



Shire of Pingelly

Minutes

Ordinary Council Meeting
15 September 2021

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 2pm

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

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

Cr W Mulroney	(President)
Cr J McBurney	(Deputy President)
Cr D Freebairn	
Cr B Hotham	
Cr A Oliveri	
Cr K Camilleri	
Cr P Wood	
Cr P Narducci	

STAFF IN ATTENDANCE

Mr A Dover	Chief Executive Officer
Mrs D Sweeney	Executive Manager Corporate Services
Mrs V Ward	Executive Assistant

Members of the Public

Mr Karmvir Singh

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Nil

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8. DISCLOSURES OF INTEREST

Mr Andrew Dover declared a Financial Interest in Item 14.4 Chief Executive Officer Study Leave

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 18 August 2021

Statutory Environment:

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

Voting Requirements:

Simple Majority

13050

Moved: Cr Oliveri

Seconded: Cr McBurney

Recommendation and Council Decision:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 18 August 2021 be confirmed.

CARRIED 8/0

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

11. REPORTS OF COMMITTEES OF COUNCIL

- | | |
|--|--|
| • Audit Committee | Full Council |
| • Bushfire Advisory Committee | Member – Cr Freebairn
Deputy – Cr Hotham |
| • Chief Executive Officer Performance Review Committee | Member – Shire President
Member – Deputy President
Member – Cr Camilleri |

12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- | | |
|---|--|
| • Central Country Zone of WALGA | Delegate – Shire President
Delegate – Deputy President
Deputy – Cr Wood |
| • Hotham-Dale Regional Road Sub-Group | Delegate – Shire President
Deputy – Cr Oliveri |
| • Pingelly Recreation & Cultural Committee | Member – Shire President
Deputy – Deputy President |
| • Development Assessment Panel | Delegate – Shire President
Delegate – Cr Wood

Deputy – Cr McBurney
Deputy – Cr Hotham |
| • Pingelly Tourism Group | Delegate – Cr Hotham
Deputy – Cr Oliveri |
| • Regional Waste Group | Delegate – Cr Mulroney
Deputy – Cr Wood |
| • Shires of Pingelly and Wandering Joint Local Emergency Management Committee | Delegate – Shire President
Deputy – Cr Freebairn |
| • Pingelly Youth Network | Delegate – Cr Camilleri
Deputy – Cr McBurney |
| • Pingelly Somerset Alliance | Delegate – Shire President
Deputy – Cr McBurney |
| • Pingelly Early Years Network | Delegate – Cr Camilleri |

13. REPORTS FROM COUNCILLORS

Cr William Mulroney (President)

Meetings attended

August

- 20TH CENTRAL COUNTRY ZONE meeting - Wagin accompanied by CEO and Deputy President
- 24th President and Deputy President meeting regarding Council activities.
- 31st Morning Tea to welcome the CEO and Family to Pingelly attended by respective persons of the community Councillors and partners.

September

- 1st Emergency Services training for Recovery programs for disasters. Held in conjunction with Wandering Shire Staff and other agencies.
- 2nd Office of Auditor General Survey to be completed by President in consultation with CEO and EMCS
- 7th Pingelly Town Hall Reference Group meeting - discussion forward to the beginning of works on the front of the town hall, installation of glass sliding doors, toilet upgrade and entrance to office.
- 8th Pingelly Somerset Alliance September meeting - Discussion set up of village hub and general regarding the Aged friendly Units.
- 8th President and CEO meeting - Council meeting agenda
- 8th September meeting of the Pingelly Recreation Cultural Centre - Business meeting adoption of business plan.
- 15th Corporate Discussion and Ordinary Council Meeting for September

14 OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 PRACC Club Night Lights Grant Application

File Reference:	ADM0497
Location:	Pingelly Recreation And Cultural Centre
Applicant:	Not applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

Council is requested to express its support the Club Night Lights Grant application to the Department of Local Government, Sport and Cultural Industries.

Background

The Tennis, Hockey and Bowls Clubs at the Pingelly recreation facility have drafted an application for lights for night use under the Department of Local Government, Sport and Cultural Industries, (DLGSC) Club Night Lights program in September 2021. Note, the Football Club has withdrawn from this process and the project reduced in scope accordingly.

In an endeavour to enhance their chances of obtaining funding the Group has decided to engage the services of a professional grant writer, in Whitney Consulting, at a cost of \$10,000. The Shire of Pingelly has contributed to this application by approving unbudgeted expenditure of up to \$2,500 to this process at the Ordinary Council Meeting of 21 July 2021.

The Shire of Pingelly has further supported this application by allocating \$50,000 in the annual budget adopted 4 August 2021. It is anticipated that this expenditure will be included in the Local Roads and Community Infrastructure (LRCI) Phase three program 2021/22. The Tennis, Hockey and Bowls Clubs allocating \$55,000, \$8,000 and \$39,879 respectively towards this project. The grant application requests further funding from the State Government of \$50,000 to bring the total project to \$202,879.

Comment

The grant process through the Department of Local Government, Sport and Cultural Industries requires the grants to be supported by resolution of the Council and prioritise the grants if there is more than one grant application to the department in the same grant round within the local government area. This is the only applicable grant application. The Council has demonstrated its support of this project by part funding both the application and the project.

The lighting project is one that has originated from the community in direct response to their needs. The project has been comprehensively planned to meet these needs and to make greater use of the existing facilities.

Consultation

Consultation has been undertaken with sporting club representatives as part of the initial meetings arranged by the PRACC, local electrician, and staff. No further consultation is required at this time.

Statutory Environment

Nil.

Policy Implications

There are no current policies relevant to this matter.

Financial Implications

The 2021/22 budget has included an amount of \$50,000 for the lighting project. The Shire has also spent \$2,500 on the development of this application.

Strategic Implications

Goal 2	Community
Outcome 2.2 Outcome 2.4	Community groups function well with strong volunteer effort and feel supported by the community People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
Strategy 2.2.2 Strategy 2.4.2	Support the capacity of clubs and groups to develop Continue to develop the PRACC as a focal point for recreation and cultural activities

Risk Implications

Risk (if recommendation not supported)	Loss of credibility/trust in the community in not partnering with community groups or with changing direction after initial support of the project.
Risk Rating (Prior to Risk Action Plan)	Medium 6
Principal Risk Theme	Reputational
Risk Action Plan (Mitigation Proposed)	Communication with community with regard to budget pressures.

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

Voting Requirements

Simple Majority

13051

Moved: Cr Hotham

Seconded: Cr Oliveri

Recommendation and Council Decision:

That Council supports the PRACC Club Night Lights Grant Application and gives the project a ranking priority of No. 1 for the purposes of the grant application.

CARRIED 8/0

14.2 Sale of Land for Non Payment of Rates

File Reference: AD11720, A11756, A11768, A11794, A6373
Location: Pingelly
Applicant: Not Applicable
Author: Executive Assistant
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Ordinary Council Meeting 18 November 2020 Resolution 12913-12914

Summary

The purpose of this report is to advise Council of the debt collection recovery procedures commenced under the Local Government Act 1995 in regards to outstanding rates.

Background

In accordance with the Local Government Act 1995, sections 6.56, 6.60, 6.64 and 6.68, Council is able to authorise the debt recovery process for outstanding rates and charges, required by the Local Government Act 1995, to facilitate the sale of the land where they remain outstanding for a period in excess of three years.

There are currently five properties and recent proceedings against the same owner of assessment A6373 have previously been commenced under delegated authority. These proceedings have proved fruitless and rates remain outstanding.

Where rates remain unpaid for a period of 3 years, the Shire can sell the property to recover the outstanding rates and costs incurred. The costs of undertaking these actions are recoverable by Council, under section 6.56 of the Local Government Act 1995.

Comment

The following amounts are currently outstanding:

A11720	Lot 573 Kelvin Street Pingelly	\$9,109.22
A11756	Lot 574 Kelvin Street Pingelly	\$9,153.22
A11768	Lot 569 Kelvin Street Pingelly	\$14,119.39
A11794	Lot 570 Kelvin Street Pingelly	\$14,119.56
A6373	Lot 142 Parade Street Pingelly	\$36,175.44

It is now proposed that staff recommence legal proceedings under Section 6.64 of the Local Government Act 1995 with a view of holding a public auction inhouse to recover the outstanding amounts.

