



Shire of
Koorda

Drive in, stay awhile

MINUTES

Ordinary Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Thursday 15 December 2022

Commencing 6.00pm

UNCONFIRMED

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Thursday, 15 December 2022 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda. The format of the day will be:

6.00pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Darren Simmons
Chief Executive Officer
9 December 2022

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

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

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

To be read aloud if any member of the public is present.

Signed



Darren Simmons
Chief Executive Officer

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**Shire of Koorda
Ordinary Council Meeting
6.00pm, Thursday 15 December 2022**



1. Declaration of Opening

The Presiding person welcomes those in attendance and declared the meeting open at 6.03pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr BG Cooper	Deputy President
Cr GW Greaves	
Cr LC Smith	
Cr GL Boyne	
Cr NJ Chandler	

Staff:

Mr DJ Simmons	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer

Members of the Public: Nil.

Apologies: Nil.

Visitors: Nil.

Approved Leave of Absence: Nil.

3. Public Question Time

Nil.

4. Disclosure of Interest

Cr JM Stratford declared an indirect financial interest in Item 12.5 – Development Application – Australian Agricultural Services Pty Ltd (Tree Farm) as she has a potential future business arrangement.

Cr GW Greaves declared a proximity interest in Item 12.5 – Development Application – Australian Agricultural Services Pty Ltd (Tree Farm) as he is a neighbour.

Cr GL Boyne declared an indirect financial interest in Item 12.5 – Development Application – Australian Agricultural Services Pty Ltd (Tree Farm) as closely associated (spouse) leases land from the same company but not on the listed locations.

Cr JM Stratford declared an impartiality interest in Item 16.1 – 2023 Australia Day Citizen of the Year Nominations as she was involved with a nomination.

Cr NJ Chandler declared an indirect financial interest in Item 16.1 – 2023 Australia Day Citizen of the Year Nominations as he is closely associated with a nomination.

5. Applications for Leave of Absence

Nil.

6. Petitions and Presentations

Nil.

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7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 16 November 2022

[Click here to view the previous minutes](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 011222

Moved CR NJ Chandler

Seconded CR GW Greaves

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 16 November 2022, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 6/0

8. Minutes of Committee Meetings to be Received

8.1. NEWROC Council Meeting Minutes for meeting held 28 November 2022

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 021222

Moved CR GL Boyne

Seconded CR BG Cooper

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of NEWROC Council Meeting held 28 November 2022, as tabled.

CARRIED 6/0

8.2. LEMC Meeting Minutes for meeting held 24 November 2022

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 031222

Moved CR BG Cooper

Seconded CR GW Greaves

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of LEMC Meeting held 24 November 2022, as tabled.

CARRIED 6/0

9. Recommendations from Committee Meetings for Council Consideration

Nil.

10. Announcements by the President without Discussion

CEO decisions made under delegated authority since last Ordinary Meeting of Council


Applicant	Date received / Details of application	Address	Estimated project cost / Shire planning fee	Decision / Date

The President expressed condolences to Bill Fensome's family – long standing CEO within NEWROC (initially Mukinbudin then Nungarin).

Wishing everyone a Merry Christmas and a safe holiday period.

11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. Monthly Financial Statements

Corporate and Community		
Date	9 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	November 2022 Financial Activity Statement	

Background:

This item presents the Statement of Financial Activity to Council for the period ending 30 November 2022.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and presented to Council.

Comment:

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Koorda's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

Statements of Financial Activity – Statutory Reports by Nature or Type

The Statement of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 7 – Capital Acquisitions

This note details the capital expenditure program for the year.

Note 8 – Reserve Accounts

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 9 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 10– Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 11 – Non-Operating Grants and Contributions

This note provides information on non-operating grants received.

Note 12 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% and \$10,000. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

Consultation:

Darren Simmons, Chief Executive Officer.

Statutory Implications:

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 – Ensure the use of resources is effective, efficient and reported regularly.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 041222**

Moved CR NJ Chandler


Seconded CR LC Smith

That Council, by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 30 November 2022, as presented.

CARRIED 6/0

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11.2. List of Accounts Paid

Corporate and Community		
Date	9 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	List of Accounts Paid	

Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 8 November 2022 to 7 December 2022.

Comment:

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

Consultation:

Darren Simmons, Chief Executive Officer
Finance Team

Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Financial Implications:

Funds expended are in accordance with Council's adopted 2022/2023 Budget.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 051222**

Moved CR GL Boyne

Seconded CR GW Greaves

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:

For the period 8 November 2022 to 7 December 2022


Municipal Voucher V242 to V318	Totalling \$ 670,481.88
Credit Card Transaction (V279 & V318)	Totalling \$ 6,667.93
	Total \$ 677,149.81

CARRIED 6/0

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12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

12.1 Council Resolutions Status Report

Governance and Compliance		
Date	7 December 2022	
Location	Not applicable	
Responsible Officer	Darren Simmons, Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input checked="" type="checkbox"/> Information	
Attachments	November 2022 Status Report	

Background:

The Council resolutions status report (status report) is a register of Council resolutions that are allocated to Shire staff that require actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Comment:

In the interest of increased transparency and communication with the community, the status report is provided for information. (As a new initiative, the status report period commences from October 2022 and will then follow a 'rolling' monthly cycle as Council agenda item 12.1).

Consultation:

Nil.

Statutory Implications:

Nil.

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1 - Open and Transparent Leadership

Financial Implications:

Nil.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 061222**

Moved CR BG Cooper


Seconded CR GL Boyne

That the Council Resolutions Status Report for November 2022 be received.

CARRIED 6/0

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12.2 Council Meeting Dates – 2023

Governance and Compliance		
Date	7 December 2022	
Location	Not applicable	
Responsible Officer	Darren Simmons, Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Nil	

Background:

In accordance with Regulation 12 of the Local Government (Administration) Regulations 1996, the Shire is required to give local public notice of the date, times and place of ordinary council meetings.

Comment:

In readiness for such notice to be given, it is recommended that Council continue its current meeting schedule (as adopted at the ordinary Council meeting of 18 December 2019), which has ordinary meetings held on the third Wednesday of each month, except for January (no meeting held due to a summer recess and December as it is suggested to be held on the third Tuesday being the week before Christmas 2023), with meetings commencing at 5.00pm for the months of February to October and 6.00pm for November and December (to allow for harvest commitments).

Consultation:

Deputy Chief Executive Officer

Statutory Implications:

Local Government Act 1995

Regulation 12 of the *Local Government (Administration) Regulations 1996*

Policy Implications:

Nil

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1 - Open and Transparent Leadership

4.1.1 - Ensure the use of resources is effective, efficient, and reported regularly. (e.g. Financial Management)

Financial Implications:

Minor advertising costs

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 071222**

Moved CR GL Boyne

Seconded CR LC Smith

That Council hold its 2023 Ordinary Council Meetings in Council Chambers, 10 Haig Street, Koorda in accordance with the following schedule:

MONTH	DATE	TIME
February	15	5.00pm
March	15	5.00pm
April	19	5.00pm
May	17	5.00pm
June	21	5.00pm
July	19	5.00pm
August	16	5.00pm
September	20	5.00pm
October	18	5.00pm
November	15	6.00pm
December	19 (Tuesday)	6.00pm

CARRIED 6/0

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12.3 Western Australian Local Government Association (WALGA) Governance Review

Governance and Compliance	
Date	7 December 2022
Location	Not applicable
Responsible Officer	Darren Simmons, Chief Executive Officer
Author	As above (with acknowledgment to Mr Dale Stewart, Shire of Narrogin CEO)
Legislation	<i>Local Government Act 1995</i>
Disclosure of Interest	Nil
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information
Attachments	<ol style="list-style-type: none"> Best Practice Governance Review – Background Paper Best Practice Governance Review – Consultation Paper – Model Options



Background:

WALGA has, as a part of its Corporate Strategy 2020-25, identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review include:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments;
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "deal with matters related to State Councillors' Candidature for State and Federal elections";
- Proposed legislative reforms to remove WALGA from being constituted under the Local Government Act 1995 (WA); and
- Constitutional requirements for WALGA to become a registered organisation under the Industrial Relations Act 1979 (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission.

In March 2022 WALGA's State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussions regarding WALGA's current governance model, better membership engagement, and opportunities for change. At the meeting, five (5) comparator organisations were identified to be used as part of the comparative analysis. The subsequent Steering Committee meetings focused on the development of governance model principles.

WALGA has presented 5 governance model options:

- Option 1 – Two tier model, existing zones;
- Option 2 – Board, regional bodies;
- Option 3 – Board, amalgamated zones;
- Option 4 – Member elected board, regional groups; and
- Option 5 – current model
















In addition, the following principles were endorsed at the State Conference Annual General Meeting which was held on 2 October 2022.

- Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;
- Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and
- Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

WALGA is now seeking formal feedback by 23 December 2022, via a Council decision, on governance model options as presented in the Consultation Paper.

Furthermore, WALGA will be undertaking independent consultations from CEOs and Elected Members.

Below are the 5 options, including the current model, with details of each of their key governance bodies.

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 <p>Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents</p>	 <p>Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents</p>	 <p>Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents</p>	 <p>Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents</p>	 <p>State Council (25 members) 24 State Councillors 1 President</p>
 <p>Policy Council (25 members) 24 members plus President</p>	 <p>Regional Bodies (4 metro, 4 country)</p>	 <p>Zones (6 metro, 6 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Zones (5 metro, 12 country)</p>
 <p>Zones (5 metro, 12 country)</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Policy Teams / Forums / Committees</p>	 <p>Regional Groups</p>	 <p>Policy Teams / Forums / Committees</p>

(Attachment 2, pages 15-19 illustrates the nuances of each Option).

Comment:

With 139-member local governments whose size, scale, location, and diversity are extreme, it is not surprising WALGA’s current structure maybe considered cumbersome and time-consuming. However, conversely, it is suggested that has been effective in providing strong sector advocacy that balances the diversity of the membership to reach an agreed sector perspective.

Therefore, it is understandable that the determination of an appropriate governance model for WALGA has many challenges.

A key challenge to be met is whether the status quo (Option 5) should remain or if there are benefits to accrue from a change in governance model, and if, so, which option (Option 1 to 4 or hybrid?)

Interestingly, WALGA’s Consultation Paper (Attachment 2) notes that the Options meet the Principles as follows (highlighting arguably WALGA’s position that there is an argument for change):

- Option 1 score of 8/10
- Option 2 score of 8/10
- Option 3 score of 7/10
- Option 4 score of 7/10

- Option 5 score of 4/10

From the discussion at the Council Forum on 16 November 2022, it would appear Councillors also agree with this position with the following ranking of options being reached by consensus:

- First preference - Option 1 (Two tier model, existing zones)
- Second preference – Option 3 (Board, amalgamated zones)
- Third preference – Option 2 (Board, regional bodies)
- Fourth preference – Option 5 (current model)
- Fifth preference – Option 4 (Member elected board, regional groups)

Based on the agreed ranking above, it is recommended that Council endorse the rankings and advise WALGA accordingly.

Consultation:

Councillors at Council Forum on 16 November 2022

Statutory Implications:

Local Government Act 1995

Policy Implications:

Nil.

Strategic Implications:

- Shire of Koorda Integrated Strategic Plan (2022)
- 4.1 - Open and Transparent Leadership
- 4.3.1 - Actively participate in regional collaboration initiatives

Financial Implications:

Nil.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 081222**

Moved CR GL Boyne


Seconded CR NJ Chandler

That Council advise the Western Australian Local Government Association (WALGA) that in respect to the WALGA Governance Review, the Shire of Koorda’s ranking of the five governance model options is as follows:

- First preference – Option 1 (Two tier model, existing zones)*
- Second preference – Option 3 (Board, amalgamated zones)*
- Third preference – Option 2 (Board, regional bodies)*
- Fourth preference – Option 5 (current model)*
- Fifth preference – Option 4 (Member elected board, regional groups)*

CARRIED 6/0

12.4 Development Application - Amplitel Pty Ltd /Ventia Pty Ltd (Telstra)

Governance and Compliance		 Shire of Koorda <small>Drive in, stay awhile</small>
Date	8 December 2022	
Location	Not applicable	
Responsible Officer	Darren Simmons, Chief Executive Officer	
Author	Paul Bashall, Planwest (Planning Consultant)	
Legislation	<i>Planning and Development Act 2005</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Development Application - Amplitel Pty Ltd /Ventia Pty Ltd (Telstra Mobile Telephone Tower – Koorda townsite)	

Background:

Amplitel Pty Ltd /Ventia Pty Ltd has applied for Development Approval (DA) to construct a new 25m high mobile telephone base station tower, 6 panel antennae on a circular headframe, one GPS antenna and other associated equipment at 3 Ninghan Road in Koorda. The deemed provisions (of the Planning and Development (Local Planning Schemes) Regulations 2015) require the application to be determined by the Council.

The development is proposed to be located on Telstra owned land that currently occupied by communications infrastructure.

The applicant has stated that, due to an industry-specific network requirement, Amplitel have identified the need to install a telecommunications facility on the subject site to improve both voice and data services within the surrounding area. Furthermore, the facility will provide 4G and 5G services to the surrounding Koorda area.

All mobile phone network operators are bound by the operational provisions of the federal Telecommunications Act 1997 (“The Act”) and the Telecommunications Code of Practice 2018. The proposed telecommunications facility installation is not defined as a low-impact facility and is therefore subject to relevant State and local planning provisions.

Figure 1 shows the location of the proposed works (provided by the applicant). Although the aerial infrastructure will be placed on Lot 3, the access to Ninghan Street will be via 25 Railway Street (Lot 32), or potentially the abutting laneway.

FIGURE 1 – LOCATION PLAN



Source: Applicant, Planwest

Figure 2 shows the street view from Ninghan Street. The facility faces the Koorda Hotel on the southwest corner of Ninghan and Railway Street.

FIGURE 2 – STREET VIEW



Source: Google Earth, Planwest

The applicant has indicated that the facility is unmanned and will not require dedicated parking or any water or sewerage services.

The applicant advises that the proposed telecommunication installation requires the following works:

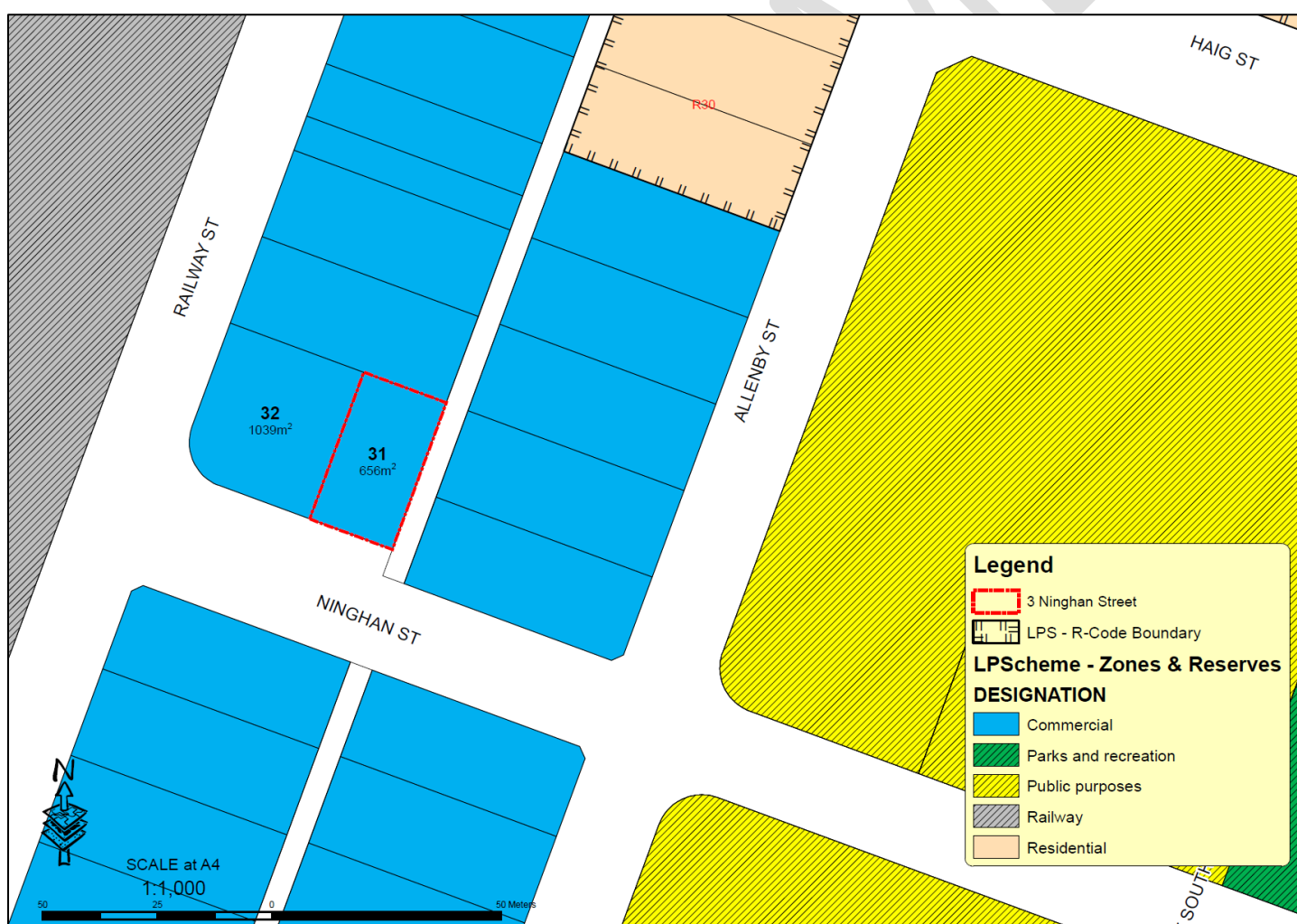
- Installation of one (1) new 25m high concrete monopole;
- Installation of one (1) new circular headframe;
- Installation of six (6) new panel antennas (no greater than 2.8m in length);
- Installation of one (1) new GPS antenna on to existing equipment shelter wall;
- Removal of one (1) existing Telstra omni antenna on the existing equipment shelter; and
- Installation of associated ancillary cabling and equipment.

The proposed monopole will be an unpainted/untreated galvanized grey in colour so that it blends in with the sky backdrop. This is considered appropriate given the moderate level of visual impact from the proposed facility.

Comment:

Figure 3 shows an extract from the Local Planning Scheme No 3 map (Scheme) showing the area of the proposal (red border). The proposed development is an upgrade to an existing use and is not considered inconsistent with the uses permitted in the commercial-type zone.

FIGURE 3 – EXTRACT FROM SCHEME MAP



Source: DPLH, Planwest

The Scheme refers the majority of its definitions to the Model Scheme Text in addition to those outlined in Schedule 1 of the Scheme. The definition of a telecommunications infrastructure in the **Regulations 2015** is as follows.

telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network;

The use class of a Telecommunication infrastructure is listed as a 'D' use in a Town Centre zone. 'D' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.

There are several positives to the proposed development including;

- the benefits to the community for improved communications in government, business and personal applications,
- the logical co-location of the proposed facilities with existing infrastructure,
- the minimal vibration and noise outputs during operational periods,
- the minimal maintenance traffic required to operate the facility,
- the minor visual bulk and colour of the installation,
- there are no native title, heritage, flora or fauna issues associated with the site,
- the adjoining land is zoned for commercial uses, and
- the land is not within the Bushfire Prone mapping area.

However, Telstra acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

The report accompanying the DA states that, whilst Amplitel and Telstra rely on the expert advice of national and international health authorities such as the Australian Communications and Media Authority (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts.

The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.

Telstra has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

Compliance with these guidelines and standards should minimise any impact of EMEs from the proposed infrastructure.

Consultation:

Chief Executive Officer

Statutory Implications:

Planning and Development Act 2005

Shire of Koorda Local Planning Scheme No.3

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan (2022)

2.1.1 - Ensure that our planning framework is modern and meets the needs of the relevant zoning stakeholders, such as industry, residential, small business and any emerging opportunities.

Financial Implications:

Nil.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 091222**

Moved CR GL Boyne

Seconded CR GW Greaves

That the development application from Amplitel Pty Ltd /Ventia Pty Ltd to construct a new 25m high Telstra mobile telephone base station tower, 6 panel antennae on a circular headframe, one GPS antenna and other associated equipment at 3 Ninghan Road, Koorda be approved subject to the following conditions:

- 1. The applicant providing evidence of an agreement for the facility to use vehicular access via Lot 32 Ninghan Street to the satisfaction of the local government; and**
- 2. The operation and ongoing use of the facility complying with acceptable electromagnetic energy (EME) output standards and guidelines to maintain the health and safety of surrounding users as set out by Australian Communications and Media Authority (ARPANSA) and the World Health Organisation (WHO).**

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.


Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

Note 4: The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted to the Shire of Koorda and be approved before any work requiring a building permit can commence on site.

CARRIED 6/0

Prior to Council consideration, Item 12.5 – Development Application – Australian Agricultural Services Pty Ltd (Tree Farm) was withdrawn by the CEO.

12.5 (Withdrawn from consideration) Development Application - Australian Agricultural Services Pty Ltd (Tree Farm)

Governance and Compliance		
Date	8 December 2022	
Location	Not applicable	
Responsible Officer	Darren Simmons, Chief Executive Officer	
Author	Paul Bashall, Planwest (Planning Consultant)	
Legislation	<i>Planning and Development Act 2005</i> <i>Shire of Koorda Local Planning Scheme No.3</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Development Application - Australian Agricultural Services Pty Ltd (Tree Farm)	

Background:

Australian Agricultural Services Pty Ltd has applied for Development Approval (DA) to develop a carbon planting project on Drumin Farm (851 Koorda-Kulja Road, Newcarlbeon) owned by Aussie Farming Pty Ltd. The development will consist of eucalypt woodland planting over various parts of the overall farm.

The deemed provisions (of the Planning and Development (Local Planning Schemes) Regulations 2015) require the application to be determined by the Council as it is considered to be a change of use from 'Agriculture extensive' to 'Plantation'.

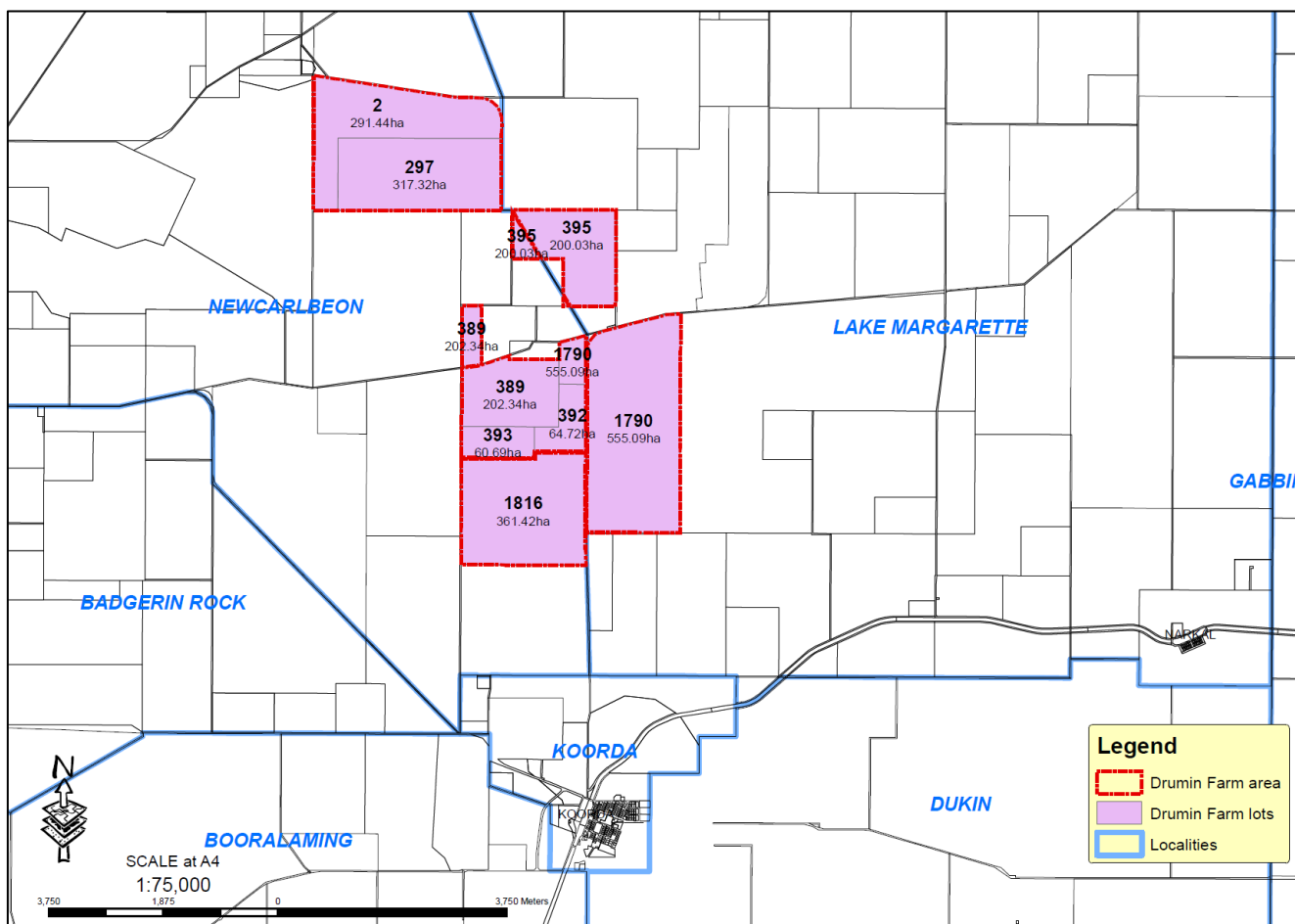
The applicant states that Aussie Farms Pty Ltd has partnered with Australian Agricultural Services Pty Ltd to undertake a carbon planting project on up to 1,300 hectares of land within the southern lots of Drumin Farm (See Figure 1). Whilst the remainder of the farm will maintain agricultural activities, the planting of local trees and shrubs on land adjacent to saline valley floors will be the first step to reintroduce the Eucalypt woodlands to the existing landscape.

