



**Shire of Boyup Brook**  
**Payments 01/12/2021 - 31/12/2021**  
(GST Inclusive Accordingly)

ATTACHMENT 10.2.1

Chq/EFT	Date	Name	Description	Amount
20544	17/12/2021	Shire of Bridgetown-Greenbushes	Bushfire Risk Mitigation Coordinator Jul-Sep2021	-2,608.08
20545	17/12/2021	Southern City Building Group	Refund CTF Levy Paid Twice BP62/21	-79.60
20546	17/12/2021	Water Corporation	Water Across Shire Facilities to 01/12/2021	-7,334.11
<b>TOTAL MUNI CHEQUES to 31 December 2021</b>				<b>-10,021.79</b>



Chq/EFT	Date	Name	Description	Amount
EFT11687	01/12/2021	A & L Printers	Councillor Business Cards	-337.00
EFT11688	01/12/2021	Ampol Petroleum Distributors Pty Ltd (previously Caltex Energy WA)	Fuel Nov2021	-7,465.36
EFT11689	01/12/2021	AusQ Training	Depot Staff - Traffic Management and Traffic Controller Training	-3,064.00
EFT11690	01/12/2021	Ben Robinson	Reimburse Travel Expenses FM Training	-174.32
EFT11691	01/12/2021	Blackwoods (Also Refer Protector Alsaf)	Depot PPE	-284.78
EFT11692	01/12/2021	Boyup Brook IGA	Rylington Park - Shearing School Catering Oct2021	-2,255.26
EFT11693	01/12/2021	Brickwood Construction Pty Ltd	LRCI Swimming Pool Upgrades - Repair Ablutions Door and Frame	-2,090.00
EFT11694	01/12/2021	Bridgetown Carpets & Floorcoverings	LRCI Swimming Pool Upgrades - Gym Flooring	-6,234.00
EFT11695	01/12/2021	Building and Construction Training Fund BCITF	BCITF Levy Collected Oct2021	-1,778.39
EFT11696	01/12/2021	DSAK Pty Ltd (Manjimup and Bridgetown Retravision)	Swimming Pool - Plants	-300.00
EFT11697	01/12/2021	Darren Long Consulting	Assistance with Audit, Financial Reporting, Budget and Amendments Oct2021	-9,968.75
EFT11698	01/12/2021	Department of Mines, Industry Regulation and Safety BSL	BSL Collected Oct2021	-1,392.54
EFT11699	01/12/2021	Fraser Trust (The Trustee For)	Rylington Park - Hay Baling	-4,958.80
EFT11700	01/12/2021	Great Southern Shearing Pty Ltd	Rylington Park - Shearer Training	-4,175.05
EFT11701	01/12/2021	Mark Stanton	Rylington Park - Shearer Training	-3,899.00
EFT11702	01/12/2021	Paul Hick	Rylington Park - Shearer Training	-4,241.05
EFT11703	01/12/2021	Sheridan's	Cr Caldwell Name Badge	-45.87
EFT11704	01/12/2021	Shire of Boyup Brook	BSL and BCITF Commission Oct2021	-76.25
EFT11705	01/12/2021	The Trustee for the Harley Trust (Harley Transport Pty Ltd)	Rylington Park Freight Nov2021	-2,246.20
EFT11706	01/12/2021	Top Gun Shearing Supplies (The Lawrence Family Trust t/as)	Rylington Park - Shearing Singlets	-2,533.00
EFT11707	01/12/2021	Total Tools Bunbury (Bunbury TT Pty Ltd t/as)	Expendable Tools	-2,988.65
EFT11708	01/12/2021	WALGA	FM Training	-990.00
EFT11709	01/12/2021	Winc Australia Pty Limited	Admin, Depot & BBELC Stationery	-986.82
EFT11710	03/12/2021	AFGRI Equipment Australia Pty Ltd	P146 Verti Mower - Parts	-230.00
EFT11711	03/12/2021	AT Plumbing & Gas	Council Chambers - Install Dishwasher	-365.69
EFT11712	03/12/2021	Australian Services Union	Payroll Deductions	-51.80
EFT11713	03/12/2021	Blackwood Plant Hire	LRCI Swimming Pool Upgrades - New Entrance Final Payment	-6,633.00
EFT11713	03/12/2021	Blackwood Plant Hire	Gravesite Preparation	-1,485.00
EFT11714	03/12/2021	Boyup Brook Bowling Club	Community Grant Funding 2021/22 - Clubhouse Electrical Maintenance	-3,000.00
EFT11715	03/12/2021	Boyup Brook Community Resource Centre	Medical Centre - Gazette Advertising Nov2021	-72.00
EFT11716	03/12/2021	Boyup Brook Medical Services	Pre-employment Medical - Grants Officer	-170.00
EFT11717	03/12/2021	Boyup Brook Tyre Service	P503 McAlinden Fast Fill Trailer - Parts	-95.00
EFT11717	03/12/2021	Boyup Brook Tyre Service	P223 Action 2010 Side Tipper Semi Trailer - Repairs	-99.00
EFT11717	03/12/2021	Boyup Brook Tyre Service	Workshop Consumables	-120.00
EFT11718	03/12/2021	Boyup Brook Working Horse Club Inc	Community Grant Funding 2021/22 - Equipment	-1,000.00
EFT11719	03/12/2021	Boyup Concrete	LRCI Flax Mill Caravan Park Upgrades - Camp Kitchen Slab	-8,668.00
EFT11720	03/12/2021	Bridgetown Carpets & Floorcoverings	LRCI Swimming Pool Upgrades - Flooring	-948.00
EFT11721	03/12/2021	Bridgetown Muffler & Towbar Centre	P229 and P231 Mitsubishi MR Triton GLX Utes - Service Kits	-286.00
EFT11722	03/12/2021	Central Regional TAFE	Ranger Training - ROCS 1&2 Nov2021	-834.90
EFT11723	03/12/2021	Crescent Conveyancers (t/f The Asplin Family Trust t/as)	34 Bridge St - Settlement and Balance of Purchase Price	-149,438.19
EFT11723	03/12/2021	Crescent Conveyancers (t/f The Asplin Family Trust t/as)	32 Bridge St - Settlement and Balance of Purchase Price	-68,408.19
EFT11724	03/12/2021	Elliott's Small Engines (NF & GA Elliott t/as)	P146 Small Plant - Parts	-219.90
EFT11725	03/12/2021	Erlanda and Mark Deas	Rylington Park - Reimburse Mower Shaft Service	-430.10
EFT11726	03/12/2021	Focus Networks	Monthly Managed IT Services Nov2021	-748.33
EFT11726	03/12/2021	Focus Networks	Microsoft Office 365 ProPlus Monthly Subscription Dec2021	-19.14
EFT11727	03/12/2021	G&M Detergents	Swimming Pool Hygiene Service Agreement Nov2021-Apr2022	-246.00
EFT11727	03/12/2021	G&M Detergents	Swimming Pool - Cleaning Supplies	-217.80
EFT11728	03/12/2021	Hales Electrical	Swimming Pool - Repair Main Pool Pump	-280.50
EFT11729	03/12/2021	Helen Christine O'Connell	Reimburse Insurance Excess	-400.00
EFT11730	03/12/2021	Hope Community Fellowship Inc	Community Grant Funding 2021/22 - Safety Fence	-2,500.00
EFT11731	03/12/2021	IPEC Pty Ltd (Toll)	Freight Oct-Nov2021	-130.21
EFT11732	03/12/2021	Jennifer Coulston	Flax Mill Caravan Park Cleaning Nov2021	-760.00
EFT11733	03/12/2021	Kleenheat Gas - Wesfarmers Kleenheat Gas Pty	Various Shire Buildings - Annual Gas Cylinder Service Fees	-772.20
EFT11734	03/12/2021	Komatsu Australia Pty Ltd	Grader Service Kits	-390.97
EFT11735	03/12/2021	Manjimup Liquid Waste	Flax Mill Caravan Park - Septic Tank Pump Out	-480.00
EFT11736	03/12/2021	Marketforce Pty Ltd	Electors AGM Notice in The West Australian 15/10/2021	-371.78
EFT11737	03/12/2021	Masons South West Rubber Stamps	DoT Licencing - Self-Inking Stamps	-110.90
EFT11738	03/12/2021	Neverfail Springwater Limited	Medical Centre - Water	-86.45
EFT11739	03/12/2021	Officeworks Superstores Pty Ltd	Medical Centre Stationery	-71.85
EFT11740	03/12/2021	SAI Global Pty Ltd	OS&H Management Systems	-255.94
EFT11741	03/12/2021	Southern Forest Arts Inc	Creative Leadership Program - 2 Admin Staff	-500.00
EFT11742	03/12/2021	Star Track Express Pty Ltd	Freight Nov2021	-58.33
EFT11743	03/12/2021	Synergy (Electricity Generation and Retail Corporation t/as)	Electricity Across Shire Facilities to 15/11/2021	-5,385.61
EFT11744	03/12/2021	The Trustee for the Harley Trust (Harley Transport Pty Ltd)	Rylington Park Freight Nov2021	-471.24
EFT11745	03/12/2021	Wal's Welding, Fabrication and Repairs	P523 Isuzu Rural Fire Truck North Dinninup 2.4R - Parts	-660.00
EFT11745	03/12/2021	Wal's Welding, Fabrication and Repairs	VBFB Vehicles - Suction Pump Frames	-4,235.00
EFT11746	03/12/2021	Wilga Progress Association Inc.	Community Grant Funding 2021/22 - Hall Kitchen Upgrades	-1,000.00
EFT11747	03/12/2021	Euro Diesel Services Pty Ltd	P155 Bomag Multi Tyre Roller - Replacement Engine	-26,931.30
EFT11748	17/12/2021	AFGRI Equipment Australia Pty Ltd	P226 Ammann AP240 Multi Tyre Roller - Parts	-14.52
EFT11748	17/12/2021	AFGRI Equipment Australia Pty Ltd	Rylington Park - Gear Oil	-41.51
EFT11749	17/12/2021	Alan Parker	Refund Part Flax Mill Caravan Park Site Fees - Reduced Charge Due to Camp Kitchen Upgrades	-90.00
EFT11750	17/12/2021	Amity Signs	Rural Number Signs	-53.90
EFT11750	17/12/2021	Amity Signs	Traffic Warning Signs	-979.00
EFT11751	17/12/2021	Ampol Petroleum Distributors Pty Ltd (previously Caltex Energy WA)	Fuel Nov-Dec2021	-12,551.57
EFT11752	17/12/2021	Australia Post	Postage and Stationery Nov2021	-682.54
EFT11753	17/12/2021	Australian Services Union	Payroll Deductions	-51.80
EFT11754	17/12/2021	Australian Taxation Office	PAYG Oct2021	-56,031.00
EFT11755	17/12/2021	BBG Plumbing	Flax Mill Caravan Park - Toilet and Septic Repairs	-1,073.33
EFT11755	17/12/2021	BBG Plumbing	Swimming Pool - Ladies Toilet Roof Repair	-121.00