Consultation

Consultation has occurred with the Senior Finance Officer, Executive Manager Corporate Services and the Chief Executive Officer

Statutory Environment

Sections 6.63 to 6.75 of the Local Government Act 1995 and the Financial Management Regulations 72 to 78 govern the actions to be taken against landowners of rateable land to which rates have remained unpaid for more than three (3) years.

6.64. Actions to be taken

- (1) *If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for Local Government Act 1995 Financial management Part 6 Rates and service charges at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and;*
(a) *from time to time lease the land; or*

- (b) sell the land; or
- (c) cause the land to be transferred to the Crown; or
- (d) cause the land to be transferred to itself.

(2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.

It is a requirement of Section 6.68 that the Local Government must have at least once tried to recover the outstanding amounts unless it has reasonable belief that the cost of debt collection proceedings will equal or exceed the value of the land.

6.68. Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the power of sale) in relation to any land unless, within the period of 3 years prior to the exercise of Local Government Act 1995 Financial management Part 6 Rates and service charges Division 6 s. 6.69 the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —
 - (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so

State-wide public notice of the sale of land for non payment of rates or service charges is to be given and sale must be in the way of a public auction as prescribed in Form 5 of the Local Government (Financial Management) Regulations 1996 (reg 75).

It is recommended that power of sale under section 6.64 (1)(b) of the Local Government Act 1995, be exercised pursuant to delegation 1.15.

Policy Implications

There are no policy implications for this report

Financial Implications

The officer recommendation is not likely to have any financial impact, as the outstanding debt will either be recovered in due course, or written off.

Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.8	A strong corporate governance framework is maintained

Risk Implications

Risk	Initiation of legal proceedings presents a high reputational risk to Council, however, if the Shire does not proceed with recovery action, the likelihood of an ever increasing rate debt is high. Additionally, failure to act can increase public perception that the Shire is unwilling to follow through on legal recovery, encouraging ratepayers to ignore attempts in the recovery of debts. An additional risk exists that the sale of the properties will not fully cover the debt.
Risk Rating (Prior to Treatment or Control)	High (16)
Principal Risk Theme	Reputational

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

Voting Requirements

Simple Majority

13052

Moved: Cr Oliveri

Seconded: Cr McBurney

Recommendation and Council Decision:

That Council pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, proceed to dispose of the following properties due to unpaid rates and charges in arrears for three (3) or more years, and recover from the proceeds of the sale the outstanding balance in respect to:

A11720	Lot 573 Kelvin Street Pingelly	\$9,109.22
A11756	Lot 574 Kelvin Street Pingelly	\$9,153.22
A11768	Lot 569 Kelvin Street Pingelly	\$14,119.39
A11794	Lot 570 Kelvin Street Pingelly	\$14,119.56
A6373	Lot 142 Parade Street Pingelly	\$36,175.44

CARRIED 8/0

14.3 Glamping Expression of Interest Request

File Reference:	A9701
Location:	Former hospital site and adjacent reserve
Applicant:	Not applicable
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

Council is requested to seek community feedback and Expressions of Interest in partnering with the Shire to develop permanent glamping accommodation at the former hospital site and adjacent reserve.

Background

There is a severe lack of short term accommodation in Pingelly. This is recognised by the Shire of Pingelly's Corporate Business Plan and Tourism Strategy. This lack of short term accommodation is holding back the tourist businesses within town as large groups are unable to find suitable accommodation. The Shire has been active to attract visitors with the development of the PRACC as a regional level function centre, the Memorial Park redevelopment, and the Driver Reviver initiative as well as numerous events held in partnership with the Tourism Group.

In order to maximise the return on these efforts, short term accommodation must be sourced quickly. As a result, the following approach is proposed:

- Rapidly develop high end luxury glamping at the hospital site and adjacent bushland;
- Retain the mid-level accommodation – existing hotels, motel and Airbnb;
- Redevelop the budget accommodation at the Caravan Park
- Retain the self-contained RV Park in the medium term; and
- Develop overflow temporary caravan parking at the PRACC in the medium term.

An opportunity to develop high end luxury glamping at the hospital site and adjacent bushland has arisen with the announcement of the Regional Economic Development (RED) grants by the state government through the Wheatbelt Development Commission. This grant is up to \$250,000 and must be leveraged with 50% cash contribution. To supply this cash contribution, it is proposed to advertise an Expression of Interest (EOI) request for private investment to purchase and own a glamping unit. These EOIs would not be binding, but only provide an indication of the level of interest. For a grant application to be submitted, a minimum of 5 EOIs should be received.



It is anticipated that each unit will cost \$60,000-\$80,000 which would be paid by the private investor. The private capital would construct the private portion of the development, while the leveraged RED grant would be used for the development of detailed designs, site works, services and project management.

Once constructed, the private investors would each own their unit, have responsibility for it and receive the profit from it after expenses including maintenance, cleaning, garden care, utilities, insurance and a 10% fee on turnover to the Shire or other management agent in lieu of commercial rent. It is recommended that this fee is ringfenced for marketing initiatives for the benefit of the whole town.

If the RED grant is successful, the private capital and RED grant together can be used to apply for a Building Better Regions Fund grant to carry out the Caravan Masterplan and overflow caravan parking at the PRACC.

Comment

The development of the glamping units is recommended as a priority as it will add additional capacity to the town, can be developed quickly due to the nature of the units and will be a tourist attractor in its own right. The redevelopment of the Caravan Park will not add capacity and overflow caravan parking will add capacity on an infrequent basis. The former hospital site and adjacent reserve is a beautiful natural location which lends itself to glamping, particularly with the Avon spring running through the site, and is within walking distance of both the Town Centre and PRACC as well as being near Pioneer Park.

Consultation

Consultation has not been undertaken as this report is to conduct consultation. It is proposed to prepare a detailed EOI request document and advertise locally for EOIs through facebook, the Pingelly Times and on the Shire's website. It is also proposed to carry out community consultation to commence the Short Stay Strategy process, particularly in the context of the approach detailed in the background section. This will be conducted through the same channels.

Following this consultation and request for EOIs, a further report will be presented to Council 20 October 2021 prior to submitting a RED grant application 21 October 2021.

Statutory Environment

Nil.

Policy Implications

There are no current policies relevant to this matter.

Financial Implications

Leveraged funding for the RED grant requires 5 or more EOIs be submitted within the timeframe. There are no financial implications directly arising from this report.

Strategic Implications

Goal 2	Community
Outcome 1.3	The right resources and infrastructure are in place to support business development, including an increase in visitors and visitor spend in the Shire.
Strategy 1.3.1	Support local tourism infrastructure development
Activity 1.3.1.1	Develop a Short Stay Strategy

In addition to the above, the Tourism Strategy has the goal to 'Develop a Short Term Accommodation Strategy that identifies the potential opportunities to support tourism'

Risk Implications

Risk (if recommendation not supported)	Loss of credibility/trust in the community in not seizing an opportunity.
Risk Rating (Prior to Risk Action Plan)	Medium 6
Principal Risk Theme	Reputational
Risk Action Plan (Mitigation Proposed)	Communication with community.

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

Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)
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Voting Requirements

Simple Majority

13053

Moved: Cr Camilleri

Seconded: Cr McBurney

Recommendation and Council Decision:

That Council seek community feedback and Expressions of Interest in partnering with the Shire to develop permanent glamping accommodation at the former hospital site and adjacent reserve and that the results are presented to Council at the next Ordinary Council Meeting.

LOST 7/1

13054

Moved: Cr Camilleri

Seconded: Cr Oliveri

That Item 14.4 be dealt with as the last item of the agenda.

CARRIED 8/0

14.5 Lease Expressions of Interest - Old Courthouse

File Reference:	ADM0034
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Community Development Officer
Disclosure of Interest:	Nil
Attachments:	ICR215596
Previous Reference:	13012 (Ordinary Council Meeting 16 June 2021) 13044 (Ordinary Council Meeting 18 August 2021)

Summary

Council is requested to consider the Expressions of Interests received to lease the Old Courthouse and appoint a successful applicant.

