikes. Arson has been of little impact with

NSW – 1% - 24 individuals charged with arson

Vic – 0.3%

Qld – 10% - with 114 out of 1068 fires found to have been deliberately lit

Australian 2019/2020 Fire Season Statistics (Feb 2020)				
State/Territory	Fatalities	Homes lost	Hectares	Acres
New South Wales	25	2,439	5,400,000	13,300,000
Victoria	5	396	1,500,000	3,710,000
South Australia	3	151	490,000	1,210,000
Australian Capital Territory	1	0	56,688	140,080
Western Australia	0	1	2,200,000	5,440,000
Tasmania	0	2	36,000	89,000
Northern Territory	0	5	6,800,000	16,800,000
Queensland	0	48	2,500,000	6,180,000
Total	34	3,042+	18,736,070	46,300,000

State and Federal Enquiries:

Following the catastrophic fires of the 2019/20 fire season the Prime Minister has established a Royal Commission to investigate National Natural Disaster Arrangements

This inquiry has a national focus and will look at three areas:

- Improving natural disaster management coordination across all levels of government;
- Improving Australia's preparedness, resilience, and response to natural disasters, across all levels of government;
- The legal framework for the Commonwealth's involvement in responding to national emergencies and how that works with state and territory legal frameworks.



The Royal Commission is not going to duplicate the work of other inquiries. It will work with other inquiries announced by the States and it will also review the work and recommendations of previous inquiries.

The 1939 report of the royal commission into the Victorian Black Friday bushfires noted:
probably the best means of prevention and protection is that of education, both of adults and children.

Aaron Cover requested whether a contingency plan for Coronavirus has been considered. David Carroll stated that information regarding Coronavirus is provided in his report. Matthew Gilfellow described how Emergency Management arrangements operate on local and state levels. Matthew stated that the Shire of Chittering is required to act as the hazard management agency in the event of a biosecurity hazard. Statistics for the Coronavirus in Western Australia were discussed by the committee. Additionally, the committee discussed how Chittering Fire Service members would be affected and the possibility of operating via web based tools in the interim.

5.2 DFES District Officer – Metropolitan North East

David Carroll, on behalf of Murray McBride, spoke to the following:

- City of Swan and DFES have appointed a new CESM, Kelsi Wells. Kelsi started on the 10/02/2020
- ICV reference group has not progressed due to workloads in the high threat season, deployments and incidents. Will continue to work on the establishment of the State Wide ICV User Group in the coming months.
- Operational Fleet Project will keep running through 2020.
- Thank you to everyone that has deployed this fire season.
- Bindoon Defence Training area has a VHF repeater tower – CH 150 only for fire response in the training area.
- Driving Under Emergency Conditions policy, DFES recommends BFBs adopt these procedures as 'essential practice'.

ATTACHMENT 1 – Operational Circular 13 2020 – New General and Emergency Driving Standard Operating Procedures

ATTACHMENT 2 – SOP 3.03.01 – Respond Under Emergency Conditions

ATTACHMENT 3 – SOP 3.03.12 – Driving Standards

5.3 Chief Executive Officer

Nil

**5.4 Chittering Fire Services Training Coordinator**

David Wilson, on behalf of Scott Ormsby, spoke to the following:

- Combined Northern Training Calendar (Swan, Gingin and Chittering) has been finalised and should have been distributed to all members via brigade TO's.
- Handover of the new Bushfire Training Programmes was attended today, we will be trialling the new Bushfire training programmes in the June course being run in Chittering

5.5 Department of Biodiversity, Conservation & Attractions / Parks and Wildlife Service

Nil



6. BRIGADE REPORTS

6.1 Bindoon

Peter Watterston spoke to the following:

New members

Four new members waiting for police clearances, none currently on leave.

Member resignation

Nil

Brigade incidents

- 17 local incidents.
- Three incidents out of area: Yanchep, Mogumber and New Norcia.

Brigade training

- Held every two weeks.
- Recent training sessions have been four wheel drive and recovery, running fire training hydrant checks.
- Future training on radio communications. Joint training to be held with Upper Chittering and Incident Support Brigade.

Community engagement

- Farmer's Markets.
- Christmas Lolly Run.
- Clune Park Christmas tree – Brigade was called to an incident during this event.
- Kid's Disco.
- Thank a Fire Day held on 29 February 2020 with Bindoon Butcher.

Critical information

- Enhancement of brigade to VFES has been endorsed by the Shire and is being progressed by DFES.
- One member who may have Coronavirus.
- 2.4 appliance will be replaced with a new 4.4 broadacre appliance in the following financial year.

Discussion was held by Matthew Gilfellon, Peter Watterston and David Carroll regarding when the new appliance is expected to be received.

David Carroll stated that he has been in contact with the Superintendent at DFES and that there has been correspondence that the application for a VFES enhancement has progressed. David Carroll said he would keep in contact with DFES staff involved in the transition.



6.2 Lower Chittering

Graham Furlong spoke to the following:

Membership

Since previous meeting we have applications from 10 new members which 8 have moved onto 2019 /20 recruits training. A positive result this summer being 10 of our 12 previous year 2018/19 recruits are now regular active members over this summer period.

We would like to note the ongoing efforts by SoC and CFS Leadership to support local volunteering. We have had 3 exits with Mitch Williams transferred to Gosnells VBF due to relocation, Alison Brown has become too busy with work and family to remain active in the brigade and Craig Chambers who has moved away.

Brigade incidents

Since last meeting the period Oct – Feb there were 35 turnouts.

- October 4 turn outs totalling 24-man hours
- November was busy with 11 turnouts resulting in 270 hours on the fireground including 2 members deployed to Kambalda
- December was also significant with 12 turnouts totalling 251-man hours featuring several support efforts at Yanchep and 1 crew member deployed to Norseman for new year's
- January had 7 turnouts 315-man hours and major support for Baldivis and Bullsbrook incidents and 2 crew deployed to Balladonia
- February was only one turnout taking 16-man hours.

Brigade training

Still averaging over 100 hours (Previous period 100) a month of training and this has mainly been with recruit firefighters whilst experienced members continuing to complete further advanced training with DFES and local shires.

The focus for training has been:

October – Mapping and Tanks

November – Arriving at the Fire

December – Fire Behaviour

January – Pumps and

February was on all aspects of Safety.

Significant training hours for 3 new members spent preparing for and completing IFF/BFF and have now started their probationary period. 3 members also have completed their probation in this period.

9 members also completed DFES training including structural firefighting, pump operations, advanced firefighting, ground controller, crew leader, AIIMS 2017 and Incident Controller.

Community Engagement

Completed 3 prescribed burns late October and with an early start to the season any further burning was not possible. We have 22 requests to assist with burning in the community.

We have completed tank inspections in October and January for all tanks in the brigade area.

Huw Davies day attended by crews in November.

Santa Lolly Run and Christmas Tree event attended in December.