The applicant adds that the project will be operated as a carbon storage project, with the income generated from the plantings returned to the partnership. The mixed species planting will increase the aesthetics along Koorda-Kulja Road, enhance local biodiversity and increase the resilience of existing remnant vegetation. The permanence of the project for carbon will be approximately 30 years from the date of declaration, which is anticipated to be within the first quarter of 2023.

The applicant has advised that the development cost is \$600,000.

Figure 1 shows the location of land parcels involved in the planting project in relation to the Koorda townsite.

FIGURE 1 – LOCATION PLAN



Source: Landgate, Planwest

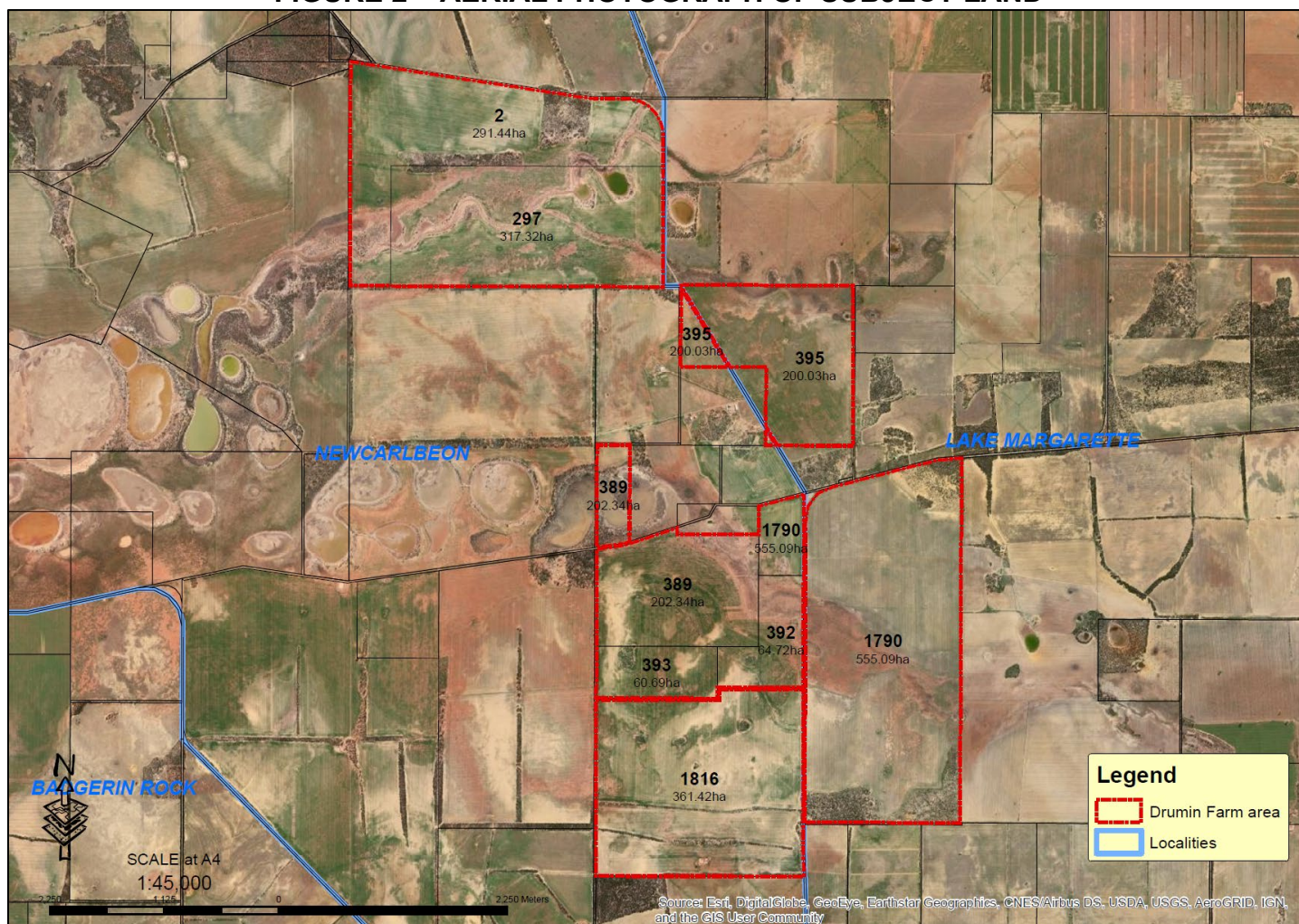
The planting operations will be managed and implemented by Woodland Services, owned and operated by Dan and Jodi Wildy. Woodland Services have worked extensively throughout the central and northern wheatbelt providing tree planting services, plantation and project management for more than 15 years.

Approximately 100 ha will be planted during Stage 1 of the project during winter 2023, with target completion of planting for the project during winter 2025. To reduce fuel loads, light grazing may be introduced into the block plantings once the trees are established and not at risk of damage from the stock.

The configuration of the planting will be in a block formation in compartment sizes less than 100 ha and firebreaks compliant with the Guidelines for Plantation Fire Protection (DFES 2011) and Shire regulations. The applicant states that there is no built infrastructure on the areas of land that will be part of the project

Figure 2 shows an aerial photograph of the subject land

FIGURE 2 – AERIAL PHOTOGRAPH OF SUBJECT LAND



Comment:

Figure 3 shows an extract from the Local Planning Scheme No 3 map (Scheme) showing the area of the proposal (red border). The whole of the land is zoned 'Rural' whereas the Scheme designates a 'Plantation' use class as a 'D' use in a Rural zone.

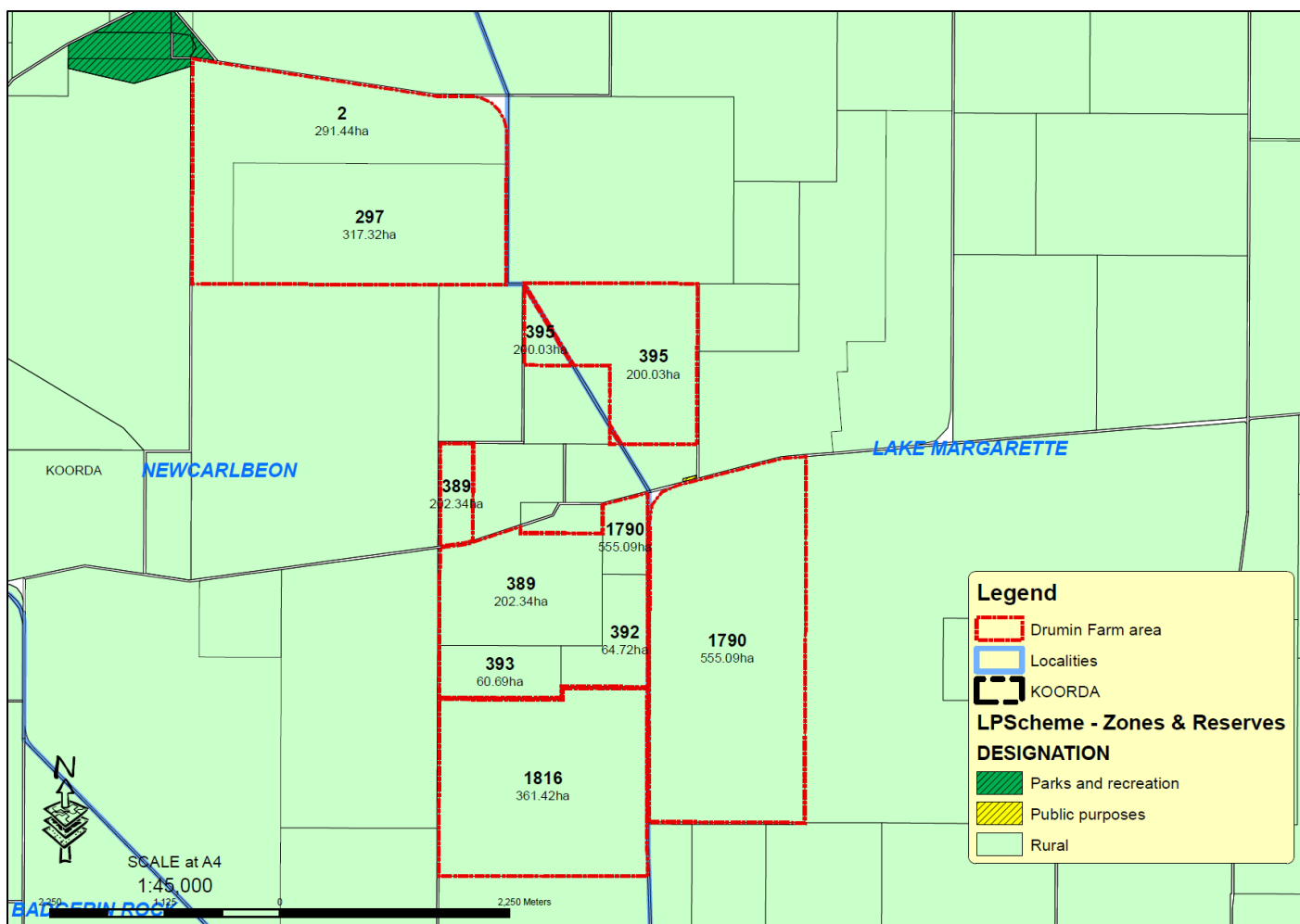
A 'D' use means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.

Schedule 1 of the Scheme refers to definitions of the model scheme text. At the time of drafting the Scheme the definition of "plantation" had the same meaning as in the Code of Practice for Timber Plantations in Western Australia (1997) published by the Department of Conservation and Land Management and the Australian Forest Growers.

However, there is now no definition of Plantation in the model scheme text (of the Regulations 2015) - the equivalent is termed a 'Tree farm'.

A tree farm means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the Carbon Rights Act 2003 section 5.

FIGURE 3 – EXTRACT FROM SCHEME MAP



Source: DPLH, Planwest

The planting of 1,300 hectares of eucalypt woodlands appears to be a positive step towards reverting these agricultural areas back to their previous natural state. The incentive being the creation of carbon credits.

It is considered unlikely that the planting project will create any other issues, however the details of the proposal are sketchy in regard to duration of the planting program, the access points, the ongoing management of the grazing stock, any earth works that may alter the drainage of the land that may impact the existing road reserve drainage, and any planning implications of the 'completion' of the project.

Although a Fire Management Plan has been prepared it will need to be certified by an appropriately qualified practitioner.

The validity of the DA has been extended to 4 years (instead of the standard 2 years) due to the planting program outlined in the application.

Consultation:

Chief Executive Officer

Statutory Implications:

Planning and Development Act 2005
Shire of Koorda Local Planning Scheme No.3

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan (2022)

2.1.1 - Ensure that our planning framework is modern and meets the needs of the relevant zoning stakeholders, such as industry, residential, small business and any emerging opportunities.

Financial Implications:

Nil.

Voting Requirements: Simple Majority Absolute Majority

Withdrawn without consideration

Officer Recommendation

Resolution 1222

Moved CR

Seconded CR

That the development application from Australian Agricultural Services Pty Ltd to plant up to 1,300ha of trees for biodiversity and carbon planting purposes at 851 Koorda-Kulja Road, Newcarlbeon (Drumin Farm) be approved subject to the following conditions:

1. The applicant verifying that the Fire Management Plan complies with current bushfire protection provisions to the satisfaction of the Shire of Koorda Chief Executive Officer.
2. On-going compliance with the management plan for bushfires to the satisfaction of the Shire of Koorda Chief Executive Officer; and
3. The preparation of a construction (planting) management plan, to ensure minimal impact to public infrastructure, to the satisfaction of the Shire of Koorda Chief Executive Officer.

Advice Notes:

Note 1: If the development the subject of this approval is not substantially commenced within a period of 4 years after the date of the determination, the approval will lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.

Note 4: The applicant is advised of the on-going obligation to maintain appropriate fire breaks around the property.

CARRIED

13. OFFICER'S REPORTS – WORKS & ASSETS

Nil.

14. Urgent Business Approved by the Person Presiding or by Decision

Nil.

15. Elected Members' Motions

Nil.

16. Matters Behind Closed Doors

Officer Recommendation Resolution 101222

Moved CR GW Greaves

Seconded CR LC Smith

That Council close the meeting to the public at 6.26pm in accordance with section 5.23 (2) (b), (c) and (d) of the Local Government Act 1995 as the matters in item 16.1 and 16.2 relates to the personal affairs of persons involved (16.1) and as a contract may be entered into and/or has commercial value/information of a person other than the Shire (16.2).


CARRIED 6/0

Cr JM Stratford declared an impartiality interest in Item 16.1 – 2023 Australia Day Citizen of the Year Nominations as she was involved with the nomination.

Cr NJ Chandler declared an indirect financial interest in Item 16.1 – 2023 Australia Day Citizen of the Year Nominations as he is closely associated with a nomination. Cr NJ Chandler departed the chambers at 6.27pm prior to any discussion or vote.

16.1 2023 Australia Day Citizen of the Year Nominations

In accordance with Section 5.23 (2) (b) of the *Local Government Act 1995*, Council will close the meeting to the public to discuss a matter affecting the personal affairs on persons involved.

Corporate and Community		
Date	9 December 2022	
Location	Not applicable	
Responsible Officer	Darren Simmons, Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Confidential Nominations	

The matter of the 2023 Australia Day Citizen of the Year nominations will be discussed, and a resolution made.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 111222**

Moved CR BG Cooper

Seconded CR GL Boyne

That the Citizen of the Year for 2023 Australia Day awards be determined as discussed at the Council Meeting held on 15 December 2022.


CARRIED 5/0

Cr NJ Chandler re-entered the chambers at 6.50pm.

UNCONFIRMED

Item 16.2 originally listed in agenda for this meeting as item 11.3 but was moved by the President for Council consideration 'behind closed doors.'

16.2. Request for Tender (RFT) 2022/01 - Koorda Recreation Ground Pavilion Extension and Upgrade – Design and Construction

Corporate and Community		
Date	9 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Confidential Report	

Background:

Arising from the 2022/2023 Shire of Koorda Budget's house and building program, a state-wide request for tender (RFT) was called for the design and construction of an extension and upgrade to the Koorda Recreation Pavilion.

Tenders closed at 2.00pm Tuesday 4th October 2022. One (1) tender submission was received from Stallion Building Co Pty Ltd (Stallion Homes).

The RFT Evaluation report went to a Special Meeting of Council on 13 October 2022, and the following was resolved.

Officer Recommendation **Resolution 031022**

Moved CR GW Greaves

Seconded CR BG Cooper

That Council:

- 1. Subject to future Council approval of the final design, costings, and construction plan, receives the sole tender response to the Request for Tender 2022/01 - Koorda Recreation Ground Pavilion Extension and Upgrade – Design and Construction from Stallion Building Co Pty Ltd (Stallion Homes) for \$1,048,813.06 ex GST;**
- 2. Authorises the Chief Executive Officer to arrange for Councillors and executive staff to meet with Stallion Homes to discuss design concepts as soon as practicable; and**
- 3. Directs the Chief Executive Officer to present to a future meeting of Council, the draft final design, costings, and construction plan for Council consideration.**

CARRIED 5/0

Comment:

Following the October Special Council Meeting, community feedback on the design concept was sought through the local Narkal notes, via notice boards, online survey and two community workshops.

Four responses were received from the online survey and over the two community workshops; 13 community members attended, and various feedback was received.

At the November 2022 Council Forum, Councillors went through each item of feedback and noted and accepted changes to determine the final design to allow Stallion Homes to provide the final costing for Council consideration at its meeting to be held on 15 December 2022. (Whilst the final costing was not available at the time of agenda production, details will be provided to Councillors under separate confidential cover prior to the meeting).

It is also worth noting that due to the numerous additional items requested for inclusion (such as 2 x automatic sliding doors, key fob entry system, CCTV, installation of a safe and installation of a projector and pull-down screen) it is anticipated to result in an increase to the tendered pricing.

Consultation:

Community Consultation (Online survey, Narkal notes and two community workshops)
Council Members
Darren Simmons, Chief Executive Officer
Darren West, Works Supervisor
Stallion Homes

Statutory Implications:

Local Government Act 1995, Section 3.57(1) (2)
Local Government Act (Functions in General) Regulation 1996 – Part 4 – Tenders for providing goods and services 11(1)

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
3.1 – Shire owned facilities are renewed and maintained in a strategic manner to meet community needs.
4.3 – Forward planning and delivery of services and facilities that achieve strategic priorities.

Financial Implications:

2022/2023 Budget Provisions (\$1,000,000 allocation to the Recreation Pavilion)
Approved Local Roads and Community Infrastructure Program Phase 3 Project Nomination

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 121222**

Moved CR GL Boyne

Seconded CR GW Greaves

That Council;

- 1. Accept the Tender from Stallion Homes Pty Ltd for \$1,048,813.06 ex GST;**
- 2. Accept the Council and Community variations as listed in item 16.2 for \$97,822.81 ex GST; and**
- 3. Increase allocation from the Recreation Reserve to a total contribution of \$267,221.**

CARRIED BY ABSOLUTE MAJORITY 6/0

**Officer Recommendation
Resolution 131222**

Moved CR NJ Chandler

Seconded CR GW Greaves

That Council re-open the meeting to the public at 7.24pm.

CARRIED 6/0

17. Closure

The Presiding Person thanked Councillors and staff for their attendance, wished all a **Merry Christmas** and declared the meeting closed at 7.25pm.

Signed: _____

Presiding Person at the meeting at which the minutes were confirmed.

Date: 15 February 2023



Shire of
Koorda

Drive in, stay awhile

MINUTES

Special Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Monday 19 December 2022

Commencing 6.00pm

Meeting Purpose: To consider the 2021/2022 Audit Report

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that a Special Meeting of Council of the Shire of Koorda will be held on Monday 19 December 2022 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda, commencing at 6.00pm.

The purpose of the meeting is to consider the 2021/2022 Audit Report.

Darren Simmons
Chief Executive Officer
16 December 2022

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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

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

To be read aloud if any member of the public is present.

Signed



Darren Simmons
Chief Executive Officer

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UNCONFIRMED

**Shire of Koorda
Special Council Meeting
6.00pm, Monday, 19 December 2022**



1. Declaration of Opening

The Presiding person welcomed those in attendance and declared the meeting open at 6.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr BG Cooper	Deputy President
Cr GL Boyne	
Cr LC Smith	
Cr NJ Chandler	

Staff:

Mr DJ Simmons	Chief Executive Officer (CEO) (via MS Teams)
Miss LD Foote	Deputy Chief Executive Officer (DCEO)

Members of the Public:

Apologies:

Cr GW Greaves

Approved Leave of Absence:

3. Public Question Time

(Please note: Being a special meeting of Council, any questions must relate to the purpose of the meeting being to consider the 2021/2022 Audit Report).


4. Disclosure of Interest

Nil.

5. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

The Final Audit Opinion was received after the meeting and has formed part of the minute attachments.

5.1. 2021/2022 Annual Audit Process

Governance and Compliance		
Date	16 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995 Section 6.10 & 7.9(1)</i> <i>Local Government Financial Management Regulation 1996 Part 2</i> <i>Local Government (Audit) Regulations 1996 – Reg 10</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	2021-2022 DRAFT Annual Report 2021-2022 DRAFT Annual Financial Statements Independent Auditor's Report	

Background:

The Draft Independent Auditor's Opinion on the Audit of the Financial Report for the year ending 30 June 2022 has not been received at the time of this report. Copies of annual audit completion report have been provided to the Councillors under separate cover.

Prior to this Council meeting, the Audit Committee (including all other Councillors as guests) met as part of the exit meeting, which is an audit requirement with the Office of Auditor General.

The Chief Executive Officer has reviewed the draft audited financials in readiness to return to the Auditor General. The Auditor General will respond and issue the final report and sign off within five business days. We anticipate that if any documents change, they will be referred to a future Audit Committee meeting, to consider and recommend to Council the adoption of the modified Annual Financial Statements and Independent Auditor's Report for the year ending 30 June 2022.

Comment:

Subject to the Auditor General's confirmation of the Draft Annual Financial Statements and Independent Auditor's Report as presented, as part of the following item *5.2 Annual Reporting Requirements*, Council will consider receiving and adopting the Shire of Koorda Annual Report for the year ended 2021/2022.

Management will comment on any issues made when the Draft Independent Auditor's Opinion is received.

Consultation:

Darren Simmons, CEO, Shire of Koorda
Marius van der Merwe, Partner, Dry Kirkness
Ashish Agrawal, Senior Analyst, Dry Kirkness

Statutory Implications:

Local Government Act 1995 Section 6.10 & 7.9(1)
Local Government Financial Management Regulation 1996 Part 2
Local Government (Audit) Regulations 1996 – Reg 10

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Financial Implications:

Nil

Voting Requirements:

Simple Majority Absolute Majority

**Committee Recommendation
Resolution 141222**

Moved CR NJ Chandler

Seconded CR BG Cooper


That Council;

1. Endorse the report of the Deputy Chief Executive Officer outlining the 2021/2022 annual audit process, indicating a clean unqualified audit, subject to no change in the issued Draft Audit Opinion, and

2. Pursuant to Section 7.12A (2) of the Local Government Act 1995, recognises the exit meeting held with the Office of the Auditor General and Dry Kirkness on 19 December 2022 as a meeting with the auditor of the Local Government.

CARRIED 5/0

5.2. Annual Reporting Requirements

Governance and Compliance		
Date	16 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995 – Sections 5.27, 5.29, 5.53, 5.54, 5.55</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	Nil	

Background:

Under Section 5.53 of the Local Government Act;

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
- (a) a report from the mayor or president; and*
 - (b) a report from the CEO; and*
[(c), (d) deleted]
 - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) the financial report for the financial year; and*
 - (g) such information as may be prescribed in relation to the payments made to employees; and*
 - (h) the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*
 - (ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993 ; and*
 - (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) the number of complaints recorded in the register of complaints; and*
 - (ii) how the recorded complaints were dealt with; and*
 - (iii) any other details that the regulations may require; and*
 - (i) such other information as may be prescribed.*

Under Section 5.54;

(1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** Absolute majority required.*

(2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

Comment:

The 2021/2022 Draft Annual Report has been prepared for Council consideration.

However, it is important to note that the Auditors Report and the Annual Financial Statements are in draft format only and are subject to change/confirmation.

Due to an extended Audit process, the usual time frame for the Shire's Annual Report/Financial Statement adoption and Annual Electors Meeting will be later than usual.

Due to the time limit for a general meeting to be held, within 56 days of adoption of the Annual Report, the annual meeting of electors could not be held any later than Monday, 13 February 2023, bearing in mind that at least 14 days' local public notice is also required.

Consultation:

Darren Simmons, CEO, Shire of Koorda
Marius van der Merwe, Partner, Dry Kirkness
Ashish Agrawal, Senior Analyst, Dry Kirkness
Ann Ang, Director, Office of the Auditor General for WA

Statutory Implications:

Local Government Act 1995 – Sections 5.27, 5.29, 5.53, 5.54, 5.55

Policy Implications:

A24 (preferable to hold the General Meeting of Electors October of each year)

5.27 (2): A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report from the previous financial year.

5.29 (1) (a) at least 14 days' local public notice

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Financial Implications:

Nil

Voting Requirements:

Simple Majority Absolute Majority

Officer Recommendation

Resolution 151222

Moved CR NJ Chandler

Seconded CR LC Smith

That;

1. Subject to there being no change to the Draft Independent Auditor's Report, the Shire of Koorda Annual Report, Annual Financial Statements and Auditor's Report for the year ended 2021/2022, as presented and/or issued, be adopted.

2. Resolve that the Annual Meeting of Electors' be held on Wednesday, 8 February 2023, commencing at 6.00pm in the Shire of Koorda Council Chambers.

CARRIED BY ABSOLUTE MAJORITY 5/0

6. Closure

The Presiding person extend congratulations and thanks to the DCEO and CEO for their timely preparation of the Annual Report and Financial Statements, and declared the meeting closed at 6.29pm.

Signed: _____

Presiding Person at the meeting at which the minutes were confirmed.

