

SHIRE OF LEONORA

NOTICE OF AN ORDINARY COUNCIL MEETING



**MINUTES OF ORDINARY MEETING HELD
IN SHIRE CHAMBERS, LEONORA
ON TUESDAY 17TH NOVEMBER, 2015
COMMENCING AT 9:30AM**

- 1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURE**
- 1.1 President Cr Peter Craig declared the meeting open at 9:30am.**
- 1.3 Visitors or members of the public in attendance**
- At **10:30am** Presentation by **Kim Hewson**, Economic Transitions, regarding “Development of a Strategy for Sustainable Tourism, Shire of Leonora, North Eastern Goldfields & Western Australia”. Ms Hewson presented at the Australian Regional Development Conference at Albury, New South Wales during August, 2015.
- Neil McGilp, Manager, Goldfields Tourism Network Association Inc (GTNA) will also be addressing council.
- 1.4 Financial Interests Disclosure**
Nil
- 2.0 DISCLAIMER NOTICE**
- 3.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3.1 Present**
- | | |
|--|--|
| President | PJ Craig |
| Deputy President | MWV Taylor |
| Councillors | RM Cotterill |
| | LR Petersen |
| | RA Norrie |
| | GW Baker |
| | AE Taylor |
| Chief Executive Officer | JG Epis |
| Deputy Chief Executive Officer | TM Browning |
| Manager of Economic & Heritage Services | Elaine Labuschagne
(from 10:38am-11:20am) |
| | K Hewson, Economic Transitions
(from 10:38am-11:20am) |
| | N McGilp, GTNA
(from 10:38am-11:20am) |
- 3.2 Apologies**
- | | |
|--------------------------------------|------------------|
| Manager of Community Services | SG Butson |
|--------------------------------------|------------------|
- 3.3 Leave Of Absence (Previously Approved)**
Nil
- 4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
Nil
- 5.0 PUBLIC QUESTION TIME**
Nil
- 6.0 APPLICATIONS FOR LEAVE OF ABSENCE**
Nil

7.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8.0 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

Moved Cr RA Norrie, Seconded Cr MWV Taylor that the Minutes of the Ordinary Meeting held on 20th October, 2015 be confirmed as a true and accurate record.

CARRIED (7 VOTES TO 0)

9.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Attended opening of Shire of Sandstone Office/Administration Centre on Wednesday 11th November, 2015 with CEO.

10.0 REPORTS OF OFFICERS

10.1 CHIEF EXECUTIVE OFFICER

10.1(A) RESIDENTIAL SUBDIVISION LEONORA

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2015

AGENDA REFERENCE: 10.1 (A) NOV 15

SUBJECT: Residential Subdivision. Leonora

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Lands Department Reserve 6.6

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 28th October, 2015

BACKGROUND

The subdivision concept plan prepared in 2009 provided for the creation of 106 single residential lots, public open space, drainage and local access streets. It was anticipated that any redesign work would produce a similar number of lots and given this significant increase to the townsite, the Shire may wish to consider staging the subdivision to ensure lots were created and released in a response to market demands. Civil engineering advice determining the optimum servicing arrangements was to be considered of use in determining the appropriate staging to ensure lots are created within budgeting constraints within the subdivision approval timeframe.

In November, 2012, Taylor Burrell Barnett, Town Planners suggested that given the market uncertainty and the costs associated with preparing a large subdivision, Council should reconsider and proceed with a 50 Lot Stage 1. A second application for the remaining lots could be made when market demands necessitates.

In December, 2012 subdivision plans were submitted to the Department of Regional Development and Lands (DRDL) and the Western Australian Planning Commission for review and possible approval. In March, 2013 I requested of the DRDL that they commence the land assembly process and the creation of a reserve for the purpose of "Use and Requirements of the Shire of Leonora" which would be advantageous as it would allow development in stages. At this time I also provided advice that the Shire of Leonora would provide indemnification against any claims or costs and agreements to meet any compensation payable under the Native Title Act 1933.

In a report to Council dated April, 2013 I provided the following background information in regard road closures within the proposed subdivision.

The proposed residential subdivision currently under consideration by the Western Australian Planning Commission (WAPC) currently covers part of unconstructed road linking the Leonora District Hospital to Avard Street. As the road closure and subdivision processes run independently of each other, it is proposed that the portion of closed road (4971m²) be amalgamated with the unallocated Crown Land adjoining to the northeast as an interim measure until completion of the subdivision approval process.

The unnamed road subject to this road application is an informal route linking the Leonora District Hospital with Avard Street. This proposed road closure will have no impact on this transport route and the existing alignment will continue to act as an informal access that will ultimately intersect with proposed Road 3 as shown on the plan of subdivision.

The remaining road reserve will create an oblique four-way intersection following approval and construction of the proposed subdivision and should this be considered a matter of concern with regard to traffic management and safety, it would be recommended that the balance of the unconstructed road reserve be realigned so as to run directly north along the application boundary and create a T intersection with the proposed Fitzgerald Drive extension. This realignment may be actioned through a submission by Council when formally referred the subdivision application by WAPC.

The officers' recommendation was supported by Council members.

In excess of 12 months lapses before an officer with the Department of Lands responds to queries raised by the town planner, Taylor Burrell Barnett. The officer's response follows.

- From what I can ascertain, there is no outstanding requirement for any road closure action, under s.58 of the Land Administration Act 1997 (LAA), with respect to the land required for the new residential land subdivision proposed by the Shire of Leonora. All of the land previously thought to be dedicated road was formerly 'closed by deviation' on DP 210651, by notice published in the Government Gazette dated 24th May, 1968. This has been confirmed through Landgate.
- It appears that it is proposed to create a new reserve over the subject land for the purpose of 'Use and Requirements of the Shire of Leonora – Residential Development', with a Management Order to issue to the Shire of Leonora over the new reserve, in due course.
- Before this can be arranged, the Department of Lands (DoL) is required to undertake the full compulsory taking of Native Title Rights and Interests in the subject land (UCL), in accordance with the requirements of Part 9 of the LAA and the Federal Native Title Act. Prior to the commencement of the taking process, DoL requires preparation of a Deposited Plan (survey graphic) showing the full dimensions of the land required to be taken for this purpose.

Given that the proposal will be subject to the full native title (future act) process, as referred to previously, and that this process can have lengthy timeframes, it is uncertain whether the action required can be finalised before the expiry of the WAPC subdivision approval recently provided with Application No. 147743. I advise that this matter requires further investigation by DoL's Goldfields-Wheatbelt team, to determine exactly what has been agreed/determined to date between DoL and the Shire of Leonora and, following further discussion with our Survey Coordination area (located in the Landgate building in Midland) and my manager, I will contact you again with a clearer understanding of the proposal (timelines/costs) to eventually create the new reserve intended for residential subdivision purposes, on Crown land within this part of the Leonora Townsite.

In December, 2014 the Department of Lands provided further advice:

I refer to the ongoing matter of creation of a reserve for 'Use and Requirements of the Shire of Leonora – Residential Development'. Since the original request there has been a shift in the way native title implications are handled.

In order to create a reserve and management order for the Shire of Leonora compulsory acquisition of all rights and interests was to be completed by the Department of Lands (DoL) relying on section 165 of the Land Administration Act 1997 (LAA) and section 24MD(6A) and (6B) of the Native Title Act 1993 (NTA).

Section 161 of the LAA provides for interests inland to be taken for a public work. A reserve to allow a residential or other subdivision is not defined as a public work under the Public Works Act 1902 however, section 165 of the LAA allows the Minister for Lands (Minister) to compulsorily acquire land where the proposal is not a public work providing the intended 'grant' will be for the purpose of enabling the use or development of the land in a way that confers an economic or social benefit to the State or the relevant region or locality.

Regretfully, recent legal advice suggests that creation of a reserve, and the subsequent issuing of a management order, does not convey a 'grant' of tenure. Therefore, at this stage the Minister is unable to proceed with the future act process under the LAA and NTA to create the reserve.

However, subject to obtaining some revised clearances and further information DoL may be able to proceed with a future act which will enable the Minister to grant a lease pursuant to section 79 of the LAA over the land to the Shire of Leonora to enable it to undertake further subdivision. The department's understanding at this stage is that a lease may be considered a grant of tenure which allows s165 of the LAA to support the proposal.

Correspondence between the Department of Lands and the Shire of Leonora continued until the 2nd October, 2015 when the department provided the following advice.

DoL has received clarification of previous legal advice from the State Solicitors Office regarding the use of section 165 of the Land Administration Act 1997 (LAA) for the creation of reserves and the grant of a Management Order under section 46 of the LAA.

Following completion of the Future Act process DoL can now create a reserve for the “Use and requirements of the Shire of Leonora” to support the proposed residential subdivision. Would you please advise whether it is envisaged that the staged subdivision will be confined to the marketing and release of serviced lots or will the servicing of the lots themselves be staged.

DoL is arranging for Deposited Plan 401923 to be lodged at Landgate to facilitate the commencement of the Future Act process.

You will recall that at the meeting of Council on the 20th October, 2015 the matter of Residential Land Subdivision was briefly discussed, in particular, the whole project being developed in two stages. From the comments made I gathered Council was not comfortable with this proposal and I can understand the reasoning due to the economic downturn and the lack of residential land sales in recent times. As a further option you were provided with a diagram detailing that the proposed subdivision be developed in five stages instead of two. Feedback has indicated that this is a more suitable option.

STATUTORY ENVIRONMENT

In accordance with the following:

- Sections 46, 58, 79, 161 and 165 of the Land Administration Act 1997.
- Sections 24MD (6A) and (6B) of the Native Title Act 1993.
- Section 3.50 of the Local Government Act 1995.
- Planning and Development Act 2005.
- Shire of Leonora Town Planning Scheme.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

An amount of \$17,000.00 is contained within the current budget to assist with continued planning and preliminary design works. Civil works and service costs will need to be seriously considered in the 2016/2017 budget.

STRATEGIC IMPLICATIONS

The outcome will confer economic and/or social benefit to the State, Goldfields and Leonora locality in the following manner:

- Increasing the availability and affordability of housing within the townsite, thereby:
 - Encouraging the retention of residents, in particular those born and raised in the locality;
 - Assisting with the accommodation of population growth as a result of other activity in the region, such as the Government’s foreshadowed closure of remote Aboriginal communities; &
 - Enabling the Town to prepare for, and maximise the benefits from the next surge in resource activity (as and when it may occur), rather than miss out due to extended timeframes involved in releasing Unallocated Crown Land for associated or complimentary development.

RECOMMENDATIONS

That Council resolve that once the reserve is created for the purpose for which it is required, that the land be developed in five stages instead of two and that the staging consist of the development of, on average, between 10 and 12 lots.

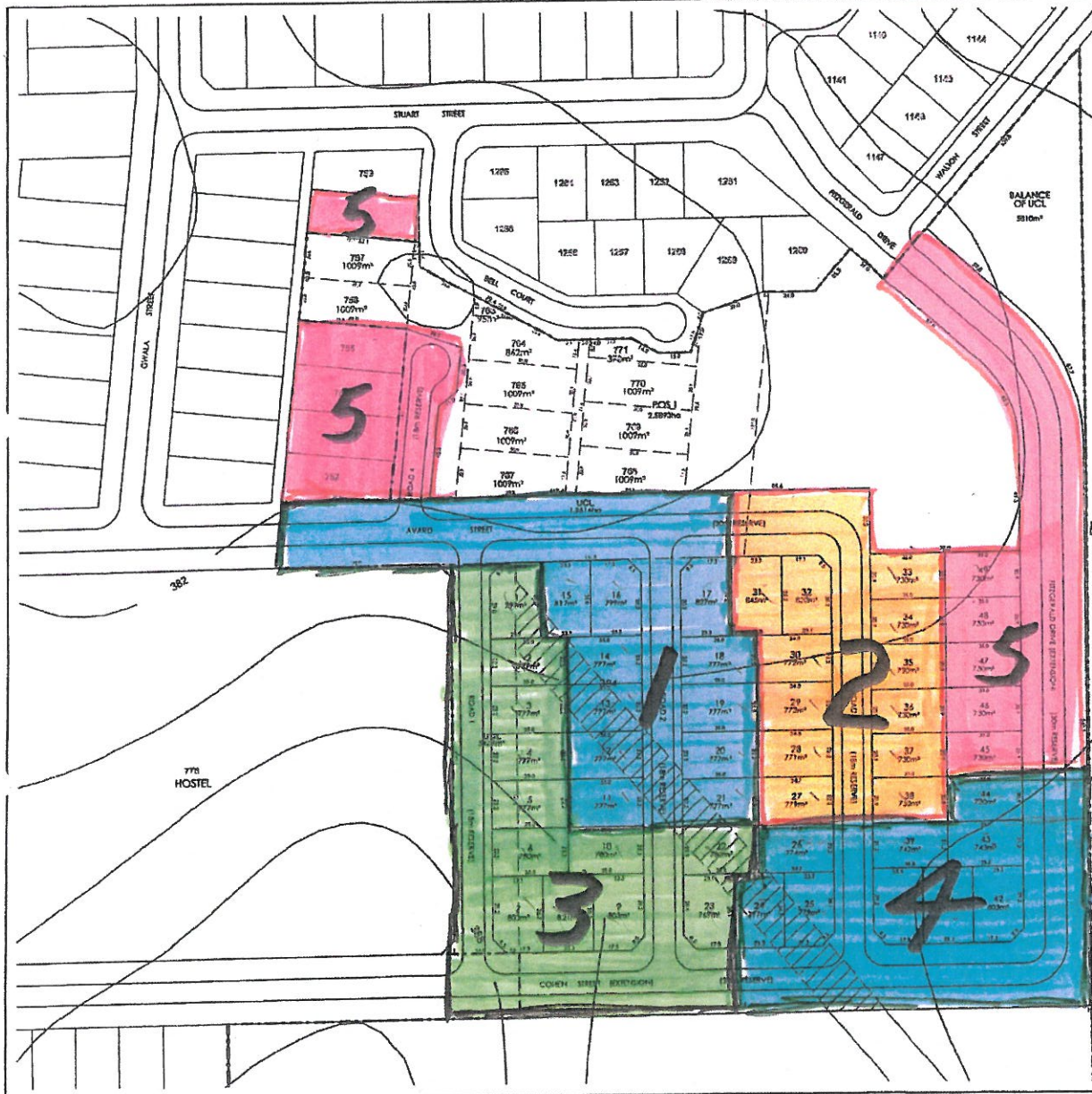
VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr MWV Taylor, Seconded Cr GW Baker that Council resolve that once the reserve is created for the purpose for which it is required, that the land be developed in five stages instead of two and that the staging consist of the development of, on average, between 10 and 12 lots.