Australia Day BBQ at Lower Hall hosted by the LCVBFB.

Riley's Tuckerbox Community Pizza event in Jan

Station hosted SoC Electors Council meeting in Feb

Attended a Bushfire Fundraiser event at Nesci in February.

**Critical information**

Significant improvement has been made with Muchea East Rd verge clearing and hopefully this can continue for improved egress and expand to include Chittering road to Bindoon at some stage. Brigade would like to see progress with an entry / egress point to the North from Maryville Downs ASAP.

**6.3 Muchea**

David Wilson, on behalf of Shelly Pannell, spoke to the following:

New members

Nil

Members on 12-month Sabbatical: Jo, Shane and Stacey Johns

Member resignation

Slade Healy

Brigade incidents

Call outs to Incidents within the Shire – 15 from September to February, of which six resulted in the Brigade being stood down en route.

In September, Muchea had a major incident off Muchea South Road, which ran for several days. This indicates how dry our spring was. November was the busiest month, with incidents ranging from Mooliabeenee to Bullsbrook.

Incidents out-of-Shire: Five large incidents in Bullsbrook and one in Baldivis. Members were deployed to Kambalda, Norseman and Balladonia on three separate occasions. One of our members completed a deployment to Queensland in November last year.

Reduction Burns: Three before the season closed

Brigade training

Fortnightly in conjunction with reduction burns.
Annual Huw Davies Day with other Shire brigades.

Community engagement

Christmas Lolly Run and Santa Meet-and-Greet

Critical information

Nil



6.4 Upper Chittering

Aaron Cover spoke to the following:

New members

1 x new member

3 x applications sent out to potential members

Member resignation

1 x Resignation (member returned to QLD)

Incidents

Upper Chittering station responded to 17 incidents since the last BFAC meeting on the 23rd of October 2019 –

- 455080 – Vehicle Fire – Muchea East Road, Muchea
- 457933 – TGS Fire – Timaru Road, Muchea – Unable to Crew
- 458440 – TGS Fire – Maralla Road, Bullsbrook
- 458613 – TGS Fire – Julimar Road, Chittering
- 458896 – TGS Fire - Julimar Road, Chittering
- 459495 – Electrical Equipment Fire – Morley Road, Chittering
- 460200 – TGS Fire – Wells Glover Road, Mooliabeenee
- 460301 – Rubbish Fire – Mingah Road, Mooliabeenee
- 462373 – Vehicle Fire – Brand Highway, Breera
- 464332 – Report of Smoke – Windemere Way, Bindoon
- 465078 – Rubbish Fire – Patens Drive, Lower Chittering – Stand Down
- 465793 – TGS Fire – Kay Road, Bindoon
- 466076 – TGS Fire – Almeria Parade, Bullsbrook
- 467663 – Report of Smoke – Julimar Road, Chittering
- 467665 – TGS Fire – Valley View Drive, Chittering
- 468435 – TGS Fire – Wandena Road, Muchea – Stand Down
- 469212 – TGS Fire – Brand Highway, Muchea

Training

Training is continuing on the last Sunday of the month with good attendance

- New members in regular attendance

Critical information

Nil

Community engagement

Hazard Reduction Burn in Hart Drive before season closed, engaged with a few members

21/12/2019 – Santa Lolly Run

26/2/2020 - Nesci Winery – Bushfire Fundraiser – disappointing to see what 1000 donated to KI, 1000 to Chittering Landcare, approximately \$300 per brigade

**6.5 Wannamal**

Richard Rose spoke to the following:

New members

Nil – 60 – 70% of Wannamal residents already members.

Member resignations

Nil

Brigade incidents

Mogumber and New Norcia. Good attendance at New Norcia fire.

Brigade training

Nil

Community engagement

Brigade has received \$500 voucher from Coles and may hold a banquet for members with the funds.

Critical information

Brigade has purchased a small trailer for their water pump that had previously been unused due to the pump's size and weight.



6.6 Chittering Incident Support

David Carroll, on behalf of Peter Hall, spoke to following:

New members

Christine Cano

On Personal Leave

Andrew Bates

Debra Wilson

Paul and Raylene Groves – From May 2020 to April 2021 – Travelling

Member resignations

Samantha Murray-Whelan

Brigade incidents

Nil – Since Yanchep

Community engagement

Nesci Winery – Excellent Event in Lower Chittering

Critical information

- Vehicle Update:
 - Electrical upgrade to ICV red and blue lights on the cab
 - New high beam bar light
 - New driving lights on roof of cab
 - Vehicle internet server was offline – DFES attended and could not find what the problem was
 - Smart screen now working with finger touch
 - Flat tyre on left rear inside to be replaced
- Office - pc and printer now up and running
- AVL checks - being carried out each time the vehicle is driven
- Training - ongoing with fortnightly in house skill sets
- 5 members to attend bushfire safety awareness workshop
- AGM – AGM will be conduct in the first week of May. Election of office bearers for 20/21



7. ACTION LIST AND COMMITTEE RECOMMENDATIONS

7.1 Outstanding actions and recommendations

Meeting Date	Brigade/Report Title	Details of Required Action	Person Responsible	Current Status	Action Completed
23 October 2019	General Business	Murray McBride to provide information to the Chief Executive Officer to clarify what age and the correct wording of a permission form for underage members to go on the fire ground.	DO – North East Metropolitan	Outstanding	



7.2 Discussions arising from Action List and Committee Recommendations

Discussion was held over whether cadets needed to be 16 or 17 years old in order to be allowed on the fire ground. Reference was made to the contents of the Constitution and the Bush Fire Brigades Local Law 2012. It was discussed whether the Constitution or the Local Law had more legal standing. It was ascertained that the Local Law had more weight than the Constitution. David Carroll highlighted that although the Local Law stated 16 years old, the Committee had previously voted on 17 years old. Councillor Carmel Ross highlighted that 'Working with Children' checks could be required if the brigades had members under 18 years old.

David Wilson stated that the Local Law needed to be reviewed. Matthew Gilfellon concurred and stated that Local Laws should be reviewed every eight years. The current Brigades Local Law was gazetted in 2012 and is now due. Concerns were raised by members regarding various aspects of the Local Law and its contents. Members discussed that the documentation that governs the operations of a brigade should be developed with the Local Law as the guiding document.

Councillor Carmel Ross highlighted the requirement for parental permission for underage brigade members. David Carroll stated that the Application to Join a Brigade required parental consent for members underage. The formation of a committee to review the Local Law was suggested by Councillor Carmel Ross. Aaron Cover stated that he was opposed to underage members being on the fire ground due to them not having the skills to deal with high pressure situations or being licensed to drive an appliance.

David Wilson stated that appropriate language should be considered in the review and ambiguous language should be avoided. David Carroll stated that the language used should still allow a level of flexibility. Matthew Gilfellon stated that all Local Laws have to pass through the Joint Standing Committee who has the final say on the content and the language.