Chq/EFT	Date	Name	Description	Amount
EFT11756	17/12/2021	BOC Limited	Gas Cylinder Rental Nov2021	-60.12
EFT11757	17/12/2021	BT Equipment Pty Ltd t/a Tutt Bryant Equipment	P155 Bomag Multi Tyre Roller - Parts	-419.66
EFT11758	17/12/2021	Black Box Control Pty Ltd	Monthly Grader Tracking Service Dec2021	-115.50
EFT11759	17/12/2021	Blackwood Plant Hire	Foster Glen Road Tree Removal	-880.00
EFT11759	17/12/2021	Blackwood Plant Hire	RRG210 Boyup Brook-Arthur Rd - Gravel Push-up	-9,075.00
EFT11759	17/12/2021	Blackwood Plant Hire	Loader Hire	-330.00
EFT11759	17/12/2021	Blackwood Plant Hire	Grave Preparation	-1,485.00
EFT11759	17/12/2021	Blackwood Plant Hire	Cemetery - Sand for Backfill	-1,980.00
EFT11760	17/12/2021	Blackwoods (Also Refer Protector Alsaf)	Depot PPE	-94.40
EFT11760	17/12/2021	Blackwoods (Also Refer Protector Alsaf)	Traffic Cones x 200	-4,474.80
EFT11761	17/12/2021	Boyup Brook Co - Operative	Purchases Nov2021	-5,842.58
EFT11761	17/12/2021	Boyup Brook Co - Operative	Rylington Park - Crop Chemicals and Other Purchases Nov2021	-4,984.85
EFT11762	17/12/2021	Boyup Brook Community Resource Centre	Medical Centre - Gazette Advertising Dec2021	-324.00
EFT11762	17/12/2021	Boyup Brook Community Resource Centre	Boyup Brook Gazette Advertising Dec2021	-265.00
EFT11763	17/12/2021	Boyup Brook Farm Supplies (Lakewood Downs Pty Ltd)	Rylington Park - Agronomy Services Nov2021	-528.00
EFT11763	17/12/2021	Boyup Brook Farm Supplies (Lakewood Downs Pty Ltd)	Admin Gardens - Reticulation Repairs	-5.94
EFT11763	17/12/2021	Boyup Brook Farm Supplies (Lakewood Downs Pty Ltd)	ESL Fire Trailers - Parts	-596.31
EFT11764	17/12/2021	Boyup Brook IGA	Purchases Nov2021	-638.07
EFT11765	17/12/2021	Boyup Brook Medical Services	BBELC - Pre-Employment Medical	-170.00
EFT11766	17/12/2021	Boyup Brook Pharmacy (Westphal Family Trust)	Medical Centre - Staff Gift	-48.47
EFT11767	17/12/2021	Boyup Brook Tourism Association Inc.	Tourist Centre - Shire Contribution to Electricity 12/10/2021-08/12/2021	-201.35
EFT11768	17/12/2021	Boyup Brook Tyre Service	P155 Bomag Multi Tyre Roller - Repairs	-489.00
EFT11768	17/12/2021	Boyup Brook Tyre Service	Rylington Park - Tractor Tyres	-5,149.00
EFT11769	17/12/2021	Brickwood Construction Pty Ltd	LRCI Swimming Pool Gym Upgrades - Balance Payment	-23,826.00
EFT11769	17/12/2021	Brickwood Construction Pty Ltd	Stronger Communities R6 Disability Access Grant - Admin Building Access Ramp Upgrades	-5,500.00
EFT11769	17/12/2021	Brickwood Construction Pty Ltd	Lesser Hall - Ceiling Repairs	-385.00
EFT11770	17/12/2021	Bridgetown Boarding Kennels & Cattery	Animal Impound Fees Nov2021	-478.50
EFT11771	17/12/2021	Bridgetown Timber Sales	LRCI Flax Mill Caravan Park - Camp Kitchen Materials	-447.90
EFT11772	17/12/2021	Building and Construction Training Fund BCITF	BCITF Collected Nov2021	-415.10
EFT11773	17/12/2021	Busselton Air Service	Annual Fire Break Inspections	-3,771.90
EFT11774	17/12/2021	Cleanaway Daniels Services Pty Ltd	Medical Centre - Sharps Disposal Nov2021	-254.89
EFT11775	17/12/2021	Commander	Commander System Monthly Rental 20/12/2021 - 19/01/2022	-225.96
EFT11776	17/12/2021	Country Landscaping & Irrigation	Flax Mill Caravan Park - Reticulation 4G Access System	-1,890.17
EFT11776	17/12/2021	Country Landscaping & Irrigation	Rec Grounds - Reticulation Repairs	-1,648.03
EFT11777	17/12/2021	DSAK Pty Ltd (Manjimup and Bridgetown Retraivision)	LRCI Flax Mill Caravan Park - Camp Kitchen Materials	-325.30
EFT11777	17/12/2021	DSAK Pty Ltd (Manjimup and Bridgetown Retraivision)	Men's Shed Workshop - Key Cutting	-29.94
EFT11777	17/12/2021	DSAK Pty Ltd (Manjimup and Bridgetown Retraivision)	GP House - Shower Heads	-133.98
EFT11777	17/12/2021	DSAK Pty Ltd (Manjimup and Bridgetown Retraivision)	Expendable Tools	-204.95
EFT11778	17/12/2021	Department of Fire & Emergency Services	2021/22 Emergency Services Levy 2nd Quarter Contribution	-35,324.01
EFT11779	17/12/2021	Department of Mines, Industry Regulation and Safety BSL	BSL Collected Nov2021	-569.16
EFT11780	17/12/2021	East Boyup Brook Volunteer Bush Fire Brigade	Reservoir Road Property - Support for Water Corporation Burn	-3,100.00
EFT11781	17/12/2021	Erlanda and Mark Deas	Rylington Park - Reimburse Owner Classer Registration 2022-24	-290.00
EFT11782	17/12/2021	Ethan Harder	Rylington Park - Shearer Training	-4,554.55
EFT11783	17/12/2021	Felicity Mead	Reimburse Work Clothing Costs	-193.92
EFT11784	17/12/2021	Focus Networks	IT Management Services Setup - Balance Payment	-3,160.30
EFT11784	17/12/2021	Focus Networks	Monthly Managed Services Dec2021	-831.81
EFT11784	17/12/2021	Focus Networks	Monthly Device Management Fees Dec2021	-2,522.30
EFT11785	17/12/2021	Fuel Brothers WA.Com Pty Ltd	Fuel Nov2021	-69.02
EFT11786	17/12/2021	Fulton Hogan Industries Pty Ltd	Boyup Brook-Cranbrook Rd - Supplies For Repairs	-627.00
EFT11787	17/12/2021	Garry Newing	Refund Partial Flax Mill Caravan Park Site Fees Due to Illness	-55.50
EFT11788	17/12/2021	Genie Solutions Pty Ltd	Medical Centre Quarterly Licence and Support Fee Jan-Mar2022	-1,058.75
EFT11789	17/12/2021	Hales Electrical	Stronger Communities R6 Disability Access Grant - Power Outlet for Swimming Pool Automatic Doors	-297.00
EFT11789	17/12/2021	Hales Electrical	LRCI Swimming Pool Upgrades - PA System	-1,650.00
EFT11790	17/12/2021	Hastie Waste	Rylington Park - Bulk Waste Collection Nov2021	-95.00
EFT11791	17/12/2021	Haycom Technology	Medical Centre IT Consulting Fees Nov2021	-1,981.10
EFT11791	17/12/2021	Haycom Technology	Medical Centre - Server Maintenance Annual Renewal	-308.00
EFT11792	17/12/2021	IPEC Pty Ltd (Toll)	Freight Nov2021	-85.69
EFT11793	17/12/2021	IXOM Operations Pty Ltd	Chlorine Gas Cylinder Service Fee Oct2021	-32.74
EFT11794	17/12/2021	Internode Pty Ltd	Depot, Admin and BBELC Internet Jan2022	-329.97
EFT11795	17/12/2021	John Papas Trailers	Fire Grant - Purchase of P534 Mickalarup Fast Fill Trailer	-1,260.00
EFT11795	17/12/2021	John Papas Trailers	Fire Grant - Purchase of P535 Chowrup Fast Fill Trailer	-1,260.00
EFT11796	17/12/2021	Kevin Fitch	Community Christmas - Reimburse Bus Hire for Salvation Army Bunbury Citadel Band	-193.86
EFT11797	17/12/2021	Komatsu Australia Pty Ltd	Grader Service Kits	-390.97
EFT11798	17/12/2021	LGIS Risk Management	Regional Risk Management Coordinator Fee 2021-22 1st Instalment	-3,436.16
EFT11799	17/12/2021	Lamat Cleaning Services	Cleaning of Various Shire Buildings Dec2021	-3,695.00
EFT11800	17/12/2021	Landgate	Rural UV Valuations Sep-Oct2021	-217.35
EFT11801	17/12/2021	Learning Pod Group	Developmental Disability WA Grant - Sensory Activity Pack for Community Christmas	-222.95
EFT11802	17/12/2021	Lions Club Boyup Brook	Seniors Christmas Lunch - Christmas Puddings	-130.00
EFT11803	17/12/2021	Local Government Professionals Australia WA	Depot Staff Training - Online Introduction to Local Government	-220.00
EFT11804	17/12/2021	Lotta Pty Ltd	Catering Dec2021	-463.00
EFT11805	17/12/2021	Mark Stanton	Rylington Park - Shearer Training	-5,633.20
EFT11806	17/12/2021	Mobble Pty Ltd	Rylington Park - Farm Management App Subscription to Nov2022	-660.00
EFT11807	17/12/2021	Neverfail Springwater Limited	Council Chambers - Water	-58.05
EFT11807	17/12/2021	Neverfail Springwater Limited	Medical Centre - Water	-29.65
EFT11808	17/12/2021	Nicholas John Cole	BBELC - Air Conditioner Service	-110.00
EFT11809	17/12/2021	Officeworks Superstores Pty Ltd	Medical Centre Stationery	-534.84
EFT11810	17/12/2021	Peter William & Catherine Joyce Bradford	P534 and P535 Fast Fill Trailers - Standpipes	-1,980.00
EFT11811	17/12/2021	SJ Traffic Management Pty Ltd	RRG210 Boyup Brook Arthur River Rd - Temporary Traffic Plan	-792.00
EFT11812	17/12/2021	SOS Office Equipment	Photocopier Billing Nov2021 including Community Newsletters	-1,182.78