CARRIED (7 VOTES TO 0)



LEGEND

--- TOTAL APPLICATION AREA

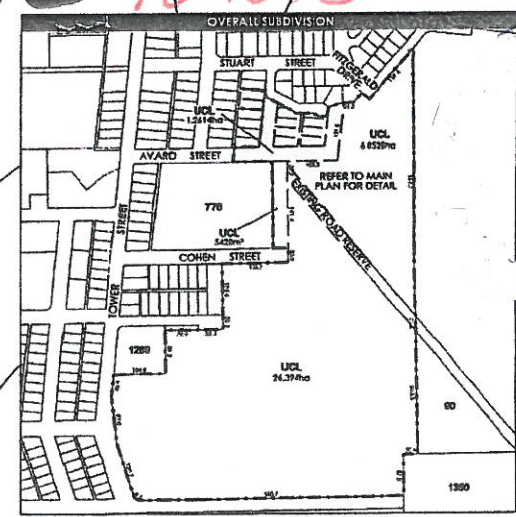
/// PROPOSED ROAD CLOSURE (4971m²)

LOT SUMMARY

Size	No. Lots	% Total Lots	Average Size	% of Total Area
700m ² - 800m ²	39	79.59%	761m ²	79.45%
800m ² +	10	20.41%	816m ²	21.55%
BALANCE LOTS	1			
TOTAL	50			

- 1 - 11 lots
- 2 - 12 lots
- 3 - 12 lots
- 4 - 9 lots
- 5 - 10 lots

DEPARTMENT OF PLANNING
DATE 08 APR 2013 FILE 147743



Plan of Subdivision
FITZGERALD DRIVE, LEONORA
A SHIRE OF LEONORA PROJECT

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(A) MONTHLY FINANCIAL STATEMENTS

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2015

AGENDA REFERENCE: 10.2 (A) NOV 15

SUBJECT: Monthly Financial Statements

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th November, 2015

BACKGROUND

In complying with the Local Government Financial Management Regulations 1996, a monthly statement of financial activity must be submitted to an Ordinary Council meeting within 2 months after the end of the month to which the statement relates. The statement of financial activity is a complex document but gives a complete overview of the “cash” financial position as at the end of each month. The statement of financial activity for each month must be adopted by Council and form part of the minutes.

It is understood that parts of the statement of financial activity have been submitted to Ordinary Council meetings previously. In reviewing the Regulations the complete statement of financial activity is to be submitted, along with the following reports that are not included in the statement.

Monthly Financial Statements submitted for adoption include:

- (a) Statement of Financial Activity – 31st October, 2015
- (b) Compilation Report
- (c) Material Variances – 31st October, 2015

The monthly statement of financial activity was not available for distribution at the time that this agenda went to print. This report will be printed and distributed prior to the meeting.

STATUTORY ENVIRONMENT

Part 4 — Financial reports— s. 6.4

34. Financial activity statement report – s. 6.4

(1A) In this regulation —

***committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.*

- 34. (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) budget estimates to the end of the month to which the statement relates;*
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*

- (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
34. (2) *Each statement of financial activity is to be accompanied by documents containing —*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
34. (3) *The information in a statement of financial activity may be shown —*
- (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
34. (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
34. (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That the Monthly Financial Statements for the month ended 31st October, 2015 consisting of:

- (a) Statement of Financial Activity – 31st October, 2015
- (b) Compilation Report
- (c) Material Variances – 31st October, 2015

be accepted.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr LR Petersen, Seconded Cr AE Taylor that the Monthly Financial Statements for the month ended 31st October, 2015 consisting of:

- (a) Statement of Financial Activity – 31st October, 2015
- (b) Compilation Report
- (c) Material Variances – 31st October, 2015

be accepted.

CARRIED (7 VOTES TO 0)

Mr Jim Epis
The Chief Executive Officer
Shire of Leonora
PO Box 56
LEONORA WA 6438

Unit 16 Lakeside Corporate,
24 Parkland Road
Osborne Park, WA 6017
PO Box 1707, Osborne Park, WA 6916

T +61 (0)8 9444 3400
F +61 (0)8 9444 3430

www.moorestephenswa.com.au

COMPILATION REPORT TO THE SHIRE OF LEONORA

We have compiled the accompanying Local Government special purpose financial statements of the Shire of Leonora, which comprise the Statement of Financial Activity (by Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 October 2015. The financial statements have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

THE RESPONSIBILITY OF THE SHIRE OF LEONORA

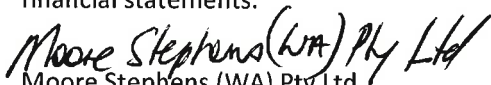
The Shire of Leonora are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

OUR RESPONSIBILITY

On the basis of information provided by the Shire of Leonora we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated Regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Leonora provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The Local Government special purpose financial statements were compiled exclusively for the benefit of the Shire of Leonora. We do not accept responsibility to any other person for the contents of the special purpose financial statements.


Moore Stephens (WA) Pty Ltd
Chartered Accountants


Paul Breman
Director

6 November 2015

**SHIRE OF LEONORA
MONTHLY FINANCIAL REPORT
For the Period Ended 31 October 2015**

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

TABLE OF CONTENTS

Statement of Financial Activity by Program	2
Summary Graphs - Financial Activity	3
Note 1 Significant Accounting Policies	4-6
Note 2 Net Current Funding Position	7
Note 3 Capital - Acquisitions, Funding and Disposal	8-11
Note 4 Cash and Investments	12
Note 5 Receivables	13
Note 6 Payables	14
Note 7 Cash Backed Reserves	15
Note 8 Rating Information	16
Note 9 Information on Borrowings	17
Note 10 Grants and Contributions	18
Note 11 Budget Amendments	19
Note 12 Trust	20
Note 13 Material Variances	21

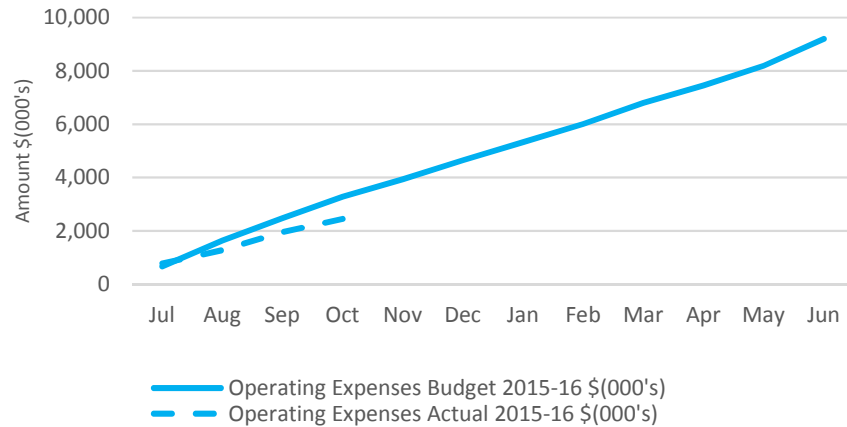
SHIRE OF LEONORA
STATEMENT OF FINANCIAL ACTIVITY
Statutory Reporting Program
For the Period Ended 31 October 2015

	Note	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		3,115	1,045	484	(561)	(54%)	
General Purpose Funding - Rates		5,166,718	5,166,718	5,251,510	84,792	2%	
General Purpose Funding - Other		346,999	176,624	197,831	21,207	12%	▲
Law, Order, Public Safety		11,762	5,026	5,431	405	8%	
Health		26,291	10,291	8,062	(2,229)	(22%)	
Education and Welfare		271,143	90,393	103,669	13,276	15%	
Housing		50,735	16,901	10,694	(6,207)	(37%)	
Community amenities		226,979	177,913	172,888	(5,025)	(3%)	
Recreation and Culture		217,762	71,018	75,361	4,343	6%	
Transport		1,118,711	823,967	819,986	(3,981)		
Economic Services		414,838	81,382	318,691	237,309	292%	▲
Other Property and Services		81,724	27,252	68,784	41,532	152%	▲
Total Operating Revenue		7,936,777	6,648,530	7,033,391	384,861		▲
Operating Expense							
Governance		(553,229)	(206,478)	(186,691)	19,787	10%	▼
General Purpose Funding		(381,783)	(119,665)	(120,821)	(1,156)	(1%)	
Law, Order, Public Safety		(143,685)	(45,865)	(54,995)	(9,130)	(20%)	
Health		(646,485)	(211,284)	(202,540)	8,744	4%	
Education and Welfare		(626,621)	(217,709)	(177,873)	39,836	18%	▼
Housing		0	(6,826)	0	6,826	100%	
Community Amenities		(277,143)	(93,718)	(56,399)	37,319	40%	▼
Recreation and Culture		(1,196,606)	(484,516)	(293,445)	191,071	39%	▼
Transport		(3,750,572)	(1,320,066)	(1,109,708)	210,358	16%	▼
Economic Services		(1,603,170)	(486,314)	(312,021)	174,293	36%	▼
Other Property and Services		(14,892)	(89,790)	59,162	148,952	166%	▼
Total Operating Expenditure		(9,194,186)	(3,282,231)	(2,455,331)	826,900		▲
Funding Balance Adjustments							
Add back Depreciation		1,577,040	525,374	449,838	(75,536)	(14%)	▲
Adjust (Profit)/Loss on Disposal		220,713	107,977	5,854	(102,123)	(95%)	▲
Adjust Provisions and Accruals		0	0	(34,341)			
Adjust Deferred Rates		0	0	0	0		
Net Cash from Operations		540,344	3,999,650	4,999,411	1,034,102		
Capital Revenues							
Grants, Subsidies and Contributions		4,203,547	120,000	120,000	0	0%	
Proceeds from Disposal of Assets	3	223,636	53,636	53,636	0	0%	
Total Capital Revenues		4,427,183	173,636	173,636	0		
Capital Expenses							
Land	3	0	0	0	0		
Land and Buildings	3	(8,479,004)	(2,230,000)	(808,106)	1,421,894	64%	▼
Infrastructure - Roads	3	(1,111,251)	(245,000)	(354,177)	(109,177)	(45%)	
Infrastructure - Other	3	(751,917)	(135,000)	(545)	134,455	100%	▼
Plant and Equipment	3	(618,589)	(167,189)	(134,537)	32,652	20%	▼
Furniture and Equipment	3	0	0	0	0		
Total Capital Expenditure		(10,960,761)	(2,777,189)	(1,297,365)	1,479,824		
Net Cash from Capital Activities		(6,533,578)	(2,603,553)	(1,123,729)	1,479,824		
Financing							
Transfer from Reserves	7	0	0	0	0		
Transfer to Reserves	7	(998,174)	(5,060)	(5,060)	0	0%	
Net Cash from Financing Activities		(998,174)	(5,060)	(5,060)	0		
Net Operations, Capital Financing		(6,991,408)	1,391,037	3,870,622	2,513,925		▲
Opening Funding Surplus(Deficit)	2	6,991,408	6,991,408	6,991,572			
Closing Funding Surplus(Deficit)	2	0	8,382,445	10,862,194			

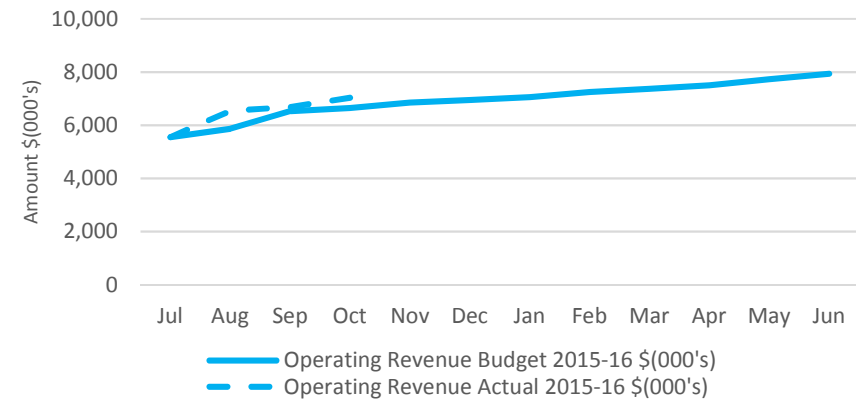
▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to the attached Explanation of Material Variances Statement for an explanation of the reasons for the variance
This statement is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF LEONORA
SUMMARY GRAPHS - FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

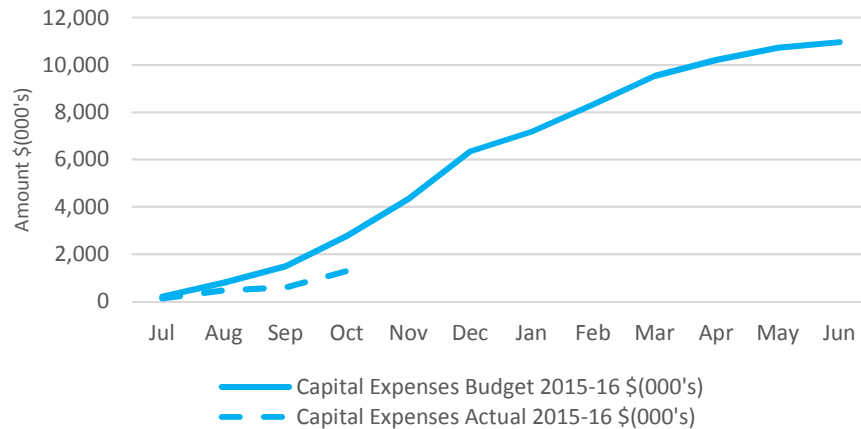
Operating Expenses



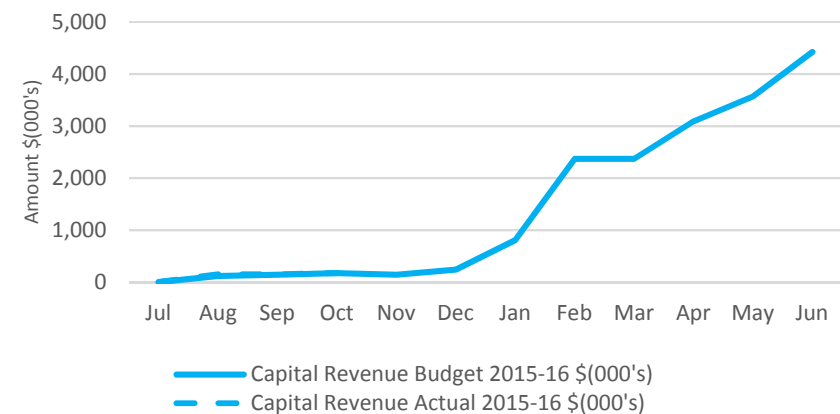
Operating Revenue



Capital Expenditure



Capital Revenue



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

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

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

Note 1 (j) (Continued)

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

Asset	Depreciation Rate
Buildings	30 to 50 years
Furniture and Equipment	2 to 15 years
Plant and Equipment	5 to 15 years
Roads – Aggregate	25 years
Roads – Unsealed – Gravel	35 years
Drains and Sewers	75 years
Airfield – Runways	12 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

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

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

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

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

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

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

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

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

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

(o) Current and Non-Current Classification

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

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of noncurrent assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments.