As a committee the decision was that the age of 16 is acceptable in the interim. This would be at the discretion of individual brigades as to whether they operate under this rule. This could be considered on a case by case basis as it is with probationary members.

ACTION

Chief Bush Fire Control Officer to research whether working with Children's Checks are required for members if the brigade has members under 18 years of age.



8. GENERAL BUSINESS

David Wilson spoke to the following:

- Thank you to all the brigades and their attendance at recent incidents. The feedback from incident management has been phenomenal. It was indicated by those managers that they liked working with Chittering Fire Services.
- Cross crewing within Chittering fire Services has been very successful over the season. There has been a much stronger response as a result.

Peter Watterston spoke to the following:

- Requested whether it was possible to allow burning under permit on Sunday for brigades. The reason being as there was limited time on weekends to be able to conduct hazard reduction burns and weather can also impact this time. David Carroll said that this rule has been in place to give brigades a break. David Carroll said he would consider the request.
- The boat near the Chittering Health Service has been deemed a fire hazard by Bindoon Volunteer Bush Fire Brigade. If this structure was lit by someone, the fire could run up the surrounding hills. Matthew Gilfellon stated that a firebreak could be put around the perimeter of the boat.

9. NEXT MEETING

That the next meeting of the Chittering Bush Fire Advisory Committee is scheduled for Tuesday, 9 June 2020 commencing at 7pm.

10. CLOSURE

The Chairperson declared the meeting closed at 8:13PM



OPERATIONAL CIRCULAR 13/2020

File: D13724

March 2020

New General and Emergency Driving Standard Operating Procedures

Key Message

SOP 3.3.1 – Driving Emergency Vehicles will be retired and replaced with [SOP 3.3.1 – Respond Under Emergency Conditions](#) and [SOP 3.3.12 – Driving Standards](#)

Why are we changing?

A major review into SOP 3.3.1 – Driving Emergency Vehicles identified;

- general and emergency driving standards are grouped together, making it difficult to separate between standards for both;
- there is no clear guidance as to when it is appropriate to respond to an incident under emergency conditions;
- training material was recorded in the superseded SOP as well as the learner's manual;
- additional general and emergency driving standards were recorded in different learner manuals making it difficult for our people to clearly and easily identify what standard applied for general and emergency driving.

What has changed?

General and emergency driving standards have been separated into two documents;

- SOP 3.3.1 – Respond Under Emergency Conditions
- SOP 3.3.12 – Driving Standards

These documents now establish the minimum standards for general driving and emergency driving. Driving standards recorded in learner manuals have been included into these documents. Existing content that was of a training nature has been removed and is covered in the appropriate learner's manual.

SOP 3.3.1 – Respond Under Emergency Conditions has been written to include a new section "Departmental Authority to Respond Under Emergency Conditions". This is a decision support tool to assist our officers in charge (OIC) and crew leaders (CL) to make an informed decision regarding if a response under emergency conditions is appropriate.

What does this mean for me?

Standards for driving vehicles (generally and emergency) are now easily identifiable. Drivers, OIC and CL are encouraged to become familiar with the content of both documents. Understanding of these documents will assist our people in making good and safe decisions while driving vehicles.

CRAIG WATERS
DEPUTY COMMISSIONER OPERATIONS

Target Audience: All DFES Operational personal				
A	B	C	D	Vol
O.I.C. is to communicate content to all relevant personnel under their command, discuss implications, and sign appropriate box above. Once completed Circulars shall be filed on station and forwarded to Information Resources at the end of each financial year.				
OC-13-20	Issue Date:	Valid Until:	Contact:	Knowledge and Training Support
Page 1 of 1	Mar 2020	Mar 2021	doctrine@dfes.wa.gov.au	

	Directive 3.3 – Operational Support
	SOP 3.3.1 – Respond Under Emergency Conditions

References

Road Traffic Act 1974
Road Traffic Code 2000

Definitions

Emergency vehicle: A motor vehicle on official duty in consequence of a fire or an alarm of fire or of an emergency or rescue operation where human life is reasonably considered to be in danger, as defined in the *Road Traffic Code 2000* (RTC). This includes vehicles operated by an SES or VFES Unit under the Fire and Emergency Services Act.

Introduction

1. Emergency vehicles are used to respond to an urgent situation. If a vehicle is approved as an emergency vehicle (refer to SAP 4.1.B – Emergency Vehicle Status Applications), and the driver is trained to the required standards, then that person is exempt from certain road laws within the RTC when responding to an emergency.

[SAP 4.1.B – Emergency Vehicle Status Applications](#)

The *Road Traffic Act 1974* (RTA) and RTC provide drivers of emergency vehicles, responding under emergency conditions with a defence (exemption) against certain driving offences. Whilst the RTA and RTC may provide ‘lawful authority’, DFES places additional controls (Departmental Authority) on drivers when responding under emergency conditions.

Annex A provides excerpts from legislation which relate directly to drivers of emergency vehicles.

[Annex A – Legislation Excerpts](#)

Where Local Governments do not have a Policy for responding under emergency conditions, DFES recommends that Bush Fire Brigades adopt these procedures.

2. **Qualification Requirements.** Drivers of emergency vehicles responding under emergency conditions (red and/or blue emergency beacons and/or sirens) must:

- hold a current driver’s license indicating qualification to drive the equivalent class of vehicle;
- have undertaken a DFES approved on road driving course; and
- have successfully completed the relevant driver/operator assessment for the particular vehicle, if applicable.

Procedures

3. **Departmental Authority to Respond Under Emergency Conditions.** Section 61B of the RTA and 281 of the RTC defines the legal requirements and associated exceptions to drive under emergency conditions. DFES places additional conditions on these. DFES personnel are authorised to respond under emergency conditions in the following circumstances;

- request for response has come via DFES Communications Centre (ComCen); or
- an incident is reported/encountered where DFES involvement is appropriate regardless of Hazard Management Agency responsibilities;

SOP 3.3.1 – Respond Under Emergency Conditions			
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IN ADDITION, the incident is of a nature that;

- it is reasonable to assume human life is likely to be in danger; or
- requires an urgent response.

The officer in charge (OIC)/crew leader (CL) of the appliance is to decide if a response under emergency conditions, based on the previous criteria, and any other factors, is appropriate. When deciding if a response under emergency conditions is appropriate the OIC/CL should consider (but not limited to);

- Information from ComCen or Incident Controller
- Available (or lack of) incident intelligence
- Potential for incident escalation/complexity
- Role the appliance/crew/resource will contribute to the incident, and the urgency for the appliance/crew/resource
- Phase of the incident (escalation, consolidation, recovery)

The OIC/CL shall re-evaluate all factors as information becomes available and adjust the requirement to respond under emergency conditions accordingly.

NOTE: Personnel must not drive under emergency conditions for any reason unless Departmental Authority is met. Where authority has not been met, personnel may face disciplinary proceedings.