Chq/EFT	Date	Name	Description	Amount
EFT11813	17/12/2021	SUEZ Recycling and Recovery Pty Ltd (NSW)	Paper and Cardboard Recycling Collection Nov2021	-584.84
EFT11814	17/12/2021	Shear Pride	Rylington Park - Wool Handling Training	-3,348.29
EFT11815	17/12/2021	Shire of Boyup Brook	BSL and BCITF Commission Nov2021	-28.25
EFT11816	17/12/2021	South Regional TAFE (Previously South West Institute Of Technology)	Depot Staff Training - Auschem	-704.80
EFT11816	17/12/2021	South Regional TAFE (Previously South West Institute Of Technology)	Depot Staff Training - Chainsaw Skillset	-163.40
EFT11817	17/12/2021	Southern Lock & Security	Town Hall Keys	-38.50
EFT11818	17/12/2021	Sprint Express	Freight Nov2021	-349.64
EFT11819	17/12/2021	St John Ambulance Western Australia Ltd (South West)	2021-22 Contribution Towards Emergency Ambulance Service - Payment 1 of 2	-13,454.65
EFT11820	17/12/2021	State Library of WA (Department of Finance - Shared Services)	State Library Freight Recoup Mid-Year 2021	-163.72
EFT11821	17/12/2021	Statewide Bearings	P201 Small Plant - Grease Pump	-866.25
EFT11822	17/12/2021	Stephen Murphy (Elite Carpet Dry Cleaning Service)	BBELC - Carpet Cleaning	-555.00
EFT11823	17/12/2021	Stewart & Heaton Clothing Co. Pty Ltd	VBFB Protective Clothing	-7,226.23
EFT11824	17/12/2021	Suez Recycling & Recovery (Perth) Pty Ltd	Waste Collection Nov2021	-7,325.35
EFT11825	17/12/2021	Synergy (Electricity Generation and Retail Corporation t/as)	Electricity Across Shire Facilities to 10/12/2021	-5,279.54
EFT11826	17/12/2021	TJ Depiazzi & Sons (Silverspring Trust t/as)	Swimming Pool and Town Gardens - Garden Mix	-181.94
EFT11827	17/12/2021	TSW Shearing (Tristan Scott White t/as)	Rylington Park - Shearer Training	-1,260.00
EFT11828	17/12/2021	Tara Reid	Reimburse Swimming Pool Handheld Vacuum	-422.95
EFT11828	17/12/2021	Tara Reid	Reimburse Swimming Pool Floating Mats x 2	-258.00
EFT11829	17/12/2021	Taylor Burrell Barnett (Taylor & Burrell Unit Trust t/as)	Draft Local Planning Strategy Preparation Nov2021	-12,100.00
EFT11830	17/12/2021	Telstra Corporation Limited	Telephone Across Shire Facilities to 01/12/2021	-1,735.22
EFT11831	17/12/2021	The Right Stuff for Landholders	Parks and Gardens Expendable Tools	-54.24
EFT11832	17/12/2021	The Trustee for the Harley Trust (Harley Transport Pty Ltd)	Rylington Park - Freight Dec2021	-704.00
EFT11833	17/12/2021	The Workwear Group Pty Ltd	Admin Workwear - Finance Manager	-387.30
EFT11834	17/12/2021	Total Tools Bunbury (Bunbury TT Pty Ltd t/as)	Workshop Tools	-205.00
EFT11834	17/12/2021	Total Tools Bunbury (Bunbury TT Pty Ltd t/as)	P201 Small Plant - Air Compressor	-1,650.00
EFT11835	17/12/2021	Treehouse Coffee Lounge (Webb & Troeger)	Catering Nov-Dec2021	-1,277.80
EFT11836	17/12/2021	WA Skills Training Pty Ltd	Depot Staff Training - Plant Operation	-3,300.00
EFT11837	17/12/2021	Winc Australia Pty Limited	Flax Mill Caravan Park - Signage	-66.05
EFT11838	17/12/2021	Youanme	Depot PPE	-111.80
EFT11839	17/12/2021	activ8me (Australian Private Networks Pty Ltd)	GP House and Rylington Park Internet and Phone Nov-Dec2021	-212.80
EFT11840	23/12/2021	Hales Electrical	CSRFF Grant Rec Grounds Lights - First Payment	-30,000.00
<b>TOTAL EFT PAYMENTS to 31 December 2021</b>				<b>-675,129.44</b>



Chq/EFT	Date	Name	Description	Amount
DD6944.1	02/12/2021	Aware Super	Payroll Deductions	-722.18
DD6944.2	02/12/2021	Australian Super	Superannuation Contributions	-204.39
DD6944.3	02/12/2021	Rest Superannuation	Superannuation Contributions	-57.59
DD6944.4	02/12/2021	MLC Super Fund	Superannuation Contributions	-57.64
DD6946.1	02/12/2021	Salary & Wages	Payroll 02Dec2021	-6,012.72
DD6958.1	08/12/2021	Sam & Carolyn Mallett Super Fund	Superannuation Contributions	-254.48
DD6958.2	08/12/2021	Public Sector Superannuation Accumulation Plan	Superannuation Contributions	-146.13
DD6958.3	08/12/2021	Aware Super	Payroll Deductions	-8,362.94
DD6958.4	08/12/2021	Rest Superannuation	Superannuation Contributions	-2,007.14
DD6958.5	08/12/2021	AMP Super Fund - SignatureSuper	Superannuation Contributions	-2,790.37
DD6958.6	08/12/2021	Australian Super	Superannuation Contributions	-1,731.41
DD6958.7	08/12/2021	Commonwealth Essential Super	Superannuation Contributions	-309.43
DD6958.8	08/12/2021	Colonial First State Superannuation	Superannuation Contributions	-514.77
DD6958.9	08/12/2021	MLC Super Fund	Superannuation Contributions	-236.04
DD6960.1	09/12/2021	Salary & Wages	Payroll 08Dec2021	-97,269.12
DD6980.1	20/12/2021	Aware Super	Payroll Deductions	-322.17
DD6980.2	20/12/2021	Commonwealth Essential Super	Superannuation Contributions	-101.58
DD6980.3	20/12/2021	AMP Super Fund - SignatureSuper	Payroll Deductions	-504.36
DD6980.4	20/12/2021	Rest Superannuation	Payroll Deductions	-3,483.56
DD6980.5	20/12/2021	Australian Super	Payroll Deductions	-109.78
DD6982.1	22/12/2021	Salary & Wages	Payroll 20Dec2021	-7,800.91
DD6986.1	22/12/2021	Sam & Carolyn Mallett Super Fund	Superannuation Contributions	-254.48
DD6986.2	22/12/2021	Public Sector Superannuation Accumulation Plan	Superannuation Contributions	-88.76
DD6986.3	22/12/2021	Aware Super	Payroll Deductions	-8,346.68
DD6986.4	22/12/2021	Rest Superannuation	Superannuation Contributions	-2,080.55
DD6986.5	22/12/2021	AMP Super Fund - SignatureSuper	Superannuation Contributions	-3,337.21
DD6986.6	22/12/2021	Australian Super	Superannuation Contributions	-1,743.08
DD6986.7	22/12/2021	Commonwealth Essential Super	Superannuation Contributions	-316.69
DD6986.8	22/12/2021	Colonial First State Superannuation	Superannuation Contributions	-448.11
DD6986.9	22/12/2021	MLC Super Fund	Superannuation Contributions	-236.04
DD6988.1	23/12/2021	Salary & Wages	Payroll 22Dec2021	-100,527.50
DD6993.1	15/12/2021	Shire of Boyup Brook	Battery World - Drypower 12V Battery	-49.95
DD7026.1	03/12/2021	Stephen & Yvonne Dent	3 Reid PI MWS House - Rent 16/12/2021-29/12/2021	-600.00
DD7026.2	17/12/2021	Stephen & Yvonne Dent	3 Reid PI MWS House - Rent 30/12/2021-12/01/2022	-600.00
DD7026.3	31/12/2021	Stephen & Yvonne Dent	3 Reid PI MWS House - Rent 13/01/2022-26/01/2022	-600.00
DD7026.4	01/12/2021	Westnet	Admin, Swimming Pool and Medical Centre Internet Dec2021	-400.30
DD7026.5	09/12/2021	De Lage Landen Pty Ltd	Rental Agreement for Photocopier DCVII-C5573 Dec2021	-184.80
DD7026.6	23/12/2021	AGDATA Holdings Pty Ltd	Rylington Park - Phoenix Accounting Software	-44.00
DD7026.8	03/12/2021	Michelle Koster and Stephen Hughes	2 Reid PI FM House - Rent 20/12/2021-02/01/2022	-660.00
DD7026.9	17/12/2021	Michelle Koster and Stephen Hughes	2 Reid PI FM House - Rent 03/01/2022-16/01/2022	-660.00
DD6958.10	08/12/2021	HESTA	Superannuation Contributions	-385.28
DD6986.10	22/12/2021	HESTA	Superannuation Contributions	-383.61
DD7026.10	31/12/2021	Michelle Koster and Stephen Hughes	2 Reid PI FM House - Rent 17/01/2022-30/01/2022	-660.00
<b>TOTAL DD MUNI ACCOUNT TO 31 December 2021</b>				<b>-255,605.75</b>
DD311221	31/12/2021	Police Licensing	Police Claimed December 2021	-40,504.05
<b>TOTAL DD POLICE LICENSING ACCOUNT TO 31 December 2021</b>				<b>-40,504.05</b>
DD7026.7	24/12/2021	QK Technologies Pty Ltd	BBELC - QikKids Gateway Usage Nov2021	-13.02
<b>TOTAL DD BOYUP BROOK EARLY LEARNING CENTRE ACCOUNT TO 31 December 2021</b>				<b>-13.02</b>
<b>SUMMARY</b>				
<b>CHQ (Muni Account)</b>				-10,021.79
<b>DD</b>				-255,605.75
<b>EFT</b>				-675,129.44
<b>TOTAL</b>				<b>-940,756.98</b>
<b>ALL MUNI TRANS TO 31 December 2021</b>				<b>-940,756.98</b>
<b>DD (Police Licensing Account) TO 31 December 2021</b>				<b>-40,504.05</b>
<b>DD (Boyup Brook Early Learning Centre) TO 31 December 2021</b>				<b>-13.02</b>

**10.4.2 Invited to Partner in the Warren Blackwood Alliance of Councils**

<b>Location:</b>	N/A
<b>Applicant:</b>	N/A
<b>File:</b>	GR/31/006
<b>Disclosure of Officer Interest:</b>	None
<b>Author:</b>	Maria Lane (Executive Assistant)
<b>Authorizing Officer:</b>	Dale Putland (Chief Executive Officer)
<b>Attachments:</b>	Letter from the Warren Blackwood Alliance of Councils

**SUMMARY**

Warren Blackwood Alliance of Councils (WBAC) has extended an invitation to the Shire of Boyup Brook to partner in their alliance (refer attachment), and this report is for Council to consider their invitation.

**BACKGROUND**

The Warren Blackwood Alliance of Councils (WBAC) is a voluntary regional organisation of Councils representing the Shires of Bridgetown-Greenbushes, Manjimup, Nannup and Donnybrook Balingup. It was formed in 2001 following the restructure of the timber industry, to work as a collective body on issues affecting those areas in the Warren and Blackwood catchments.

The WBAC exists to help develop a prosperous and sustainable region in the Warren Blackwood and to improve the quality of life for residents in the area. The WBAC acts as an advocacy group by supporting or undertaking significant projects relating to promoting economic development and diversity and encouraging regional population growth.