Losses are disclosed under the expenditure classifications.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

Note 1 (p) (Continued)

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

Governance

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

General Purpose Funding

Rates, general purpose government grants and interest revenue.

Law, Order, Public Safety

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

Health

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

Education and Welfare

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

Housing

Provision and maintenance of elderly residents housing.

Community Amenities

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

Recreation and Culture

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

Transport

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

Economic Services

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

Other Property and Services

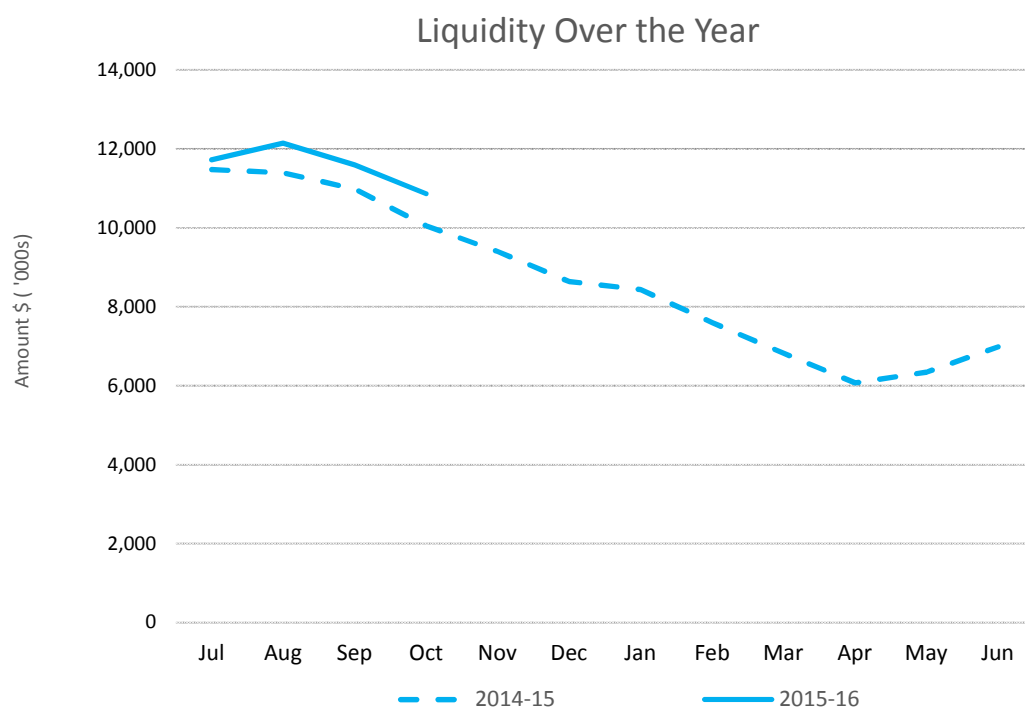
Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 2. NET CURRENT ASSETS

Net Current Assets	Note	30 June 2015	YTD 31 Oct 2014	YTD 31 Oct 2015
		\$	\$	\$
Current Assets				
Cash Municipal	4	1,073,276	4,244,525	5,145,320
Cash Reserves	4	1,029,296	735,654	1,034,356
Restricted Municipal Cash Investments	4	4,719,816	4,648,075	4,750,654
Receivables - Rates	5	83,147	897,512	868,580
Receivables -Other	5	1,371,967	595,104	449,102
Inventories		30,145	58,578	2,142
		8,307,647	11,179,448	12,250,154
Less: Current Liabilities				
Payables	6	(286,779)	(390,804)	(353,604)
Provisions		(218,163)	(217,785)	(183,822)
Less: Cash Reserves	7	(1,029,296)	(735,654)	(1,034,356)
Add: Cash Backed Leave Provisions		183,822	217,785	183,822
Add: Accrued Salaries already funded		34,341	0	0
Net Current Funding Position		6,991,572	10,052,990	10,862,194

Positive=Surplus (Negative=Deficit)

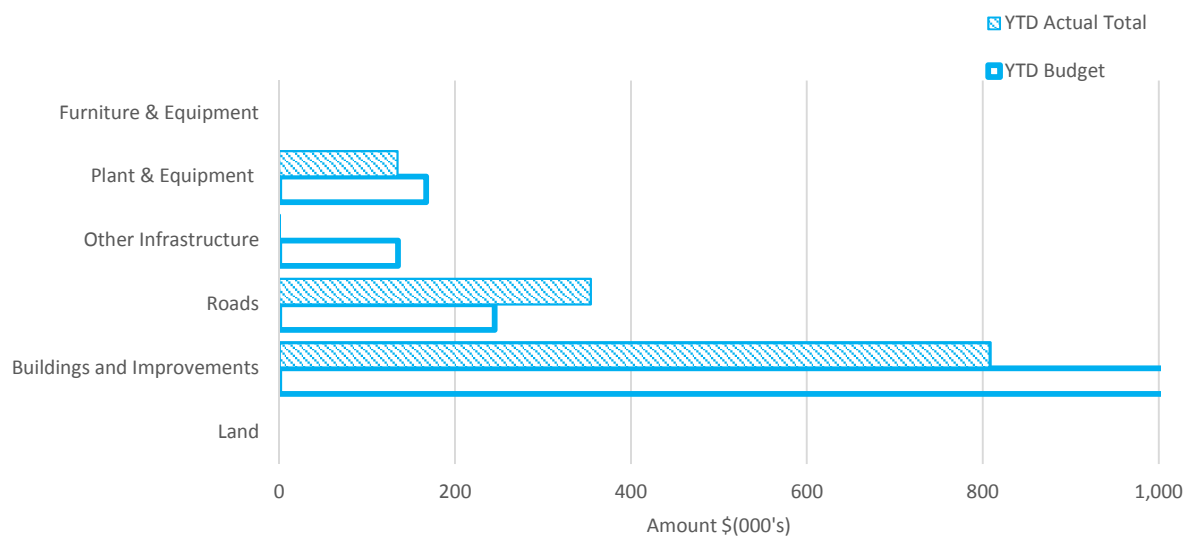


SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 3. CAPITAL - ACQUISITIONS AND FUNDING

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Adopted Annual Budget	YTD Budget (d)	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land				0	0	0	0
Buildings and Improvements		699,006	109,100	8,479,004	2,230,000	808,106	(6,249,004)
Roads		354,177		1,111,251	245,000	354,177	(866,251)
Other Infrastructure		545		751,917	135,000	545	(616,917)
Plant & Equipment		87,913	46,624	618,589	167,189	134,537	(451,400)
Furniture & Equipment		0		0	0	0	0
Capital Expenditure Totals		1,141,641	155,724	10,960,761	2,777,189	1,297,365	(8,183,572)
Capital Acquisitions Funded By							
Capital Grants and Contributions				4,203,547	120,000	120,000	(4,083,547)
Borrowings				0	0	0	0
Other (Disposals & C/Fwd)				53,636	53,636	53,636	0
Council Contribution - Cash Backed Reserves							0
Total Council Contribution- Cash Backed Reserves				0	0	0	0
Council Contribution - Operations				6,703,578	2,603,553	1,123,729	(4,100,025)
Capital Funding Total				10,960,761	2,777,189	1,297,365	

Capital Expenditure Program YTD



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 3. CAPITAL ACQUISITIONS

			Adopted Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Capital Acquisitions						
Building and Improvements			\$	\$	\$	\$
CSRFF Rec Centre Flooring	Renewal		150,000	0	0	(150,000)
Relocate Gym within Rec Centre	Upgrade		10,000	10,000	0	(10,000)
Depot Workshop	Renewal		130,000	0	50,410	(79,590)
Conservation Work Gwalia Cottages	Renewal		718,745	100,000	224,160	(494,585)
Barnes Federal Theatre Conservation			520,000	0	10,760	(509,240)
Hoover House Renewal	Renewal		150,000	0	0	(150,000)
Museum Mine Office	Renewal		100,000	0	0	(100,000)
Museum Assay Office	Renewal		50,000	0	0	(50,000)
NGROAC Facility	New		4,618,249	2,120,000	522,776	(4,095,473)
NGROAC Facility	New		1,564,700	0	0	(1,564,700)
NGROAC Facility	New		317,310	0	0	(317,310)
Alternate Energy - Rec Centre			150,000	0	0	(150,000)
TOTAL - Building and Improvements			8,479,004	2,230,000	808,106	
Land						
			0	0	0	0
TOTAL - Land			0	0	0	
Plant & Equipment						
Road Grader	Renewal		400,000	0	0	(400,000)
Town Canvas Tip Truck	Renewal		51,400	0	0	(51,400)
DCEO Vehicle	Renewal		46,624	46,624	46,624	0
MEHS Vehicle	Renewal		25,749	25,749	25,749	0
MCS Vehicle	Renewal		25,749	25,749	25,749	0
Doctor Vehicle	Renewal		32,652	32,652	0	(32,652)
Maintenance Grader Vehicle	Renewal		36,415	36,415	36,415	0
TOTAL - Plant & Equipment			618,589	167,189	134,537	
Furniture & Equipment						
				0	0	0
				0	0	0
TOTAL - Furniture & Equipment			0	0	0	
TOTAL PROPERTY PLANT AND EQUIPMENT			9,097,593	2,397,189	942,643	

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 3. CAPITAL ACQUISITIONS

			Adopted Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Capital Acquisitions						
Roads						
Roads to Recovery 2015-16	Upgrade		566,251	0	0	(566,251)
RRG Weebo Wildara Road	Renewal		450,000	200,000	354,177	(95,823)
Footpath Renewals	Renewal		95,000	45,000	0	(95,000)
TOTAL - Roads			1,111,251	245,000	354,177	
Other Infrastructure						
Relocation Ruschtion Engine			10,000	10,000	0	(10,000)
Liquid Waste Site Upgrade			60,000	0	0	(60,000)
Install Fitness/Playground Equipment			24,000	0	0	(24,000)
 Gwalia Headframe Renewl			 595,417	 100,000	 545	 (594,872)
Upgrade Gwalia Precinct Entrance			53,000	25,000	0	(53,000)
Rubbish Recycling Equipment			9,500	0	0	(9,500)
TOTAL - Other Infrastructure			751,917	135,000	545	(751,372)
TOTAL INFRASTRUCTURE			1,863,168	380,000	354,722	
Total Capital Expenditure			10,960,761	2,777,189	1,297,365	

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 3. CAPITAL DISPOSALS

Assets Disposed

Description Disposed Asset		Cost	Accum Depr	Proceeds	Adopted Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
		\$	\$	\$	\$	\$	\$	
Plant and Equipment								
L2012	Vehicle Toyota Landcruiser Petrol	11,700	(11,700)	1,818	(4,471)	1,818	6,289	
1DOT000	2010 12M Caterpillar Grader				(168,401)	0	168,401	
L2225	2009 Fuso Canvas Truck				(6,457)	0	6,457	
KBC926D	2012 Mitsubishi Outlander	22,100	(9,466)	11,818	(10,752)	(816)	9,936	
2L	DCEO Ford Territory Titanium	46,537	(3,989)	27,273	(19,239)	(15,275)	3,964	
KBC490	MCS Nissan Dualis	24,478	(20,170)	12,727	(3,416)	8,419	11,835	
3L	2013 Territory TX Wagon				(7,977)		7,977	
		104,815	(45,325)	53,636	(220,713)	(5,854)	214,859	
Furniture and Equipment								
		0	0	0	0	0	0	
Land and Buildings								
		0	0	0	0	0	0	
Infrastructure								
		0	0	0	0	0	0	
		104,815	(45,325)	53,636	(220,713)	(5,854)	214,859	

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 4. CASH AND INVESTMENTS

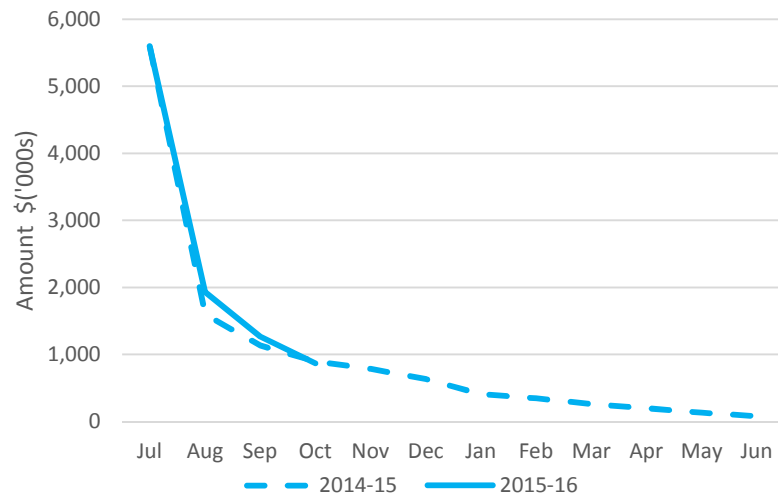
Bank Accounts	Municipal	Municipal Restricted	Reserves	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$		\$	\$	\$			
(a) Cash Deposits								
Municipal Account	5,144,050				5,144,050	NAB	Variable	Cheque Acc.
Trust Account				0	0	NAB	Variable	Cheque Acc.
LSL Maximiser			129,724		129,724	NAB	Variable	Cheque Acc.
Fire Maximiser			22,464		22,464	NAB	Variable	Cheque Acc.
Plant Maximiser			309,086		309,086	NAB	Variable	Cheque Acc.
Annual Leave Maximiser			158,740		158,740	NAB	Variable	Cheque Acc.
Gwalia Precinct Maximiser			168,479		168,479	NAB	Variable	Cheque Acc.
Building Maintenance Maximiser			245,863		245,863	NAB	Variable	Cheque Acc.
Cash on Hand	1,270				1,270	NAB	NIL	On Hand
(b) Term Deposits								
N/A					0			
(c) Other Investments								
OCDC R4R		4,750,654			4,750,654	WATC	1.97%	Ongoing
Total	5,145,320	4,750,654	1,034,356	0	10,930,330			