Background

At the Ordinary Council Meeting in June 2021, Council endorsed the Administration to call for Expressions of Interest for the lease of the Pingelly Old Court House at 15 Parade Street Pingelly, in accordance with the attached Expression of Interest documentation. Council also requested the Administration to advertise the Expression of Interest in media platforms that are widespread and likely to attract applications from the Arts, Culture, Hospitality and Tourism sectors, including local and metropolitan, both print and electronic media. This direction was set with the view to consider operators committed to the growth and progression of Pingelly's social and economic development, and who will provide an addition to the visitor experience, while remaining sensitive to the architectural, historical and social importance of the building.

At its June 2020 Ordinary Meeting, Council agreed to proceed with the Memorial Park Redevelopment as a part of the Drought Communities Programme funding. This project is expected to contribute positively to the Pingelly economy. The Old Courthouse is situated within the Memorial Park precinct. Previously it had been utilised by the Museum Group, with the opportunity to now transform the building into a use that will add value to the experience of local residents and visitors patronising Memorial Park. The Museum Group have been involved with the Town Hall Reference Group and have vacated the Old Courthouse in favour of a holistic tourism-based display at the Town Hall.

At this present time with the pending completion of the redevelopment of Memorial Park, and the Museum Group now moved to the Town Hall, the Old Courthouse is now vacant and available for lease. The leasable area includes the entirety of the building. It was expected that by sourcing a commercial tenant for the building, local community benefits may include job creation, increased visitation to the town centre and economic growth.

The key elements of the Expression of Interest included:

- The Shire is specifically seeking EOI's from those in the arts, culture, tourism or hospitality industries which can deliver an outcome within the Old Courthouse building, that is complementary to the Memorial Park Precinct re-development and aligns with the Shire's vision of increasing tourism visitation and experiences.
- In order to obtain a tenant that is highly advantageous to the area, the Shire of Pingelly is offering the tenancy for the initial 3 years, at the cost of outgoings only. Outgoings (Shire rates, water rates, Emergency Services Levy, building insurance) are anticipated to be approximately \$265 per month.
- It is envisaged that the fixtures within the main courtroom would be predominantly retained.
- Responses to the Expression of Interest are to include:
 - Summary of use
 - Extent to which the use will benefit tourism
 - Extent to which the use will activate the site
 - Extent to which the use will be complementary to the Memorial Park redevelopment
 - Detail of hours and days of operation that the proposal would typically involve

- How many staff (or volunteers) would perform activities as a part of the proposal
- Experience in the proposed activity
- Preferred timeframe for accessing the building and commencing operations
- Proposed length of lease
- Detail of any changes proposed to the building

An Expression of Interest prospectus had been developed with a draft version provided to Council at its June 2021 Ordinary Meeting. When advertising commenced the textual content remained the same, however the images were updated to reflect the current works to the building.

The approximate timing for this process was:

- Advertising commences from Monday 28 June 2021 with Site Inspection Dates available by appointment
- Expressions of Interest closed on 26 July 2021
- Assessment process concludes with Council's Ordinary Council Meeting in August 2021.

Council at its August 2021 Ordinary Meeting requested the Expression of Interest period to be extended to develop a larger pool of applications.

Comment

Two applications were received during the original Expression of Interest period. Following the extension to the timeframe, Caris Cunningham has withdrawn her application for the Coffee Shop/Gourmet Café, following a site visit where she determined the space was too small. While three additional site visits to new prospects were conducted, no other applications have been received.

Marcia Devenney's expression of interest for the Pingelly Courthouse Cinema was the Officer's recommendation at the August 2021 Council Meeting and remains the only expression of interest submitted. The application have been reviewed by the Community Development Officer, and the recommendations align with the assessment criteria.

A summary of the applications is as follows.

Applicant	Use
Marcia Devenney	Pingelly Courthouse Cinema

Assessment Criteria	Officer Comment	Score
Detailed proposal including: <ul style="list-style-type: none"> • Summary of use 	The proposal entails activating the Old Courthouse as a cinema to enhance local entertainment options, as well as provide secondary uses for conferences, meetings or group activities.	4/5
<ul style="list-style-type: none"> • Extent to which the use will benefit tourism 	The applicant refers to their proposal supporting the Shire's Tourism Strategy 2020-24. Product and Experience Development is a focus area of the Shire's Tourism Strategy 2020-24 to increase the number of options to facilitate a daytrip or weekend itinerary in Pingelly. The applicant draws mention to the cinema in Wagin as an example and its capacity to attract visitors from	

<ul style="list-style-type: none"> • Extent to which the use will activate the site • Extent to which the use will be complementary to the Memorial Park re-development 	<p>within the region which could benefit Pingelly in a similar in way.</p> <p>The applicant references the opportunity for the Pingelly Courthouse Cinema to work in with the operations of existing businesses, as well as the potential to increase the length of time spent in the Town Centre with activation outside of traditional business hours.</p> <p>The applicant acknowledges the value in retaining and working within the existing character and charm of the space. The Administration acknowledges the potential for an overlap in target audience between the additional play spaces within Memorial Park and sessions at the cinema to extend the length of engagement with young people within the Town Centre.</p>	
<p>Acknowledgement of the requirement to meet the outgoings</p>	<p>The applicant acknowledges their financial capacity to service the outgoings, however a budget has not been provided to elaborate on this. The applicant proposes to establish the operation as a not-for-profit organisation that is self-sustaining, as opposed to a 'for-profit' business structure.</p>	<p>2/5</p>
<p>Detail of hours and days of operation that the proposal would typically involve</p>	<p>The applicant initially proposes a fortnightly frequency consisting of every second weekend whereby four screenings occur on Friday evening, Saturday afternoon and evening, as well as Sunday evening. Should demand arise the applicant has capacity to increase this to a weekly frequency. The applicant notes the potential of opportunities for screenings on an ad hoc basis to align with themes (e.g. Halloween) or a private birthday party or group will also be implemented.</p> <p>The standard session times will be 3pm and 6.15pm. Bookings will be administrated from a website or app to track demand and modify as necessary.</p>	<p>4/5</p>
<p>How many staff (or volunteers) would perform activities as a part of the proposal</p>	<p>The applicant intends to engage a minimum of two young people in a</p>	<p>4/5</p>

	paid capacity to provide customer service, ushering, administration and basic food preparation. This supports Council's intention to generate economic development and employment opportunities for young people.	
Experience in the proposed activity	The applicant has demonstrated professional history in the agricultural hospitality and corporate sectors with transferrable skills from IT, business development and marketing. No direct experience in managing a cinema was mentioned within the submission.	3/5
Preferred timeframe for accessing the building and commencing operations	The applicant proposed a turnaround time of six weeks from signing the lease to opening to the public with the first screening. This aligns with Administration's view to activate the Old Courthouse in a timely manner that complements the opening of Memorial Park redevelopment.	4/5
Proposed length of lease	The applicant didn't provide this information within the submission, however the Expression of Interest prospectus referred to a minimum of a three-year term.	2/5
Detail of any changes proposed to the building	The applicant is requesting to install LED lights in the porch (within the veranda of the main entry) as well as above the side entry. These modifications are minor and protect the structural integrity of the building.	4/5

Consultation

The Expression of Interest process undertaken included public notification in local newspapers including the Pingelly Times and Fremantle Gazette, on the Shire of Pingelly's website within the Projects and Initiatives section, as well as the Shire of Pingelly's Facebook page in which the post was viewed by 1,478 people, for a period of four weeks.

The Expression of Interest process was extended for a period of four weeks and comprised further advertising in the Pingelly Times, Narrogin Observer, on the Shire of Pingelly's website within the Projects and Initiatives section, the Shire of Pingelly's Facebook post was viewed by 1,852 people, direct emails to several organisations including the Wheatbelt Business Network, radio interviews by the CEO on ABC Great Southern and ABC Southwest and a Facebook post on the ABC Great Southern's Facebook page which has 82,000 followers, resulting in 219 reactions, 150 comments and 112 shares. It is considered that this advertising has been wide and full.

Statutory Environment

Under Section 3.58 of the Local Government Act 1995 (the Act), a disposition of land includes leasing of local government property. If a local government does not dispose of property via a public auction or the public tender method, the proposal must be advertised for public comment – unless the proposal is an 'exempt' disposition.

A disposition of property is exempt from Section 3.58 under Regulation 30, Part 6 Miscellaneous Provisions of the Local Government (Functions and General) Regulations 1996 if the land is to be used for charitable, benevolent, religious, cultural, educational, recreational, sporting or other like purposes.