The WBAC aims to highlight and progress key issues that have a regional impact and to be a voice for the Warren Blackwood area. It also leads the way in partnership development, relationship building and progressing projects by establishing a respected reputation with key stakeholders

The Board of the WBAC has representatives from the three Shires and employs a part time Executive Officer. The South West Development Commission provides support funding and the Regional Coordinator attends Alliance meetings. The Board meets every two months, rotating its meetings around the three Shires.

**CONSULTATION**

WBAC

**STATUTORY OBLIGATIONS**

Nil

**POLICY IMPLICATIONS**

Refer to O.03 Tourism.

**BUDGET/FINANCIAL IMPLICATIONS**

Nil this year.

**STRATEGIC IMPLICATIONS**

A goal in the shire's 2017-27 Community Strategic Plan (the Plan) is:

*"Build the economic base through diversification and actively supporting local businesses."*

An objective of the Plan is to: " ... Develop tourism industry ... "

**SUSTAINABILITY IMPLICATIONS**

- **Environmental**  
N/A
- **Economic**  
Refer to the *Strategic Implications* section in this report.
- **Social**  
N/A

**VOTING REQUIREMENTS**

Simple majority

**COUNCIL DECISION & OFFICER RECOMMENDATION – ITEM 10.4.2**

MOVED: Cr S E G Alexander

SECONDED: Cr S Alexander

That Council resolved to join the Warren Blackwood Alliance of Councils.

CARRIED 8/0

Res 21/2/19



GR 131/006

Attachment 10.4.1

**E-MAILED**  
18/6/21



18 June 2021

Warren Blackwood Alliance of Council's  
PO BOX 528  
Manjimup WA 6258

**Shire  
of  
Boyup  
Brook**

To whom it may concern

### **Regional Climate Alliance Program**

The Shire of Boyup Brook confirms its participation in the Warren Blackwood Alliance of Council's Climate Change Impact Reference Group and advises that at the ordinary meeting of Council held on 25 February 2021, Council resolved to join the Warren Blackwood Alliance of Councils.

The Shire is committed to the WALGA Regional Climate Alliance Program for a minimum of two years and will, if successful:

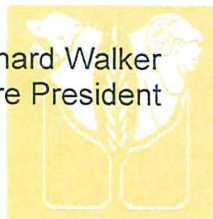
- Provide a financial contribution of up to \$5,000 per year to support the implementation of identified projects;
- Provide a venue for meetings of the Climate Change Impact Reference Group (approximately 3 half days per year);
- Continue to provide 2 councillors and 1 staff member on the Climate Change Impact Reference Group meetings;
- Provide a hot desk within the shire administration office for the appointed coordinator to utilise as needed; and
- Provide in-kind support, such as staff time, to support the coordinators activities.

*country  
choice*

Regards

Richard Walker  
Shire President

Dale Putland  
Chief Executive Officer



*country choice*

Abel Street  
PO Box 2  
BOYUP BROOK  
WA 6244

Phone:  
08 9765 1200

Facsimile:  
08 9765 1485

E-mail:  
shire@boyupbrook.wa.gov.au

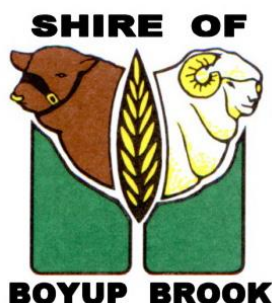
www.boyupbrook.wa.com.au

ABN: 95 583 688 034





# Local Government Reform – Summary of Proposed Reforms



## Shire of Boyup Brook submission

10 February 2022

## Shire of Boyup Brook supports the WALGA principles

### Local Government Reform – WALGA Principles

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That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
  - i. Economic development
  - ii. Environmental protection, and
  - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2, and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

**Theme 1: Early Intervention, Effective Regulation and Stronger Penalties**

CURRENT PROVISIONS	PROPOSED REFORMS	SHIRE COMMENTS
<b>1.1 Early Intervention Powers</b>		
<ul style="list-style-type: none"> <li>The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> <li>Suspend or dismiss councils</li> <li>Appoint Commissioners</li> <li>Suspend or, order remedial action (such as training) for individual councillors.</li> </ul> </li> <li>The Act also provides the Director General with the power to: <ul style="list-style-type: none"> <li>Conduct Authorised Inquiries</li> <li>Refer allegations of serious or recurrent breaches to the State Administrative Tribunal</li> <li>Commence prosecution for an offence under the Act.</li> </ul> </li> <li>Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to establish a Chief Inspector of Local Government (the <b>Inspector</b>), supported by an Office of the Local Government Inspector (the <b>Inspectorate</b>).</li> <li>The Inspector would receive minor and serious complaints about elected members.</li> <li>The Inspector would oversee complaints relating to local government CEOs.</li> <li>Local Governments would still be responsible for dealing with minor behavioural complaints.</li> <li>The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified.</li> <li>The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation.</li> <li>The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism.</li> <li>The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations.</li> <li>The Inspector would be supported by a panel of <b>Local Government Monitors</b> (see item 1.2).</li> <li>The existing Local Government Standards Panel</li> </ul>	<p><u><b>Support WALGA's Recommendation</b></u></p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li>Support the proposed reforms as they align with the sectors position on external oversight and support.</li> <li>Request the Minister to explore alternate mechanisms for resolving local level complaints.</li> </ol>

## Local Government Reform – Consultation on Proposed Reforms

<p>are currently the only significant tool for addressing significant issues within a local government.</p> <ul style="list-style-type: none"> <li>The Panel Report, City of Perth Inquiry, and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight.</li> </ul>	<p>would be replaced with a new <b>Conduct Panel</b> (see item 1.3).</p> <ul style="list-style-type: none"> <li><b>Penalties</b> for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4).</li> <li>These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6).</li> </ul>	
<b>1.2 Local Government Monitors</b>		
<ul style="list-style-type: none"> <li>There are currently no legislative powers for the provision of monitors/temporary advisors.</li> <li>The DLGSC provides</li> </ul>	<ul style="list-style-type: none"> <li>A panel of <b>Local Government Monitors</b> would be established.</li> <li>Monitors could be appointed by the Inspector to go into a local government and try to resolve problems.</li> </ul>	<p>As above</p>

<p>support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases.</p>	<ul style="list-style-type: none"> <li>• The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence.</li> <li>• Monitors would be qualified specialists, such as: <ul style="list-style-type: none"> <li>○ Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators</li> <li>○ Dispute resolution experts - to address the breakdown of professional working relationships</li> <li>○ Certified Practicing Accountants and other financial specialists - to assist with financial management and reporting issues</li> <li>○ Governance specialists and lawyers - to assist councils resolve legal issues</li> <li>○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction.</li> </ul> </li> <li>• Only the Inspector would have the power to appoint Monitors.</li> <li>• Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose.</li> </ul> <p><b>Monitor Case Study 1 – Financial Management</b></p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local</p>	
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	<p>government to rectify the error, and issue corrections to impacted ratepayers.</p> <p><b>Monitor Case Study 2 – Dispute Resolution</b></p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council's code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.</p>	
<b>1.3 Conduct Panel</b>		
<ul style="list-style-type: none"> <li>The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable standards of behaviour.</li> <li>Currently, the Panel makes findings about alleged</li> </ul>	<ul style="list-style-type: none"> <li>The Standards Panel is proposed to be replaced with a new Local Government <b>Conduct Panel</b>.</li> <li>The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel.</li> <li>The Inspector would provide evidence to the Conduct Panel for adjudication.</li> <li>The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for up to three months,</li> </ul>	As above

<p>breaches based on written submissions.</p> <ul style="list-style-type: none"> <li>The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed.</li> </ul>	<p>with an appeal mechanism.</p> <ul style="list-style-type: none"> <li>For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts.</li> <li>Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision.</li> </ul>	
<h3>1.4 Review of Penalties</h3>		
<ul style="list-style-type: none"> <li>There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act.</li> </ul>	<ul style="list-style-type: none"> <li>Penalties for breaching the Local Government Act are proposed to be strengthened.</li> <li>It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion.</li> <li>Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address).</li> <li>It is proposed that a councillor who is suspended multiple times may become disqualified from office.</li> <li>Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.</li> </ul>	<p><b><u>Support WALGA's Current Local Government Position</u></b></p> <p>Items 1.4 and 1.5 <b><u>expand upon</u></b> Advocacy Position 2.6.9 - 'Stand Down Proposal'</p> <p><i>WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:</i></p> <ol style="list-style-type: none"> <li><i>That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and</i></li> </ol> <p><i>That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness,</i></p>

Local Government Reform – Consultation on Proposed Reforms

		<p><i>consistency and opportunity for avoidance.</i></p> <p><i>Comment</i></p> <p><i>The Local Government sector has long- standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent application of the power given to Presiding Members.</i></p> <p><i>Recommendation</i></p> <p><i>Supported</i></p>
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CURRENT PROVISIONS	PROPOSED REFORMS	SHIRE COMMENTS
<b>1.5 Rapid Red Card Resolutions</b>		
<ul style="list-style-type: none"> <li>Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws.</li> <li>Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1).</li> <li>It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would:                         <ul style="list-style-type: none"> <li>Require the Presiding Member to issue a clear first warning</li> <li>If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions</li> </ul> </li> </ul>	<p>As above</p>

<p>meetings.</p> <ul style="list-style-type: none"> <li>Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>If the person continues to be disruptive, the Presiding Member can instruct that they leave the meeting.</li> </ul> </li> <li>Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector.</li> <li>Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector.</li> </ul>	
<b>1.6 Vexatious Complaint Referrals</b>		
<ul style="list-style-type: none"> <li>No current provisions.</li> <li>The Act already provides a requirement for Public Question Time at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner.</li> <li>Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person’s query.</li> <li>It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person’s complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious.</li> </ul>	<p><b><u>Support WALGA’s current Local Government Position</u></b></p> <p><i>Item 1.6 expands upon Advocacy Position</i></p> <p><b>2.6.11 – ‘Vexatious complainants in relation to FOI applications’</b></p> <p><i>WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of:</i></p> <ol style="list-style-type: none"> <li><i>Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD);</i></li> <li><i>Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and</i></li> <li><i>Modernisation to address the use of electronic communications and information.</i></li> </ol> <p><b>WALGA Comment</b></p> <p><i>The Act has been expanded significantly in recent years to permit an increased level of public involvement, scrutiny and access to information relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to</i></p>

		<p><i>limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government.</i></p> <p><i>Recommendation Supported</i></p>
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CURRENT PROVISIONS	PROPOSED REFORMS	SHIRE COMMENTS
<b>1.7 Minor Other Reforms</b>		
<ul style="list-style-type: none"> <li>Other minor reforms are being considered to enhance the oversight of local government.</li> <li>Ministerial Circulars have traditionally been used to provide guidance to the local government sector.</li> </ul>	<ul style="list-style-type: none"> <li>Potential other reforms to strengthen guidance for local governments are being considered.</li> <li>For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed.</li> <li>It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Item 1.7 aligns with Advocacy Position 2.6 - 'Support DLGSC as service provider / capacity builder'</p> <p>WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.</p> <p><b>WALGA Comment</b></p> <p>Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister's powers under Section 9.14A – 'Notice to prevent continuing contravention'</p>

**Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity**

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>2.1 Resource Sharing</b>		
<ul style="list-style-type: none"> <li>The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs.</li> <li>Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing.</li> </ul>	<ul style="list-style-type: none"> <li>Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees.</li> <li>Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Item 2.1 aligns with Advocacy Position 2.6 – Local Government Legislation – 'Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act' and Advocacy Position 2.3.1 - 'Regional Collaboration'.</p> <p>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</p> <p><b>WALGA Comment</b></p> <p>The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time.</p>
<b>2.2 Standardisation of Crossovers</b>		
<ul style="list-style-type: none"> <li>Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for</li> </ul>	<p><b><u>Administration Recommendation</u></b> – Not Supported.</p> <p>Whilst the standardisation of crossovers may work in metropolitan areas, it is considered that the standard proposed will not work in regional areas as there are:</p> <ul style="list-style-type: none"> <li>Limited resources in overseeing crossover works/enforcing compliance.</li> <li>Dramatic difference in verge sizes and standards.</li> </ul>

## Local Government Reform – Consultation on Proposed Reforms

<p>inconsistent between local government areas, often with very minor differences.</p> <ul style="list-style-type: none"> <li>This can create confusion and complexity for homeowners and small businesses in the construction sector.</li> </ul>	<p>residential properties and residential developments on local roads.</p> <ul style="list-style-type: none"> <li>A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this.</li> <li>The DLGSC will work with the sector to develop standardised design and construction standards.</li> </ul>	
<b>2.3 Introduce Innovation Provisions</b>		
<ul style="list-style-type: none"> <li>The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket).</li> </ul>	<ul style="list-style-type: none"> <li>New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> <li>Short-term trials and pilot projects</li> <li>Urgent responses to emergencies.</li> </ul> </li> </ul>	<p><b>Support WALGA's current Local Government Position</b></p> <p><b>WALGA Comment</b></p> <p>It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes.</p>
<b>2.4 Streamline Local Laws</b>		
<ul style="list-style-type: none"> <li>Local laws are required to be reviewed every eight years.</li> <li>The review of local laws (especially when they are</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local laws would only need to be reviewed by the local government every 15 years.</li> <li>Local laws not reviewed in the timeframe</li> </ul>	<p><b>Support WALGA's current Local Government Position</b></p> <p>Items 2.4, 2.5 and 2.6 expand upon Advocacy Position 2.6.35 - 'Local law- making process should be simplified'.</p>

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<p>standard) has been identified as a burden for the sector.</p> <ul style="list-style-type: none"> <li>• Inconsistency between local laws is frustrating for residents and business stakeholders.</li> </ul>	<p>would lapse, meaning that old laws will be automatically removed and no longer applicable.</p> <ul style="list-style-type: none"> <li>• Local governments adopting Model Local Laws will have reduced advertising requirements.</li> </ul>	<p>The Local Law making process should be simplified as follows:</p> <ul style="list-style-type: none"> <li>• The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</li> <li>• Eliminate the requirement to consult on local laws when a model is used;</li> <li>• Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</li> <li>• Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament's Delegated Legislation Committee.</li> </ul> <p><b>WALGA Comment</b></p> <p>Proposed reforms meet the Sector's preference for simplified local law-making processes. Model local laws are supported, whilst recognising the models themselves will require review by State Government departments with the relevant head of power. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local laws but no review was completed. This model was superseded by individual local laws with added contemporary provisions.</p> <p>This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements.</p>
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>2.5 Simplifying Approvals for Small Business and Community Events</b>		
<ul style="list-style-type: none"> <li>Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities.</li> </ul>	<ul style="list-style-type: none"> <li>Proposed reforms would introduce greater consistency for approvals for:                             <ul style="list-style-type: none"> <li>alfresco and outdoor dining</li> <li>minor small business signage rules</li> <li>running community events.</li> </ul> </li> </ul>	As above
<b>2.6 Standardised Meeting Procedures, Including Public Question Time</b>		
<ul style="list-style-type: none"> <li>Local governments currently prepare individual standing order local laws.</li> <li>The <i>Local Government Act 1995</i> and regulations require local governments to allocate time at meetings for questions from the public.</li> <li>Inconsistency among the meeting procedures between local governments is a common source of complaints.</li> </ul>	<ul style="list-style-type: none"> <li>To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State.</li> <li>Regulations would introduce standard requirements for public question time, and the procedures for meetings generally.</li> <li>Members of the public across all local governments would have the same opportunities to address council and ask questions.</li> </ul>	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>2.7 Regional Subsidiaries</b>		
<ul style="list-style-type: none"> <li>Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC.</li> <li>These initiatives typically have to be managed by a lead local government.</li> <li>In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>.</li> <li>So far, no Regional Subsidiary has been formed.</li> </ul>	<ul style="list-style-type: none"> <li>Work is continuing to consider how Regional Subsidiaries can be best established to:                             <ul style="list-style-type: none"> <li>Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments</li> <li>Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds</li> <li>Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk</li> <li>Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments.</li> </ul> </li> </ul>	<p><b><u>Support WALGA’s current Local Government Position</u></b></p> <p>Item 2.7 aligns with Advocacy Position 2.3.1 - ‘Regional Collaboration’</p> <p>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</p> <p><b>Comment</b></p> <p>Under the Regional Subsidiary model, two or more Local Governments are able to establish a regional subsidiary to undertake a shared service function on behalf of its constituent Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model’s governance structure is primarily representative, the model also allows independent and commercial focussed directions to be appointed to the board of management. A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.</p>



**Theme 3: Greater Transparency & Accountability**

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>3.1 Recordings and Live-Streaming of All Council Meetings</b>		
<ul style="list-style-type: none"> <li>Currently, local governments are only required to make written minutes of meetings.</li> <li>While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings.</li> <li>Complaints relating to behaviours and decisions at meetings constitute a large proportion of</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that all local governments will be required to record meetings.</li> <li>Band 1 and 2 local governments would be required to livestream meetings and make video recordings available as public archives.</li> <li>Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Item 3.1 expands upon Advocacy Position 2.6 – 'Promote a size and scale compliance regime' and Advocacy Position 2.6.31 - 'Attendance at Council Meetings by Technology'</p> <p>A review of the ability of Elected Members to log into Council meetings should be undertaken.</p>

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<p>complaints about local governments.</p> <ul style="list-style-type: none"> <li>Local governments are divided into bands with the largest falling in bands 1 and 2, and smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors<sup>1</sup> such as: <ul style="list-style-type: none"> <li>Growth and development</li> <li>Strategic planning issues</li> <li>Demands and diversity of services provided to the community</li> <li>Total expenditure</li> <li>Population</li> <li>Staffing levels.</li> </ul> </li> </ul>	<p>infrastructure, and many already have audio-visual equipment.</p> <ul style="list-style-type: none"> <li>Band 1 and 2 local governments would be required to livestream meetings and make video recordings available as public archives.</li> <li>Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings.</li> <li>Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used.</li> <li>Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings.</li> <li>All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving.</li> </ul>	<p>Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19 pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will only be problematic where technical capability such as reliable bandwidth impact the district.</p>
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>3.2 Recording All Votes in Council Minutes</b>		
<ul style="list-style-type: none"> <li>• A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting.</li> <li>• The existing provision does not mandate transparency.</li> </ul>	<ul style="list-style-type: none"> <li>• To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber.</li> <li>• Regulations would prescribe how votes are to be consistently minuted.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 3.2.</p> <p>Comment</p> <p>There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>3.3 Clearer Guidance for Meeting Items that may be Confidential</b>		
<ul style="list-style-type: none"> <li>The Act currently provides broad definitions of what type of matters may be discussed as a confidential item.</li> <li>There is limited potential for review of issues managed as confidential items under the current legislation.</li> </ul>	<ul style="list-style-type: none"> <li>Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances.</li> <li>It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public.</li> <li>Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector.</li> <li>All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 3.3.</p> <p><b>WALGA Comment</b> Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on the basis that written and audio records can be readily accessed from a Local Government if required.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>3.4 Additional Online Registers</b>		
<ul style="list-style-type: none"> <li>Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online.</li> <li>Consistent online publication of information can substitute for certain material in annual reports.</li> <li>Consistency in online reporting across the sector will provide ratepayers with better information.</li> <li>These registers supplement the simplification of financial statements in Theme 6.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included.  The following new registers, each updated quarterly, are proposed:                             <ul style="list-style-type: none"> <li><b>Lease Register</b> to capture information about the leases the local government is party to (either as lessor or lessee)</li> <li><b>Community Grants Register</b> to outline all grants and funding provided by the local government</li> <li><b>Interests Disclosure Register</b> which collates all disclosures made by elected members about their interests related to matters considered by council</li> <li><b>Applicant Contribution Register</b> accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking</li> <li><b>Contracts Register</b> that discloses all contracts above \$100,000.</li> <li></li> </ul> </li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.4.</p> <p><b>WALGA Comment</b> This proposal follows recent Act amendments that ensure a range of information is published on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published</b>		
<ul style="list-style-type: none"> <li>• It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually.</li> <li>• The Model Standards for CEO recruitment and selection, performance review and termination require that a local government must review the performance of the CEO against contractual performance criteria.</li> <li>• Additional performance criteria can be used for performance review by agreement between both parties.</li> </ul>	<ul style="list-style-type: none"> <li>• To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs:                             <ul style="list-style-type: none"> <li>○ Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period)</li> <li>○ The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period)</li> <li>○ The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs).</li> </ul> </li> </ul>	<p><b><u>Support WALGA's Recommendation</u></b></p> <ol style="list-style-type: none"> <li>1. Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature;</li> <li>2. Do not support the results of performance reviews being published.</li> </ol>