The driver **must** take care when responding to an incident under emergency conditions to ensure the safety of other road users and occupants of the vehicle. No risk is justified if it is likely to jeopardise the safe arrival of vehicle and crews at an incident or the safety of others within the community.

The 1st arriving OIC/CL/Incident Controller shall advise if further appliances are to respond under emergency conditions. This must be continually re-evaluated.

4. **DFES Emergency Driving Standards.** The following standards apply to all DFES drivers when driving under emergency conditions:

Blood Alcohol Concentration (BAC)	All DFES personnel must have a BAC of 0.00% when driving under emergency conditions. Where this standard is unachievable, personnel may respond to an incident with a BAC of less than 0.05% and drive normal road conditions, where the class of vehicle allows drivers to have a BAC of less than 0.05%. DFES Policy 95 – Alcohol and Other Drugs
Private Vehicles	Under no circumstances is a private vehicle (that is not a recognised emergency vehicle) permitted to be driven under emergency conditions.
Towing Trailers	Under no circumstances shall a trailer be towed at a speed greater than 100km/h.
Provisional (P plate) Driver's Licence Holders	Under no circumstances are P plate drivers to drive under emergency conditions.
OIC/CL Driving Emergency Conditions	The OIC/CL should refrain from driving under emergency conditions when a suitably qualified alternative driver is available. This enables the OIC/CL to oversee a driver's actions.
Railway Crossings	Under no circumstance shall drivers proceed through flashing lights, stop signs, gates, booms or barriers, or past a person controlling railway level crossings.

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Restrictions on traffic in pedestrian mall	Drivers shall not drive through a pedestrian or shopping mall, unless proceeding to an incident within the mall, or there is no other way to access the incident. Drivers shall not drive at a speed excessive to the conditions and volume of pedestrian traffic.
Road Works	Drivers must exercise restraint when travelling to incidents through roadworks and make every endeavour to comply with the direction given by authorised personnel where: a) a portion of the road is subjected to work being done, over or under it; or b) a survey is being conducted at any point on a road, by a competent authority, and shall not drive at a speed excessive to the condition of the roadway.
One Way Streets	Drivers are to avoid proceeding against the traffic in a one way street unless the incident location cannot be otherwise approached without undue delay.

5. **Lights and Sirens.** Drivers responding under emergency conditions are to display emergency beacons and sirens as follows:

CIRCUMSTANCE	BEACONS/SIRENS
Driving to an Emergency	Both emergency beacons and sirens. Where there is light or non-existent traffic, beacons only are acceptable at the discretion of the OIC/CL. Note. During long-range deployments sirens are to be engaged when traffic is encountered.
Final Approach to an Incident	It is accepted practice to turn sirens off and make final approach to an incident displaying emergency beacons only.
Parked at an Incident	Emergency beacons only.
Operating on a Fire ground	Emergency beacons only.

Consideration must be given to pedestrians, residents and other road users when using lights and sirens. This includes air horns, where limited use is the preferred option.

6. **Speed.** Section 61B of the RTA and Regulation 281 of the RTC gives drivers of emergency vehicles certain exemptions when proceeding to an incident if the driver is demonstrating reasonable care¹ and the emergency vehicle is identified by activated emergency beacons and/or sirens.

The OIC/CL will provide oversight of their driver's decision-making regarding speed, however the driver is ultimately responsible for her/his actions. DFES places additional controls for driving under emergency conditions over and above the defence provided by the RTA (Section 61B) and RTC (Regulation 281), as follows:

¹ Reasonable care is the degree of caution and concern for the safety himself/herself and others an ordinarily prudent and rational person would use in the circumstances. It is a subjective test to determine if a person is negligent, meaning he/she did not exercise reasonable care.

The People's Law Dictionary by Gerald and Kathleen Hill.

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Standard	Drivers of emergency vehicles are not to exceed the posted speed limit by more than 20km/h when proceeding to an incident under emergency conditions.
Exceptions	<p>However, where it is reasonable to assume that human life is likely to be in danger and the driver demonstrates reasonable care, the driver may exceed the posted speed limit by more than 20km/h in the following circumstances:</p> <ul style="list-style-type: none"> • the driver is not the OIC*; and • the driver obtains approval from the OIC*; and • the OIC* has completed a risk assessment prior to providing approval; and • the OIC* continually re-evaluates the conditions following approval. <p>* Drivers of vehicles which do not have an OIC present are not permitted to exceed the posted speed limit by more than 20km/h. The OIC must be a Station Officer or above (career) or a brigade/unit operational officer (volunteer).</p>
Exclusions	<p>The RTA requirements are that DFES drivers must not exceed the posted speed limit:</p> <ul style="list-style-type: none"> • When operating on private property • Where directed by a member of the Western Australia Police Force • Where it is not safe to do so e.g. school zones and road works <p>While Section 61B provides a defence, subject to certain conditions, for contravening Section 60A (Reckless Speed), it is a DFES requirement that DFES drivers must not contravene Section 60A of the Road Traffic Act, which states;</p> <ol style="list-style-type: none"> 1) A person commits an offence if the person drives a motor vehicle at a speed of 155 km/h or more on any other length of road. 2) A person commits an offence if the person drives a motor vehicle at 45 km/h or more above the speed limit – <ol style="list-style-type: none"> a) In a confiscation zone; or b) On any other length of road. <p>The RTA does not provide ANY defence (exception) for drivers with regards to S61 RTA Dangerous Driving or S62 RTA Careless Driving.</p>

7. **Moving Through Controlled Intersections.** Intersections controlled by traffic lights and signage pose a greater hazard to emergency responders as members of the public moving in accordance with traffic signals may be inattentive to peripheral threats. When moving through controlled intersections contrary to the flow of traffic, drivers are to undertake the following:

- Approach controlled intersections with activated emergency beacons **and** sirens sounding.
- Approach traffic control signals or stop signs at a speed which will enable you to bring the vehicle to a complete stop if necessary prior to entering the intersecting carriageway. The driver shall not continue their course unless they are satisfied that it is safe to do so.
- When travelling in convoy, individually slow and check safety before proceeding as above.
- Air horns (where fitted) may be used to supplement emergency beacons and sirens as required to ensure other road users are aware of the vehicle and intention to proceed. The driver should use discretion when using the air horn.
- Drivers must never force road users through controlled intersections.

8. **Contra Travel on Freeways.** Travel against the flow of traffic on freeways poses increased risks to responders and other road users. This is primarily based on vehicles, traveling at speed of 100 km/h, not expecting a vehicle driving contra flow on the freeway. Where the OIC/CL has considered all alternate routes, and deemed that the most effective route of travel is against the flow of traffic on any Freeway, the OIC/CL must;

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- Contact ComCen to notify of intentions
- Provide rationale e.g. risk assessment.

ComCen may have access to the Main Roads camera feeds for Perth freeways and can provide clarification of incident details and advice.