Date: 15 February 2023

UNCONFIRMED

**MINUTES OF THE SHIRE OF KOORDA ANNUAL MEETING OF ELECTORS
HELD ON WEDNESDAY 8 FEBRUARY 2023 AT 6.00PM**

1. DECLARATION OF OPENING

Presiding person declared the meeting open at 6.00pm

2. PRESENT

Cr JM Stratford	President
Cr Nick Chandler	Councillor
Cr GW Greaves	Councillor
Cr GL Boyne	Councillor
Lana Foote	Deputy CEO

Electors:

Colleen Scally	
Kim Storer	CDO

APOLOGIES

Cr BG Cooper	Deputy President
Cr LC Smith	Councillor
Darren Simmons	CEO
Gerry Pauley	Elector
Pam Greaves	Elector

3. PRESENTATION OF THE 2021/2022 ANNUAL REPORT

- a. Presidents Report
- b. Chief Executive Officers Report
- c. Financial Report
- d. Auditors Report

Moved: Kim Storer

Seconded: Cr GL Boyne

That the Annual Report for the 2021/2022 Financial Year including:

- a) Presidents Report**
- b) Chief Executive Officers Report**
- c) Financial Report**
- d) Auditors Report**

be accepted.

Carried.

4. GENERAL BUSINESS

C Scally: I have been very impressed with the new Doctor, he seems quite thorough and I have heard good reports about him. Are we able to have an update as I have heard he has a 6-month contract, is that true?

President: Yes, Dr Michael has a 6-month contract with Dr Emmanuel. The Shires of Koorda and Wyalkatchem are very proactive in this space and attended a meeting in Wyalkatchem today with Rural Health West.

K Storer: With the publicised offer for a Doctor in Quairading, is this going to change things and increase competition in the sector?

President: The tone has been set, and with more positions than doctors, naturally a supply and demand issue is created. We are working with the Shire of Wyalkatchem to ensure we have a consistent service at an affordable price. We are exploring all options, and acknowledge a reliable Doctor service is important to our rate payers.

**MINUTES OF THE SHIRE OF KOORDA ANNUAL MEETING OF ELECTORS
HELD ON WEDNESDAY 8 FEBRUARY 2023 AT 6.00PM**

C Scally: How many days does the Doctor work?
President: Dr Michael works four and a half days a week. The Shire of Wyalkatchem hold the contract with Dr Emmanuel, who employs Dr Michael, and we contract one day from Wyalkatchem.

C Scally: I noticed over the holidays the skate park was being used a lot, I am just wondering with the townscaping plans is there any likelihood of getting shade sails or expanding the park?

President: As a parent who goes to the Skate park, there is seating under the trees. The Skate park will form part of the volunteer park upgrades as outlined in the Townscaping concept plan. Part of the plan also looks at a nature play playground and some extra lawn in that area.

C Scally: As the waste site has been earmarked for closure for some time, can we get an update on how it is all going? And with the recycling service, have we found there has be any less waste?

President: Council adopted a waste management and closure plan for the site at the November 2022 meeting. Within the plan, there is still a lot of work which is required to be done to further progress. The plan works towards a 2030 closure, however Koorda, as part of NEWROC, are still investigating the viability of a regional waste facility, and what this would mean for Koorda.

C Scally: The Memorial hall has not been as utilised as it use to be, as it is the Memorial Hall could we perhaps look at having the ANZAC Day morning tea in there every second year, as it is nice to have plenty of seating options.

President: I can agree with the importance of the Memorial Hall. The staff work closely with CWA, Red Cross and the Motor Museum each year to determine the ANZAC Day program and may be able to look into this. We had three events there last year with the Koorda Winter Sports wind up, the Central Wheatbelt Winter Sports wind up and the kids Halloween ball.

C Scally: How is the Rec Centre upgrade going, and how long will it be out of action for?

President: At the December Council meeting the tender was accepted with modifications. The site drawings and plans are underway at present and we are waiting for a further update. The Local Roads and Community Infrastructure (LRCI) Phase 3 funding we allocated is time sensitive, in the fact it is to be expended by June this year. The \$880k grant funding for Phase 3 was an opportunity that couldn't be passed as the Shire didn't have to match any sort of level of contribution and could opt to have it 100% funded by the LRCI, however will contribute \$267,211 from Reserves to cover the project scope.

C Scally: There are talks about the bowling green moving to the rec ground, is this true?

President: There is certainly a future consideration, however the current stage is a building extension on the Recreation Pavilion only.

C Scally: Is there any buses or cars available locally for those unable to drive to medical appoints outside of Koorda?

President: The Wyalkatchem hospital have a bus and car for these purposes. We will touch base with WA Country Health Service to determine the applicable uses of the car housed at the Koorda Medical Centre and will see if they can promote locally if appropriate.

**MINUTES OF THE SHIRE OF KOORDA ANNUAL MEETING OF ELECTORS
HELD ON WEDNESDAY 8 FEBRUARY 2023 AT 6.00PM**

- C Scally: From the last minutes it mentioned the Community grants scheme would be involved in the 22/23 budget, has this happened?
- President: An allocation has been included in the 2022/23 budget. We are currently undertaking a policy review which will determine the guidelines for the proposed community grants scheme.
- C Scally: On behalf of the Museum & Koorda community I just want to pass on thanks to all the Shire Councillors for their time and effort, and acknowledge the staff too. From a community perspective, everything has been going very well.

5. CLOSURE

Prior to closing, the Presiding person gave thanks to Councillors and Staff for their efforts over the past 12 months, ending the year with some great wins.

A thanks to the community for being great supporters, and recognition of all our local Volunteers who take on roles, do rosters and keep clubs and groups running, we are very lucky to have the volunteers we do.

Being a Councilor is very rewarding and 2023 brings the next round of Local Government Elections, so just a reminder for anyone wishing to nominate.

The Presiding person declared the meeting closed at 6.27pm.

These minutes were referred to the Ordinary Council Meeting held on Wednesday 15 February 2023.

Signed:

WHEATBELT NORTH REGIONAL ROAD GROUP DRAFT MINUTES

of the Wheatbelt North Regional Road Group meeting held at the Northam Recreation
Centre, 44 Peel Terrace, Northam
Monday, 05 September 2022 at 10:00am

Distribution List

RRG Chairman, Cr W. Gibson, Shire of Dandaragan
RRG Deputy Chairman, Cr E. O'Connell, Shire of Nungarin

Sub Group Elected RRG Delegates (4)

Cr B. Haywood - Shire of Goomalling, Avon SG (confirmed to 2022/23)
Cr K. Trent – Shire of York, Avon SG Proxy (confirmed to 2022/23)
Cr D. Hudson - Shire of Dowerin, Kellerberrin SG (confirmed to 2022/23)
Cr R. Patroni – Shire of Merredin, Kellerberrin SG Proxy (confirmed to 2022/23)
Cr W. Gibson, Shire of Dandaragan, Moora SG (confirmed to 2022/23)
Cr W. Fewster - Shire of Gingin, Moora SG Proxy (confirmed to 2022/23)
Cr E. O'Connell - Shire of Nungarin, North East SG (confirmed to 2022/23)
Cr g. Waters – Shire of Trayning, North East SG Proxy (confirmed to 2022/23)

Please note that as soon as practical after the Local Government Elections to be held during October 2023, and prior to the WBN RRG meeting normally held in February of the following year, the four Subgroups will be required to elect for a term of two years their preferred elected delegate to the WBN RRG. The four delegates will then be required to elect the WBN RRG Chairperson.

LG CEOs (24), Secretariat to State Advisory Committee (1) WALGA (2)
MRWA Wheatbelt, Northam (3)

1 - Welcome address by Chairman, Record of Attendance and Apologies

Welcome by Cr. Wayne Gibson.

Introduction of guest speaker Leith Collins – WSNF Acting Program Director.

Introduction of Suvrat Patel – MRWA Acting Network Manager - Wheatbelt

The record of attendance is attached.

Apologies were received from:

Cr Curtis- Shire of Chittering

Cr Forsyth – Shire of Kellerberrin

Peter Bentley – Shire of Goomalling

David Long – Shire of Goomalling

Lindon Mellor – Shire of Merredin

Mohammad Siddiqui – MRWA Regional Manager - Wheatbelt

Cr Haywood advised that he would be leaving the meeting at 11h00.

2 - Confirmation of minutes

The minutes of the Wheatbelt North Regional Road Group meeting held on 28 February 2022 were provided at **Addendum 1**.

Motion:

That the minutes of the Wheatbelt North Regional Road Group meeting held on 28 February 2022 be confirmed as a true and correct record of proceedings.

Moved: Cr O'Connell Seconded: Cr Haywood Carried: 4/0

3 - Business arising from previous minutes

Nil

4 - Correspondence

The incoming and outgoing correspondence was presented by way of a WeTransfer link containing all emails.

4.1 Addendum 2a - Outwards

- Outgoing 2022.02.21 - FW_ Crash Map Training Video Tutorials Now Available on Main Roads Website.msg
- Outgoing 2022.02.23 - IMPORTANT_ Vote regarding WBN Regional Road Group Meeting - In person or via TEAMS.msg
- Outgoing 2022.02.25 - WBN Regional Road Group Meeting - Additional documentation.msg
- Outgoing 2022.02.28 - FW_ Crash Map - 2021 Crash Data and Crash Costs.msg
- Outgoing 2022.02.28 - Wheatbelt North Regional Road Group Meeting.msg
- Outgoing 2022.03.11 - WSNF Governance Documents for perusal and comment - with tracked changes.msg
- Outgoing 2022.03.15 - Report on Review of WSNF Project Governance.msg
- Outgoing 2022.03.17 - FW_ WSNF Governance Documents for perusal.msg
- Outgoing 2022.03.21 - Main Roads Wheatbelt - New Regional Manager - Mohammad Siddiqui.msg
- Outgoing 2022.03.23 - 2023-24 Black Spot Presentation - Flyer and Registration for 27 April 2022.msg
- Outgoing 2022.04.04 - FW_ Austroads Road Safety Audit Policy Template for Local Government.msg
- Outgoing 2022.04.04 - FW_ Main Roads WA _ IPWEA-WA New Online Road Safety Engineering - Treatment of Crash Locations Course.msg
- Outgoing 2022.04.06 - Announcement of successful 2022-23 Black Spot projects in WA.msg
- Outgoing 2022.04.06 - FW_ 2023-24 Black Spot Presentation - Flyer and Registration for 27 April 2022.msg
- Outgoing 2022.04.11 - FW_ Subgroup Recommendations for WSNF Steering Committee and Technical Advisory Group.msg
- Outgoing 2022.04.13 - Amended State Black Spot Guidelines and 2023_24 State Black Spot Nominations for existing Staged Projects_.msg
- Outgoing 2022.05.11 - Wheatbelt Region Level 1 Bridge Inspection Report as at 03 May 2022.msg
- Outgoing 2022.05.13 - Minutes - Regional Road Group.msg
- Outgoing 2022.05.17 - 2022_2023 MCA Submissions due 31 August 2022.msg
- Outgoing 2022.05.17 - RE_ 2022_2023 MCA Submissions due 31 August 2022.msg
- Outgoing 2022.06.02 - End of Financial Year Accruals.msg
- Outgoing 2022.06.13 - FW_ Austroads Road Safety Audit Policy Template for Local Government 2.msg
- Outgoing 2022.06.13 - FW_ Main Roads WA _ IPWEA-WA New Online Road Safety Engineering - Treatment of Crash Locations Course 2.msg
- Outgoing 2022.06.15 - 2022_23 WBN Indicative Direct Grants.msg
- Outgoing 2022.06.15 - FW_ Commodity Routes Fund 2023-24 Applications.msg
- Outgoing 2022.06.27 - 2023_24 Black Spot Nomination - Crash Map photos upload.msg
- Outgoing 2022.06.27 - FW_ End of Financial Year Accruals.msg
- Outgoing 2022.07.08 - Urgent Notice _ 2023_24 Black Spot Nominations - closing date extended to Monday 11 July 2022.msg
- Outgoing 2022.07.14 - Local Government Road Safety Plan Workshop.msg
- Outgoing 2022.07.28 - FW_ 2022_23 State Black Spot Program - approved and announced by the Minister for Transport.msg
- Outgoing 2022.08.03 - Ministerial Approval for the 2022_23 Local Roads Program.msg

- Outgoing 2022.08.04 - Level 1 Bridge Inspection Framework - 2022-23 Cycle.msg
- Outgoing 2022.08.05 - Regional Road Group Report - August 2022.msg
- Outgoing 2022.08.09 - FW_ Main Roads WA _ IPWEA-WA New Online Road Safety Engineering - Treatment of Crash Locations Course.msg
- Outgoing 2022.08.15 - Invoices for Direct Grants are due by 31 August 2022.msg
- Outgoing 2022.08.19 - Increase to 2022 _ 2023 Direct Grant funding.msg
- Outgoing 2022.08.22 - Main Roads Wheatbelt Region Incident Management Contacts.msg
- Outgoing 2022.08.23 - RE_ Increase to 2022 _ 2023 Direct Grant funding.msg
- **Wheatbelt North Funding Recoup Registers were emailed on:**
 - 28 February 2022
 - 22 March 2022
 - 26 April 2022
 - 25 May 2022
 - 10 June 2022
 - 27 June 2022
 - 06 July 2022
 - 28 July 2022
 - 26 August 2022

4.2 Addendum 2b – Incoming

- Incoming - 2022.03.14 Nungarin RE_ WSNF Governance Documents for perusal and comment - with tracked changes (30).msg
- Incoming - 2022.03.15 Cunderdin RE_ Report on Review of WSNF Project Governance (2).msg
- Incoming - 2022.03.15 Cunderdin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.15 Gingin RE_ Report on Review of WSNF Project Governance (27).msg
- Incoming - 2022.03.15 Moora Subgroup FW_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.15 Narrogin RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.15 Tammin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.15 West Arthur RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.16 Dumbleyung RE_ WSNF Governance Documents for perusal A.msg
- Incoming - 2022.03.16 Dumbleyung RE_ WSNF Governance Documents for perusal B.msg
- Incoming - 2022.03.16 Dumbleyung RE_ WSNF Governance Documents for perusal C.msg
- Incoming - 2022.03.16 Kellerberrin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.17 Brookton RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.17 Cuballing RE_ WSNF Governance Documents for perusal A.msg
- Incoming - 2022.03.17 Cuballing RE_ WSNF Governance Documents for perusal B.msg
- Incoming - 2022.03.17 Cunderdin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.17 Dalwallinu RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.17 Gingin RE_ WSNF Governance Documents for perusal and comment - with tracked changes.msg
- Incoming - 2022.03.17 Kellerberrin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.17 Kulin RE_ Wheatbelt South Regional Road Group Meeting - WSNF Documentation Motion.msg
- Incoming - 2022.03.17 Narembene RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.17 Narrogin RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.17 Narrogin WSNF Updated Doc's.msg
- Incoming - 2022.03.17 Quairading WSNF Governance Documents_ Response from Shire of Quairading.msg
- Incoming - 2022.03.17 Wandering GR578 - FW_ GR578 - WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.17 Williams RE_ WSNF Governance Documents for perusal (12).msg

- Incoming - 2022.03.17 Yilgarn RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.18 Dowerin Report on Review of WSNF Project Governance - Shire of Dowerin.msg
- Incoming - 2022.03.18 Merredin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.18 Tammin RE_ Report on Review of WSNF Project Governance (2).msg
- Incoming - 2022.03.18 Tammin RE_ Report on Review of WSNF Project Governance.msg
- Incoming - 2022.03.21 Nungarin Additional Comments on Governance Plan.msg
- Incoming - 2022.03.21 Nungarin Shire Comment - WSNF Governance Plan.msg
- Incoming - 2022.03.22 Corrigin RE_ WSNF Governance Documents for perusal.msg
- Incoming - 2022.03.22 Mt Marshall Report on Review of WSNF Project Governance - 2022_03 Mt Marshall CEO Response.msg
- Incoming - 2022.06.29 Governance Plan Draft.msg
- Incoming - 2022.07.13 Mt Marshall RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.07.19 Gingin RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.19 Quairading RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.19 Wagin RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.20 Brookton RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review (4).msg
- Incoming - 2022.07.20 Dalwallinu RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.20 Dowerin RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review - Shire of Dowerin Comment.msg
- Incoming - 2022.07.20 Hotham Dale Sub Group Meeting Minutes.msg
- Incoming - 2022.07.20 Kellerberrin RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.07.20 Narrogin RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.07.21 Northam RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.21 Wickopin RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.22 Cuballing RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.22 Cuballing RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.07.22 Goomalling FW_ Message from _RNP5838796DBB6C_.msg
- Incoming - 2022.07.22 Koorda RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.07.22 West Arthur FW_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.25 Nungarin WSNF - Governance Plan.msg
- Incoming - 2022.07.25 Wandering C01206 - FW_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.26 FW_ Hotham Dale Sub Group Meeting Minutes.msg
- Incoming - 2022.07.27 Williams RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.07.28 Chittering Consultants on WSNF Tech Committee.msg
- Incoming - 2022.07.29 Toodyay OAM61492_ WSNF Governance Plan Response.msg
- Incoming - 2022.08.01 Corrigin RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.08.01 Merredin RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.08.01 Narrogin RE_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review.msg
- Incoming - 2022.08.03 Beverley RE_ Letter to LGs re contractors on Tec Group.msg
- Incoming - 2022.08.03 York FW_ Wheatbelt Secondary Freight Network DRAFT Governance Plan for review- Shire of York Resolution.msg

Motion:

That the correspondence be accepted, as listed.

Moved: Cr R. Patroni Seconded: Cr W. Fewster Carried: 4/0

5 - Technical Working Group Representatives:

Avon SG Delegate	Ms Sinead McGuire	Shire: York
Kellerberrin SG Delegate	Mr Lenin Pervan	Shire: Kellerberrin
Moora SG Delegate	Mr Marc Bennet	Shire: Dalwallinu
North East SG Delegate	Mr Rod Munns	Consultant

The Wheatbelt North Technical Committee have not held a meeting since 01 February 2022. The Committee will meet in September to review the 2023/2024 MCA submissions

6 - WBN RRG Internal Reports

6.1 WBN RRG Chairman's Report

TO WBN RRG 5/9/2022

What has been achieved by the Steering Committee to date.

1/ Increased the Steering Committee to 8 voting members, with non-voting members remaining the same with a representee from WALGA, WDC, RDA, MRWA and MRWA Regional Manager, also our Program Director of WSFN will be a non-voting member.

2/ Increased the Technical Committee to 8 members, two of which are non-voting members, this is a decision taken after a vote by the 42 LGs that consultants' members only be non-voting.

3/ There has been a change of our host Shire from Kulin Shire to the Kellerberrin Shire, WSFN has just signed an MOU with the CEO Raymond Griffiths of the Kellerberrin Shire. Our Program Manager Peter Hall is going through the changeover at this time.

4/ We have gone out to advertise for a Program Director who will be an independent member of our committee, this has been unsuccessful so we have employed an interim Program Director in Leith Collins until we can go out to advertise again, for this position.

5/ The Program Director will be the Chair of the Technical Committee, who will be independent member.

6/ We now have had a full review of our Governance, if that's passed today it will be finished, as WBSRRG passed the review on the 2nd of September at their meeting, it's important to remember that the 42 LGs have had two opportunities to have input into the Governance. I believe it's a very robust document now, and it has to be reviewed in two years, or sooner if we think changes are needed.

7/ We engaged Civic Legal to give us our legal advice going forward regards the Munns Report, there advice is that we continue with the Review of the Governance. Under no circumstances are we to table a written Munns Report at a Steering Committee meeting, which I might add we have not tabled a written report. The other issue was having consultants on the Technical Committee, we cannot refuse a nomination from a Subgroup to the TC. This we have conformed to; voting was a different issue this was decided at a vote by the 42 LGs.

8/ Conflict of interest regarding the SC and TC, any issues that a member is not comfortable with will have to sign a conflict-of-interest register. This is under way at this moment, to look after our SC and TC members

9/ We have certainly learnt from our previous mistakes, and this is first and foremost in our minds, going forward.

We are considering options and strategies for recruiting a Program Director, in an ongoing capacity.

The meeting to discuss and confirm the timeline and financial impact and scope of the interim Project Director was a very good meeting, with solidarity between the SC members.

I now believe with SC that our Governance Plan is fit for purpose, the process is a lot better and more robust. There's still a lot to do as the TC has not met for some time, we have a few issues to work through, the main one is variations which is outside LGs controls, I see this as something we need to get on top of quickly.

The WSN has funded 106 projects since 2019 up to June 2022

Of these 44 have been for Development at an approximate total of \$4.1m

37 have been for construction at an approximate total of \$40m

This sort of funding on county wheatbelt roads is something we need to preserve at all costs.

6.2 WBN RRG Direct Grants, Road Projects, Black Spots, Commodity Route & State Initiatives funding

The WBN RRG carried over 15% of unexpended funds from 2021/2022.

This was significantly higher than the 2020/2021 percentage of 8%.

A summary of the WBN RRG 2021/2022 performance as at 30 June 2022 was attached at

Addendum 3a.

The status of the Subgroups, as at 30 June 2022, was as follows:

Avon Subgroup

State Black Spot	69% claimed
Federal Black Spot	45% claimed
Road Projects	56% claimed
Commodity Route	N/A
Overall status	60% claimed

Kellerberrin Subgroup

State Black Spot	N/A
Federal Black Spot	N/A
Road Projects	83% claimed
Commodity Route	N/A
Overall status	88% claimed

Moora Subgroup

State Black Spot	70% claimed
Federal Black Spot	95% claimed
Road Projects	96% claimed
Commodity Route	N/A
Overall status	89% claimed

North East Subgroup

State Black Spot	N/A
Federal Black Spot	N/A
Road Projects	100% claimed
Commodity Route	N/A
Overall status	100% claimed

Wheatbelt North Region Overall

State Black Spot	70% claimed
Federal Black Spot	38% claimed
Road Projects	88% claimed
Commodity Route	N/A

2022/22 Total carry over 15%, excluding WSN.
Line marking to be reconciled.

Direct Grant Funding was fully claimed in 2021/2022.

Please note that the WBN RRG Funding and Recoup Register is provided to all WBN RRG councils at the end of each month and shows allocated funding to councils and claims made against specific projects.

The register does not record Federal R2R funded projects, funding for local roads bridge projects or Wheatbelt Secondary Freight Network projects.

6.3 2022/2023 WBN RRG Road Project Funding

The indicative funding for 2022/2023 Direct Grants was \$4,451,933. This was increased by 2% to \$4,547,693. All LGs have been notified of the increase and have begun submitting invoices.

The indicative funding for 2022/2023 Road Projects was \$11,162,234. Notification has recently been received of a 3.7% increase totalling \$416,222.

Option 1:

Additional funds to be distributed pro rata based on current allocated %, as per 2022/23 allocations.

Option 2:

Additional funds to be distributed pro rata based on current APV%.

Option 3:

Additional funds to be held in Subgroup holding accounts to increase total allocation in 2023/24.

Option 4:

Other: N/A

Motion:

The WBN RRG chose Option 1 for the additional funding received, that the additional funds to be distributed to the individual Shires pro rata, based on current allocated %, as per 2022/23 allocations.

Moved: Cr W. Fewster Seconded: Cr E. O'Connell Carried 4/0

A summary of the 2022/2023 RRG performance as at 29 August 2022 is provided at **Addendum 3b**.

The following addenda are included:

Addendum 3c – Direct Grants

Addendum 3d – Road Projects, including any Commodity Routes

Addendum 3e – State and Federal Black Spot Projects

6.4 Commodity Route Supplementary Funding Applications have been called for the 2023/24 financial year. Submissions are to be emailed to the RRG Secretariat prior to the deadline, for review and collation. Deadline for submissions to WALGA is 23 September 2022.

6.5 2022/2023 Federal and State Black Spot

The 2022/2023 Federal Black Spot programme has been announced.
The 2022/2023 State Black Spot programme has been announced.

The deadline for nominations for 2023/2024 of 08 July 2022 was extended to 11 July 2022, five nominations were received from the WBN RRG.

There will be Crash Map and RoadView training offered to all LGs again in the new year, prior to the call for Black Spot funding submissions. This is a great tool and all LGs are encouraged to have a delegate attend.

7 - Administrative - External Presentations, Reports and State Advisory Committee (SAC) Minutes

7.1 Wheatbelt Secondary Freight Network

Presentation by Leith Collins on the WSNF Governance Plan

Minutes of previous meetings are provided at **Addenda 4a-d**

A summary of the Vote on Consultants' Voting Rights on WSNF Tech Committee is at Addendum **4e**

Precis of the feedback by Leith Collins on the WSNF Governance Plan:

- Leith was engaged to review the WSNF Governance Plan around July 2022
- Comments were requested from the 42 Wheatbelt LGs
- 14 Submissions were received, collated and paraphrased into a table
- The Governance Plan was then updated with relevant amendments and submitted to the Steering Committee for review and endorsement
- The Final Draft was then distributed to the 42 LGs to review and discuss at Subgroup level and then brought to the RRG for approval
- Four submissions out of the 14 received, mentioned the requirement for an independent Chair on the Steering Committee. While this could be a consideration, the requirement for impartiality and transparency has been addressed by the increase in numbers to the Steering Committee, from 2 per region to 1 per Subgroup – effectively increasing the voting members on the SC from 4 to 8. Chair is voted in by the 8 elected members.
- In addition, a conflict-of-interest clause has been included in the Governance Plan
- Questions taken into consideration for an independent Chair included who that would be, how the person would be remunerated, how the Chair would be elected, whether they would fall under the host LG arrangement, and a host of other considerations
- The concept was not eliminated, however, the present focus for the WSNF is to have a robust Governance Plan, to move forward with the construction of the funded projects and to assess the success of the current structure
- The idea has been floated to eventually incorporate the WSNF as a legal entity, at which point, an independent Chair could be reconsidered
- The next issue was whether external consultants could be nominated delegate for the Technical Committee. There were 22 submissions received and 14 voted that a consultant could be nominated to represent the Subgroup on the TC but could not be a voting member. This clause has been included in the Governance Plan
- A reminder that the TC only provides recommendations to the SC and does not have decision making or approval authority

- It's important to note that there is a maximum time for review of two years, this is a living document and amendments can be made, through discussion and the RRG, if required.
- A suggestion would be to accept the Governance Plan as it is currently written and to implement it. Once it is being used, a better assessment can be made on what works and what needs to be reviewed.
- Following on from the Governance Plan, there are additional WSNF documents which require review: The Basis of Design, Process for Variations, which is a very relevant issue, based on current market trends. Leith suggested making use of a MRWA mechanism to determine actual rise and fall. In addition, creation of a Delegation of Authority is important. The current leaning is towards using the DoA from the Shire of Kellerberrin as a guide, as most LGAs would be of a similar ilk.
- The table of recommendations/comments and the individual submission emails were distributed to all LGs in **Addendum 2b**

Cr W. Gibson: The other process that will be documented is the Dispute Resolution.