**Theme 4: Stronger Local Democracy and Community Engagement**

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.1 Community and Stakeholder Engagement Charters</b>		
<ul style="list-style-type: none"> <li>There is currently no requirement for local governments to have a specific engagement charter or policy.</li> <li>Many local governments have introduced charters or policies for how they will engage with their community.</li> <li>Other States have introduced a specific requirement for engagement charters.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community.</li> <li>A model Charter would be published to assist local governments who wish to adopt a standard form.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Items 4.1 and 4.2 <b><u>generally align</u></b> with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles'</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li><i>1. Responsive, aspirational and innovative community engagement principles</i></li> <li><i>2. Encapsulation of aims and principles in a community engagement policy, and</i></li> <li><i>3. The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i></li> </ol> <p><b>WALGA Comment</b></p> <p>As indicated in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey.</p> <p>Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)</b>		
<ul style="list-style-type: none"> <li>Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers.</li> <li>These surveys provide valuable data on the performance of local governments.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey.</li> <li>Results would be required to be reported publicly at a council meeting and published on the local government's website.</li> <li>All local governments would be required to publish a response to the results.</li> </ul>	<p>As above</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.3 Introduction of Preferential Voting</b> <ul style="list-style-type: none"> <li>The current voting method for local government elections is first past the post.</li> <li>The existing first-past-the-post does not allow for electors to express more than one preference.</li> <li>The candidate with the most votes wins, even if that candidate does not have a majority.</li> <li>Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice.</li> </ul>		
	<ul style="list-style-type: none"> <li>Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections.</li> <li>In preferential voting, voters number candidates in order of their preferences.</li> <li>Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect.</li> <li>All other states use a form of preferential voting for local government.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Item 4.3 does not align with Advocacy Position 2.5.1 – 'First Past the Post voting system'</p> <p>The Local Government sector supports:</p> <ol style="list-style-type: none"> <li>Four year terms with a two year spill</li> <li>Greater participation in Local Government elections</li> <li>The option to hold elections through: <ul style="list-style-type: none"> <li>Online</li> <li>Postal voting, and</li> <li>In-person voting</li> </ul> </li> <li>Voting at Local Government elections to be voluntary</li> <li>The first past the post method of counting votes</li> </ol> <p><b>WALGA Comment</b></p> <p>It should be noted that the sector's advocacy voting against compulsory voting and "All in All out" 4 year terms has been successful and these items are not included in the reform proposals.</p> <p>The introduction of preferential voting will be a return to the system of voting prior to the Local Government Act 1995. The Local Government Advisory Board reported on voting systems in 2006 ('Local Government Structural Reform in Western Australia: Ensuring the Future Sustainability of Communities') and provided the following comments in support of both first past the post voting and preferential voting:</p> <p>'Comments in support of retaining first past the post include:</p> <ul style="list-style-type: none"> <li>Quick to count. Preferential voting is time consuming to count.</li> <li>Easily understood.</li> <li>Removes politics out of campaigning. Preferential will encourage alliances formed for the distribution of preferences and party politics into local government.</li> </ul> <p>Preferential voting allows election rigging through alliances or 'dummy' candidates.</p> <p>In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.'</p>

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		<p>Comments in support of replacing first past the post include:</p> <p>Preferential voting is more democratic and removes an area of confusion.</p> <p>Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</p> <p>Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</p> <ul style="list-style-type: none"><li>• FPP does not adequately reflect the wishes of electors when there are three candidates or more.</li><li>• FPP is unsuitable when there is more than one vacancy.</li><li>• Allows for a great representation from a range of interested groups and prevents domination of elections by mainstream party politics.'</li></ul>
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.4 Public Vote to Elect the Mayor and President</b>		
<ul style="list-style-type: none"> <li>The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either:                             <ul style="list-style-type: none"> <li>by the electors of the district through a public vote; or</li> <li>by the council as a resolution at a council meeting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Mayors and Presidents of all local governments perform an important public leadership role within their local communities.</li> <li>Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4. Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system.</li> <li>A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham.</li> </ul>	<p><b><u>Administration Recommendation</u></b></p> <p>– Not supported</p> <p>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.5 Tiered Limits on the Number of Councillors</b>		
<ul style="list-style-type: none"> <li>The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister.</li> <li>The Panel Report recommended electoral reforms to improve representativeness.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to limit the number of councillors based on the population of the entire local government.</li> <li>Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers.</li> <li>The <a href="#">Local Government Panel Report</a> proposed:                         <ul style="list-style-type: none"> <li>For a population of up to 5,000 – five councillors (including the President)</li> <li>population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President)</li> <li>population of above 75,000 – nine to fifteen councillors (including Mayor).</li> </ul> </li> </ul>	<p><b><u>Administration Recommendation</u></b></p> <ul style="list-style-type: none"> <li>- Not supported</li> </ul> <p>Council adopted a ‘Ward Boundary Review’ on 25 March 2021. It was decided that Council retain the number of Wards, being the Benjinup Ward, Dinninup Ward, Scotts Brook Ward and Boyup Brook Ward and retain the current representation with 9 Councillors based on the following considerations:</p> <ul style="list-style-type: none"> <li>Each of the wards is based on a locality within the Shire, are centred around activity centres and nodes that share a common community of interest.</li> <li>Each of the wards are centred on localities that share common physical and topographical features.</li> <li>Each of the wards share common demographic factors and trends.</li> <li>Each of the wards contain communities that share common economic factors.</li> <li>The ratio of Councillors to Electors in the various wards will be within the thresholds set by the boards with the lowest deviation ratio of the options considered.</li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.6 No Wards for Small Councils (Band 3 and 4 Councils only)</b>		
<ul style="list-style-type: none"> <li>• A local government can make an application to be divided into wards, with councillors elected to those wards.</li> <li>• Only about 10% of band 3 and 4 local governments currently have wards.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed that the use of wards for councils in bands 3 and 4 is abolished.</li> <li>• Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election.</li> <li>• In smaller local governments, the population of wards can be very small.</li> <li>• These wards often have councillors elected unopposed or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes.</li> <li>• There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards.</li> </ul>	<p><b>Administration Recommendation</b></p> <ul style="list-style-type: none"> <li>- Not supported.</li> </ul> <p>Please refer to 4.5.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility</b>		
<ul style="list-style-type: none"> <li>• A person with a lease in a local government district is eligible to nominate as a candidate in that district.</li> <li>• A person with a lease in a local government district is eligible to apply to vote in that district.</li> <li>• The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors.</li> </ul>	<ul style="list-style-type: none"> <li>• Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.</li> <li>• The City of Perth Inquiry Report identified sham leases as an issue.</li> <li>• Electoral rules are proposed to be strengthened:                         <ul style="list-style-type: none"> <li>○ A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council.</li> <li>○ Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address.</li> <li>○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council.</li> </ul> </li> <li>• The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the residents already eligible) and very small</li> </ul>	<p>As above</p>

	<p>sub-leases.</p> <ul style="list-style-type: none"> <li>The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors.</li> </ul>	
CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.8 Reform of Candidate Profiles</b>		
<ul style="list-style-type: none"> <li>Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words.</li> </ul>	<ul style="list-style-type: none"> <li>Further work will be undertaken to evaluate how longer candidate profiles could be accommodated.</li> <li>Longer candidate profiles would provide more information to electors, potentially through publishing profiles online.</li> <li>It is important to have sufficient information available to assist electors make informed decisions when casting their vote.</li> </ul>	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>4.9 Minor Other Electoral Reforms</b>		
<ul style="list-style-type: none"> <li>Other minor reforms are proposed to improve local government elections.</li> </ul>	<ul style="list-style-type: none"> <li>Minor other electoral reforms are proposed to include:                             <ul style="list-style-type: none"> <li>The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required)</li> <li>The introduction of more specific rules concerning local government council candidates' use of electoral rolls.</li> </ul> </li> </ul>	<p>As above</p>



**Theme 5: Clear Roles and Responsibilities**

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.1 Introduce Principles in the Act</b>		
<ul style="list-style-type: none"> <li>The Act does not currently outline specific principles.</li> <li>The Act contains a short “Content and Intent” section only.</li> <li>The Panel Report recommended greater articulation of principles</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to include new principles in the Act, including:                             <ul style="list-style-type: none"> <li>The recognition of Aboriginal Western Australians</li> <li>Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal)</li> <li>Community Engagement</li> <li>Financial Management.</li> </ul> </li> </ul>	<p><b><u>Supports WALGA’s current Local Government Position</u></b></p> <p>Item 5.1 <b><u>generally aligns</u></b> with Advocacy Position 2.6 - Legislative Intent  <i>Provide flexible, principles-based legislative framework.</i></p>
CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.2 Greater Role Clarity</b>		
<ul style="list-style-type: none"> <li>The Act provides for the role of council, councillor, mayor or president and CEO.</li> <li>The role of the council is to:                             <ul style="list-style-type: none"> <li>govern the local government’s affairs</li> <li>be responsible for the performance of the local government’s functions.</li> </ul> </li> </ul>	<p>The Local Government Act Review Panel recommended that roles and responsibilities of elected members and senior staff be better defined in law.</p> <ol style="list-style-type: none"> <li>It is proposed that these roles and responsibilities are further defined in the legislation.</li> <li>These proposed roles will be open to further consultation and input.</li> <li>These roles will be further strengthened through Council Communications Agreements</li> </ol>	<p><b><u>Supports WALGA’s current Local Government Position</u></b></p> <p>Item 5.2 aligns with Advocacy Position 2.6.36 ‘Roles and Responsibilities’                      That clarification of roles and responsibilities for Mayors/Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</p>

	<p><b>5.2.1 - Mayor or President Role</b></p> <ul style="list-style-type: none"> <li>• It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> <li>○ Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council</li> <li>○ Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act</li> <li>○ Developing and maintaining professional working relationships between councillors and the CEO</li> <li>○ Performing civic and ceremonial duties on behalf of the local government</li> <li>○ Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.</li> </ul> </li> </ul>	As above
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	<p><b>5.2.2 - Council Role</b></p> <ul style="list-style-type: none"><li>• It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President.</li><li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for:<ul style="list-style-type: none"><li>○ Making significant decisions and determining policies through democratic deliberation at council meetings</li><li>○ Ensuring the local government is adequately resourced to deliver the local governments</li></ul></li></ul>	<p>As above</p>
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	<p>operations, services and functions - including all functions that support informed decision-making by council</p> <ul style="list-style-type: none"> <li>○ Providing a safe working environment for the CEO;</li> <li>○ Providing strategic direction to the CEO;</li> <li>○ Monitoring and reviewing the performance of the local government.</li> </ul>	
	<p><b>5.2.3 - Elected Member (Councillor) Role</b></p> <ul style="list-style-type: none"> <li>• It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> <li>○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward)</li> <li>○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council</li> <li>○ Applying relevant law and policy in contributing to the decision-making of the council</li> <li>○ Engaging in the effective forward planning and review of the local</li> </ul> </li> </ul>	<p>As above</p>

## Local Government Reform – Consultation on Proposed Reforms

	<p>governments' resources, and the performance of its operations, services, and functions</p> <ul style="list-style-type: none"><li>○ Communicating the decisions and resolutions of council to stakeholders and the public</li><li>○ Developing and maintaining professional working relationships with all other councillors and the CEO</li><li>○ Maintaining and developing their knowledge and skills relevant to local government</li><li>○ Facilitating public engagement with local</li></ul>	
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	<p>government.</p> <ul style="list-style-type: none"> <li>It is proposed that elected members should not be able to use their title (e.g. "Councillor", "Mayor", or "President") and associated resources of their office (such as email address) unless they are performing their role in their official capacity.</li> </ul>	
	<p><b>5.2.4 - CEO Role</b></p> <ul style="list-style-type: none"> <li>The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council.</li> <li>To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs.</li> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for: <ul style="list-style-type: none"> <li>Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions</li> <li>Facilitating the implementation of council decisions</li> <li>Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council</li> <li>Managing the effective delivery of</li> </ul> </li> </ul>	<p>As above</p>