When undertaking contra travel on freeways, vehicles are to ensure the following:

- All vehicles must proceed with activated emergency beacons **and** sirens sounding
- The drivers must not proceed unless they deem road conditions are safe to do so, taking extreme care

ComCen is to contact Main Roads, Road Network Operation Centre to provide detail in relation to emergency contra-travel.

9. **Consequences.** Drivers may be held liable for driving an emergency vehicle under emergency conditions without following DFES Policy or procedures, or for gross errors of judgement if deemed not to be demonstrating reasonable care. Annex A – Legislation Excerpt from RTA Section 60, 60A, 61 & 62 defines “Reckless, Dangerous and Careless Driving”.

Drivers who are in breach of the above procedures may be subject to disciplinary proceedings as detailed in DFES Conduct and Discipline Policy.

[Conduct and Discipline Policy](#)

Annexes

[A Legislation Excerpts](#)

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SOP 3.3.1	Legislation Excerpts	ANNEX A
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Road Traffic Act 1974

Section 60	<p>Driving in reckless manner</p> <p>(1) For the purposes of this section, a motor vehicle is driven in a reckless manner if it is driven in a manner (which expression includes speed) that is inherently dangerous or that is, having regard to all the circumstances of the case, dangerous to the public or to any person.</p>
Section 60A	<p>Driving at reckless speed</p> <p>(1) A person commits an offence if the person drives a motor vehicle at a speed of 155 km/h or more on any other length of road.</p> <p>(2) A person commits an offence if the person drives a motor vehicle at 45 km/h or more above the speed limit –</p> <p style="padding-left: 40px;">(a) In a confiscation zone; or</p> <p style="padding-left: 40px;">(b) On any other length of road.</p>
Section 61 (no exemptions)	<p>Dangerous driving</p> <p>(1) Every person who drives a motor vehicle in a manner (which expression includes speed) that is, having regard to all circumstances of the case, dangerous to the public or to any person commits an offence.</p>
Section 61B	<p>Defence for certain officers driving at reckless speed</p> <p>The driver of a motor vehicle is not guilty of an offence under section 60A if –</p> <p>(a) either –</p> <p style="padding-left: 40px;">(i) the driver is on official duty as a police officer and the driving is substantially in accordance with the Commissioner’s policies and guidelines relating to driving, applicable at the time of the driving, and any direction given under such a policy or guideline; or</p> <p style="padding-left: 40px;">(ii) the driver is on official duty responding to a fire or fire alarm; or</p> <p style="padding-left: 40px;">(iii) the driver is on official duty responding to an emergency or rescue operation where it is reasonable to assume that human life is likely to be in danger; or</p> <p style="padding-left: 40px;">(iv) the motor vehicle is an ambulance and is being used to answer an urgent call or to convey a person to a place for the provision of urgent medical treatment;</p> <p>AND</p> <p style="padding-left: 40px;">(b) the driver is taking reasonable care; and</p> <p style="padding-left: 40px;">(c) the vehicle is displaying a blue or red flashing light or sounding an alarm unless, in the circumstances, it is reasonable for a light not to be displayed or an alarm not to be sounded.</p>
Section 62 (no exemptions)	<p>Careless driving</p> <p>Every person who drives a motor vehicle without due care and attention commits an offence.</p>

Road Traffic Code 2000

Regulation 281	<p>Exemption for drivers of emergency vehicles (other)</p> <p>A provision of this regulation does not apply to the driver of an emergency vehicle that is not being used for official duties by a police officer if –</p> <p>(a) in the circumstances –</p> <p style="padding-left: 40px;">(i) the driver is taking reasonable care; and</p> <p style="padding-left: 40px;">(ii) it is reasonable that the provision should not apply; AND</p> <p>(b) the vehicle is a motor vehicle that is moving and the vehicle is displaying a blue or red flashing light or sounding an alarm.</p>
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DOCUMENT HISTORY

VERSION	DATE	DESCRIPTION of CHANGE
1.0	May 09	New SOP created. New sections created: (All) Source documents: SOP 36 – Road Traffic Code SOP 40 – DFES Driver Responsibilities All listed SOP/SAP, now retired.
1.1	Jul 11	<ul style="list-style-type: none"> Content reviewed Version control Footer inserted Document History inserted
1.1	Jan 13	<ul style="list-style-type: none"> Table included to outline requirements to re-instate 4WD vehicle for on road driving New requirement for tyre gauges to be used during re-inflation added
1.2	Apr 13	Included in table Section 3 General DFES Driving Conditions <ul style="list-style-type: none"> Seat Belts Travelling On The Outside Of Vehicles Ref; RT Code Pt 19 Div. 1 284(1)b)
1.3	Sep 13	Included DoT licensing requirements for heavy vehicles and links to DoT site Included DFES Requirement for completion of DFOA
1.4	Apr 14	Included instruction for vehicle weight when carrying out recovery. Updated formatting. Clarification of section 7, Driver Pre-Requisites. Inclusion of Letter of Authorisation to Drive, Annex B.
1.5	Oct 14	Clarification of Maximum Speed Limit. Inclusion of Contra Travel on Freeways. Clarification of procedures for approach to traffic control signals and stop signs.
1.6	May 15	Table under section 3, added row titled Driver
1.7	Jan 16	Inclusion of exception re: provision to exceed posted speed limit, paragraph 11 Speed.
2.0	Dec 16	REVOKED – Incorrect publishing.
2.1	Dec 16	Clarification of Alcohol and Drug policy, specifically volunteer blood alcohol limits. Clarification of speed restrictions when towing trailers. Clarification of requirements for load restraint within vehicles. Clarification of requirement when reversing operational vehicles. Clarification of appropriate use of air horns. Clarification of driver responsibilities, specifically regarding speed. Clarification of procedures for contra-travel on freeways.
3.0	Mar 20	Major review. Document title changed to Respond Under Emergency Conditions BAC Exemption changed to 0.00% for ALL drivers of emergency vehicles. All information relating to driving normal road conditions moved to SOP 3.3.12 – Driving Standards. New section outlining Authority to respond under emergency conditions DFES Emergency Driving Standards expanded. Removed sections covering Driving Off-Road, Re-Instate Vehicles for On-Road Driving and Recovery. These are all covered in training.

SOP 3.3.1 – Respond Under Emergency Conditions

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	Directive 3.3 – Operational Support
	SOP 3.3.12 – Driving Standards

References

Road Traffic Act 1974
 Road Traffic Code 2000
[DFES Fleet Policy](#)

Introduction

1. Driving vehicles as part of your duties imposes additional responsibilities on the driver and officer in charge (OIC) if present. Drivers and OICs are accountable for the use, operation, security and maintenance of their vehicles and the adherence to procedures in the event of an accident.

SOP 3.3.1 – Respond Under Emergency Conditions provides drivers with additional guidance when responding to incidents under emergency conditions.