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

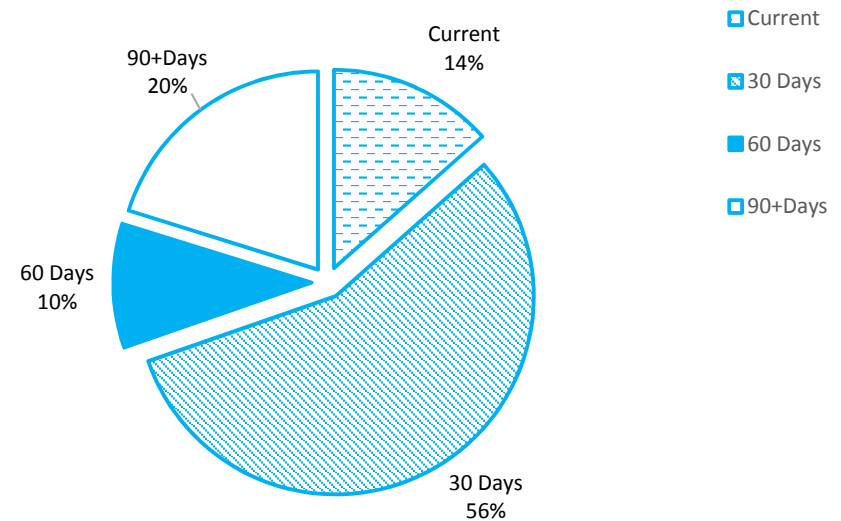
NOTE 5. RECEIVABLES

Receivables - Rates and Other Rates Receivable	YTD 31 Oct 2015	30 June 2015	Receivables - General	Credit	Current	30 Days	60 Days	90+Days	Total
	\$	\$		\$	\$	\$	\$	\$	\$
Opening Arrears Previous Years	83,147	162,802	Receivables - General	0	60,418	252,540	45,477	90,667	449,102
Levied this year	5,251,510	5,411,027							
Discounts	0	0							
Deferred	0	0							
Less Collections to date	(4,466,077)	(5,490,682)							
Equals Current Outstanding	868,580	83,147							
Net Rates Collectable	868,580	83,147	Total Receivables General Outstanding						449,102
% Collected	83.72%	98.51%	Amounts shown above include GST (where applicable)						

Rates Receivable



Accounts Receivable (non-rates)



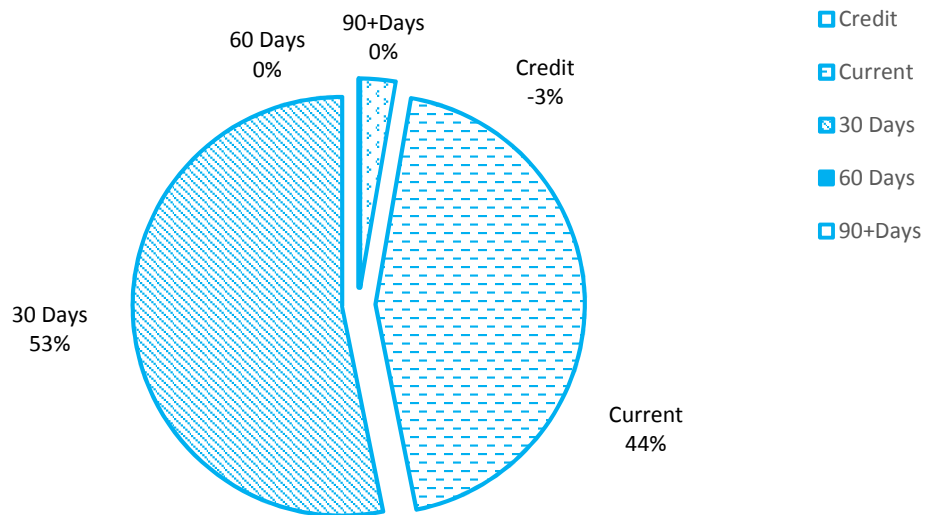
SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 6. PAYABLES

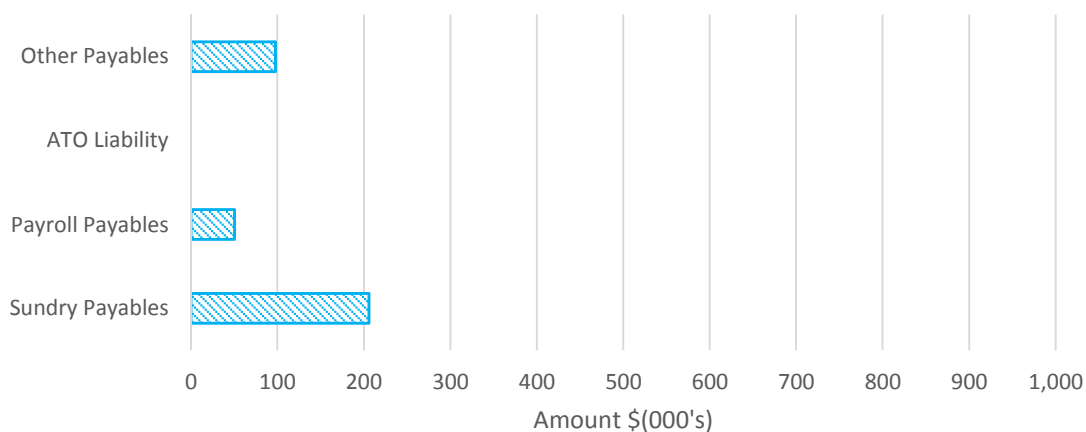
Payables	Credit	Current	30 Days	60 Days	90+Days	Total
Payables - General	\$ (5,924)	\$ 96,054	\$ 115,642	\$ 0	\$ 0	\$ 205,772
Sundry Payables						205,772
Payroll Payables						50,134
ATO Liability						0
Other Payables						97,698
Total Payables General Outstanding						353,604

Amounts shown above include GST (where applicable)

Aged Payables



Payables

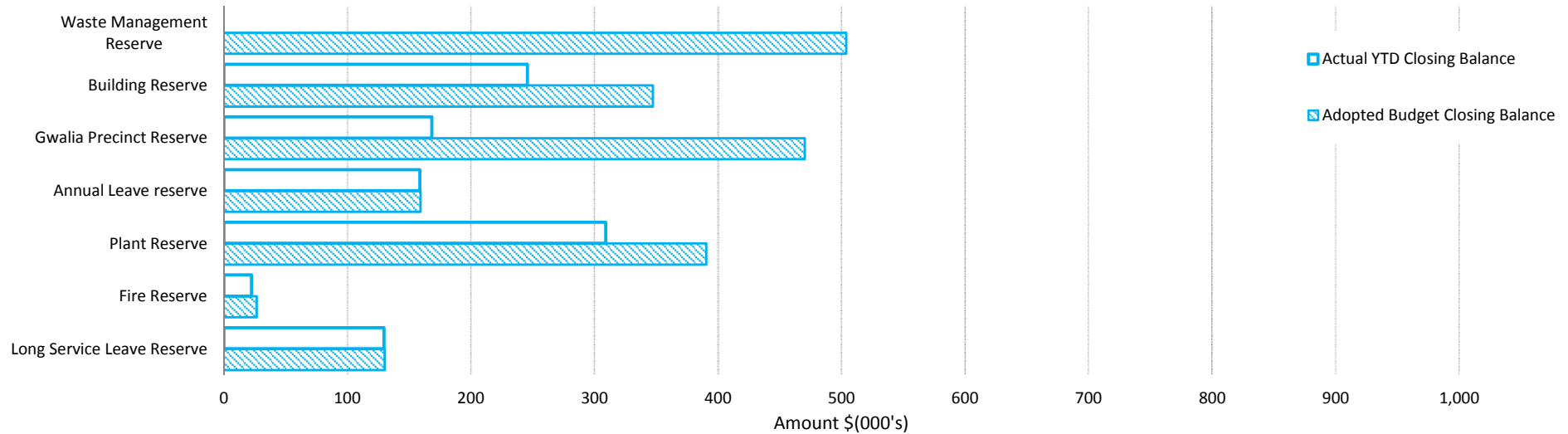


SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 7. CASH BACKED RESERVE

Reserves	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Adopted Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Long Service Leave Reserve	129,089	968	635	0		0	0		130,057	129,724
Fire Reserve	22,354	198	110	4,000		0	0		26,552	22,464
Plant Reserve	307,574	2,907	1,512	80,000		0	0		390,481	309,086
Annual Leave reserve	157,964	1,185	776	0		0	0		159,149	158,740
Gwalia Precinct Reserve	167,655	2,581	824	300,000		0	0		470,236	168,479
Building Reserve	244,660	2,585	1,203	100,000		0	0		347,245	245,863
Waste Management Reserve	0	3,750	0	500,000		0	0		503,750	0
	1,029,296	14,174	5,060	984,000	0	0	0	0	2,027,470	1,034,356

Reserve Balances



SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 8. RATING INFORMATION

RATE	Rate in	Number of Properties	Rateable Value	Rate Revenue	YTD Actual		Total Revenue	Rate Revenue	Adopted Budget		Total Revenue
					Interim Rates	Back Rates			Interim Rate	Back Rate	
General Rate	\$		\$				\$				\$
GRV	0.0648	594	17,514,198	1,134,920	(505)	0	1,134,415	1,134,920	1,586	0	1,136,506
UV	0.1420	1,073	27,531,468	3,853,271	8649	0	3,861,920	3,909,468	(131,776)	0	3,777,692
Sub-Totals		1,667	45,045,666	4,988,191	0	0	4,996,335	5,044,388	0	0	4,914,198
Minimum Payment	Minimum \$										
GRV	295	83	4,010	24,485	0	0	24,485	24,485	0	0	24,485
UV	295	782	9,531	230,690	0	0	230,690	228,035	0	0	228,035
Sub-Totals		0	17,951	255,175	0	0	255,175	0	0	0	252,520
							5,251,510				5,166,718
							0				
Amount from General Rates							5,251,510				5,166,718
Ex-Gratia Rates							0				0
							5,251,510				5,166,718

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 9. INFORMATION ON BORROWINGS

(a) Debenture Repayments

The Shire does not have any borrowings.

(b) New Debentures

There are no new debentures as at the reporting date.

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 10. GRANTS AND CONTRIBUTIONS

Grants	Grant Provider Approval	2015-16 Adopted Budget	2015-16 Budget		Variations		Recoup Status	
			Operating	Capital	Additions / (Deletions) Operating	Capital	Received	Not Received
	(Y/N)	\$	\$	\$	\$		\$	\$
General Purpose Funding								
I030019 Grant Equalisation	WALGCC	Y	150,336	150,336	0	0	0	150,336
I030021 Grant - Roads	WALGCC	Y	159,882	159,882	0	0	0	159,882
Law, Order, Public Safety								
I053402 Operating Grant	DFES	Y	2,543	2,543	0	0	0	2,543
Welfare Services								
I080014 Childcare Grant			9,419	9,419	0	0	0	9,419
I082002 Youth Program Grants			49,392	49,392	0	0	0	49,392
I080002 Sustainability Child Care			54,715	54,715	0	0	0	54,715
I082001 Youth Support DCP Grant	DCP		67,353	67,353	0	0	0	67,353
Recreation and Culture								
I114467 Grant Swimming Pool	DSR		30,000	30,000	0	0	0	30,000
I114488 Rec Centre Floor Renewal			50,000	0	50,000	0	0	50,000
I117010 Other Grant Funding			123,720	123,720	0	0	30,930	92,790
Transport								
MRWA Funding								
I122200 MRWA Direct	MRWA		128,000	128,000	0	0	128,000	0
I122213 Natural Disaster Reinstatement	MRWA		547,895	547,895	0	0	547,895	0
I122052 Contribution Street Lights	MRWA		3,700	3,700	0	0	0	3,700
I122218 RRG Funding	MRWA		300,000	0	300,000	0	120,000	180,000
Other Streets/Roads Funding								
I122042 Contribution Crossovers			1,500	1,500	0	0	0	1,500
I122206 Roads to Recovery			566,251	0	566,251	0	0	566,251
Economic Services								
I134468 Minara Leonora Heritage Walk Trail			8,756	8,756	0	0	0	8,756
I134469 Lotterywest Geo Trails	Lotterywest		15,000	15,000	0	0	0	15,000
I134458 Projects			21,700	21,700	0	0	0	21,700
I138005 Grants			48,000	48,000	0	0	6,000	42,000
I138002 Sponsorship			115,000	115,000	0	0	0	115,000
I134463 Lotterywest Headframe Stage 1	Lotterywest		471,941	0	471,941	0	0	471,941
I134464 Lotterywest Cottages Conservation	Lotterywest		630,655	0	630,655	0	0	630,655
I134465 Lotterywest Barnes Federal Theatre	Lotterywest		420,000	0	420,000	0	0	420,000
I134470 Gwalia Precinct Renewal			200,000	0	200,000	0	0	200,000
I137008 Lotterywest Fitout funding	Lotterywest		1,564,700	0	1,564,700	0	0	1,564,700
TOTALS			5,740,458	1,536,911	4,203,547	0	832,825	4,907,633

NOTE 11. BUDGET AMENDMENTS

Budget Amendments

19
-30-

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 12. TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 15	Amount Received	Amount Paid	Closing Balance 31 Oct 15
	\$	\$	\$	\$
Proceeds from sale of impounded cattle	16,112	0	(16,112)	0
	16,112	0	(16,112)	0

SHIRE OF LEONORA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2015

NOTE 13. EXPLANATION OF MATERIAL VARIANCES

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local

Reporting Program	Variance	Variance	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding - Other	21,207	12.01%	▲	Permanent	Higher portion of ratepayers electing to pay by instalments, some interim mining rates also issued
Education and Welfare	13,276	14.69%		Timing	Some grants received earlier than expected, higher childcare income than budget forecast
Transport	(3,981)	0.00%		Timing	Contributions budgeted have not been received
Economic Services	237,309	291.60%	▲	Timing	Some grants received earlier than expected
Operating Expense			▼		
Education and Welfare	39,836	18.30%	▼	Timing	Lower employee costs at childcare centre (new employees to commence soon)
Community Amenities	37,319	39.82%	▼	Timing	Some works programmes have been shifted to later in the year
Recreation and Culture	191,071	39.44%	▼	Timing	Alteration to timing of projects etc
Transport	210,358	15.94%	▼	Timing	Alteration to timing of projects etc
Economic Services	174,293	35.84%	▼	Timing	Alteration to timing of projects etc
Other Property and Services	148,952	165.89%	▼	Timing	Some overhead rates require review to correct overallocation, other variances result in alteration to timing of programmes etc
Capital Revenues					
Capital Expenses					
Land and Buildings	1,421,894	63.76%	▼		Alteration to timing of projects
Plant and Equipment	32,652	19.53%	▼		Alteration to timing of acquisition of assets
Additional Comments					
Note 2 - Net Current Assets					Approx \$800k more funds held than same period last year
Note 3 - Capital					Some alteration to timing of asset acquisitions
Note 4 - Cash					N/A
Note 5 - Receivables					Rates collection tracking well, some recovery action commencing on bad debtors
Note 6 - Payables					N/A
Note 7 - Reserves					N/A
Note 8 - Rates					Revenue slightly higher than budget forecast
Note 9 - Borrowings					N/A
Note 10 - Grants					N/A
Note 11 - Budget Amendments					N/A
Note 12 - Trust					Trust balance has been transferred and cleared

10.0 REPORTS OF OFFICERS

10.2 DEPUTY CHIEF EXECUTIVE OFFICER

10.2(B) ACCOUNTS FOR PAYMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2015

AGENDA REFERENCE: 10.2 (B) NOV 15

SUBJECT: Accounts for Payment

LOCATION / ADDRESS: Nil

NAME OF APPLICANT: Nil

FILE REFERENCE: Nil

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: Tanya Browning

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 10th November 2015

BACKGROUND

Attached statement consists of accounts paid by Delegated Authority and Direct Bank Transactions represented by cheques numbered from **20628** to **20662** and totalling **\$769,094.29** and accounts paid by Council Authorisation represented by cheques numbered from **20623** to **20737** totalling **\$224,371.88**.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendation of this report.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That accounts paid by Delegated Authority and Direct Bank Transactions represented by cheques numbered from **20628** to **20662** and totalling **\$769,094.29** and accounts paid by Council Authorisation represented by cheques numbered from **20623** to **20737** totalling **\$224,371.88** be authorised for payment.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Moved Cr RM Cotterill, Seconded Cr LR Petersen that accounts paid by Delegated Authority and Direct Bank Transactions represented by cheques numbered from **20628** to **20662** and totaling **\$769,094.29** and accounts paid by Council Authorisation represented by cheques numbered from **20623** to **20737** totalling **\$224,371.88** be authorised for payment.