Cr E. O'Connell: When the North East SG reviewed the Governance Plan, there were some queries and they were brought to the Steering Committee. The NESG recognises that the new GP is stronger and that it needs to be put in place to go forward, and that minor issues can be worked through in future.

Leith Collins: It is a living document, the review period of two years is a guide, if something serious needs to be updated, there is a process to do that. Suggest that the LGs make note of these issues, and these can be considered at the next review or before if necessary.

Cr B. Haywood: There is a concern that the GP takes some authority away from the RRG and that is not how it should be, the RRG should have final approval. He will reread the document to clarify this thought process.

Cr. W. Gibson: The GP is trying to streamline some of the approvals, as the RRGs only meet twice a year and there are long gaps in between, sometimes decisions need to be made, which are then ratified at the RRG meeting.

P. Hall: That is why the DoA is so important, it will clearly outline which decisions the WSNF can make autonomously.

Cr B. Haywood: Having independent people is a good thing, Peter Hall and the Program Director are independent and work only for WSNF, not any LG in particular.

Cr W. Gibson: Any questions for Leith?

A. Butcher: With regards the intervals for GP reviews, is it a two-year internal review and four-year broader LG review or a broad LG review every two years?

L. Collins: It's a broad LG review every two years, maximum. That aligns with the election of delegates to the committees, so new Steering Committee members will start looking at the GP when they come in. However, if there's something that needs to be looked at, it shouldn't be left for two years.

Motion:

That the WBN RRG support the WSNF Draft Governance Plan review, as presented.

Moved: Cr E. O'Connell Seconded: Cr R. Patroni Carried 4/0

Cr B. Haywood left the meeting and Cr K. Trent assumed his chair.

7.2 State Advisory Committee (SAC)

A We Transfer link to the April 2022 SAC Meeting Minutes was provided at **Addendum 5**. These documents can also be found on the Main Roads website.

I. Duncan: It is worth reflecting on the discussion surrounding under expenditure as an RRG.

In the SAC Agenda provided, which can also be found on the website, you can see what the overall acquittal of the Road Program was. SAC are looking at measures to assist LGs in this regard.

7.3 WALGA Regional Road Group Report

Ian Duncan presented information on road assets and expenditure. A copy of the presentation is attached.

1. Local Government Roads Assets and Expenditure Report 2020/21 – refer attached presentation
2. Condition Assessment of Roads of Regional Significance (ROADS 2040). Survey work in the Wheatbelt region nearly completed. Analysis and reporting will be completed by the consultants, ARRB, with video data provided to each Local Government and data uploaded to RAMM where possible.
3. Innovation Program to commence in 2022/23. Some of the research projects that are of particular value in the Wheatbelt region include:
 - a. Spray seal designs for low volume roads
 - b. Applications of crumb rubber in spray seals
 - c. Design considerations for shoulder widening
4. Bridge Inspections – 13 Local Governments in Wheatbelt North are responsible for 114 bridges. Level 1 inspection reports received by Main Roads WA for 101 of these bridges in 2021/22, which is encouraging.
5. Roadside Vegetation Management workshop
Intended to provide practical, in-field training to assist Local Governments undertake road improvement work where native vegetation may be impacted. For more information contact WALGA or Shire of Pingelly.
29 September
Shire of Pingelly

A.Hunt: At the WBS RRG meeting, there was mention of possible discussions around increasing the percentage of motor vehicle licencing revenue for Road Projects, is that going ahead?

I. Duncan: The current State Road Fund to Local Government Agreement runs until the middle of next year and there are preliminary conversations and business case discussions around what that percentage might be. This is an ongoing discussion.

The Regional Road Group Reports for April 2022 and August 2022 were provided at **Addendum 6a and 6b.**

7.4 WALGA RoadWise Report

The RoadWise Report was presented by Cliff Simpson.
A copy of the report is attached.

7.5 Main Roads Presentation

Suvrat Patel presented an update on the In-house Maintenance Transition and an update on the 2022/2023 Annual Works Program.
A copy of the presentation is attached.

8 - WBN RRG Subgroups – Minutes and Reports

- **Avon Subgroup (Secretary Jan Augustin - Toodyay)**
Meetings held on 21 July 2022 and 04 August 2022 – Minutes provided at **Addendum 7a.**
- **Kellerberrin Subgroup (Secretary Daniel Hay-Hendry - Merredin)**
Meetings held on 21 April 2022 and 27 July 2022 – Minutes provided at **Addendum 7b.**
- **Moora Subgroup (Secretary Allister Butcher)**
Meetings held on 14 April 2022 and 17 August 2022 – Minutes provided at **Addendum 7c.**

- **Northeast Subgroup (Secretary Rod Munns)**
Meeting held on 04 July 2022 and 04 April 2022 – Minutes provided at **Addendum 7d**.
Meeting held on 30 August 2022 not available at time of going to print.

8.1 Matters for the Wheatbelt North Regional Road Group:

Details of these requests and approvals are found in the relevant Subgroup minutes, **Addenda 7a-d**.

8.1.1 – Avon Subgroup:

Shire of Toodyay requested the reallocation of RRG funds between the Julimar Road and Toodyay Bindi Bindi Road projects as per the table below.

That the WHEATBELT NORTH REGIONAL ROAD GROUP AVON SUB-GROUP approve the reallocation of funds between Julimar Road & Bindi Bindi Toodyay Road for the Shire of Toodyay as per the table.								
PROJECT NO.	Road Name & No.	Project Short Description (Scope of Works)	Project's Start & Finish SLKs	TEC	Initial Funding Year	RRG Contribution for Funding Year	Funding Adjustment Requested	Amended RRG Contribution for Funding Year
30001686	Toodyay-Bindi Bindi Road	Reconstruct and widen from 6m to 7m Type 5 road. Extend culverts and install head walls and rock pitching. Two coat seal, signs, guide posts and line marking	14.30-16.20	\$475,129	2022/23	\$ 316,753	-\$ 263,147	\$ 53,606
30001688	Julimar Road	Reconstruct and widen from 6m to 7m Type 5 road. Extend culverts and install head walls and rock pitching. Two coat seal, signs, guide posts and line marking	17.56-19.81	\$537,048	2022/23	\$ 94,885	\$ 263,147	\$ 358,032
TOTALS				\$1,012,177		\$ 411,638	\$ 0	\$ 411,638

Moved: Cr Madacsi
Seconded: Cr Galloway
Carried: 2/0

Moved: Cr Trent
Seconded: Cr Madacsi
Carried: 3/0

Meeting note: Cr R. Madacsi advised that there was an additional table in the Avon Subgroup minutes, detailing an amended funding reallocation. The above motion had been rescinded in favour of the recommendation in the table below.
Cr R. Madacsi spoke to the amended funding allocation.

RECOMENDATION 2

REGIONAL ROAD GROUP RECOMMENDATION 2								
That:								
The Shire of Toodyay be approved to replace the Bindoon Dewars Pool Road SLK 8.95 – 11.15 project with the Julimar Road SLK 17.56 – 19.81 project and the funding from Bindoon Dewars Pool Road be reallocated to Julimar Road.								
PROJECT NO.	Road Name & No.	Project Short Description (Scope of Works)	Project's Start & Finish SLKs	TEC	Initial Funding Year	RRG Contribution for Funding Year	Funding Adjustment Requested	Amended RRG Contribution for Funding Year
30000830	Bindoon Dewars Pool Rd	Remove minor vegetation, clean out table drains, widen and rehabilitate road pavement and seal to 7m width. Reconstruct superelevation & correct geometry. Extend culvert crossings.	8.95-11.15	\$246,202	2021/22	\$ 192,398	\$ -192,398	0
30001688	Julimar Road	Reconstruct and widen from 6m to 7m Type 5 road. Extend culverts, install head walls, and rock pitching. Two coat seal, signs, quideposts and line marking	17.56-19.81	\$537,048	2022/23	\$ 94,885	\$ 192,398	\$ 287,283
TOTALS								
<p>Moved: Cr Trent</p> <p>Seconded: Cr Madacsi</p> <p>Carried: 3/0</p>								

Motion:

That the Wheatbelt North Regional Road Group endorse the approval made by the Avon Subgroup as above.

Moved: Cr K. Trent Seconded: Cr E. O'Connell Carried: 4/0

8.1.2 – Kellerberrin Subgroup:

Moved: Cr. Patroni Second Cr. Metcalf

That the Kellerberrin Sub-Group Endorse the following appointments to the Wheatbelt Secondary Freight Network made by flying email:

1. Craig Robertson – Technical Committee
2. Cr Darrel Hudson – Governance.

Shire of Kellerberrin requested support to modify the allocation for the 2022/2023 Regional Roads program from the Doodlakine-Kununoppin Road to the South Doodlakine Road. The request was approved via an out-of-session flying minute and ratified at the Subgroup meeting on 21 April 2022.

Moved: Cr. Metcalf Second Cr. Leslie

That the Kellerberrin Sub-Group endorses the Shire of Kellerberrin's request to change their 2022/23 approved program from Doodlakine-Kununoppin Road to Doodlakine South Road as per flying email decision.

Moved : Cr Rod Forsyth Seconded: Cr Barry Leslie

That the Kellerberrin Sub-Group endorse the following appointments to the Wheatbelt North Regional Road Group and Wheatbelt Secondary Freight Network positions:

1. WN RRG Voting Delegate – Cr Romolo Patroni
2. WN RRG Proxy Voting Delegate – Cr Barry Leslie
3. Kellerberrin Sub-Group Representatives on the WN RRG Technical Committee – Daniel Hay-Hendry, Fabian Houbrechts
4. WSNF Steering Committee Voting Delegate – Cr Darrel Hudson
5. WSNF Steering Committee Proxy Voting Delegate – Cr Adam Metcalf
6. WSNF Technical Committee Representative – Craig Robertson
7. WSFB Technical Committee Proxy Representative – Stuart Hobley

Shire of Merredin sought the Kellerberrin Sub-Group’s approval to revise its 22/23 Yr RRG program.

The revised MCAs for both of the proposed revised Projects were presented to the meeting.
Recommendation

That the Kellerberrin Sub-Group endorse the changes to the Shire of Merredin’s request to change their 2022/23 approved program as outlined above.

Moved : Cr Rod Forsyth Seconded: Cr Romolo Patroni Carried 3/0

Shire of Dowerin has surplus funding \$2,825 from last financial year. This funding is to be reallocated to Dowerin’s 22/23 Road Program, which has been confirmed via email.

Recommendation

The Kellerberrin Sub-Group approves the reallocation of the Dowerin’s surplus funds of \$2,825 from project number 30000884 to one of the 22/23 Koombekine-North Rd 30001693

Moved : Cr Rod Forsyth Seconded: Cr Barry Leslie Carried 3/0

Motion:

That the Wheatbelt North Regional Road Group endorse the approvals made by the Kellerberrin Subgroup as above.

Moved: Cr R. Patroni Seconded: Cr K. Trent Carried: 4/0

8.1.3 – Moora Subgroup:

RECOMMENDATION

Moved Cr Bantock Seconded Cr Mills

That the Moora Sub-Group of the Wheatbelt North Regional Road Group appoint Cr Gibson (Nominated by Cr Bantock/ Seconded by Cr Mills) as the voting delegate for the Moora Sub-Group to the Wheatbelt Secondary Freight Network Steering Committee and that Cr Bantock (Nominated by Cr Gibson/ Seconded by Cr Tunstill) be appointed as the proxy voting delegate for the Moora Sub-Group to the Wheatbelt Secondary Freight Network Steering Committee.

CARRIED UNANIMOUSLY

RECOMMENDATION

Moved Cr Gibson Seconded Cr Bantock

That the Moora Sub-Group of the Wheatbelt North Regional Road Group appoint Allister Butcher (Nominated by Cr Gibson/ Seconded by Cr Bantock) as the representative for the Moora Sub-Group to the Wheatbelt Secondary Freight Network Technical Advisory Group and that Marc Bennett (Nominated by Cr Gibson/ Seconded by Cr Mills) be appointed as the proxy representative for the Moora Sub-Group to the Wheatbelt Secondary Freight Network Technical Advisory Group. CARRIED UNANIMOUSLY

Shire of Dandaragan transfer funds between projects in 2021/22 for Cataby Road (Project No. 30000796) and Dandaragan Road (Project No. 30000798). As the response was required in a timely manner (prior to 30 June 2022) an email was circulated for an out of session approval so that the final claims could be processed by 30 June 2022.

RECOMMENDATION

Moved Cr Clarke Seconded Cr Gilbert

That the Moora Sub-Group of the Wheatbelt North Regional Road Group support the request for the Shire of Dandaragan to amend the RRG funding contributions for Cataby Road (Project No. 30000796) to \$355,767 and Dandaragan Road (Project No. 30000798) to \$365,049 for 2021/22. CARRIED UNANIMOUSLY

Shire of Victoria Plains requested to not receive any RRG funds for the 2022/23 financial year. The Shire of Victoria Plains were approved to receive \$57,342 of RRG funding for a final seal on Toodyay-Bindi Bindi Road (Project No. 30000804) and \$553,604 of RRG funding for a pavement reconstruction on Toodyay-Bindi Bindi Road (Project No. 300001794). No claims have been submitted for these projects. This is a total of \$610,946 of RRG funding.

RECOMMENDATION

Moved Cr Gilbert Seconded Cr Coad

That the Moora Sub-Group allow the Shire of Victoria Plains to not receive any RRG funding for 2022/23 and allocate the \$111,566 under expenditure to the Shire of Gingin for 2022/23 Mooliabeenee Road project and change the section of works on Mooliabeenee Road to SLK 2.53 to 4.80 as requested by the Shire of Gingin. All other projects funded as per Appendix 3. CARRIED UNANIMOUSLY

Shire of Wongan-Ballidu to reallocate funds in the 2022/23 Road Project funding.

RECOMMENDATION

Moved Cr Coad Seconded Cr Carter

That the Moora Sub-Group of the Wheatbelt North Regional Road Group support the request from the Shire of Wongan-Ballidu to reallocate the entire \$61,333 of RRG funding from the Hospital Road final seal (Project No. 30000808) to the Hospital Road improvement/reconstruction works (Project No. 30001792) bringing the total project funding for this project up to \$214,183 (from \$165,300) in the 2022/23 year. CARRIED UNANIMOUSLY

Shire of Moora in preparation for the 2022/23 year noticed a discrepancy in the SLK terminus. The Shire is proposing to carry out the required culvert widening and replacement as well as Resealing from SLK 3.00 to 5.00.

RECOMMENDATION

Moved Cr Gilbert Seconded Cr Carter

That the Moora Sub-Group of the Wheatbelt North Regional Road Group support the request from the Shire of Moora to amend the scope of the Toodyay-Bindi Bindi Road for 2022/23 to changing the end terminus from 15.00 to 13.90 and including replacement of the culvert structures at SLK 4.150, 4.155, 4.340, 4.860 and reseal the existing road surface from SLK 3.00 to 5.00 within the current funding allocation of \$701,075 for 2022/23. CARRIED UNANIMOUSLY

Shire of Gingin – Rollover 20/21 and 21/22 Funds to 22/23

The Shire of Gingin has requested of Main Roads WA that carryover funds from the 2020/21 for Cowalla Road (Project No. 21116800) of \$48,819 and 2021/22 Cowalla Road (Project No. 30000801) of \$11,220 be rolled in to their 2022/23 project for Mooliabeenee Road (Project No. 30001708) for the 2022/23 year.

RECOMMENDATION

Moved Cr Gilbert Seconded Cr Clarke

That the Moora Sub-Group approve the Shire of Gingin's request to reallocate Cowalla Rd funding from 2020/21 of \$48,819 and the 2021/22 Cowalla Road funding of \$11,220 and transfer these funds to the Shire of Gingin's 2022/23 Mooliabeenee Road project (No. 30001708). CARRIED UNANIMOUSLY

Motion:

That the Wheatbelt North Regional Road Group endorse the approvals made by the Moora Subgroup as above.

Moved: Cr W. Fewster Seconded: Cr R. Patroni Carried: 4/0

8.1.4 – North East Subgroup:

Shire of Wyalkatchem 20/21 Yr Funding Allocation for Recoup.

The Shire of Wyalkatchem have a carryover funding recoup issue from the 20/21 Yr that requires consideration so they can complete the final recoups for these projects.

Resolution 3

That the following funding reallocations within the Shire of Wyalkatchem's 20/21 Yr Road Program Projects be endorsed as follows:

- a) \$ 8,214 from the Tammin-Wyalkatchem Road Project (21116847) to the Cunderdin-Wyalkatchem Road (21116871) Project
- b) \$ 8,214 from the Tammin-Wyalkatchem Road Project (21116847) to the Cunderdin-Wyalkatchem Road (21116846) Project
- c) the \$ 28,515 of unspent funding be allocated to the Reconstruction Project on the Cunderdin – Wyalkatchem Rd from SLK 29.05 to 31.05 in the 21/22 Yr.

Moved Cr G Waters Seconded W Della Bosca Carried 8/0

Shire of Mt Marshall have revised one (1) of their six (6) Projects. They are requesting approval to shift the reseal works on the Bencubbin / Beacon Rd to a nearby section of the same length. The Shire of Mt Marshall have provided a revised MCA reflecting the requested changes.

It was agreed that the \$ 4,670 of unallocated funding from the Shire of Mt Marshall's proposed Project change on the Bencubbin / Beacon Rd Reseal Project be reallocated back to that Project.

Shire of Nungarin have requested the Group's approval to alter the scope of works on their single reconstruction project on Danberrin Rd. The Shire of Nungarin have provided a revised MCA and cover letter reflecting the requested changes.

Shire of Yilgarn have slightly altered their scope of works on all of their four (4) Projects at the same TEC values. The three Reseal / Final Seal Projects have been reduced slightly to offset the recently increased bitumen surfacing costs. The Shire of Yilgarn have provided revised MCAs reflecting the requested changes.

Shire of Trayning have requested the Group's approval to alter the scope of works on their single reconstruction project on the Kununoppin - Mukinbudin Rd. The Shire of Trayning have provided a revised MCA reflecting the requested change.

RESOLUTION 22- 003

That:

- a) the following 2022/23 Yr Road Program revisions be endorsed as follows:
 - i) The Shire of Mt Marshall's currently endorsed Project for the Reseal of a 1.10km section of the Bencubbin / Beacon Rd from SLK 28.17 – 29.27, be shifted to a nearby section of the same length but in more need from SLK 31.15 – 32.25, for the same TEC of \$ 40,140.
 - ii) The Shire of Nungarin's currently endorsed Project for the Reconstruction of a 0.8km section on Danberrin Rd from SLK 0.00 – 0.80 be reduced in scope to SLK 0.40 – 0.80 at the same funding allocation – TEC = \$ 335,814.
 - iii) The Shire of Yilgarn's currently endorsed Projects on the following sections:
 - Reduce the scope of works on the Koolyanobbing Rd Final Seal Project from currently endorsed section from SLK 14.00 – 17.00, to SLK 14.00 – 16.80 – at the same TEC = \$ 100,563.

- Reduce the scope of works on the Koorda / Bullfinch Rd Reseal Project from currently endorsed section from SLK 1.50 – 3.00, to SLK 1.50 – 2.80 – at the same TEC = \$ 48,750.
 - Reduce the scope of works on the Moorine South Rd Reseal Project from currently endorsed section from SLK 41.50 – 55.00, to SLK 41.50 – 52.00 – at the same TEC = \$ 434,499
 - Increase the scope of works on the Koolyanobbing Rd Reconstruction Project from currently endorsed section from SLK 0.00 – 2.00, to SLK 0.00 – 2.10 – at the same TEC = \$ 624,819.
- iv) The Shire of Trayning’s currently endorsed Project for the Reconstruction of a 3.8km section of the Kununoppin - Mukinbudin Rd from SLK 17.46 – 21.26 be reduced in scope to SLK 17.46 – 21.06 at the same funding allocation – TEC = \$ 562,345.
- b) these endorsed program changes be forwarded to the WNRRG for further endorsement.
- Moved Cr W Della Bosca Seconded Cr G Waters Carried 8/0

Motion:

That the Wheatbelt North Regional Road Group endorse the approvals made by the North East Subgroup as above.

Moved: Cr E. O’Connell Seconded: Cr K. Trent Carried: 4/0

10 – General Business

10.1 Local Government Roles and Responsibilities - Bridges

The matter is included in the Subgroup Meeting Agendas as standard agenda item, as a reminder to undertake Inspections and preventative maintenance, in order to be eligible for funding.

A summary of Level 1 Bridge Inspections was provided at **Addendum 8**.

The report showed that no bridge inspections had been received, however, as the report is run on a financial year and not a calendar year, that was to be expected at this time.

All inspection reports are due by the end of April.

Reminder: MRWA can provide training on Level 1 bridge inspections and Metrocount traffic data collection, if required. LGs are asked to coordinate either at Subgroup level or as a group.

Bridge inspections are to be submitted to the dedicated email addresses of:

StrucEngInspections@mainroads.wa.gov.au and cc anthony.humphreys@mainroads.wa.gov.au

10.2 Wheatbelt Revegetation Bank Project

An updated Fact Sheet on the Wheatbelt Revegetation Bank Project was attached at **Addendum 9**.

10.3 Bus Sign Specifications

Gren Putland (NOM) has advised that he has been receiving queries from LGs regarding the specification for Bus Signs.

To confirm:

- These should be B size 750x750mm – Fluro yellow/green.
- MRWA requirements conforms to Australian Standard.
- They should be used where required for the purpose of deficient sight distance.
- The sign warns of children, not buses.
- Installation is delegated to the LG as part of their warning series.
- The signs need to be removed when redundant.

Meeting note: When ordering these signs, the sign number is W6-3 Size B

NOTE: A reminder to send invoices and correspondence to wheatbelt@mainroads.wa.gov.au

11 - Next Meeting Date

The next meeting of the WBN RRG will be held on 27 February 2023 at the Northam Aquatic Centre.

12 - Meeting Close

The meeting closed at 12:10.

WHEATBELT NORTH REGIONAL ROAD GROUP

ATTENDANCE REGISTER

MEETING DATE: 05 SEPTEMBER 2022

NAME	REPRESENTING	POSITION
Peter Hall	WSFN	Program Manager
Leith Collins	WSFN	Program Director
Wayne Gibson	MOORA SUB-GROUP	Chair
BRAD PEPPER	SOO	EM
Alli Hunt	MRWA	LGIM
DARREL HUDSON	KELLER SUB-GROUP	DELEGATE
RED MUNNS	RMECS	WMR TC REP
Daniel Hay-Hendry	Shire of Merredin	AIEMES.
Ronald Patrick	Shire of Merredin	Councillor
Eileen O'Connell	NESRRG.	Delegate
Alistair blcher	Moora Sub Group	MSC Secretariat
WAYNE FEWSTER	MOORA SUB GROUP	Proxy
VANESSA CRISPE	SHIRE OF LINGRIN	
JAN AUGUSTIN	Shire of Toodyay	MIA
NARWE ROZAR	TOODYAY	
Emma Holdsworth	Wyalkatchem	Councillor
David Noyd	Nungerin	Manager of works
Terry Delane	Wyalkatchem	Manager of works
John NITAN	WT. MURRU	CEO
SUNVAT Patel	MRWA	N.M.
ANTHONY HOMPERS	MRWA	ASSET MANAGER STRUCTURES
MAN BEANOFF	DALY SPRING	MCS
DEVLIN CHARKIE	SOUP	COUNCILLOR
CLIVE SIMPTON	ROADWISE	ROAD SAFETY ADVISOR
Kevin TREN	Shire of York	Councillor
Jeff Waters	SHIRE OF FRASER	D/P & proxy



Shire of
Koorda

Drive in, stay awhile

MINUTES

Audit Committee Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Monday 19 December 2022

Commencing 5.00pm

UNCONFIRMED

NOTICE OF MEETING

Dear Audit Committee Members,

The next Audit Committee Meeting of the Shire of Koorda will be held on Monday 19 December 2022 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda, commencing at 5.00pm.

Darren Simmons
Chief Executive Officer
16 December 2022

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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

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

To be read aloud if any member of the public is present.