## Local Government Reform – Consultation on Proposed Reforms

	<p>the services, operations, initiatives and functions of the local government determined by the council</p> <ul style="list-style-type: none"><li>○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3)</li><li>○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the Council</li><li>○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.</li></ul>	
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.3 Council Communication Agreements</b>		
<ul style="list-style-type: none"> <li>The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions.</li> <li>The availability of information is sometimes a source of conflict within local governments.</li> </ul>	<ul style="list-style-type: none"> <li>In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided.</li> <li>It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO.</li> <li>These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.</li> <li>A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election.</li> </ul>	<p><b><u>Support WALGA's Recommendation</u></b></p> <p>Support a consistent, regulated Communications Agreement.</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.4 Local Governments May Pay Superannuation Contributions for Elected Members</b>		
<ul style="list-style-type: none"> <li>Elected members are eligible to receive sitting fees or an annual allowance.</li> <li>Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund.</li> <li>Councils should be reflective and representative of the people living within the district. Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances.</li> <li>Superannuation is widely recognised as an important entitlement to provide long term financial security.</li> <li>Other states have already moved to allow councils to make superannuation contributions for councillors.</li> <li>Allowing council to provide superannuation is an important part of encouraging equality for people represented on council – particularly for women and younger people.</li> <li>Providing superannuation to councillors recognises that the commitment to elected office can reduce a person's opportunity to undertake employment and earn superannuation contributions.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b>  WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments varied. The proposed discretionary approach will permit Local Governments to exercise general competence powers to make their own determination on paying superannuation to Council Members.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.5 Local Governments May Establish Education Allowances</b>		
<ul style="list-style-type: none"> <li>Local government elected members must complete mandatory training.</li> <li>There is no specific</li> </ul>	<ul style="list-style-type: none"> <li>Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b></p> <p>WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no known instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision making functions.</p>

## Local Government Reform – Consultation on Proposed Reforms

<p>allowance undertaking education.</p> <p>for further</p>	<p>that is directly related to their role on council.</p> <ul style="list-style-type: none"> <li>• Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members.</li> <li>• Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government.</li> <li>• Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors.</li> </ul>	
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.6 Standardised Election Caretaker period</b>		
<ul style="list-style-type: none"> <li>• There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures.</li> <li>• This is commonly a point of public confusion.</li> </ul>	<ul style="list-style-type: none"> <li>• A statewide caretaker period for local governments is proposed.</li> <li>• All local governments across the State would have the same clearly defined election period, during which:                             <ul style="list-style-type: none"> <li>○ Councils do not make major decisions with criteria to be developed defining 'major'</li> <li>○ Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities.</li> <li>○ There are consistent election conduct rules for all candidates.</li> </ul> </li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b>                      WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no known instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.7 Remove WALGA from the Act</b>		
<ul style="list-style-type: none"> <li>The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>.</li> <li>The Local Government Panel Report and the Select Committee Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Panel Report</a> recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>.</li> <li>Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b>  WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>5.8 CEO Recruitment</b>		
<ul style="list-style-type: none"> <li>Recent amendments introduced provisions to standardise CEO recruitment.</li> <li>The recruitment of a CEO is a very important decision by a local government.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels.</li> <li>Councils will be able to select an independent person from the approved list.</li> <li>Councils will still be able to appoint people outside of the panel with the approval of the Inspector.</li> </ul>	<p><b>Administration Recommendation</b></p> <ul style="list-style-type: none"> <li>- Not supported</li> </ul>

**Theme 6: Improved Financial Management and Reporting**

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.1 Model Financial Statements and Tiered Financial Reporting</b>		
<ul style="list-style-type: none"> <li>The financial statements published in the Annual Report is the main financial reporting currently published by local governments.</li> <li>Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity.</li> <li>The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local</li> </ul>	<ul style="list-style-type: none"> <li>The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government.</li> <li>It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects.</li> <li>Local governments differ significantly in the complexity of their operations.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b></p> <p>The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996.</p>

<p>governments, or that is a duplicate of other published information.</p>	<p>Smaller local governments generally have much less operating complexity than larger local governments.</p> <ul style="list-style-type: none"> <li>• The Office of the Auditor General has identified opportunities to improve financial reporting, to make statements clearer, and reduce unnecessary complexity.</li> <li>• Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments.</li> <li>• It is proposed to establish standard templates for <b>Annual Financial Statements</b> for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4.</li> <li>• <b>Online Registers</b>, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments.</li> <li>• <b>Simpler Strategic and Financial Planning</b> (item 6.2) would also improve the budgeting process.</li> </ul>	
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CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.2 Simplify Strategic and Financial Planning</b>		
<ul style="list-style-type: none"> <li>Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations.</li> <li>There is also the Integrated Planning and Reporting (IPR) framework.</li> <li>While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments.</li> </ul>	<ul style="list-style-type: none"> <li>Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making.</li> <li>The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public.</li> <li>In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning and reporting clearer and simpler, providing greater transparency for ratepayers.</li> <li>Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments.</li> <li>It is proposed that the plans that are required are:                         <ul style="list-style-type: none"> <li>Simplified <b>Council Plans</b> that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC</li> <li>Simplified <b>Asset Management Plans</b> to consistently forecast costs of maintaining the local</li> </ul> </li> </ul>	<p>As above</p>

	<p>government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape</p> <ul style="list-style-type: none"> <li>○ Simplified <b>Long Term Financial Plans</b> will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years</li> <li>○ A new <b>Rates and Revenue Policy</b> (see item 6.3) that identifies the approximate value of rates that will need to be collected in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)</li> <li>○ The use of simple, one-page <b>Service Proposals</b> and <b>Project Proposals</b> that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become <b>Service Plans</b> and <b>Project Plans</b> added to the yearly budget if</li> </ul>	
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	approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments.	
CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.3 Rates and Revenue Policy</b>		
<ul style="list-style-type: none"> <li>Local governments are not required to have a rates and revenue policy.</li> <li>Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for the repair of infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure.</li> <li>A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services.</li> <li>The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.</li> <li>A template would be published for use or adaption by all local governments.</li> <li>The <a href="#">Local Government Panel Report</a> included this recommendation.</li> </ul>	<p><b><u>Support WALGA's current Local Position</u></b></p> <p>Item 6.3 <b><u>generally aligns</u></b> with Advocacy Position 2.1.6 - Rate Setting and WALGA's <a href="#">Rate Setting Policy Statement</a>.</p> <p><i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness and capacity to pay.</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.4 Monthly Reporting of Credit Card Statements</b>		
<ul style="list-style-type: none"> <li>No legislative requirement.</li> <li>Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds.</li> </ul>	<ul style="list-style-type: none"> <li>The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis.</li> <li>This provides oversight of incidental local government spending.</li> </ul>	<p><b><u>Support WALGA's current Local Position</u></b></p> <p><b>WALGA Comment</b> This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of account paid.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.5 Amended Financial Ratios</b>		
<ul style="list-style-type: none"> <li>Local governments are required to report seven ratios in their annual financial statements.</li> <li>These are reported on the MyCouncil website.</li> <li>These ratios are intended to provide an indication of the financial health of every local government.</li> </ul>	<ul style="list-style-type: none"> <li>Financial ratios will be reviewed in detail, building on work already underway by the DLGSC.</li> <li>The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p>Item 6.5 <b><u>aligns</u></b> with Advocacy Position 2.6.25 - Review and reduce financial ratios.</p> <p><i>Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the following ratios:</i></p> <ul style="list-style-type: none"> <li><i>a. Operating Surplus Ratio,</i></li> <li><i>b. Net Financial Liabilities Ratio,</i></li> <li><i>c. Debt Service Coverage Ratio, and Current Ratio.</i></li> </ul>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.6 Audit Committees</b>		
<ul style="list-style-type: none"> <li>Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members.</li> <li>The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act.</li> <li>The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management.</li> </ul>	<ul style="list-style-type: none"> <li>To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government.</li> <li>Audit Committees would also need to consider proactive risk management.</li> <li>To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees.</li> <li>The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.</li> </ul>	<p><b><u>Administration Recommendation</u></b></p> <ul style="list-style-type: none"> <li>- Not supported.</li> </ul> <p>That Council support the Audit Committee of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.7 Building Upgrade Finance</b>		
<ul style="list-style-type: none"> <li>The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements.</li> <li>This is not currently provided for under the Act.</li> <li>The Local Government Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures.</li> <li>This would allow local governments to lend funds to improve buildings within their district.</li> <li>Limits and checks and balances would be established to ensure that financial risks are proactively managed.</li> </ul>	<p><b><u>Support WALGA's current Local Government Position</u></b></p> <p><b>WALGA Comment</b>  Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non- residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	SHIRE COMMENTS
<b>6.8 Cost of Waste Service to be Specified on Rates Notices</b>		
<ul style="list-style-type: none"> <li>No requirement for separation of waste charges on rates notice.</li> <li>Disclosure will increase ratepayer awareness of waste costs.</li> <li>The Review Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service).</li> <li>This would provide transparency and awareness of costs for ratepayers.</li> </ul>	<p><b><u>Administration Recommendation</u> - Supported</b></p> <p>Already undertaken by the Shire of Boyup Brook</p>







## **MINUTES**

**Boyup Brook Shire Council Annual Awards Committee held in the Boyup Brook Council Chambers  
on Thursday, 18<sup>th</sup> November 2021 commenced at 5.05pm.**

### **1 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED**

#### **Committee**

Cr Helen O'Connell  
Cr Sarah Alexander  
Cr Steele Alexander  
Cr Darren King  
Cr Kevin Moir

#### **Staff**

Dale Putland – Chief Executive Officer  
Maria Lane - Executive Assistant

#### **1.1 ELECTION OF PRESIDING MEMBER, DEPUTY PRESIDING MEMBER**

The first item of business for the first meeting of a new committee is the election of Presiding Member and Deputy Presiding Member.

The Chief Executive Officer called for nominations for the position of Presiding Member.

Cr Sarah E G Alexander nominated Cr Darren King as Presiding Member and Cr Helen C O'Connell seconded the nomination.

Cr Darren King accepted the nomination.

There were no further nominations.

The Presiding Member called for nominations for the position of Deputy Presiding Member.

Cr Sarah E G Alexander nominated Cr Helen C O'Connell as Deputy Presiding Member and Cr Steele Alexander seconded the nomination.

Cr Helen C O'Connell accepted the nomination.

There were no further nominations.