[SOP 3.3.1 – Respond Under Emergency Conditions](#)

Procedures

2. **DFES Driving Standards.** Drivers of vehicles are subject to all regulations and laws detailed in [WA Road Traffic legislation](#). Additionally, all drivers of DFES vehicles, are to adhere to the DFES driving standards as stipulated below:

Fatigue	<p>Drivers should avoid driving between midnight and 0600hrs (excluding operational requirements), or when the driver has been awake for 17 hours or more. When driving for extended periods, drivers should take a 10 minute break every two hours. Where extended driving time is required, drivers are to plan realistic driving schedules including an overnight stay where necessary.</p> <p>Refer to the DFES Policy 96 – Fatigue Management and the Safe Driving – Guidelines for Western Australia Government Agencies document for further guidance on managing driver fatigue.</p> <p style="text-align: right;">DFES Policy 96 – Fatigue Management Safe Driving – Guidelines for Western Australia Government Agencies</p>
Medical Conditions	<p>Drivers must notify DFES of any medical condition that could affect their driving ability, as described in SAP 1.1.B – Injury Illness Death. Drivers with a medical condition and/or who are taking any medication that may affect their ability to drive, must notify the Department of Transport.</p> <p style="text-align: right;">SAP 1.1.B – Injury Illness Death</p>
No Smoking	Smoking is not permitted within any DFES vehicle.
Onus for Traffic Infringements Notices	Drivers are personally responsible for any parking or traffic infringement notices.
Headlights On	Drivers are to ensure that vehicles are driven with headlights on during country travel.
Faults	<p>Faults to DFES vehicles are to be reported as outlined in Directive 4.3 – Recovery & Repair.</p> <p style="text-align: right;">Directive 4.3 – Recovery and Repair</p>

SOP 3.3.12 – Driving Standards

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Traffic Crash	Vehicles involved in a traffic crash shall be reported as outlined in SAP 4.3.A – Operational Vehicle Accidents and Breakdowns. SAP 4.3.A – Operational Vehicle Accidents and Breakdowns
Cleanliness	Vehicles are to be kept clean and tidy both internally and externally at all times.
Travelling On The Outside Of Vehicles	Personnel are only to ride on the outside of vehicles when the vehicle is specifically designed for that purpose and only when engaged in direct incident activities.
Extraordinary (E Plate) Driver's Licence Holders	E Plate holders are not to drive any DFES vehicle. "Loss of license" provisions, as outlined in SAP 1.2.A – Traffic Infringements and Loss of Licence, will apply to E plate holders. SAP 1.2.A – Traffic Infringements and Loss of Licence
Learner's Permit	Learner's Permit holders are not to drive any DFES vehicle.

3. **License Requirements.** Personnel are to hold a current license, considering any license conditions and restrictions, indicating qualification to drive the equivalent class of vehicle.
www.transport.wa.gov.au

4. **Provisional Drivers Licence.** Provisional (P plate) driver's license holders are bound by the following restrictions when driving DFES Operations vehicles:

- Must display 'P' plates while driving
- Provisional licence holders **MAY NOT** drive the following:
 - **Any type** of emergency vehicle when using emergency lights and sirens.
 - Any vehicle after 2200hrs unless in possession of an 'Authorisation to Drive' letter and copy of brigade/group/unit roster, and only if travelling to or from station and home.
['Authorisation to Drive' Letter](#)

5. **Responsibilities.** All drivers are responsible for ensuring vehicles in their care are driven in a courteous and responsible manner, refuelled, cleaned, serviced and available for pool car bookings (where applicable). The custodian is to ensure regular routine maintenance is undertaken. Vehicle log sheets or occurrence books (whichever is applicable) are to be completed at the conclusion of travel. Vehicle log sheets are to be forwarded to DFES Finance monthly.

CFRS pumps and associated light tankers are to conduct non-operational travel together to ensure mobilising protocols are achievable.

6. **Reversing.** Drivers of vehicles are to be assisted by crew members at all times, who shall assist reversing movements while ensuring the surface is appropriate for the vehicle. Where assistance is not available or practicable, the driver shall take all reasonable precautions to ensure the rear of the vehicle is clear before reversing.

7. **Vehicle Security.** It is the responsibility of each driver to ensure the security of DFES vehicles.

- Vehicles must be locked when not in use and no one is present (excluding operational vehicles).
- Operational vehicles must be secured during non-emergency activities and no one is present.
- Where possible, valuables and DFES documents must not be left in sight when the vehicle is parked.

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- Fuel cards must be stored inside the vehicle glove compartment or similar.
- When not in use outside of working hours, vehicles should preferably be parked in a safe and secure place.

8. **Request From the Public To Assist At An Incident.** There may be circumstances where DFES personnel are driving vehicles fitted with emergency beacons, sirens and/or operational radios, yet are not trained or qualified to operate this equipment (as outlined in SOP 3.3.1 – Respond Under Emergency Conditions). If personnel encounter an incident or are requested by the public to assist at an incident, they shall;

- **NOT** operate emergency beacons and sirens
- **NOT** use operational radios, unless trained in use of this equipment
- Park vehicle in a safe position
- Operate hazard lights, if required
- Contact the appropriate emergency service by the most expedient means. This should be by phone (work, personal or other person’s phone) in the first instance.