Signed



Darren Simmons
Chief Executive Officer

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**Shire of Koorda
Audit Committee Meeting
5.00pm, Monday 19 December 2022**



1. Declaration of Opening

The Chairperson welcomed those in attendance and declared the meeting open at 5.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Committee Members:

Cr JM Stratford	President & Chair
Cr NJ Chandler	Member
Cr LC Smith	Member
Cr BG Cooper	Deputy Member

Staff:

Mr DJ Simmons	Chief Executive Officer (via MS Teams)
Miss L Foote	Deputy Chief Executive Officer

Visitors:

Marius van der Merwe	Partner, Dry Kirkness (via MS Teams)
Ann Ang	Director, Office of the Auditor General for WA (via MS Teams)

Apologies:

Cr GW Greaves
Cr GL Boyne

Approved Leave of Absence:

3. Public Question Time

Nil.

4. Disclosure of Interest

Nil.

5. Confirmation of Minutes from Previous Meetings

5.1. Audit Committee Meeting held on 28 September 2022

[Click here to view the previous minutes](#)

Voting Requirements

Simple Majority Absolute Majority

Officer Recommendation/Resolution

Moved CR NJ Chandler

Seconded CR LC Smith

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Audit Committee Meeting held 28 September 2022, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 3/0

6. Presentations


Marius van der Merwe, Partner, Dry Kirkness and Ann Ang, Director, Office of the Auditor General for WA spoke to their audit documents, provided opportunities for questions and congratulated Council and staff on the recommended unqualified audit result.

5.50pm - Marius van der Merwe and Ann Ang withdrew from MS Teams and left the meeting.

7. Officer's Reports

The Final Audit Opinion was received after the meeting and has formed part of the minute attachments.

7.1. 2021/2022 Annual Audit Process

Governance and Compliance		
Date	16 December 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995 Section 6.10 & 7.9(1)</i> <i>Local Government Financial Management Regulation 1996 Part 2</i> <i>Local Government (Audit) Regulations 1996 – Reg 10</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input checked="" type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	2021-2022 DRAFT Annual Report 2021-2022 DRAFT Annual Financial Statements Independent Auditor's Report.	

Background:

The Draft Independent Auditor's Opinion on the Audit of the Financial Report for the year ending 30 June 2022 has not been received at the time of this report. Copies of annual audit completion report have been provided to the Councillors under separate cover.

This meeting will act as an exit meeting as part of the audit requirements with the Office of Auditor General.

The Chief Executive Officer has reviewed the draft audited financials in readiness to return to the Auditor General. The Auditor General will respond and issue the final report and sign off within five business days. We anticipate that if any documents change, they will be referred to a future Audit Committee meeting, to consider and recommend to Council the adoption of the modified Annual Financial Statements and Independent Auditor's Report for the year ending 30 June 2022.

Comment:

Subject to the Auditor General's confirmation of the Draft Annual Financial Statements and Independent Auditor's Report (to be presented at the audit meeting), as part of the following item 5.2 *Annual Reporting Requirements*, at the Special Council Meeting, Council will consider receiving and adopting the Shire of Koorda Annual Report for the year ended 2021/2022.

Management will comment on any issues made when the Draft Independent Auditor's Opinion is received.

Consultation:

Darren Simmons, CEO, Shire of Koorda
Marius van der Merwe, Partner, Dry Kirkness
Ashish Agrawal, Senior Analyst, Dry Kirkness
Ann Ang, Director, Office of the Auditor General for WA

Statutory Implications:

Local Government Act 1995 Section 6.10 & 7.9(1)
Local Government Financial Management Regulation 1996 Part 2
Local Government (Audit) Regulations 1996 – Reg 10

Policy Implications:

Nil.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022
4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Financial Implications:

Nil

Voting Requirements:

Simple Majority Absolute Majority

Officer Recommendation/Resolution

Moved CR NJ Chandler

Seconded CR LC Smith

That the Audit Committee recommends;

- 1. That Council endorse the report of the Deputy Chief Executive Officer outlining the 2021/2022 annual audit process, indicating a clean unqualified audit, subject to no change in the issued Draft Audit Opinion, and**
- 2. Pursuant to Section 7.12A (2) of the Local Government Act 1995, recognises the exit meeting held with the Office of the Auditor General and Dry Kirkness on 19 December 2022 as a meeting with the auditor of the Local Government.**

CARRIED 3/0

8. Urgent Business Approved by the Person Presiding or by Decision

Nil.

9. Date of Next Meeting

To be advised.

10. Closure

The Chairperson thanked DCEO Lana and CEO Darren on their efforts in the audit process, and closed the meeting 5.53pm.

UNCONFIRMED

APPENDIX I – Terms of Reference

Audit Committee Terms of Reference

1. Establishment

The Audit Committee was re-established by the Council at the Special Meeting of Council on 23 March 2020 and this Terms of Reference sets out the membership, responsibilities, authority and operations of the Committee.

The Committee was created in recognition of the importance of, and legislative obligation for, the establishment and maintenance of an effective internal audit function, best practice governance systems, oversight of the risk management and governance frameworks and performance, and maintenance of strong financial management controls and processes.

2. Objective of the Audit Committee

The primary objective of the Audit Committee (the Committee) is to accept responsibility for the annual external audit, liaise with the Shire's external auditor and provide review and oversight of internal audit process, including performance and independence of internal auditor, so that Council can be satisfied with the performance of the Shire in managing its financial affairs.

Reports from the Committee will assist Council in discharging its legislative responsibilities of controlling the Shire's affairs, determining the Shire's policies and overseeing the allocation of the Shire's finances and resources. The Committee will ensure openness in the Shire's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the Shire's financial accounting systems and compliance with legislation.

The Committee is to facilitate:

- a) the enhancement of the credibility and objectivity of internal and external financial reporting;
- b) effective management of financial and other risks and the protection of Council assets;
- c) compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- d) the coordination of the internal audit function with the external audit;
- e) the provision of an effective means of communication between the external auditor, the CEO and the Council and
- f) the reduction of fraud, corruption and misconduct risk as a part of their oversight of financial reporting.

The Committee is to undertake its responsibilities cognisant of:

- a) requirements for meetings to fit in with requisites around the planning calendar and decisions at significant times in the Governance cycle (i.e. Compliance Audit Return, Interim Audit, End of year Audit and other reviews);
- b) obligations to have oversight of all matters that relate to the risk management framework of the Shire;
- c) obligations and good governance practices within the local government environment.

3. Powers of the Audit Committee

- a) The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.
- b) The committee is a formally appointed committee of council and is responsible to that body.
- c) The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility.

- d) The committee does not have any management functions and cannot involve itself in management processes or procedures.

4. Responsibilities of the Committee Chair

The Audit Committee Chair has the following responsibilities:

- a) Reports to the Council on the actions of the Committee;
- b) Encourages broad participation from members in discussion;
- c) Summarises decisions and assignments at the conclusion of each meeting; and
- d) Signs off on minutes of meetings after they have been received by the Committee.

5. Responsibilities of Audit and Governance Committee Members

Individual Committee members have the following responsibilities:

- a) to execute the role, scope, and responsibilities of the Committee;
- b) to act on opportunities to communicate positively about the Shire's activities;
- c) to actively participate in meetings through attendance, discussion, and review of minutes, papers and Governance documents;
- d) to participate in professional development opportunities;
- e) To support open discussion and debate and encourage fellow Committee members to voice their insights.

6. Membership

The Committee will consist of three elected members, with a fourth elected member acting as a deputy.

All full members shall have full voting rights.

The CEO and employees are not members of the committee. The CEO or his/her nominee is to be available to attend meetings to provide advice and guidance to the Committee. The Shire shall provide secretarial and administrative support to the Committee.

7. Quorum

A quorum of two Committee members must be present at a Committee meeting to constitute a meeting.

8. Frequency of Meetings

The Committee shall meet at least twice once per calendar year. Additional meetings shall be convened at the discretion of the presiding person.

9. Reporting

Reports and recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

10. Duties and Responsibilities

The duties and responsibilities of the committee will be to:

- a) provide guidance and assistance to Council as to the carrying out the functions of the Shire in relation to audits;
- b) meet with the external auditor once in each year and provide a report to Council on the matters discussed and outcome of those discussions;
- c) liaise with the CEO to ensure that the Shire does everything in its power to:
 - assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995 and associated Regulations; and
 - ensure that audits are conducted successfully and expeditiously;
- d) examine the reports of the auditor after receiving a report from the CEO on the matters to:
 - determine if any matters raised require action to be taken by the Shire; and

- ensure that appropriate action is taken in respect of those matters;
- e) review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time;
- f) review the Shire's draft annual financial report, focusing on:
 - accounting policies and practices;
 - changes to accounting policies and practices;
 - the process used in making significant accounting estimates; iv. significant adjustments to the financial report (if any) arising from the audit process;
 - compliance with accounting standards and other reporting requirements; and
 - significant variances from prior years.
- g) address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the committee's terms of reference;
- h) seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee's terms of reference following authorisation from the Council;
- i) Review the annual Compliance Audit Return and report to the council the results of that review,
- j) Monitor the progress of the internal audit plan, review findings from internal and external audits, monitor the implementation of the recommendations; and
- k) Consider the CEO's triennial reviews of the appropriateness and effectiveness of the Shire's systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the Committee, and report to the council the results of those reviews.

11. Agendas, Minutes and Decision Papers

The responsibility for ensuring that Agendas and supporting materials are delivered to members in advance of meetings rests with the Chief Executive Officer. The agenda and associated attachments will be sent to Committee members and attendees at least 72 hours in advance of a Committee meeting.

12. Conflicts of Interest

Committee Members and invited attendees at each meeting must:

- a) Declare any conflict of interest, potential conflict of interest or apparent conflict of interest in matters that might potentially be considered or, are proposed to be considered by the Committee;
- b) Provide a further declaration should any conflict of interest, potential conflict of interest or apparent conflict of interest arise after making a declaration; and
- c) Maintain confidential, all information provided to them in their role as a member or attendee. This includes all matters discussed, formally presented or tabled at meetings of the Committee or such matters associated with dealings of the Committee in carrying out its responsibilities.

13. Review

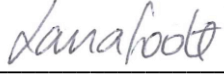
The Terms of Reference shall be reviewed every two years when Council considers the re-establishment of the Committee to coincide with Local Government elections and any amendment to it require approval of Council.

Version Control

Version No.	Version Date	Prepared by	Reviewed by	Council Resolution No. and Date
1	09/09/2021	Lana Foote	Darren Simmons	RES: 060921 Date:15/09/2021

**Monthly Report - List of Accounts Paid
Submitted to Council 15 February 2023**

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from V319 to V385 and direct bank transactions totalling \$945,792.69 submitted to each member of the Council, on Wednesday the 15 February 2023, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



Lana Foote
Acting Chief Executive Officer

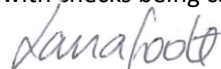
No.	Payment Date	Supplier Name	Description of Purchase	Payment made by delegated authority
V319	7/12/2022	Shire of Koorda	Employee Wages	\$ 42,658.00
V320	7/12/2022	Beam Superannuation	Employee Super Payment	\$ 8,650.25
V321	7/12/2022	Bitutek PTY LTD	77,569L Bitumen Burakin Wialki Road 73,559L Bitumen Koorda Dowerin Road	\$ 285,703.62
V322	7/12/2022	BOC Limited	Container Service 29.10.2022 - 27.11.2022	\$ 114.17
V323	7/12/2022	BTR Haulage	Cartage of Aggregate Various Roads	\$ 12,342.00
V324	7/12/2022	Bunnings	Gas for Pool, Paint Medical Centre, Nylex Shoulder Garden Sprayer, Clothes Line L164 A, Various Screws, Garden Supplies	\$ 613.30
V325	7/12/2022	CJD Equipment PTY LTD	P43 Hose Assembly, Sealing & O-Rings	\$ 860.62
V326	7/12/2022	Corsign	Various Roadwork Signs	\$ 2,406.80
V327	7/12/2022	DFES	ESL November 2022	\$ 1,499.88
V328	7/12/2022	Hersey's Safety	Safety & Workshop Consumables	\$ 1,466.83
V329	7/12/2022	Great Southern Fuels	9,800L Diesel & Admin Cards	\$ 22,308.16
V330	7/12/2022	Koorda Supermarket IGA	Milk, Council Supper, Staff Lunch, Cleaning Supplies & Batteries	\$ 1,316.32
V331	7/12/2022	Saffron Cakes & Catering	Seniors Luncheon Catering	\$ 1,600.00
V332	7/12/2022	Shire of Chittering	Building Surveyor Services	\$ 1,544.40
V333	7/12/2022	TOLL	Freight - Drive In Movie & Parts	\$ 157.89
V334	7/12/2022	Tourism Council WA	2023 Tourism Business Membership	\$ 319.00
V335	7/12/2022	WesTrac PTY LTD	P20 Door Windows & Seal, P50 Various Filters & Elements, P20 Repair Air conditioner	\$ 9,341.57
V336	8/12/2022	Mayberry Hammond & Co	Refund of Rate Instalment Prior To Settlement	\$ 445.00
V337	12/12/2022	Ian Royall Roof Restorations	Additional Hours To CWA Roof	\$ 1,350.00
V338	12/12/2022	Saffron Cakes & Catering	Council Christmas Catering 2/12/2022	\$ 2,500.00
V339	12/12/2022	SolarOak	CWA Roof Repairs	\$ 17,160.00
V340	14/12/2022	Avon Waste	November Refuse and Recycling Collection	\$ 4,975.10
V341	14/12/2022	Iplex Pipelines	10 x 375mm Pipes + 10 x 450mm Pipes Delivered	\$ 12,278.04
V342	14/12/2022	Koorda Ag Parts	P4 & P16 UHF Ext Speaker Box, P018 4 Tyres, P004 4 Tyres, P006 2 Tyres	\$ 6,423.78
V343	14/12/2022	Koorda LPO	Medical Centre Replacement TV	\$ 349.00
V344	14/12/2022	Koorda Supermarket IGA	November Statement	\$ 240.92
V345	14/12/2022	KTY Electrical Services	Cricket Shed, L204 Replace Oyster Light, L09 Outdoor Power Point Front	\$ 549.23
V346	14/12/2022	Marketforce PL	Appointment of Bush Fire Officers	\$ 879.47
V347	14/12/2022	Morris Pest & Weed Control	Annual Spider Spray	\$ 7,678.00
V348	14/12/2022	Northam Carpet Court	L95 U2 \$929.40, L550 UD \$3393.00	\$ 4,322.40
V349	14/12/2022	R & NE Sutherland	Gravel Royalties	\$ 158.40
V350	14/12/2022	RJ & VM Hathway & Son	Gravel Royalties	\$ 267.30
V351	14/12/2022	Shire Of Merredin	Eastern Wheatbelt Visitors Guide Advertising	\$ 505.00
			Subtotal	\$ 452,984.45

V352	14/12/2022	Synergy	Streetlights 25 Oct 2022 - 24 Nov 2022	\$ 2,043.35
V353	14/12/2022	Telstra Corporation Limited	Bulk Mobiles	\$ 310.76
V354	14/12/2022	The Watershed Water Systems	Oval Sprinklers	\$ 3,330.48
V355	14/12/2022	Toll Transport Pty Limited	Freight Road Signs & Sprinklers	\$ 258.15
V356	14/12/2022	WARRA FARMS SUPER PTY LTD	Gravel Royalties	\$ 5,177.70
V357	14/12/2022	Wongan Hills Boekeman	P100 10,000km Service	\$ 404.01
V358	15/12/2022	Dept of Transport	P011 New Loader Registration + P036 Plate Change	\$ 183.15
V359	20/12/2022	Koorda Sports Club	1 X Carton Jacobs Creek Chardonnay 200ml	\$ 105.00
V360	20/12/2022	LGIS Risk Management Echelon	Regional risk Co-ordinator Fee December 2022	\$ 3,851.27
V361	20/12/2022	Office of the Auditor General	Certification of the Roads to Recovery Funding	\$ 880.00
V362	20/12/2022	Officeworks Ltd	Medical Centre 2 x Toner, Yalabee Cups	\$ 235.85
V363	20/12/2022	Orbit Health & Fitness	Freight Road Signs & Sprinklers	\$ 654.50
V364	20/12/2022	Planwest (WA) Pty Ltd	DA Telstra Tower, Drumin Farm, CBH Orchard St Accommodation	\$ 2,904.00
V365	20/12/2022	Afgri South Guildford	New John Deere 624P Wheel Loader	\$ 325,600.00
V366	20/12/2022	The Happy Pill Pharmacy	Pool - EpiPen's & Asthma Kit	\$ 214.95
V367	20/12/2022	Wallis Computer Solutions	Office UPS \$691.90, Upgrade Admin 3 & 5 Laptops \$6326.47, Councillor Lap Tops \$15238.87	\$ 22,257.24
V368	20/12/2022	Wylie Community Meats	P&C Christmas Tree 10kg BBQ Steak	\$ 328.51
V369	21/12/2022	Bankwest Credit Card	See Summary Below	\$ 2,872.20
V370	21/12/2022	Shire of Koorda	Employee Wages	\$ 38,337.62
V371	21/12/2022	Beam Superannuation	Employee Superannuation Payment	\$ 8,708.65
V372	23/12/2022	CEA	Injector P63	\$ 2,540.18
V373	23/12/2022	CJD	1 x Hose Assembly & 2 x Sealing Ring P36	\$ 497.40
V374	23/12/2022	Contract Aquatics	Monthly Contract Fee December 2022 & January 2023, Pool Chemicals \$2,871	\$ 33,671.00
V375	23/12/2022	Dept of Water & Environmental Regulation	2023 Sewage Treatment Plant Licence Fee	\$ 869.00
V376	23/12/2022	Doormakaba	Administration Office & Medical Centre Automatic Door Service	\$ 220.00
V377	23/12/2022	Koorda Ag Parts	Battery P20, Liquid Nails Sports Club, Oil P19, Hydraulic Hose Patch Clamp P36, Tyre Repairs P05 & P40, 3 x Camlock, SikaFlex P50, Roof & Gutter Silicone L21, Regroove P09, Round Bar, Air Brake, Mail Connector & M&F Elbow for P65	\$ 1,367.74
V378	23/12/2022	KTY	Supply & Install Solar Unit L550 UA, Investigate Power Issues Recreation Ground	\$ 5,346.72
V379	23/12/2022	Stallion Homes	Preparation of Plans Recreation Ground Upgrades	\$ 16,580.54
V380	23/12/2022	Synergy	Bulk Accounts	\$ 8,439.19
V381	23/12/2022	Telstra Corporation Limited	ES \$30 Office \$551.01	\$ 581.01
V382	23/12/2022	The Watershed Water Systems	Rectic Supplies for Various Gardens	\$ 2,776.20
V383	23/12/2022	Toll Transport Pty Limited	Freight for Parts P36 & P63	\$ 31.37
V384	23/12/2022	WA Contract Ranger	Ranger Services 30/11, 5/12 & 14/12/22	\$ 1,045.00
V385	23/12/2022	Wongan Hills Elders	Philmac Pipe Riser & Argyle Boot	\$ 185.50
			GRAND TOTAL	\$ 945,792.69

Credit Card				
V369	16/11/2022	Bunnings	Staff Gratuity Gift card - As Per Policy	\$ 240.00
	16/11/2022	Bunnings	Staff Gratuity Gift card - As Per Policy	\$ 240.00
	21/11/2022	Reward Hospitality	Various Cleaning Supplies	\$ 1,368.30
	25/11/2022	Pinnacle Safety & Training	Staff Asbestos Training Course	\$ 299.00
	2/12/2022	Crisp Wireless	Office Internet	\$ 328.90
	2/12/2022	Crisp Wireless	L164 Lodge DCEO Internet	\$ 99.00
	2/12/2022	Crisp Wireless	L282 Pearman CEO Internet	\$ 99.00
	2/12/2022	Crisp Wireless	L68 Smith WS Internet	\$ 99.00
	2/12/2022	Crisp Wireless	ES Building Internet	\$ 55.00
	7/12/2022	Rent A Satphone	Monthly Satphone Rental x 2	\$ 44.00
				\$ 2,872.20

**Monthly Report - List of Accounts Paid
Submitted to Council 15 February 2023**

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts. Municipal vouchers numbered from V388 to V444 and direct bank transactions totalling \$319,088.51 submitted to each member of the Council, on Wednesday the 15 February 2023, have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.



Lana Foote
Acting Chief Executive Officer

No.	Payment Date	Supplier Name	Description of Purchase	Payment made by delegated authority
V386	4/01/2023	Shire of Koorda	Employee Wages	\$ 38,242.19
V387	4/01/2023	Beam Superannuation	Employee Super Payment	\$ 8,008.03
V388	17/01/2023	Bendigo Credit Card	See Summary Below	\$ 8.00
V389	18/01/2023	Synergy	Yalambee \$908.60 L550D \$70.42	\$ 1,046.13
V390	18/01/2023	Shire of Koorda	Employee Wages	\$ 37,713.77
V391	18/01/2023	Beam Superannuation	Employee Super Payment	\$ 7,996.47
V392	19/01/2023	AusQ Training	Traffic Management Templates	\$ 1,892.00
V393	19/01/2023	Avon Waste	December Refuse and Recycling Collection	\$ 4,992.66
V394	19/01/2023	BOC Limited	Container Service 28.11.2022 - 28.12.2022	\$ 117.99
V395	19/01/2023	Bunnings Group	L33226 Paint, L550D Shade Sail	\$ 242.90
V396	19/01/2023	Central Wheatbelt Plumbing	Caravan Park Drain Repairs	\$ 1,113.86
V397	19/01/2023	Great Southern Fuel Supplies	10,000L Diesel, Oils & Admin Card	\$ 20,054.79
V398	19/01/2023	Linfox Armaguard Pty Ltd	ATM Top-Up	\$ 260.12
V399	19/01/2023	Toll Transport Pty Limited	Freight Parts	\$ 34.24
V400	19/01/2023	WA Contract Ranger Services	Ranger Services Including Travel 20/12/22	\$ 313.50
V401	24/01/2023	Bankwest Credit Card	See Summary Below	\$ 792.90
V402	24/01/2023	Telstra	Mobiles \$456.74, ES \$30.00, Landlines \$536.38	\$ 1,023.12
V403	24/01/2023	Synergy	Streetlights \$1977.43 L267, L29584, Gym, Pool	\$ 6,069.18
V404	27/01/2023	Av-Sec	Alarm Monitoring January - March 2023	\$ 125.00
V405	27/01/2023	Avon Valley Toyota	40,000km Service P61	\$ 675.15
V406	27/01/2023	DFES	ESL December 2023	\$ 722.36
V407	27/01/2023	Koorda CRC	Community Development Officer Oct - Dec 2023	\$ 6,875.00
V408	27/01/2023	OAG	Audit Fee Year Ended 30 June 2022	\$ 32,560.00
V409	27/01/2023	Toll Transport Pty Limited	Freight - Parts & Road Signs	\$ 511.10
V410	27/01/2023	WA Contract Ranger Services	Ranger Services Including Travel 4/01, 11/01 & 16/01/2023	\$ 940.50
V411	27/01/2023	Wallis Computer Solutions	Admin 3 & 5 Adobe Licencing & Managed Services Agreement IT Support Swimming Pool Laptop	\$ 2,009.98
V412	27/01/2023	Elders Wongan	Dropper H/G Steel Road Makers & Talon Wax Block	\$ 246.40
V413	1/02/2023	Shire of Koorda	Employee Wages	\$ 37,970.97
V414	1/02/2023	Beam Superannuation	Employee Super Payment	\$ 7,914.53
V415	2/02/2023	CEA, JCB Equipment	Parts P065	\$ 982.96
V416	2/02/2023	CW Plumbing	L95 U1 Replace Gas Cooktop	\$ 1,415.69
V417	2/02/2023	Corsign WA	50 x Yellow Posts, 500 Flexi Guide Posts	\$ 10,917.50
V418	2/02/2023	DFES	ESL January 2023	\$ 753.34
V419	2/02/2023	HBP Services	Pool Inspection, PB inspection & Caravan Park Inspection	\$ 1,677.72
V420	2/02/2023	Koorda Supermarket	January Statement	\$ 329.42
V421	2/02/2023	Landgate	Mining Tenement	\$ 42.15
V422	2/02/2023	Linfox Armaguard Pty Ltd	ATM Top-Up	\$ 272.27
			Subtotal	\$ 236,863.89