Policy Implications

Nil

Financial Implications

The successful leasing of the facility will have a minor positive impact on the Shire, as currently, water rates, utilities and insurance are the responsibility of the Shire. T

Strategic Implications

Goal 1	Economy
Outcome 1.1	The Shire experiences significant new business growth and employment and is known widely as an innovative and collaborative community which is attracting new population and investment.
Strategy 1.1.4	Support business and community tourism promotion initiatives.

Risk Implications

Risk	Endorsing a tenant without sufficient business experience and / or relevance to the site may resulted in additional periods of the facility being vacant. Existing businesses may resent additional / similar businesses entering into the market.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Further Council decisions following the EOI process will enable consideration of the risks that arise from specific proposals.

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

Voting Requirements

Simple Majority

13056

Moved: Cr Oliveri

Seconded: Cr Narducci

Recommendation and Council Decision:

That Council authorises the Administration:

1. to formally respond in writing to Marcia Devenney to confirm the Pingelly Courthouse Cinema is the preferred expression of interest, subject to satisfactory negotiations with the Chef Executive Officer and signing a Lease Agreement aligning to the criteria stated within the Expression of Interest Prospectus.
2. to draft a Lease Agreement for the Old Courthouse based on the requirements contained within the Expression of Interest Prospectus and specific requirements of the cinema operation contained with the applicant's submission, with the view to itemise a final version at Council as soon as possible.

LOST 6/2

13057

Moved: Cr Mcburney

Seconded: Cr Freebairn

Council Decision:

That Council authorises the administration to investigate the shared use of the courthouse building with the Pingelly Courthouse Cinema and other complimentary uses as Council would like to see more regular use of the building.

CARRIED 7/1

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity – August 2021

File Reference: ADM0075
Location: Not Applicable
Applicant: Not Applicable
Author: Executive Manager Corporate Services
Disclosure of Interest: Nil
Attachments: Monthly Statements of Financial Activity for the period 1 August 2021 to 31 August 2021
Previous Reference: Nil

Summary

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

The Monthly Statements of Financial Activity for the month of August 2021 are attached for Council consideration and adoption. This report now incorporates new Australian Accounting Standards Board (AASB) requirements effective from 1 July 2019. AASB 15 Revenue from Contracts with Customers (IFRS 15), AASB 1058 Income for Not-for Profit Entities, AASB 16 Lease replaces AASB 117 (IFRS 16).

Background

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

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

Comment

The Monthly Financial report has been prepared in accordance with statutory requirements and provides council with their financial position as at 31 August 2021.

Consultation

Nil

Statutory Environment

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

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

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

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

- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
 - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
 - (b) By program; or
 - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications

There are no policy implications.

Financial Implications

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2021/22.

Strategic Implications

Goal 5	Innovation Leadership and Governance
Outcome 5.6	Financial systems are effectively managed
Strategy 5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting) and long-term financial planning requirements

Risk Implications

Risk		Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.				
Risk Rating (Prior to Treatment or Control)		Low (2)				
Principal Risk Theme		Reputational / Legislative				
Risk Action Plan (Controls or Treatment Proposed)		Nil				
Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Voting Requirements

Simple Majority

13058

Moved: Cr Narducci

Seconded: Cr Hotham

Recommendation and Council Decision:

That with respect to the Monthly Statements of Financial Activity for the month ending 31 August 2021 be accepted and material variances be noted.

CARRIED 8/0



SHIRE OF PINGELLY
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

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Graphical Analysis

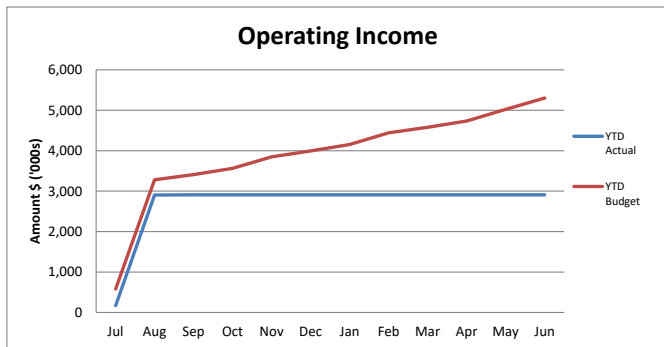
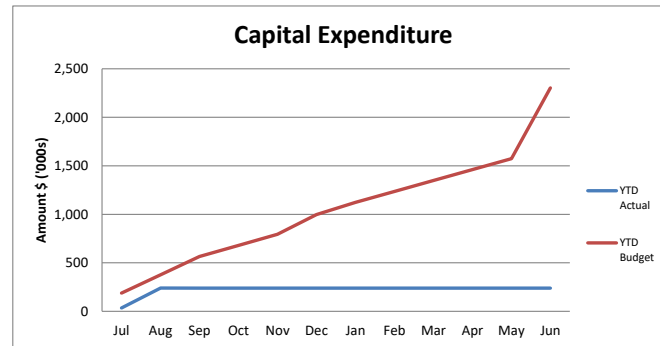
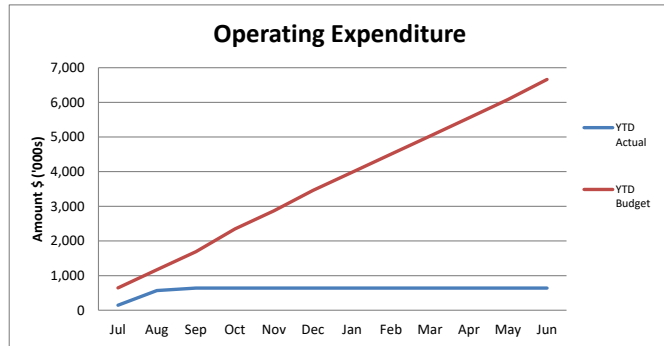
Statement of Financial Activity

Report on Significant Variances

Notes to and Forming Part of the Statement

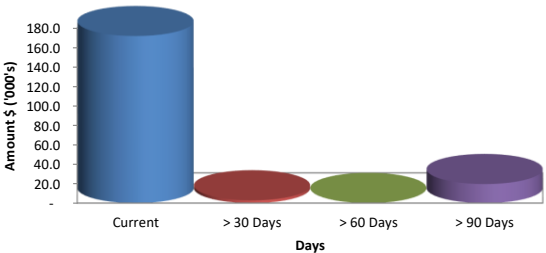
- 1 Acquisition of Assets
 - 2 Disposal of Assets
 - 3 Information on Borrowings
 - 4 Reserves
 - 5 Net Current Assets
 - 6 Rating Information
 - 7 Operating Statement
 - 8 Statement of Financial Position
 - 9 Financial Ratios
- Restricted Funds Summary