CARRIED (7 VOTES TO 0)

Shire of Leonora				
Monthly Report – List of Accounts Paid by Delegated Authority				
Submitted to Council on the 20th October, 2015				
<p>The following list of accounts has been paid under delegation, and Direct Bank Transactions by the Chief Executive Officer, since the previous list of accounts. Cheques are numbered from 20628 to 20662 and total \$769,094.29</p>				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment by Delegated Authority
20628	09/10/2015	Debra Lynn	Mileage - 12-13/10/15 Kal-Leo return for relief admin work	465.35
1	09/10/2015	Alliance Equipment Finance	CRC Photocopier Lease	275.84
20629	14/10/2015	Child Support Agency	Child Support PPE: 14/10/2015	1,034.56
20630	14/10/2015	LGRCEU	Union Fee PPE: 14/10/2015	20.50
20631	13/10/2015	Emily Butson (Direct Deposit)	Travel Expenses to Attend Training in Kalgoorlie	527.15
20632	13/10/2015	Dave Hadden	Health/Building Contract 5th - 9th October	4,840.00
20633	13/10/2015	Paul Warner	Roadworks Camp Expenses	66.62
1	15/10/2015	National Australia Bank	NAB Connect Fee	104.25
1	15/10/2015	AMP	Superannuation PPE: 14/10/2015	388.19
1	15/10/2015	Aon Master Trust	Superannuation PPE: 14/10/2015	189.33
1	15/10/2015	Australian Super	Superannuation PPE: 14/10/2015	543.98
1	15/10/2015	BT Super for Life	Superannuation PPE: 14/10/2015	340.61
1	15/10/2015	IOOF Employer Super	Superannuation PPE: 14/10/2015	220.65
1	15/10/2015	MLC Masterkey Super	Superannuation PPE: 14/10/2015	559.34
1	15/10/2015	MLC Nominees	Superannuation PPE: 14/10/2015	112.55
1	15/10/2015	WA Super	Superannuation PPE: 14/10/2015	7,114.12
20634	20/10/2015	Australian Taxation Office	September 2015 BAS	63,982.00
20635	20/10/2015	Majstrovich Building Co	Progress Claim No. 1 for NGROAC	456,940.00
20636	23/10/2015	Turbos WA (Direct Deposit)	Oil for P2334 & P2360 & Service	4,586.47
20637	26/10/2015	Department of Fire and Emergency Services	ESL 2015/16	354.40
20638	26/10/2015	DomeShelter Australia	Supply and Installation of Post Kit, And Dome Shelter	55,451.00
20639	26/10/2015	GJ Langford	Contract Works - Weebo Road	4,960.00
20640	26/10/2015	Goldfields Equipment	Hire of Standpipe and Diesel Pump	4,677.76
20641	26/10/2015	Leinster Community Day Care Centre	2016 Leinster Community Grant	11,000.00
20642	26/10/2015	Netlogic	Consulting Works + New Computer(s) for Shire	6,684.00
20643	26/10/2015	Sparlon	Maintenance at Airport including 6 Month Service of Perimeter and Pappi Lights	2,612.50
20644	27/10/2015	Child Support Agency	Child Support PPE: 28/10/2015	1,034.56
			Sub total	\$629,085.73

Cheque	Date	Name	Item	Payment by Delegated Authority
			Balance Brought Forward	\$629,085.73
20645	27/10/2015	LGRCEU	Union Fee PPE: 28/10/2015	20.50
1	28/10/2015	National Australia Bank	NAB Connect Fee - September, 2015	40.75
1	30/10/2015	AMP	Superannuation PPE: 28/10/2015	388.19
1	30/10/2015	Australian Super	Superannuation PPE: 28/10/2015	543.95
1	30/10/2015	BT Super for Life	Superannuation PPE: 28/10/2015	422.79
1	30/10/2015	IOOF Employer Super	Superannuation PPE: 28/10/2015	176.52
1	30/10/2015	MLC Masterkey Super	Superannuation PPE: 28/10/2015	559.34
1	30/10/2015	MLC Nominees Pty Ltd	Superannuation PPE: 28/10/2015	52.37
1	30/10/2015	WA Super	Superannuation PPE: 28/10/2015	8,200.72
1	30/10/2015	National Australia Bank	Account Fees - October 2015 Bank Statement	124.70
1	30/10/2015	National Australia Bank	EFTPOS Fee (Gwalia) October 2015 Bank Statement	168.63
1	02/11/2015	Alliance Equipment Finance	CRC Photocopier Lease - November, 2015	861.50
1	02/11/2015	Westnet	CRC Internet Charges	11.00
20646	04/11/2015	Aerodrome Compliance and Civil	AEP Exercise and Aerodrome Bay 2 Repaint	7,205.00
20647	04/11/2015	Butson Group	Meals at Central Hotel	211.00
20648	04/11/2015	Butsons Building Service	Additional Work at Shift Bosses House	13,552.00
20649	04/11/2015	Dave Hadden	Health/Building Contract 20th - 30th October, 2015	7,163.20
20650	04/11/2015	Forman Bros	Pump out Info Bay Dump Point, Inspect and Repair Blocked Ladies Toilet at Rec Centre and Inspect and Repair Leak near Water Main at Rec Centre	137.50
20651	04/11/2015	G J Langford	Contractor Works - Weebo - Wildara Road	1,820.00
20652	04/11/2015	Gail Ross	Out of Pocket Purchases for Hoover House	278.45
20653	04/11/2015	Horizon Power	Power Usage - September-October, 2015	24,727.08
20654	04/11/2015	Kenyon & Company	Items requested by Works Manager	2,634.86
20655	04/11/2015	Leanine Blizzard	Bond Refund - Funeral in April	330.00
20656	04/11/2015	Leonora Motor Inn	Accommodation Costs	1,153.00
20657	04/11/2015	Marnta Media	Youth Services - August and September, 2015	21,912.00
20658	04/11/2015	Netlogic	Remote Consult - Doctor's Surgery	140.00
20659	04/11/2015	RLG	Repairs to P2334	357.64
20660	04/11/2015	Stephen Peacock	Work to inside of Major's Boarding House	45,100.00
20661	04/11/2015	Telstra	Phone Usage - October, 2015	255.00
20662	04/11/2015	Water Corporation	Water Usage - October, 2015	1,460.87
			GRAND TOTAL	\$769,094.29

Shire of Leonora				
Monthly Report - List of Accounts Paid by Authorisation of Council				
Submitted to Council on the 20th October, 2015				
<p>Cheques numbered from 20559 to 20627 totaling \$224,371.88 submitted to each member of the Council on 20th October, 2015 have been checked and are fully supported by remittances and duly certified invoices with checks being carried out as to prices, computations and costing.</p>				
CHIEF EXECUTIVE OFFICER				
Cheque	Date	Name	Item	Payment
20663	17/11/2015	Airport Lighting Specialists	Gasket Clear Lens And Repapi	1,789.70
20664	17/11/2015	AMPAC Debt Recovery Pty Ltd	Legal Fees	1,021.46
20665	17/11/2015	Arlene Collings-	Prints and Books for resale at museum	1,868.00
20666	17/11/2015	Astro Alloys	Hand Cleaner and Truck wash for Depot	698.60
20667	17/11/2015	Austral Mercantile Collections P/L	Legal Fees - Rates Recovery	1,553.94
20668	17/11/2015	Australia's Golden Outback	Shire editorial and half page advertisements for Australia's Golden Outback 2016 Holiday Planner	3,425.00
20669	17/11/2015	Bridgestone	Wax, Tyre Compound, Valve Core Tool, Glue Brushers and Tyre Repair Kits for Depot	428.00
20670	17/11/2015	Bunnings Building Supplies Pty Ltd	Plants for Oval Caretakers house, BBQ and items for street trees and watering	2,195.13
20671	17/11/2015	Business Key	Advertising - Info Centre	719.40
20672	17/11/2015	Butler Settineri	Professional Services in relation to Shire Audit year ending June, 2015	3,417.54
20673	17/11/2015	Butson Group Pty Ltd	Melbourne Cup Luncheon for Seniors - Leonora Community Grant	247.00
20674	17/11/2015	Can't Stop Baking	Assorted Cakes for Morning tea (Leonora Community Grant) 20/10/2015)	45.00
20675	17/11/2015	Canine Control	Ranger Services - 10-12th October	3,349.50
20676	17/11/2015	Covs Parts Pty Ltd	Combo Cutting Blade, Demolition Hammer and Jack Trolley for Depot	2,295.15
20677	17/11/2015	Creative Spaces	Design of 30 trail markers for Heritage Trail	847.00
20678	17/11/2015	Custom Creative Carpentry	Repair Flashing to Front Door and supply and install deadbolt to back door of CRC, Repairs and Maintenance at 13 Fitzgerald Drive and Repair Aircon Duct at Shire Office, and hang up pictures/awards at Shire Office and Library	635.00
20679	17/11/2015	Cutting Edges Pty Ltd	Grader Blades, Blowbolt Nut and Washer - Depot	1,861.09
20680	17/11/2015	Eagle Petroleum (WA) Pty Ltd	Motorcharge Cards to 2/11/2015 and Fuel/ Papers and Milk for October	1,887.77
			Sub total	\$28,284.28

Cheque	Date	Name	Item	Payment
			Balance Brought Forward	\$28,284.28
20681	17/11/2015	Earth Australia Contracting Pty Ltd	Tip Maintenance and 9Kg Gas Refill	7,129.00
20682	17/11/2015	Elite Gym Hire	Gym Equipment Hire - November, 2015	1,072.50
20683	17/11/2015	Fiesta Canvas	Supply Sail for Child Care Centre	1,448.37
20684	17/11/2015	Forman Bros	Pump out dump point at info bay, locate cables for joints on airstrip and check solar system at Oval Caretakers Residence	909.70
20685	17/11/2015	G J Langford	Contractor Works - 2/11 - 6/11	1,980.00
20686	17/11/2015	GDG Developments Pty Ltd	Tourmate Batteries and Keypads for Museum Audio Tour	379.00
20687	17/11/2015	Goldfields Crane Hire.	Inspect Timber Frame Work on Gwalia Headframe	3,592.82
20688	17/11/2015	Goldfields Equipment	Diesel Pump and Standpipe Hire	4,833.68
20689	17/11/2015	Goldfields Pest Control	Annual Inspection and Treatment of Shire properties	4,950.00
20690	17/11/2015	Goldfields Truck Power	Cat Dozer Hire, Multi Tyred Roller Hire and air Dryer Spin on for Works Depot	33,904.38
20691	17/11/2015	Goldline Distributors	Goods for Hoover House	634.79
20692	17/11/2015	Gregory Doherty	Provide advice regarding Compliance and Reporting & Assist with response to CASA NCNs	1,000.00
20693	17/11/2015	Harvey Norman AV/IT Superstore Kalgoorlie	Micro CD System for Child Care Centre and Touchscreen Computer and Accessories for Museum slideshows	2,181.00
20694	17/11/2015	Hitachi Construction Machinery	Hose, O Rings, Filters and Adapter Fittings for P2334 & P2360	1,440.19
20695	17/11/2015	Hotel Products Direct	Shower Caps for Hoover House	72.60
20696	17/11/2015	J.R. & A. Hersey Pty Ltd	Uniforms for Works Crew, Ladies Boots for Snake removal. Porta Q, Coach Screw, Washers, nuts, and bolts for Oval.	4,580.79
20697	17/11/2015	Josway Hospitality Pty Ltd	Supply meals for 22nd October as requested	126.00
20698	17/11/2015	Journey Jottings	Items for Resale - Hoover House	212.18
20699	17/11/2015	Kalgoorlie Miner	Local Government Notice	1,061.25
20700	17/11/2015	Kalgoorlie Retravisio	Rotary Control Eziset for P500	649.00
20701	17/11/2015	Kleenheat Gas	Facility Fees - 11A & B Walton Street, and 40B Hoover Street	124.20
20702	17/11/2015	Landgate	Mining Tenements and Gross Rental Valuations Chargeable	169.00
20703	17/11/2015	Leonora Post Office	Postage Costs - October 2015	452.61
20704	17/11/2015	Local Government Managers Australia	Annual State Conference Attendance - T Browning	1,275.00
20705	17/11/2015	Matt Taylor-	9 Months - Deputy President's Allowance	3,087.00
20706	17/11/2015	McMahon Burnett Transport	Freight	670.89
20707	17/11/2015	Mobile Pest and Weed Control	Treatment to bait exterra stations - Gwalia	1,232.00
			Sub total	\$107,452.23