V423	2/02/2023	Moore Australia	Training - 2023 Budget Workshop DCEO	\$ 1,155.00
V424	2/02/2023	Petchell Mechanical	P065 Clutch Parts	\$ 9,851.47
V425	2/02/2023	AFGRI Equipment Australia	Parts for Slashers	\$ 555.26
V426	2/02/2023	Synergy	L550 UD 21 Dec 2022 - 25 Jan 2023	\$ 61.64
V427	2/02/2023	Wheatbelt Signs	Update Drive In Sign	\$ 330.00
V428	2/02/2023	Bendigo Card Services	See Summary Below	\$ 8.05
V429	3/02/2023	ATO	BAS - Jan 2023	\$ 17,596.00
V430	7/02/2023	Agri-Stock	4Farmers Glyphosate 510 20L	\$ 194.15
V431	7/02/2023	BOC	Container Service 29/12/22 - 28/01/23	\$ 117.99
V432	7/02/2023	Bunnings	2 x Wall Mount Key Safes	\$ 46.16
V433	7/02/2023	CJD Equipment PTY LTD	P19 Repairs	\$ 3,093.75
V434	7/02/2023	Koorda Ag Parts	PVC Cap Swimming Pool, Lime 'N' Lite Yalambee, Tyre Repair P43, P09 & P17, Trailer Tyre P20, Grinding Discs, Oil Filter P14, Gap Filler & Marker CWA Building, Battery & Deutsch Connector P65, Cable Ties	\$ 985.60
V435	7/02/2023	Great Southern Fuels	Admin Cards	\$ 1,155.97
V436	7/02/2023	Koorda Hotel	Refreshments & Accommodation for Contractors Completing CWA Roof Restorations	\$ 805.95
V437	7/02/2023	KTY	CWA & Recreation Pavilion Aircon Repairs, Recreation Oval Light Repairs, L204 Supply & Install Solar Hot Water System	\$ 8,086.66
V438	7/02/2023	Marketforce	Advertising of 2023 Council Meeting Dates	\$ 769.40
V439	7/02/2023	RB Motors	P200 15,000km Service	\$ 476.46
V440	7/02/2023	Synergy	Streetlights 25/12/22 - 24/01/23	\$ 2,043.35
V441	7/02/2023	WA Contract Rangers	Ranger Services inc Travel 25/01 & 30/01/23	\$ 627.00
V442	7/02/2023	Water Corporation	Bulk Accounts	\$ 33,072.45
V443	7/02/2023	Wongan Hills Boekeman	P62 Water Pump	\$ 972.76
V444	8/02/2023	Dept of Transport	P06 New Vehicle Rego + Plate Change	\$ 219.55
			GRAND TOTAL	\$ 319,088.51
Credit Card				
V388	30/12/2022	Bendigo Card Services	2 x Monthly Card Fee	\$ 8.00
				\$ 8.00
V401	15/12/2022	Industrial Power Equipment	P65 Diesel Charge Circuit	\$ 28.00
	15/12/2022	The West Australian	2023 West Australian Digital Subscription	\$ 84.00
	4/01/2023	Crisp Wireless	Office Internet	\$ 328.90
	4/01/2023	Crisp Wireless	L164 Lodge DCEO Internet	\$ 99.00
	4/01/2023	Crisp Wireless	L282 Pearman CEO Internet	\$ 99.00
	4/01/2023	Crisp Wireless	L68 Smith WS Internet	\$ 99.00
	4/01/2023	Crisp Wireless	ES Building Internet	\$ 55.00
				\$ 792.90
V428	20/02/2023	Bendigo Card Services	2 x Monthly Card Fee (+ \$0.05 late payment fee)	\$ 8.05
				\$ 8.05

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 2022

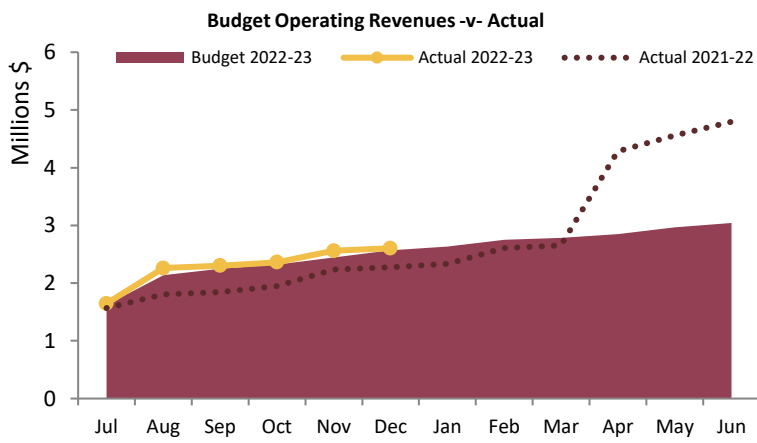
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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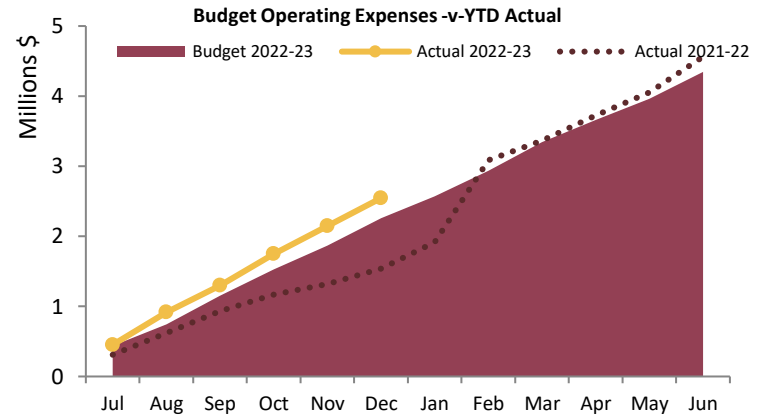
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OPERATING ACTIVITIES

OPERATING REVENUE

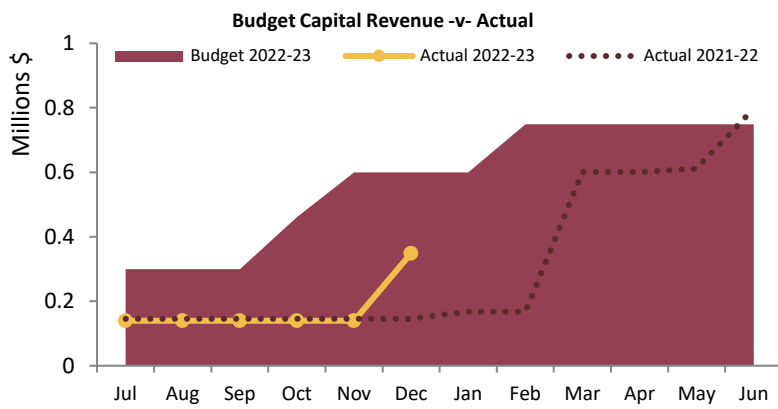


OPERATING EXPENSES

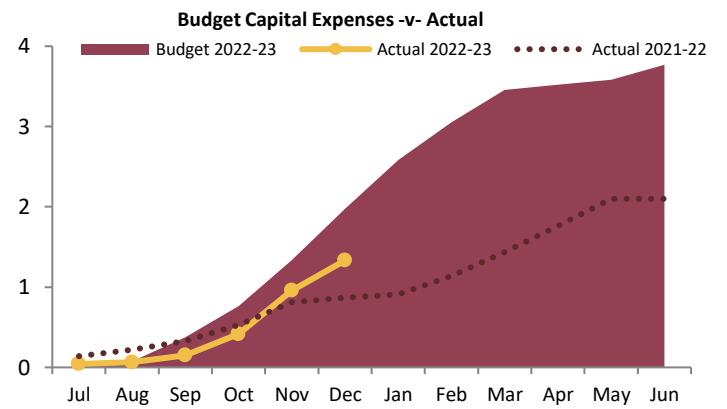


INVESTING ACTIVITIES

CAPITAL REVENUE



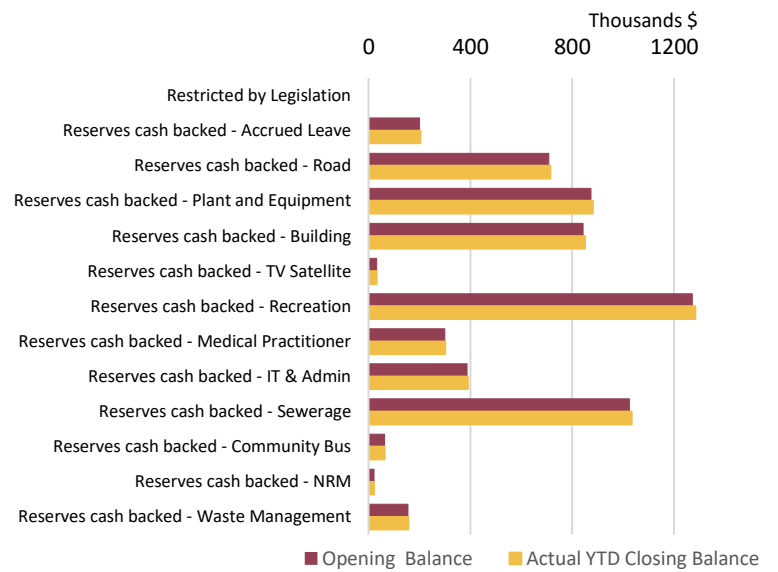
CAPITAL EXPENSES



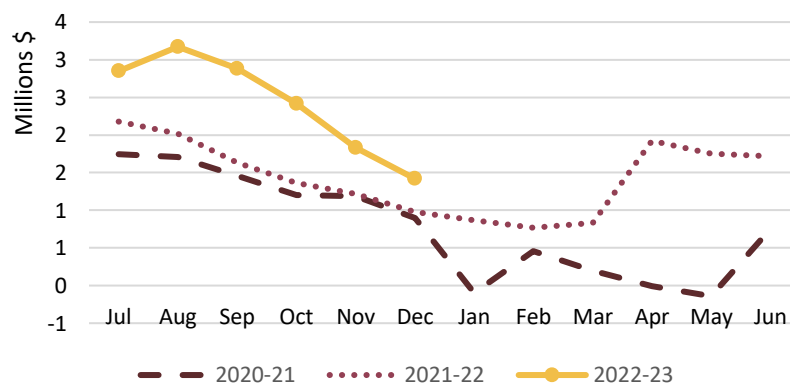
FINANCING ACTIVITIES

BORROWINGS

RESERVES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.72 M	\$1.72 M	\$1.40 M	(\$0.32 M)
Closing	\$0.00 M	\$2.49 M	\$1.42 M	(\$1.07 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.99 M	14.3%
Restricted Cash	\$5.93 M	85.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.04 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.21 M	83.2%
Trade Receivable	\$0.20 M	% Outstanding
Over 30 Days		0.8%
Over 90 Days		0.7%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.33 M	\$1.17 M	\$1.00 M	(\$0.17 M)

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.18 M	
YTD Budget	\$1.17 M	0.3%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.94 M	
YTD Budget	\$0.97 M	(3.0%)

Refer to Note 10 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.40 M	
YTD Budget	\$0.36 M	10.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.57 M)	(\$0.92 M)	(\$0.92 M)	(\$0.00 M)

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.06 M	
Adopted Budget	\$0.45 M	(86.8%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.33 M	
Adopted Budget	\$3.77 M	(64.6%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.35 M	
Adopted Budget	\$0.75 M	(53.5%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.52 M	\$0.52 M	(\$0.05 M)	(\$0.58 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 7 - Borrowings

Reserves	
	\$
Reserves balance	\$5.93 M
Interest earned	\$0.05 M

Refer to Note 8 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 DECEMBER 2022

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

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, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST 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, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Forecast 30 June 2023	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)		
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(d)	1,715,107	1,715,107	1,397,149	1,397,149	(317,958)	(18.54%)	▼
Revenue from operating activities								
Rates		1,174,278	1,174,278	1,177,495	1,177,495	3,217	0.27%	
Operating grants, subsidies and contributions	10	1,207,917	974,247	944,802	1,178,472	(29,445)	(3.02%)	
Fees and charges		525,510	361,690	399,350	563,170	37,660	10.41%	▲
Interest earnings		21,000	10,500	57,681	68,181	47,181	449.34%	▲
Other revenue		22,400	15,700	8,725	15,425	(6,975)	(44.43%)	
Profit on disposal of assets	6	90,600	30,000	15,600	76,200	(14,400)	(48.00%)	▼
		3,041,705	2,566,415	2,603,653	3,078,943	37,238	1.45%	
Expenditure from operating activities								
Employee costs		(1,487,645)	(736,823)	(682,877)	(1,433,699)	53,946	7.32%	
Materials and contracts		(569,853)	(300,411)	(642,902)	(912,344)	(342,491)	(114.01%)	▼
Utility charges		(230,900)	(115,450)	(75,930)	(191,380)	39,520	34.23%	▲
Depreciation on non-current assets		(1,777,500)	(888,750)	(957,954)	(1,846,704)	(69,204)	(7.79%)	
Insurance expenses		(167,880)	(167,880)	(171,606)	(171,606)	(3,726)	(2.22%)	
Other expenditure		(99,025)	(41,508)	(14,494)	(72,011)	27,014	65.08%	▲
Loss on disposal of assets	6	(13,000)	(6,500)	0	(6,500)	6,500	100.00%	
		(4,345,803)	(2,257,322)	(2,545,763)	(4,634,244)	(288,441)	12.78%	
Non-cash amounts excluded from operating activities	1(a)	1,634,517	865,250	942,354	1,711,621	77,104	8.91%	
Amount attributable to operating activities		330,419	1,174,343	1,000,244	156,320	(174,099)	(14.83%)	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	11	748,890	599,112	348,522	498,300	(250,590)	(41.83%)	▼
Proceeds from disposal of assets	6	452,000	452,000	59,504	59,504	(392,496)	(86.84%)	▼
Proceeds on community loans		5,000	0	0	5,000	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,769,000)	(1,974,000)	(1,332,555)	(3,127,555)	641,445	32.49%	▲
		(2,563,110)	(922,888)	(924,530)	(2,564,752)	(1,642)	0.18%	
Non-cash amounts excluded from investing activities	1(b)	(5,000)	0	0	(5,000)	0	0.00%	
Amount attributable to investing activities		(2,568,110)	(922,888)	(924,530)	(2,569,752)	(1,642)	0.18%	
Financing Activities								
Transfer from reserves	8	810,586	810,586	0	0	(810,586)	(100.00%)	▼
Transfer to reserves	8	(288,002)	(288,002)	(53,044)	(53,044)	234,958	81.58%	▲
Amount attributable to financing activities		522,584	522,584	(53,044)	(53,044)	(575,628)	(110.15%)	
Closing funding surplus / (deficit)	1(d)	0	2,489,146	1,419,819	(1,069,327)	(1,069,327)	42.96%	▼

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 12 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 20 January 2023

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
		\$	\$	\$	
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	6	(90,600)	(30,000)	(15,600)	(76,200)
Movement in employee benefit provisions (non-current)		522			522
Movement in contract liabilities (non-current)		(65,905)		0	(65,905)
Add: Loss on asset disposals	6	13,000	6,500	0	6,500
Add: Depreciation on assets		1,777,500	888,750	957,954	1,846,704
Total non-cash items excluded from operating activities		1,634,517	865,250	942,354	1,711,621

(b) Non-cash items excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to investing activities

Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity

		(5,000)			(5,000)
Total non-cash amounts excluded from investing activities		(5,000)	0	0	(5,000)

(c) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 December 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	8	(5,877,725)	(5,877,725)	(5,930,769)
Add: Provisions employee related provisions	9	245,392	245,392	245,392
Total adjustments to net current assets		(5,632,333)	(5,632,333)	(5,685,377)

(d) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2	7,311,591	7,311,591	987,498
Financial assets at amortised cost	2		0	5,930,769
Rates receivables	3	70,096	70,096	209,065
Receivables	3	(11,969)	(11,969)	204,290
Other current assets	4	27,851	27,851	60,595

Less: Current liabilities

Payables	5	(106,550)	(106,550)	(25,483)
Contract liabilities	9	(16,145)	(16,145)	(16,145)
Provisions	9	(245,392)	(245,392)	(245,392)
Less: Total adjustments to net current assets	1(c)	(5,632,333)	(5,632,333)	(5,685,377)

Closing funding surplus / (deficit)

1,397,149 **1,397,149** **1,419,819**

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Municipal Account	Cash and cash equivalents	15,876		15,876		Bendigo	Variable	Nil
Municipal Account	Cash and cash equivalents	903,369		903,369		BWA	Variable	Nil
Licensing Account	Cash and cash equivalents	10,000		10,000		BWA	Variable	Nil
ATM Control Account	Cash and cash equivalents	21,840		21,840		BWA	Nil	Nil
ATM Cash Account	Cash and cash equivalents	34,440		34,440		BWA	Nil	Nil
Cash on Hand	Cash and cash equivalents	1,772		1,772		Cash on Hand	Nil	Nil
Term Deposit XXX1	Financial assets at amortised cost	0	4,494,907	4,494,907		Bankwest	1.80%	31/12/2022
Term Deposit XXX2	Financial assets at amortised cost	0	1,435,863	1,435,863		Bankwest	1.80%	31/12/2022
Total		987,297	5,930,769	6,918,066	0			
Comprising								
Cash and cash equivalents		987,297	0	987,297	0			
Financial assets at amortised cost		0	5,930,769	5,930,769	0			
		987,297	5,930,769	6,918,066	0			

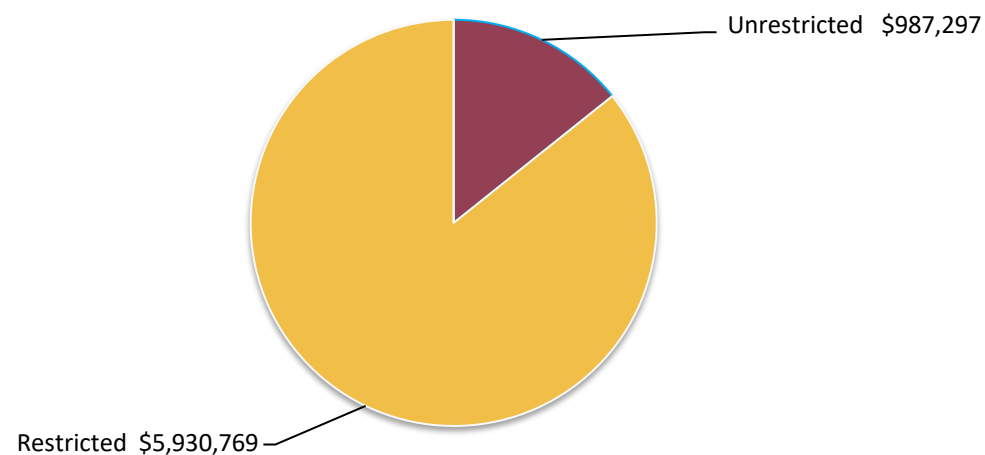
KEY INFORMATION

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

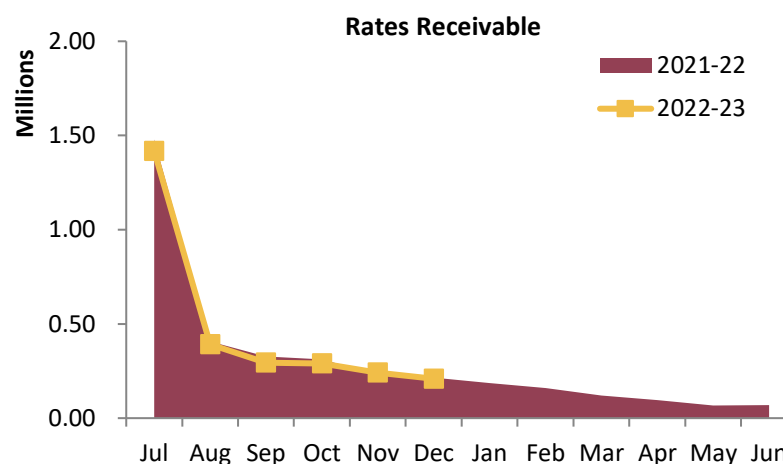
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



Rates receivable	30 Jun 2022	31 Dec 2022
	\$	\$
Opening arrears previous years	70,096	70,096
Levied this year	1,145,170	1,177,495
Less - collections to date	(1,145,170)	(1,038,526)
Gross rates collectable	70,096	209,065
Net rates collectable	70,096	209,065
% Collected	94.2%	83.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	230,214	160	0	1,624	231,998
Percentage	0.0%	99.2%	0.1%	0%	0.7%	
Balance per trial balance						
Sundry receivable						237,862
GST receivable						(38,572)
Sports club loan						5,000
Total receivables general outstanding						204,290

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

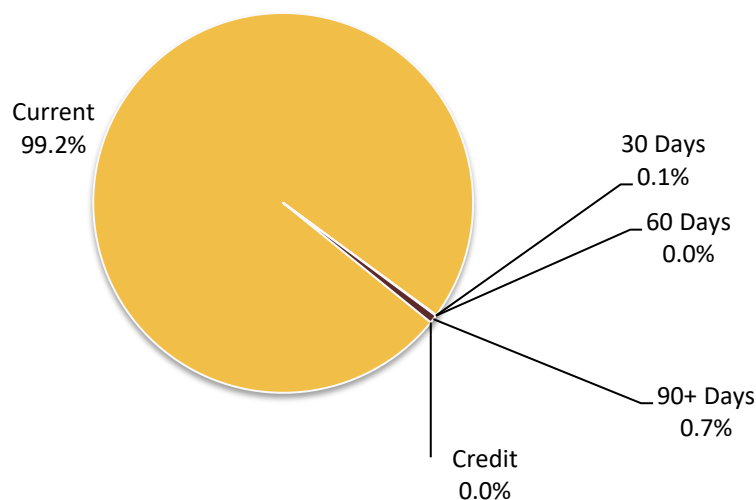
Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Accounts Receivable (non-rates)

- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



Other current assets	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 December 2022
	\$	\$	\$	\$
Inventory				
Stock on Hand	27,851	156,085	(123,341)	60,595
Total other current assets	27,851	156,085	(123,341)	60,595
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

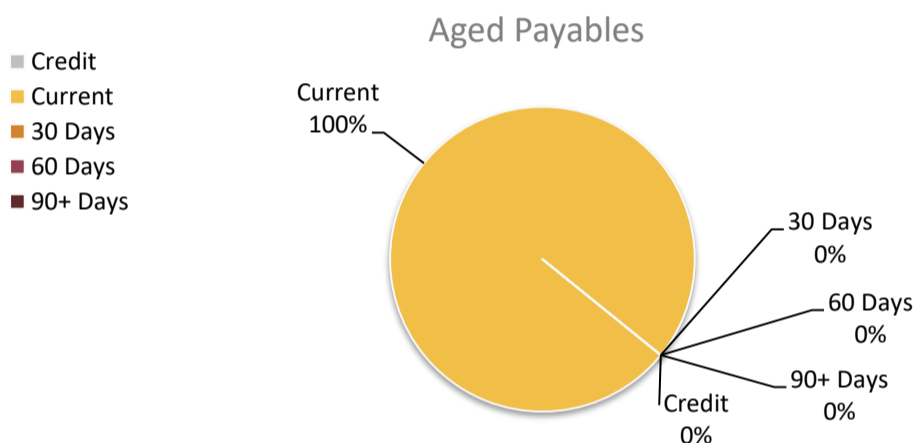
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	41,206	0	0	0	41,206
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						41,206
Other Payables						17,438
GST Payable						(48,535)
FBT Liabilities						(6,604)
PAYG Payables						21,978
Total payables general outstanding						25,483

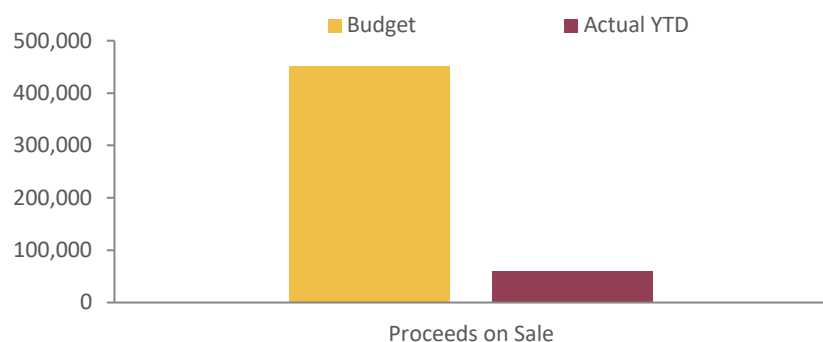
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
10218	L28 P88510 (36 Allenby St)			0	0	6,000	10,922	4,922	0
	Plant and equipment								
	Transport								
PE0361	P36: Loader	5,000	40,000	35,000	0			0	0
PE0581	P58: Ute (Patching/Gardener)	3,400	10,000	6,600	0			0	0
PE0641	P55: Ute (Team Leader)	35,000	30,000	0	(5,000)	37,904	48,582	10,678	0
PE0651	P65: Prime Mover	16,000	65,000	49,000	0			0	0
PE0661	P66: Ute (Works Crew)	35,000	27,000	0	(8,000)			0	0
PE2001	P200: WS Vehicle (000KD)	40,000	40,000	0	0			0	0
	Other property and services								
PE1001	P100: CEO Vehicle 1 (0KD)	62,500	62,500	0	0			0	0
PE1002	P100: CEO Vehicle 2 (0KD)	62,500	62,500	0	0			0	0
PE3001	P300: DCEO Vehicle 1 (00KD)	57,500	57,500	0	0			0	0
PE3002	P300: DCEO Vehicle 2 (00KD)	57,500	57,500	0	0			0	0
		374,400	452,000	90,600	(13,000)	43,904	59,504	15,600	0



Capital acquisitions	Adopted		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Buildings	1,080,000	415,000	43,557	708,557	(371,443)
Plant and equipment	1,023,000	598,000	464,442	889,442	(133,558)
Infrastructure - roads	1,541,000	856,000	781,688	1,466,688	(74,312)
Infrastructure - other	125,000	105,000	42,868	62,868	(62,132)
Payments for Capital Acquisitions	3,769,000	1,974,000	1,332,555	3,127,555	(641,445)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	748,890	599,112	348,522	498,300	(250,590)
Other (disposals & C/Fwd)	452,000	452,000	59,504	59,504	(392,496)
Cash backed reserves					
Reserves cash backed - Plant and Equipment	(445,000)		0	(445,000)	0
Reserves cash backed - Building	(115,000)		0	(115,000)	0
Reserves cash backed - Recreation	(250,586)		0	(250,586)	0
Contribution - operations	3,378,696	922,888	924,530	3,380,338	1,642
Capital funding total	3,769,000	1,974,000	1,332,555	3,127,555	(641,445)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