Income and Expenditure Graphs to 31 August 2021

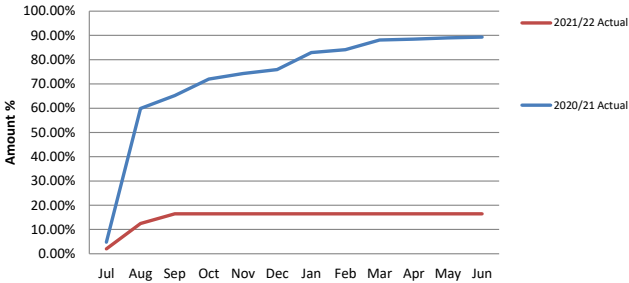


Other Graphs to 31 August 2021

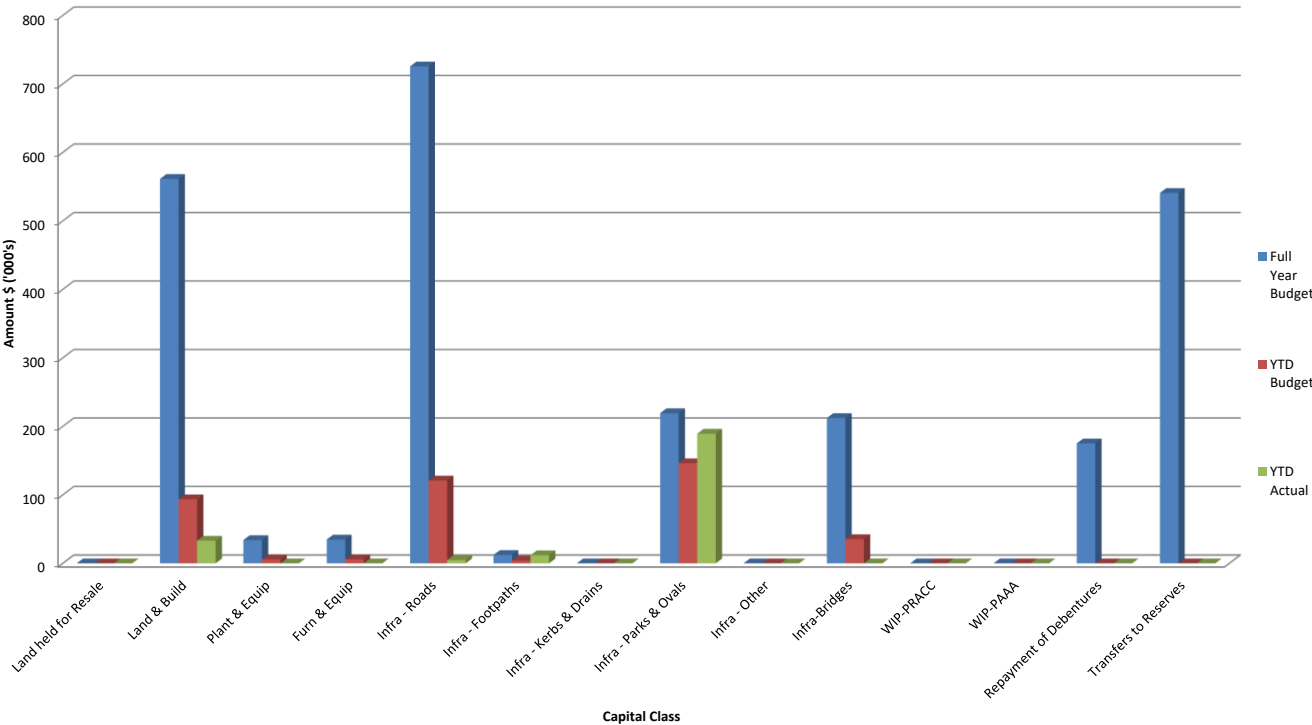
Sundry Debtors Amount O/S



Rates % Collected



Capital Expenditure



SHIRE OF PINGELLY

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

	NOTE	2021/22 Adopted Budget \$	August 2021 Y-T-D Budget \$	August 2021 Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
General Purpose Funding		660,811	168,854	175,485	6,631	4%	
Governance		58,025	9,630	10,076	446	5%	
Law, Order, Public Safety		319,089	117,848	14,499	(103,349)	-88%	▼
Health		1,900	314	0	(314)	-100%	
Education and Welfare		18,270	1,282	1,773	491	38%	
Housing		0	0	0	0	0%	
Community Amenities		211,250	177,204	182,035	4,831	3%	
Recreation and Culture		496,612	223,309	89,958	(133,351)	-60%	▼
Transport		1,221,887	338,225	179,733	(158,492)	-47%	▼
Economic Services		45,050	7,504	5,555	(1,949)	-26%	
Other Property and Services		40,227	6,700	17,906	11,206	167%	▲
		3,073,121	1,050,870	677,020	(373,850)	-36%	
(Expenses)/(Applications)							
General Purpose Funding		(207,821)	(34,118)	(31,432)	2,686	8%	
Governance		(425,457)	(99,503)	(82,990)	16,513	17%	▼
Law, Order, Public Safety		(497,159)	(92,110)	(45,476)	46,634	51%	▼
Health		(176,477)	(29,661)	(44,750)	(15,089)	-51%	▲
Education and Welfare		(113,328)	(19,097)	(11,742)	7,355	39%	▼
Housing		0	0	0	0	0%	
Community Amenities		(398,447)	(66,988)	(45,560)	21,428	32%	▼
Recreation & Culture		(1,509,842)	(236,921)	(89,377)	147,544	62%	▼
Transport		(2,902,952)	(494,406)	(232,650)	261,756	53%	▼
Economic Services		(410,577)	(66,169)	(55,650)	10,519	16%	▼
Other Property and Services		(19,174)	(30,334)	73,030	103,364	341%	▼
		(6,661,234)	(1,169,307)	(566,597)	602,710	-52%	
Net Operating Result Excluding Rates		(3,588,113)	(118,437)	110,423	228,860	-193%	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	(20,050)	(3,342)	0	3,342	100%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0%	
Movement in Employee Benefit Provisions		0	0	0	0	0%	
Movement in LG House Trust-Non Cash		0	0	0	0	0%	
Changes in Accounting Policy		0	0	0	0	0%	
Adjustments in Fixed Assets		0	0	0	0	0%	
Rounding		0	0	0	0	0%	
Depreciation on Assets		2,608,552	434,754	0	(434,754)	100%	▼
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	1	0	0	0	0	0%	
Purchase of Land and Buildings	1	(561,316)	(93,550)	(33,093)	60,457	65%	▼
Purchase of Furniture & Equipment	1	(34,700)	(5,782)	0	5,782	100%	▼
Purchase of Right of Use Asset - Furniture & Equipment	1	0	0	0	0	0%	
Purchase of Right of Use Asset - Plant & Equipment	1	(330,000)	(55,000)	0	55,000	100%	▼
Purchase of Right of Use Asset - Buildings	1	0	0	0	0	0%	
Purchase of Plant & Equipment	1	(34,000)	(5,666)	0	5,666	100%	▼
Purchase of WIP - PP & E	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Roads	1	(725,551)	(120,892)	(4,810)	116,082	96%	▼
Purchase of Infrastructure Assets - Footpaths	1	(12,215)	(4,070)	(11,897)	(7,827)	-192%	▲
Purchase of Infrastructure Assets - Kerbs & Drains	1	0	0	0	0	0%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(219,250)	(146,166)	(189,298)	(43,132)	-30%	▲
Purchase of Infrastructure Assets - Bridges	1	(212,122)	(35,350)	0	35,350	100%	▼
Purchase of Infrastructure Assets - Other	1	0	0	0	0	0%	
Purchase of WIP Recreation and Culture	1	0	0	0	0	0%	
Purchase of WIP Aged Accommodation	1	0	0	0	0	0%	
Proceeds from Disposal of Assets	2	62,000	10,332	0	(10,332)	-100%	▼
Repayment of Debentures	3	(175,091)	0	0	0	0%	
Proceeds from New Debentures	3	0	0	0	0	0%	
Proceeds from new Lease Liabilities	3	330,000	55,000	0	(55,000)	-100%	▼
Repayment of Leases	3	(144,508)	(17,110)	(17,168)	(58)	0%	
Advances to Community Groups		0	0	0	0	0%	
Self-Supporting Loan Principal Income		18,692	0	0	0	0%	
Transfer from Restricted Asset - Unspent Loans		0	0	0	0	0%	
Transfers to Restricted Assets (Reserves)	4	(540,804)	0	0	0	0%	
Transfers from Restricted Asset (Reserves)	4	29,700	0	0	0	0%	
Transfers to Restricted Assets (Other)		0	0	0	0	0%	
Transfers from Restricted Asset (Other)		0	0	0	0	0%	
ADD Net Current Assets July 1 B/Fwd	5	1,319,560	1,319,560	1,319,560	0	0%	
Net Current Assets - Unspent Grants		0	0	0	0	0%	
LESS Net Current Assets Year to Date	5	0	3,443,733	3,402,932	(40,801)	1%	
Amount Raised from Rates		(2,229,216)	(2,229,452)	(2,229,215)	237	0%	

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

Material Variances Symbol

Above Budget Expectations

Below Budget Expectations

Greater than 10% and \$5,000

Less than 10% and \$5,000

▲

▼

Purpose

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date.
The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$5,000.