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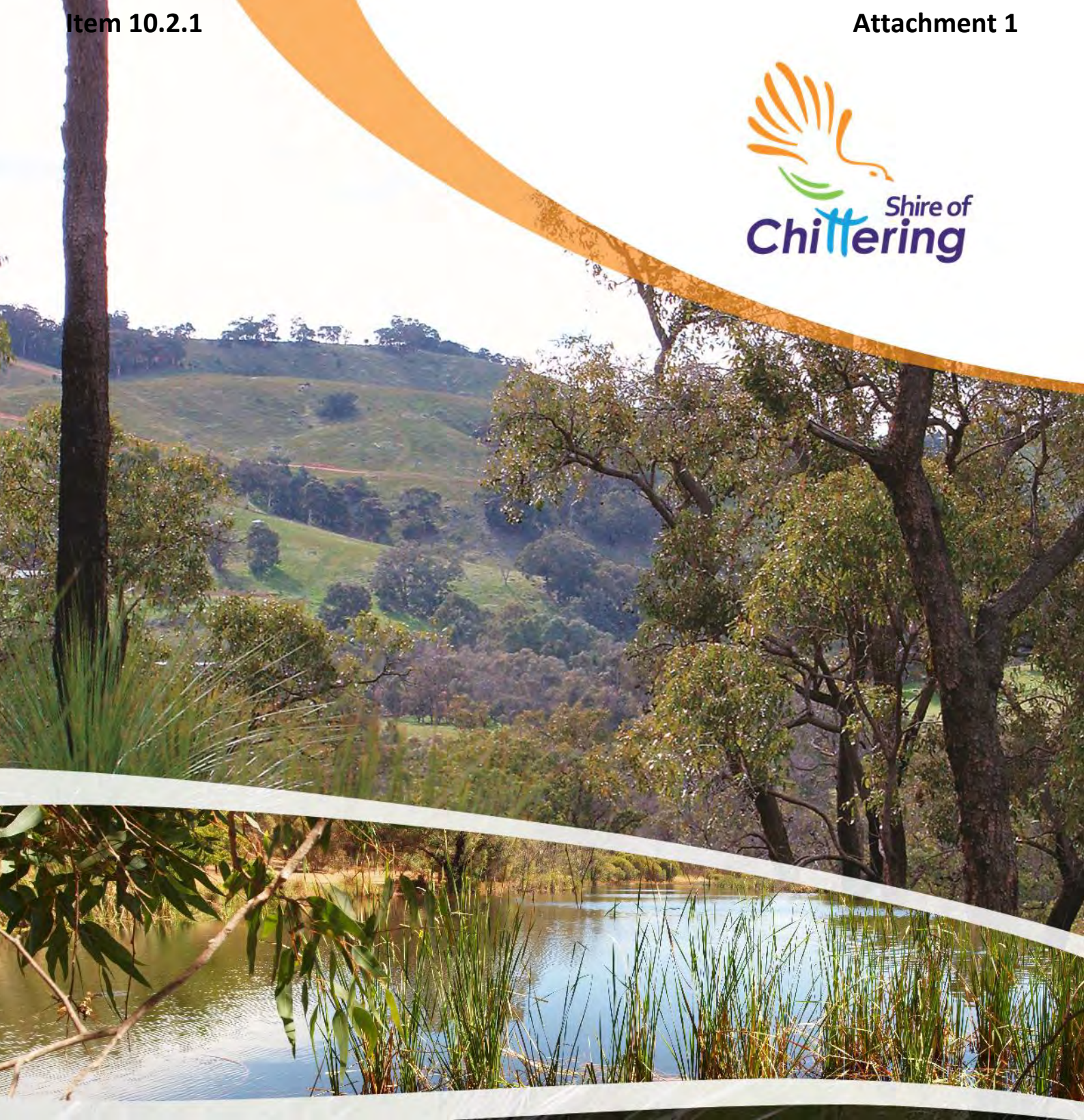
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DOCUMENT HISTORY

VERSION	DATE	DESCRIPTION of CHANGE
1.0	Mar 2020	New SOP created by extracting relevant information from SOP 3.3.1 – Driving Emergency Vehicles. Major review of content. Expanded content in table under section 2 - DFES Driving Standards. Vehicle Security and Request From Public to Assist At An Incident added.

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Local Emergency Management Committee Special Meeting Minutes

1 April 2020

Teleconference

Commencement: 10:00am

Closure: 10:50am

MEMBERSHIPMembership

Membership of the LEMC is representative of agencies, community groups, non-government organisations and expertise relevant to the identified community hazards and risks and emergency management arrangements.

Chair	SoC President
Deputy Chair	SoC Deputy President
Other Members	Community Emergency Services Manager / Chief Bush Fire Control Officer SoC Executive Manager Development Services SoC Executive Manager Corporate Services SoC Executive Manager Technical Services SoC Principal Environmental Health Officer SoC Building Surveyor St Johns Ambulance Gingin/Chittering representative WA Police – Gingin representative Department of Communities representative DFES District Officer (North East Metropolitan) DFES District Emergency Management Advisor Department of Defence (RAAF) representative Western Australian Meat Industry Authority representative Bindoon Primary School representative Edmund Rice College representative Immaculate Heart College representative
Other Deputies	SoC Deputy Chief Bush Fire Control Officers

Tenure of Membership

Shall be in accordance with the **Emergency Management Act 2005**, Section 38(4).

VISION

Our vision is for the Shire of Chittering to have an efficient and responsive emergency management

OBJECTIVES

- (a) To plan, administer and test the Local Emergency Management Arrangements.
- (b) To keep up to date the Contact details in the Local Emergency Management Arrangements.
- (c) Meet and produce post-incident reports.
- (d) Meet and produce post-exercise reports.
- (e) Produce an Annual report.
- (f) Produce and approve an Annual Business Plan.

The Committee will advise the local government all matters relating to Emergency Management.
Shall be in accordance with the **Emergency Management Act 2005**, Section 39.

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) *to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;*
- (b) *to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and*
- (c) *to carry out other emergency management activities as directed by the OEM or prescribed by the regulations.*

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Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Ordinary Meeting of Council are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 7 April 2020.



Matthew Gilfellon
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at a meeting held on 27 May 2020.

Signed

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson declared the meeting open at 10:00am

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

2.1 Attendance

The following members have confirmed their attendance (Quorum – 9 Members):

Members:	Matthew Gilfellow	Chief Executive Officer
	Dave Carroll	Chief Bushfire Control Officer
	Jim Garrett	Executive Manager Technical Services
	Glenn Sargeson	Principal Environmental Health Officer
	Yvette Grigg	Department of Fire and Emergency Services
	Murray McBride	Department of Fire and Emergency Services
	Ryan Hamblion	Department of Communities
	Lian Webb	Department of Communities
	Marie Barton	Edmund Rice College
	Dennis Badcock	St John Ambulance
	Rick Choules	St John Ambulance
	Daryl Coleman	Swan SES
	Donna Watts	Department of Defence
	Richard Heith	RAAF/Department of Defence
	Ben Banyai	WAMIA
Observers:	Lisa Kay	Community Development Coordinator
	Euan Martin	Economic Development Officer
	Kari-Lee Falconer	DPIRD
	Jodie Connell	Development Services Support Officer (Minute Secretary)

2.2 Apologies

Greg Lott	WAMIA
Kim Klug	Department of Health

2.3 Approved leave of absence

Nil



3. DISCLOSURE OF INTEREST

Nil

4. PURPOSE OF MEETING

Incident Type	Human Epidemic
Incident Number/Name	COVID 19
Incident Level	CHO (State Human Epidemic Controller) declared Level 3.

5. AGENCY REPORTS

5.1 Shire of Chittering

Matthew Gilfellow spoke to the following:

- Commencement of the Recovery process has begun with the subcommittees being the first to be formed – specifically the Community and Economic subcommittees.
- Main focuses have been vulnerable people and keeping track of businesses and what impact COVID-19 has had on them.
- Operations are as per normal. Although there has been a decrease in foot traffic, the Shire is restricting entry to the Administration and having as many staff as possible working from home.
- Playgrounds and parks have been closed.

5.2 St John Ambulance

Dennis Badcock spoke to the following:

- Chittering Gingin branch is being kept very well informed by Department of Health with updates a couple of times a week. Information from regional office has been invaluable.
- Personal protective equipment is low in supply, however the branch managing to get by.
- Front door assessments are being completed during call outs to make an initial assessment of the patient before contact is made.
- Volunteer numbers are currently low in the region, looking at help from elsewhere and how they can be accommodated locally.
- The project for the new sub centre is still in progress.