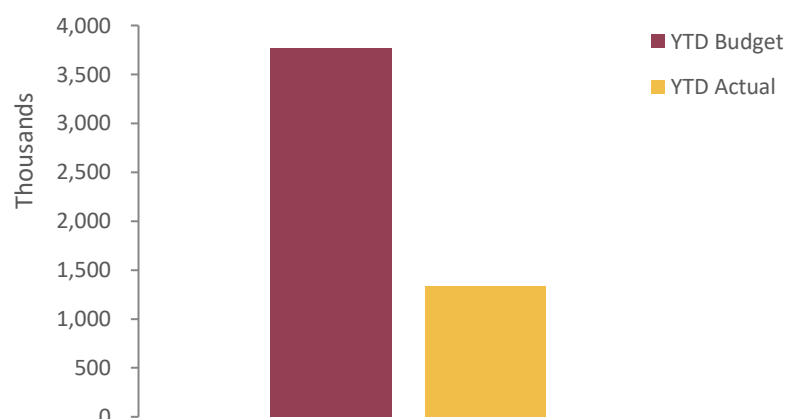
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

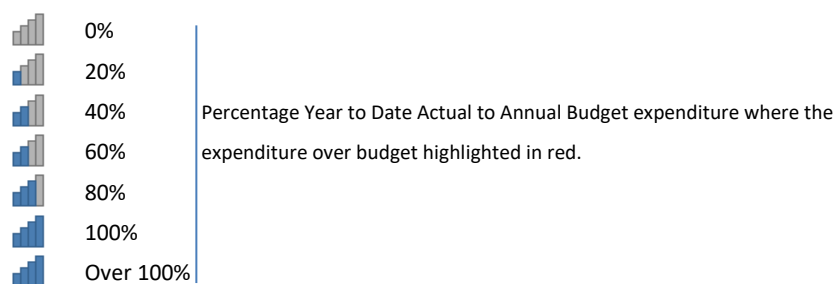
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further details

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
Building and Improvements				
BC001 L253 Haig (Admin Office - Painting & Gardens)	30,000	15,000	0	(15,000)
BC012 L06 Railway (CWA - Roof & Ceiling)	50,000	0	16,950	16,950
BC015 L267 Caravan Park	0	0	10,119	10,119
BC016 L20135 Scott (Recreation Pavillion Extension & Upgrade)	1,000,000	400,000	16,488	(383,512)
TOTAL - Building and Improvements	1,080,000	415,000	43,557	(371,443)
Plant & Equipment				
PE0361 P36: Loader	330,000	330,000	296,000	(34,000)
PE0531 P53: Slasher/Mower	25,000	25,000	20,600	(4,400)
PE0581 P58: Ute (Patching/Gardener)	35,000	35,000	0	(35,000)
PE0641 P55: Ute (Team Leader)	48,000	48,000	54,622	6,622
PE0651 P65: Prime Mover	220,000	0	0	0
PE0661 P66: Ute (Works Crew)	45,000	45,000	0	(45,000)
PE1001 P100: CEO Vehicle 1 (OKD)	65,000	0	0	0
PE1002 P100: CEO Vehicle 2 (OKD)	65,000	0	0	0
PE2001 P200: WS Vehicle (000KD)	55,000	55,000	59,725	4,725
PE3001 P300: DCEO Vehicle 1 (00KD)	60,000	60,000	0	(60,000)
PE3002 P300: DCEO Vehicle 2 (00KD)	60,000	0	0	0
PE0671 Misc - Moveable Traffic Lights	15,000	0	33,495	33,495
TOTAL - Plant & Equipment	1,023,000	598,000	464,442	(133,558)
Roads				
RRG003 Koorda Dowerin Reseal	150,000	150,000	174,154	24,154
RRG140 Burakin Wialki Full Recon	219,000	219,000	240,245	21,245
RRG140B Burakin Wialki Reseal	150,000	150,000	188,842	38,842
R2R006 Kulja Kalannie Full Recon	130,000	40,000	39,015	(985)
R2R004 Koorda Kulja Full Recon 23.50-25.00	150,000	30,000	22,080	(7,920)
R2R004B Koorda Kulja Reseal	122,000	122,000	29,836	(92,164)
R2R004C Koorda Kulja Full Recon 2.50-3.50	250,000	45,000	27,060	(17,940)
RC016 Mulji Ref/Sheet	60,000	0	29,452	29,452
RC010 Mollerin Rock South Ref/Sheet	90,000	20,000	3,482	(16,518)
RC009 Koorda North West Ref/Sheet	60,000	0	0	0
RC011 Dukin West Ref/Sheet	90,000	60,000	12,278	(47,722)
RC004 Koorda Kulja Widen Seal	70,000	20,000	15,244	(4,756)
TOTAL - Roads	1,541,000	856,000	781,688	(74,312)
Other Infrastructure				
BC001 L253 Haig (Admin Office - Carpark)	50,000	50,000	0	(50,000)
BC014 L99-110 Greenham (Yalambee - Driveway)	35,000	35,000	17,816	(17,184)
Kerbing	20,000	0	0	0
FC138 Footpaths	20,000	20,000	25,052	5,052
TOTAL - Other Infrastructure	125,000	105,000	42,868	(62,132)
	3,769,000	1,974,000	1,332,555	(641,445)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2022**

**OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserves cash backed - Accrued Leave	201,087	523	1,815	83,580				285,190	202,902
Reserves cash backed - Road	707,677	1,838	6,387	40,000				749,515	714,064
Reserves cash backed - Plant and Equipment	873,267	2,165	7,881	44,422		(445,000)		474,854	881,148
Reserves cash backed - Building	842,671	2,189	7,605			(115,000)		729,860	850,276
Reserves cash backed - TV Satellite	31,982	83	289					32,065	32,271
Reserves cash backed - Recreation	1,271,844	3,302	11,478			(250,586)		1,024,560	1,283,322
Reserves cash backed - Medical Practitioner	299,029	776	2,699					299,805	301,728
Reserves cash backed - IT & Admin	386,311	1,003	3,486					387,314	389,797
Reserves cash backed - Sewerage	1,024,632	2,500	9,247	60,000				1,087,132	1,033,879
Reserves cash backed - Community Bus	62,927	163	568					63,090	63,495
Reserves cash backed - NRM	22,105	58	199					22,163	22,304
Reserves cash backed - Waste Management	154,193	400	1,392	45,000				199,593	155,585
	5,877,725	15,000	53,044	273,002	0	(810,586)	0	5,355,141	5,930,769

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 December 2022
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		16,145	0			16,145
Total other liabilities		16,145	0	0	0	16,145
Employee Related Provisions						
Annual leave		137,668	0			137,668
Long service leave		107,724	0			107,724
Total Employee Related Provisions		245,392	0	0	0	245,392
Total other current assets		261,537	0	0	0	261,537

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue	Forecast 30 June
	1 July 2022		(As revenue)	31 Dec 2022	31 Dec 2022	Revenue	Budget	Actual	Closing
	\$	\$	\$	\$	\$	\$	\$	\$	
Operating grants and subsidies									
Governance									
OTH GOV - Grant - WDN WSFN				0		82,504	38,114	0	44,390
General purpose funding									
GEN PUR - Financial Assistance Grant - General				0		290,000	145,000	222,445	367,445
GEN PUR - Financial Assistance Grant - Roads				0		60,000	30,000	75,992	105,992
GEN PUR - Other Grants (LRCI)				0		574,820	574,820	439,707	439,707
Law, order, public safety									
ESL BFB - Operating Grant				0		21,420	7,140	11,412	25,692
Transport									
ROADM - Direct Road Grant (MRWA)				0		179,173	179,173	183,027	183,027
Other property and services									
POC - Fuel Tax Credits Grant Scheme				0		0	0	12,219	12,219
	0	0	0	0	0	1,207,917	974,247	944,802	1,178,472

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2022	Current Liability 31 Dec 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
Transport									
ROADC - Regional Road Group Grants (MRWA)				0		346,000	276,800	348,522	417,722
ROADC - Roads to Recovery Grant				0		402,890	322,312	0	80,578
	0	0	0	0	0	748,890	599,112	348,522	498,300

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$10,000 and 10.00%.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	(317,958)	(18.54%) ▼			Expected opening surplus lower than anticipated at budget time. Opening surplus figure to be confirmed after audit (to be included in budget review)	
Revenue from operating activities						
Fees and charges	37,660	10.41% ▲	Income higher than anticipated to month end for Yalabee (\$30k), Caravan Park (67k) and Planning Applications (\$12k)			
Interest earnings	47,181	449.34% ▲	Budget Reserve Interest based on 0.30%, however rate secured was 1.80%. To amend at budget review as original budget was \$15k and YTD is \$53k after TD renewal.			
Profit on disposal of assets	(14,400)	(48.00%) ▼			Assets disposals have not yet taken place as per anticipated budget time line due to supply issues. DCEO Vehicle on order and anticipated for changeover now set for February.	
Expenditure from operating activities						
Materials and contracts	(342,491)	(114.01%) ▼			Materials & contract cost as anticipated at budget time less than YTD budget allocation. \$329k relating to Plant Op cost reallocation due to new payroll system as Plant costs are automated to jobs at time of the timesheet entry, not at month end like legacy system.	
Utility charges	39,520	34.23% ▲	Rec Ground Utilities lower than anticipated at this point in the budget. Annual budget was allocated equally across months and takes into account higher water usage through summer months when dams dry up.			
Other expenditure	27,014	65.08% ▲	Expenditure lower than anticipated, annual budget was split into quarters.			
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(250,590)	(41.83%) ▼			RtR Q2 fund allocations should be received in March, as well as final RRG claimed funds.	
Proceeds from disposal of assets	(392,496)	(86.84%) ▼			Shows annual budget, not YTD.	
Payments for property, plant and equipment and infrastructure	641,445	32.49% ▲	Building 370k (Rec Ground), Roads \$75k, Other Infra \$60k (Admin Building Works) and Plant \$135k behind anticipated budget forecast.			
Financing activities						
Transfer from reserves	(810,586)	(100.00%) ▼			Shows annual budget, not YTD. Reserve movements made at year end.	
Transfer to reserves	234,958	81.58% ▲	Shows annual budget, not YTD. Reserve movements made at year end.			
Closing funding surplus / (deficit)	(1,069,327)	42.96% ▼			Shows expected closing surplus(deficit), does not include reserve transfers.	

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 January 2023

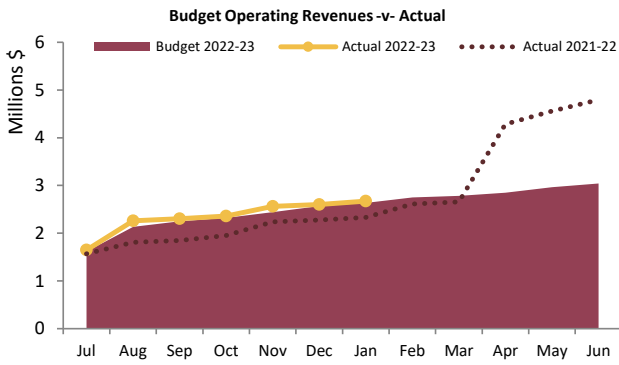
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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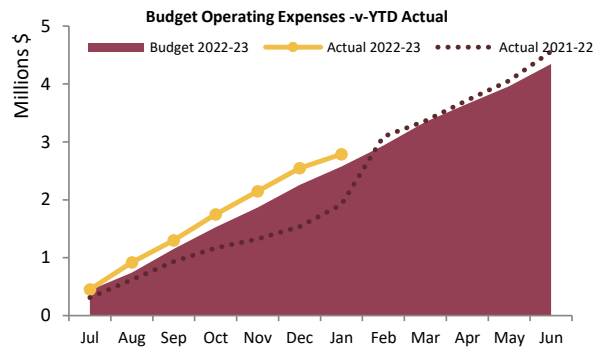
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OPERATING ACTIVITIES

OPERATING REVENUE

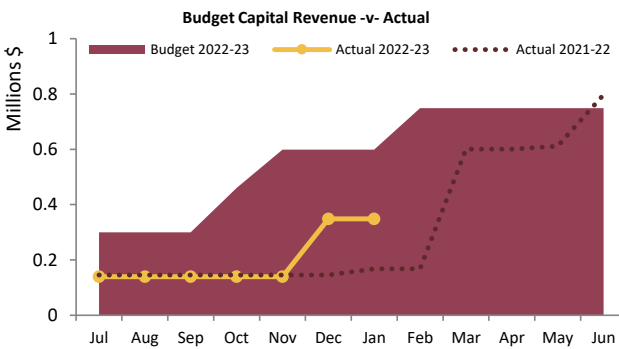


OPERATING EXPENSES

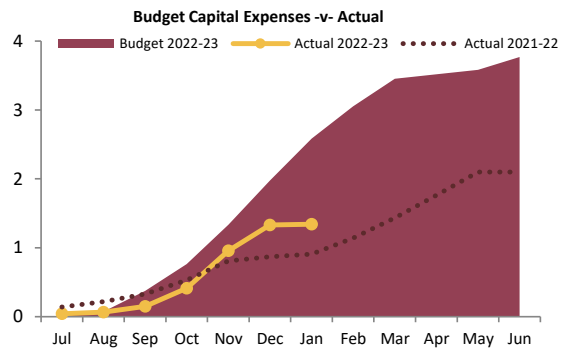


INVESTING ACTIVITIES

CAPITAL REVENUE



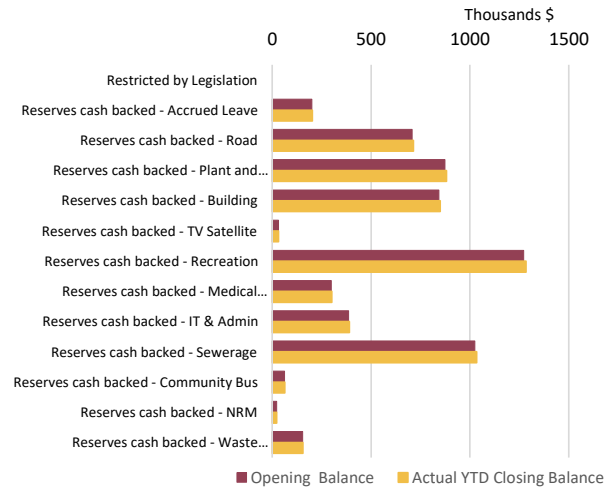
CAPITAL EXPENSES



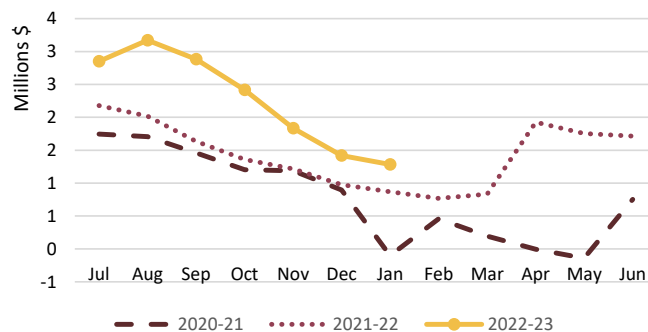
FINANCING ACTIVITIES

BORROWINGS

RESERVES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.72 M	\$1.72 M	\$1.40 M	(\$0.32 M)
Closing	\$0.00 M	\$1.75 M	\$1.24 M	(\$0.51 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$7.04 M	% of total
Unrestricted Cash	\$1.11 M	15.8%
Restricted Cash	\$5.93 M	84.2%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.01 M	% Outstanding
Trade Payables	\$0.03 M	
0 to 30 Days		68.2%
Over 30 Days		31.8%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	(\$0.04 M)	% Collected
Rates Receivable	\$0.19 M	85.2%
Trade Receivable	(\$0.04 M)	% Outstanding
Over 30 Days		15.1%
Over 90 Days		13.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.33 M	\$1.04 M	\$0.83 M	(\$0.22 M)

Refer to Statement of Financial Activity

Rates Revenue		
	YTD Actual	% Variance
	\$1.18 M	
	YTD Budget	0.3%
	\$1.17 M	

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	YTD Actual	% Variance
	\$0.95 M	
	YTD Budget	(2.9%)
	\$0.98 M	

Refer to Note 10 - Operating Grants and Contributions

Fees and Charges		
	YTD Actual	% Variance
	\$0.44 M	
	YTD Budget	14.1%
	\$0.39 M	

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.57 M)	(\$1.53 M)	(\$0.93 M)	\$0.60 M

Refer to Statement of Financial Activity

Proceeds on sale		
	YTD Actual	%
	\$0.06 M	
	Adopted Budget	(86.8%)
	\$0.45 M	

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	YTD Actual	% Spent
	\$1.34 M	
	Adopted Budget	(64.4%)
	\$3.77 M	

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	YTD Actual	% Received
	\$0.35 M	
	Adopted Budget	(53.5%)
	\$0.75 M	

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.52 M	\$0.52 M	(\$0.05 M)	(\$0.58 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 7 - Borrowings

Reserves	
Reserves balance	\$5.93 M
Interest earned	\$0.05 M

Refer to Note 8 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 JANUARY 2023

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

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, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST 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, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Forecast 30 June 2023 Closing	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(d)	1,715,107	1,715,107	1,397,149	1,397,149	(317,958)	(18.54%)	▼
Revenue from operating activities								
Rates		1,174,278	1,174,278	1,177,495	1,177,495	3,217	0.27%	
Operating grants, subsidies and contributions	10	1,207,917	981,387	952,831	1,179,361	(28,556)	(2.91%)	
Fees and charges		525,510	388,303	442,973	580,180	54,670	14.08%	▲
Interest earnings		21,000	11,000	73,715	83,715	62,715	570.14%	▲
Other revenue		22,400	16,400	9,513	15,513	(6,887)	(41.99%)	
Profit on disposal of assets	6	90,600	60,000	15,600	46,200	(44,400)	(74.00%)	▼
		3,041,705	2,631,368	2,672,127	3,082,464	40,759	1.55%	
Expenditure from operating activities								
Employee costs		(1,487,645)	(859,393)	(849,373)	(1,477,625)	10,020	1.17%	
Materials and contracts		(569,853)	(323,251)	(712,428)	(959,030)	(389,177)	(120.39%)	▼
Utility charges		(230,900)	(134,692)	(81,509)	(177,717)	53,183	39.48%	▲
Depreciation on non-current assets		(1,777,500)	(1,036,875)	(957,954)	(1,698,579)	78,921	7.61%	
Insurance expenses		(167,880)	(167,880)	(171,606)	(171,606)	(3,726)	(2.22%)	
Other expenditure		(99,025)	(43,008)	(14,494)	(70,511)	28,514	66.30%	▲
Loss on disposal of assets	6	(13,000)	(6,500)	0	(6,500)	6,500	100.00%	
		(4,345,803)	(2,571,599)	(2,787,364)	(4,561,568)	(215,765)	8.39%	
Non-cash amounts excluded from operating activities	1(a)	1,634,517	983,375	942,354	1,593,496	(41,021)	(4.17%)	
Amount attributable to operating activities		330,419	1,043,144	827,117	114,392	(216,027)	(20.71%)	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	11	748,890	599,112	348,522	498,300	(250,590)	(41.83%)	▼
Proceeds from disposal of assets	6	452,000	452,000	59,504	59,504	(392,496)	(86.84%)	▼
Proceeds on community loans		5,000	0	0	5,000	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,769,000)	(2,584,000)	(1,341,914)	(2,526,914)	1,242,086	48.07%	▲
		(2,563,110)	(1,532,888)	(933,888)	(1,964,110)	599,000	(39.08%)	
Non-cash amounts excluded from investing activities	1(b)	(5,000)	0	0	(5,000)	0	0.00%	
Amount attributable to investing activities		(2,568,110)	(1,532,888)	(933,888)	(1,969,110)	599,000	(39.08%)	
Financing Activities								
Transfer from reserves	8	810,586	810,586	0	0	(810,586)	(100.00%)	▼
Transfer to reserves	8	(288,002)	(288,002)	(53,044)	(53,044)	234,958	81.58%	▲
Amount attributable to financing activities		522,584	522,584	(53,044)	(53,044)	(575,628)	(110.15%)	
Closing funding surplus / (deficit)	1(d)	0	1,747,947	1,237,333	(510,614)	(510,614)	29.21%	▼

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 12 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 03 February 2023

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
		\$	\$	\$	
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	6	(90,600)	(60,000)	(15,600)	(46,200)
Movement in employee benefit provisions (non-current)		522			522
Movement in contract liabilities (non-current)		(65,905)		0	(65,905)
Add: Loss on asset disposals	6	13,000	6,500	0	6,500
Add: Depreciation on assets		1,777,500	1,036,875	957,954	1,698,579
Total non-cash items excluded from operating activities		1,634,517	983,375	942,354	1,593,496

(b) Non-cash items excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to investing activities

Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity

		(5,000)			(5,000)
Total non-cash amounts excluded from investing activities		(5,000)	0	0	(5,000)

(c) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget	Last Year	Year to Date
	Opening	Closing	Date
		30 June 2022	31 January 2023
Adjustments to net current assets			
Less: Reserves - restricted cash	8	(5,877,725)	(5,930,769)
Add: Provisions employee related provisions	9	245,392	245,392
Total adjustments to net current assets		(5,632,333)	(5,685,377)

(d) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	2	7,311,591	7,311,591	1,112,108
Financial assets at amortised cost	2		0	5,930,769
Rates receivables	3	70,096	70,096	185,149
Receivables	3	(11,969)	(11,969)	(42,597)
Other current assets	4	27,851	27,851	50,614
Less: Current liabilities				
Payables	5	(106,550)	(106,550)	(5,910)
Contract liabilities	9	(16,145)	(16,145)	(16,145)
Provisions	9	(245,392)	(245,392)	(245,392)
Less: Total adjustments to net current assets	1(c)	(5,632,333)	(5,632,333)	(5,685,377)
Closing funding surplus / (deficit)		1,397,149	1,397,149	1,283,218

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Account	Cash and cash equivalents	16,094		16,094		Bendigo	Variable	Nil
Municipal Account	Cash and cash equivalents	1,026,381		1,026,381		BWA	Variable	Nil
Licensing Account	Cash and cash equivalents	11,379		11,379		BWA	Variable	Nil
ATM Control Account	Cash and cash equivalents	14,600		14,600		BWA	Nil	Nil
ATM Cash Account	Cash and cash equivalents	41,680		41,680		BWA	Nil	Nil
Cash on Hand	Cash and cash equivalents	1,772		1,772		Cash on Hand	Nil	Nil
Term Deposit XXX1	Financial assets at amortised cost	0	4,494,907	4,494,907		Bankwest	1.80%	31/12/2022
Term Deposit XXX2	Financial assets at amortised cost	0	1,435,863	1,435,863		Bankwest	1.80%	31/12/2022
Total		1,111,907	5,930,769	7,042,676	0			
Comprising								
Cash and cash equivalents		1,111,907	0	1,111,907	0			
Financial assets at amortised cost		0	5,930,769	5,930,769	0			
		1,111,907	5,930,769	7,042,676	0			

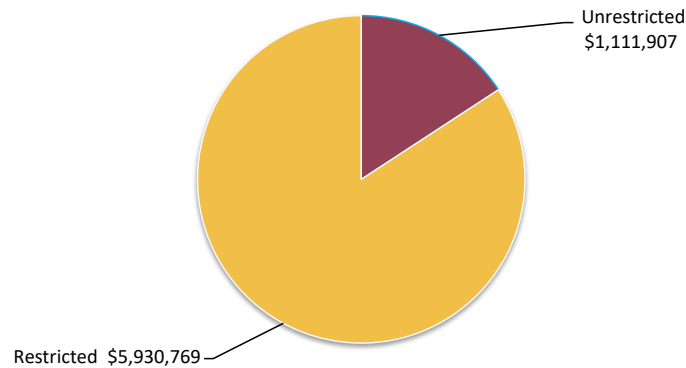
KEY INFORMATION

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

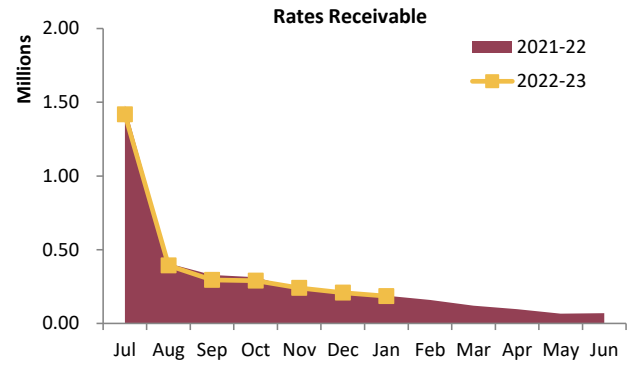
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



Rates receivable	30 June 2022	31 Jan 2023
	\$	\$
Opening arrears previous years	70,096	70,096
Levied this year	1,145,170	1,177,495
Less - collections to date	(1,145,170)	(1,062,442)
Gross rates collectable	70,096	185,149
Net rates collectable	70,096	185,149
% Collected	94.2%	85.2%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	10,178	190	0	1,624	11,992
Percentage	0.0%	84.9%	1.6%	0%	13.5%	
Balance per trial balance						
Sundry receivable						18,618
GST receivable						(79,126)
Interest Receivable						15,411
Sports club loan						2,500
Total receivables general outstanding						(42,597)

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

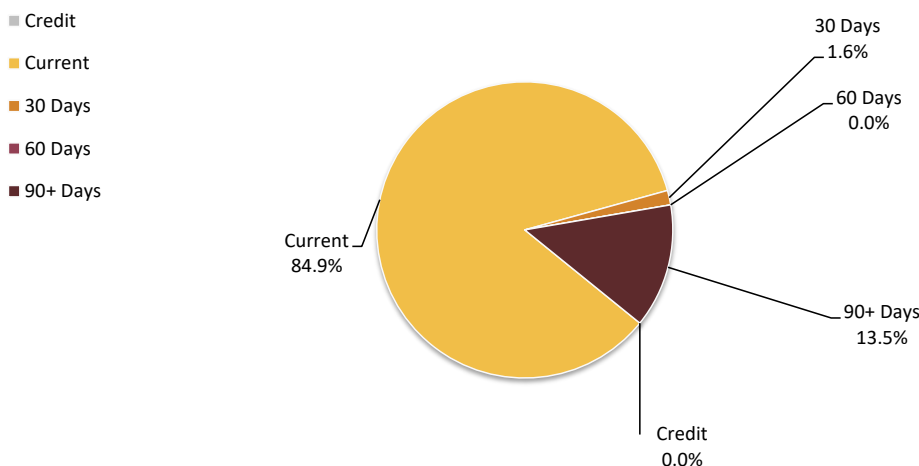
Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.