REPORTABLE OPERATING REVENUE VARIATIONS

Law Order and Public Safety	(103,349)	-88% ▼
The main variances relate to budget profiling for the Fire Mitigation grant funding regarding the recognition of revenue		
Recreation and Culture	(133,351)	-60% ▼
The variances relate to the budget profiling for the Town Hall, Sulkies and Buggies, Driver Reviver and Memorial Park grants		
Transport	(158,492)	-47% ▼
There are a number of factors that relate to this variance with the main drivers being Grant funding LRCI PRACC Carpark, R2R and RRG due to recognition of revenue, change in accounting standard		
Other Property and Services	11,206	167% ▲
The variance relates to reimbursement of Workers Compensation claim		

REPORTABLE OPERATING EXPENSE VARIATIONS

Governance	16,513	17% ▼
The major variances relate to Depreciation not yet run for 21/22 along with Salaries and Wages end of month timing, will self correct		
Law, Order, Public Safety	46,634	51% ▼
The variance relates to budget profiling for ESL - BFB and Fire Mitigation works and Depreciation not yet run for 21/22		
Health	(15,089)	-51% ▲
The variance relates to Medical Services budget profiling - will self correct		
Education and Welfare	7,355	39% ▼
The variance relates to Depreciation not yet run for 21/22		
Community Amenities	21,428	32% ▼
The variance relates to a timing issue for refuse site management		
Recreation and Culture	147,544	62% ▼
There are a number of factors that relate to this variance with the main drivers being Depreciation not yet run 21/22 and PRACC subsidy centre management wages - timing difference, will self correct		
Transport	261,756	53% ▼
There are a number of factors that relate to the variance with the main drivers being road construction and maintenance program not yet substantially commenced, depreciation YTD budget less than YTD actual due to depreciation not yet run for 21/22		
Economic Services	10,519	16% ▼
The variance relates to Depreciation not yet run for 21/22		
Other Property and Services	103,364	341% ▼
There are a number of factors which relate to this variance with the main drivers being Plant Operating Costs and Public Works Overheads due to limited expenditure to date and Depreciation not run for 21/22		

REPORTABLE NON-CASH VARIATIONS

Depreciation on Assets	(434,754)	100% ▼
Depreciation YTD Budget less than YTD Actuals due to depreciation not yet run for 21/22		

REPORTABLE CAPITAL EXPENDITURE VARIATIONS

Purchase of Land & Buildings	60,457	65% ▼
The variance relates to the Town Hall, Driver Reviver, Sulkies and Buggies, PRACC Carpark and PRACC lighting projects not yet substantially commenced		
Purchase of Road Infrastructure Assets	116,082	96% ▼
Road Infrastructure YTD Actuals less than YTD Budget due to program not yet substantially commenced		
Purchase of Infrastructure Assets - Footpaths	(7,827)	-192% ▲
Infrastructure - Footpaths project due to be completed prior to expected date		
Purchase of Infrastructure Assets - Parks & Ovals	(43,132)	-30% ▲
Infrastructure - Parks & Ovals - Memorial Park Re-development due to be completed prior to expected date		

SHIRE OF PINGELLY
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	August 2021 YTD Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
<u>Administration</u>			
Furniture And Equipment	9,700	1,616	0
Recreation & Culture			
<u>Public Halls Civic Centres</u>			
Town Hall	39,565	6,594	0
Pingelly Central Driver Reviver Point - Town Hall	117,950	19,658	0
Sulkies & Buggies	200,000	33,332	0
<u>Other Recreation & Sport</u>			
Capex - Infra Parks & Ovals	219,250	146,166	189298
<u>Other Culture</u>			
Capex - Pracc Carpark And Drainage	53,801	8,966	33093
Pracc Lighting Project	150,000	25,000	0
Pracc Billboard Signs	15,000	2,500	0
Transport			
Furniture & Equipment			
Furniture & Equipment Purchase - Schedule 12	10,000	1,666	0
Bridges			
Capex - Review Street Bridge # 5165 0.94Slk	212,122	35,350	0
Roads Construction			
Capex - Pemberton Street Drainage - Roads To	49,221	8,200	0
Capex - North Bannister Pingelly Road Wheatbelt	50,000	8,332	0
Capex - York Williams Road Reseal 10Mm Agg			
21700M2 Slk 0.00 To 3.50 Slk	90,500	15,078	0
Capex - Yenellin Rd Reconstruction Of Road To A 7	160,000	26,662	0
York - Williams Road - Rtr	36,210	6,030	0
Thompson Road Culverts - Council Constr	4,920	818	0
Pasture Street - Council Constr	29,064	4,842	0
Capex - Rrg Wickopin Pingelly Slk 7.9-9.0	260,500	43,412	10
Review Street - Rtr	45,136	7,518	4800
Footpath Construction			
Footpaths - Construction	12,215	4,070	11897
<u>Road Plant Purchases</u>			
Right Of Use Asset - P & E	330,000	55,000	0
Capex - Psm01 Upgrade 2014 Holden Colorado	34,000	5,666	0
	<u>2,129,154</u>	<u>466,476</u>	<u>239098</u>
<u>By Class</u>			
Buildings	561,316	93,550	33093
Furniture & Equipment	34,700	5,782	0
Right of Use Asset - P & E	330,000	55,000	0
Plant & Equipment	34,000	5,666	0
Infrastructure - Roads	725,551	120,892	4810
Infrastructure - Footpaths	12,215	4,070	11897
Infrastructure - Parks & Ovals	219,250	146,166	189298
	<u>2,129,154</u>	<u>466,476</u>	<u>239098</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

2. DISPOSALS OF ASSETS

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

Asset No		Written Down Value		Sale Proceeds		Profit(Loss)	
		2021/22	August 2021	2021/22	August 2021	2021/22	August 2021
		Budget	Actual	Budget	Actual	Budget	Actual
By Program		\$	\$	\$	\$	\$	\$
Transport							
PSM01	PSM01 - 2014 Holden Colorado 4 X 4 PN810	17,000	0	12,000		(5,000)	0
PL7	2007 CAT Skid Steer Loader - PN568	7,950	0	10,000		2,050	0
PT13	2007 Mitsubishi Fuso FV51 Tip Truck - PN133	17,000	0	40,000		23,000	0
		41,950	0	62,000	0	20,050	0

Asset No		Written Down Value		Sale Proceeds		Profit(Loss)	
		2021/22	August 2021	2021/22	August 2021	2021/22	August 2021
		Budget	Actual	Budget	Actual	Budget	Actual
By Class of Asset		\$	\$	\$	\$	\$	\$
Plant & Equipment							
PSM01	PSM01 - 2014 Holden Colorado 4 X 4 PN810	17,000	0	12,000	0	(5,000)	0
PL7	2007 CAT Skid Steer Loader - PN568	7,950	0	10,000	0	2,050	0
PT13	2007 Mitsubishi Fuso FV51 Tip Truck - PN133	17,000	0	40,000	0	23,000	0
		41,950	0	62,000	0	20,050	0

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2020/21	August 2021
Adopted Budget	Actual
\$	\$
25,050	0
(5,000)	0
20,050	0

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$
Education & Welfare									
Loan 120 - SSL Pingelly Cottage Homes *	132,281	0	0	18,692	0	113,589	132,281	8,261	(47)
Recreation & Culture									
Loan 123 - Recreation and Cultural Centre	1,954,191	0	0	104,983	0	1,849,208	1,954,191	81,178	(224)
Loan 124 - Recreation and Cultural Centre	1,148,918	0	0	51,416	0	1,097,502	1,148,918	7,423	(123)
	3,235,390	0	0	175,091	0	3,060,299	3,235,390	96,862	(394)

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

3. INFORMATION ON LEASES

(b) Lease Repayments

Particulars	Principal 1-Jul-21	New Lease		Lease Principal Repayments		Lease Principal Outstanding		Lease Interest Repayments	
		2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$	2021/22 Budget \$	2021/22 Actual \$
Administration									
Photocopier Lease	37,137	0	0	20,983	3,454	16,154	33,683	825	181
Solar System-Admin Office	12,157	0	0	3,244	795	8,913	11,362	593	164
Server Lease	41,153	0	0	8,355	2,049	32,798	39,104	1,933	523
CCTV Server Lease	19,942	0	0	3,741	1,215	16,201	18,727	1,119	0
Grader Lease	290,041	0	0	58,685	9,655	231,357	280,386	8,136	1,347
Loader Lease	0	100,000	0	15,000	0	85,000	100,000	2,560	0
6 Wheel Tipper Lease	0	230,000	0	34,500	0	195,500	230,000	5,888	0
	400,430	330,000	0	144,508	17,168	585,923	713,262	21,054	2,214