Cheque	Date	Name	Item	Payment
			Balance Brought Forward	\$107,452.23
20708	17/11/2015	Moore Stephens	Progressive Account for Analysis of Infrastructure Asset Valuation and meeting with Shire Staff, Briefing Notes in relation to WA Local Government Grants Commission and Accounting services for October, 2015	12,094.50
20709	17/11/2015	Mukinbudin Agencies July 08	Chemical Order for Gwalia Cactus Eradication	13,540.08
20710	17/11/2015	Netlogic Information Technology	Remote consultation to repair computers/programs as required, as well as set up and final prep involved in new DCEO and MCS computers.	1,470.00
20711	17/11/2015	NT Link -	Rental of Staff Quarters on Weebo Road - November, 2015	1,782.00
20712	17/11/2015	Office National Kalgoorlie	Inks for Rec Centre and Child Care Centre, Monthly Copy Charges for CRC and Shire, and Travel Costs for monthly service of Shire and CRC Photocopiers	2,335.20
20713	17/11/2015	Outback Aviation Logistics	Helicopter Hire and Callout Fee for Survey of Fire near Leinster 21st October, 2015	2,200.00
20714	17/11/2015	Penns Cartage Contractors	Freight	2,329.80
20715	17/11/2015	Peter Craig.	12 Months President's Allowance	16,466.00
20716	17/11/2015	Prosegur Australia Pty Ltd	ATM Fees - June, 2015	2,399.85
20717	17/11/2015	PWT Electrical Pty Ltd	Supply and install electrical components to acid dosing unit for pool	1,029.87
20718	17/11/2015	Reliance Petroleum	Bulk Diesel Purchase	39,588.69
20719	17/11/2015	Ross Norrie -	3 Mths Deputy President's Allowance	1,029.00
20720	17/11/2015	Royal Flying Doctor Service	Cookbooks for information Centre (RFDS)	525.00
20721	17/11/2015	Sigma Chemicals	Chlorine and Dry Acid for Rec Centre	1,633.50
20722	17/11/2015	Skippers Aviation Pty Ltd	Flights for G Smith, D Rose, G Meacham and M Epis	2,776.00
20723	17/11/2015	Sparlon Electrical	Cancelled as payment required prior to council meeting	0.00
20724	17/11/2015	Squire Patton Boggs	Fees and Disbursements - Advice regarding Wandering Livestock	1,113.20
20725	17/11/2015	St John Ambulance Australia (WA) Inc.	First Aid Courses as required.	995.00
20726	17/11/2015	Staples Australia Pty Limited	Stationery Order - October, 2015	363.54
20727	17/11/2015	Stratco (WA) Pty Ltd	Fencing for Museum	7,419.68
20728	17/11/2015	Tennant Australia	Belts, Filter Assay and Pin Assay	479.60
20729	17/11/2015	Threat Protect	Security Monitoring for November, 2015	372.61
20730	17/11/2015	Tjuma Pulka (Media) Aboriginal Corporatio	Telstra Phone Line Connection - 16/09/2015 - 15/10/2015	155.0,0
20731	17/11/2015	Toll Fast	Freight	201.67
20732	17/11/2015	Toll Ipec Pty Ltd	Freight	884.34
			Sub total	\$220,636.36

Cheque	Date	Name	Item	Payment
			Balance Brought Forward	\$220,636.36
20733	17/11/2015	Visit Merchandise	Calico Bags for Museum	411.18
20734	17/11/2015	Vissign Australia Pty Ltd	Sign for Leonora Villas - Bowls Club	93.50
20735	17/11/2015	WA Museum	18 x 110 in the Waterbag Books for Museum	453.59
20736	17/11/2015	West Australian Newspapers Ltd	Advertising Costs	1,061.25
20737	17/11/2015	WML Consultants Pty Ltd	Services relating to Leonora Independent Living Village	1,716.00
			GRAND TOTAL	\$224,371.88

10.0 REPORTS OF OFFICERS

10.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

10.3(A) REVIEW OF CARAVAN PARKS AND CAMPING GROUNDS LEGISLATION – RELEASE OF SECOND CONSULTATION PAPER

SUBMISSION TO: Meeting of Council
Meeting Date: 17th November, 2015

AGENDA REFERENCE: 10.3(A) NOV 15

SUBJECT: Review of Caravan Parks and Camping Grounds Legislation

LOCATION / ADDRESS: N/A

NAME OF APPLICANT: Department of Local Government

FILE REFERENCE:

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: David Hadden

OFFICER: Principle Environmental Health and Building Officer

INTEREST DISCLOSURE: Nil

DATE: 19th October, 2015

BACKGROUND

The State Government is undertaking a review of the Caravan and Camping Grounds Act 1995 (Caravan Parks Act) with a view to developing new legislation which provides a clear framework for operators, regulating authorities and users.

A first Consultation Paper was released by the department in May 2014 for public comment. The consultation period ended on 1st September 2014 and 127 submissions were received. These submissions can be categorised as follows:

- | | |
|----------------------------------|----------------|
| • Caravan park users | 42 submissions |
| • Local governments | 39 submissions |
| • Caravan park operators | 22 submissions |
| • Consumer representative groups | 9 submissions |
| • State Government agencies | 8 submissions |
| • General public | 4 submissions |
| • Industry representatives | 3 submissions |

Feedback received through the consultation undertaken in 2014 has been analysed and has assisted in forming the most appropriate options and recommendations to address the specific issues, in this second paper.

Since the Caravan Parks Act took effect in 1997, no substantial amendments have been made. The result is that some provisions are no longer relevant to the current market or consumer expectation. In addition to being overly prescriptive, regulatory failure has resulted in the legislation being applied inconsistently by the local governments. As a result of the feedback received on the previous recommendations proposed and the significant nature of the changes required to the Act, it has been determined that the existing Caravan Parks Act should be repealed and a new Act developed to replace it.

The new legislation will aim to provide a more flexible operating environment, which will provide more opportunities and greater choice for consumers.

The following are the recommendations from the Department on the proposed changes to the legislation.

Submissions for this round of public consultation close on the 30th November 2015.

SUMMARY OF RECOMMENDATIONS:

- Terminology and Definitions

Before consideration is given to addressing the range of issues to be dealt with in the new legislation, the current terminology needs to be reviewed.

Previous consultation proposed a raft of changes to the terminology currently used throughout the Caravan Parks Act and regulations. A key proposal was to change the definition of a 'caravan park' to 'Holiday Park', with the view that this term more accurately reflected the different types of accommodation provided by a facility:

"Holiday Park" will mean an area of land on which accommodation vehicles and/or tents are situated for habitation, primarily by short-stay occupiers, local planning schemes will dictate what buildings are allowed on the land.

"Accommodation vehicle" is the term used to reflect all types of vehicles used or capable of being used for habitation. This includes **caravans and campervans**.

The new legislation is to be titled the Holiday Parks and Camping Grounds Act.

A park home will no longer be considered to be a caravan and will instead need to be compliant with, and be regulated under, the Building Act 2011 and associated Regulations.

Whilst the term 'Holiday Park' may imply that residential use is not allowed, this will not be the case. Residential use will be permitted, subject to the zoning and local planning schemes.

Long term accommodation developments will be dealt with under legislation that is relevant to that type of residential development i.e. retirement villages, park home villages, lifestyle villages, etc. and will be regulated under town planning and building legislation.

- What will the legislation apply to?

Caravan parks and camping grounds have evolved in recent years towards being mixed-use, including for residential and higher tourism use. Nature based parks are also being established which offer a range of facilities, from lower level basic facilities to higher end luxury safari camps.

Feedback received noted that it should not be the responsibility of the Caravan Parks Act to determine what buildings are allowed on the land designed for caravans or camping, this should be determined through the planning process.

It is proposed that a facility that has designated two or more sites for short-stay accommodation vehicles and/or tents, the facility would be considered a holiday park, and requires approval to operate. Residential parks must provide 10 such sites, or a prescribed percentage of such sites, to be eligible for an approval to operate. Park home parks and other residential developments consisting mostly of park homes for the purpose of long term residential living, which do not provide at least 10 designated short-stay sites for tents and/or accommodation vehicles, will not be considered holiday parks for the purpose of the Caravan Parks Act.

The legislation will not specify the mix of accommodation allowed on the facility; rather it will focus on the health and safety of users and protecting the environment. The approval of buildings provided on a facility will be determined through the planning process. The mix of accommodation will be a matter for local planning schemes and regulated at the local government level.

All buildings on a facility, including transportable buildings, must be compliant with the Building Act.

This includes accommodation vehicles which have been converted into buildings for the purposes of permanent habitation.

Residential parks already established on caravan park or tourism zoned land will continue on that land; however, proposed new residential park developments should not access caravan park or tourism zoned land in the future.

Unless owned by the owner of the facility, any buildings and associated structures on the facility must be transportable.

Proposed new park home developments intended primarily for long-stay, residential or non-tourism purposes should be accessing land zoned specifically for Special Use-Park Home Park.

If a park home facility, such as a development consisting predominantly of park homes for the purposes of residential living, does not provide 10 or more short-stay sites for accommodation vehicles and or/tents, then it is not classed as a holiday park under the new Caravan Parks Act.

- Camping at a place other than an approved facility.

People camp on private property for a range of reasons and for different lengths of time. In addition to potentially disturbing neighbours, camping of this type may have a significant impact on the environment and the health and safety of the campers may not be assured, especially if there is limited access to necessary health and hygiene facilities such as toilets, water or dump points. (Such as visiting relatives)

A person may camp for up to three nights in any 28 day period on land where the landowner has given permission.

A landowner may apply to the local government seeking approval for a person to camp longer than three nights but not more than three months.

Only one accommodation vehicle and/or tent is allowed on the property at any time without an event approval.

The local government must consult with the affected neighbours; consider the health and safety of users, impact on the environment and feasibility of staying in an approved facility before an approval can be granted.

A simplified management plan must be submitted with each application which addresses basic health and safety concerns, including waste management and access to water.

There is a financial burden on local governments to undertake inspections prior to approving an application; this will be addressed through the imposition of an appropriate fee.

NOTE!

This does not include the road reserve in the front of a property (verge).

- State government and local government facilities.

Under the current Caravans Park Act, facilities operated by public sector bodies are exempt from compliance. This means that if a local government operates a facility, it must ensure compliance with the prescribed standards, but a state government agency is not under the same obligation.

The Department of Parks and Wildlife (DPaW), owns approximately 300 facilities, directly operating 260 of those facilities (predominantly nature based parks), and are the biggest park provider in the state. Under the current Caravans Park Act, they are exempt.

The recommendation of the department is for the ‘status quo’ to continue with state government agency being exempt from compliance as they currently comply with the proposed standards. Staff disagree with this premise; evidence of many ‘short term’ stop over points and nature based facilities that have been poorly maintained and managed have been experienced by many travellers. As such all facilities providing sites for accommodation vehicles and/or tents should be required to comply with the same

“All providers must comply with the Caravan Parks Act and Regulations, regardless of who owns or operates them, to maintain the minimum acceptable standards for the health and safety of users and protection of the environment.”

- What will **not** be covered by the proposed legislation?

Park Home Parks: Facilities which are solely or predominantly developed for the provision of long-stay residential park homes will not be captured under this legislation or be able to access caravan park-zoned land. The same applies for other residential developments such as a collection of chalets or cottages.

Roadside Rest areas: Roadside rest areas should be dealt with under existing road and parking legislation rather than the Caravan Parks Act. Roadside rest areas are provided for fatigue management under Main Roads legislation, these areas will no longer be covered under the Caravan Parks Act.

It has been raised that due to the number of overseas and interstate users, if a local government infringes a user for overstaying, it is easy for the user to give false information, and the infringement notice is never paid and cannot be tracked. **However, if a roadside rest area or other areas where illegal camping/parking is undertaken, the infringement becomes enforceable as a parking/traffic offence, the registered owner of the vehicle could be tracked through the registration number. If the vehicle is a hire vehicle, the hire company can identify the hirer of the vehicle at the time of the offence. This will require the local governments, with the assistance of the Department, to implement a set of uniform local laws to deal with illegal camping/parking, to enable the enforcement of these actions as a traffic/parking offence.**

- Licensing of Facilities

A facility operator will be required to submit an application for approval to operate with a management plan. The management plan will be used to assess the application, set conditions under which a facility can operate, and be used as the basis for ongoing and subsequent inspections. An initial inspection will be required before an approval to operate can be granted, and subsequent inspections must then be undertaken annually. **Local governments will be able to charge inspection fees and have the discretion to extend the period between inspections to two years,** if the facility is fully compliant at the previous inspection and no substantial complaints have been received since that time.

If a new planning approval application is submitted or there are any redevelopments or substantial changes to a facility, a new application for approval to operate must be submitted. A substantial change would be defined as one requiring amendments to the management plan. Such changes may include, but are not limited to, a change of owner, operator or lessee, and the removal of facilities.

This would place the emphasis on inspections rather than licence renewals, reduce red tape and the financial impost on compliant operators, provide an incentive for remaining compliant, and ensure that operators continuously protect the health and safety of users and the environment.

- Licence Categories.

The Caravan Park Regulations currently provide for seven licence categories. These are:

- Caravan park licence
- Camping ground licence
- Caravan park and camping ground licence
- Park home park licence
- Transit park licence (stay of no longer than three consecutive nights)
- Nature based park licence
- Temporary licence

The legislation prescribes different health and safety standards for many of these categories. Most notably, nature based parks and transit parks can provide fewer facilities than caravan parks, due to the expected length of stay.

The recommended option is:

That there are three categories:

- **Holiday park**
- **Nature based park**
- **Event approval**

This option proposes that there are three approval categories; however, each facility must comply with the same minimum outcomes-based standards.

- **A holiday park approval will include caravan parks that traditionally provide mixed-use accommodation types, but specifically sites for accommodation vehicles and tents. Sites can be provided for both long-stay and short-stay.**
- **A nature based park approval will be for facilities that are not in close proximity to an area that is built up with structures used for business, industry or dwelling houses at intervals of less than 100metres for a distance of 500metres or more, and has been predominantly formed by nature and has limited or controlled artificial light and noise intrusion. Stays will be restricted to no more than 28 days in any three month period.**
- **An event approval will be special events where there is more than one accommodation vehicle and/or tent outside of an approved facility. An approval cannot be issued for any period greater than seven days and no more than four approvals can be issued for the property in a year.**
- **All facilities must abide by minimum standards as prescribed. These standards will be outcome-based, rather than prescriptive, to allow for flexibility in approach.**

Disagree that minimum standards will be outcome based, they should be prescriptive and clearly specify minimum facilities required for different facilities so there is no inconsistency.

- Conditions of Approval to Operate.

The current legislation is very prescriptive in the requirements that are placed on operators. The provisions do not allow operators the flexibility to think critically about their target market and facility, nor to develop proposals to address these and the particular risks of the location.

In addition to the new legislation setting the minimum standards to apply across all facilities, it is proposed that operators must also complete a management plan and submit it with their initial request for an approval to operate. If the application is of an event approval, a management plan will be required; however, it may not necessarily contain the same level of detail as required for a holiday park or nature based park application.

Management plans are documents providing essential details on how a facility is to be designed and managed and the type of facilities to be provided. The plan will outline how the operator will meet the minimum standards and address any risks specific to the facility.