5.3 Tronox

Dennis Badcock spoke to the following:

- Contingencies to stop the spread of COVID-19 issues have ramped up, screening is occurring. Staff have been accepting of the changes and have been cooperative during the changes.
- Tronox is business as usual. Administrative staff are working from home.

Lisa Kay asked Dennis Badcock, given that there has been a decrease in volunteers, does St John Ambulance have the capacity to train new volunteers or have fast track system to do so. Dennis responded that all training and committee meetings have been cancelled.



A Learning Management System is being looked at for new recruits to qualify and reskill existing officers remotely. Lisa offered that currently spontaneous volunteers are coming forward and may be interested if they learn of the shortage that St John Ambulance are experiencing.

5.4 Department of Fire & Emergency Services – Community Emergency Services Manager

David Carroll spoke to the following:

- Brigades are still active and available and there is a ban in place on all other activities.
- Request has been made that brigades are careful with older members. Particularly those in the 60 – 70+ age bracket. Measures are being managed per brigade.
- Offer made to Dennis Badcock to provide St John ambulance with face masks. Dennis also added that the stores of personal protective equipment at Tronox are low too.
- Variable signs to be put outside the IGA for messages – to be discussed in house.

5.5 Department of Communities

Ryan Hamblion spoke to the following:

- Business continuity plans are being actioned.
- The department is assisting with accommodation for those who being quarantined in hotels including those coming back from overseas.
- It is an ever changing environment at the moment.
- Ryan has been involved with assisting high risk, vulnerable people get accommodation.

5.6 Department of Fire & Emergency Services – District Officer Metropolitan North East

Murray McBride spoke to the following:

- Involved with seeking alternative accommodation for career firefighters should they need to relocate to another station.
- Speaking with Local Governments around the metropolitan area and how they can help.
- Recent incident on Brand Highway – social distancing and hygiene at the incident control point was not practiced and it's being considered how to manage these issues in future
- Generally the department is business as usual.
- Letters have been done up for members of bush fire brigades who need to travel regionally.
- David Carroll is doing a fantastic job feeding information to brigades.
- All training is cancelled

5.7 Department of Fire & Emergency Services – District Emergency Management Advisor

Yvette Grigg spoke to the following:

- Yvette recently attended the District Emergency Management Committee (DEMC) meeting. At that meeting it was discussed about the 364 confirmed cases with 2 deaths. Statistics show a percentage of 4.7% across the world with only 0.4% in Australia.
- We are doing well in Western Australia with 30 cases a day on average with a slowdown recently. In two weeks we should be able to project what to expect.
- There are currently six cases in the Wheatbelt.
- Western Australian Police are very busy at the moment.
- At the recent DEMC meeting, there was no Department of Communities member to provide feedback.

**5.8 Australian Defence/RAAF**

Richard Heith spoke to the following:

- Joint task group has been formed, focus is on keeping airfield open.
- Staff where possible hours have been reduced.

5.9 WAMIA

Ben Banyai spoke to the following:

- Reduced staff members, most people are working from home.
- Social distancing measures are being taken at all auctions.
- Only certain level of access is being allowed to the site.

5.10 Edmund Rice College

Marie Barton spoke to the following:

- Business as usual, ensuring that social distancing is occurring.
- Boarding has closed and did so before it was mandated.
- Four students are still attending school, these students are local.

5.11 Department of Primary Industries and Regional Development

Kari-Lee Falconer spoke to the following:

- Incident management response team has been put in place and business continuity plans are being actioned.
- Huge economic implications for agricultural industry.
- Office is still open with essential services on site, doors are closed with a lot of staff choosing to work from home.
- The department is playing a role at check points, monitoring pests and diseases.
- Priority research is still operating.
- Monitoring and forecasting the impact on agricultural department.

5.12 Swan SES

Daryl Coleman spoke to the following:

- SES are assisting with manning the roadblocks. Two of which are in Muchea and had started at midnight.
- Some members are unable to volunteer due to vulnerability.
- Only 30 people who can possibly attend the road blocks, only two required at a time.
- All training is on hold but SES is still available for call outs. Though resources are few due to the manning of the roadblocks.



6. PREPAREDNESS

6.1 Communications/Public information

Matthew Gilfellow stated that a lot of information is circulating from State departments and required time to sort through and make sure key points are not being missed. Matthew offered to all in attendance if they wish for Shire of Chittering to circulate information on their behalf, he is more than happy to do so. The regional travel ban and associated exemption have been the most sought after information.

Ryan Hamblion stated that Mark McGowan was recently meant to make a statement about a hotline becoming available however there have been technical issues with setting up the call centre.

Lisa Kay asked Ryan Hamblion as to whether the Department of Communities had solutions for vulnerable people who worked on a 'cash only' system. Ryan didn't have much information of offer as it would only be available at a higher level and he was not privy to that information.

7. IMPACT ASSESSMENT

7.1 Detail Any Local/Regional Impacts – If relevant

David Carroll mentioned that recently there was an incident of a large number of people congregating in front of the Bindoon Bakehaus on the weekend and questioned whether we are doing enough to get the message across.

Dennis Badcock stated that great measures have been taken by metropolitan businesses. Dennis' observation is that a lot of people are heeding the message, however some people are still trying to operate as normal without interference.

Lisa Kay added that local businesses are putting measures where they can. Although there was a large group of bikers who came through town, the regional travel ban may prevent this moving forward.

7.2 Outline Response to Someone Fulfilling the Case Definition

Nil

8. RECOVERY

8.1 Potential for Significant, Prolonged Business Disruptions

Matthew Gilfellow stated that it was too early to make an assessment on this. With the commencement of the Economic Subcommittee, the Shire is doing what it can with the current information.

Yvette Grigg stated that she had a meeting with the State Recovery team at 11:00am and they will be looking what they can do to assist at the local level.



Matthew Gilfellow stated that agriculture and mining are the biggest employers in the area and are operating relatively normally, however it's projected that there may be significant impact to the construction industry and construction in the area, including building projects. Tourism is also experiencing a significant impact. It is important that the recording of the impact on local business and can be collated for the

8.2 Implications for Psychosocial Impacts

Ryan Hamblion stated that with people in self isolation, people are becoming unsettled. The Department of Communities has no helpline at the moment. Yvette Grigg stated that the Red Cross have a good range of information that she will send through. Lisa Kay stated that she had been receiving a lot of information from Joe Dreyton from Wheatbelt Suicide Prevention and using Facebook to post information including information from the Red Cross, Beyond Blue, Headspace and other sources.

8.3 Other

Lisa Kay stated that the Shire is looking at the best way to reach the hard to reach people. The Shire offers a lot of online services and information but there are those in the community, particularly elderly people who don't use online platforms. Any suggestions would be appreciated.

9. NEXT MEETING

That the next meeting of the Local Emergency Management Committee is scheduled for Wednesday, 27 May 2020 commencing at 10.00am.

10. CLOSURE

The Chairperson declared the meeting closed at 10:50am