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

	2021/22 Adopted Budget \$	August 2021 Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	36,295	36,295
Amount Set Aside / Transfer to Reserve	186	0
Amount Used / Transfer from Reserve	(10,000)	0
	<u>26,481</u>	<u>36,295</u>
(b) Plant Reserve		
Opening Balance	33,295	33,295
Amount Set Aside / Transfer to Reserve	13,171	0
Amount Used / Transfer from Reserve	0	0
	<u>46,466</u>	<u>33,295</u>
(c) Building and Recreation Reserve		
Opening Balance	23,962	23,962
Amount Set Aside / Transfer to Reserve	421,027	0
Amount Used / Transfer from Reserve	0	0
	<u>444,989</u>	<u>23,962</u>
(d) Electronic Equipment Reserve		
Opening Balance	32,344	32,344
Amount Set Aside / Transfer to Reserve	40,166	0
Amount Used / Transfer from Reserve	(19,700)	0
	<u>52,810</u>	<u>32,344</u>
(e) Community Bus Reserve		
Opening Balance	23,914	23,914
Amount Set Aside / Transfer to Reserve	20,123	0
Amount Used / Transfer from Reserve	0	0
	<u>44,037</u>	<u>23,914</u>
(f) Swimming Pool Reserve		
Opening Balance	27,995	27,995
Amount Set Aside / Transfer to Reserve	5,143	0
Amount Used / Transfer from Reserve	0	0
	<u>33,138</u>	<u>27,995</u>
(g) Refuse Site Rehab/Closure Reserve		
Opening Balance	16,191	16,191
Amount Set Aside / Transfer to Reserve	83	0
Amount Used / Transfer from Reserve	0	0
	<u>16,274</u>	<u>16,191</u>
(h) Tutanning Nature Reserve		
Opening Balance	1,094	1,094
Amount Set Aside / Transfer to Reserve	905	0
Amount Used / Transfer from Reserve	0	0
	<u>1,999</u>	<u>1,094</u>
(i) Wheatbelt Secondary Freight Network Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	40,000	0
Amount Used / Transfer from Reserve	0	0
	<u>40,000</u>	<u>0</u>
Total Cash Backed Reserves	<u>706,194</u>	<u>195,090</u>

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

	2021/22 Adopted Budget \$	August 2021 Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	186	0
Plant Reserve	13,171	0
Building and Recreation Reserve	421,027	0
Electronic Equipment Reserve	40,166	0
Community Bus Reserve	20,123	0
Swimming Pool Reserve	5,143	0
Refuse Site Rehab/Closure Reserve	83	0
Tutanning Nature Reserve	905	0
Wheatbelt Secondary Freight Network Reserve	40,000	0
	540,804	0
Transfers from Reserves		
Leave Reserve	(10,000)	0
Plant Reserve	0	0
Building Reserve	0	0
Electronic Equipment Reserve	(19,700)	0
Community Bus Reserve	0	0
Swimming Pool Reserve	0	0
Refuse Site Rehab/Closure Reserve	0	0
Tutanning Nature Reserve	0	0
Wheatbelt Secondary Freight Network Reserve	0	0
	(29,700)	0
Total Transfer to/(from) Reserves	511,104	0

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

Leave Reserve

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

Plant Reserve

- to be used for the purchase of major plant.

Building and Recreation Reserve

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

Electronic Equipment Reserve

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

Community Bus Reserve

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

Swimming Pool Reserve

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

Joint Venture Housing Reserve

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

Refuse Site Rehab/Closure Reserve

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

Tutanning Nature Reserve

- to be used for the operations, improvements and promotion of the Tutanning Nature Reserve

Wheatbelt Secondary Freight Network Reserve

- to be used for the Shire of Pingelly's contribution for Infrastructure renewal for future Wheatbelt Secondary Freight network capital renewal

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

	2020/21 B/Fwd Per 2021/22 Budget \$	2020/21 B/Fwd Per Financial Report \$	August 2021 Actual \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,308,592	1,308,592	1,059,799
Cash - Restricted Unspent Grants			545,910
Cash - Restricted Unspent Loans	0	0	(0)
Cash - Restricted Bonds & Deposits	13,143	13,143	13,050
Cash - Restricted Reserves	195,089	195,089	195,089
Receivables (Budget Purposes Only)	0	0	0
Rates Outstanding	198,109	198,109	2,267,008
Sundry Debtors	481,542	481,542	230,035
Provision for Doubtful Debts	(1,015)	(1,015)	(1,015)
Gst Receivable	0	0	44,473
Contract Asset	0	0	0
Loans - clubs/institutions	18,692	18,692	18,692
Accrued Income/Payments In Advance	9,662	9,662	0
Investments	5,000	5,000	5,000
Inventories	13,378	13,378	19,120
	<u>2,242,192</u>	<u>2,242,192</u>	<u>4,397,161</u>
LESS: CURRENT LIABILITIES			
Payables and Provisions (Budget Purposes Only)	0	0	-
Sundry Creditors	(228,162)	(228,162)	(167,763)
Accrued Interest On Loans	(393)	(393)	-
Accrued Salaries & Wages	(63,303)	(63,303)	-
Bonds & Deposits Held	(13,143)	(13,143)	(13,050)
Income In Advance	(76,494)	(76,494)	(176,400)
Gst Payable	0	0	(14,371)
Payroll Creditors	0	0	-
Contract Liabilities	0	0	-
Performance Obligation Liability	(318,224)	(318,224)	(369,510)
Prepaid Rates Liability	(30,643)	(30,643)	(4,829)
Current Lease Liability	(95,007)	(95,007)	(77,839)
Accrued Expenses	(11,544)	(11,544)	-
PAYG Liability	0	0	(28,762)
Other Payables	38,057	38,057	(763)
Current Employee Benefits Provision	(417,350)	(417,350)	(417,350)
Current Loan Liability	(175,091)	(175,091)	(175,091)
	<u>(1,391,298)</u>	<u>(1,391,298)</u>	<u>(1,445,728)</u>
NET CURRENT ASSET POSITION	850,894	850,894	2,951,434
Less: Cash - Reserves - Restricted	(195,089)	(195,089)	(195,089)
Less: Cash - Unspent Grants/Loans - Fully Restricted	0	0	0
Less: Current Loans - Clubs / Institutions	(18,692)	(18,692)	(18,692)
Less: Investments	(5,000)	(5,000)	(5,000)
Add Back : Component of Leave Liability not Required to be Funded	417,350	417,350	417,350
Add Back : Current Loan Liability	175,091	175,091	175,091
Add Back : Current Lease Liability	95,007	95,007	77,839
Adjustment in Accounting policies	0	0 *	0
Adjustment for Trust Transactions Within Muni	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,319,560</u>	<u>1,319,560</u>	<u>3,402,932</u>

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2021/22 Rate Revenue \$	2021/22 Interim Rates \$	2021/22 Back Rates \$	2021/22 Total Revenue \$	2021/22 Budget \$
General Rate								
GRV - Residential	0.128950	317	3,608,332	465,294			465,295	465,294
GRV - Rural Residential	0.128950	65	808,184	104,215			104,215	104,215
GRV - Commercial/Industrial	0.128950	28	396,080	51,075			51,075	51,075
GRV - Townsites	0.128950	12	144,560	18,641			18,641	18,641
UV - Broadacre Rural	0.009470	221	149,640,000	1,417,091			1,417,091	1,417,091
Non Rateable								
Sub-Totals		643	154,597,156	2,056,316	0	0	2,056,316	2,056,316
Minimum Rates	Minimum \$							
GRV - Residential	950	62	85,646	58,900			58,900	58,900
GRV - Rural Residential	950	23	55,170	21,850			21,850	21,850
GRV - Commercial/Industrial	950	14	58,080	13,300			13,300	13,300
GRV - Townsites	950	8	17,185	7,600			7,600	7,600
UV - Broadacre Rural	950	75	5,167,140	71,250			71,250	71,250
Sub-Totals		182	5,383,221	172,900	0	0	172,900	172,900
Ex Gratia Rates							2,229,216	2,229,216
Movement in Excess Rates							0	0
							0	0
Total Amount of General Rates							2,229,216	2,229,216
Specified Area Rates							0	0
Ex Gratia Rates							0	0
Total Rates							2,229,216	2,229,216