Once agreed, the plan will form the basis of an approval to operate and will be the ongoing management tool for the operator and the local government. The approved plan will form the minimum standards with which the facility is required to comply, and compliance with these standards will be checked during inspections.

It is proposed that the regulations will prescribe what needs to be incorporated into the plan, including:

- **The number and type of proposed sites**
- **The proposed maximum capacity of the facility**
- **Environmental impact and sustainability**
- **Waste management**
- **Traffic management, and**
- **Risk management.**

A local government has the discretion to apply specific conditions to an approved management plan. A facility operator can appeal to SAT to oppose the conditions required by the local government.

Minimum health and safety standards as specified in the Regulations should not be appealable.

- Penalties

The current penalties in the legislation have not been increased for 20 years, and are therefore unlikely to act as an effective deterrent to non-compliance. It is also unlikely that such outdated penalties are above cost recovery for local governments, which may result in a lack of proactive enforcement.

It is proposed that penalties are modelled on the Food Act and Building Act, as these Acts also deal with health and safety issues. Overall, this may result in a tenfold increase. For example, **court-imposed penalties may increase from \$5,000 to \$50,000 for breaching notifications and conditions.** It is crucial that the penalties effectively deter non-compliance and provide an incentive for local governments to enforce the provisions.

Disagree with the presumption that increased penalties will deter non-compliance. It may help but will not resolve the issue. Most small rural based local governments are negative about initiating prosecution proceedings due to lack of qualified staff, high administrative and legal costs. Existing regulatory failure has come about due to the current legislation being applied inconsistently by local government. Raising penalty fees will not resolve this issue alone. Local government need to be assured that they will be supported by the State Government through training and expert assistance with advice when seeking it. Not just left to interpret meaning of the legislation themselves with little or no assistance as is mostly the case with other acts and regulations in force in Western Australia.

Further to this issue is the risk that local government will not wish to enforce new non-prescriptive replacement legislation as it is more time consuming (costly) to apply that prescriptive legislation. Qualified staff able to deal with legislative controls are in short supply with some local governments employing technical /compliance officers who are less qualified than previous enforcement staff which will result in a weakening of enforcement actions undertaken by local government leading to further inconsistency across the state.

If the issue of inconsistent enforcement is not resolved prior to the creation of replacement legislation you will create a greater problem for the caravan park industry than currently being experienced.

- Prerequisites of Accommodation Vehicles.

Holiday Parks may have residents who are permanent, or wish to become permanent, and would like to convert their vehicle into a more permanent structure, such as through the addition of an annexe or carport. Park operators may also use on-site caravans as a form of accommodation for short-term tourists. These caravans may be plumbed, have gas and electricity, and while they take the form of a caravan, they would no longer be capable of being licensed under the Road Traffic Act.

These accommodation types will either be roadworthy and/or movable in case of an emergency, or otherwise meet the compliance standards required for a building. **A person using a converted accommodation vehicle as a residence should have the same safety standards as a person living in a building. This will require the installation of smoke alarms, RCDs and insulation. The building must remain transportable.**

While it is unlikely that a converted accommodation vehicle would precisely meet the standards of a Class 1a building under the Building Code of Australia, the Code is flexible in application, as it requires that performance requirements be met. The Building Code provides flexibility for owners to demonstrate that the broader performance requirements of the Code are met. This may be through, for example, access to communal toilet and shower facilities rather than the requirement to install a private toilet and shower in the converted accommodation vehicle.

Disagree with the proposition that a converted accommodation vehicle could be assessed for compliance against the Building Code of Australia. No Building Surveyor is likely to certify compliance using performance provisions and is ridiculous to think so. Option 3, legislation not being applied retrospectively to all converted accommodation vehicles is the best option in this instance.

- Advisory Committee.

In 2010, the Department of the Premier and Cabinet released a circular advising that Ministers and agencies are encouraged to utilise interdepartmental working groups and other forms of consultation in place of establishing a committee.

To comply with this directive, consideration must be given to abolishing the Caravan Parks and Camping Grounds Advisory Committee in favour of other means of engagement.

The objective is to introduce a mechanism which facilitates an effective, flexible and responsive approach to stakeholder engagement.

With the removal of the Committee, a variety of consultation methods can be used, dependent on the issue. This may include workshops with specific stakeholders or the development of email distribution lists for different topics. **With a range of different methods of consultation available, abolishing the Committee in favour of proactive consultation on an as needed basis would both reduce red tape and encourage a wider range of views from stakeholders across the broader caravanning and camping industry.**

Believe that greater consultation with local government is more important than wider consultation with industry. Local Government are responsible for enforcement and should have a greater involvement in creation of legislation that we are expected to enforce.

- Transition Provisions.

Holiday Parks and Camping Grounds:

The objective is to ensure that operators and users have an adequate period of time to become compliant with any new legislation provisions, whilst ensuring that facilities are compliant under existing provisions in the meantime.

To enable all facilities to prepare a suitable management plan, it is proposed that an application for approval to operate can be submitted to the relevant local government at any time within the first five years (**this is too long it should be within the first two/three years**), provided that it is approved by the end of the fifth year. During this period, the annual licensing and inspection requirements as prescribed in the current legislation will continue to apply.

Converted Accommodation Vehicles:

The object is to ensure that the financial impact of the new legislation on occupiers of converted accommodation vehicles is minimal, while still introducing measures to protect their health and safety.

Any converted accommodation vehicles that are no longer licenced under the Road Traffic Act are exempt from the new provisions, subject to any future substantial modifications.

All converted accommodation vehicles must ensure that smoke alarms and RCDs are fitted within 12 months.

Converted accommodation vehicles must have smoke alarms and RCDs fitted prior to being sold, rented, leased or hired out.

Converted accommodation vehicles must be capable of assessment as a Class 1a building under the Building Code, prior to being sold.

Disagree with the provision that rigid structures (annex) attached to an accommodation vehicle will require the entire structure (including caravan) to be assessed as a Class 1 building. An annex could be assessed as a Class 10 building however it is very unlikely that a registered building surveyor will provide certification of an accommodation vehicle as a Class 1 building.

Converted accommodation vehicles must remain transportable.

Regulations:

The new Holiday Parks and Camping Grounds Act will be supported by regulations; it is expected that the regulations will prescribe the following:

- The minimum standards that facilities must abide by
- Modified penalties
- Prescribed form and content of the management plan, and
- Prescribed forms, including an infringement notice and approval to operate.

The existing Regulations will be reviewed at a later stage, during which time public input will be sought.

STATUTORY ENVIRONMENT

Shire of Leonora Town Planning Scheme No 1.

POLICY IMPLICATIONS

There are no policy implications resulting from the recommendation of this report.

FINANCIAL IMPLICATIONS

Likely initial increased cost in assessing caravan parks and management plans until compliance is achieved.

STRATEGIC IMPLICATIONS

There are no strategic implications resulting from the recommendation of this report.

RECOMMENDATIONS

That Council:

- a) Approve the following comments on the Consultation Paper for Holiday Parks and Camping Grounds Legislation as listed on the consultation feedback form (Appendix A) and,
- b) Request staff to forward these comments on to the Department of Local Government by 30th November, 2015.

VOTING REQUIREMENT

Simple majority required.

COUNCIL DECISION

Moved Cr RM Cotterill, Seconded Cr GW Baker that Council:

- a) Approve the following comments on the Consultation Paper for Holiday Parks and Camping Grounds Legislation as listed on the consultation feedback form (Appendix A) and,
- b) Request staff to forward these comments on to the Department of Local Government by 30th November, 2015.

CARRIED (7 VOTES TO 0)



Second Consultation Paper - Feedback Form

Proposal for Holiday Parks and Camping Grounds Legislation

This form is part of an invitation for public comment on the Development of New Holiday Parks and Camping Grounds Act Consultation Regulatory Impact Statement, which can be found on the Department of Local Government and Communities' website here:
www.dlgc.wa.gov.au/CPCG-Consultation-Paper-2

The consultation paper is an initiative of the Western Australia Caravan and Camping Action Plan, which is supported by the State Government's Royalties for Regions program to improve caravan park and camping experiences.

This form has been developed to assist you in preparing your submission. It contains all the proposals and guidance questions from the consultation paper. Please enter your comments in the boxes provided. It is not expected that all questions are answered.

Comments on all or part of the consultation paper are appreciated.

Submissions

Comments, queries and submissions should be forwarded no later than
30 November 2015. Please direct all comments and submissions:

By email to: caravan@dlgc.wa.gov.au
noting 'Caravans and Camping Review' in the subject line.

By post to: Senior Legislation and Strategy Officer – Caravans and Camping Review
Department of Local Government and Communities
GPO Box R1250, Perth WA 6844

All responses to the consultation paper may be made publicly available on DLGC's website. If you would prefer your name to remain confidential, please indicate this in your submission. If you would like the entire submission to remain confidential, please mark it "**Private and Confidential**".

More information

If you have any queries in relation to the consultation paper and this form, please contact:

Email: caravan@dlgc.wa.gov.au

Telephone: (08) 6551 8700

Freecall (country only): 1800 620 511

Fax: (08) 6552 1555

For a Translating and Interpreting Service (TIS) telephone 13 14 50.

About you

Title:	Mr <input checked="" type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="checkbox"/>
	If other, please specify:		[Click here to enter text.]		
Given names:	David				
Surname:	Hadden				
*Street or postal address:	[Click here to enter text.]				
*Telephone:	Home	[Enter text.]		Mobile	[Enter text.]
	Business	0428376044			
*Email address:	healthbuilding@leonora.wa.gov.au				
Which best describes you? (You can select more than one.)	A Camper		<input type="checkbox"/>	A Caravan User	
	A Recreational Vehicle Owner		<input type="checkbox"/>	A Long-Stay Tenant	
	A Camping Ground Operator		<input type="checkbox"/>	A Caravan Park Operator	
	A Local Government		<input checked="" type="checkbox"/>	A State Government Agency	
	An Organisation		<input type="checkbox"/>	Other	
	If Other, please state:		[Click here to enter text.]		
If you are representing a local government, organisation or business, please state your job title:					
Environmental Health Officer/ Building Surveyor.					
Privacy and permissions. Submissions may be made public and published on the Department's website. Would you like to:					
Allow your submission to be published – without your name and *personal contact details.					<input type="checkbox"/>
Keep your submission Private and Confidential – do not publish anything.					<input checked="" type="checkbox"/>
I agree to all of my submission being published, including my name, except for my *personal contact details. (Your personal contact details will not be published.)					<input type="checkbox"/>

Your caravan and camping experiences (as an individual)

A. How often do you stay at caravan parks?							
[Click here to enter text.]							
B. When was the last time you stayed in a caravan park?							
[Click here to enter text.]							
C. What region of Western Australia was the caravan park in (if known)?							
[Click here to enter text.]							
D. How would you rate your last stay in a caravan park?							
Poor	<input type="checkbox"/>	Average	<input type="checkbox"/>	Good	<input type="checkbox"/>	Excellent	<input type="checkbox"/>
E. What were the best things about the caravan park?							
[Click here to enter text.]							
F. What could be improved at the caravan park?							
[Click here to enter text.]							

G. How often do you stay at camping grounds?							
[Click here to enter text.]							
H. When was the last time you stayed at a camping ground?							
[Click here to enter text.]							
I. What region of Western Australia was the camping ground in (if known)?							
[Click here to enter text.]							
J. How would you rate your last stay at a camping ground?							
Poor	<input type="checkbox"/>	Average	<input type="checkbox"/>	Good	<input type="checkbox"/>	Excellent	<input type="checkbox"/>
K. What were the best things about the camping ground?							
[Click here to enter text.]							
L. What could be improved at the camping ground?							
[Click here to enter text.]							
M. How often do you stay or camp at place outside of a camping ground or caravan park?							
[Click here to enter text.]							

General comments

Use the space below for general comments about the consultation paper and/or caravan parks and camping grounds:

[Click here to enter text.]

Guidance Questions from the Consultation Paper

This section contains all the proposals and guidance questions from Consultation Regulatory Impact Statement 'Development of new Holiday Parks and Camping Grounds Act', which can be found online at: www.dlqc.wa.gov.au/CPCG-Consultation-Paper

It is recommended that you read the relevant section of the consultation paper before answering a question. Please note: it is not expected that all questions are answered. Comments on all or only part of the consultation paper are appreciated.

If you require more space for an answer, you can attach a separate page or pages as part of your submission.

Definitions

Question 1: Are there any additional definitions or terms that should be updated as part of the review? What are they?
Appear to be adequately covered.
Question 2: Do you support the proposed changes to the terminology? Why or why not?
Terminology changes are supported.
Question 3: Can you identify any significant costs or benefits that would result from a change in terminology? What are they?
No.

Application of the legislation to facilities

Recommendation: A facility that has designated two or more sites for short-stay accommodation vehicles and/or tents requires approval to operate. Residential parks must provide 10 such sites, or a prescribed percentage of the sites, to be eligible for an approval to operate.

Question 4: Are there any circumstances where this recommendation will not capture facilities that should be licenced? Please provide examples.

No.

Question 5: Is it appropriate for residential park home park developments to be regulated under the Building Act and Code rather than the Caravan Parks Act? Why or why not?

It is very appropriate that residential park home developments are regulated under the Building Act and Regulations. The Department of Local Government has previously advised local government that park homes were required to be assessed under the Building Act as a Class 1a building however no building permit fees could be collected as park homes were determined to be a vehicle. The only difference this will make is it will allow local authorities to collect a building permit fee for assessing the park home against the building act which it has been unable to do previously.

Question 6: Do you agree that a residential park home park must provide a set number (for example, 10) of designated short-stay sites to be eligible for an approval to operate under the Caravan Parks Act? Why or why not?

Yes however greater percentage of sites (30%) should be designated for short stay.

Question 7: Should residential park home parks instead set aside a prescribed percentage of the facility for short-stay use? What should that percentage be?

Yes the percentage should be 30%.

Question 8: Can you identify any additional costs or benefits arising from this option? What are they?

Most parks that provide both park homes and short stay accommodation rely on one or the other through different seasons to remain viable during quiet times.

Camping at a place other than an approved facility

Recommendation: Local governments can grant approval to camp outside of an approved facility for up to three months at a time, subject to appropriate consultation and risk assessment.

Question 9: Is it appropriate to ask applicants who wish to make their property available for camping to provide a management plan outlining basic health and safety requirements? Why or why not?

Yes it is appropriate to ask for a management plan to enable assessment of basic health and safety requirements.

Question 10: Is it appropriate for local governments to undertake a complete review of the circumstances every three months? Why or why not?

Yes as it allows a level of control to ensure compliance with approval conditions and to ensure facilities affecting health and safety are not lessened.