## **1.2 Shire of Boyup Brook Annual Awards Committee Meeting – 10th December 2020.**

### **COMMITTEE RECOMMENDATION - Item 1.2**

**MOVED:** Cr Helen O’Connell

**SECONDED:** Cr Sarah Alexander

**That the minutes of the Annual Awards Committee Meeting held on 10<sup>th</sup> December 2020 be confirmed as an accurate record.**

**CARRIED 5/0**

**Res 21/10/163**

## **2 REPORTS / GENERAL BUSINESS**

### **2.1 Australia Day Awards – Meeting Process**

Council passed the following motion at its Special Council meeting held on 21 October 2021:

*That Cr Helen O’Connell, Cr Kevin Moir, Cr Sarah Alexander, Cr Darren King and Cr Steele Alexander be appointed to Council’s Annual Awards Committee.*

### **5.23. Meetings generally open to the public**

- (1) Subject to subsection (2), the following are to be open to members of the public —*
  - (a) all council meetings; and*
  - (b) all meetings of any committee to which a local government power or duty has been delegated.*
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
  - (a) a matter affecting an employee or employees;*
  - (b) the personal affairs of any person;*
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
  - (e) a matter that if disclosed, would reveal —*
    - (i) a trade secret;*
    - (ii) information that has a commercial value to a person; or*

- (iii) *information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government;*
  - (f) *a matter that if disclosed, could be reasonably expected to —*
    - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
    - (ii) *endanger the security of the local government's property; or*
    - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
  - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
  - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

It will be noted that the meeting may be closed to the public and so the following recommendation is made:

### **5.23. Meetings generally open to the public**

- (1) *Subject to subsection (2), the following are to be open to members of the public —*
- (a) *all council meetings; and*
  - (b) *all meetings of any committee to which a local government power or duty has been delegated.*
- (2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
- (a) *a matter affecting an employee or employees;*
  - (b) *the personal affairs of any person;*
  - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
  - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
  - (e) *a matter that if disclosed, would reveal —*
    - (i) *a trade secret;*
    - (ii) *information that has a commercial value to a person; or*

- (iii) *information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government;*
  - (f) *a matter that if disclosed, could be reasonably expected to —*
    - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
    - (ii) *endanger the security of the local government's property; or*
    - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
  - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
  - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

#### **BEHIND CLOSED DOORS**

**MOVED: Cr Helen C O'Connell**

**SECONDED: Cr Steele Alexander**

Meeting closed to the public to deal with a confidential matter.

**CARRIED 5/0**

**Res 21/10/164**

Mr Wayne Butler left the Chambers at 5.10pm.

#### **MOVED INTO COMMITTEE**

**MOVED: Cr Helen C O'Connell**

**SECONDED: Cr Steele Alexander**

**That the Council move into a committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1.to allow members free discussion on the matter.**

**CARRIED 5/0**

**Res 21/10/165**

#### **MOVED OUT OF COMMITTEE**

**MOVED: Cr Helen C O'Connell**

**SECONDED: Cr Sarah E G Alexander**

**That the Council moves out of committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1.**

**CARRIED 5/0**

**Res 21/10/166**

**2.3 Confidential item  
Australia Day Awards for 2021**

Award Nominations closed on the 12<sup>th</sup> November 2021.

**COMMITTEE RECOMMENDATION**

**MOVED: Cr Sarah E G Alexander**

**SECONDED: Cr Helen C O'Connell**

**The Annual Awards Committee accept a late nomination.**

**CARRIED 5/0**

**Res 21/10/167**

**COMMITTEE RECOMMENDATION**

**MOVED: Cr Sarah E G Alexander**

**SECONDED: Cr Helen C O'Connell**

**That Yvonne Dent be awarded Citizen of the Year for 2022.**

**CARRIED 5/0**

**Res 21/10/168**

**COMMITTEE RECOMMENDATION**

**MOVED: Cr Helen C O'Connell**

**SECONDED: Cr Sarah E G Alexander**

**That Susan Wallace be awarded the Kevin Henderson Memorial Award for 2022.**

**CARRIED 5/0**

**Res 21/10/169**

**COMMITTEE RECOMMENDATION**

**MOVED: Cr Steele Alexander**

**SECONDED: Cr Kevin Moir**

**That Robin White be awarded the Sports Person of the Year for 2022.**

**CARRIED 5/0**

**Res 21/10/170**

**COMMITTEE RECOMMENDATION**

**MOVED: Cr Steele Alexander**

**SECONDED: Cr Sarah E G Alexander**

**As no nominations were received for the "*Young Person of the Year Award*", Council to consult with the community. Nominations to be included in the next Ordinary Council meeting.**

**CARRIED 5/0**

**Res 21/10/171**

**MOVED OUT FROM BEHIND CLOSED DOORS**

**MOVED: Cr Helen C O'Connell**

**SECONDED: Cr Sarah E G Alexander**

**In accordance with Section 5.23 (2) of the Local Government Act 1995 the next part of the meeting is open to the members of the public, the time being 5.30pm.**

**CARRIED 5/0**

**Res 21/10/172**

**2.4 CLOSURE OF MEETING**

There being no further business the Presiding Member, Cr D King declared the meeting closed at 5.31pm.

# MEMORANDUM OF UNDERSTANDING

PARTIES

CITY OF BUNBURY

AND

CITY OF BUSSELTON

AND

SHIRE OF CAPEL

AND

SHIRE OF DARDANUP

AND

SHIRE OF HARVEY

AND

SHIRE OF MANJIMUP

AND

SHIRE OF BRIDGETOWN-GREENBUSHES

AND

SHIRE OF DONNYBROOK-BALINGUP

AND

SHIRE OF NANNUP

AND

SHIRE OF AUGUSTA MARGARET RIVER



AND  
SHIRE OF BOYUP BROOK  
AND  
SHIRE OF COLLIE

THIS MEMORANDUM OF UNDERSTANDING dated the            day of            2021 is made between:

The CITY OF BUNBURY, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 4 Stephen Street, Bunbury in the State of Western Australia ("Bunbury") of the one part

AND

The CITY OF BUSSELTON, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at Southern Drive, Busselton in the State of Western Australia ("Busselton") of the one part

AND

The SHIRE OF CAPEL, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at Forrest Road, Capel in the State of Western Australia ("Capel") of the one part

AND

The SHIRE OF DARDANUP, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 1 Council Drive, Eaton in the State of Western Australia ("Dardanup") of the one part

AND

The SHIRE OF HARVEY, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 102 Uduc Road, Harvey in the State of Western Australia ("Harvey") of the one part

AND

The SHIRE OF MANJIMUP, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 37 Rose Street, Manjimup in the State of Western Australia ("Manjimup") of the one part

AND

The SHIRE OF BRIDGETOWN-GREENBUSHES, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 1 Steere Street, Bridgetown in the State of Western Australia ("Bridgetown-Greenbushes") of the one part

AND

The SHIRE OF DONNYBROOK-BALINGUP, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 1 Bentley Street, Donnybrook in the State of Western Australia ("Donnybrook-Balingup") of the one part

AND

The SHIRE OF NANNUP, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 15 Adam Street, Nannup in the State of Western Australia ("Nannup") of the one part

AND

The SHIRE OF AUGUSTA MARGARET RIVER, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated on 41 Wallcliffe Road, Margaret River in the State of Western Australia ("Augusta Margaret River") of the one part

AND

The BOYUP BROOK, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at Abel Street, Boyup Brook in the State of Western Australia ("Augusta Margaret River") of the one part

AND

The SHIRE OF COLLIE, a local government constituted pursuant to the provisions of the Local Government Act 1995 and having its Municipal offices situated at 87 Throssell Street, Collie in the State of Western Australia ("Augusta Margaret River") of the one part

## **A BACKGROUND**

1. Bunbury, Busselton, Capel, Dardanup, Harvey, Manjimup, Bridgetown-Greenbushes, Donnybrook-Balingup, Nannup, Boyup Brook, Collie and Augusta Margaret River are a collective group of Local Governments in the southwest of Western Australia who recognise the potential of supporting local businesses through a South West Designated Area Migration Agreement (SWDAMA) with the Commonwealth Government to allow for specific visas aimed to address skill shortages.
2. These parties have agreed to work collaboratively by participating in and contributing to the Designated Area Representative (DAR - Shire of Dardanup), to undertake the administration and promotion of the SWDAMA.
3. For the purposes of this document only, the parties shall be collectively known as the "South West Local Governments".

## **B PURPOSE**

This Memorandum of Understanding ("MOU") will provide, on a non-legally binding basis, an outline of the expectations of the parties, their respective roles and responsibilities and detail the governance and working arrangements to achieve the agreed objectives.

## **C PRINCIPLES AND OBJECTIVES**

The South West Local Governments believes a collaborative approach will facilitate and promote the following objectives:

- Support Local Businesses to address skill shortages; and
- Promoting longer term economic benefits for the region.

## **D OUTLINE OF GENERAL OPERATING APPROACH**

In order to pursue the objectives listed above the parties comprising the South West Local Government will participate in the SWDAMA and/or to contribute to the DAR to undertake the administration and promotion of the SWDAMA.

### **1. Participating Local Governments**

All of the local governments that are party to this MOU have agreed to participate in the SWDAMA.

Participation allows businesses based within the relevant local government areas to access the SWDAMA and to liaise and submit applications through the DAR.

### **2. Contributing Local Governments**

Those local governments that contribute towards the DAR will also receive regular visits from the DAR to promote the SWDAMA with and support local businesses to access the SWDAMA as may be appropriate.

The number of visits per year will be dependent on the amount contributed with the following breakdown set out:

- \$2,500                      2 visits per year
- \$5,000                     4 visits per year
- \$7,500                     6 visits per year

Contributions from each participating local government is listed and agreed to as included in Appendix 1 – Contribution Schedule.

## **E        SCOPE OF ACTIVITIES**

The DAR will undertake activities consistent with the SWDAMA Business Case at Appendix 2 and the Position Description at Appendix 3. The Business Case will be reviewed annually to consider changes in the employment market and feedback from the business community.

## **G        AMENDMENT AND REVIEW**

1. The parties will monitor the arrangements applying to this MOU on an ongoing basis and may through the exchange of letters between the respective Chief Executive Officers modify the MOU.
2. Notwithstanding the provisions of G 1 above the parties will formally review the MOU within 4 years from the date of the document to ascertain whether the need for the South West DAMA is still relevant or necessary and whether a further DAMA should be entered into with the Commonwealth Government.

## **H        NOT LEGALLY BINDING**

The terms of this document are not legally binding on each or all of the parties and no legal partnership, joint venture or any legal privity is intended or implied.

## **I        DISCONTINUANCE**

Any party seeking to withdraw from the South West Designated Area Migration Agreement (SWDAMA) is to provide not less than 3 months' notice in writing of its intention to do so and will use reasonable endeavours to ensure that its withdrawal does not impact on the viability or continued objectives of this MOU.

Please note, withdrawal from the SWDAMA by a local government will not necessarily result in the SWDAMA not applying to that geographic area.

Signed for and on behalf of  
City of Bunbury

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
City of Busselton

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Capel

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Dardanup

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Harvey

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Manjimup

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Bridgetown-Greenbushes

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Donnybrook-Balingup

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Collie

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Nannup

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Augusta Margaret River

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Signed for and on behalf of  
Shire of Boyup Brook

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



# Attachment 1 – Contribution Schedule

## Attachment 2 – South West Designated Area Migration Agreement Business Case

## Attachment 3 – Designated Area Representative Position Description