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

The general rates detailed above for the 2021/22 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

7. OPERATING STATEMENT

	August 2021 Actual \$	2021/22 Adopted Budget \$	2020/21 Actual \$
OPERATING REVENUES			
Governance	10,076	58,025	68,685
General Purpose Funding	2,404,701	2,890,027	3,429,666
Law, Order, Public Safety	14,499	319,089	77,139
Health	0	1,900	1,992
Education and Welfare	1,773	18,270	22,872
Housing	0	0	0
Community Amenities	182,035	211,250	207,969
Recreation and Culture	89,958	496,612	900,743
Transport	179,733	1,221,887	1,920,868
Economic Services	5,555	45,050	48,489
Other Property and Services	17,906	40,227	103,415
TOTAL OPERATING REVENUE	2,906,236	5,302,337	6,781,838
OPERATING EXPENSES			
Governance	82,990	425,457	507,010
General Purpose Funding	31,432	207,821	160,139
Law, Order, Public Safety	45,476	497,159	230,095
Health	44,750	176,477	140,383
Education and Welfare	11,742	113,328	68,026
Housing	0	0	0
Community Amenities	45,560	398,447	371,738
Recreation & Culture	89,377	1,509,842	1,432,631
Transport	232,650	2,902,952	2,321,179
Economic Services	55,650	410,577	245,407
Other Property and Services	(73,030)	19,174	71,277
TOTAL OPERATING EXPENSE	566,597	6,661,234	5,547,886
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	2,339,639	(1,358,897)	1,233,952

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

8. STATEMENT OF FINANCIAL POSITION

	August 2021 Actual \$	2020/21 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	1,800,799	1,503,682
Investments Current	5,000	5,000
Trade and Other Receivables	2,559,192	706,989
Inventories	19,120	13,378
Restricted Cash - Bonds & Deposits	13,050	13,143
TOTAL CURRENT ASSETS	4,397,161	2,242,192
NON-CURRENT ASSETS		
Other Receivables	190,130	190,130
Inventories	0	0
Property, Plant and Equipment	19,668,318	19,635,225
Infrastructure	67,380,004	67,173,998
Investments Non Current	55,355	55,355
TOTAL NON-CURRENT ASSETS	87,293,807	87,054,708
TOTAL ASSETS	91,690,968	89,296,900
CURRENT LIABILITIES		
Trade and Other Payables	840,237	785,714
Long Term Borrowings	175,091	175,091
Provisions	417,350	417,350
Bonds & Deposits Liability	13,050	13,143
TOTAL CURRENT LIABILITIES	1,445,728	1,391,298
NON-CURRENT LIABILITIES		
Trade and Other Payables	305,424	305,424
Long Term Borrowings	3,060,298	3,060,298
Provisions	1,590	1,590
TOTAL NON-CURRENT LIABILITIES	3,367,312	3,367,312
TOTAL LIABILITIES	4,813,040	4,758,610
NET ASSETS	86,877,928	84,538,290
EQUITY		
Retained Surplus	35,065,033	32,725,395
Reserves - Cash Backed	195,089	195,089
Revaluation Surplus	51,617,806	51,617,806
TOTAL EQUITY	86,877,928	84,538,290

SHIRE OF PINGELLY

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 AUGUST 2021 TO 31 AUGUST 2021

9. FINANCIAL RATIOS

	2021 YTD	2020
Current Ratio	3.56	4.75
Operating Surplus Ratio	0.88	0.91

The above ratios are calculated as follows:

Current Ratio

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

Purpose:

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

Standards:

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

Below Std

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

Std met

A ratio less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments. This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.

Operating Surplus Ratio

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

Purpose:

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

Standards:

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

Below Std

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

Basic Std

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

Adv Std

SHIRE OF PINGELLY RESTRICTED CASH RECONCILIATION 0 January 1900						
Restricted Grants/Funds Received	Projects	GL/Job Account	Total Restricted Funds	Actual Expenditure current year 2020/21	Actual Expenditure current year 2021/22	Restricted Funds Remaining
Memorial Park Project	Recreation & Culture	11IP	900,000.00	815,018.98	84,981.02	0.00
Pasture Street (R2R Funding)	Transport	1201	30,624.00	1,560.00	0.00	29,064.00
Review Street (R2R Funding)	Transport	1201	46,156.00	1,020.00	0.00	45,136.00
North Bannister Road (RRG Funding)	Transport	1200	36,209.95	0.00	0.00	36,209.95
Town Hall Maintenance and Improvements	Recreation & Culture	11EH	23,867.62	18,984.12	0.00	4,883.50
Pingelly Central Driver Reviver Point - Town Hall (Dept of Infrastructure)	Recreation & Culture	11ED	117,950.00	0.00	0.00	117,950.00
York Williams Road	Transport	RRG15	24,133.20	0.00	0.00	24,133.20
Wickepin Pingelly Road	Transport	RRG05	69,466.80	0.00	0.00	69,466.80
Yenellin Road	Transport	RRG16	42,666.80	0.00	0.00	42,666.80
Live & Local Music	Recreation & Culture	1180	13,000.00	4,186.36	0.00	8,813.64
Roadside Vegetation Clearing	Transport	1274	124,495.38	71,314.73	10,594.40	42,586.25
AWARE - Regional Recovery Exercise	Law Order & Public Safety	0555	14,500.00	0.00	0.00	14,500.00
Department of Fire and Emergency Services (DFES) Fire Mitigation	Law Order & Public Safety	588	110,500.00	0.00	0.00	110,500.00
Sub Total						545,910.14
Total Restricted Grant Funds						545,910.14
Available Cash		GL/Job Account	Interest Rate			Balance
Municipal Bank	Muni Fund Bank	0111	0			274,850.68
Municipal Bank	Muni Fund Interest Bearing A/C	0111	0.05%			1,330,308.77
Municipal Bank - TDA	Muni Fund Bank TDA	0111				0.00
Municipal Bank	Till Float SES	0112				50.00
Municipal Bank	Till Float	0113				200.00
Municipal Bank	Petty Cash on hand	0114				300.00
Total Cash						1,605,709.45
Less Restricted Cash						(545,910.14)
Total Unrestricted Cash						1,059,799.31

15.2 Accounts Paid by Authority – August 2021

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

Summary

Council is requested to receive the list of accounts paid by authority for the month of August 2021.

Background

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

Comment

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

Consultation

Nil

Statutory Environment

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

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

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

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

Policy Implications

There are no policy implications arising from this amendment.

Financial Implications

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

Strategic Implications

Goal 5	Innovation Leadership and Governance
Outcome 5.6	Financial systems are effectively managed
Strategy 5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting) and long-term financial planning requirements

Risk Implications

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

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

Voting Requirements

Simple Majority

13059 Moved: Cr McBurney

Seconded: Cr Camilleri

Recommendation and Council Decision:

That Council receive the Accounts for Payments for August 2021 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:

To 30 August 2021:

Municipal Account	\$535,072.65
Trust Licensing Account	\$22,658.40
Trust Account	\$200.00

CARRIED 8/0

16. DIRECTORATE OF TECHNICAL SERVICES

NIL

CONFIDENTIAL ITEM

13060 Moved: Cr McBurney Seconded: Cr Narducci

THAT pursuant to Section 5.23 of the Local Government Act 1995 the item 15.3 with, with the public excluded as the item deals with a matter relating to a contract.

CARRIED 8/0

3.02pm Mr Andrew Dover & Mr Karmvir Singh left the meeting

14.4 Chief Executive Officer Study Leave

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

13061 Moved: Cr Narducci Seconded: Cr Wood

**Recommendation and Council Decision:
That Council approves 2 days study leave per study unit for the CEO to complete his Masters in Business Administration.**

CARRIED 8/0

13062 Moved: Cr McBurney Seconded: Cr Oliveri

That the meeting be re-opened to the public.

CARRIED 8/0

3.07pm Mr Andrew Dover & Mr Karmvir Singh re-entered the meeting

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

Nil

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

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

Cr Freebairn thanked Councillors as this was his last meeting after serving on Council for 27 years in total.

19. CLOSURE OF MEETING

The Chairman declared the meeting closed at 3.15pm