Question 11: Should local governments have the authority to decide how long a person is allowed to camp on private property in their district? Why or why not?

Yes local governments should be able to determine length of stay on private property in their district subject to adequate health and safety provisions provided at the property. Existing regulation 11 2 c (ii) provides the ability for a local authority to approve occupation of a caravan or camp on private land for up to 12 months subject to a current building permit being issued to the owner. A building permit allows a builder 2 years to complete a building. An approval to camp on private land in this instance would be better served with a two year approval period to coincide with the building permit term. However the approval to camp should remain with the local government who generally only approve the occupation of caravans during building construction on rural residential and general farming zoned land.

Question 12: What are the potential costs and benefits of allowing people to camp outside of approved facilities for extended periods of time?

Administrative costs associated with compliance inspections brought about by complaints from customers and/or neighbours regarding activities at the private property.

State government and local government facilities

Recommendation: Status Quo.

Question 13: How should local governments and state government agencies be held accountable for complying with the legislation?

Both local governments and state government agencies should be required to comply with the legislation equally.
Question 14: Should users have the ability to lodge a complaint against a state government-run or local government-run facility with the Minister or the State Administrative Tribunal? Why or why not?
Users should have the ability to lodge a complaint with the Minister for Local Government or Minister responsible for the Legislation for all operators of facilities whether they be local or state government run. Do not agree with the State Administrative Tribunal dealing with complaints against individual facilities.
Question 15: Can you identify any other potential costs or benefits that may result from keeping the status quo? What are they?
No.

Licencing of facilities

Recommendation: Initial approval to operate granted, followed by annual inspections.

Question 16: Do you believe this proposal is the best option for users, operators and local governments? Why or why not?
The initial approval to operate should only occur after a final inspection of facilities against management plan. Annual inspections provide the local authority greater enforcement control but could be extended to two or three yearly dependant on level of professionalism of facility operators, good maintenance of facilities and lack of genuine complaints.
Question 17: Do you think an annual inspection is appropriate? Do you support the option for local governments to extend the inspection period for up to two years? Why or why not?
Extension of inspection periods could be extended to two or three years subject to no ongoing complaints and adequate management of the facility as mentioned above.

Question 18: Are there any other potential costs or benefits of this option that have not been addressed? What are they?

If annual inspections are extended to two or three yearly and complaints regarding poor health and safety issues are received by the local authority. The local authority should be able to recoup its administrative costs of carrying out the inspections and compliance actions through a fee if the complaints are found to be valid with compliance actions required.

Licence categories

Licence categories

Recommendation: Three approval to operate categories: Holiday Park, Nature Based Park and Event approvals, with one set of minimum standards applying to all.

Question 19: Is it appropriate for all holiday parks and camping grounds to operate under the same set of minimum standards? Why or why not?

No there should be a separate set of minimum standards for each category of facility. The separate minimum standards need to be carefully determined to provide adequate health and safety provisions for the different styles of camping experience at the different facilities. The minimum standards need to be prescriptive not outcome based and should clearly specify minimum facilities required for categories to ensure consistency.

Question 20: Are there any other types of facilities that should be categorised separately? What are they and why?

Yes there are a number of nature based camping facilities operating across the state that offer different levels of camping experience. For this reason restricting the stay period to 28 days in a three month period will run into problems or in effect this provision would be ignored. Through Western Australia's winter months most retirees holiday along the WA coast between the period of mothers day and fathers day each year, sometimes longer. Many of these retirees holiday in nature based facilities at coastal stations and stay for longer periods than 3 months. For this reason it is recommended that stays should not be restricted to 28 days in any 3 month period but should be increased to allow for the period of stays that is currently occurring every year along the WA coastline. Further to this, there is currently a range of different nature based camping facilities providing differing camping experiences across the state that will require greater thought regarding minimum standard of health and safety standards. Only providing one set of minimum standards (non-prescriptive) across these facilities is likely create more inconsistency than currently experienced.

Question 21: Should event approvals be limited to seven days and four approvals per year? Why or why not?

Agree with this provision.

Question 22: Can you identify any additional costs or benefits to this option that have not been discussed? What are they?

No.

Conditions for approval to operate

Recommendation: Preparation of management plans for all facilities

Question 23: Do you think this promotes a flexible operating environment for operators? Why or why not?

Yes as it allows the operator to demonstrate the target market that they hope to cater to along with the systems the operator will put in place to operate the park in accordance with minimum standards which local government can use to assess the facilities compliance during annual/two/three yearly inspections.

Question 24: Will less prescriptive regulatory requirements result in insufficient information being provided in support of development applications?

It is a possibility that this may happen. Less prescriptive regulations will lead to difficulty with interpretation and result in more likelihood of applicants appealing Council decisions. Non-prescriptive legislation tends to be more costly to enforce due to being more time consuming for enforcement staff to deal with. It is very important that minimum health and safety standards for different facilities are clearly defined in the regulations to ensure that they are applied consistently and cannot be appealed. If minimum standards are allowed to be appealed there will not be consistency in enforcement and result in a greater issue than what is trying to be addressed with these changes. By allowing an appeal provision you create a risk of vexatious or mistaken complaints leading to appeals that is likely to weaken local government resolve to enforce the legislation effectively due to the increased cost of doing so.

Question 25: Is it feasible to prepare a management plan concurrently with a development approval? Why or why not?

No not feasible for a new facility. If consistency of application of the legislation is to be achieved the existing facilities (caravan parks) will need to present a management plan for approval within an agreed time line that demonstrates full compliance with minimum health and safety standards. The minimum health and safety standards that are created will need to mirror the existing regulations requirements as the majority of caravan parks outside of the metropolitan area are non-compliant with the existing regulatory standards.

Question 26: Do you agree that local governments should have the ability to require that operators provide services at standards above the prescribed minimum? Why or why not?

No local government should not have the ability to require standards above the prescribed minimum however it is imperative that the minimum standards that are produced for the different categories of parks are clearly understandable and provide the minimum health and safety standards required for the different categories. Also important that the minimum standards are not appealable.

Question 27: Can you identify any additional costs or benefits arising from the requirement to prepare a management plan? What are they?

Administrative cost of assessing management plans by local government will be increased.

Penalties

Recommendation: Increase penalties in accordance with the *Food Act 2008* and *Building Act 2011*.

Question 28: Do you think increasing penalties in line with the Food Act and Building Act is appropriate? Why or why not?

Disagree with the presumption that increased penalties will deter non-compliance. It may help but will not resolve the issue. Most small rural based local governments are negative about initiating prosecution proceedings due to lack of qualified staff, high administrative and legal costs. Existing regulatory failure has come about due to the current legislation being applied inconsistently by local government. Raising penalty fees will not resolve this issue alone. Local government need to be assured that they will be supported by the State Government through training and expert assistance with advice when seeking it. Not just left to interpret meaning of the legislation themselves with little or no assistance as is mostly the case with other acts and regulations in force in Western Australia.

Further to this issue is the risk that local government will not wish to enforce new non-prescriptive replacement legislation as it is more time consuming (costly) to apply that prescriptive legislation. Qualified staff able to deal with legislative controls are in short

supply with some local governments employing technical /compliance officers who are less qualified than previous enforcement staff which will result in a weakening of enforcement actions undertaken by local government leading to further inconsistency across the state.

If the issue of inconsistent enforcement is not resolved prior to the creation of replacement legislation you will create a greater problem for the caravan park industry than currently being experienced.

Question 29: Do you agree that higher penalties will increase enforcement and compliance? Why or why not?

It will assist enforcement but not resolve the issue of inconsistent enforcement.

Question 30: Do you agree that bodies corporate should be liable for a higher penalty than individuals? Why or why not?

Yes bodies corporate and operators who manage several parks should be liable for higher penalties than individual operators.

Question 31: Can you identify any additional costs or benefits that have not been considered in the discussion of this option? What are they?

No.

Prerequisites of accommodation vehicles

Recommendation: Accommodation vehicles in holiday parks are either licensed under the *Road Traffic Act 1974* or assessed under the *Building Act 2011* as a transportable building.

Question 32: Do you agree that accommodation vehicles converted for the purpose of permanent habitation should be assessed under the Building Act rather than the Caravan Parks Act? Why or why not?

No, converted accommodation vehicles should not be assessed under the Building Act as it is very unlikely that a registered building surveyor will provide certification using the deemed to satisfy provisions. These vehicles should be required to remain in accordance with the vehicles licensing requirements with the addition of RCD's and smoke detectors. When the vehicles age results in non-compliance with its licensing requirements it should be required to be removed from site. If the accommodation vehicle is unlicensed it should still be required to comply with its original licensing requirement until its age and non-compliance results in its forced (Regulatory) removal from site.

Question 33: What are the costs and benefits of this proposal for both users and facility operators?

Converted accommodation vehicles should NOT be assessed under the Building Act. They should be required to remain in a condition required for license compliance (as if licensed) even when unlicensed until the vehicle is removed from site due to age and non-compliance with license conditions. Surely if the proposed new Act is being designed to provide a holiday atmosphere, long stay converted accommodation should be phased out.

Advisory Committee

Recommendation: Proactive consultation with relevant stakeholders in place of an Advisory Committee.

Question 34: Do you support this recommendation? Why or why not?
Agree with stakeholder consultation however believe that separate consultation should occur with local government regarding creation or amendment of controlling legislation if local government is expected to undertake the enforcement role. Further believe that local government comment/concerns are given greater acknowledgement and assessment than currently occurs.
Question 35: What consultation methods should be used to ensure feedback from the broader industry (including operators, consumers and local governments) in the future?
As occurs now.
Question 36: Can you identify any particular costs or benefits associated with disbanding the Committee in favour of a more flexible direct consultation framework? What are they?
Cannot identify any costs or benefits but recommend that separate consultation occur with local governments who are expected to enforce the legislation.

Transitional provisions

1. Holiday parks and camping grounds

Recommendation: All facilities must apply for an approval to operate and complete a management plan within five years of the legislation taking effect.

Question 37: Are there any other options available for transitional provisions? What advantages would these bring?
Regulatory failure/inconsistent enforcement across the state has occurred for a number of reasons. Increasing penalty fees will not resolve the issue of the inconsistency across the state as mentioned in the paper. If local government is required to be the enforcement authority then they need to be more involved in the creation and amendment of the proposed legislation. Until you resolve with local government how best to apply consistent application of the new legislation, transitional arrangements will amount to nothing as was the case in 1997 with the original four

year transitional provisions. Further, the existing Regulations do have a number of inconsistencies but do not require a complete rescission/replacement. The health and safety standards required in the regulations are actually quite relevant and should not be weakened with non-prescriptive replacements. Rather the Regulations need to be carefully amended to resolve the inconsistencies while at the same time working with local authorities to ensure the consistent enforcement of this legislation moving forward. Failure to work with local government closely in this matter will ultimately result in greater enforcement inconsistency in the long term.

Question 38: Is five years enough time for operators to prepare management plans, apply for and be granted approvals to operate? Why or why not?

Five years is enough time only if you have local government across the state on side with the legislation and changes. To achieve this you will need to provide educational workshops across the state not just in regional and metro areas to educate Councillors and staff of the importance of the transitional provisions at achieve consistent application of the new legislation. Further to this the Department of Local Government will need to provide ongoing professional support to local government officers when seeking advice. It is very difficult to get consistency of application with no support to local authorities enforcement staff. Local Government staff have been experiencing this issue with a number of state agencies who appear unable to provide advice due to the perceived liability issue of providing the advice.

2. Converted accommodation vehicles

Recommendation: The legislation is not applied retrospectively to converted accommodation vehicles; however, basic minimum standards applying to the vehicle are prescribed to protect the health and safety of the occupiers and surrounding users.

Question 39: What other simple, low cost options should converted accommodation users have to comply with to ensure their health and safety?

RCD's, smoke detectors and electrical certification.

Question 40: Do you agree that the legislation should not be retrospectively applied to converted accommodation vehicles? Why or why not?

Yes the legislation should not be retrospective however these vehicles need to have the above minimum health and safety standards installed as above subject to remaining in a licensed condition as explained below. Once condition drops below license requirement or deterioration due to age they should be removed from site.

Question 41: What do you think constitutes a significant change that would trigger assessment under the Building Act?

Disagree with the vehicles being assessed under the Building Act. They should be exempted from new legislation subject to RCD's, smoke detectors and electrical certification. The vehicle should also be required to be maintained in accordance with its original license requirements under the Regulations whether licensed or not and should be required to be removed from site if condition drops below license requirement and/or deterioration due to age. An annex has been able to be assessed as a Class1a or Class 10a since introduction of the Building Code of Australia.

Question 42: Can you identify any additional costs or benefits to assessing converted accommodation vehicles under the Building Act? What are they?

It is very unlikely that a building surveyor will certify a converted accommodation vehicle as a Class 1a building through deemed to satisfy provisions or an alternative solution. A better option would be to control the continued use of these buildings in the Regulations to ensure their ultimate removal from existing parks as mentioned above. Better still would be to legislate their removal within the transitional period timeframe.

Thank you for participating in this consultation process. Your comments are important to us and will be considered for the development of the new caravan parks and camping grounds legislation. For enquiries email: caravan@dlqc.wa.gov.au or telephone: (08) 6551 8700 or Freecall (country only): 1800 620 511.

11.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.

A. ELECTED MEMBERS

Nil

B. OFFICERS

Nil

Cr PJ Craig adjourned the meeting at 10:23am for a morning tea break.

Cr PJ Craig reconvened the meeting at 10:38am. All those previously listed in the record of attendance were present, as well as Ms Kim Hewson of Economic Transitions, Mr Neil McGilp, of the Goldfields Tourism Network Association Inc (GTNA) and Ms Elaine Labuschagne, Manager of Economic and Heritage Services, Shire of Leonora.

Cr PJ Craig invited Ms Hewson to address Council on 'Development of a strategy of sustainable tourism for the Shire of Leonora, North Eastern Goldfields and Western Australia.

Ms Hewson provided a presentation to Council which was also presented at the Regional Development Conference in Albury NSW during August, 2015.

Cr PJ Craig thanked Ms Hewson for her presentation.

Cr PJ Craig invited Mr McGilp to address Council.

Mr McGilp introduced himself as the new manager of the GTNA and provided some background on the current services to the Shire of Leonora from the GTNA. Some discussion ensued on possible future partnerships, services and direction for the Shire of Leonora and the GTNA.

Cr PJ Craig thanked Mr McGilp for his address to Council.

Mr McGilp, Ms Hewson and Ms Labuschagne left the meeting at 11:20am.

12.0 NEXT MEETING

Tuesday 15th December, 2015 at 9:30am in the Shire of Leonora Council Chambers.

13.0 CLOSURE OF MEETING

There being no further business, presiding member Cr PJ Craig declared the meeting closed at 11:23am.