Accounts Receivable (non-rates)



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 January 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Stock on Hand	27,851	156,085	(133,322)	50,614
Total other current assets	27,851	156,085	(133,322)	50,614
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

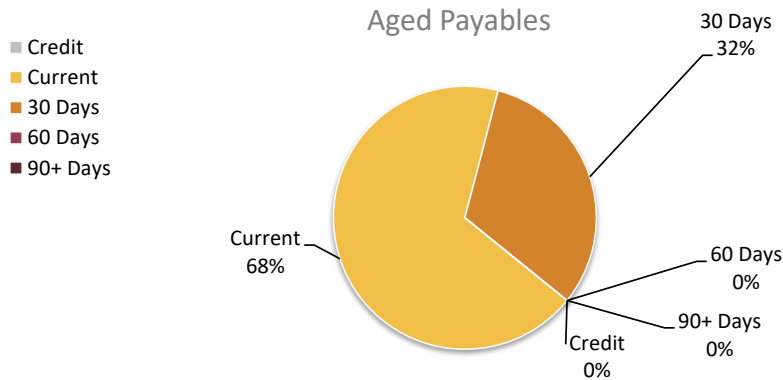
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	23,067	10,737	0	0	33,804
Percentage	0%	68.2%	31.8%	0%	0%	
Balance per trial balance						
Sundry creditors						33,804
Other Payables						18,514
GST Payable						(67,254)
FBT Liabilities						(9,906)
PAYG Payables						30,752
Total payables general outstanding						5,910

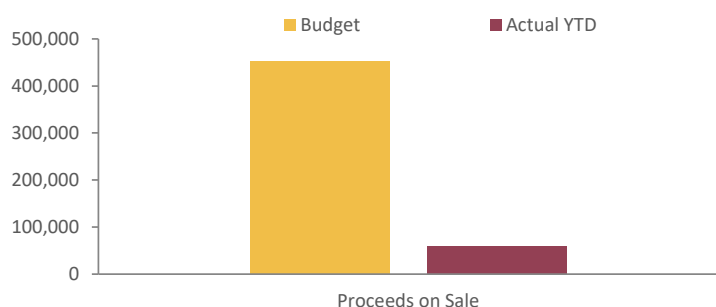
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Land								
10218	L28 P88510 (36 Allenby St)			0	0	6,000	10,922	4,922	0
	Plant and equipment								
	Transport								
PE0361	P36: Loader	5,000	40,000	35,000	0			0	0
PE0581	P58: Ute (Patching/Gardener)	3,400	10,000	6,600	0			0	0
PE0641	P55: Ute (Team Leader)	35,000	30,000	0	(5,000)	37,904	48,582	10,678	0
PE0651	P65: Prime Mover	16,000	65,000	49,000	0			0	0
PE0661	P66: Ute (Works Crew)	35,000	27,000	0	(8,000)			0	0
PE2001	P200: WS Vehicle (000KD)	40,000	40,000	0	0			0	0
	Other property and services								
PE1001	P100: CEO Vehicle 1 (0KD)	62,500	62,500	0	0			0	0
PE1002	P100: CEO Vehicle 2 (0KD)	62,500	62,500	0	0			0	0
PE3001	P300: DCEO Vehicle 1 (00KD)	57,500	57,500	0	0			0	0
PE3002	P300: DCEO Vehicle 2 (00KD)	57,500	57,500	0	0			0	0
		374,400	452,000	90,600	(13,000)	43,904	59,504	15,600	0



Capital acquisitions	Adopted		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Buildings	1,080,000	615,000	43,557	508,557	(571,443)
Plant and equipment	1,023,000	883,000	464,442	604,442	(418,558)
Infrastructure - roads	1,541,000	981,000	791,047	1,351,047	(189,953)
Infrastructure - other	125,000	105,000	42,868	62,868	(62,132)
Payments for Capital Acquisitions	3,769,000	2,584,000	1,341,914	2,526,914	(1,242,086)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	748,890	599,112	348,522	498,300	(250,590)
Other (disposals & C/Fwd)	452,000	452,000	59,504	59,504	(392,496)
Cash backed reserves					
Reserves cash backed - Plant and Equipment	(445,000)		0	(445,000)	0
Reserves cash backed - Building	(115,000)		0	(115,000)	0
Reserves cash backed - Recreation	(250,586)		0	(250,586)	0
Contribution - operations	3,378,696	1,532,888	933,888	2,779,696	(599,000)
Capital funding total	3,769,000	2,584,000	1,341,914	2,526,914	(1,242,086)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

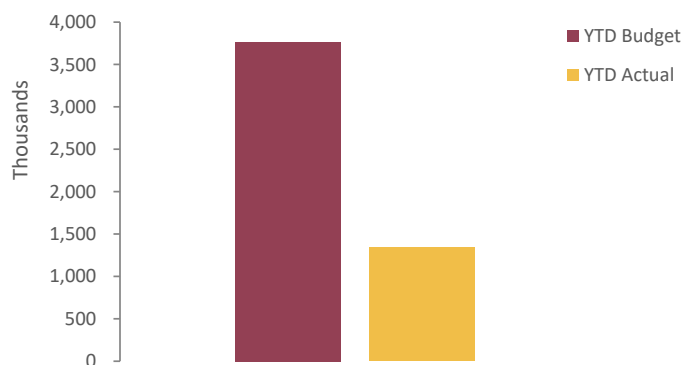
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

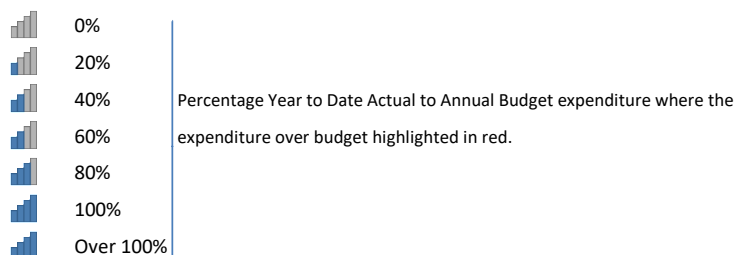
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Level of completion indicator, please see table at the end of this note for further det

Account Description		Adopted		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
Building and Improvements					
BC001	L253 Haig (Admin Office - Painting & Gardens)	30,000	15,000	0	(15,000)
BC012	L06 Railway (CWA - Roof & Ceiling)	50,000	0	16,950	16,950
BC015	L267 Caravan Park	0	0	10,119	10,119
BC016	L20135 Scott (Recreation Pavillion Extension & Upgrade)	1,000,000	600,000	16,488	(583,512)
TOTAL - Building and Improvements		1,080,000	615,000	43,557	(571,443)
Plant & Equipment					
PE0361	P36: Loader	330,000	330,000	296,000	(34,000)
PE0531	P53: Slasher/Mower	25,000	25,000	20,600	(4,400)
PE0581	P58: Ute (Patching/Gardener)	35,000	35,000	0	(35,000)
PE0641	P55: Ute (Team Leader)	48,000	48,000	54,622	6,622
PE0651	P65: Prime Mover	220,000	220,000	0	-220,000
PE0661	P66: Ute (Works Crew)	45,000	45,000	0	(45,000)
PE1001	P100: CEO Vehicle 1 (OKD)	65,000	65,000	0	(65,000)
PE1002	P100: CEO Vehicle 2 (OKD)	65,000	0	0	0
PE2001	P200: WS Vehicle (000KD)	55,000	55,000	59,725	4,725
PE3001	P300: DCEO Vehicle 1 (00KD)	60,000	60,000	0	(60,000)
PE3002	P300: DCEO Vehicle 2 (00KD)	60,000	0	0	0
PE0671	Misc - Moveable Traffic Lights	15,000	0	33,495	33,495
TOTAL - Plant & Equipment		1,023,000	883,000	464,442	(418,558)
Roads					
RRG003	Koorda Dowerin Reseal	150,000	150,000	174,154	24,154
RRG140	Burakin Wialki Full Recon	219,000	219,000	240,245	21,245
RRG140B	Burakin Wialki Reseal	150,000	150,000	188,842	38,842
R2R006	Kulja Kalannie Full Recon	130,000	40,000	39,859	(141)
R2R004	Koorda Kulja Full Recon 23.50-25.00	150,000	70,000	24,314	(45,686)
R2R004B	Koorda Kulja Reseal	122,000	122,000	29,836	(92,164)
R2R004C	Koorda Kulja Full Recon 2.50-3.50	250,000	100,000	33,342	(66,658)
RC016	Mulji Ref/Sheet	60,000	0	29,452	29,452
RC010	Mollerin Rock South Ref/Sheet	90,000	20,000	3,482	(16,518)
RC009	Koorda North West Ref/Sheet	60,000	0	0	0
RC011	Dukin West Ref/Sheet	90,000	90,000	12,278	(77,722)
RC004	Koorda Kulja Widen Seal	70,000	20,000	15,244	(4,756)
TOTAL - Roads		1,541,000	981,000	791,047	(189,953)
Other Infrastructure					
BC001	L253 Haig (Admin Office - Carpark)	50,000	50,000	0	(50,000)
BC014	L99-110 Greenham (Yalabee - Driveway)	35,000	35,000	17,816	(17,184)
	Kerbing	20,000	0	0	0
FC138	Footpaths	20,000	20,000	25,052	5,052
TOTAL - Other Infrastructure		125,000	105,000	42,868	(62,132)
		3,769,000	2,584,000	1,341,914	(1,242,086)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

**OPERATING ACTIVITIES
NOTE 8
RESERVE ACCOUNTS**

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserves cash backed - Accrued Leave	201,087	523	1,815	83,580				285,190	202,902
Reserves cash backed - Road	707,677	1,838	6,387	40,000				749,515	714,064
Reserves cash backed - Plant and Equipment	873,267	2,165	7,881	44,422		(445,000)		474,854	881,148
Reserves cash backed - Building	842,671	2,189	7,605			(115,000)		729,860	850,276
Reserves cash backed - TV Satellite	31,982	83	289					32,065	32,271
Reserves cash backed - Recreation	1,271,844	3,302	11,478			(250,586)		1,024,560	1,283,322
Reserves cash backed - Medical Practitioner	299,029	776	2,699					299,805	301,728
Reserves cash backed - IT & Admin	386,311	1,003	3,486					387,314	389,797
Reserves cash backed - Sewerage	1,024,632	2,500	9,247	60,000				1,087,132	1,033,879
Reserves cash backed - Community Bus	62,927	163	568					63,090	63,495
Reserves cash backed - NRM	22,105	58	199					22,163	22,304
Reserves cash backed - Waste Management	154,193	400	1,392	45,000				199,593	155,585
	5,877,725	15,000	53,044	273,002	0	(810,586)	0	5,355,141	5,930,769

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 January 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		16,145	0			16,145
Total other liabilities		16,145	0	0	0	16,145
Employee Related Provisions						
Annual leave		137,668	0			137,668
Long service leave		107,724	0			107,724
Total Employee Related Provisions		245,392	0	0	0	245,392
Total other current assets		261,537	0	0	0	261,537
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	1 July 2022		(As revenue)	31 Jan 2023	31 Jan 2023				
	\$	\$	\$	\$	\$	\$	\$	\$	
Operating grants and subsidies									
Governance									
OTH GOV - Grant - WDN WSFN				0		82,504	38,114	0	44,390
General purpose funding									
GEN PUR - Financial Assistance Grant - General				0		290,000	145,000	222,445	367,445
GEN PUR - Financial Assistance Grant - Roads				0		60,000	30,000	75,992	105,992
GEN PUR - Other Grants (LRCl)				0		574,820	574,820	439,707	439,707
Law, order, public safety									
ESL BFB - Operating Grant				0		21,420	14,280	17,118	24,258
Transport									
ROADM - Direct Road Grant (MRWA)				0		179,173	179,173	183,027	183,027
Other property and services									
POC - Fuel Tax Credits Grant Scheme				0		0	0	14,542	14,542
	0	0	0	0	0	1,207,917	981,387	952,831	1,179,361

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2023	Current Liability 31 Jan 2023	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
Transport									
ROADC - Regional Road Group Grants (MRWA)				0		346,000	276,800	348,522	417,722
ROADC - Roads to Recovery Grant				0		402,890	322,312	0	80,578
	0	0	0	0	0	748,890	599,112	348,522	498,300

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2023**

**NOTE 12
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$10,000 and 10.00%.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Opening funding surplus / (deficit)	(317,958)	(18.54%) ▼				Expected opening surplus lower than anticipated at budget time. Opening surplus figure to be confirmed after audit (to be included in budget review)
Revenue from operating activities						
Fees and charges	54,670	14.08% ▲				
Interest earnings	62,715	570.14% ▲				
Profit on disposal of assets	(44,400)	(74.00%) ▼				Assets disposals have not yet taken place as per anticipated budget time line due to supply issues. DCEO and CEO Vehicles are on order. Outstanding plant disposals are due to go to auction soon.
Expenditure from operating activities						
Materials and contracts	(389,177)	(120.39%) ▼				Materials & contract cost as anticipated at budget time less than YTD budget allocation. \$390k relating to Plant Op cost reallocation due to new payroll system as Plant costs are automated to jobs at time of the timesheet entry, not at month end like legacy system.
Utility charges	53,183	39.48% ▲				
Other expenditure	28,514	66.30% ▲				
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(250,590)	(41.83%) ▼				RtR Q2 fund allocations should be received in March.
Proceeds from disposal of assets	(392,496)	(86.84%) ▼				Shows annual budget, not YTD.
Payments for property, plant and equipment and infrastructure	1,242,086	48.07% ▲				
Financing activities						
Transfer from reserves	(810,586)	(100.00%) ▼				Shows annual budget, not YTD. Reserve movements made at year end.
Transfer to reserves	234,958	81.58% ▲				Shows annual budget, not YTD. Reserve movements made at year end.
Closing funding surplus / (deficit)	(510,614)	29.21% ▼				Shows expected closing surplus(deficit), does not include reserve transfers.

Council Resolutions Register Outcomes

CHIEF EXECUTIVE OFFICER – DARREN SIMMONS

REF	DECISION	STATUS	COMMENT	ESTIMATED COMPLETION																								
<p>November 2022 Item 12.1 Resolution 041122</p>	<p>That Council;</p> <p>1. By Absolute Majority, pursuant to Section 5.8 of the Local Government Act 1995, establish a Policy Committee and pursuant to Section 5.10, appoints Cr JM Stratford, Cr GL Boyne and Cr LC Smith as members and Cr NJ Chandler deputy member; and</p> <p>2. Adopts the 5-stage Policy Review Process and Schedule as outline below:</p> <table border="1" data-bbox="304 614 1249 957"> <thead> <tr> <th>Stage</th> <th>Month</th> <th>Task/Objective</th> <th>Responsibility</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>December 2022/January 2023</td> <td>Policy-by-policy assessment (Amend/Repeal/Replace/New)</td> <td>Staff</td> </tr> <tr> <td>2</td> <td>February 2023</td> <td>Staff repeal and amend/replace/new prioritisation recommendations considered</td> <td>Policy Committee</td> </tr> <tr> <td>3</td> <td>March 2023</td> <td>Policy Committee repeal and amend/replace/new prioritisation recommendations considered</td> <td>Council</td> </tr> <tr> <td>4</td> <td>June 2023</td> <td>Amend/replace/new polices developed/considered for recommendation to Council</td> <td>Staff/Policy Committee</td> </tr> <tr> <td>5</td> <td>July 2023</td> <td>Amend/replace/new polices considered</td> <td>Council</td> </tr> </tbody> </table>	Stage	Month	Task/Objective	Responsibility	1	December 2022/January 2023	Policy-by-policy assessment (Amend/Repeal/Replace/New)	Staff	2	February 2023	Staff repeal and amend/replace/new prioritisation recommendations considered	Policy Committee	3	March 2023	Policy Committee repeal and amend/replace/new prioritisation recommendations considered	Council	4	June 2023	Amend/replace/new polices developed/considered for recommendation to Council	Staff/Policy Committee	5	July 2023	Amend/replace/new polices considered	Council	<p>In Progress</p>	<p>Initial staff assessment emailed to Councillors 18/11/2022 for review/comment.</p>	<p>July 2023</p>
Stage	Month	Task/Objective	Responsibility																									
1	December 2022/January 2023	Policy-by-policy assessment (Amend/Repeal/Replace/New)	Staff																									
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3	March 2023	Policy Committee repeal and amend/replace/new prioritisation recommendations considered	Council																									
4	June 2023	Amend/replace/new polices developed/considered for recommendation to Council	Staff/Policy Committee																									
5	July 2023	Amend/replace/new polices considered	Council																									

Council Resolutions Register Outcomes

<p>December 2022 Item 12.3 Resolution 081222</p>	<p>That Council advise the Western Australian Local Government Association (WALGA) that in respect to the WALGA Governance Review, the Shire of Koorda's ranking of the five governance model options is as follows:</p> <p><i>First preference – Option 1 (Two tier model, existing zones)</i> <i>Second preference – Option 3 (Board, amalgamated zones)</i> <i>Third preference – Option 2 (Board, regional bodies)</i> <i>Fourth preference – Option 5 (current model)</i> <i>Fifth preference – Option 4 (Member elected board, regional groups)</i></p>	<p>Completed and lodged</p>		
<p>Item 12.4 Resolution 091222</p>	<p>That the development application from Amplitel Pty Ltd /Ventia Pty Ltd to construct a new 25m high Telstra mobile telephone base station tower, 6 panel antennae on a circular headframe, one GPS antenna and other associated equipment at 3 Ninghan Road, Koorda be approved subject to the following conditions:</p> <p>1. The applicant providing evidence of an agreement for the facility to use vehicular access via Lot 32 Ninghan Street to the satisfaction of the local government; and</p> <p>2. The operation and ongoing use of the facility complying with acceptable electromagnetic energy (EME) output standards and guidelines to maintain the health and safety of surrounding users as set out by Australian Communications and Media Authority (ARPANSA) and the World Health Organisation (WHO).</p> <p>Advice Notes:</p> <p>Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.</p> <p>Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.</p>	<p>Completed and lodged</p>		

Council Resolutions Register Outcomes

	<p>Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.</p> <p>Note 4: The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted to the Shire of Koorda and be approved before any work requiring a building permit can commence on site.</p>			
<p>Item 16.2 Resolution 121222</p>	<p>That Council;</p> <ol style="list-style-type: none"> 1. Accept the Tender from Stallion Homes Pty Ltd for \$1,048,813.06 ex GST; 2. Accept the Council and Community variations as listed in item 16.2 for \$97,822.81 ex GST; and 3. Increase allocation from the Recreation Reserve to a total contribution of \$267,221. 	<p>Tenderer notified and awaiting their advice of project start.</p>		



ATTACHMENT 1

APPLICATION FOR DEVELOPMENT APPROVAL

PROPERTY DETAILS

House/Street No. _____ Lot No. 101 Street Name accessed off Newcarlbeon Road
 Suburb Koorda Location No. _____ Plan/Diagram No. 301627
 Certificate of Title: Vol. 90 Folio: 144A
 Title encumbrances - if applicable (e.g. easements, restrictive covenants) Nil

OWNER DETAILS

Name Gary Wayne Greaves
 ABN (if applicable) N/a
 Address PO Box 74, Koorda WA 6475
 Telephone: Work _____ Home _____ Mobile 0428 843 015
 Email journeysend@westnet.com.au
 Contact Person for Correspondence Gary Greaves

Signature/s of Owners (NB. If the property is a strata lot the signatures of all strata owners or body corporate approval is required) Please refer to attached signed consent

** This application form needs to be signed by all landowners (including strata owners) or the application will be deemed incomplete and will not be processed until such time as all landowners' signatures have been obtained.*

Date 24/01/2023

APPLICANT DETAILS (IF DIFFERENT FROM OWNER)

Name CRISP Wireless Pty Ltd
 Address Suite 4, Paringa Centre / 2 Williams Road, Narrogin (PO Box 1004) WA 6312
 Telephone: Work 6809 2100 Home _____ Mobile _____
 Email lballard@crispwireless.com.au
 Contact Person for Correspondence Leigh Ballard

The information and plans provided with this application may be made available by the local government for public viewing in connection with the application*. Yes No

* Public notification is required for certain development applications to ensure that the public is made aware of the development and have opportunity for relevant submissions. Council has right of refusal for applications that do not allow for public viewing should it be deemed necessary.



Signature/s _____ Date 24/01/2023

PROPOSED DEVELOPMENT

Nature of Development: Works Use Works and Use

Is an exemption from development claimed for part of the development? Yes No

If yes, is the exemption for: Works Use

Description of exemption claimed (if relevant) Nil

Description of proposed development and/or land use _____

Telecommunications infrastructure - Communication Repeater Point - Wireless Broadband

Existing buildings and/or land use _____

General Farming - Agriculture - Extensive - ie: cropping, grazing and associated improvements

Approximate cost of proposed development \$30,000

Estimated time of completion 4-6 weeks from approval

This form is to be submitted in with two (2) copies of A3 plans (site plan; floor plan; elevations).

This is not an application for a building permit. A separate application is required for a building permit.

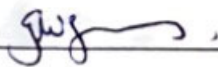
10 Haig Street, Koorda WA 6475 / PO Box 20, Koorda WA 6475

ABN: 76 109 337 541 / P: (08) 9684 1219 / F: (08) 9684 1219 / E: shire@koorda.wa.gov.au

ATTACHMENT 2: OWNER'S CONSENT

I, Gary Wayne Greaves, being the registered landowner of the premises identified as Lot 101 on DP 301627 (accessed off Newcarlbeon Road), Koorda WA 6475 consent to the submission of an application for Development Approval by CRISP Wireless Pty Ltd on the premises described above for the purpose of a Telecommunications Tower and associated infrastructure.

SIGNED



Gary Wayne Greaves

Date 31/01/2023



APPLICATION FOR DEVELOPMENT APPROVAL

PROPERTY DETAILS

House/Street No. 3 Lot No. 61 Street Name Allenby street
Suburb Koorda Location No. _____ Plan/Diagram No. _____
Certificate of Title: Vol. _____ Folio: _____
Title encumbrances - if applicable (e.g. easements, restrictive covenants) _____

OWNER DETAILS

Name Anthony David Meyers
ABN (if applicable) _____
Address 713 Phoenix road, Spearwood Perth WA
Telephone: Work _____ Home _____ Mobile 0455502574
Email anthony.meyers@gmail.com
Contact Person for Correspondence As above

Signature/s of Owners (NB. If the property is a strata lot the signatures of all strata owners or body corporate approval is required) AMeyers

* This application form needs to be signed by all landowners (including strata owners) or the application will be deemed incomplete and will not be processed until such time as all landowners' signatures have been obtained.

Date 26/1/2023

APPLICANT DETAILS (IF DIFFERENT FROM OWNER)

Name _____
Address _____
Telephone: Work _____ Home As above Mobile _____
Email _____
Contact Person for Correspondence _____

The information and plans provided with this application may be made available by the local government for public viewing in connection with the application* Yes No



Shire of
Koorda

* Public notification is required for certain development applications to ensure that the public is made aware of the development and have opportunity for relevant submissions. Council has right of refusal for applications that do not allow for public viewing should it be deemed necessary.

Signature/s *DM* Date 26/1/2023

PROPOSED DEVELOPMENT

Nature of Development: Works Use Works and Use

Is an exemption from development claimed for part of the development? Yes No

If yes, is the exemption for: Works Use

Description of exemption claimed (if relevant) _____

Description of proposed development and/or land use Private storage ~~to~~ barn
style shed with caretaker's accommodation internally
built

Existing buildings and/or land use 1x Storage shed

Approximate cost of proposed development \$56,000

Estimated time of completion 30 weeks from shire approval

This form is to be submitted in with two (2) copies of A3 plans (site plan; floor plan; elevations).
This is not an application for a building permit. A separate application is required for a building permit.